

WESTWOOD SHADE TREE COMMITTEE
APPROVED MINUTES
TUESDAY, MARCH 14, 2023 –7:00PM

1. **CALL MEETING TO ORDER:** The meeting was called to order by the Chairman at 7:03pm.
2. **MEMBERS PRESENT:** Dan Zambrano, Beth Staples, Christine Blaney, Fred Rella, Councilwoman Erin Collins – Absent: Casey Christopher, Michael Murtaugh,
3. **APPROVAL OF PAST MINUTES:** The minutes of February 28, 2023 were approved.
4. **MEMBERSHIP CHANGE:** Due to changes in her work schedule, Casey Christopher has resigned from the Committee
5. **FINALIZE WSTC 2023-2024 OPERATIONS PLAN REVIEW:** The draft Operations Plan was presented to the Mayor and Council for their comments. There was discussion about Councilman Chris Montana’s request to add language addressing the planting of any surplus trees in the commercial downtown area, and if no appropriate place is available to plant them, then to plant them in parks. He also requested language concerning the planting of surplus trees on Borough owned orphan lots. The Mayor and Council, Borough Administrator, and Borough Clerk all approved of the Operations Plan as written at the May 7th Work Session Meeting – pending the revision from Councilman Montana. A Version 3 of the Operations Plan (copy attached) incorporating these revisions was voted upon and adopted. The Chairman will email this amended version to the Mayor and Council, and it will become Borough adopted policy.
6. **ARBOR DAY TREE PLANTING DONATION – COLUMBIA BANK:** Columbia Bank would again like to donate a tree to the Borough for our Arbor Day celebrations. Tony Pallogudis of Columbia Bank reached out on 3/2/23 asking if the WWSTC would accept a tree and asking us to choose a variety of tree from our approved list. It was agreed to recommend that a Red Maple (with an Oak as a reserve variety if red maple is not available and that the tree be planted in McKinley Park. The Chairman will inform Tony so that he can place the order. A tentative date of Monday, April 24th was suggested.
7. **WESTWOOD ARBOR FEST TREE PLANTNG CELEBRATION:** Fred informed the Committee that the Arbor Day Proclamation was sent to the Mayor and Council and that we received Tree City USA certification. It was agreed to change the Saturday 4/29 planting location to Hegeman Park to coincide with WW Baseball’s Opening Day. Meadowbrook Field would then be moved to Tuesday 4/25 5PM. Full planting schedule is:
 - a. Monday 4/24: McKinley Park - Columbia Bank is having Downs Tree Service plant the tree. Waiting to confirm if they can do this date.
 - b. Tuesday 4/25 @ 5PM: Brookside Park (1x Tree)
 - c. Wednesday 4/26 @ 6PM: Nugent Park (1x Tree with flowers for the scouts)

- d. Thursday 4/27 @ 6PM: Overbrook Park (1x Tree)
- e. Friday 4/28 @ 6:30PM: Jake Voorhis Park (2x Trees)
- f. Saturday 4/29 @ 9:15AM / TBD final time: Hegeman Park (1x Tree)

Dan went to American Nursery in Fair Lawn and reported that the staff was very helpful trying to search inventory for large/medium trees on our approved list, that March was early for trees, and that they are getting new inventory every day. He identified Red Maples from the previous year's inventory in 20-Gallon pots with a 3" diameter trunk for \$249; or newer Red Maples in 15-Gallon pots with a 2-1/2" diameter trunk that looked better for \$175 (originally \$199). He selected 5 of the best looking trees and had them tagged with our committee's name and a purchase order will be completed. Dan, Beth, and Erin will meet with Rick Woods to determine the location for the plantings in each park. Rick will have the holes dug where the trees will be placed. DPW will need to pick up trees in mid-April. The Bartlett saplings, which will be handed out at the plantings, will be delivered to Fred's house. All Council members and Borough officials will be invited. It was decided that instead of a printed handout that a QR code with a link to follow the WWSTC on Facebook would be available on a printed sign and the flyer would be posted on FB. Erin provided the contact information for John Schneider at Pascack Press, pascackpress@thepressgroup.net, for articles publicizing the event.

- 8. **TREE REQUESTS:** Tree requests were received for 18 Kaufman Drive (10/23/22), 119 Langner Place (1/14/23), and 171 Westwood Boulevard (2/8/23). The Borough tree at 27 Sixth Avenue has significant bark damage due to deer.
- 9. **TREE REMOVALS:** Rick sent the February 2023 tree removal spreadsheet to Dan for review. over and looked good. The resident at 12 Hoyer Ave emailed the WWSTC on 3/7/23 asking for information about a permit to remove a few small to medium trees set back in their property. A reply was sent back with the tree removal permit code (link) and the contact information for the construction and building department. The resident of 22 Lotus Street emailed Shade Tree on 3/14/23 asking for inspection of a tree on side yard, Lotus and Roosevelt and stated tree was not thriving. The resident requested that a new tree be planted in its place if it does need to be taken down. The email was forwarded to Rick.
- 10. **COMMUNITY FORESTRY MANAGEMENT PLAN – WORK SESSION:** The Introduction and Community Overview sections were disseminated digitally to the members and will be discussed at the next meeting.
- 11. **ADJOURNMENT:** The meeting was adjourned at 8:15.

Next meeting will be held on April 11 at 7:00pm.