

**TOWNSHIP OF LUMBERTON**

**RESOLUTION R-2016-080**

**RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION COMMUNITY STEWARDSHIP INCENTIVE PROGRAM GRANT PROPOSAL APPLICATION FOR A TREE INVENTORY AND TREE PLANTING**

**NOW, THEREFORE, BE IT RESOLVED**, that Township Committee of Township of Lumberton formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Township Administrator is hereby authorized to submit a grant application identified as CSIP Grant Proposal Application for Lumberton Township Tree Planting Plan on behalf of Township of Lumberton.

**BE IT FURTHER RESOLVED** that Township Administrator is hereby authorized to sign the grant agreement on behalf of the Township of Lumberton and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

**CERTIFICATION**

I, Brandon E. Umba, Deputy Municipal Clerk, hereby certify that the foregoing resolution was duly adopted by the Township Committee at its Regular Business Meeting held on the 12<sup>th</sup> day of April, 2016.



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Brandon E. Umba  
Township Administrator/Deputy Municipal Clerk



State of New Jersey  
 Department of Environmental Protection  
 State Forest Service

SFS use only

**COMMUNITY FORESTRY PROGRAM  
 COMMUNITY STEWARDSHIP INCENTIVE PROGRAM (CSIP)  
 GRANT PROPOSAL APPLICATION**

**PROJECT INFORMATION**

Applicant (Check One):

- Municipality, Name; **Lumberton Township**
- County, Name
- Other Local Government Agency/Authority, Name

Application Date:  
4/7/16

Project Name: **Lumberton Tree Planting Plan**

Estimated Start Date:  
7/1/2016

Project Location: **Lumberton Township, Burlington County**  
 (Municipality, County)

Grant Category (Check one):  Resiliency Planning  Hazard Mitigation  Reforestation/Tree Planting

CSIP practice(s) addressed in the proposal (check all that apply):

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> CSIP # 1 Training</li> <li><input type="checkbox"/> CSIP # 2 Community Forestry Ordinance Establishment</li> <li><input type="checkbox"/> CSIP # 3 Public Education &amp; Awareness</li> <li><input type="checkbox"/> CSIP # 4 Arbor Day</li> <li><input checked="" type="checkbox"/> CSIP # 5 Tree Inventory</li> <li><input type="checkbox"/> CSIP # 6 Hazard Tree Assessment</li> <li><input type="checkbox"/> CSIP # 7 Storm Damage Assessment</li> <li><input type="checkbox"/> CSIP # 8 Tree Maintenance and Removals</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> CSIP # 9 Insect and Disease Management</li> <li><input type="checkbox"/> CSIP # 10 Wildfire Protection</li> <li><input type="checkbox"/> CSIP # 11 Tree Planting</li> <li><input type="checkbox"/> CSIP # 12 Tree Recycling</li> <li><input type="checkbox"/> CSIP # 13 Sidewalk Maintenance Program</li> <li><input type="checkbox"/> CSIP # 14 Storm Water Management</li> <li><input type="checkbox"/> CSIP # 15 Other</li> </ul> |
|--|--|

Project Street Address: **Entire Township**

Number of trees to be planted:  
N/A  
(if applicable)

(Indicate block ranges if necessary, eg. 500-600 Block of Main Street)

Block(s):

Lot(s):

Project Manager: **Ken Taaffe**

Title: **Shade Tree Chairman**

Organization: **Shade Tree Commission**

Phone: 609-261-3875

E-mail: [taaffeforestry@gmail.com](mailto:taaffeforestry@gmail.com)

Grant Request: \$10,000.00

Leverage: \$  
 In-Kind \$1440 Cash \$  
 (No match is required, but more points are earned for leveraged projects)

Project Total: \$11,440  
 (Grant Request + Leverage = Project Total)

**APPLICANT INFORMATION**

Does the applicant have "Approved" status? Yes  No

To determine "Approved" status answer the following questions:

1. Is the applicant compliant with the Shade Tree & Community Forestry Assistance Act (N.J.S.A. 13:1L-17.1et. seq.)?  Yes  No

To be compliant, the applicant must answer yes to the following three (3) questions (NOTE: Applicants in the initial year of CFMP implementation may answer no to "c" below if the number of years in "a" is one (1):

a. Does the applicant have an approved Community Forestry Management Plan:  Yes, Expiration Date; 2018, Total # of Years with an approved plan – 7 years

b. Is one local government employee and one community volunteer CORE trained:  Yes  No

c. Did the applicant have eight (8) continuing education units (CEU's) between two people in the 2015 calendar year:  Yes

2. Did the applicant submit an Annual Accomplishment Report for the 2015 calendar year?  Yes  No

Does the applicant have a community tree inventory in place?  Yes  No

Is the applicant a Tree City USA?  Yes  No

If Yes, for how many years has the applicant been a Tree City USA? 2008

Is the applicant an impacted community under the No Net Loss Reforestation program?  Yes  No  
(Refer to the Request for Proposals for a complete list of NNL Impacted communities)

Is the applicant a New Jersey Redevelopment Authority (NJRA) eligible municipality?  Yes  No  
(A list of NJRA eligible municipalities is available at <http://www.njra.us/members/>)

Is the applicant Sustainable Jersey Certified?  Yes  No

Accounting Method:  Cash  Modified Accrual  Accrual  Other

Date of Fiscal Year:  
from 1/1/16  
to 12/31/16

State Vendor ID Number:

Authorized Official: **Brandon E. Umba**  
Title: **Township Administrator**

(Local government official authorized to sign this application and the grant agreement on behalf of the applicant, eg. Mayor, Business Administrator. This person must be identified by name as the authorized official in the Governing Body Resolution)

Resolution Certifier: **Brandon E. Umba**  
Title: **Township Administrator/Acting Clerk**

(Person that will sign to certify that the Governing Body Resolution was passed, eg. Municipal/County Freeholder clerk. This person cannot be the same as the authorized official named in the resolution)

Clerk: **Brandon E. Umba**  
(Municipal, County Freeholder, other. This is the person responsible for grant contract documents)

Phone: 609-267-3217 Ext. 130

E-mail: [Bumba@lumbertontwp.com](mailto:Bumba@lumbertontwp.com)

Address: **35 Municipal Drive**  
(Must be where contracts are to be delivered)

City: **Lumberton**

State: **NJ** ZIP: **08048**

Chief Financial Officer: **Robin Sarlo**

Phone: **609-267-3217 Ext. 109**

E-mail: [Finance@Lumbertontwp.com](mailto:Finance@Lumbertontwp.com)

Address: **35 Municipal Drive**  
(Must be where checks are to be delivered)

City: **Lumberton**

State: **NJ** ZIP: **08048**

As the authorized official representative of the above named applicant (local government) named in the attached Governing Body Resolution, I hereby certify that the information provided within this State Forestry Service Community Stewardship Incentive Program grant proposal application and this application form is complete and true.



Signature  
Authorized Official Representative

**Brandon E. Umba, Township  
Administrator**  
Printed Name & Title of the  
Authorized Official Representative

**4/7/2016**  
Date

## PROJECT OVERVIEW

Provide a comprehensive but succinct overview of the proposed project that includes basic details of who is doing what, where, and why. Projects should effectively work toward the stated goals of the Community Forestry Management Plan (CFMP) by carrying out specific objectives identified in the CFMP and in accordance with the grant categories defined in the Request for Proposals. Address the project's suitability as the most appropriate method to accomplish this through the use of CSIP Practices identified in the CFMP.

Lumberton Township's population tripled from 1980 to 2000 due to the housing boom. This of course required new schools, township facilities and commercial development. Though most developments required street tree plantings, many of these trees died due to poor planting or species choice. In addition, the schools and township lands went without tree plantings due to lack of funding. This has left Lumberton without a full canopy of street trees. **Our Community Forestry Plan asks us to develop a tree planting plan and to plant 75 to 100 trees per year.**

As township residents, the Shade Tree Committee has an idea where more trees can be planted, but there is no systematic plan which outlines where trees should be planted, the timings for these plantings, and which tree species would best suit our needs. A proper urban tree inventory and analysis will provide this information. The goals of this inventory will be:

- Identify locations to plant more trees on township owned lands, giving close estimates of the number of trees needed, species to plant, where to plant, and when to plant. This plan will prioritize the planting sites. The town wishes to plant trees on township-owned lands before planting on school properties.
- Identify locations to plant more street trees on private lands. Less time may be spent here as neither the town nor the committee will plant trees here, but it would be helpful to the community to advise residents of tree planting opportunities for their own benefit.

## **1. COMMUNITY FORESTRY MANAGEMENT PLAN (CFMP) IMPLEMENTATION (35 points)**

Identify the grant category for this project as defined in the Request for Proposals and describe how the project addresses one or more of the CSIP practices identified in the Community Forestry Management Plan. Explain how this work supports the goals, objectives, and statement of plan implementation defined in the CFMP, and how it benefits your community.

There are three categories of urban trees in Lumberton; trees in older developments, trees in younger developments, and trees on township-owned lands, such as the township building property, parks, alongside athletic fields, and schools. We estimate that each comprises about a third of the urban tree resources.

The older developments contain trees planted between the curb and sidewalk, which likely is township land. Newer developments have trees planted away from the curb and sidewalk, which are on private lands. Though these planting gaps are of interest to the town, it will not provide trees or direct planting assistance here. Finally, the town-owned lands have some trees which have been planted piecemeal over the years. In order to fill in the planting gaps, we need to know where they are, the number of trees needed to provide an ideal canopy, species to plant and which should be planted first. This proposed tree inventory will give us that.

## 2. WORKPLAN (25 points)

Describe how this project will be carried out. Describe the project location, the methods to be employed and the personnel and/or partners who will accomplish the work. A project timeline consistent with the Request for Proposals and clearly indicating significant milestones must be included as a diagram or narrative. For tree planting projects, a maintenance plan for two years after the date of planting completion must be included as part of the workplan.

No complete urban tree inventory has been conducted in Lumberton. Last summer a Rapid Ash Survey (RAST) was conducted in the town identifying the locations and sizes of all ash trees within Lumberton. To treat this problem, the town could incur costs of approximately \$500,000. The actual ownership of these ash trees may be mostly private lands, thus actual cost to the town will be less. As a follow up to this RAST inventory, we will determine which trees are township owned and which are not. This new inventory will align with the RAST inventory.

This post-RAST inventory will use the iTree software package and be performed by a Certified Tree Expert (CTE). We will not inventory each street tree and tree in community parks as this would be too costly. Instead, we will focus on locating planting gaps on township owned planting areas and planting gaps along streets on private lands. The inventory of both types of planting gaps will require less work, as much of this information was collected in last year's RAST inventory. Planting gaps on township lands will describe the number of trees needed, suggested species, and planting priority. The identified gaps on private lands will be useful to the Committee to educate the public on what is needed on their lands.

**Timeline** –Once the grant is approved, the town will develop a scope of work and request bids for this service within 30 days from Certified Tree Experts. After a 30-day review period, Lumberton will award a contract to the successful bidder provided the bid meets budgetary constraints. The CTE will have 6 months to complete the inventory.

### 3. COMMUNITY CAPACITY (20 points)

Describe the local government's unique strengths and past demonstrated commitment to managing the community forest resource.

Lumberton Township created a Shade Tree Committee (STC) in 2007 with its first Community Forestry Plan. This three-member committee had the town designated a Tree City USA in 2009. For the first planning period, the STC had yearly Arbor Day Celebrations with tree plantings and third grader participation, developed committee capacity, and created a more robust second five-year Community Forestry Master Plan in 2014. **Topping the list of Action Items in this plan are;**

- **Inventory the street tree resources in Lumberton;**
- **Plant 75 to 150 trees per year; and**
- **Make the public more aware of the benefits of trees.**

Each of these goals contributes to the other goals, but completing a Street Tree Inventory is the start, as it tells us where to plant additional trees, past tree planting. Arbor Days, etc.

Regardless of Lumberton's "late start" in forming a STC, we have a history of township tree-care activities. In 2003 the town received a grant to plant 50 shade trees around the newly constructed township offices. Through proper care by our public works staff, these trees are now fifteen to twenty feet tall with diameters of 6 inches or more. A less successful planting was a blanket attempt by the Shade Tree Committee, the town, and the Environmental commission to plant 600 seedlings on a number of public areas in 2011. To coincide this event with Arbor Day, this planting occurred on May 1<sup>st</sup>, the first Saturday after Arbor Day. Temperatures reached 80 degrees and remained warm afterwards. Though public works watered many of these seedlings, most succumbed to the heat. For this reason we plan to plant larger trees at better planting times.

At last year's Arbor Day Celebration, a local arborist demonstrated proper trimming on those trees planted in 2003. This was viewed by close to forty people. We will do the same this year. The STC has set up a Facebook page which is liked by over 80 people. We also use local community blogs such as Nextdoor and Lumberton Cares which allows our messages to reach over 1500 residents.

#### 4. MONITORING AND EVALUATION (10 points)

Identify measurable outcomes applicable to each CSIP practice that applies under each CFMP goal or objective addressed through this project.

CFMP Goal or Objective	CSIP Practice	Outcome (# of units expected)
<i>Example: Conduct an inventory to understand the present state of the Community Forest resource to prioritize maintenance activities, identify planting locations, and locate ash trees.</i>	<i>Tree inventory</i>	<i>1 complete inventory of all the community trees; OR 1 sample inventory; OR 1 partial inventory of the central business district</i>
	<i>Public education and awareness</i>	<i>1 press release</i>
	<i>Insect and disease management</i>	<i>1 ash mitigation plan prepared</i>
<i>Example: Mitigate the amount of stormwater runoff entering the combined sewer system.</i>	<i>Tree planting</i>	<i># trees planted</i>
	<i>Storm water mitigation</i>	<i># of feet per year of stormwater intercepted</i>

#### MONITORING AND EVALUATION EXPLANATION

Provide a brief description of the project's monitoring and evaluation plan.

CFMP Goals and Objective	CSIP practice	Outcome
Conduct an inventory and develop a tree planting plan.	#5	A Tree Planting Plan outlining where and when to plant different locations in the town. This plan will give estimates of the number of trees and species needed at each site. <b>The committee expects to use this information to apply for tree planting assistance from CSIP in subsequent years</b>



**5. BUDGET AND PROJECT LEVERAGE (10 points)**

**Budget Form**

	GRANT CSIP Request	LEVERAGE <sup>1</sup>						Total Project Cost (TPC) (TPC = CSIP Request + Leverage)
		Federal	State (Not CSIP)	Local Govern- ment	Private Foundations or Non- profits	Volunteers	Other	
Grantee Employee Salary/Wages						\$1440	1440	
Fringe Benefits								
Consultants and Subcontractors	10,000						10,000	
Other (specify below)								
•								
•								
•								
•								
•								
<b>TOTAL</b>	<b>10,000</b>						<b>11,440</b>	

**Explanation of Budget and Project Leverage**

Describe how the project will maximize funding by using it to leverage contributions as explained in the Request for Proposals.

We expect most of the actual work to be performed by the Certified Tree Expert. The Shade Tree committee will spend about 80 hour in all, assisting with the project. This assistance will be coordinating the efforts, procuring necessary information, answering questions that the CTE may have, plus leading them in the direction that provides the necessary information without wasting resource or getting us unnecessary data.

The township will provide the necessary fiduciary responsibilities here. Their time is limited, so it is not listed above. The Shade Tree Committee will likely enlist the Public Works Foreman to answer questions, etc., too.

<sup>1</sup> There is no match required for this grant, but leverage will be used as a criterion for proposal selection. See the Request for Proposals for more information.

# ATTACHMENTS

## Resumes and consultant qualifications

The Shade Tree Committee consists of several members with differing skills that allows us to give quality tree advice to the public. A brief summary of each person's qualification are given below:

**Ken Taaffe** is a Certified Forester with 38 years of experience in Resource Conservation. He also is a Master Gardener, who has taught the Urban Forestry class to new Master Gardeners.

**Joan Johnson** is a Rutgers Certified Master Gardener arum insignae and Environmental Steward. She is a fine artist, art and garden speaker, writer, photographer, teacher and was the Powerschool Computer Administrator in Mt. Laurel Schools for 20 years.

**Marilyn Bidrawn** is a Certified Master Gardener (MG) who leads the intern mentor team and an active member or the demonstration plot team and IPM field scout team at the County Agricultural Center. She is a county representative for State meetings and planner for the annual State MG conference; a member and past President of the Mt. Holly Garden club. She is a retired Senior Manager, MS2 Business Services at Lockheed Martin Corporation after 40 years of service, where she held positions coordinating US Navy ship commissionings, trade shows, major customer visits and corporate events with thousands of attendees.

**Les Hergenrother** has a BS degree in Ornamental Horticulture from Delaware Valley University and 33 years experience in the horticulture field. Twenty-nine years of this on the New Jersey Turnpike Authority in the landscape department with last fifteen as landscape foreman.

**Karen Kramer** is a health care provider who also runs a local non- profit music organization. One of the necessary skills for running the music organization is publicity and learning how to use social media sites like Facebook. She expressed an interest in participating in the Lumberton Shade Tree Committee and offered her skills at creating a Facebook page, sending press releases, and posting information for local residents on both the Facebook page and NextDoor.com.

**Ken Hutz** is a Certified Arborist with over 20 years of experience.

**Glenn Liebenheinz** is a Tree Nurseryman working for the Norther Burlington School System.

**Leslie Sharp** is a professional writer with 20 years' experience who has an interest in and love of trees and gardening. She lends her expertise to developing communications pieces for the public and other audiences.

**Mike Mansdoerfer** is a Town Committeeman, who serves as the liaison between the Township Committee and the Shade Tree Committee. He work as a Commercial Nurseryman.

**Bill Brash** has over thirty years of experience as a Certified Forester and a Certified Tree Expert. Bill wrote both of Lumberton's Community Forestry Plans.

**GRANT AGREEMENT  
BETWEEN  
Lumberton Township  
(Name of Grantee)  
AND  
THE STATE OF NEW JERSEY  
BY AND FOR  
THE DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**GRANT IDENTIFIER:  
GOVERNING BODY RESOLUTION**

The governing body of Lumberton Township  
(print Grantee's name)

desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$ 10,000.00  
to fund the following project: Lumberton Township Tree Planting Plan

Therefore, the governing body resolves that Brandon E. Umba or the successor to the office of  
(print name)

Township Administrator is authorized (a) to make application for such a grant, (b) if awarded, to execute  
(print title of authorized official)

a grant agreement with the State for a grant in an amount not less than \$ 10,000.00 and not more than

\$ 10,000.00, and (c) to execute  any amendments thereto  any amendments thereto which do not increase the  
Grantee's obligations.

\*The Lumberton Township Committee authorizes and hereby agrees to  
(print name of Grantee's governing body, e.g., board of chosen freeholders)

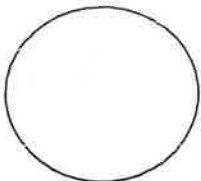
Match 0 % of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of  
the match for such purposes, whether cash, services, or property, is hereby certified. 0 % of the match will be made up of in-  
kind services (if allowed by grant program requirements and the agreement).\*

The Grantee agrees to comply with all applicable federal, State, and municipal laws, rules, and regulations in its performance pursuant  
to the agreement.

Introduced and passed April 12, 2016

Ayes: 4  
Noes: \_\_\_\_\_ Absent: 1

Seal



\*The portion of this form between the asterisks should only be completed if matching funds are required under the terms of the agreement. Where in-kind  
services are allowed and are stipulated by the Grantee, an attachment must be provided and appended hereto, breaking out the in-kind services to be provided  
by the Grantee.


**CERTIFICATION\***

I, Brandon E. Umba, Township Administrator/ Acting  
(print name)

Municipal Clerk of Lumberton Township  
(print Grantee's name)

certify that this resolution was duly adopted by Lumberton Township Committee at  
(print name of Grantee's governing body)

a meeting duly held on the 12 day of April, 2016; that this resolution has not been amended or repealed; and that it remains in full force and effect on the date I have subscribed my signature. \*\*

  
(signature) \*  
Brandon E. Umba  
(print name)  
Administrator/ Acting Clerk  
(print title)  
Date: 4/12/16 \*\*

\* Certification must be signed by an official other than the individual authorized to execute the agreement.

\*\* This date must be no more than sixty (60) days prior to the Grantee's execution of the agreement. If the original certification expires prior to the Grantee's execution, Grantee must submit a currently certified copy of this Attachment E when it returns the executed agreement to the Department.