

AGENDA FOR THE 2022 REORGANIZATION MEETING OF
THE HIGHTSTOWN ENVIRONMENTAL COMMISSION

Tuesday January 11, 2022 at 7 PM

Virtual Meeting via Zoom

Join Zoom Meeting

<https://peddie.zoom.us/j/99569940569?pwd=R1hMdldQaGcxWWVKbmdMdTlZengrQT09>

Meeting ID: 995 6994 0569

Passcode: 899055

One tap mobile:

+19294362866,,99569940569# US (New York)

Dial by your location:

+1 929 436 2866

Meeting ID: 995 6994 0569

Join by Skype for Business:

<https://peddie.zoom.us/skype/99569940569>

1. Approval of Agenda
2. 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.
3. Attendance
4. Approval of Meeting Minutes from regular meeting on January 11, 2022
5. Shade Tree Matters:
 - a. Shade Tree Official's Report – attached
6. New Business:
 - a. Update on Hightstown Environmental Youth Leadership Internship. Applications received.
 - b. Resolution on stormwater management for residential developments.

- c. Walter C Black school has recently secured a grant through Young Audiences of America for a project which entails creating an outdoor reading village that will be built on school grounds this coming year. They are seeking the Environmental Commission's assistance with the following:
 - i. Planting / Donation of Trees: they would like to request tree plantings through the Environmental Commission. The village is being built on the playground which has very little to no shade. They are hoping to build a tent like structure but hope to have a few trees too. Would we like to support this effort?
 - ii. Recycling Presentation: They have asked if the commission would provide a presentation on recycling – geared towards ages 5 to 8. Volunteers?
 - d. Complete Streets Committee – Mobility Plan Implementation (recurring item on agenda)
 - e. Sustainable Jersey – master checklist distributed to EC members.
7. Parks and Recreation:
8. Planning Board Update:
9. Grants and Funding Update: No updates
10. Plan Review: No new plans to review.
11. Liaison updates:
 - a. The Watershed Institute –
 - b. Meadow Lakes –
 - c. Peddie School -
 - d. Hightstown High School –
12. Correspondence:
 - a. No new correspondence.
13. Conferences and Workshops:
14. Calendar:
 - a. April 23, 2022 – Stream Cleanup and Arbor Day tree planting. This event will also include a paper shredding truck which will be available for all Borough residents. Please mark your calendars as we would like to have as many members of the EC as possible in attendance at the stream cleanup and the tree planting
15. Adjournment

MINUTES FOR THE REGULAR MEETING OF
THE HIGHTSTOWN ENVIRONMENTAL COMMISSION

Meeting Date and Time: January 11, 2022 at 7pm

Meeting Location: Held virtually through Zoom

Attendees: Todd Frantz (Chair)
Tom Muza (Vice Chair)
Julie Bond (Secretary)
Joseph Studholme
Gary Grubb
John Laudenburger (Planning Board Liaison)
Cristina Fowler (Council Liaison)
Shani Peretz (Peddie School Liaison)
Sophie Glover (Watershed Institute)
Ritwik Menon (NJ Americorp Watershed Program)

Absent: David Zaiser (Shade Tree Official)

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: Tom Muza motioned to approve the agenda which was seconded by Joseph Studholme.

Approval of Meeting Minutes: Regular meeting minutes from November 23, 2021 were approved. Motioned by Tom Muza and seconded by Shani Peretz.

Reorganization Business: Cristina Fowler swore in Joseph Studholme and Tom Muza for new terms. Todd Frantz, Tom Muza and Julie Bond were reelected as Commission officers.

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

Parks and Recreation: Borough continues to engage with quality water testing for Peddie Lake and Rocky Brook. The dam for the Memorial Park bridge was completed.

Planning Board: Discussion of an affordable housing plan that would rezone the Borough if approved. Two licenses for Borough cannabis retailers were approved.

Grants and Funding: No update

New Business:

1. 2022 ANJEC dues paid and membership list updated.
2. Ritwik Menon – NJ Americorps Watershed program introduction.
3. Borough Facebook page up and running. Welcome to share any EC content.
4. Possibility of sponsoring a food truck event at Old Hights Brewing Company in coordination with the stream cleanup and arbor day tree planting. EC is interested in this joint event.
5. Update on Hightstown Environmental Youth Leadership Internship. The Watershed Institute, Peddie and RISE will move forward with getting applications out there to students.
6. Complete Streets Committee – Mobility Plan Implementation: No update.
7. Sustainable Jersey will continue for recertification.

Plan Review: No new plans to review.

Liaison updates:

1. The Watershed Institute – Provided programming information for a stream residents webinar.
2. Meadow Lakes – No updates
3. Peddie School - No updates
4. Hightstown High School – No updates

Correspondence: None

Conferences and Workshops: NJ Shade Tree Federation CEUs completed through online courses for 2021.

Calendar: Stream Clean-up and Arbor Day event, April 23, 2022.

Next Meeting Date: Tuesday February 22, 2022.

Adjournment: Meeting was adjourned.

Borough of Hightstown Environmental Commission

Shade Tree Official's Report

To: Environmental Commission
From: David Zaiser, Shade Tree Official
Date: 22 February 2022 Meeting
Re: Shade Tree Official's (STO) Report – New items in **boldface**

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1.0 Tree Work

- 1.1 Tree removal at Mercer and Rogers was not authorized and is under investigation. Still attempting to determine how these removals were authorized.
- 1.2 **Two large oak street trees located on the east side of Park Way near the intersection with Stockton had been reviewed by the STO and recommended for pruning. DPW is recommending removal, but the STO maintains that removal is not warranted at this time.**

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. Tree work completed Thursday 6/17 with some replacements for early losses. Gator bags installed and DPW is filling frequently. Trees are guaranteed for 2 years.
- 2.13 Submission to State for Grant Reimbursement Underway.
- 2.14 State has approved the virtual inspection and 90% Grant Reimbursement paperwork is underway.

- 2.15 STO has submitted paperwork with volunteer hours to Borough of inclusion in the 90% Grant Reimbursement submission. Awaiting Borough reporting.
- 2.16 STO has asked DPW to remove and store gator bags. Gator bags have been removed.
- 2.17 Annual Progress Report submitted for State Grant. **Annual Report approved by the State.**

3.0 Lincoln/ Hagemount/ Rocky Brook Streetscape Project

- 3.1 Investigating participation in the 11-month walk through with respect to new street trees.

4.0 Improvements to Railroad Ave, Dey St, Center St, and S Academy St Project

- 4.1 STO has been asked to identify locations for new street trees to be included in the project. Area surveyed and new trees (up to 20) are being documented.

5.0 Community Forestry Management Plan

- 5.1 **STO submitted CFMP Annual Progress Report to the State.**
- 5.2 **STO submitted re-certification to Tree City USA**

End of Report