

**BOARD OF TREE EXPERTS****MINUTES****October 18, 2016**

The Board of Tree Experts met on this date at Jackson Township Municipal Building, 95 West Veterans Highway, Jackson N.J. at 9:42 a.m. to discuss the business of the Board.

Those present were:

Steve Chisholm, President  
Barry Emens  
Mark Goggin  
Jennifer Moriarty, DAG  
Michael D'Errico, Program Manager

Kevin Downes  
Carrie Sargeant  
Joe Greipp  
Lynn Fleming

Public in Attendance:

Pam Zipse

**Open Public Meetings Act:**

The Open Public Meetings Act was read by M. D'Errico

**Minutes of the Last Meeting:**

B. Emens made a motion to approve the minutes of the September 20, 2016 meeting, J Greipp seconded the motion which was approved. L. Fleming abstained.

Motion was made by J. Greipp to table the closed minutes of September 20, 2016 until the closed session part of the agenda. K. Downes seconded the motion which was approved.

**Administrative Report & Correspondence:**

M. D'Errico reported to the Board on the following: The Board received a certified letter from a tree care company in north jersey concerned on how to become an LTCO before January 2017. The company was reached by phone and the law and proposed rules were explained. The 25<sup>th</sup> fatality occurred when a tree worker was electrocuted in Warren County. Since 2010 and the Law being passed, 12 tree care workers and 12 landscapers doing tree work have died. The first CTE exam application was received. The 16 new CTEs were sent their initial invoices and a memo explaining the certification payment process. With the deadline of October 15<sup>th</sup>, over 50 percent of the CTEs returned the 2016-2017 directory form. The County Consumer Affairs Association reached out to the Board again to see if there was any update to the LTE/LTCO Law being implemented. The association reported a spike in consumer complaints with tree care work issues. At the Society of Certified Tree Expert dinner meeting, an update on the rules were given, Also the group heard about the subcommittees the Board had proposed and the volunteer opportunity for non-board members to serve on those subcommittees.

**Treasurer's Report:**

The Treasurer's Report for October 18, 2016 was provided by J. Greipp:

Treasurer's Report – October 2016

Balance 7/01/16	\$ 30,737.54 (FY2017)
Disbursements	\$ 5,225.00
Receipts	<u>\$ 6,990.00</u>
Checking Account Balance	\$ 32,502.54
Asset Balance as of October 18, 2016	\$ 32,502.54

M. Goggin moved to accept the Treasurer's report for October 2016 as reported, K. Downes seconded the motion. Motion was approved unanimously.

**General Public Comments:**

P. Zipse thanked the Board for their support and her choice to fill the vacancy on the Board.

**Old Business:**

A. Rules and Comments– S. Chisholm thanked the subcommittee and DAG Moriarty for staying to after 6 pm to complete the update to the proposed rule responses to the comments received. S. Chisholm reported that the subcommittee went through each of the responses and worked to provide a through answer. S. Chisholm suggested going into closed session to discuss individual responses.

B. Disclaimer – J. Greipp discussed with the Board the need for more assistance to develop a disclaimer statement.

C. Other – None

**New Business:**

A. Other – J. Moriarty discussed with the Board the need to provide L. Fleming with an email acknowledging completion of the ethics briefing. The Board discussed the draft brochures that were developed and possibly using one of them for awareness to the Law before the rules are approved. J. Moriarty will mark up the draft brochure prior the November meeting and send it out for review.

New Jersey Forest Service Report – C. Sargeant reported the following: The Urban Forest Strike Team training was a success. The Shade Tree Federation conference is October 28<sup>th</sup> and 29<sup>th</sup> in Atlantic City and they are getting ready for it.

**General Public Comments:**

None

**Closed Session:**

K. Downes made a motion to go into Closed Session, B. Emens seconded the motion. Motion passed.

J. Greipp made a motion to come out of Closed Session. L. Fleming seconded the motion. Motion passed

**Motions:**

J. Greipp made a motion to send to DEP/OAL the rule responses to the comments received. B. Emens seconded the motion. Motion passed.

J. Greipp made a motion to accept the changes to the rule document as proposed. L. Fleming seconded the motion. Motion passed.

M. Goggin made a motion to approve the Closed Session minutes of September 20, 2016 with a minor addition and not post them until after the approval of the proposed rules. K. Downes seconded the motion. Motion passed.

**Next Meeting - Tuesday, November 15, 2016, 6:00 pm at the Modern Equipment Group, 75 New Road, Edison, NJ -**

B. Emens moved to adjourn and L. Fleming seconded the motion. Motion passed

**Meeting adjourned at 11:16 a.m.**