

Minutes of the BBSTC September 1st, 2021

1. Call to Order at 7:00 PM.

2. Roll Call

- Chairman - George Heflich
- Secretary - Anne Gubitosi
- Larry Bagwell
- Absent: Kim Baker, Nick Kosarych
- Liaison – Al Gubitosi
- Jane DeNoble

3. Ratification of Minutes

- 8-18-21 Motion made (George), seconded (Larry) and approved
- Chairman noted that Anne Gubitosi was made an official member at the last council meeting
- G. Heflich motioned for Anne Gubitosi to be elected Secretary and Larry Bagwell seconded, approved by commission
- G. Heflich noted that the commission must investigate acquiring a zoom account through the town

4. Applications

- New
 - 21-030: 306 McCabe – Tree reviewed and was unanimously approved for removal. Three trees will be added in replacement
- Existing
 - 21-029: 613 5th - Mr. Brash reviewed, and Commission unanimously approved for removal.
 - 308 McCabe – 2 or 4 trees removed by Aspen tree company without permits or permission. Discussion regarding appropriate process for enforcement. Commission agreed to send notice and G. Heflich and liaison will confer with Boro to enhance enforcement capabilities
- Follow-up spreadsheet - L. Bagwell will review the application log and see what can closed out in two weeks.

- L. Bagwell will be officially in charge of application requirement follow-up.
- Fillable PDF – Kim Baker and G. Heflich are still attempting to build this
 - A. Gubitosi suggested reaching out to Amy Hall.
- Tree Removal Services- L. Bagwell said that Shana Greenblatt had a list of tree services she had contacted by letter. The list is on google docs.
 - G. Heflich asked for a volunteer to call the companies. No takers.

5. Phase III

- Honor Me/Wishing Tree
 - October 9th - Planting will occur in the morning
 - Cut-off for applications- September 8th
 - Motion to approve invoices
 - Nursery.
 - Plaques.
 - Stakes, ties, water bags, mulch.
 - L. Bagwell made a motion, A. Gubitosi seconded, Commission approved expenditures not to exceed \$2,000 each
 - The memorial tree by the firehouse for Mrs. Napoli has died. The Commission will replace this tree also
 - G. Heflich reached out to Biagio to see if we could plant to large trees on the large planting area West of Main Street by Ocean Park Ave.
 - Discussion was had regarding the desire to identify more applicants over the next week
 - Nursery – J. DeNoble identified Pleasant Run Nursery with very good pricing and experience. Most trees \$95.
L. Bagwell asked if they could deliver to the residences and will our DPW dig the holes according to size of tree ball. J. DeNoble said they are flexible with delivery.
 - G. Heflich has spoken with DPW. They will dig the holes. They need us to have the utility lines marked out and the size of the hole needed to be dug. They will dig the night before and put plywood over the holes.
G. Heflich to check if they can hold the trees overnight at the yard if we get them delivered on Friday.
The Commission must confirm final plans for preparation with DPW. The town did pre-paperwork and they need an invoice and

to approve the purchase order before we can purchase from the nursery.

- Plaques – J. DeNoble said that three tree medallions and one Tree of the Month marker would cost \$277.01. G. Heflich will follow up with Melissa at town hall.
- Letters to Donors and letters to recipients of donation – J. DeNoble said that she will get a template for letters to send to donors and recipients and that a heartfelt letter is better than a certificate
- Educational material for Wishing Tree recipients – G. Heflich will ask N. Kosarych will prepare instructions regarding the care of the trees.
- Money Tree – It is possible to do it, but the BA would rather not. It might require a resolution at a council meeting each time so it's not practical.
- Tree of the Month
 - October start date.
 - Kim is finalizing the first few recipients.
 - Plaque – J. DeNoble will follow up on the purchase.

6. Arborist

- August invoice - \$220 invoice for Mr. Brash

7. Programs Oversight

- a. L. Bagwell received the Shafe Tree Annual Conference notice. G. Heflich and L. Bagwell will follow up to see what organizations the STC is a member of.

8. Commission comments –

- J. DeNoble was interviewed by the mayor and should be an official member by the next meeting

9. Liaison comments – None

10. Public comments - None

11. Close

- George Heflich made a motion to close; Larry Bagwell seconded. Meeting adjourned at 8:15