

February 12, 2009

APPROVED MAR 12 2008

Members Present:

Mario Andre, Ted Duran, Jim Hutchison, John Frost, Paul Zelanko, Patrick Pisano and Brian Racin

Members Not Present: Jessie Basner, Mike Clancy and Shenetta Smith

1) Approve meeting minutes for 1/8/09.

- Committee reviewed minutes and were approved by the committee. Paul motioned to approve and Brian seconded. All in favor.

2) Review planter name plates provided by John Frost.

- The committee reviewed the sample that John Frost provided and held a discussion about the cost and size of the name plates.
- In the future, the committee will review the successfulness of the nameplates and may relook to see if the signs should be bigger.
- Brian Racin approved the current nameplate and Patrick Pisano seconded it.
- Mario Andre to present name plate to Andy Salerno for approval.

3) Appoint volunteer for Earth Day and/or Arbor Day

- Mario discussed roles and responsibilities of a committee member's responsibility to take on Earth/Arbor Day. There will be one person who is responsible for the event but the rest of the committee members need to participate.
- Mario presented to the town council an application to request free trees but since we did not have a plan, the council did not approve it for the event and the committee is not moving forward without the Mayor's approval.
- Brian Racin volunteered to be responsible for the event and layout a plan.
- The committee discussed which days would be appropriate either before or after the actual days.
- Then there was a discussion regarding what the event should include and different ideas of how to present the proposal to the town council and Mayor.
- Once Brian provides a draft of the plan and necessary budget for the event, Mario will work with the Mayor for approval.
 - i. Brian to provide a solid plan by February 26th.
 - ii. Approval March 9th and give to the council.
 - iii. March 23rd, the plan should be presented to the council

4) Review the trees previously approved by commission

- John Frost will provide a list of trees than can be planted curbside that will minimize the impact to curbs or sidewalks. Rutgers provides a book specific for this need.

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- The a discussion took place around a resident on Sycamore who had their home owners insurance denied due to the sidewalk lifted and although there is a backlog of trees to be removed by the town, the resident can contract a professional to remove the tree.
- 5) Review and discuss BY-Laws prepared for the commission**
- Jessie Basner provided a draft copy of the by-laws and the committee reviewed them in detail. Also if there are other comments, please send them to Mario and he will forward them to Jessie.
 - The By Laws are for the internal Shade Tree Commission and will be put forward to the council but an approval is not necessary.
 - John Frost was nominated as Vice Chairperson but will be considered acting until the By Laws get approved.
 - These By Laws should be present at each meeting in case a question comes up and will be considered a "living document"
 - Jim Hutchison will bring a copy of the "Roberts Rules of Orders" for the committee to review.
- 6) Items to be reviewed for discussion at next meeting 12-11-08 (no particular order)**
- 1) Review list grants available by the government**
- Patrick Pisano has not seen any new grants but a discussion started around ANJEC and whether the committee should participate. Patrick to follow up with ANJEC and provide more details.
 - There also was a discussion who can participate in ANJEC and Alternates will be able.
- 2) Look into changing curb tree code**
- 3) Look into a developers tree fund (Mike Clancy was to follow up)**
- There was a discussion about the tree fund but the committee agreed that it does not make sense at this time.
 - Barton Ave homes already have something in place to replace the trees as discussed.
 - Continued discussions took place around if a tree gets removed by an addition or pool, trees should be replaced and enforced.
 - Although Jessie was not present, a discussion occurred around all the town codes for trees. The committee is looking for Jessie to possibly provide a summary of all the town codes around trees.
- 4) Start reviewing the plans for Memorial Day parade. Appoint Volunteer**
- The discussion opened up about someone to volunteer for coordinating ESTC participation in the Memorial Day parade.
 - John nominated Shennetta Smith and Paul Seconded it.
- Other/New Business:**
- Discussion took place about the development of an ESTC website and how the towns website has different links that are not consistent. Jim will follow up if a link can be put on the town's website.

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- Ted provided a detailed review of the ESTC Charter being developed which will be presented to the town council.

Action Items:

Agenda #	Responsible	Action
2	Mario	Present name plate to Andy Salerno for approval.
3	Brian	Provide a draft plan for Earth Day / Arbor Day
4	John	Provide a list of trees than can be planted curbside.
5a	All	Review By Laws and provide comments.
5b	Jim	Provide a copy of the "Roberts Rules of Orders" at the next meeting.
6-1	Patrick	Follow up with ANJEC for more details.
6-3	Jessie	Possibly provide a summary of all the town codes around trees.
New	Jim	Follow up if a web link can be put on the town's website.