

INTERLAKEN SHADE TREE COMMISSION MEETING MINUTES-March 2020

March 10, 2020-

Sunshine Law Read as required, *THE NOTICE REQUIREMENTS OF THE OPEN PUBLIC MEETINGS ACT HAVE BEEN SATISFIED BY FORWARDING NOTICE TO THE COASTER AND ASBURY PARK PRESS. A COPY OF THE NOTICE IS POSTED ON THE BOROUGH BULLETIN BOARD AND IS ON FILE IN THE BOROUGH CLERK'S OFFICE* – no members of public were present on 03/10/2020

MEMBERS PRESENT: Insabella, Sharon Hartung, Scott Hartung, Hughes, Papp, Dalton, Heinz.
Meeting called to order at 7:05 PM.

- 1) **The February 18, 2020 ISTC meeting minutes** were approved Motion to approve: Hughes, Second: Scott Hartung; Approved unanimously subject to adjustments.
- 2) **2020 Spring Planting** – Dalton will send out RFP to two vendors, quotes for vendor plant / not plant, quote to request no metal baskets, DPW may plant. Decision was made to plant 11 trees plus Arbor Day tree. Motion to approve sites was made by Papp, seconded Dalton.
- 3) **Heritage Tree Committee** – Hughes will revise and rewrite and deliver to committee members at next meeting.
- 4) **ISTC email procedure** – Per Heinz, one email exists for **ISTC**, to be monitored by chair and vice chair for any state or borough communications.
- 5) **ISTC Newsletter** – Heinz sent **ISTC** newsletter to Lori for inclusion in boro newsletter. Hughes will drop newsletter at new homeowners, and advise of tree ordinance. Tree ordinance will also be posted on local network “Next Door”.
- 6) **2020 ISTC budget** – motion to approve budget made by Papp, seconded by Heinz.
- 7) **Monmouth County Shade Tree Commission Spring meeting** has been cancelled.
- 8) **Arbor Day Activities** – Arbor Day event is currently scheduled for Sunday May 3,2020 . Dalton located guest speaker, Papp will coordinate childrens activity. This activity may be rescheduled to June or beyond due to COVID – 19 assembly restrictions.
- 9) **2020 Pruning/Removal plan** – Hughes will discuss with DPW on what work might be completed by DPW, if they can plant new trees, will they remove any metal root baskets during planting.
- 10) **New agenda topics** – Hughes requested ISTC track volunteer hours. Insabella requested suggestions for yard of the month.
- 11) **Comments from public**
- 12) **Adjournment** – The meeting was adjourned at 9:10 PM pm based on a motion by Scott Hartung and seconded by Heinz. The next regularly scheduled ISTC meeting will be held on 04/14/2020 at 7:00 pm.

Respectfully submitted: Sharon Hartung, ISTC Secretary