

CHATHAM BOROUGH SHADE TREE COMMISSION  
January 26, 2023 7:30 p.m.

Commissioner Truppo called this Reorganization and Regular Meeting of the Chatham Borough Shade Tree Commission to order at 7:30 p.m. in Room 301, Chatham Municipal Building. Mrs. Truppo stated that all legal notices have been posted for this meeting.

Administration of Oaths of Office

The following were sworn in for a new term on the Shade Tree Commission:

George H. Sweetin

Beverly Klepper - First Alternate

Gina Viola – Second Alternate

Kristy Chmura will be sworn in at a future meeting.

Names	Present	Absent
Colleen Truppo	X	
Kristy Chmura		X
Dean Wilson	X	
Fran Drew		X
John Tortorella		X
Patrick Florentino	X	
Beverly Klepper	X	
George Sweetin	X	
Gina Viola	X	
Council Member Karen Koronkiewicz	X	
Liz Holler, Recording Secretary	X	

Mrs. Truppo read aloud the Mission Statement of the Borough Shade Tree Commission.

Motion to Adopt Meeting Minutes

Mr. Florentino made a motion to approve the STC meeting minutes of November 17, 2022. Mr. Wilson seconded the motion. A voice vote was taken. All

Commissioners present voted aye. The EC Minutes of November 17, 2022 were approved.

Mr. Sweetin made a motion to approve the STC meeting minutes of December 22, 2022. Mr. Wilson seconded the motion. All Commissioners present voted aye. The December 22, 2022 EC minutes were approved.

---

Resolution #23-01

Chatham Borough Shade Tree Commission Election of Officers for the Year 2023

Mrs. Klepper made a motion to nominate Colleen Truppo as Chairman of the Borough Shade Tree Commission for the year 2023. Mr. Sweetin seconded the motion. A voice vote was taken. All Commissioners present voted aye. The motion passed.

Chrmn. Truppo made a motion to nominate Kristy Chmura as Vice Chairman of the Borough Shade Tree Commission for the year 2023. Mr. Wilson seconded the motion. A voice vote was taken. All Commissioners present voted aye. The motion passed.

**BE IT RESOLVED** by the Chatham Borough Shade Tree Commission, that as the result of the elections, the following offices will be held by the indicated members for the year 2023 and until replaced by a subsequent election:

Chair: Colleen Truppo

Vice Chair: Kristy Chmura

---

Discussion Items

Chrmn. Truppo discussed a recent email sent to the Shade Tree Commission by a resident, Minati O'Connell. Ms. O'Connell had questions about a tree on her private property. After a discussion with fellow Commissioners, Chrmn. Truppo said she will answer Ms. O'Connell's concerns and questions about her private tree by email. She will copy in Leo Pietrantuono with her answer. Mr. Sweetin pointed out that Ms. O'Connell can always hire a private arborist to look at this tree and give an assessment.

Related to this matter, Chrmn. Truppo explained to Mrs. Viola the STC's Windshield Survey which is done periodically to monitor the conditions of Borough trees. The Windshield Survey people will pinpoint addresses of Borough trees that need attention. This info is shared with the Department of Public Works.

Chrmn. Truppo also explained the Core Training that is recommended for new Shade Tree Commissioners. She will get further information to Mrs. Viola. Chrmn. Truppo noted that it's the goal of the STC to have every Commissioner receive Core training.

#### STC Tree Walks

Chrmn. Truppo noted that although it's now winter time, the STC could start deciding on specific times for these walks.

Commissioners decided to hold the next Tree Walk on Saturday, February 11<sup>th</sup> at 1 p.m. They will meet at the Chatham Middle School. The exact date for the March Tree Walk will be decided at a future time.

#### Community Forestry Management Plan

Chrmn. Truppo noted that this Forestry Management Plan is due every 5 years. Chatham Borough's Plan is due next year. She had a copy of the most current Plan for STC members to review. At Mr. Sweetin's recommendation, Chrmn. Truppo will email this earlier Plan to Commissioners before the March meeting.

#### STC Tree Planting Program 2023

Chrmn. Truppo suggested that the planning for this program start, for a change, in March. She explained the process of the Tree Planting Program, starting with the resident submitting his/her application for a tree.

#### Town Arborist

Chrmn. Truppo reported that she has talked with Karen Fornaro, the Borough CFO, about appointing Mr. Sweetin as the Borough Arborist. Chrmn. Truppo questioned if there would be a legal problem with such an arrangement. Mr. Sweetin would be well qualified for tree inspections requested by residents.

Council Member Koronkiewicz suggested the STC have a conversation with the Borough's Budget & Finance Committee about this idea. She pointed out that it would probably be better to have a qualified expert, like Mr. Sweetin, available to do these inspections instead of always relying on the DPW. Also, John Linson is not always available for inspections.

Chrmn. Truppo noted that the STC should try and hire an arborist in a timely manner to help with the Forestry Management Plan. There is always the chance that Mr. Linson would have the time to help with this Plan. Commissioners will do the actual legwork for the Plan. The arborist will be asked to review the Plan and sign off on it.

Chrmn. Truppo will email Mr. Linson about tonight's discussion. She will c.c. Mr. Sweetin on this email.

### Goals & Objectives for 2023

Council Member Koronkiewicz stated that all Borough Commissioners will be asked to come up with their Goals and Objectives for the year. A list of major events that the STC is involved in should be included. Also, Council Member Koronkiewicz suggested the STC should think of any grants they could apply for. Mr. Sweetin suggested someone with grant experience could be approached to write these grants. Commissioners discussed possible candidates to write these grants. It should be mentioned in the STC's Forestry Plan what grants are being pursued by our STC.

Council Member Koronkiewicz will send Commissioners a template to be used in listing the Commission's goals and objectives for the year.

On other matters, Mr. Sweetin announced a presentation "Tree Talk" with Federations to be held on February 8<sup>th</sup>. He felt it would be very educational, especially giving insight on grants. Mr. Sweetin will forward info on this event to Chrmn. Truppo.

Mr. Sweetin noted he had obtained 5 more CEUs for the Commission. Also, the "Landscape Tract" events are coming up.

At this point, Bill Heap, a resident and active member of the Chatham Jaycees arrived at the meeting. Mr. Heap reported that the Jaycees would like to plant a tree in memory of a dear member, Peter Camalatto. Mr. Heap asked if the Commission could recommend a suitable location for this memorial tree.

Commissioners suggested a few places in the Borough to plant the tree. Mr. Sweetin suggested an available plot on North Hillside Avenue close to Memorial Field. Also, the triangle "island" of grass on Coleman Avenue would have room for new, healthy trees.

Commissioners discussed with Mr. Heap how will be using the generous donation the Jaycees had recently given to the STC.

Chrmn. Truppo will send Mr. Heap information for the memorial plaque for this tree.

At 8:45 p.m. the meeting adjourned.

The next Chatham Borough Shade Tree Commission Meeting will be held on Thursday, February 23, 2023, 7:30 p.m., Room 301, Chatham Municipal Building.

Respectfully submitted:

Liz Holler  
Recording Secretary