

WESTWOOD SHADE TREE COMMITTEE
APPROVED MINUTES
Tuesday, March 8, 2022 –6:30 pm

1. **Call to Order** – the meeting was called to order by the Chairman Dan Zambrano at 6:28pm
2. **Members Present:** Fred Rella, Casey Christopher, Dan Zambrano and Councilmember Erin Collins –
Absent: Beth Staples and Jeff Ocher
3. **Minutes** - The minutes of the February 16, 2022 meeting were approved with the following edits:
 - a. **Item E:** Arbor Day – Fred Rella suggested that we contact Bartlett to see about having trees donated for Arbor Day. He will have the Arbor Day Resolution for the Mayor and Council at the April 5th Council Meeting. There was discussion of the location and continue planting of tree during our Arbor Day Tree Planting on April 30 as Arbor Day is officially April 29.
4. **Items for Discussion**
 - b. Arbor Day: April 30 Celebration: Gritman Park, 10am. Erin suggested inviting the surrounding neighborhood by hand-dropping off letters. Also, we should include how to request a tree. Fred and Erin are able to attend, but Casey and Dan are both unable to attend.
 - c. Arbor Day: Fred suggested there is a pre-dug hole and the tree is planted already by DPW. Fred suggested asking DPW for an Eastern Red Bud.
 - d. Arbor Day: Volunteers are needed for planting trees for the remainder of 2022 and the committee with solicit volunteers at the Arbor Day Celebration.
 - e. Discussed asking Jean- Marie to change the Shade Tree Commission email to the correct title, Shade Tree Committee.
 - f. All meetings will be second Tuesday of the month moving forward in 2022, except for August, 2022 and the meetings in November and December 2022. They will be the second Wednesdays of the month.
 - g. The Deputy Clerk provided us the email policy and the Committee will abide by them.
 - h. Reviewed the Borough's Social Media Policy and chose to start a Facebook page.
 - i. Thanked Beth (absent) for her hard work and exceptional Master Plan presentation at the March 1 Council meeting.
 - j. Community Tree Garden: discussed community tree garden similar to the Westvale Park community garden. The tree farm would need a viable water source. Erin suggested reaching out to Jay McClair, Westwood Scout Master, to see if anyone would be interested in picking it up as an Eagle Scout project.
 - k. Dan received word that DPW will surround all new plantings with burlap.

1. Discussed sending out a Shade Tree Committee Member to view trees that are slated to be removed.

5. Adjournment – the meeting was adjourned at 7:30pm

Next meeting will be Tuesday, April 12, 2022 at 6:30pm

Action Items:

1. Fred will write to Chris Montana about mini-trees from Bartlett for Arbor Day
2. Arbor Day: Fred will bring bottles water
3. Arbor Day – Conrads- ask them to bring their truck (Beth)
4. Arbor Day: Ask Rick for Eastern Red Bud (Dan)
5. Arbor Day: Casey volunteered to man the check-in sheet and bring paper and pen, but now cannot attend the Arbor Day Celebration on April 29, so will need someone else to fill in.
6. Facebook Page: Fill out Borough paperwork (Dan)
7. DPW Communication: suggest that DPW use 10 foot easement into resident's property for larger tree plantings, ask that all work order be given to Dan at the beginning of the month and recommend not planting on strip between road and sidewalk (Dan)
8. Reach out to Habitat for Humanity to see if we can plant a tree at 95 Sand Road