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SEPT 10, 2025. Flemington Borough Shade Tree Commission Meeting Minutes

The Flemington Borough Shade Tree Commission held its meeting both in-person and online. It was held at Borough Hall, 38 Park Avenue, Flemington, NJ 08822, and online through the Zoom platform.

This meeting was held in conformance with the Open Public Meetings Act.

Meeting called to order by Jane at 7:09pm.

In Attendance:

Jane Cannon – chair

Nancy Schermerhorn – secretary

Mike DeLuca

Justin Schlenger

Trent Levitt - Council liaison

Absent:

John Gorman

Amy Liszt – vice chair

Public Comment – (limited to 5 minutes per person) – none.

Reports

Secretary's Report

- Approval of June Minutes. Motion by Jane. Seconded by Justin. Approved.
- John Gorman has sent his resignation.
- Mike recommended a new candidate for STC membership.

Monthly Budget Report

- Trent provided the information–recapped:
- As of last night's bills, list, $6,137.35 remains in the Shade Tree fund and $3,205.00 in the operating budget.

- Invoices were submitted to the Borough last week and this week for recent tree spend- additional appx. $2700 in spending not reflected in the update above.

- Our application for the NJSTF membership was sent. This item was already included in the budget report.

Agenda Topics Discussion

Adopt-a-Tree

We purchased 4 additional trees for the Adopt-A-Tree program. Invoices were submitted to the Borough last week and this week. This amounts to about additional $2700 in spending.

- 34 Maple, Red bud

- 53 Church, Stewartia

- 6 Abbot Ct., Little Gem Magnolia

- 10 NJ Ave., Brandywine Maple.

- 56 Bonnell, new request- recently received - Mike D to contact the homeowner.
- 2 addl open requests:
    - Mine street – no responses from Mike's previous follow-up.
    - Homeowner reports the Maple tree planted has died, and nursery is to replace it.

Adopt-A-Tree signage –

Trent got a quote from Minuteman Press for 18"x24" lawn signs. Maybe an option to leverage Raritan Township sign making.

A recent email included the sample design, with Trent being open to suggestions.
Discussion ensued on the concept and consensus reached:
Continue with the plan to move ahead.
The initial design was a jumping off point. Enhancement suggestions are requested prior to an order being placed.
Need to learn what material the signs will be of.
Ten signs were the preferred quantity/price so far.

Community Outreach Events

Brainstormed idea: craft show table in the fall. Participating in the sip and stroll or a car show table.

Community Outreach Mechanisms- Newsletter & Facebook

Previously we discussed topics on tree maintenance, Adopt a Tree Care, General Tree Maintenance, JCP&L Tree Pruning policies and expectations for residents. Question on the article posting timeframe and did we make the cut.

New Tree Ordinance

Payment in lieu of planting fee increase ordinance has been passed. A recent applicant at the planning board showed interest using the fee option in lieu of planting.

Plans from Planning Board for Shade Tree review–

Nothing new.

Training –

Amy had training. Many contacts made. Several options for tree inventory, at different price points. ArborPro is a subscription-based service that could be a cost effective for us. We can discuss with Amy at the next meeting.

New Items

Some confusion with meeting documents because Nancy was using the group email distribution list which did not work.

Next Meeting date. Oct 20, Monday.

Adjournment time 8:06 pm. Motion by Justin, second by Nancy