

**West Windsor Township Shade Tree Commission
Regular Meeting of Wednesday, July 22, 2026
Time 6:30 pm
Official Minutes**

I. Call to Order at 6:30 pm: Helen Rancan, Chair

II. Statement of Adequate Notice: Township Architect, Alisa Stanislaw

III. Roll Call: Rancan, Mixson, Raday and Clancey. Quorum achieved.

Present: Helen Rancan Chair; Farryl Mixson Vice Chair; Ellen Clancey and Jill Raday; Township Landscape Architect, Alisa Stanislaw; STC Advisor Michael Schuit and Township Council Liaison Linda Geevers.

Absent: Lili Xia, new STC volunteer member

Present: Daniel Dobromilsky, Landscape Architect, Consultant for CFMP

IV. Approval of Meeting Minutes June 24, 2026: Motion to approve: Mixson;

Second: Raday

Approval Unanimous

V. Old Business

- **Permit Application** counts to date under Chapter 170- July 3; YTD 24

- **Bamboo Ordinance Recap and Next steps:** Motion in support of M. Schuit Memorandum 7/21/2026, which entailed the analysis of the Bamboo Ordinance and Township Administration draft to respectfully be submitted to the Township Council President and copies to Mayor, Council members and Township Clerk by the STC Chair, Helen Rancan.

Motion to approve: Mixson.

Second: Raday

Approval Unanimous

-**Tree Planting watering schedule of the 6 trees planted 6/13/26 at WW Waterworks parking lot area:** assignment through September, as WW Township pool is open, then DPW will maintain the watering until STC can resume in May 2027.

-**2026 Budget balance reviewed**

- **Community Forestry Management Plan (CFMP) update:** a comprehensive working draft dated 6/16/26 was reviewed. This draft incorporated changes to the 2/19/2026 draft recommended by STC members at the 5/24/26 STC meeting. Additionally, extensive research was integrated by STC Advisor Michael Schuit to the 6/16/26 draft.

The WORKING DRAFT OF 6/16/26 was developed. Commissioners discussed proposed revisions, inclusive but not limited to history of Township, volunteer activities, public outreach, and tree inventory status. After discussion, the Commission agreed to incorporate the changes into the next draft.

CFMP timeline: 7/22/2026 briefing and review by Dan Dobromilsky, of the WORKING DRAFT OF 6/16/2026.

Following general points: defining Goals, Elements, Objectives, and Actions of the CFMP Section VIII

Summary of Tree Observations and Analysis Handout provided by Dan Dobromilsky. The Tree Observation and Analysis collected data on the Township street tree characteristics; inclusive of species, tree sizes, declining trees, invasive species, and locations. This analysis listed the number of trees of concern that need removal, number of trees in decline for future removal, and the possibility of removal of highly invasive species, specifically the Callery Pear.

At the next STC meeting of 8/26/2026 The SECOND WORKING DRAFT 8/17/26 TO BE REVIEWED, and STC recommendations and revisions will be collated and forwarded to Dan Dobromilsky for consideration. The next draft will be forwarded to the Mayor, Environmental Commission, and DPW for any further input. Also, to be considered to be posted on Township website for community comments and/or recommendations.

9/23/2026 Possibility of 3rd working draft or final draft and if Final Draft, present this to Township Council.

VI. New Business

-**Online Request for Tree Maintenance and Street Tree Planting**, July 6, 2026

-**Requests for reimbursement.** Motion to approve copying expenses of the Bamboo Ordinance for presentation at the past Township Council meeting. This was done due to time constraints and the need for copies to be available to council members expeditiously. Costs incurred by M. Schuit as STC Advisor were \$264.91. Motion presented to approve the costs and reimbursement: Rancan, Chair,

Motion to Approve: First: Raday, Second: Clancey. Approval Unanimous.

-**Community Day September 19, 2026** at Duck Pond, STC to have a table and to have the new draft of the CFMP available for community input.

VII. Public Comment: Sam Umpaph of Princeton Junction present for the CFMP review and

he was interested in the Bamboo Ordinance status as he recently purchased a home in the township with bamboo growth present

VIII. Closed Session: None

IX. Adjournment: Chair Motion to Adjourn: Rancan, Chair

First: Clancey and Second: Raday

Unanimous to adjourn

Scheduled STC Meeting Dates identified; 8/26/2026; 9/23/2026; 10/28/2026; 11/25/26;
12/23/26

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