

WESTWOOD SHADE TREE COMMITTEE
APPROVED MINUTES
Wednesday, February 16, 2022 –6:30 pm

1. **Call to Order** – the meeting was called to order by the Chairman Dan Zambrano at 6:32pm
2. **Members Present:** Fred Rella, Jeff Ocher, Beth Staples, and Dan Zambrano, and Councilmember Erin Collins – Absent: Casey Christopher
3. **Minutes** - The minutes of the December 2, 2021 meeting were approved as read.
4. **Items for Discussion**
 - a. Budget 2022 – Budget may be increased to \$7,500, which would allow for the purchase of 18 trees.
 - b. Tree Requests – There were 14 tree requests from 2021 and 2 so far from 2021.
Councilmember Collins will renew our request to the DPW that all new trees be planted with trunk wrappings to prevent the deer from skinning the bark. She will also check on correcting the email response so that it doesn't read "shadetreeshadetree."
 - c. Permit and tree removal funds – Councilmember Collins will inquire on an ordinance to require all tree removal companies that operate within the Borough to obtain an annual permit at a cost of \$150, the monies from which would go into the Shade Tree Fund.
 - d. Discussion of possibly purchasing new trees in the fall when prices are lower and wintering them over at the DPW.
 - e. Arbor Day – Fred Rella suggested that we contact Bartlett to see about having trees donated for Arbor Day. He will have the Arbor Day Resolution for the Mayor and Council at the April 5th Council Meeting. There was discussion of the location and continue planting of tree during our Arbor Day Tree Planting on April 30 as Arbor Day is officially April 29.
 - f. Tree City USA – Fred Rella reported on the possibility of a special ordinance to qualify and meet the Tree City USA requirements. He is waiting on a review of the current ordinance.
 - g. Master Plan – Beth Staples will make a brief presentation to the Mayor and Council at their Tuesday, March 1, 2022 meeting.
 - h. Fundraising – Discussion of the creation or a 501(c) to allow for fundraising for additional funds to purchase trees.
 - i. Tree Removals – Discussion of lack of notice on tree removals. Councilmember Collins will check with DPW liaison. Chairman Zambrano will copy DPW liaison, Rob Bicocchi, on all emails to the DPW and copy the Borough Administrator.
5. **Adjournment** – the meeting was adjourned at 7:11pm

Next meeting will be Tuesday, March 8, 2022 at 6:30pm

Action Items:

1. Tree Requests – correct email response and ask for tree wrappings (Erin)
2. Tree Removal funds – ordinance for annual tree removal permit (Erin)
3. Arbor Day – request donated trees from Bartlett (Fred)
4. Master Plan presentation – Beth
5. Tree Removal Notification – make sure notifications are received in a timely manner (Erin)