



# SHADE TREE COMMISSION

## Meeting Minutes

Monday, March 13, 2023

8:00 p.m.

*[held remotely via Zoom]*

**1. Call to Order—Pledge of Allegiance**

The meeting was called to order at 8:03 pm

**2. Roll Call**

*Commission Members present:*

Nils Abate

Todd Bradbury

Miriam Lockhart

George Paschalis, Secretary

Tsun Tam

**3. Approval of Minutes**

The February 13, 2023 minutes were approved (Chairman Abate abstained given he was not present at the February meeting).

**4. Open Meeting to Public Comment**

No members of the public were present.

**5. Correspondence**

Mr. Abate reviewed correspondence from a high school student interested in participating in an Arbor Day activity. Chairman Abate will reach out for more details.

**6. Old Business**

**a) Pruning along County Roads**

The Commission noted a decision on pruning along County roads should be made prior to the issuance of procurement specs, typically voted upon at the Commission's July meeting.

**b) Dead tree removals**

Members discussed the status of the November 28<sup>th</sup> removal list, which will be folded into the removal of dead trees behind the Library (under the Environmental Commission's purview).

c) Educational Opportunity writeup  
Chairman Abate will advance this initiative with Borough Hall.

d) Tree Inventory  
A review is ongoing of the approximately forty dead trees identified in the inventory that are not specifically categorized (e.g. dead limbs, dead stumps).

e) 186 Harrington Avenue  
Mr. Bradbury noted this planting still needs to be corrected. Chairman Abate will follow up with the Building Department.

## 7. New Business

a) Communication with Borough Hall  
The Commission unanimously passed Resolution 2023-01: Streamlining Communication with the Borough (attached).

Mr. Paschalis inquired if he will continue to communicate the Commission's plan reviews to the Building Department, as the Chair's designee. Chairman Abate responded that he will receive guidance from the Borough Administrator.

Mr. Paschalis reminded members the issue of official Borough emails for Commission members is currently pending. Chairman Abate will follow up with Borough Hall on emails for himself, Mr. Bradbury and Mr. Paschalis.

b) Shade Tree Fund Monthly Report—*received*

c) Shade Tree Trust Fund Report—*not received*

d) 2023 Arbor Day Poster Contest

Mr. Paschalis led a discussion on this year's contest and reviewed the flyer, as well as the printing specifications for the winner boards with members. Chairman Abate will share same with the Borough. A motion was approved to initiate the procurement process.

A subcommittee of members will judge this year's entries, along with representatives from the schools on or about Tuesday, April 18.

e) 2023 Arbor Day Tree Planting Ceremonies

The Commission approved a motion to initiate the procurement process to plant a 2 ½" caliper white oak at each of the schools, and potentially near Borough Hall, on Friday, April 28. Exact locations will be determined.

f) Mayor's Newsletter

Mr. Paschalis will draft a submission on the Arbor Day programming.

g) Mr. Bradbury noted he would like the Commission to continue the conversation relative to an improved workflow with the Building Department.

**8. Liaison Reports**

- a) Governing Body—none
- b) Environmental Commission—none

**9. Meeting Adjournment (9:26 p.m.)**



**Resolution 2023-01: Streamlining Communication with the Borough**

*Approved by the Commission on March 13, 2023*

Whereas, as established at the March 8, 2023 Mayor and Council meeting, it is the Borough's desire to streamline communications from all Boards, Committees and Commissions; and

Whereas, the Shade Tree Commission has been asked to designate one member of its body to interact exclusively with Borough employees.

Now, Therefore, be it Resolved:

1. All communication shall be through the Chair of the Commission, or his/her designee. The Secretary of the Commission shall be copied on all correspondence.
2. In the absence of the Chair, the Secretary shall assume this role.

Respectfully submitted on behalf of the Commission,

A handwritten signature in black ink, appearing to read 'G. Paschalis', is written over a horizontal line.

George Paschalis  
Secretary