

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

The Regular Meeting of the Shade Tree Commission (STC) of the Borough of West Long Branch was convened on January 9, 2020 in the Borough Hall Council Chambers.

Present: Ellen Whitford  
Rachel McCarthy  
Eileen Cieri (Not in attendance)  
Melanie Engel

**Shade Tree Commission Meeting 6:30 PM**

**A. Call to Order** – The meeting was called to order at 7:21 pm.

**B. Site Plan Review**

- The following plans were reviewed with the Environmental Commission:
  - Dunkin Donuts. Broadway. Final Plan. No comments.
  - Wall Street property. No comments.
  - Forest Place. No comments.
  - Monmouth University. This is a large site plan and there were a lot of trees being moved or removed, so still reviewing and there will likely be more reviews of this site plan. STC is going to ask Monmouth University to replace their planting of an Ash tree with a different species in their new site plans. Rachel is going to craft a memo to send to the Zoning board with the tree recommendations.

**C. Shade Tree Administrative Matters:**

- November minutes reviewed and approved.
- It was determined that there were the following in-kind hours to be logged: EC (0) EW (6) RM (2) ME (2).
- Eileen Cieri has resigned from STC.

**D. Unfinished Business:**

1. Renewal of 5 Year NJ Forestry Management Plan
  - a. William Brash attended the meeting and worked with STC on reviewing the NJ Forestry Management Plan.
  - b. STC is still pursuing these topics from previous discussions and it was decided that these would be considered in the spring of 2020:

1. An idea was discussed for a WLB hosted forum on Tree Pruning and related topics. The forum would foster community outreach as well help achieve 8-hour STC CEU (educational credits). Ellen to pursue setting up this forum.
  2. New dates for this forum to be discussed. All days, except for Wednesday, are good for Mr. Brash. Ellen to find out about Borough Hall and WLB library availability.
  3. The forum is good for CEUs for anyone of any town that attends.
  4. STC will look to advertise on the Borough website, the Borough Front Sign,
2. Green Team/Sustainable
    - a. No update this month.
  3. M.U. Peace Corps Prep Program clean-up at Owens Arboretum
    - a. No update this month.
  4. Tree Planting for 2019/ Change to 2020
    - a. No update this month.
  5. Site inspections - Public Safety
    - a. There is one homeowner on Mount Dr. who replaced a sidewalk and saved the trees. This was part of the report on hazardous trees from the police department.
    - b. All site inspections done on Cedar were turned over to Jim Miller to handle.
    - c. Jim Miller has recommended WLB having a permit required to remove trees. Ellen to ask Mr. Brash for examples of similar permits.
    - d. STC to invite Jim Miller to attend one of the STC meetings to discuss the tree removal issues.
  6. Owens
    - a. Rachel Contacted USDA about pollinator plan for Owens property. The grants will go to non-profits only. We will need to contact our Conservation group at Monmouth Conservation Foundation that does work for Owens and they can apply on behalf of WLB STC.
  7. Seedlings Campaign
    - a. Decision made to pass on seedlings this, this year. Will consider doing it in 2021.

**E. New Business:**

- STC needs to complete budget for 2020. Ellen will do a memo and send to everyone.
- STC needs to complete the annual report in February.

- Ash Tree:
  - STC will follow up on the Ash letter to residents.
- STC is down one more member, having just 3 members. STC will need to consider communication plans to recruit some new members.

**F. Public Comment**

- None

**G. Meeting Adjournment**

- The meeting was adjourned by Ellen and approved by all at 8:17 PM.

Respectfully submitted by:

Kellie Campbell  
STC Secretary