

## ***Interlaken Shade Tree Commission Meeting Minutes-February 11, 2021***

- A. Welcome to All. NJ Sunshine Law was read to all participants prior to beginning of STC Meeting.
- B. Roll Call: **Peter Hughes, Marguerite Dalton, John Insabella, John Finn, Laura Fikus, Jodi Heinz.** Meeting called to order at 7:12 PM. Meeting conducted online via Zoom due to NJ State Covid 19 regulatory limitations for public meetings.
- C. **January 12, 2021 meeting minutes approved. Motion to approve:** Heinz, Second Finn.

- 1. **Congrats to Laura Fikus and John Finn- welcome to ISTC. Also to our newly designated Borough Council liaison - Mindy Horowitz.**
- 2. **2021 STC preliminary Budget Review.** An initial 2021 Budget draft was presented to STC by outgoing Treasurer P. Hughes for possible referral to Borough Council (BC). Draft-1 was reviewed and discussed. Designation of possible 10 (ten) new trees for planting. Use of online training for new STC members and annual CEU obligation will be utilized as much as possible. It was agreed to forward draft as presented to Borough Council for its consideration and approval in annual April meetings. **Motion to approve: Dalton; second, Finn.**

**3. Community Forestry Master Plan (CFMP)-** Discussion on best methods to communicate with residents on tree maintenance. J. Heinz suggested STC explore again coordinating with Borough Administration on inclusion of STC info with broader town newsletter to save printing and mailing costs. She requested additional topic suggestions from group, along with previously cited "tree pruning methods" guidance, for March STC meeting.

**4. Review of 2021 Preliminary Site Planting Plans-** STC members were asked to offer locations for the 2021 Planting to the Planting subcommittee by March meeting using the listing form provided. This form includes prior meeting draft suggestions. This approach enables the subcommittee to prepare a preliminary listing for next meeting review for Fall planting 2021. The planting subcommittee is: M. Dalton, L. Fikus, J. Insabella.

**5. Heritage Tree Subcommittee Report-** The letter format to approved HT removal applicants reminding them of re-planting requirements and possible referral to NJ Tree Federation as prepared by J. Heinz was approved for distribution. It was proposed a list of various tree species that could be considered for HT replacement be provided as part of/attachment to reminder notice. **Motion to approve: M. Dalton, second: J. Insabella.**

**6. Resident Requests to engage Private service for pruning of street trees-** J. Insabella provided a draft listing of questions/information to be obtained before a resident can engage a private tree service to prune street trees. Intent is to establish trimming parameters and elicit information for STC to evaluate why such pruning is necessary, and can it be handled within DPW or STC planning? Draft Q/list format will be further

reviewed at March STC meeting with process recommendations to be reviewed with Borough Adm. **Motion to approve: J. Heinz; second: M. Dalton.**

**7. New Agenda Topics.** General Discussion that IF

Interlaken is able to celebration Arbor Day publicly in 2021, we consider coordinating our program with Asbury Park Environmental/Shade Tree Committee where possible.

-- P. Hughes advised the 2020 Tree City USA application to the National Arbor Day FTD had been prepared, signed by Mayor M. Nohilly, and submitted to the NAD FTD.

**8. Communications Update from Residents/others to ISTC Email or via BH Phone.** None from residents. J. Heinz reported there have not been any responses to date in 2021 on the letter to regional tree services (on HT requirements) as mailed at end of December 2020.

**9. Yard of the Month process-** Recommendation to have first 2021 designation be approved as 615 Windermere Ave. **Motion: Heinz; Second: Dalton.**

**Adjournment.** Motion to adjourn was made at 8:15 by M. Dalton and seconded by J. Insabella.

**Respectfully submitted by Laura Fikus , STC Secretary-2021**