

**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 November 11, 2021, in the Borough Hall Council Chambers.

Present: Ellen Whitford  
Melanie Engel  
Rachel McCarthy

Absent: Mary Lynn Mango (Council Liaison)

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

**A. Call to Order** – The meeting was called to order at 7:30 pm.

**B. Site Plan Review**

1. There was a visit by the WLB Board Engineer, Libby Waterberry. Updates captured in EC October 14 Minutes.

**C. Shade Tree Administrative Matters:**

1. Attendance: Ellen and Melanie were in attendance.
2. It was determined that there were the following in-kind hours to be logged: EW (15) RM (2) ME (13).
3. October Minutes approved.

**D. Unfinished Business:**

1. Hazardous Tree Complaints
  - There is no update this month on this topic.
2. Owens Property
  - Rachel asked Councilman Sniffen for an update on the Owens Property and was told that there is no update at this time.
3. Web Site Updates
  - There is no update this month on this topic.
4. Tree Identification for New Trees Planted
  - No update this month on this topic.
  - Previous update:

- Ellen to look into how much the tree identification signs would cost.
  - A good example for a place for these signs is on corner of Locust and Throckmorton, as the tree has come in so nicely. After we get these signs, STC can post pictures on our website.
5. WLB Grant Discussion: Marylynn Mango, Matt Sniffen
    - No update this month on this topic.
  6. Mulching of New Trees
    - It appears that the tree mulching has been completed by DPW.

#### **E. New Business:**

1. STC met with Matthew Sniffen and John Penta regarding the request to redo the landscaping at Valenzano Park Memorial for a fallen Seton Hall University student. STC made recommendations regarding updates that could be made and it was decided that STC would get two bids. Shady Tree and Celtic Landscaping were chosen to ask for bids. STC is meeting Michael Habeck of Shady Tree on Tuesday, 11/16. Matthew Sniffen will submit both bids to WLB Council seeking approval.
2. Ellen visited Holmdel Nursery on Saturday to look at shade trees. Ellen took pictures and got a quote for these three types: White Birch, Northern Oak and Red Leaf Maple, that she shared with STC. STC to meet Mike of Holmdel Nursery at Sorrentino Park to mark out where to plant the trees, likely between the playground and the hill, parallel to Monmouth Road.
3. STC working with Matthew Sniffen to have more community outreach in the Spring, including talks/demonstrations.
4. Ordering approximately 100 seedling trees in December for Arbor Day 2022, which is in April.
5. Melanie and Ellen attended the Annual Conference on October 21. Ellen to share potential resources on gardening information that could be shared with the WLB website. There were also successful grant stories that were shared and were very inspirational.
6. STC started to work on 2022 budget projections. Council is supportive of getting more information out to the public.

#### **F. Public Comment**

1. None

**G. Meeting Adjournment**

- The meeting was adjourned by Ellen and approved by all at 7:30 PM.

Respectfully submitted by:

Kellie Campbell  
STC Secretary