

WESTWOOD SHADE TREE COMMITTEE
APPROVED MINUTES
Tuesday, May 10, 2022 –6:30 pm

1. **Call to Order** – the meeting was called to order by the Chairman Dan Zambrano at 6:34pm
2. **Members Present:** Casey Christopher, Beth Staples, and Dan Zambrano, and Councilmember Erin Collins – Absent: Jeff Ocher and Fred Rella
3. **Minutes** - The minutes of the April 12, 2022 meeting were approved as read.
4. **Items for Discussion**
 - a. Tree Removal Request at WW Middle School – Resident and Crossing Guard, Roberta Hanlon appeared before the Committee and Lieutenant Richard Antonacci of the WWPDP submitted a written report with photos asking that the mature sycamore at the northernmost driveway of the WW Middle School be removed. The tree forces the school bus to make a wide turn into oncoming traffic in order to go north on Fourth Avenue. It was agreed to remove the tree after the end of the school year. The WW School Board will be asked to plant a replacement tree in an area that does not obstruct site lines or cause a turning hazard.
 - b. Arbor Day – The Mayor and Council all attended along with the President of Columbia Bank and the VP of the Westwood Chamber of Commerce. The event received good press in the Pascack Press with a featured article and pictures. Neighbors took seedlings. The newly planted tree did have its trunk wrapped against stripping of its bark by deer. Columbia Bank will donate a dogwood for Gritman Park. It was suggested to plan an “ArborFest” for next year with a number of plantings in various neighborhoods.
 - c. Salem Oak – Out of concern that such a small seedling might be vandalized or inadvertently harmed, DPW Superintendent, Rick Woods, has planted the Salem Oak sapling in a concrete planter at the DPW where he will monitor its condition and growth. Chairman Dan Zambrano will check on its progress in the fall. There was discussion of having committee members and volunteers similarly grow seedlings for later Borough planting. The NJ Forest Service Nursery offered additional Salem Oak seedlings to municipalities. Dan will pick up two more to be grown by Beth and Erin at their homes until large enough for public planting.
 - d. Tree Requests – There are currently 22 open tree requests (8 in 2022 16 from 2021 beginning with 5/18/21). The DPW is ordering the trees. Rick will call for utility mark outs now for the 2021 requests to speed up the plantings of the 2021 trees that will still go into the curb strip. Once the Borough approves planting on the homeowner yard side of the easement, a release form for these plantings will be created and must be signed by the homeowner prior

- to planting in this area. The release will address irrigation/sprinkling systems and sewers that may run through the easement. It was decided that Rick should request mark outs for all of the requested trees as the time to plant is now.
- e. Social Media – The Borough’s Social Media Request Form was reviewed and the application was approved. Dan, Beth, and Councilwoman Collins have requested access to the Facebook page and will be able to post content.
 - f. Westwood Pride Day – Volunteers were requested. It was decided that our door hangers would be handed out at the event.
 - g. Ridgewood’s new tree ordinance - There was discussion of Ridgewood’s new ordinance requiring a permit and a payment for removing any tree with a trunk diameter greater than 8 inches. Violators will face a \$500 fine plus court costs and the cost of the replacement tree(s).
 - h. Adopt-a-Tree Program – The question of whether a donation marked for Shade Tree could be processed through the Borough or whether a special account would be required was discussed.
 - i. 2022 NJUCF Stewardship Grant – The committee is unsure as to whether or not the Borough meets the grant’s requirements. It was decided to ask Fred Rella to review. Councilwoman Collins also forwarded the information to the Borough Administrator for review

5. Adjournment – the meeting was adjourned at 7:19pm

Next meeting will be Tuesday, June 7, 2022 at 6:30pm

Action Items:

- 1. Salem Oak – Dan to pick up additional seedlings. Beth and Erin to pick up trees from Dan to grow at their homes.
- 2. Tree Requests –ask for tree wrappings (Erin)
- 3. Tree Removal funds – ordinance for annual tree removal permit (Erin)
- 4. Tree Removal Notification – make sure notifications are received in a timely manner (Erin)
- 5. Release for trees to planted on homeowner side of the easement (Erin)
- 6. Social Media – file the application (Dan)
- 7. WW Pride Day – volunteers needed
- 8. Stewardship Grant – eligibility determination (Fred and Erin)