

## **Interlaken Shade Tree Commission Meeting Minutes-January 12, 2021**

- A. Roll Call: Peter Hughes, Marguerite Dalton, John Insabella, John Finn, Laura Fikus.  
Meeting called to order at 7:10 PM. Meeting conducted via Zoom due to Covid 19.**

**December 8, 2020 meeting minutes approved. Motion to approve: Dalton, Second, Finn. The Sunshine Law was read prior to beginning of the meeting,**

- 1. ISTC Reorganization. It was agreed that all ISTC chair position should be for a term of two years. The following were voted upon and will occupy the positions for the next year.**

**Chairperson: P. Hughes. Vice-chairperson: M. Dalton. Secretary: L. Fikus. Treasurer: J. Finn. Tree Planting Subcommittee: M. Dalton, L. Fikus. Yard of Month: J. Insabella. Tree Removal/Heritage Tree Assessment Subcommittee: M. Dalton, J. Insabella. Arbor Day Committee: J. Heinz, M. Dalton, L. Fikus, J. Finn. Newsletter Committee: J. Heinz, M. Dalton, L. Fikus.**

- 2. Approval of 2021 Meeting Dates as per Dec. 2020 Minutes.**

**3. Review of 2020 ISTC Budget and Preliminary 2021 Budget Consideration. ISTC finished 2020 \$18 under budget. We will consider reducing number of trees to be planted in 2021 to allow for contingencies. Planting subcommittee will present suggestions for 2021 at February meeting. We will look to begin work on 2021 budget at same meeting.**

**4. 2020 ISTC Accomplishment Report for NJDEP-CFU. The Commission acknowledged review and approval of the AAR information submitted to the NJDEP-UCF as required annually. This report is based upon information by all STC members and Borough personnel.**

**5. NJDEP-Community Forest Management Plan 2021. Commission reviewed the CFMP year 2 goals and approaches to completing them. These include communication with residents, update of Borough public tree inventory, use of Heritage Tree ordinance feedback to residents to provide private land planting suggestions.**

**6. Develop Preliminary 2021 Planting Sites. The preliminary candidates for the Tree Planting Subcommittee to consider: 28 Bridlemere, 102 Buttermere, 23 Rona, and 611 Windermere. The STC members were asked to provide the preliminary suggestions**

and 2020 deferrals, and provide feedback on sites for consideration for Feb. 2021 meeting. Sites and planting species from the CFMP will be part of the analysis.

**7. Heritage Tree Subcommittee Report.** The letter to the tree removal companies informing them of the town ordinance went out on 12/28/20. M. Dalton and J. Insabella reviewed the most recent Heritage Tree removal applications. Discussion was held re usage of the town CTE vs. the usage of an independent CTE. P. Hughes to gather information from borough administrator.

**8. Planting Plan Discussion.** The letter to residents who have had Heritage Tree removals as to potential tree replacements was discussed. Some adjustments suggested for letter, which should go out in Jan. 2021.

**9. 2020 and 2021 Pruning.** Discussion dealt exclusively with the question of allowing residents to engage pruning on town owned trees in front of their houses. It was proposed that residents make an application to the town prior to any such work. J. Insabella volunteered to draft checklist for owners wishing to do such pruning.

**10. New Agenda Topics.** P. Hughes provided information re on-line CEU credits for the coming year. It was also proposed that we look into any Arboretum signs that may need repair.

**11. Communications Update from Residents m to ISTC Email or via BH Phone.** J. Heinz reported on recent leg injury reported by BLC member on tree ID post in Arboretum north side. Discussion of insuring ID posts are clearly marked to avoid any negative impact followed. J. Heinz also reported on recent negotiations with JCPL utility about tree removals and replacements along Deal Lake by our adjoining Borough towns.

**12. Comments/Recommendations from Residents.** A sidewalk improvement on the 700 Grasmere north block requested by resident has been approved after analysis of potential street tree roots impact on sidewalk and curbs.

**Adjournment.** Motion to adjourn was made at 8:55 by J. Insabella and seconded by J. Finn.

Respectfully submitted by John Insabella

