

**BOROUGH OF WEST CAPE MAY**

**SHADE TREE COMMISSION**

**MEETING MINUTES**

**October 11, 2022**

**West Cape May Borough Hall**

**CALL TO ORDER**

The meeting of the Borough of West Cape May Shade Tree Commission was called to order by Wayne Hoffman at 6:00 PM. This meeting is held in accordance with the Open Public Meetings Act, NJSA 10:4-6 et seq., notice of which was sent to the Star and Wave, posted on the bulletin board in the lobby of Borough Hall, 732 Broadway, West Cape May, NJ and read by Wayne Hoffman.

**ROLL CALL AND FLAG SALUTE**

Members present: Dave Hammond, Susan Hoffman, Wayne Hoffman, Bill McCray, Matt Notch, Bill Oetinger, Harry Schmidt, Barry Sullivan, and Glenda Unzelmann.

Others present: Theresa Enteadó, Municipal Clerk and Linda Barr (322 Fourth Ave.)

Wayne Hoffman led those present in the salute to the flag.

**APPROVAL OF MINUTES**

After a review of the meeting minutes from September 13, 2022, a motion to accept the minutes was made by Dave Hammond and seconded by Bill McCray. The minutes were approved by unanimous vote.

**TREASURER'S REPORT**

Bill Oetinger reported a balance of \$91,507.97. There were no unexpected or significant expenditures or income for the month. Harry Schmidt made a motion to approve the report and Bill McCray seconded. The report was approved by unanimous vote.

**CORRESPONDENCE**

- **602 Second Ave.**

The property owner requested the emergency removal of a maple tree. Wayne Hoffman inspected the tree and confirmed it should be removed. Wayne Hoffman made a motion to approve the removal and the replacement with one large tree. Bill Oetinger seconded. The motion was approved with Matt Notch abstaining.

- **115 Emerald Ave.**

The property owner requested the removal of a Bradford pear tree. The borough arborist visited the property on October 5, 2022. He recommended that the tree be removed due to its poor condition and be replaced by a medium or large tree from the WCM List of Approved Trees. It is a street tree, and several large branches have a high potential for breaking off and landing on

cars on the street. Wayne Hoffman made a motion to approve the recommendation and Bill McCray seconded. The motion was approved with Matt Notch abstaining.

- **139 Stimpson Lane**

The property owner requested the removal of a boxelder maple tree. The borough arborist visited the property on October 5, 2022. He recommended that the tree be removed due to decay and cracks in the root collar. It should be replaced with a small or medium size tree from the WCM List of Approved Trees. Bill Oetinger made a motion to approve the removal and replacement. Dave Hammond seconded, and the motion was unanimously approved.

## **OLD BUSINESS**

- **Code Enforcement/Review of Landscaping Plans**

Wayne Hoffman reported on a construction project at 114 Second Ave. This is a double lot that has been subdivided. The house on the existing lot is being renovated and the new lot which contains many trees is being developed. Fourteen trees are slated to come down. Initially, there was no tree protection, but that situation was readily corrected by the builder.

- **2019/2020 Tree Replacements**

Follow up and final inspections continue. 62 letters have been sent and 24 people have responded with details of their replanting.

- **Wilbraham Park/Friends of Wilbraham Park**

Barry Sullivan reported on the following items.

### West Cape May Sign

The Friends of Wilbraham would like to install a sign at the brick stage to create a photo op area. Three designs were presented. Two proposed signs introduced new design elements while one used an element of the West Cape May logo. This element was also used on the new park sign on the corner of Broadway and Sunset. This design would reinforce the borough branding and since it was already approved by the Historic Preservation Commission it would not have to go before the whole board. It could be approved by a committee of the commission. Bill Oetinger made a motion to approve the design using part of the West Cape May logo. Harry Schmidt seconded, and the motion passed unanimously.

### Insurance for Volunteers

The Friends of Wilbraham purchased an insurance policy to cover volunteers while they are working in the park or elsewhere in the borough. Any other borough volunteer can be added. Wayne Hoffman made motion to reimburse the Friends of Wilbraham for the cost of the insurance policy. Dave Hammond seconded, and the motion passed unanimously.

### Holiday Gathering

The Friends of Wilbraham would like to hold a tree lighting ceremony. The preferred date is Dec. 2. This is the day before the Christmas Parade. Cape May is holding their tree lighting that day as

well at 7 PM. A time of 5:30 or 6 PM was suggested. Bill Oetinger will serve as the Shade Tree Commission liaison to the group planning this event.

- **Planning Board Projects**

There are no new projects to review.

- **Swimming Pools**

Swimming pools are on the Planning-Zoning Board Oct. 26, 2022 workshop meeting agenda. Members of the commission were encouraged to attend.

- **Vine Removal**

Volunteers under the leadership of Mike Curtain have removed vines on 18 more trees.

- **Tree Work @ Pollinator Park**

Wayne Hoffman reported that the three quotes for the tree maintenance at Pollinator Park have been forwarded to the Environmental Commission. Top Notch is the lowest bid.

- **Tree Planting Grant**

Susan Hoffman reported that 50 planting spots have been identified. Matt Notch has volunteered to review the locations and recommend the size and species of tree to be planted. Barry Sullivan will get quotes from local nurseries.

- **Fall Planting**

Due to the pressing need to finish the NJUCF tree planting grant, the fall tree planting will not occur.

## **NEW BUSINESS**

- **Tree Trimming of Hazardous Trees**

Prior to notifying property owners about elevating trees in the borough right of way, standard clearance heights must be established. Wayne Hoffman sought input at the recent NJ Shade Tree Federation Conference and recommended the following standards:

- 8 ft. over sidewalks
- 11 ft. over borough roads
- 14 ft. over county/state roads

It is recommended that the current ordinance governing tree maintenance be amended to include these standards.

- **Additions to Approved Tree List**

On a motion made by Wayne Hoffman and seconded by Harry Schmidt, the following trees will be added to the WCM List of Approved Trees:

- Sycamore
- Linden
- London Plane
- White fringetree

Kousa dogwood  
Southern magnolia

- **Lima Bean Festival**

Theresa Enteado reported that the Lima Bean Festival was the busiest she has ever seen. There were 76 vendors.

- **Other**

Bill Oetinger reported a lantern fly on Third Ave. We should all be on the lookout for them and kill them whenever they are spotted.

#### **OPEN PUBLIC PORTION**

Linda Barr of 322 Fourth Ave. asked if the Shade Tree Commission had given any thought to the idea proposed at a recent borough commissioners meeting that would require the planting of only native plants. Shade Tree Commissioners responded that the WCM List of Approved Trees is comprised of all native trees. We do not have authority over shrubs and plants.

She asked if the Shade Tree Commission offers replacement trees to those who cut down trees. Commissioners responded that when a property owner cuts down a tree it is their responsibility to replace it at their expense. Additionally, she asked how the 50 planting sites for the tree planting grant were developed. Commissioners responded that they were sites where no trees were planted.

#### **ADJOURNMENT**

Respectfully submitted,

Susan Hoffman, Secretary