

**MEETING OF THE
BOROUGH OF WEST LONG BRANCH
SHADE TREE COMMISSION**

The Regular Meeting of the Shade Tree Commission of the Borough of West Long Branch was convened on March 14, 2019 in the Borough Hall Council Chambers.

Present: Ellen Whitford
Rachel McCarthy
Eileen Cieri
Mary Lynn Mango

Absent:

6:30 PM Site Plan Review with Environmental Commission

- No site plans to review.

Shade Tree Commission (STC) Meeting 7:03 PM

A. Call to Order – The meeting was called to order at 6:38 pm.

B. Site Plan Review

- Noted above.

C. Administrative Matters

- Reviewed and approved the February Minutes.
- It was determined that there were the following in-kind hours to be logged: EC (2 Hour) EW (8) RM (4).
- Melanie Engel (a potential STC member) sat in on this meeting. Mayor was asked to appoint Melanie.

D. Unfinished Business

1. Renewal of 5 Year NJ Forestry Management Plan
 - Need to schedule a sub-committee meeting. Ellen to send an email to schedule this meeting.
2. Emerald Ash Report
 - Rachel completed a draft letter to go to WLB residents. Ellen reviewed and felt letter is ready for sending to council for their review. After council's approval, the letter will be sent to residents. Mary Lynn will get review of the letter on the next council agenda.
3. Green Team
 - No update.

4. Monmouth University Peace Corps Prep Program clean-up at Owens Arboretum

- No update.

5. Tree Planting

- No update.

6. Annual Report

- Ellen sent copies to STC members and to Council. It was reported on at the last council meeting. Lori will send it on to the New Jersey Forestry office.

7. Tree Recovery Campaign – Free Seedlings for 2019

- No update.

8. Arbor Day Letter to Shore Regional High School (SRHS)

- Eileen reported that the school has spring break on Arbor Day, Friday April 26. So, May 2nd is the recommended date, from 12:30-1:30. SRHS requested that STC keep the program short. Approach is to have Marco (SRHS) dig a hole for the tree ahead of time. Then on May 2nd, Marco will plant the tree and he, or someone from STC, can explain how he is doing the planting. STC can also provide brochure/paper on tree planting instruction. SRHS would like another pink dogwood this year.
- Ellen to ask Mayor to attend the event.
- Ellen to get the pamphlets on how to plant a tree that Eileen can give out to students.
- Eileen to take care of a photographer.

9. STC Membership Openings

- We have 4 openings on the STC.
- Melanie Engel attended the STC meeting tonight and may ask to join the STC.

E. New Business

1. Green Communities Forestry Grant Agreement FS19-063 W Long Branch

- No update

2. Beautification

- Sharon (head of Beautification for STC) attended the meeting.
- Sharon recommended Friday, May 17 for Flower Delivery. DPW would pick up the flowers and flower distribution would be May 18th.
- However, further it was recommended that flower planting date is pending some park sign paintings that need to get done. We therefore need to request of DPW that signs get painted before May 17. If not before May 17th date, then flower planting needs to move to a June date.
- These parks need painting or cleaning prior to the planting date: Valenzano, Wooley, Thorne, Conway, Franklin Lake and Wall Street. Sorrentino and Ronan have painting completed. Conway needs to be painted, but flowers are not planted there.

- In addition to sign painting, Sharon to talk with Earl (head of DPW) about getting all mulch and trimming done before plants go into the ground.
- WLB also needs rain barrel at Franklin Lake for watering of flowers and other new plantings there. It was suggested that perhaps Shore Regional could get involved in the rain barrel. Or, Eagle scouts are a potential option to get involved.
- Sharon is going to the same provider for the flowers as prices were very good last year
- Mary Lynn to look at outside contractor to mulch, weed and trim.
- Mary Lynn to talk to Borough about sign painting as well.
- Barrel decision will be on hold until hear back about contractor.
- Also, Sharon continuing to contribute to Monmouth University garden efforts.

F. Public Comment

- None

G. Meeting Adjournment

- The meeting was adjourned by Ellen and approved by all at 7:55 PM.

Respectfully submitted by:

Kellie Campbell
STC Secretary