

FREEHOLD TOWNSHIP SHADE TREE COMMISSION

January 6, 2021 Meeting - 7:00 PM
1st Floor- Large Meeting Room/Virtual

Meeting Minutes

1. **Meeting Called to Order:** 7:00 pm Thom Ritchie
2. **Present-** Thom Ritchie, Jeanne Pattersen, Stacy Ehling, Alan Walker, Tara McQuade
3. **Pledge of Allegiance**
4. **Announcement of Open Public Meeting Act**
5. **In accordance with the Open Public Meeting Law, (c231, P.L. 1975) this meeting** was announced by posting a notice on the bulletin board in the Municipal Building reserved for that purpose, by mailing such notice to the offices of the official newspapers and the Township and filing such notice with the Township Clerk.
6. **Shade Tree Positions-** were made, seconded and voted unanimously for: Thom Ritchie (Chairman), Bill Brash (Vice Chair), Tara McQuade (Secretary)
7. **Minutes:** December minutes were tabled until February
8. **Guests:** no guests present
9. **Unfinished Business:**
 - a. **Spring 2021 Shade Tree replacements on Stillwells-** It is THE priority. STC discussed further the use of funds and making this happen in Spring 2021
 - i. **STC would like to use funds and bid out installation of trees for Spring 2021, as well as gator bags, stakes and deer fencing**
 - ii. As a team, we would like a process to encourage tree plantings regularly, “we want this to trend!”
 - b. **Code Enforcement-**of Shade Tree Ordinances, STC would like to collaborate with Code enforcement to help protect our street tree resources
 - c. **DPMA Rules-** pending. Posting of rules has not happened yet, and we are going to need Pete Valesi to write a work order to post signs at DPMA. The DPMA sign on Rt. 537 needs replacement. Alan will facilitate the communication of this to Pete.
 - d. **DPMA Park Maintenance** needs to be prioritized. Planned routine maintenance is a must to keep this gem beautiful and safe. A designated steward of the park should be considered to facilitate consistent park care.
 - i. STC suggested that we bid out the work for DPMA to ensure its quality. Alan will speak to Pete about shared services or another staff member who can take on some of the park responsibilities.
 - ii. Crews can be utilized to maintain the park, including path maintenance, tree pruning, weed control; tasks that are essential and due to this Park.
 - e. **2020 Arbor Day Tree-** (winner from Photo Contest) Sabrina Winchman from Applegate School, Tara will reach out to CRAS principal Brad Millaway to coordinate
 - f. **Accomplishment Report-** many thanks to Karen Ketcham for completing, it will be submitted after Mayor Cook signs
10. **New Business:**
 - a. **Shade Tree Monthly Report-** discussed, no TRP
 - b. **Revisions to the TRP-** STC will work on the Tree Removal Permit on the website.
 - i. The document needs revisions such as: definition of homesite, Distance from foundation of house in feet and species of tree.
 - ii. Definitions of Historic or Heritage trees could be clarified since most people do not know the answer.
 - iii. Questions about replacement of the tree would be useful, as well as listing the contractor and license number to help protect homeowners.
 - c. **Follow up on Mall TRP request-** no word from the interested parties, Thom will speak with Tim White. The STC discussed going to the site to help facilitate their needs for sign enhancement.

d. **Arbor Day 2021-** May 1st, 2021 at Durand Park

i. Tree will be dedicated to Stan Parker, a recently retired health and PE teacher from FHS, in recognition of his deep and long lasting impact on the staff and families of the Boro HS. Tara is collecting money from colleagues to purchase a *Liriodendron tulipifera* for the dedication.

e. **Website-** Stacey would like to know what links, resources, and revisions to make an inventory of what we need to change, keep, gather resources, links and get the website updated to most benefit the homeowners. Stacey and Jeanne are a subcommittee to handle and organize the materials.

i. Continuing Education- Pest after Storms Webinar.... Thom will send the information over to everyone. Go to Tree Fund, for live and prerecorded webinars

11. **Good and Welfare:** Maintenance at Ocean County Park, great work was done here to prune and maintain the Park

12. **Meeting Adjourned** at 8:09

Minutes recorded and submitted by Tara McQuade.