

## Minutes of the BBSTC- October 5<sup>th</sup>, 2022

1. Call to Order 7:06 pm
2. Roll Call:
  - George Heflich Present
  - Larry Bagwell Present
  - Nick Kosarych Present
  - Anne Gubitosi Present
  - Jane DeNoble Present
  - Laurie Bagley Absent
  - Tom Gavin Absent
  - John Weber Absent
3. Ratification of Minutes of 9-21-22: Motion to accept from Larry Bagwell, Second Anne Gubitosi; Motion unanimously carried
4. Applications: No new applications

### Red flag trees:

Per BA Kim Humphrey – Please do not share list publicly yet. Borough is deciding how to communicate to the public.

### Sylvan Lake Commission (SLC):

Nick – State has withdrawn funding for possible sidewalk along Sylvan Lake. SLC would like Shade Tree Commission to help determine which trees should be removed and which trees should be planted. Would like a detailed map of tree locations. Also to locate benches, etc. Bulkhead still in need of significant repair. Nick sees STC role to help SLC focus upon planning for trees around Sylvan Lake. Perhaps use Bill Brash tree inventory to identify tree plans?

G. Heflich stated that there is no map and 36 Trees over time will need to be removed from Sylvan Lake as they are dying. He will reach out to Mr. Brash to get specific species noted for lakefronts.

### Letter from Code:

Resident has Tree of Heaven in back yard, neighbor wants it gone. STC has turned it over to the BA. Commission agrees that this is NOT a STC issue but a Code issue. Also a private property issue.

5. Ordinance Change:
  - Still waiting for review– Would like to introduce a small fine if no application is submitted to remove a tree.

## 6. Tree Inventory

- Report at the 9-28-22 Council Meeting – Chair Heflich made presentation to Council
  - Resolution passed by Council to waive permit fees for anyone taking down a flagged tree in their planting strip.
  - Letters- Borough will send out letters to homeowners of red flagged trees per Tree Inventory.
  - Code issue if residents do not remove re-flagged trees (not a STC issue).

Four Wishing trees and 1 Honor Me unofficial request already received for 2023.  
Chair Heflich: “Nice paradigm shift for the Borough!”

## 7. Events

- Fall Planting- October 8<sup>th</sup>:
  - Jane DeNoble has been all over the planning and the plaques. Also coordinating the ‘Thank you notes’ for Honor me donors.
  - Planning to reuse some of the stakes and water tree bags.
  - Laurie has been on top of dozens of WT/HM communications.
  - Nick and Tom cannot attend.
  - Completed
    - Utility Mark outs
    - Tree Order
    - Medallion Order
    - Purchase Orders for BB
    - Work Order
    - Emails to WT/HM recipients
    - Hole sites marked
    - Sprinkler Waivers -all 4 signed
  - To do
    - Written how-to plant/mulch list for day of event: NO
    - Assignments for that morning:
      - a. 10 sites currently don’t have volunteers assigned.
      - b. Five STC members will be there – Will divvy up locations among STC members.
      - c. J. DeNoble has added notices inviting volunteers to the Borough site and notice in local newspapers.
      - d. L. Bagwell has paper notations for locations of plantings.
    - Newspapers:
      - a. J. DeNoble submitted notices to local papers.
      - b. Will submit article after event.
    - Volunteers!

- a. WT/HM final list.
  - b. Recruit? Will add a note to town's Facebook site. Jane DeNoble George Heflich, who will submit to Mairin.
  - c. That morning - Waivers etc.
    - i. G. Heflich will bring 25 waiver forms
    - ii. STC members all need to sign waiver forms also
    - iii. Larry Bagwell will bring a table and oversee volunteers
- Connect with DPW:
  - a. J. DeNoble is coordinating stakes and waterbags with DPW. Also review of trees planted last year for follow-up.
  - b. DPW will do physical off-loading.
  - c. DeNoble is integrating different species of trees and assigning different trees to different homes.
- Letters to Honor Me Recipients:
  - a. DeNoble is coordinating Thank you notes.
- Final email to volunteers:
  - a. Laurie and George have drafted email to send to volunteers – “Here's what you have to do and bring”. STC members think it is NOT necessary to provide a “two-page care instructions” list. L. Bagwell suggests that the STC can provide more directions, planning information to volunteers.
- Confirm Brash:
  - a. Belief is that Brash is attending. G. Heflich will confirm.
- Water for Planting Strips:
  - a. Use individual home's hoses for all HM and WT trees, unless shut off for the winter. Laurie confirmed with owners.
- Water for Park Planting:
  - a. DPW.
  - b. J. DeNoble offers 612 Third Avenue for running water for trees (her home) for water.
  - c. Water bags must be removed after first frost – typically in November.
- Photos:
  - Nick suggests sending all pictures to him so he can use for STC reporting.

Make sure that the Commission members are all included in a group picture.

- Delivery:
  - a. Small team will meet Friday morning between 8:00 am and 9:00 am.

8. Tree of the Month:

Nick recommends to include all Honor Me tree recipients.

9. Commission Comments:

- DeNoble finalizing ad seeking volunteers to post on Town website.
- Thanks to STC – Borough has now planted over 85 new trees total – approximately 68 this year.
- Heflich – STC is making a difference in BB and numbers of tree removal permits are decreasing.

10. Liaison Comments: None (Weber absent)

11. Public Comments:

- Al Gubitosi commended Chair Heflich for presentation to the Council and ability to get the BB Council to assign responsibility for follow-up with Code Enforcement.

12. Close: 8:01 pm.