COLTS NECK TOWNSHIP
Shade Tree Commission
Meeting Minutes
April 13, 2023, 7 P.M.
3 Veterans Way, Colts Neck Township

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1. **Call to Order –** Acting Chair/Liaison Committeeman Bartolomeo called the meeting to order at 7:10 PM

2. **Salute to the Flag –** Led by Allan Ryan

3. **Sunshine Law Notice –** *The following notice was read by the Secretary.*

   "THE NOTICE REQUIREMENTS OF THE NEW JERSEY PUBLIC MEETINGS LAW HAVE BEEN SATISFIED BY NOTICING THE NEWS TRANSCRIPT AND THE ASBURY PARK PRESS STATING THAT A REGULAR MEETING OF THE COLTS NECK TOWNSHIP SHADE TREE COMMISSION WOULD BE HELD ON APRIL 13, 2023, AT 7 PM. A COPY IS ON FILE IN THE OFFICE OF THE TOWNSHIP CLERK."

4. **Roll Call**
   LIAISON COMMITTEEMAN JP BARTOLOMEO
   EILEEN STIVALA
   LAURA RILEY
   KYLE REESE
   PATRICIA EASTMAN
   ALLAN RYAN
   TINA FREEDMAN
   HENRY HAMMOND
   JOHN CLEMENTE
   DINA RYAN

5. **Approval of Minutes** December 1, 2022 Meeting Minutes (as revised) and February 2, 2023

   December 1, 2022 Minutes:
   Comments - None
   Motion to Approve: Kyle Reese
   Second: Laura Riley
   Roll Call: Unanimously approved

   February 2, 2023 Minutes:
   Comments - None
   Motion to Approve: Kyle Reese
   Second: Allan Ryan
   Roll Call: Unanimously approved

6. **Liaison Report:**
   -Township financial shape – excellent – flat into new year
   -Goal to achieve capital improvements without any new debt service
   -3rd lowest tax rate Monmouth County

-Valuations of homes up approximately 20%
-4 new police officers
-DPW – new machinery/machinery requires upkeep
-DPW improving Township landscape, able to do more due to resources saved due to no snow events, especially around Town Hall
-Shared Services saves Township money
-Biggest hurdle is road maintenance – costly – roads were originally constructed for less traffic – township engineer and township planner evaluate roadway work to be done
-Move into new Town Hall underway – delayed weeks while waiting for DEP and EPA approval for new well – estimated to be in by Memorial Day
-Sports Program has grown
-DPW working w/ Administrator on code enforcement issues pending putting new officer in place

7. Discussion Items

a. Committeeman Liaison Bartolomeo to discuss Shade Tree Committee ordinance – take comments from commission after their review
- Committeeman Liaison Bartolomeo encourages board to work as a team "see something, say something" – know your limitations in terms of taking action versus reporting an incident; report the incident, do not ring bells
- encourages forward thinking of board action, that is, dealing with trees in right of way; who is responsible, Township or homeowner? Consider dealing with greenways, easements; removal versus maintenance.
Laura Riley feels trees that are removed – there should be a commitment to replace

b. Per Kyle Reese – how do we ensure that trees go out to only Colts Neck residents (perhaps driver's license or other ID showing proof of residency); also be sure no double-dipping is occurring;
-Can we make the decision to limit distribution to Colts Neck residents only? Eileen Stivala looking into this, in particular due to limited number of saplings being received this year; also, decided to limit 2 saplings per household for same reason

c. Upcoming sapling give-away on April 29th (9 am to 11 am) in front of municipal building. (See comments in paragraph (b) above)

d. Green Team (per Liz Wilk) wishes to hand out marigold seed packets on April 29th event
- Approved

Tina Freedman reports that she's made several email and phone inquiries into the Good Neighbor Program through the State of New Jersey, however, as of now, she has received no reply.

8. Old Business

a. Committeeman Liaison Bartolomeo to swear in Laura Riley and Tina Freedman –

- Done

b. Oaths of Office
- Done

c. Have commission members signed Volunteer Handbook?
Completed by members who had not previously done so

d. Assign Chairperson
-Motion to Approve: Kyle Reese nominated himself as Chairperson
Second: Allan Ryan
Roll Call: Unanimously approved

9. New Business

a. Colts Neck Community Church c/o Wasseem – Application PB754A
Block 33, Lots 21 & 20.02
(see General Notes, Items 31, 32 and 33)
-Approved w/ comment: 3-3-1/2" caliber tree

b. Colts Neck Reformed Church – Application ZB1053
Blocks 29.13/29.01; Lots 6 & 7/Lots 13 & 14
(See General Notes, Item 8)
-Approved

c. Spinella Chiropractic – Application PB759
Block 31, Lot 25.01
(See General Notes/Items 8, 10 and 11)
-Approved

d. Country Day School – Application PB757
Block 48, Lot 7.02
(Variance/Outside Playground Construction w/ enclosed fencing)
-Approved

10. Comments from the Public

Motion to Open Public Comment: Allan Ryan
Second: Tina Freedman
All in Favor: Unanimously Approved

No public comments.

Motion to Close Public Comment: Allan Ryan
Second: Laura Riley
All in Favor: Unanimously Approved

11. Adjournment

Motion to Adjourn: Patty Eastman
Second: Allan Ryan
All in Favor: Unanimously Approved

The next Shade Tree Commission Meeting will be
Thursday, May 4, 2023, at 7 PM
3 Veterans Way, Colts Neck Township

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