

**Borough of Hightstown**  
**Environmental Commission Meeting Minutes**  
**June 25, 2019**

Meeting Date and Time: June 25, 2019 at 7:00 PM

Meeting Location: Hightstown Housing Authority Conference Room

Attendees: Keith LePrevost (Chair)  
Todd Frantz (Secretary)  
David Zaiser (Shade Tree Official)  
Donna LePrevost  
Barbara Jones  
Gary Grubb  
Leigh Isleib (Meadow Lakes Liaison)  
Susan Bluth (Council Liaison)  
Jennifer Morgan (Peddie School Liaison)

Also in Attendance: Tom Musa

Absent: Yan Troizier (Vice Chair)  
Joe Cicalese (Planning Board Liaison)  
Josh Jackson  
Lia Mastropolo (Watershed Institute)

**Open Public Meetings Act Statement:** In compliance with Chapter 213 of the Public Laws of 1975, notice of this meeting was given by way of the Annual Notice published in the Trenton Times and Princeton Packet by the Borough Clerk and posted on the Borough website.

**Approval of Agenda:** David Zaiser motioned to approve the agenda as amended which was seconded by Barbara Jones.

**Approval of Minutes:** Regular Meeting Minutes of April 23, 2019. David motioned to approve the minutes as amended which was seconded by Donna LePrevost.

**Shade Tree Matters:**

a. **Shade Tree Official's Report:**

- i. 201, 205, 207 North Main Street all had trees removed that were in poor condition. JCP&L removed 2 oaks and one ash on Morrison and 2 oaks on South Street; new statewide pruning regulation allows complete removal of trees if more than 25% of canopy must be removed around wires, also allows removal of trees on opposite side of street if the trees are deemed dangerous. David has asked JCPL to provide justification that trees were deemed dangerous but documentation has not been produced. David will draft a letter to JCP&L to address the Commissions concern.

**Parks and Recreation:**

- a. **Bridge update** – The footings have been poured. The bridge is being fabricated in Alabama and will be shipped in about 6 weeks.
- b. **Skate Park** – money from grant was received from the County. Project is being rebid.

**Borough Council Liaison:**

- a. **Lincoln/Hagemont/Rocky Brook Project:** Plan F, which had support of the Environmental Commission, has been accepted which maintains the Oaks on Lincoln that are in good condition and the London Plane trees will be maintained. Sidewalks will be installed as they were included in the original grant and are required as part of the project. Project budget also included money for replacement trees.
- b. **Greenway Extension into East Windsor:** No update.

**Planning Board Update:**

- a. **Green Development Checklist:** Checklist was approved.

**Sustainable Jersey (SJ) Update:**

- a. We are currently silver certified which lasts for three years and will not be submitting for additional points this year.

**Grants and Funding Update:**

- a. NJ Urban and Community Forestry Program – grant is available through Sustainable Jersey to add additional street trees and trees in public spaces. Grants are available for up to \$30,000. Grant application was submitted with a request for \$7,500 for approximately 20 trees; awaiting response.
- b. Rocky Brook Park cleanup in April was a success.

**New Business:**

- a. Special Council Meeting on July 1 at 7:30 PM where the new Borough Hall renovation plan will be presented.
- b. Chamber of Commerce voted Hightstown the 24<sup>th</sup> best municipality to live in out of 564.

**Plan Review:**

- a. Plans construction at Meadow Lakes are available for review. Keith will be picking these up for review by EC.

**Liaison Update:**

- a. Meadow Lakes:
  - i. Meadow Lakes is progressing with procuring Organic Diversions for food waste recycling.

- ii. Peddie students assisted with planting buffer plants along the waterway, Meadow Lakes is very appreciative of the efforts by the Peddie students.
  - iii. Working on efforts to reduce single use plastics.
- b. Peddie School: Currently on summer break. Peddie is surveying all activities of operations to evaluate ways to become more sustainable.
- c. Hightstown High School: No update.
- d. Watershed Institute: No update

**Correspondents, Conferences and Workshops:**

- a. 94<sup>th</sup> Annual Shade Tree Federation Conference – October 24-25, 2019

**Calendar:**

- a. 10/12/19 – Harvest Fair
  - i. Theme – Reduce, Reuse, Recycle + Home Composting.

**Next Meeting:** The next regular EC meeting is Tuesday, July 23, 2019, 7:00 PM.

**Adjournment:** David motioned to adjourn the meeting, seconded by Barbara.