

MINUTES FOR THE REGULAR MEETING OF
THE HIGHTSTOWN ENVIRONMENTAL COMMISSION

Meeting Date and Time: March 23, 2021 at 7pm

Meeting Location: Held virtually through Zoom

Attendees: Todd Frantz (Chair)
Tom Muza (Vice Chair)
David Zaiser (Shade Tree Official)
Julie Bond (Secretary)
Cristina Fowler (Council Liaison)
Sheila Hittesdorf
Sophie Glovier (Watershed Institute Liaison)
Shani Peretz (Peddie School Liaison)
John Laudenburger (Planning Board Liaison)

Absent: Gary Grubb

Open Public Meeting 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 which was seconded by Tom Muza.

Shade Tree Matters:

Shade Tree Official's Report added as an attachment to the regular meeting minutes.

1. EC will pay for tree plantings and will be reimbursed for 90% through the NJDEP forestry grant.
2. Todd will add this to the EC budget.

Parks and Recreation: No updates.

Planning Board Update: No updates.

Grants and Funding Update: Shade Tree Official's report NJDEP forestry grant project (see attachment). The 2021 Sustainable Jersey Grants Cycle funded by the PSEG Foundation is tabled for now.

New Business:

1. 2021 EC Budget
 - a. Due to the Borough by April 5th.
 - b. Budget requests for 2021
 - i. ANJEC dues
 - ii. Tree plantings
 - iii. Marketing materials
 - iv. Todd will check with Gary Grubb for Parks + Recreation expenditures
2. Arbor Day Celebration, stream cleanup and tree planting ceremony -- April 17 9-11am.
 - a. Will send an announcement to Peggy Riggio to post event on the Borough calendar.
 - b. Jim Sidelinger from OEM approved the general plan in an email correspondence to David.
 - c. COVID-19 Event Guidance published by Borough on March 1, 2021.
 - i. Todd will complete Special Event COVE-19 Prevention Plan Certification.
 - ii. Volunteers will register for either 9am or 10am to maintain state mandate.
 - d. Shred-It will be stationed at the Memorial Park parking lot from 9-12pm.
 - e. Donna Syx confirmed Public Works will handle the trash collection.
 - f. Steve Tuorto will serve as the Watershed Institute representative.
3. HBEC Facebook page
 - a. Received images and pictures from Keith LePrevost.
 - b. Sheila will post Arbor Day information on the new page.
4. Sustainable Jersey recertification
 - a. Todd will meet with Clare Lumkong of Sustainable Jersey on March 24 to discuss the application.

Plan Review:

1. 117 Taylor Ave Patio installation – recommended rain garden with native plantings.
2. 111 Park Ave Patio installation – recommended rain garden with native plantings.

3. 249 Monmouth Street Pool and Patio – Plans attached for review and discussion
 - a. David Zaiser emailed recommendations for rain gardens or narrow swales to capture potential runoff.

Liaison updates:

1. The Watershed Institute – Discussion of Arbor Day event.
2. Meadow Lakes – No updates
3. Peddie School - Shani will market Arbor Day event to faculty and students.
4. Hightstown High School – Julie reached out HHS principal Dennis Vinson.

Correspondence, Conferences and Workshops:

1. ANJEC dues have been paid and an updated contact list for EC members has been sent.
2. Borough Mail
 - a. Letter dated February 1, 2021 from Roberts Engineering providing a copy of NJDEP Treatment Works Approval Application for Improvements to Springcrest Drive, Taylor Ave, Spruce Court, Glen Drive, and Schuyler Ave.

Calendar:

1. Stream Cleanup/Arbor Day celebration – April 17, 9-11 AM

Next Meeting Date: Tuesday April 27, 2021 at 7pm.

Adjournment: Meeting was adjourned.

Borough of Hightstown

Environmental Commission

Shade Tree Official's Report

To: Environmental Commission
From: David Zaiser, Shade Tree Official
Date: 23 March 2021 Meeting
Re: Shade Tree Official's (STO) Report – New items in **boldface**

1.0 Tree Work

- 1.1 No recommended tree work since previous meeting.

2.0 NJ DEP (Forestry) Grant Project

- 2.1 Scope of Work: Plant approximately 25 street trees along North and South Main Streets. Targeting April/May 2021 for planting. Project schedule attached.
- 2.2 North and South Main Streets re-surveyed for existing tree conditions in July 2020.
- 2.3 Grant Executed by Borough/ State on 11/2/2020.
- 2.4 Letter of Support received from Mercer County DOT dated 10/15/2020.
- 2.5 Approval of Tree Species Schedule by Mercer County DOT on 12/3/2020.
- 2.5 Planting Plan submitted to NJ DEP for review on 12/4/2020. State responded on 12/14 that their review is ongoing.
- 2.6 State has returned comments and STO has responded with additional questions (1/26/21).
- 2.7 State has addressed STO questions (2/10/2021). Final submission w/ minor edits due to State. **Final Submission approved by the State. (2/27/21)**
- 2.8 **Bid Documents reviewed by Borough Clerk (3/15/21). Project is out to Bid. Targeting planting between April 15th and May 31st.**

3.0 Lincoln/ Hagemount/ Rocky Brook Streetscape Project

- 3.1 STO worked with Roberts Engineering to adjust documented tree locations on site on 11/13/2020.
- 3.2 Yan Troizier reviewed installation and emailed concerns to STO on 11/23/2020.
- 3.3 STO issued memo to Roberts Engineering formalizing installation concerns on 11/25/2020 (attached). There has been no response.
- 3.4 **Still no response (1/26/21) (2/23/21) (3/23/21)**

4.0 Springcrest Street Sidewalks

- 4.1 **Roberts Engineering asked for tree species and location recommendations. Still to be recommended.**

5.0 Arbor day Celebration

- 5.1 **Council resolution passed (3/15/21).**
- 5.2 **Tree donated by Growing Concern.**
- 5.3 **Association Park planting, celebration set for noon on 17 April.**

End of Report