

## BBSTC Minutes 7/7/2021

1. Call to Order 7:10

2. Roll Call: George, Kim, Ravi present Al Gubitosi- Liaison

- Nick Kosarych should be on the agenda for the next city council meeting to be approved for membership on the BBSTC.
- Larry Bagwell signed on at 8:20

3. Ratification of Minutes 6-23-21 Kim motion, Ravi Seconded. All in agreement

4. Applications

### **New**

- 21-024 314 LaReine Ave:
  - As per George- trees appear dead. Kim and Ravi take a look tomorrow. Suggestion will be to allow removal with no mandatory replacement.
- 21-025 27 ½ Pacific Ave:
  - Two trees already taken down. Resident should be required to replace trees as per ordinance.

### **Existing**

- 21-022
  - Already approved by commission for removal.
- 21-023 Newark Ave
  - Mr. Brash has not yet completed a report.
- 21-013
  - Ravi did a follow up. Took photos which show sidewalk repaired and ½ of tree removed, Base chopped up. Commission did previously approved removal and replacement. To add in follow-up protocol
- 507 McCabe
  - Received certified mail and have not responded. George to send follow up to the resident this week.

**Fillable Application Form-** Ravi is still working on it.

**New Applications** The town is not scanning and emailing them anymore.

5. Proposed Ordinance Changes- update

- George met with John last week to confirm suggested changes. John to follow up with Mr. Cannon.

6. Phase III-Community Outreach Initiatives

- Honor Me - 4 applications thus far
  - Currently on hold. Applicants should be told.
  - Create check list for complete program.
- Wishing Tree- 4 applications thus far
- Money Tree
- Tree of the Month
  - Kim will share a google doc of possible residents and locations.

- Ravi and Kim will develop a flyer that can be posted on social media.
- George suggested to start with simplest formula.
- Nick suggested reaching out to the school.
- Second Ave. Park
  - Capt'n Al Modjeski says that DPW is on board.
  - Capt'n Al and Kim discussed with the STC preliminary ideas.
  - George suggested that it is important to have mayor and council approval early on

## 7. Grants

- CSIP
  - Shana has been working on it for weeks with Mr. Brash's assistance. Will be finished and submitted tomorrow, 7-8-21.

## 8. Borough Meetings

- Mayor Fox
  - George had meeting with him and informed him of the programs the STC are promoting.
  - Mayor Fox is asking for an Operating Model- needs to know how we are interacting with other Commissions in town such as DPW and Sandy Rice. Al and John have met with him to discuss operating models for other things in towns such as the budget etc. Need a financial model for what goes into trusts so the STC can write checks for their budget and expenditures. How are we collaborating with code enforcement etc. John and Al made a list of questions for a meeting with Sandy and Larry.
- Sandy Rice/ New Business Administrator
  - Need to meet with Sandy Rice about proper protocol for implementing new programs. Liaisons suggested waiting until new BA is working to include her also.

## 9. Commission Comments-

- Larry Bagwell signed on at 8:20
  - Discussed need for follow up spread sheet.

## 10. Liaison Comments-

- Al Gubitosi- "Good job!"

## 11. Public Comments

- TJ Coan
  - Will there be a cost savings for the town with the 2nd Ave Park rather than the maintenance that we already dedicate to this area already?
  - Has a few trees in mind for the Tree of the Month.

## 12. Close 8:30 Motion by Kim, Second by Ravi, All in agreement

1. Ravi/Kim/Larry will collaborate on Tree of Month and create a flyer to put on social media for residents to volunteer their tree or provide history/story. Reach out to historical society to glean any info about possible heritage trees.

2. **Kim-**
  1. Will put Volunteer/Wishing Tree/Honor Me on other social media when revisions are made and resolutions are finalized-see below.  
We will wait to hear back on where the check is sent and made out to and revise the above forms after meeting with Mayor Fox and Sandy Rice.
  2. Begin 'Tree of the Month'
  3. Visit new application site.
  4. Continue to work with Capt'n Al and Environmental Commission on 2nd Ave Maritime Park on design concept to present to Mayor Fox and council.
  
3. **Ravi-**
  1. Create fillable form for fillable application form.
  2. Tree of the month
  3. Visit Application site
  
4. **Larry-**
  1. Follow up spreadsheet for application decisions.
  2. Honor me/Wishing Tree spreadsheets
  
5. **Shana-**
  1. Inform Honor Me applications that program is on hold.
  
6. **George-**
  1. Send out decision notification letters.
  2. Set up meeting with Sandy Rice when applicable.
  
7. **John-**
  1. Ordinance revisions to Mr. Cannon
  2. Nick to be added to council agenda.
  3. Determine how commission is to get applications going forward.