

Westwood Shade Tree Advisory Committee

Minutes: March 10, 2014

Attendance: L.. Hayes, S. Scherba, V. Sauer, C. Leyden and John Russo

Meeting began at 7:30 PM

The meeting was called to order by Linda Hayes at 7:30 PM. Sheryl Scherba read the Open Public Meetings Law Statement: "This meeting which conforms to the Open Public Meetings Law, Chapter 231, Public Laws of 1975, is a regular Westwood Shade Tree Advisory Meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board."

The January and February 2014 minutes were voted on and approved.

Correspondence:

- Linda received mail from NJ Shade tree federation regarding upcoming courses for CEU credits.

Telephone Messages:

There were no messages during this period.

Meeting opened up to the Public:

Rio, DPW Secretary, attended the meeting. Rio showed the committee the DPW tree work order that she designed. Following the discussion, it was suggested that it would be helpful for her if lines be added so that she could indicate if a short or tall tree was planted and the species of the tree. This information would help her as she makes entries into the computer inventory.

STAC encouraged Rio to defer any problematic shade tree concerns to the Shade Tree phone number.

Rio suggested that we use social media (town website and "My Westwood") to post any seasonal tree information STAC has for the public. She also thought that we should use the media to see which residents would like a tree in curb area in front of their property - they could then make their request in writing to the Shade Tree Committee at the borough hall.

STAC will inform her of the planting sites selected before they put hang-tags on the front doors at those sites.

STAC encouraged Rio to attend the shade tree meetings during the planting season as an added benefit to keep the line of communication open between departments. Rio said she would help in getting information on the website.

Council Liaison Report:

1. Ordinance Update/Progress

Liaison, C Waneck, was not in attendance and did not contact STAC with her report.

Boy Scout Eagle Project:

John Russo was in contact with a Westwood scout that will be doing his Eagle project. The area he selected was the park along Terrace avenue and the scout said that he was mainly focusing on erosion control. We are not sure if any trees will be needed and will wait for further questions regarding the area from the scout.

There is probably further clearance needed through the borough.

Spring Tree Planting:

It was discussed that STAC will clearly mark the tag on each tree for spring planting - as to whether it is a *tall* or *short* tree. This will aid the DPW tree-planting crew in planting the *short* varieties - under the phone/utility wires and *tall* varieties where there are no overhead wires.

Arbor Day:

We will continue to look for new and fresh ideas. Ginny will write up the request to the borough for the bulletin board and the Arbor Day Proclamation.

Meeting ended at 8:40PM