

## **Interlaken Shade Tree Commission Meeting Minutes-September 21, 2021**

**The Sunshine Law was read prior to beginning of the meeting,**

- A. **Roll Call:** John Insabella, John Finn, Peter Hughes (via phone), David Sobotka; Dalton and Fikus excused. Meeting called to order at 7:10 PM.

**August 10, 2021 meeting minutes approved.** Motion to approve: Insabella, Second, Finn.

1. **2021 Street Planting Plan.** The previously approved street planting plan was reviewed as placement of trees by the NJ Tree Foundation (NJTF) is slated for 9/30/21. There are 9 sites and 10 trees for planting as agreed. J. Insabella will meet with Lisa Simms of NJTF that morning as STC rep confirming site placement, with other members participating in oversight as needed and available that day. NJTF has coordinated utility line markouts at each property with local Utility companies. Tree guards and watering bags will be placed by STC members after an introductory tree care letter from STC is distributed to residents upon planting.
2. **Heritage Tree (HT) Preservation Ordinance Subcomm** per Mayor Nohilly's comments on the HT permit inspection and approval process at the August meeting were reviewed. Discussion ensued on the state requirements for licensure as a CTE as about to the certification provided to persons (such as STC members) attending the State's CORE training program (now available on-line). More information is available online at [https://www.state.nj.us/dep/parksandforests/forest/community/pdf\\_files/CommunityForestryBro.pdf](https://www.state.nj.us/dep/parksandforests/forest/community/pdf_files/CommunityForestryBro.pdf)
3. **Finance – 2021 Budget** – Acting Treasurer Hughes provided a copy of the 2021 ISTC budget and expenditure comparison report year to date, which indicated the STC remains within budget plan after purchase of trees for planting.
4. **Planning for 2021 Tree Removal and Pruning** – The members discussed developing the 2021 pruning and removal for street and public trees. An external pruning firm is engaged for those trees which cannot be pruned or removed by the Borough DPW. This engagement is contingent on remaining STC budget funds. STC members agreed to take certain streets to assess pruning needs while the summer leaves are in place and bring their lists to the October meeting for comparison and preparation of a master list based on priority. The street assignment list will be sent separately to STC members

**5. Yard of the Month-** Insabella advised the last selection for 2021 was 602 Fernmere, and noted other recommendations not honored in 2021 will be considered in 2022. The draft of the YOM policy was not presented as Fikus was excused from the meeting.

**6. New Agenda Topics** – new STC members can be sworn in by Lori Reibrich, Borough Clerk as scheduled based on a phone call. Information on street tree root impacts and options on sidewalks replacements will be distributed to all STC members as we expect more requests for street reviews as residents plan such replacement.

**7. Communications Update from Residents m to ISTC Email or via BH Phone.** –a) Follow-up with the Monmouth County Shade Tree Commission regarding damaged back on the 300 block of Grasmere indicated the MCSTC feels the tree will heal and does not plan removal. B) Insabella and Hughes will inspect a sidewalk damage request on the 200 block of Bendermere as resident plans mitigation on street tree root raising.

**8. Comments/Recommendations from Residents.** None

**9) Adjournment.** Motion to adjourn was made at 7:55 by Sobotka and seconded by J. Finn.

**Respectfully submitted by John Insabella, acting Secretary**