

**BOARD OF TREE EXPERTS****MINUTES****March 17, 2015**

The Board of Tree Experts met on this date at the Jackson Township Municipal Building in Jackson, N.J. at 9:43 a.m. to discuss the business of the Board.

Those present were:

Rich Wolowicz, Vice President  
 Joe Greipp  
 Kevin Downes  
 Michael D'Errico, Program Manager  
 Don Swaysland

Gary Lovallo  
 Jennifer Dalia DAG  
 Dave Johnson

**Open Public Meetings Act:**

The Open Public Meetings Act was read by D. Johnson

**Minutes of the Last Meeting:**

D. Johnson made a motion to approve the minutes of the February 24, 2014 meeting, G. Lovallo seconded the motion which was unanimously approved with a three small changes.

**Administrative Report & Correspondence:**

M. D'Errico reported to the Board: We returned a check for a CTE Seal ordered by a family member for Ralph Verderamo, CTE #115 asking that the request be made directly by Mr. Verderamo. The CTE Prep Course by the Society of CTE was posted to the Board's web-site. An email was sent to each of the 2014 exam applicants notifying them of the prep course, the date of the 2015 exam and the application deadline. The office's LaserJet Pro 300 donated by K. Downes is working great – it also has Wi-Fi functions. An article of a tree hitting a house in Egg Harbor City was handed out to the Board. This came from a phone call from the homeowner. A copy of the home page of the web-site of the tree company involved was also handed out. Discussion occurred as the web-site listed the company as having a license. The company does not have a license or have a CTE on staff. Follow up will occur with the company. Several Board members that had missed the previous meeting received the draft compliance flyers.

**Treasurers Report:**

D. Johnson handed out and reported on the Treasurer's Report of March 17, 2015:  
 Treasurer's Report – March 2015

	Balance 7/01/14	\$ 14,789.59 (FY2015)
	Disbursements	\$ 9,976.52
	Receipts	<u>\$ 5,090.00</u>
Checking Account Balance		\$ 9,903.07
Federal Grant		<u>\$ 5,000.00</u>
Asset Balance as of March 17, 2015		\$ 14,903.07

J. Greipp moved to accept the Treasurer's report for March 2015. K. Downes seconded the motion. Motion was approved unanimously.

**General Public Comments:**

None

**Old Business:**

A. Draft Rules, Impact and Summary Statements – M. D'Errico reported that S. Chisholm sent a letter and a copy of the draft rules to Bob Martin, Commissioner of the DEP, and to DEP Forestry. The 80 plus page draft copy of the rules, the summary and impact statements were completed by DAG Dalia and the Subcommittee on the Rules. S. Chisholm said he will wait 10 days to two weeks to send a follow up letter to the Commissioner if he had not heard from his office before then. The Board discussed the "path of the rules" with the DAG.

B. BTE Audit update – D. Johnson reported that the audit was still being worked on and that some additional information was asked for. D. Johnson will follow up with auditors.

C. BTE & ISA meeting – D. Johnson explained to the Board that a meeting occurred between some of the Board members and representatives of the International Society of Arboriculture (ISA) on March 5<sup>th</sup>. A number of things were discussed and questions were answered. The CTE-CA survey and its findings were also discussed. A better understanding of the rules process, the wishes of those holding both the CTE and CA credentials and what the Board is responsible was the outcome of the meeting.

E. Other – A copy of the OLS's fiscal note on the LTE/LTCO Act was provided to Members of the Board.

**New Business:**

A. CTE Test Subcommittee – The 2015 version of the CTE exam was provided in an email to members of the CTE Test Subcommittee and they were asked to review and comment on this version of the exam.

B. Other – The Board was informed that the BPU's vegetative management rules were just posted on the NJ State Register.

**General Public Comments:**

NJ Bureau of Forest Management representative, Don Swaysland said Forestry received a copy of the LTE/LTCO rules. Mr. Swaysland asked when the Board would accept comments about the rules - now or before the document is posted on the NJ Register? The Board discussed and informed Mr. Swaysland that the Board of Tree Experts would welcome any comments that Forestry has at any time.

**Closed Session:** None

**Next Meeting - Tuesday, April 21, 2015 at 9:30 am in Jackson**

D. Johnson moved to adjourn and K. Downes seconded the motion. Motion passed  
**Meeting adjourned at 11:05 p.m.**