

WESTWOOD SHADE TREE COMMITTEE
APPROVED MINUTES
Tuesday, June 14, 2022 –6:30 pm

1. **Call to Order** – the meeting was called to order by the Chairman Dan Zambrano at 6:27pm
2. **Members Present:** Dan Zambrano, Fred Rella, Beth Staples, and Councilmember Erin Collins –
Absent: Jeff Ocher and Casey Christopher
3. **Minutes** - The minutes of the May 10, 2022 meeting were approved as read.
4. **Items for Discussion**
 - a. Tree donation – Resident Alice Konyves offered to donate 3 pine trees (18”, 23”, and 11”) to the Borough. WSTC thanked her for her kind donation. She will put the trees into plastic pots and deliver them to the DPW for planting in town parks.
 - b. Spring Plantings Recap – The DPW was able to purchase trees at half the price (\$165 each) allowing them to plant 20 White Japanese Lilacs in the residents’ curb strips and 2 in Veterans Park. All new trees were wrapped with Clark’s Tree Wrap. DPW will allow WSTC members to wrap trees from previous years (wrap is \$8.199/roll). Chairman Zambrano and Councilmember Collins spent 3 hours with the DPW in May. Of the 2022 new tree requests approximately 5 did not have enough space in the curb strip to allow for growth. Additional trees have been requested at:
 - a. 171 Westwood Boulevard – 2 more
 - b. 79 Bryant Place (on the Lockerby Lane side) – 1 more
 - c. 160 Harrington Avenue – not enough room in the curb strip. Additional tree is requested if approval is given for the yard planting of town trees.
 - c. Salem Oak Saplings Update – Members of the WSTC have taken the saplings to grow in pots at their homes with the aim of possibly planting them in town parks in the fall.
 - d. Westwood Pride Day – Door hangers were given out at the Pride Day event.
 - e. Electric Sign – It was agreed to place a message about the fall plantings on the electric sign in Veterans Park.
 - f. NJUCF Accreditation Requirements – The Borough was last accredited in 2013. Accreditation is necessary to apply for NJUCF grants. Requirements include:
 - a. Stewardship Plan for Urban Trees and Forests
 - b. Two representatives (one municipal employee and 1 volunteer) must complete the Core Training as per the NJUCF guidelines. Dan, Beth, and Erin volunteered to take

the course if it can be done online. Dan will find out who from the Borough had previously done the core training.

- c. Annual Report using the most recent NJUCF forms to be submitted by February 14
- g. Old Hook Road Property – 2 Lots across from Lolita’s Restaurant on Old Hook Road have been offered to the Borough. The property is currently part of an estate. Erin will continue to pursue acquisition.
- h. Spotted Lanternfly – They have in Westwood. Dan has killed 2 nymphs already. It was agreed to ask the Borough’s Green Team and the Westwood Garden Club to plant milkweed along the streams in the town parks and in the curb strips. Milkweed is attractive but poisonous to the bugs. It is also attractive, but not harmful, to Monarch butterflies. It was also suggested to remove Trees of Heaven within the Borough as they are host plants for the bug. WSTC will put together an informative graphic to identify spotted lanternfly and explain methods to help control the population (remove egg sacks, squash nymphs, spray with vinegar).
- i. Fines – A fine was issued to 649 Ackerman Avenue for removing large trees without a permit. They were stopped by the DPW and Code Enforcement.
- j. Tree Removal Permit Ordinance – Councilmember Collins will present it to the Mayor and Council for adoption. The ordinance would require all tree removal companies operating within the borough to obtain an annual permit. These companies could then no deny knowledge of our town tree ordinances.

5. Adjournment – the meeting was adjourned at 7:23pm

Next meeting will be Tuesday, 12, 2022 at 7:00pm

Action Items:

- 1. Salem Oak – Members will continue to grow saplings at their homes
- 2. Tree Removal funds – ordinance for annual tree removal permit (Erin)
- 3. Tree Removal Notification – make sure notifications are received in a timely manner (Erin)
- 4. Release for trees to planted on homeowner side of the easement (Erin)
- 5. Stewardship Grant Core Training – (Dan, Beth, and Erin)
- 6. Spotted Lanternfly – ask Green Team and WW Garden Club to plant milkweed (Dan and Erin)