

**COMMUNITY FORESTRY
MANAGEMENT PLAN**

3rd FIVE YEAR PLAN

January 2018 – December 2022



**MARLBORO TOWNSHIP
MONMOUTH COUNTY,
NEW JERSEY**

Prepared By:
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Shade Tree Committee members

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Community Forestry Management Plan

Municipal/County Information Form

Municipality Township of Marlboro

County Monmouth

Address 1979 Township Drive
Marlboro, NJ 07746

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Organization Name Marlboro Shade Tree Committee

Mayor/County Freeholder's Signature 

Date of Management Plan Submission January 24, 2018

Time Period Covered in Management Plan 2018-2022

- Community Stewardship Incentive Program (CSIP) Practices Identified in Management Plan
- CSIP #1 Training
 - CSIP #2 Community Forestry Ordinance Establishment
 - CSIP #3 Public Education and Awareness
 - CSIP #4 Arbor Day
 - CSIP #5 Tree Inventory
 - CSIP #6 Hazard Tree Assessment
 - CSIP #7 Storm Damage Assessment
 - CSIP #8 Tree Maintenance and Removals
 - CSIP #9 Insect and Disease Management
 - CSIP #10 Wildfire Protection
 - CSIP #11 Tree Planting
 - CSIP #12 Tree Recycling
 - CSIP #13 Sidewalk Maintenance Program
 - CSIP #14 Storm Water Management
 - CSIP #15 Other

**Official Use Only
Certification**

The above named municipality/county has made formal application to the New Jersey Forestry Service. I am pleased to advise you that after our review, the NJ Forestry Service has concluded that this plan meets the standards set forth by the State and the NJ Community Forestry Council and is approved for the period covered.

Signed _____

State Forester

Approved date _____

2. INTRODUCTION

A. Mission Statement

To promote a sustainable and productive community forest and shade tree resource that will improve the quality of life for the residents of Marlboro Township. The intention of this management plan is to aid the Township in improving, maintaining and increasing Marlboro's community forest as well as to encourage the community to become involved in these stewardship efforts. This third five year management plan will continue guiding the Shade Tree Committee in promoting a sustainable and productive community forest. The Shade Tree Committee (STC) hopes that through their outreach programs, the entire community will view trees as a valuable resource worth protecting.

B. Goals and Objectives

The third 5-year plan will continue to focus on important long-term goals for the Township's trees. The Committee will continue its efforts to connect with the community through various programs and events to promote tree stewardship and responsibility.

The following is a list of goals and objectives that the Committee believes are attainable and will be the most beneficial for Marlboro's tree resource over the next five years.

Goal #1: To provide safe right-of-ways, public parks and school properties for residents and visitors of Marlboro Township.

Objectives: Continue to remove and/or prune hazard trees as identified.

Conduct a hazard tree survey along all public properties and right-of-ways.

Implement the survey through public bid to remove and/or prune hazardous trees throughout the Township.

Perform windshield survey to locate neighborhoods with Ash trees and raise residents' awareness of the Emerald Ash Borer (EAB).

Discuss programs to inform residents about the care of their Ash trees and encourage them to do so.

Goal #2: Diversify, increase and improve the Township's tree resource.

Objectives: Note tree species during Ash windshield survey to determine the intensity of use of this species vs. alternative species for future planting.

Offer street trees to residents at wholesale costs or at a reduced rate to encourage planting of trees.

Remove over-mature trees in right-of-way and replant in neighborhoods lacking street trees.

Continue promoting the planting of trees at school programs and community events.

Determine current tree canopy cover and adopt a tree cover goal, aiming to expand Marlboro's tree cover.

Apply for grants to replant trees lost from Superstorm Sandy and from Emerald Ash Borer (EAB).

Goal #3: To establish public areas for appreciating and enjoying nature.

Objectives: Officially declare the location for Marlboro's Tree Park in conjunction with the Open Space Committee.

Obtain a Master Plan for Park layout.

Recruit youth groups for volunteer help with small projects within the park, such as entrance sign, picnic table construction, walking path installation, etc.

Solicit donations from local businesses and tree nurseries.

Oversee Community Garden expansion and maintenance.

Continue role as stewards of the Community Garden, administering all functions of its day to day operations.

Goal #4: Promote general tree awareness and stewardship amongst the community.

Objectives: Continue working with students on the importance of trees and their preservation.

Submit tree related articles to local media.

Continue with the annual Township Arbor Day program.

Continue participation in other community wide events, such as Marlboro Day and Beautification Day.

Continue fostering the Community Garden community.

Goal #5: To preserve trees and protect habitat.

Objectives: Review the existing tree ordinance to determine if changes are needed.

Continue site plan reviews and on-site observations to recommend areas of habitat and individual trees to save for preservation.

Discuss the importance of trees and how we benefit from them with school aged children.

Continue with the tree removal permitting process.

Disseminate the new law regarding tree topping.

Respond to resident inquiries about tree services by encouraging the use of licensed tree specialists.

C. Liability Statement

Marlboro Township, a Tree City USA recipient since 2008, has an interest in protecting its tree resource. The Township recognizes the benefits trees provide and the aesthetic appeal they bring to the community. Trees are an immeasurable asset that requires care, maintenance, and eventual replacement. In addition to planting “the right tree in the right place,” we can help ensure that community trees not only contribute to the environmental and economic vitality of the area, but also reduce the potential hazards to public safety. The Shade Tree Committee must work within a reasonable budget that may not immediately meet all the needs of the community forest as a whole. Therefore, it is the intent of the plan that available resources will be prioritized as the Township works towards achieving its goal of a healthy forest with commensurate reduced risks to public safety.

A long-term plan is needed in order to maintain the tree resource that exists and to continue to expand on the community's forest and shade tree resource.

Marlboro Township acknowledges that not all hazards can be predicted and that situations may occur without our knowledge. It is for this reason that we will continue to be proactive in our approach to systematically obtaining a healthier shade tree resource. While not all dangerous situations are predictable, with good maintenance and care, the probability of an accident will be greatly reduced.

By following this Third Five-Year Community Forest Management Plan, the Township is devoting reasonable levels of resources in a planned manner to reduce the number of tree related accidents, thereby reducing its exposure to liabilities while increasing public safety.

3. COMMUNITY OVERVIEW

Over the last five (5) years, the Shade Tree Committee's main accomplishment was the creation of a township Community Garden. As part of Goal #4, to promote stewardship amongst the community and Goal #1 to establish a public area for appreciating and enjoying nature, the Community Garden idea was formed. The members wanted to provide residents with space to be outdoors and enjoy all that gardening and growing your own food has to offer. The STC has done such a fabulous job with this project that it is now working on expanding the garden a third time!

It happened to be quite timely, but when the STC began searching for funding sources to begin construction of a garden on Green Acres property, Whole Foods Market was about to open in Marlboro. The company was very interested in supporting this community based gardening project and donated 5% of their opening day net sales, just over \$12,000, towards the garden construction. This funded the purchase and installation of a fence to enclose approximately 34,000 square feet of garden area, now free of deer and other wild animals. Once this significant portion of the garden construction cost was secured, the building of the raised beds could begin. Forty-eight (48) raised plots were built and quickly sold out. The Shade Tree members went on to have a very successful opening season of 2016. Due to the immense interest from the public, Phase 2 immediately began after the growing season, which added an additional 36 plots in the winter of 2016. The Community Garden, finishing its second season, now has 71 member families gardening. Since there continues to be a wait list, the STC will again expand into Phase 3 to construct an additional 22 plots. Some of the members have dedicated a lot of time and effort into ensuring this whole project, including its daily operation, has run smoothly. It has been really rewarding for the members to get such

positive feedback from residents on this small gardening community they have created through their hard work.

The remaining part of Goal #1 was to establish a Tree Park on open space property that will be part of the Township's park system. The property had been owned by the State, which is currently handling the cleanup of the property. Once complete, the State will turn the land over to the County, which in turn will be given to the Township.

The majority of the goals from the 2nd five-year management plan were completed and the Committee plans to continue on with the goals that were accomplished, as well as the goals that went unfulfilled. A few of the current Shade Tree Committee members are master gardeners and have brought a wealth of knowledge and total commitment towards achieving the goals of the Shade Tree Committee.

The Master Plan was reexamined in 2012 from the 2004 writing. It does not appear this plan was referenced; however, in the documents for the Township to become a Sustainable Jersey municipality, the CFMP is counted towards their credit. In the next writing of the plan, the STC will reach out to the Township Administration to reference this document in the Sustainability element section of the Master Plan.

The past five years have brought much attention and community involvement to the shade tree resource. This would not have been accomplished without the CFMP being in place and the commitment of the Shade Tree members. The Shade Tree Committee has made such a big impact in getting residents to spend more time outside working with their hands (the Community Garden) as well as continued to provide tree saplings and support to a variety of different groups through their presence at all sorts of Township sponsored events.

Each year the Shade Tree Committee has been able to plant new trees for Arbor Day, increasing the quantity every year. The Committee was able to provide donated trees within the Community Garden property over the last few years. As mentioned above, bare root trees and tubling seedlings have also been distributed to many residents that hopefully will become part of Marlboro's urban forest in the future! Having a CFMP is instrumental towards achieving these goals.

A. Accomplishments

Goal number one in the previous plan was to establish a public area for appreciating and enjoying nature. While the Township waits for the State to complete the cleanup of the former State Hospital and converts a section to a

Tree Park for Marlboro's residents, the Shade Tree Committee spearheaded turning an Open Space property into a Community Garden. The third and final phase of the garden will be completed before the winter of 2017.

The number two goal of the past management plan was to ensure safe right-of-ways and Township properties. A hazardous tree survey is still a top priority but continues to be cost prohibitive for the Township. Hopefully, CSIP grants will become available over the next five (5) years through the State Forest Service to fulfill all the objectives towards this very important goal. Marlboro's Department of Public Works along with the power company have done a fantastic job removing any hazardous trees that would affect the power lines and be harmful to the Marlboro residents. Whenever these trees are removed, the power company notifies the Shade Tree Committee achieving full transparency.

The third goal, to diversify and increase the Township's tree resources, will continue to be a goal of the Committee. For the past (5) years, trees continue to be installed on public properties due to the efforts of the Shade Tree Committee. Members continue to obtain donations of trees from NJ Tree Foundation, The State Hurricane Replacement Program, and area nurseries. Trees were also purchased through the Township's tree fund.

The Shade Tree Committee continues its partnerships with the Open Space Committee as well as the Beautification Committee regarding outreach programs to the public. Over the past (5) years, the Shade Tree Committee has planned events (Earth Day) with Wegmans and Whole Foods Market. The outreach to the public on tree awareness, goal #4, continues to be another high priority of the Shade Tree Committee.

For the past five (5) years, the Shade Tree Committee has planned an Arbor Day celebration. The Mayor of Marlboro continues to support this event by attending and reading an Arbor Day Proclamation and performing a tree planting ceremony. The local television station covers the event and airs the celebration for all the residents who could not attend to watch this most important lesson about trees. Both, Girl and Boy Scouts along with the Teen Advisory Committee (TAC) and employees of Whole Foods continue to volunteer to help ensure the success of our Arbor Day program which is a "Standard" component that allows the Township to apply for "Tree City USA". The Township is applying for its 10th year as being recognized as a Tree City USA municipality.

CME Associates, the Township's municipal engineer, continues to oversee all the forestry and landscape review work for Marlboro. The forester at the engineering firm is able to review and comment on planning projects with the Shade Tree Committee's objectives in mind. Where possible, extra trees are saved and advice is given to builders to determine appropriate trees to

preserve on a site, which is part of goal four. The enforcement of the tree removal permit relating to residential properties has also helped preserve trees within the Township. Many of the homeowners meet with the forester, who then advises which trees should be removed and which trees should remain. Residents will sometimes take this advice when making a final determination on their tree removal. Without a visit from a professional Certified Tree Expert, the only other advice the residents are likely receiving are from the variety of tree services that provided a cost estimate; many of which are just looking to make a maximum profit, and not having the beneficial mindset with preserving Marlboro's tree resource.

The last goal of the plan was for both the Shade Tree Committee and Department of Public Works (DPW) to attend classes and conferences to increase their knowledge of trees and the community forest. Members of the Shade Tree Committee and workers from DPW have attended the annual Shade Tree Federation conferences over the last five (5) years. The Shade Tree Committee's budget continues to allow the members to attend programs and expand their knowledge of trees and promoting Good Stewardship.

B. Trials and Tribulations

The accomplishments of the Shade Tree Committee were completed on a limited budget. Funding from the State Forest Service through CSIP grants did not materialize which made it difficult to achieve a few of the goals. Volunteerism was the number one resource which resulted success in some of the objectives. Hopefully, once funds become available the Shade Tree Committee can initiate some larger projects and help the community "grow".

4. COMMUNITY FORESTRY PROGRAM ADMINISTRATION

A. Shade Tree Committee and Duties

The Marlboro Shade Tree Committee is responsible for carrying out the goals and objectives of this management plan. The STC consists of nine (9) members, two (2) of which are CORE trained. Appointments are for varying lengths between one and three year terms. The Committee reviews and makes recommendations to the Planning and Zoning Boards for ordinance compliance, organizes outreach programs, and in general, adds to the beautification of Marlboro.

Shade Tree Committee 2017

Jeffrey Weiss – Chairperson
Randi Marder – Council Liaison
Ellen Simonetti

Bob Mellert
Patricia Ondar
Beth Hutter
Eric Engel
Mary Eng
Joanna Boretti
Scott Warren

The Township employs CME Associates as the Township Forester to ensure that all residents and developers abide by Township Ordinance.

The Shade Tree Committee/Forester reviews all subdivision and site plans submitted to the Planning and Zoning Boards for compliance with the Township Ordinance and provides landscaping recommendations as well. The forester also assists developers in saving additional existing trees within a proposed site plan. Licensed Tree Expert advice is provided to evaluate questionable trees in order to determine the necessity of removal or pruning, for site safety. The residents also take advantage of having a forester on staff and periodically request for a site visit to determine health of their trees.

B. Departments and Agencies

The departments and agencies have remained the same since the previous five-year management plan.

Department of Public Works (DPW) – Responsible for the removal of hazardous trees and limbs within their means of equipment and expertise on an as-needed basis. Homeowners often call the Township Engineer concerning a fallen tree or large limb. The Engineer's office usually has the Township Forester verify the complaint and then a work order request is passed along to DPW to perform the necessary removal/pruning if it is found to be on Township property. The DPW has also been very helpful to the Shade Tree Committee for their annual Arbor Day programs and for their help in the Community Garden. They have dug tree holes, helped with set up for the program, offered the use of their yard for storing of tublings and bare root trees, as well as provided input on new planting locations each year.

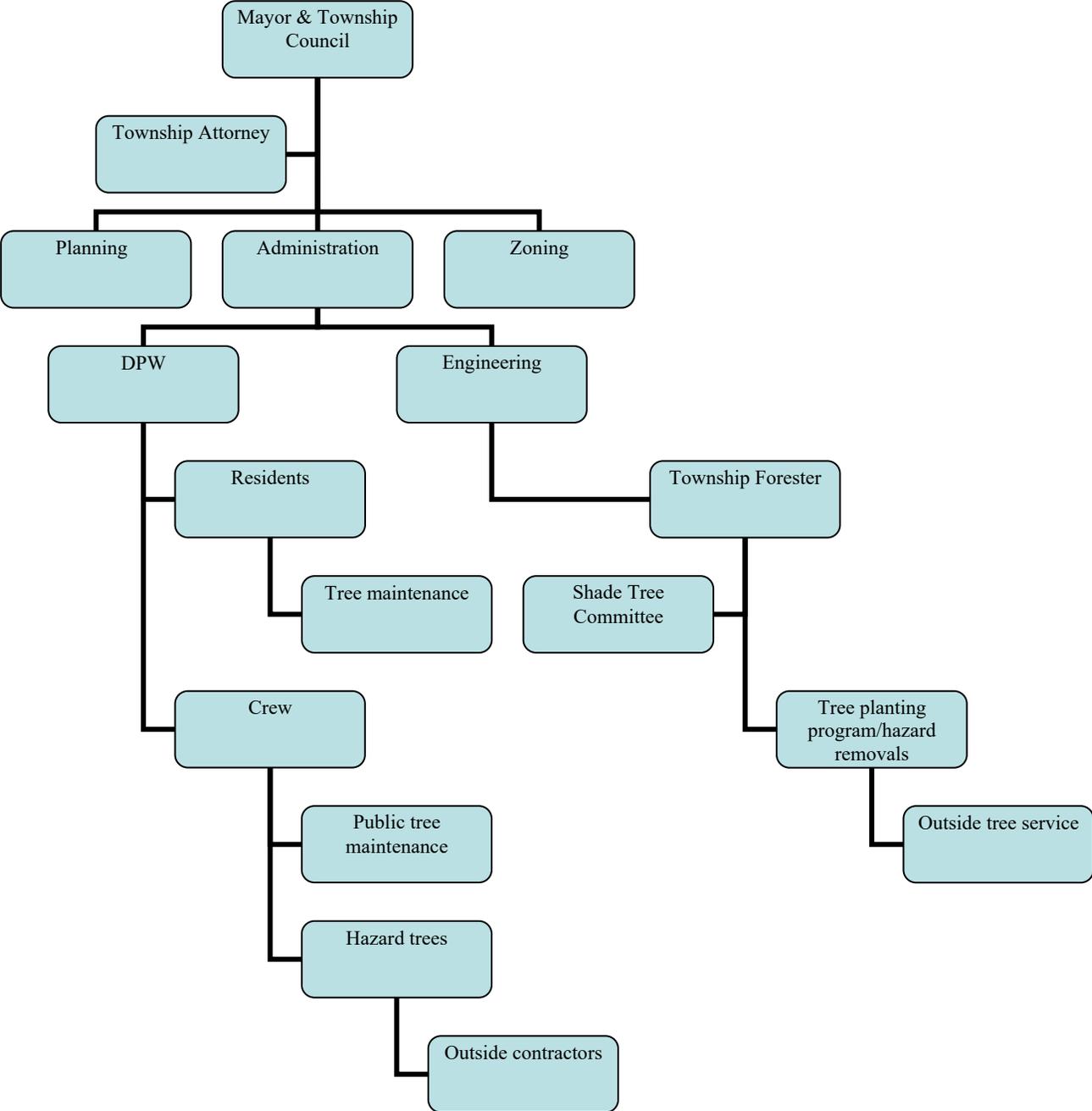
Engineering – CME Associates is the consulting engineering firm for Marlboro Township. With the position as Township Forester as well, the Township Engineer and Licensed Tree Expert are sourced in the same office, allowing for the exchange of information regarding developments and site plans under review more fluidly, as well as to review and approve tree removal permits efficiently. This relationship allows for additional trees to be located and saved during the design phase of projects, as well

as providing extra support for the forester to oversee that the ordinance is followed. The forester's comments and recommendations on a project are also incorporated into the technical engineering report, which ensures that the builder will adhere to them, as these reports are included in all resolutions passed by the Boards.

By working closely with the Department of Public Works and the consulting engineering firm, program administration is able to run efficiently and in a timelier manner. Issues such as saving a particular tree can be worked out in the design phase, rather than right before groundbreaking. Scheduling site meetings with developers/builders from the beginning of the site planning and remaining involved throughout the process helps to build amicable and respectable relationships.

If a complaint is received by the Township regarding tree service requests, the information is passed on to the forester to verify. Once the location is determined to be Township owned property, the forester performs a site visit to provide recommendations to the Department of Public Works. This information is passed through an internal system by the in-house engineering department to the DPW. If any clarification is needed, DPW may contact the forester. If the Department cannot perform the work in-house, they will contract it out with one of the area tree services.

Organizational Chart for the Management of Shade Trees



5. Community Map (See attached)

6. Training Plan

The Shade Tree Committee is very active in participating in tree conferences and training sessions that are available to them. Each year, the Continuing Education Units (CEUs) obtained are above and beyond what is required under the Community Forestry Council's training requirements. Marlboro also has two (2) STC members, the supervisor of Grounds Department and the forester CORE trained.

Besides attending the annual Shade Tree Federation meeting each year, the members have gone to Monmouth County's Shade Tree Commission's spring forums and the Arbor Day workshops run by the NJ Tree Foundation.

Currently, the Township has an educational and dues budget of \$500 for the STC's CEU training. If needed, the members can request additional monies. The Township has been generous in paying for all members interested in attending the various conferences over the past five years.

The Public Works Department attends Hazardous Trees & Pruning technique classes at Rutgers University. They have also been to chain saw safety talks given by Pantano Nursery. Workers have attended First Aid and CPR training programs as well as a variety of safety seminars through Joint Insurance Fund (JIF).

Specific training needs for the Township of Marlboro include; sidewalk and tree conflicts, recognizing EAB damage, hazard tree seminars and public education techniques, especially in regards to trees and storm events.

7. Public Education, Awareness, and Outreach

Marlboro Township's Shade Tree Committee (STC) has been active in the town since 2008. The committee has eight (8) members which includes three (3) NJ Master Gardeners. The committee also has a Licensed Tree Expert who attends the monthly meeting and provides valuable information regarding trees.

Mayor Jonathan Hornik and the Town council continue to show support for the Shade Tree committee. The Mayor has read an Arbor Day Proclamation and performed a tree planting ceremony to commence Marlboro's Arbor Day Celebration for the past several years. The Shade Tree Committee distributes tree seedlings, gardening gloves, buckets, and shovels to all the residents

who participate in our Arbor Day Celebration. Our Master Gardeners speak about tree care and tree literature is also available. The Scouts and members of the Town's Teenage Advisory Committee (TAC) volunteer to assist during our Arbor Day Celebrations. Arbor Day is an annual spring time event which brings the community together to promote Tree Awareness!

The Township of Marlboro has achieved Tree City USA status since 2008. The application for recertification has been submitted for the current year.

The Shade Tree Committee continues to show support during the Township's Community Pride and Beautification Day each May. The STC distributes tree seedlings and literature regarding tree care to all participants. A poster contest is sponsored by the STC each year for Marlboro students. The winners are selected by grade level K-6. The Mayor presents prizes and Certificates of Appreciation at a Town Council Meeting.

The STC also participates in the annual (spring) Dinosaur Day Program. Free tree seedlings and tree literature are distributed to all who attend.

Each year, the STC shows support by marching in the Township's Memorial Day parade.

The STC members are present each September to celebrate the town's Marlboro Day. The STC members distribute free tree seedlings and have tree literature available for all who attend.

The Marlboro Community Garden (MCG) is a major accomplishment for the Shade Tree Committee. It took several years to create and through full support from the township, our vision was realized in 2016. The STC members (Master Gardeners) are in charge of the day to day operations of the garden. Trees and gardening information are continually being distributed to all the gardeners through email. The Scouts built and installed a community bulletin board. Picnic tables and benches are placed in the garden for people to gather around and discuss trees and garden care. The STC thanks all the volunteers and local vendors who continue to make the garden "grow." We are grateful to Whole Food Corporation for purchasing the 9 foot deer fence for the MCG and sponsoring other outreach programs such as Earth Day.

The Emerald Ash Borer is amongst our awareness goals. Our Licensed Tree Expert is currently surveying the Township's street trees to identify and map their locations. The goal of the STC is to present an option plan to the residents of Marlboro Township.

The committee's long term goal is to create a Marlboro Township Arboretum/Park to be located at the former State Hospital. The State is in the process of cleaning up the property. After all the paperwork is completed, a

section of the property will be designated for the Arboretum/Park. The STC will continue to work with the Open Space Committee and Township administration to achieve this goal.

8. Statement of Tree Budget

Marlboro Township currently has a small budget for tree related expenditures. The STC has about \$3,000 to aid the Committee in education, training and outreach projects. Additional expenses, such as tree planting and hazardous tree removal is currently deducted from a general tree fund supplied by developers with approvals to construct land development projects within the Township. The plan implementation section of this CFMP will be important in projecting the amount of money needed for upcoming programs each year. With the growing public interest and the increasing involvement in the community, the STC will estimate a figure to request each fiscal year on an as needed basis, prior to the budget approval process.

During the course of the year, other departments may provide assistance to the Shade Tree Committee. The Department of Public Works (DPW) provides the most assistance in tree maintenance. Public Works has leaf pickup, tree removal and pruning equipment and in-house manpower to remove hazardous trees, limbs, and storm damage debris. DPW has a line item in their operating budget to contract work beyond their reach, such as by power lines and/or where bucket truck assistance is required.

Below is an itemized budget for 2017 that includes the Shade Tree Committee's budget along with Public Works and member volunteer time.

Education and Training	\$500.00
Miscellaneous	\$2,500.76
Total.....	\$3,000.76

In Kind	Est. Hrs/Dollars		Service
DPW	33,015	\$1,020,675.00	Leaf pickup & Maintenance
	2,500	\$63,935.50	Tree removal, Tree trimming, & Maintenance
Shade Tree	260	\$7,688.80	School Programs, Plan & Organize,

	Meetings, Volunteer Duties, etc.

Total	\$1,092,299.30
Grand Total	\$1,095,399.06

9. Plan Implementation

The following description outlines the process by which the Committee intends to implement this 5-year management plan. When needed, timelines can be reviewed and adjusted each year when the required annual assessment report is completed. At the beginning of each year, the STC should review and discuss the Management Plan and their accomplishments to remain on track to meet the desired goals and objectives.

A. Year One, January 2018 – December 2018

Yearly On-Going Activities

Regular review of site plan applications submitted to the Planning and Zoning Boards will continue throughout the year. The Forester and CME Associates conducts site visits to the properties under review, prior to plan approval. Sensitive habitats, specimen trees and wooded areas feasible to save with reasonable measures are identified and included in the submitted report to the Planning and Zoning Boards (Goal #5).

The Forester/CME Associates continues to enforce the current tree ordinance by reviewing and approving tree removal permits. The Forester observes the trees in question for removal. Often, the residents will be contacted to review the trees on site for a variety of reasons. On many occasions the residents are unaware of trees in poor condition that they should have removed. Sometimes, depending on the intentions for the property, the Forester can discuss saving certain trees and removing others based on size, health and species of the trees. Another reason for the visit is to determine that the trees proposed to be removed are not part of wetlands, wetland buffers or conservation easements. Many of the more recently constructed developments have some sort of encumbrance on the properties. Often the residents do not realize this, so the Forester will review how to properly use these areas and ensure habitat intended for protection, remains as so (Goal #5).

Residential complaints regarding trees are also taken care of by CME Associates and the Forester.

The Annual Accomplishment Report and Tree City renewal should be submitted to the State Forest Service at this time.

Survey (Goal #1) – The Township requested the Forester survey roads for the locations of Ash street trees. The majority of Marlboro’s streetscape is located on the lawn side of the sidewalks, within private property. The Township, with the recommendation from the STC, realizes the importance of notifying residents about this beetle and the damage it will cause. If their ash trees are in good condition, the STC wanted to be able to inform the public while they still have a choice regarding treatment. Especially since residents will be the ones responsible for the removal (or treatment) of these trees, it was important to the Township to make them aware of the situation as soon as possible. Survey work began in the fall of 2017 to locate the Ash trees. It should be completed in the winter of 2018. Once the mapping is finalized, an explanatory letter to residents with Ash trees will be drafted by the Township Forester. Marlboro’s administration will decide on how to disseminate the information to the residents. The Shade Tree Committee is hopeful residents will try to work together to obtain group rates for treatment of their trees to prevent complete neighborhood loss of their street trees. However, if the trees will not be treated, or are not a candidate for treatment, residents will need time to plan and budget for removing the trees. By trying to provide advanced notice, the STC is hoping residents will take heed and be proactive in removing their Ash trees to keep the streets and sidewalks in these neighborhoods safe.

Tree Resource (Goal #2) – The Shade Tree Committee has discussed determining their current canopy cover and adopting a tree cover goal over the last few years but has yet to accomplish this. This objective could be addressed as this time. Members can volunteer their time in determining the canopy cover from information provided on both the Federal and State Forest Service websites as well as the computer program iTree. With the help of the Township forester, the STC should be able to adopt a goal for Marlboro to work towards to increase the existing canopy cover.

Public Areas (Goal #3) – Phase 3 of the Community Garden will be completed in the winter of 2018 prior to the start of the early growing season. Interest in the Community Garden has been so overwhelming that the STC has been continuously occupied with garden expansion. Members will work on the completion of Phase 3 this year as well as continue to promote the Garden at various Township events.

Outreach (Goal #4) – Numerous programs between the spring and fall are available for the STC to participate in. This year and the next few years ahead, the members should expect to be discussing the Emerald

Ash Borer (EAB) as this beetle will cause damage for many property owners. Another subject that will be of interest is the new requirement that all tree services must be licensed through the state. The STC members will help provide residents with the information they need to know when hiring a tree service company. With this license bill, comes stricter provisions on performing tree work. Members will also be able to discuss why and how topping is harmful to a tree (Goal #5). The STC hopes less and less topping will be seen due to this change.

Each year when Community Pride and Beautification Day is held, the committee reserves a booth with informational pamphlets on proper tree care. Members also participate in planting flowers designated by the Beautification Day Committee in various areas through the Township. The Community Garden frontage was recently added to their list of locations to beautify.

Arbor Day planning should also begin in early spring. Since the founding of the Community Garden, members have held the event at the property. A tree donation should be secured to continue their annual tradition of adding an Arbor Day tree as this location. The STC can purchase tree tublings to hand out to residents in attendance (Goal #2). Members should also discuss the annual poster contest they run for students to enter their best Arbor Day picture and why this holiday is so important. The Committee picks the top winners and the children are recognized at a Township Council meeting. The Mayor will also read the proclamation at the event.

Tree seedlings should also be secured for distribution at Marlboro Day in the early fall. Members also attend this event to discuss tree related issues with residents and provide information on tree care and maintenance.

A variety of media outlets will cover STC happenings throughout the year, including the Township email blasts, the local community paper as well as the Asbury Park Press.

Education – One of the STC members should attend CORE training this year at the annual Shade Tree Federation meeting. Other members should attend the general session as well, to ensure Marlboro obtains the required amount of CEU credits.

Grants – If CSIP grants are available, the Township should consider applying for funding to help recover from the loss of Ash trees in neighborhoods throughout the Township. Residents have already inquired if the Committee will be able to provide street trees for them. The

Township would like to help ensure the streets stay lined with shade trees (Goal #2).

B. Year Two, January 2019 to December 2019

Yearly On-Going Activities

Regular review of site plan applications submitted to the Planning/Zoning Board will continue throughout the year. The forester/CME Associates conducts site visits to the properties under review prior to plan approval. Sensitive habitats, specimen trees and wooded areas feasible to save within reasonable measures are identified and included in the submitted report to the Board (Goal #5).

Conduct residential site visits for tree removal permits and complaints (Goal #5).

Draft and submit the Annual Accomplishment Report and Tree City renewal. Copies should be forwarded onto the Township administration and Council to keep them up to date on the accomplishments of the Shade Tree Committee.

Safe ROWs (Goal #1) – Public works should try and tackle all of the inventoried Ash trees that were located during the previous year. The Township should be addressing their removals prior to the trees' complete failure. If healthy ash trees had not previously been treated this past year, this should be contractor for with a Licensed Tree Expert to save as many Ash as the budget would allow for.

Members should continue to discuss community outreach regarding EAB and what residents need to know (Goal #4). It should be discussed if the STC would sponsor an informational session for the residents to attend to learn more about this problem and what action they need to take.

Tree Resource (Goal #2) – If the Township was awarded the tree planting grant they applied for, efforts should begin on securing a landscape contractor for a spring planting.

Due to the competitiveness of the CSIP grant, if Marlboro was not a recipient, other ideas should be discussed to help residents plant back what EAB took. One area the residents should explore is offering residents street trees at wholesale pricing. The Township could contract an installer but have the resident pay for the cost of the tree. This would allow for the Township to plant many more trees than they would otherwise be able to afford.

Public Areas (Goal #3) – Members will continue the upkeep of the Community Garden. Rules and regulations will need to be reviewed for any necessary changes. The STC will host their annual meetings before the gardening season begins to ensure all members are aware of the rules and garden operations.

Members and the Shade Tree liaison should continue to monitor the clean-up progress by the State of the abandoned Marlboro Psychiatric Hospital. Once the State hands over the site to the County, the property will then be turned over to the Township. The Shade Tree Committee will be involved in creating an Arboretum for residents to enjoy in this new Township Park.

Outreach (Goal #4) – Members should reach out to Scout leaders early in the year to discuss involvement in the annual Arbor Day celebration. Tree seedlings should be secured from the State to hand out to attendees. The STC should also discuss the poster contest and contact the school to allow students enough notice to work on their entries. Additionally, the STC should reach out to the local nursery about a tree donation for the Community Garden site.

Members should also prepare for the upcoming Beautification Day and Marlboro Day to make sure there are enough pamphlets and seedlings to distribute.

Assuming by now the neighborhoods with Ash trees are seeing obvious signs of the beetle, another article should be submitted to the media. It can explain about EAB, what happens to the tree when attacked and why they need to be removed as quickly as possible.

At the end of the calendar year, if any funds remain, members should discuss possible enhancements to their annual Arbor Day celebration. The program can be expanded to invite Scouts or another group to the community garden and host a learning event on how to plant and care for a tree. Students can be given pots and tubling trees to plant there and bring home with them. Members can purchase stickers and rhinestones for the children to decorate their pots.

Education – During the spring, tree climbing and tree worker safety courses are offered. DPW might look into any applicable classes for their workers. Members should sign up for any courses offered throughout the year so as not to be so dependent on obtaining all their required CEU credits at one event. In the fall, some members can attend the annual Shade Tree Federation meeting.

Grants – The State Forest Service might have grants available at this time. If so, the Shade Tree Committee should again apply for funding to support a street tree planting program (Goal #2). The STC can advertise for interest in a new shade tree to residents. A first come, first serve type of situation could be used to limit the contract size.

C. Year Three, January 2020– December 2020

Yearly On-Going Activities

Regular reviews of the site plan applications submitted to the Planning/Zoning Board will continue throughout the year. The forester/CME Associates conducts site visits to the properties under review prior to plan approval. Sensitive habitats, specimen trees and wooded areas feasible to save with reasonable measures are identified and included in the submitted report to the Board (Goal #5).

Conduct site visits for residential tree removal permits and complaints. Ensure easements on properties are not disturbed with proposed removals. The forester discusses approved uses for easements and the difference between a dead tree and a hazard tree in these easements and the reasons why the former needs to remain and why the latter can be removed (Goal #5).

Draft and submit the Annual Accomplishment Report and Tree City renewal. Copies should be forwarded onto the Township administration and Council to keep them up to date on the accomplishments of the Shade Tree Committee.

Tree Resource (Goal #2) – Grant notification should be received at this time. The Shade Tree Committee in conjunction with CME Associates can begin planning the street tree planting project (Goal #2). The administration should vote on a resolution to enter into agreement with the State to accept the grant money. As mentioned previously regarding how to pay for this planting, depending on funding and interest, the Township might decide to have residents pay the cost of the tree and instead fund the cost on the install. This plan would allow the residents to purchase trees at a wholesale cost while also benefitting from a reduced installation cost due to a larger scale contract. A request for quote should be drafted and distributed to area landscapers to furnish, deliver, install and warrantee the trees needed. Once selected, trees should be installed in the spring under the supervision of the Township Forester. Flyers can be distributed to the residents with information on tree care and maintenance as well as the need to maintain the bark guards to prevent from deer buck rub damage (Goal #4).

Outreach (Goal #4) – Begin planning for the annual Arbor Day celebration. Contact Scout troop leaders, nurseries for donations, order tree tublings to distribute, etc. This year the STC could expand their celebration to include a more hands on project with the children. The leftover funds from 2019 purchased stickers and pots for this purpose. The pots can be decorated and filled with donated planting soil. Scouts can plant the tubling trees and take home these to watch and grow. Shade tree members can give a lesson on the trees that hopefully the children will share with their parents at home!

Members should plan for Community Pride and Beautification Day as well as Marlboro Day. The STC can provide fact sheets on selected street trees that will be installed as part of the street tree planting program, to educate the public on why we should have street trees and the benefits they provide.

The STC should submit an article to the Township's website as spring approaches and residents begin outside yard work. Items to consider discussing might include proper mulching, planting at the correct depth, or information on a common insect pest, such as aphids or bagworms.

Education – Any classes/conferences offered for CEUs (continuing education units) should be considered for some of the members to attend, when available. Plan for two (2) members to attend the annual Shade Tree Federation meeting to fulfill the CEU requirements as well as learn of any new insects, diseases, and other topics that will be helpful for the Shade Tree members to be aware of.

Public Areas (Goal #3) – Members continue to oversee the Community Garden, including holding informational sessions prior to the start of the season, monitoring plots for insects, diseases and weed control during the season, as well as ensuring any issues that arise are taken care of, such as tool replacement, a broken faucet or the like. Prior to the start of the gardening season, it should be noted if any maintenance on the garden is needed to keep the garden in good working condition. Since the garden was created, the Boy Scouts have taken on numerous projects to enhance the garden, such as an info board, a wash station and picnic tables. They would be a great group to help with any additional projects the Shade Tree Committee finds that will need to be addressed. Also, the Department of Public Works helps with the upkeep of the garden property and have been a great resource for repairs and other jobs associated with keep the garden in working order.

D. Year Four, January 2021 – December 2021

Yearly On-Going Activities

Regular reviews of the site plan applications submitted to the Planning/Zoning Boards will continue throughout the year. The forester/CME Associates conducts site visits to the properties under review prior to plan approval. Sensitive habitats, specimen trees and wooded areas feasible to save with reasonable measures are identified and included in the submitted report to the Board (Goal #5).

Continue with site visits for residential tree removal permits and complaints. Ensure easements on properties are not disturbed with proposed removals. The forester discusses which trees on the property would be best to remain and which should be removed. Also, residential complaints of hazard trees are assessed and property owners are notified to remove the liability (Goal #5).

Apply for Tree City renewal and submit the Annual Accomplishment Report to the State Forest Service.

Tree Resource (Goal #2) – Trees installed the previous year from grant funding should be inspected to determine if replacements are required. The contractor should be contacted to repair any issues. Paperwork should be submitted if not already completed.

The current Township ordinance includes a very outdated recommended tree species planting list. The list should be reviewed and members should propose additional species that would be more appropriate for the Township. Information and assistance can be provided to the STC from the Monmouth County Shade Tree Commission and the Township Forester. Also consider drafting a list with categories, such as trees for under power lines, trees for different sized planting strips, trees for open space and park locations, etc. Once the list is finalized, the STC should submit it to the Township Council for adoption. It can be published on the Township website for residents to easily access (Goal #4).

Safe ROWs (Goal #1) – Funding from this year's CSIP grant can be requested to perform a hazard tree survey. By preparing a hazard tree survey will aid the Public Works in job management and budgeting. Of course, it will also help Marlboro provide their residents and motorists with safer right-of-ways and public areas. If funding is secured, an RFQ should be publicized and a contractor should be hired to perform the work. Once the survey is completed, the information will be available in electronic form that the DPW will be able to manipulate the data to locate trees by their

hazard rating, update streets as the hazards are removed as well as record open planting locations.

Public Areas (Goal #3) – By this point, the STC hopes the pending open space park will be given over to the Township to begin park planning and construction. Members should discuss visions for the Arboretum section within the park. In order to reduce planning costs, members can reach out to local high school students or even local college students to submit potential layout sketches as a contest. Once the planning process is complete, the next phase for tree donations can commence.

Continue administering the Community Garden and its operations throughout the year. DPW can be requested to help on smaller repair issues that might arise.

Outreach (Goal #4) – Plan ahead for Arbor Day. Members should discuss if the planting program with the students/Scouts should be repeated this year.

Community Pride and Beautification Day planning can also begin at this time. Discuss any display or handout changes that might be needed.

Submit articles to media outlets regarding the new Township Park/Arboretum as well as the completed hazard survey. Residents should be aware of the progress the committee has made in improving the Township's urban forest.

Ordinance (Goal #5) – Initiate discussions to update and revise the existing tree preservation ordinance (Goal #5). The various meetings and conferences members have attended for the past few years should be helpful in drafting revisions for an appropriate ordinance for the Township. Review other townships' ordinances for additional ideas. The Community Forestry Program can be consulted for advice and suggestions as well.

Education – Annual attendance at the Shade Tree Federation meeting to make sure all CEU credits have been fulfilled by members. Members should look into attending other programs of interest throughout the year as well.

Grants – The Township should apply for the Green Communities Grant to help cover some of the cost of writing the next CFMP. The Committee chair and administration should begin the application process to obtain monies for plan preparation.

E. Year Five, January 2022 – December 2022

Yearly On-Going Activities

Regular reviews of the site plan applications submitted to the Planning/Zoning Boards will continue throughout the year. The forester/CME Associates conducts site visits to the properties under review prior to plan approval. Sensitive habitats, specimen trees and wooded areas feasible to save with reasonable measures are identified and included in the submitted report to the Board (Goal #5).

The forester/CME Associates continues to enforce the current tree ordinance by reviewing and approving tree removal permits. The forester observes the trees in question for removal. Often, the residents will be contacted to review the trees on site for a variety of reasons. Many times, the residents are unaware of trees in poor condition that they should have removed. Sometimes, depending on the intentions for the property, the forester can discuss saving certain trees and removing others based on size, health and species of the trees. Another reason for the visit is to determine that the trees proposed to be removed are not part of wetlands, wetland buffers or conservation easements. Many of the more recently constructed developments have some sort of encumbrance on the properties. Often the residents do not realize this, so the forester will review how to legally use these areas and ensure habitat intended for protection, remains in this state (Goal #5).

Residential complaints regarding trees are also handled by CME Associates and the forester.

Reapply for Tree City and submit Annual Accomplishment Report in to the State Forest Service.

Ordinance (Goal #5) – Continue revisions and discussions for the tree preservation ordinance. The revised ordinance should be submitted to the Township for review and approval when a final draft is complete. Once the Township adopts the ordinance, members should contact the local media outlets and submit an article to the Township website regarding the update (Goal #4).

Begin discussions for the next CFMP and the goals and objectives members would like to strive for. Review failures and areas the Shade Tree Committee was not able address.

Safe ROWs (Goal #1) – Public works, the Township forester and the Shade Tree Committee should review the data from the completed hazard tree survey. Public works can determine which trees their tree crew can

manage and which trees would need to be contracted to an outside firm. This should help with budgeting considerations.

Tree Resource (Goal #2) – If CSIP grant monies are available, members should apply for additional funding to plant trees. Not all residents who requested street trees received them with the last round of street tree planting. However, if the Arboretum is at construction phase, funding might be used to plant trees within the park instead. Either way, this project will help to increase the tree canopy coverage Marlboro is striving to work towards.

Outreach (Goal #4) – Prepare for Arbor Day and submit an article to the Township website to advertise the event. Community Pride and Beautification Day plans should also be discussed. Members should secure the sapling trees needed to hand out for these events as well as for Marlboro Day, held in the fall.

Public Areas (Goal #3) – Planning should continue for the creation of the Township Arboretum at the new park. Depending on how far along construction is, an Arbor Day groundbreaking event might be considered at this location. Hopefully by this point a design plan for the layout of the Arboretum has been selected with some donations secured to begin tree installation shortly (Goal #2).

Members continue with the upkeep and running of the Township Community Garden. Many of the events through the year are advertised at this space as well as participants for the event are found within this small but active community. If any repair work is required, DPW is available for small projects.

Education – If available, DPW might attend the tree climbing course for worker safety. As usual, members should sign up for the annual Shade Tree Federation meeting to secure the required CEUs.

10. Community Stewardship Incentive Program (CSIP)

The following Community Stewardship Incentive Program (CSIP) items listed below offer a brief summary of the practices Marlboro Township has addressed in this management plan.

CSIP #1 – Training

The training the Shade Tree Committee and the Department of Public Works has received as well as training needs that members would benefit from is addressed in Section 6, page 12.

CSIP #2 – Community Forestry Ordinance Establishment

Marlboro has an existing tree ordinance, which is mentioned in Section 3A, page 8. Revisions to the ordinance are later discussed in Sections 9D and 9E, pages 23 and 24.

CSIP #3 – Public Education and Awareness

Outreach programs the STC is involved in is described in Section 7, pages 12-14, as well as through the Plan Implementation Section.

CSIP #4 – Arbor Day

Arbor Day activities are addressed in Community Outreach, Section 7, pages 12-13. Arbor Day planning is also listed throughout Section 9.

CSIP #5 – Tree Inventory

A complete street tree survey is not planned at this time. However, the Township forester is currently completing a Township wide street tree survey to locate Ash trees. This is discussed in Section 7, page 13 as well as Section 9A, pages 16 and 17 and 9B, pages 18 and 19.

CSIP #6 – Hazard Tree Assessment

Grant monies will be requested to help in performing a township wide hazard tree survey, detailed in the Plan Implementation Section, pages 22 and 24-25.

CSIP #7 – Storm Damage Assessment

During the Hazard Tree Assessment, Section 9D and 9E, storm damage trees will be recorded and any corrective or remedial pruning that can be done will be noted. Also, residents call in to the Township to report any storm damage. The forester often will send notices to residents that have neglected removing their hazard trees.

CSIP #8 – Tree Maintenance and Removals

Tree maintenance and removal programs are not set up at this time in the Township. Currently, the DPW performs any required maintenance and removals as needed. Trees to be surveyed during the hazard tree assessment are expected to be removed by an outside contractor through grant funding along with the road department's help.

CSIP #9 – Insect and Disease Management

This is handled on a case-by-case basis. The Monmouth County Shade Tree Commission oversees the Bt spray program to reduce the population levels of gypsy moths, when needed. Signs of the Emerald Ash Borer has been noted in neighborhoods throughout the Township. The Township is currently working on locating the trees and will then determine how to notify the residents and provide support.

CSIP #10 – Wildfire Protection

This is not mentioned in the plan. Marlboro is a very developed suburban township with a low risk of forest fires.

CSIP #11 – Tree Planting

Section 9A, 9B and 9E, pages 16 through 18 and page 25, discuss tree planting throughout the Township.

CSIP #12 – Tree Recycling

Tree-recycling management is not mentioned in this plan, as the amount of woody material is usually small and insignificant. If the area endures a hurricane or similar, the township would secure a contract with an outside company to aid in the removal of vegetative material, as necessary. The Township also contracts with local landscapers to chip and double grind the trees for mulch to be used on public property. Disposal of Christmas trees follow this same procedure.

CSIP #13 – Sidewalk Maintenance Program

A sidewalk maintenance program is not discussed in the plan. The individual homeowners are responsible for any sidewalk repairs that are needed.

CSIP #14 – Storm Water Management

At this time there are no plans for storm water management. The department of Public Works has a leaf clean up program. All leaves are picked up by an industrial leaf vacuum.

CSIP #15 – Other

This is not applicable at this time.

Over the past five years, Marlboro has received the following state funded grants:

2016 – CSIP #15 – Other – Plan Preparation

The Committee received the Green Communities 2016 Grant to write this 3rd five (5) year plan.