

MINUTES FOR THE REGULAR MEETING OF
THE HIGHTSTOWN ENVIRONMENTAL COMMISSION

Meeting Date and Time: May 25, 2021 at 7pm

Meeting Location: Held virtually through Zoom

Attendees: Todd Frantz (Chair)
Tom Musa (Vice Chair)
David Zaiser (Shade Tree Official)
Julie Bond (Secretary)
Cristina Fowler (Council Liaison)
Jennifer Morgan (Peddie School Liaison)
John Laudenburg (Planning Board Liaison)
Gary Grubb
Haritha Chityala
Joseph Studholme

Absent: Sheila Hittesdorf

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 Musa.

Approval of Meeting Minutes: Regular meeting minutes from April 27, 2021 were approved. Motioned by David Zaiser and seconded by Tom Musa

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

Parks and Recreation: Citizen sponsored flower baskets continue to be placed around the Borough. Gary noted some irrigation problems near the lake due to the new bridge. Dawes Park basketball courts will be paved this summer.

Planning Board: Plans were submitted to the EC for the proposed Railroad Ave. improvement project.

Grants and Funding Update: Todd submitted a request to Old Heights Brewery to receive profit percentage from a potential EC specialty beer.

New Business:

1. New appointees Haritha Chityala and Joseph Studholme were sworn in by Council Member Cristina Fowler.
2. Complete Streets Committee – Mobility Plan Implementation
 - a. Should see some results of the data analysis from two main intersections Franklin & Main, Stockton & Main on April 28.
 - b. Sustainable Jersey recertification
 - i. Potential to extend until December 2022. Todd will send application for extension.

Plan Review:

1. Discussion of Railroad Ave plans from Roberts Engineering. Commissioners need more info from Roberts Engineering to comment on plans.

Liaison updates:

1. The Watershed Institute – No updates
2. Meadow Lakes – No updates
3. Peddie School - Administration and students looking forward to participating in additional environmental efforts next school year.
4. Hightstown High School – No updates

Correspondence, Conferences and Workshops: None

Next Meeting Date: Tuesday June 22, 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: 26 May 2021 Meeting
Re: Shade Tree Official's (STO) Report – New items in **boldface**

1.0 Tree Work

- 1.1 Resident request to remove a 20-inch Sawtooth Oak at 309 Park Avenue because it is “messy.” Tree is in good condition. Discuss approach with EC.

Have informed adjacent homeowners.

2.0 NJ DEP (Forestry) Grant Project

- 2.1 Scope of Work: Plant 43 street trees along North and South Main Streets. Targeting Mid-May 2021 for planting.
- 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.
- 2.6 Planting Plan submitted to NJ DEP for review on 12/4/2020. State responded on 12/14 that their review is ongoing.
- 2.7 State has returned comments and STO has responded with additional questions (1/26/21).
- 2.8 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)
- 2.9 Bid Documents reviewed by Borough Clerk (3/15/21). Project is out to Bid. Targeting planting between April 15th and May 31st.
- 2.10 Two proposals received. Low price proposal from Brightview. Proposal reviewed with Brightview to confirm scope. Plant letters hand delivered to residents at potential tree locations. P.O. being processed by Borough. **P.O.issued.**
- 2.11 **Utilities marked and tree locations determined.**
- 2.12 **Tree Planting Begins Monday 5/25. Yan Troizier and Adam Zaiser observing for EC.**

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) (4/27/21) (5/26)**

4.0 Springcrest Street Sidewalks

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

4.2 Roberts Engineering supplied documents and STO has provided new tree locations for streets projects at: Springcrest, Taylor, Spruce and Glen.

End of Report