

## **Mountain Lakes Shade Tree Commission Meeting Minutes**

November 13th, 2014

8:30 am Borough Hall

**Members Present:** Consuelo Murtagh, Janet Horst, Heather Carr, Heather Scott

**Borough Council:** Peter Holmberg

1. Comments from the Public: None
2. Minutes for October 2014 approved with corrections.
3. The 2014 Tree Survey Data Entry will be fine tuned in May. STC will include zones and diameter of tree trunk as important information needed for bidding. STC members will use a 3 point reference while out on their tree walks.
4. Prune and remove bid specs should all be in.
5. Janet and Heather Scott gave a report from the Shade Tree Federation meeting they attended in Cherry Hill, New Jersey, in October. The Shade Tree Commission falls under the protection of an umbrella plan when liability is involved with falling trees. A recommendation from The STC Federation meeting was each Shade Tree Commission employ a paid secretary to take minutes, as well as field calls from residents. The purpose of the recommendation is to ensure documentation is taken seriously should any incident occur.
6. Resident correspondence letters forms are located in DPW office. Letters sent to residents regarding volcanoes or potentially hazardous limbs or trees are not discussed. It is upon each STC member to mail these letters.
7. Follow up with Marnie is needed to ensure Arbor Day photos are posted to the new Borough Website.
8. Heather Carr recommended Consuelo work with Loraine Konopka to submit the STC 5 year plan. STC has a goal to submit the 5 year plan by July 2015. Peter Holmberg suggested STC pause and reflect our year end reports accomplishments and challenges. Peter further suggested STC take 10-15 minutes to speak at a council meeting regarding education of residents on tree replacement and takedowns compared to other cities.
9. Fall Tree Planting from The Town Club Grant will purchase two trees that we hope to have planted across from Community Church, on park area that borders Wildwood Lake.
10. Mountain Lakes earned the Silver, or highest, award from Sustainable Jersey. Mountain Lakes is now 1 of only 24 Borough's to attain this prestigious status.
11. Other: Recruit new Shade Tree Commission Members. Peter Holmberg suggested STC post open seats on Borough web-site.

Meeting Adjourned 9:41am. **Next meeting December 11th, 2014**

Respectfully submitted: Heather Scott