

**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 10, 2022 in the Borough Hall Council Chambers.

Present: Melanie Engel
Rachel McCarthy
Ellen Whitford
Aaron Chaikin
Bridget Green

A. Call to Order – The meeting was called to order at 6:30 pm.

B. Site Plan Review – There was a Site Plan review without Environmental Commission. There was no Landscaping plan attached listing the number of trees to be cut down and the type of trees for replacement.

C. Shade Tree Administrative Matters:

1. It was determined that there were the following In-kind hours to be logged: BG (1) EW (2) RM (3) ME (1), AC (7).
2. Minutes Review – The October Minutes were not reviewed – packets were not made by Secretary.

D. Old Business:

1. Arbor Day 2022 – We plan to have a tree planted at WLB Borough Hall and a photo of Council members taken to commemorate Arbor Day. The Mayor has already read the official Proclamation at the summer concert in August. Once we order the tree, the date will be arranged, probably on a Saturday since it will be dark earlier.
2. Hazardous Tree Complaints – There is a complaint for #20 Locust Avenue on a possible dead tree. Ellen asked if anyone could meet her there to inspect it and get back to Code enforcement to meet us at the property to allow STC to inspect the tree.
3. Owens Property – We discussed the need for a sidewalk in front of Owens to extend to Stevens Drugs, this would improve the safety for visitors to park on Wall Street.

E. New Business:

1. Tree Planting for 2022 – We need to finalize the purchase requests for Holmdel Nursey on new trees at Franklin Lake. The planting date will be sometime in November or early December. We have a problem with deer around the Lake. Aaron reported that he uses a 4 foot high chicken wire fence and it is effective.
2. CE Credits for 2022 –Ellen reported that we need to earn at least 8 CE credits for this

year to maintain our accreditation status. She asked for all members to do CE programs and check the email sent last month listing all the links. Aaron did the Tree Board University program and earned 7 CEs. This data is essential for our accreditation status for Tree City USA and the Annual Community Forestry Management Report.

3. Tree Ordinance Letter – A letter was sent out to all WLB residents a few years ago and it needs to be revised and re-sent. It states that “No tree removal is required when ...a tree is dead or irreversibly declining or in danger of falling” - the word “no” needs to be taken out. Also, there is a permit requirement for any tree cut down by a homeowner, this regulation was passed in August 2022. Bridget offered to draft a revised letter to residents and we'll send this to Code Enforcement for review and approval, to be sent out to WLB residents.
4. Tree Inventory – A grant may be possible to hire a forestry consultant to do this.
5. Woolley Park – The princess holly shrubs are turning brown, and not doing well. We need to ask Mike from Holmdel Nursery to inspect them and give us an opinion.

F. Public Comment - None

G. Meeting Adjournment

The meeting was adjourned at 7:30 PM. There is no meeting in December. The next meeting will be on January 12, 2023.

Respectfully submitted by:

Ellen Whitford
Chairperson