

## **Borough of Hightstown Environmental Commission**

### **Environmental Commission Meeting**

Meeting Date/Time: January 25, 2011 / 7:30 PM  
Meeting Location: Borough Council Chambers  
Attendees: Barbara Jones – Chair  
Yan Troizier – Vice Chair  
David Zaiser- Shade Tree Official  
Fred Montferret – Planning Board Liaison  
Isabel McGinty – Borough Council  
Gary Grubb  
Keith LeProvost  
Donna LeProvost  
Harold Mulleavey - Sercetary  
Public: None

The meeting was called to order at 7:35pm by Chair Barbara Jones

The Chair announced the meeting conformed to the Open Meetings Act stating its date, time and location advertised in the Borough's newspapers of record.

### **Discussion Summary:**

- 1.0 Agenda Approval.** The draft agenda was unanimously approved (moved by Zaiser, seconded by Montferret).
- 2.0 Approval of Minutes:** The January 4, 2011 Re-Organization meeting minutes were approved (Zaiser approved, seconded by Troizier).
- 3.0 Shade Tree Matters:**
  - 3.1** The Summit Street sidewalk construction plans are in design. Construction start date is unknown at this time. The Stockton St to Morrison Ave sidewalk will be constructed along the westerly side of Summit, while the Morrison St to Mercer St sidewalk will be built on the easterly side of Summit. The sidewalk will be built immediately adj. the curb the entire length. The dead pear trees and two oaks in poor condition will be removed during the construction. David is in discussion with the designer regarding what species and what locations the new trees will be planted along the new sidewalk. David will forward the sidewalk construction plans to the Commission.
  - 3.2** Green Community Grant has been OK'ed. The Grant will require a comprehensive Tree Management Plan. David to submit the annual report on 2/15/11. The report will need the Mayor's approval.

- 3.3     Borough Tree Inventory: There are a few small remaining areas in the Borough where trees need to be evaluated. This is scheduled for mid Spring 2011.
- 4.0     **Parks and Recreation:**
  - 4.1     Rocky Brook Resource Center Boardwalk: Completing the Boardwalk is a major Goal with Parks & Recreation and the Environmental Commission. Volunteer assistance is vital to completing this Boardwalk.
  - 4.2     Greenway Responsibility: Parks/Recreation and Environmental Commission need to meet and discuss the Greenway responsibility. Issue to be forwarded to Council/Mayor for further deliberations.
  - 4.3     East Windsor Greenways: EW EC Chair contacted Barbara about attending one of our meetings. TBD.
- 5.0     **Sustainable New Jersey:**
  - 5.1     The package was submitted with 180 points. Announcement regarding approval expected February 2011.
- 6.0     **Tree Plantings:**
  - 6.1     Timberwolf may be a resource for inexpensive trees to plant in Parks and along roadways. Chair to pick tree planting locations.
  - 6.2     Tree Donors will have their name and their donated tree species engraved on a brass plate attached to a tree-shaped wooded plaque. The plaque will be displayed in Borough Hall. Chair to give Gary the Donors names and tree species.
- 7.0     **Natural Resource Inventory:**
  - 7.1     Components needed for the Inventory are dated and incomplete. Subcommittee formed to focus on the completing this Inventory. This group is scheduled to meet in the Boroughs Chambers on 2/15/11, 7:30pm. Chair to contact Ms. McGee of the Stony Brook Millstone Watershed (SBMW) for historic data. EC members to research other municipalities web sites for helpful intel in developing this Inventory
- 8.0     **Greenways:**
  - 8.1     Easement concerns on hold pending Chairs discussion with Ms. McGee of the SBMW.
- 9.0     **EC Website:**
  - 9.1     The Commission voted to establish an EC link on the Boroughs Website. Harold will take the lead in contacting Gary Stevens and Harold will then be responsible for updating the EC Website link in a timely manner.

**10.0 Master Plan:**

- 10.1** The Commission needs to garner pertinent information and establish long terms goals for the EC's input to the Boroughs upcoming Master Plan Modification. The updated Natural Resource Inventory should provide some info for the Master Plan.

**11.0 Storm Water and Stream Water Ordinance:**

- 11.1** Isabel to contact Ms. McGee of SBMW to assist in updating the two Ordinances.

**12.0 Student Liaison:**

- 12.1** Fred to contact HHS about a potential Student to be a Liaison to the Commission.
- 12.2** The Commission discussed the merits having a Peddie Student and/or Faculty member as a Liaison to the Commission.

**13.0 2011 Upcoming Events:**

- 13.1 Harvest Fair** - EC to evaluate what we present/display at the upcoming Harvest Fair. Ideas welcomed.
- 13.2 Spring Clean Up** – Actual Date TBD. Harold to contact the 3 local Boy Scout troops to assist in the clean up. Chair to contact SBMW.
- 13.3 Tree Planting** – Yan and David to discuss. Info to follow.

**14.0 Planning Board Items:**

- 14.1** No pending issues at this time.

**12.0 Meeting Conclusion:**

- 12.1** This EC Business Meeting adjourned at 8:38pm.
- 12.2** Next EC Business Meeting is scheduled for February 22, 2011 at 7:30 pm in the First Aid Squad Room.

Respectfully Submitted,

*Harold Mulleavey*

Harold Mulleavey  
Hightstown Environmental Commission  
Secretary