

**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 April 8, 2021 in the Borough Hall Council Chambers.

Present: Ellen Whitford
Rachel McCarthy
Melanie Engel
Matthew Sniffen (WLB Council)
Mary Lynn Mango (Council Liaison)

Absent:

Shade Tree Commission Meeting 6:30 PM

A. Call to Order – The meeting was called to order at 7:00 pm.

B. Site Plan Review

1. There were no site plans this month.

C. Shade Tree Administrative Matters:

1. Attendance: Ellen, Rachel and Melanie were in attendance.
2. It was determined that there were the following in-kind hours to be logged: EW (3) RM (3) ME (1).
3. March 16th minutes were not reviewed. Will review next month.

D. Unfinished Business:

1. Hazardous Tree Complaints
 - No complaints this month.
2. Owens Property
 - Update on this topic in the New Business section below.
3. Tree City USA Conference
 - There is no update this month on this topic.
4. Community Forestry Annual Accomplishment Report
 - For the budget portion of this report, Ellen asked the WLB Borough CFO for certain required financial information.

- As of today's meeting, 4/8/21, Ellen is still waiting on update from Finance (CFO) on this. Marylynn has asked Stephanie on this as well.
- 5. Tree City USA Application
 - In this application, there is a request for budget information. This is the same information STC is waiting on from the WLB Borough CFO.
 - As of today's meeting, 4/8/21, Ellen is still waiting on update from Finance (CFO) on this.
- 6. Web Site Updates
 - Kellie sent info on one link 'Spotted Lanternfly Resources' to be posted on the WLB web site.
 - STC will send to WLB Borough, for posting on the WLB Web Site, these additional flyers:
 - Topping of Trees
 - Tree of Heaven
 - Ellen to get these flyers to Kellie for posting.
- 7. Arbor Day
 - Ellen mentioned asking the mayor to make a proclamation for Arbor Day on Saturday, May 8, Recycling Day. STC would need a commitment to proclaim Arbor Day from the Mayor. Marylynn to confirm acceptance from the mayor.
 - Rachel reached out to the 3 WLB schools about planting trees for them. BME and SRHS have answered that they will accept the trees. No response yet from FAS.
- 8. Tree Identification for New Tree Planted
 - No update this month on this topic.
- 9. Hazardous Tree Removals
 - Ellen sent email to WLB requesting WLB borough keep STC informed of tree removals.

E. New Business:

1. WLB Grant Discussion: Marylynn Mango, Matt Sniffen
 - Monmouth County Open Space Grant. This grant is a matching grant. As the county offered \$175,000, by accepting the grant, WLB must match that amount. WLB now has \$350,000 to work with. For each park:
 - i. Sorrentino: Will re-establish the walking path and will be adding sprinklers.
 - ii. Ronan Shirvanian: Adding electricity and the aerator for the lake, similar to the

ones at Franklin Lake.

- iii. Franklin Lake: Will update the Gazebo with new rails and other repairs. The railings are in bad shape and need to be repaired. The Gazebo will be the same size and location. Will also look to repair the walking path in the area near Conway Park, and other needed areas. May look into adding a water fountain, including possibly a dog pedal.
 - iv. Owens: Will be established as a WLB park. Will stay as a natural park, but in the front will create a parking area and a gate at one end. This is so DPW can get to it. STC asked to be included in reviewing the plans for this park and Matt Sniffen agreed to this. STC was also thinking of putting a pollinator garden in the front. The trees in center may get removed and WLB may want to move the entrance closer to the Owens house, likely near the old driveway. The goal is to keep it a natural park with walking paths. Will maybe use the park for schools' environmental programs. WLB would like to make this park, by permit, allow groups like the boy scouts and girl scouts camp there. It would be by permit only and would need to be attached to an established club.
 - There was an environmental impact done on the WLB parks. This will be shared with the County. After that, WLB should get the funds. So, these efforts could start this summer. Owens will likely be the last effort. T&M landscaping will be working on the Owens plan. Anthony Scalise is working on the Gazebo plan.
2. WLB decided on April 17th, to have a dedication of the Borough Hall park for: Peter Cooper.
 - Can STC do flowers around the sign? Due to short time frame, Ellen to ask Sharon if she can get the plants now, to place around the sign and then plant the flowers later.
 3. Woolley Park
 - The burning bushes were removed as they were overgrown.
 - The Princess Holly Trees will be moved back toward the fence.
 4. WLB Master Plan for Parks
 - WLB will work with STC to come up with a master plan for planting trees.
 - WLB (Marylynn) to keep STC aware and STC to keep WLB aware via Marylynn of any parks related efforts.
 - Michael Haypeck offered to do a master plan for free on Woolley Park, but WLB would need to pay him to do Master Plan for all parks.
 5. STC asked by Matt Sniffen to focus on:
 - Sorrentino, this year, for planting trees.

- Clean-up near old Christmas tree at Woolley Park. Maybe even replace the old tree at some point. The blue spruce planted by STC recently is doing well.
6. Tree Removal at 16 Woods Avenue
- Amanda Farrell asked Ellen to look at them. Ellen to follow up on this.

F. Public Comment

1. None

G. Meeting Adjournment

- The meeting was adjourned by Ellen and approved by all at 8:06 PM.

Respectfully submitted by:

Kellie Campbell
STC Secretary