

**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 February 14, 2019 in the Borough Hall Council Chambers.

Present: Ellen Whitford
Rachel McCarthy
Eileen Cieri

Absent: Mary Lynn Mango

6:30 PM Site Plan Review with Environmental Commission

- No site plans to review.

Shade Tree Commission (STC) Meeting 6:30 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 November Minutes.
- It was determined that there were the following in-kind hours to be logged: EC (1-November Hour) EW (4) RM (4).
- Lori Cole (Borough Clerk) asked us to review the scheduled meeting dates. STC determined that the December meeting can be cancelled. All other dates were reviewed and approved.
- Melanie Engel (a potential STC member) sat in on this meeting.

D. Unfinished Business

1. Renewal of 5 Year NJ Forestry Management Plan
 - Mr. William Brash, the WLB STC consultant retained to work on our 5 Year Forestry Management Plan attended the meeting. The following are notes from the discussion with him:
 - WLB is in good standing to proceed with January 4 as the stated start date.
 - Mr. Brash brought a copy of a starting draft of our new Forestry Plan. STC needs to look at the old plan and determine our status of each item on that plan. Following that, STC needs to set 5 goals for the next 5 years.
 - Rachel to send the Rutgers Emerald Ash report, as well as the WLB report created after the Rutgers report, to Mr. Brash. This information can be incorporated into the new Forestry plan.
 - There are two Grants offered this year: 1) Tree Planting for \$30,000 and 2) Tree Inventory for \$10,000. Mr. Brash to determine if WLB is qualified to apply for these

Grants. In order to qualify, WLB must have approved status.

- In reviewing the previous plan document, WLB STC needs to work on the following for the new plan document:
 - update the document with the status of all goal items
 - add 5 new goals
 - include a budget
 - capture all volunteer hours
 - fix the WLB organization chart

2. Emerald Ash Report

- Item from October remains open:
 - Ellen and Rachel will work on this letter. Complete by next meeting.

3. Green Team

- No update.

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

- No update.

5. Tree Planting

- Fifteen Princess Holly Trees were planted at Wooley Park. Two trees were planted at Franklin Lake, one Columnar Oak and a Maple.

6. Annual Report

- The Annual Report is due at the end of February. Ellen is working on this and it is all done online. One known item is that Ellen needs to get financials from WLB Borough.
- Ellen will email the STC the narrative. ST members will then let Ellen know of any feedback.
- STC targets completion of this report before the next (March 14) STC meeting.

7. Tree Recovery Campaign – Free Seedlings for 2019

- 200 Seedlings have been ordered and Rachel via completion of the required application. STC needed to pay this year, as the deadline was not met, and so all free seedlings were gone upon application submission.

8. Arbor Day Letter to Shore Regional

- April 26th is Arbor Day. STC needs to approach SRHS and determine if they want to be involved with us on the event. Eileen to head this up. Melanie Engel to perhaps help with this.

9. STC Membership Openings

- Currently there are 4 openings on the commission and we are slotted for 7. We will

continue to look for more members.

- 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
 - This topic was covered above under: Renewal of 5 Year NJ Forestry Management Plan
2. Carolyn Serebreny has resigned from the Shade Tree Commission.

F. Public Comment

- None

G. Meeting Adjournment

- The meeting was adjourned by Ellen and approved by all at 7:50 PM.

Respectfully submitted by:

Kellie Campbell
STC Secretary