

## ***INTERLAKEN SHADE TREE COMMISSION MINUTES-September 2019***

SEPTEMBER 10, 2019- Final approved 10/1/19

Sunshine Law Read as required – no members of public were present

Present: Heinz, Insabella, Wetstein, Hughes, Papp    Excused: Dalton

### **MINUTES:**

- 1) The **August 2019 ISTC meeting minutes** were approved with correction of an attendee's surname spelling as noted by an ISTC member. Motion to approve: Papp; Second: Insabella. Approved unanimously.
- 2) The **minutes from the 9/3/19 Special ISTC Meeting** to review the proposed Tree Preservation Ordinance were tabled as incomplete and needing initial ISTC review. Motion to table: Hughes; Seconded by Insabella. Approved by ISTC members present.
- 3) **Interlaken Tree Preservation Ordinance Update:** Noting preservation of Interlaken's tree canopy is a primary goal, Ms. Heinz recommended as a process step the ISTC be the first evaluators of a request to remove a "heritage" tree as defined by the ordinance proposal Chapter XXII "Protection of Trees" (Ord # 2019-7) via onsite inspection. She proposed that a subcommittee comprised of 3 ISTC commissioners (acknowledging a subcommittee member may be unavailable due to prior personal commitment) be the initial evaluators to review a tree and the circumstances surrounding its requested removal, with a 2/3 vote of that subcommittee be the recommendation by that subcommittee in the preliminary decision in a "heritage" tree disposition. This subcommittee will utilize criteria to be formalized by the ISTC and provided to Borough Council (BC) for evaluation. Proposal by J. Heinz; seconded by C. Papp. Approved unanimously.
- 4) **Consideration of other Monmouth County and NJ towns Tree Preservation ordinances.** The review of other Monmouth and north Jersey ordinances currently in place to protect trees and tree canopy was conducted. Such ordinances had been provided to ISTC members in advance of the meeting. After consideration of some of the positive and feasible guidelines of tree preservation contained in other comparable communities, such as Freehold and Maplewood NJ, as potentially relevant to a fully developed town such as Interlaken, it was proposed some of the elements from those communities be considered and combined for possible proposed Interlaken ordinance adjustments by the ISTC and then forwarded to Councilperson/ISTC liaison Fama for evaluation and possible suggestion to BC. Ms. Wetstein will provide suggested positive elements to ISTC at next meeting. Proposed by N. Wetstein, seconded by J. Heinz. Approval passes.
- 5) **2019 ISTC Meeting schedule-** Ms. Heinz proposed the October 2019 ISTC scheduled meeting be moved from 10/08/19 to Tuesday 01/01/19 to avoid potential conflict with religious observances that day. The ISTC members were in agreement. Proposed by J. Heinz, seconded by N. Wetstein. Motion approved unanimously. Borough administrator will be informed so public notice of the change can be posted.
- 6) **Interlaken Borough Community Forestry Management Plan (CFMP)** ISTC discussed its analysis of the CFMP update prepared per contract and grant funded by Bill Brash, CTE, for submission to the NJ=DEP Community Forestry Program for continuation of the DEP-CFP approval for the period 2020-2025 time period. Proposal to approve by J. Heinz.

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Seconded by J. Insabella. Approval: Heinz, Insabella, Papp, Wetstein. Abstain: Hughes  
Approval passes

- 7) **2019 Fall Tree Pruning** – Ms. Heinz noted she has received recommendations for pruning/removal the ISTC Fall tree pruning plan both from residents and ISTC members and outlined some specific addresses which have come to her attention. She noted Armstrong Tree Service of Neptune NJ has been responsive to bid requests for tree pruning/removal. Discussions of several Borough locations that may warrant pruning/remediation this Fall ensued. Committee members were asked to finalize their pruning assessments promptly. Ms. Heinz also noted receipt of several requests for curbside tree planting for 2020 and these will be considered in the 2020 tree planting plan. Ms. Papp noted a particular planting on Grasmere Ave that may warrant a staking to stabilize the tree. A list of current tree pruning/removal sites as recommended by the ISTC members earlier in 2019 will be reviewed at the October meeting for adjustments.
- 8) **2019 ISTC Budget Report** – Mr. Hughes reported that the 2019 ISTC YTD expenditures had been provided by B. Coy of the Borough Finance Department, and a comparison to budget plan indicates the ISTC is on budget YTD. Barring unforeseen storm impact, this will enable the ISTC to effectuate the fall tree removal/pruning plan within financial boundaries as expected.

The meeting was adjourned at 9:10 pm based on a motion by J. Heinz and seconded by C. Papp. The next regularly scheduled ISTC meeting will be on 10/1/19

Respectfully submitted: Peter Hughes, ISTC Treasurer