

Shade Tree Commission of Bradley Beach
Meeting Minutes
April 16, 2012 7:00 PM Baise Center

1. Call to Order & Pledge of Allegiance Statement – the meeting was called to order at 7:15 pm
2. Open Public Meetings Act
3. Roll Call

Members Present:	Members Absent:
Carl Schopfer, Chair	Rich Coscarelli
Nora Shepard, Secretary	Matt Toohey
Joanne Letson	
Gina La Malfa	
4. Review of Agenda – The following items were added to the agenda:
 - Add item 9a: Hammond/Fletcher Lake Street Project
 - Add item 9b: Follow-up on Facchini letter of concern about the tree on 5th Ave
 - Add item 9c: 109 Cliff Ave
 - Add item 9d: Application from Borough by 200 4th Ave
 - Add Item 9e: 210 McCabe
 - Add item 9f: Slocum – new tree on Fletcher Lake Drive
5. Approval of Minutes of March 19, 2012
 - MOTION by Joanne Letson
 - SECOND by Gina La Malfa
 - The motion was APPROVED unanimously
6. Chairperson's Report – Chair Carl Schopfer reported on the following items:
 - Chair Carl Schopfer asked that all Shade Tree Commission members try to work on their projects to keep them moving forward.
7. Budget – 2012 Budget Call - Chair Schopfer will proceed with requesting funding consistent with last year. There should be a request in the budget for stump grinding.
8. Bills- Seedling purchase
 - Joanne Letson purchased about 296 Douglas Fir tublings to give away at the Arbor Day Celebration and at the Memorial Day Fair. The cost was \$60 and should come out of the public outreach budget. The Budget will probably be approved in May. After it is approved, the bill can be submitted for reimbursement

9. Permits and Requests

a. Fletcher/Hammond Avenues Street Improvement Project

The Shade Tree provisions of the Borough Ordinances require that permits be obtained prior to any work in the planting strip. Work commenced street improvements on Fletcher Lake and Hammond Avenues that included work impacting the planting strips. No permit application was filed and no approval was granted by the STC. Chair Schopfer talked to the City Engineer who indicated that the project is about $\frac{3}{4}$ done and there are a number of trees that have been flagged for removal.

Ideally, the construction work would include widening of the planting strips to allow for larger trees to be planted since these are one-way streets and there is adequate room without the need for elimination of parking. Widening of the planting strips would have added a significant cost to the project and were not part of the approved construction drawings.

Now that work has been done, some of the trees have been harmed and there is a question as to whether some of the trees will survive given the damage that has occurred.

The Borough Administrator, Gail O'Reilly, indicated that the Shade Tree Commission will receive a permit application and a report from a Certified Tree Expert regarding the trees in question. As of today, the STC has not received the information.

Once the STC receives the application and CTE report, we can evaluate whether any trees will have to be removed. If any are removed, they should be replaced, perhaps 2 trees for every tree that has to be removed. The cost of tree removal and new plantings were not part of the original project construction cost.

The borough does these road improvements every year and the STC, Borough Administrator and Borough Engineer should make sure that any future construction drawings take the trees into consideration during the design phase, that a permit be issued from the STC before the project proceeds, and that funding be included in the project to make sure the trees are either retained or replaced.

Once the Commission receives the permit application and CTE report, we will consider the application. It is important to engage the residents prior to taking action on the permit application.

The STC should ask that work not continue until this has been resolved and that we be given a progress report on the project. Joanne will take pictures (at least 2 per tree) of all of the large trees on Fletcher Lake and Hammond and will assemble them in a Zip File booklet.

- b. 100 block of 5th Ave – Carmella Facchini – request to trim a tree on the south side of the street between Ocean and Beach due to hazard for pedestrians. The request is to eliminate the hazard.

Joanne Letson spoke with Ms Facchini and she indicated that the tree is in poor health and that branches fall often creating a hazard. There is also a low tree branch that is of concern.

The tree is in front of a condominium project and they may ultimately be responsible for any trimming or removal. The STC discussed hiring a Certified Tree Expert to evaluate the tree.

It was agreed that the STC will look at the tree in a couple weeks when it is more leafed out and make a decision at that time whether to hire a CTE to evaluate the tree which could be reviewed at the next STC meeting.

Joanne will contact Ms Facchini and let her know that we are still considering her request

- c. 109 Cliff Ave – Mele – Initially, there was a request to plant a new tree, but he called Borough Hall to withdraw the request. Gina La Malfa will call Mr. Mele and follow-up.
- d. 200 4th Ave – The Borough has requested that there is a tree that appears to be dead and is a hazard. The Commission members will look at the tree before the next meeting and discuss it at that time.
- e. 210 McCabe – There is a complaint that a tree at 212 McCabe has a tree that allows squirrels to get on the roof of 210 McCabe. The tree in question may be on private property. Commission members will look at the tree before the next meeting.
- f. Slocum – Request for a tree at 504 LaReine. Gina will follow-up. If the borough plans to reconstruct LaReine next year, it might be best to wait until that work is done.

10. Case Management, Citations and Enforcement – None

11. Project Reports

- a. Arbor Day – The school wants to plant a Dogwood in honor of the principal of the school. The event will take place Friday, April 27th at 2pm. The proclamation has been written and Mayor Schrek will present it at the event. Joanne will purchase the tree (dogwood) and plaque and have the tree planted.

The Shade Tree Commission approved a motion for Joanne to spend up to \$150 for the purchase of a Dogwood and \$75 for a plaque.

- b. 2012 Memorial Weekend Festival (Joanne/Gina) – Joanne will make a to-do list and a schedule to get out to the STC members. We need to pin down hours of operation. Joanne will talk to Michele about what hours are expected. Rich will loan us the tent again this year
- c. Permit Revision (Rich/Nora) – in process
- d. Watering of newly planted trees (Gina) – Gina spoke with Public Works and the spigot is being put in. DPW Director Rich Bianchi Jr. indicated that we will need 40 additional gator bags. Gina will let Rich know that he should go ahead and purchase some.

Stakes are also needed. Gina will talk to Rich about purchasing stakes.

- e. Memorial Tree Process and Requirements (Nora) – in process. Nora to contact Joanne for info on plaques and will contact Gail or Rich on Benches. We may want to use what the Fletcher Lake Commission does, the smaller sized bench, 5 feet. The contact is Alan Quixley at 732-620-3756
- f. Business Process – no progress
- g. Community Forestry Management Plan. Review the plan so that it can be discussed at the next meeting. We need to begin to update the plan
- h. 2012 Spring Planting – Gina tried to contact Select Tree Farms and drove by the location. They may have gone into bankruptcy. We have paid for the trees and we should make sure that we get them.
- i. Next Planting Cycle – no action yet. When we bid the next planting, ask the vendor to plant and tag the trees.
- j. Potted Trees – Carl indicated that the trees should be watered about every 3rd day or so. Weeds should be pulled as well.
- k. Main Street Right of Way – We should target a fall planting. Gina will follow-up with Chase Bank to see if they would like to replace the tree that was removed.
- l. Hazards
 - Discussion of the joint subcommittee meeting. Gina reported that the subcommittee talked about the trees in front of Fins Restaurant. The trees appear to be healthy and they do not block the sign. The trees provide shade and encourage walking on Main Street in the summer.

- Stumps on Main Street – Public Works should be reminded to remove the stumps. We need to develop a plan for replanting trees on Main Street. We need to verify with NJDOT that they will not require a permit for trees planted in the special improvement area. We will include an additional \$1,000 in the budget request to remove and replace 3 or 4 stumps. Gina will follow up with Rich (DPW) on stump removal.

A motion was made by Carl Schopfer to ask DPW Director Bianchi to remove the stumps before the next meeting. If that does not occur, we will write letters to the business owners requesting that they remove the hazards. Nora Shepard seconded the motion. The motion was APPROVED unanimously.

- Joint Subcommittee Meeting on April 18, 2012 – Nora and Gina will attend the meeting.

m. Shade Tree Commission Logo – no action

n. Arts Commission tree planting (Joanne) – Joanne to further coordinate with Arts Commission

12. Adjourn – the meeting was adjourned at 9:03pm.