

BOARD OF TREE EXPERTS**MINUTES****January 19, 2016**

The Board of Tree Experts met on this date at the Jackson Township Municipal Building 95 W. Veterans Highway, Jackson, NJ at 9:32 a.m. to discuss the business of the Board.

Those present were:

Steve Chisholm, President
Rich Wolowicz, Vice President
Mark Goggin
Joe Greipp
Michael D'Errico, Program Manager

Barry Emens
Gary Lovallo
Jennifer Dalia DAG – by phone
Carrie Sargeant
Lynn Fleming

Public in Attendance:

None

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 January 19, 2016 meeting, R. Wolowicz seconded the motion which was approved with a minor correction.

Administrative Report & Correspondence:

M. D'Errico reported to the Board on the following: The Board received an email from a homeowner in Rutherford, New Jersey seeking a tree expert that could look at a tree in her yard that was trimmed by a tree care company for her neighbor without her permission. The homeowner provided photos of the tree and the pile of wood from the parts removed. The Board discussed. The Board received noticed that Carl Bosenberg, CTE #34 who took the CTE exam in 1948 had died on Sunday, December 6, 2015 in Piscataway, New Jersey. Mr. Bosenberg's father Henry was CTE #5 and had passed the exam in 1941 in the first offering of the test. The Board was informed that after several months of delay, Eugene Brennan, CTE # 499 received his CTE renewal card after having submitted payment for it back in May 2015. The Landscape Irrigation Contractors and their Examining Board will be moving out of the Department of Environmental Protection and into the Department of Consumer Affairs in June 2016 as a result of Governor Christie signing P.L. 2015 C. 169 on December 9, 2015. The Board discussed the use of a post office box address by Tree Care Businesses and Licensees on Board forms and correspondence after a listing of tree care companies by Dun and Bradstreet was obtained for a brochure mailing. The listing had one-fifth of the addresses in the form of a PO Box. The Board will require the submission of a physical address for the owner of the business and the registered LTE. Wharton State Forest contacted the Board seeking tree care companies for several tree removals.

Treasurer's Report:

The Treasurer's Report for January 19, 2016 was provided verbally by D. Johnson prior to the meeting with no change to the report from the previous month and a total balance for the account as indicated below:

Treasurer's Report – January 2016

Asset Balance as of January 19, 2016 \$ 27,323.07

General Public Comments:

None

Old Business:

A. Draft Rules, Impact and Summary Statements – S. Chisholm reported to the Board that there was no movement on the LTE/LTCO rules. A copy of the latest version of the rules will be sent to Board members.

B. NJEMS renewals update – The Board was provided with an update concerning the CTE renewals – 21 CTE renewals for one year are still outstanding, 9 CTE renewals for two years are still outstanding and 7 CTE renewals are 3 years outstanding with the possibility of losing the credential if not paid prior to April 2016.

B. Computer based exams and test evaluations – The Board continued its discussion of a computer based examination and test evaluations. J Greipp will draft an outline to start the development of the scope of work needed for contract development.

C. Other – None

New Business:

A. CAMCA meeting – The Board was invited to speak at the annual meeting of the CAMCA on January 21, 2016. The CAMCA is an organization of county and municipal consumer affairs offices. The CAMCA supported the passage of the LTE/LTCO law in 2010 and are looking for an update. S. Chisholm and M. D'Errico will attend and provide a presentation.

B. Fact Sheets – G. Lovallo provided the Board with an example of the consumer/public brochure. Previously, the Board received a copy of a three-fold informational brochure entitled "NJ Tree Expert Law – Are You Registered!". The Board discussed having several brochures including a Business, a current CTE and a consumer brochure that could provide information for the homeowner and a municipality. G. Lovallo will get the consumer/public brochure to DAG Dalia for review.

C. Other – S. Chisholm provided a copy to the Board of the TCIA’s Tree Site Hazard Checklist which could be incorporated into a safety program by a registered tree care business. A discussion followed on what a safety program would include. M. Goggin suggested a listing of what tools are needed for the job. It was also suggested that OSHA compliance record has 3 forms that can be downloaded for a tree care business office. This may help companies to be compliant with the safety program requirement. L. Fleming suggested that an update of New Jersey Forest Service be included every month. C. Sargeant updated the Board with the status to the Storm Strike Team, an EAB tool kit for communities and that the CEU’s for 2015 has closed. A status of the CTE on-line Directory was also provided by M. D’Errico.

General Public Comments:

None.

Closed Session:

None

Next Meeting - Tuesday, March 15, 2016, 9:30 am at the Jackson Municipal Building, 95 West Veterans Highway, Jackson NJ - The February 16, 2016 Board meeting was cancelled.

R. Wolowicz moved to adjourn and M. Goggin seconded the motion. Motion passed.
Meeting adjourned at 11:30 a.m.