

**BOROUGH OF WEST CAPE MAY**

**SHADE TREE COMMISSION**

**MEETING MINUTES**

**March 8, 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 and posted on the bulletin board in the lobby of Borough Hall, 732 Broadway, West Cape May, NJ.

**ROLL CALL AND FLAG SALUTE**

Members present: Dave Hammond, Susan Hoffman, Wayne Hoffman, Bill McCray, Matt Notch, and Barry Sullivan. Peter Burke, Bill Oetinger, Harry Schmidt, and Rhiannon Worthington were excused. Lisa Bernstein was absent.

Others present: Mary Andrews, Sandy Anderson, Bill Brady, Mike Curtin, Judy Smith, and Doug Marandino

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

**APPROVAL OF MINUTES**

After a review of the meeting minutes from February 1, 2022, a motion to accept the minutes was made by Wayne Hoffman and seconded by Barry Sullivan. The minutes were approved by unanimous vote.

**TREASURER'S REPORT**

Wayne Hoffman reported a balance of \$83, 127. Dave Hammond made a motion to approve the report and Barry Sullivan seconded. The report was approved by unanimous vote.

**CORRESPONDENCE**

- **909 Broadway**

The property owner removed a hedgerow of eight Leyland cypresses that had been damaged by heavy snow. None of them were larger than 4 inches in diameter at chest height therefore do not qualify as trees. Wayne Hoffman made a motion to request that the homeowner voluntarily plant two small trees as replacements. Barry Sullivan seconded. The motion was unanimously approved.

- **108 Second Ave.**

The property owner requested the removal of a black cherry tree. The borough arborist visited the property on March 2, 2022 and recommended that the tree be removed and replaced with a small or medium size tree from the WCM List of Approved Trees. Dave Hammond made a

motion to accept the recommendation and Susan Hoffman seconded. The motion was unanimously approved.

- **130 Emerald Ave.**

The property owner requested the removal of a red cedar tree. The borough arborist visited the property on February 3, 2022 and recommended that the tree not be removed. The condition and vitality of the tree is good. The tree may be almost 100 years old which makes it irreplaceable within several generations. Wayne Hoffman made a motion to deny the removal and Dave Hammond seconded. The motion was unanimously approved.

- **123 Fourth Ave.**

The property owner requested the removal of box elder tree that fell during a storm. The tree appears to be on the property line. The neighbor to the east was consulted and concurs with the removal. Barry Sullivan made a motion to approve the removal and require the replanting of one large tree. Wayne Hoffman seconded. The motion was approved with Matt Notch abstaining.

- **300 Moore**

The property owner requested the removal of box elder tree. The borough arborist visited the property on March 2, 2022. He recommended that the tree be removed and replaced with one small or medium size tree from the WCM List of Approved Trees. The tree is not a candidate for preservation due to poor health, a severe lean and decay at the base. Wayne Hoffman made a motion to approve the removal and replacement. Barry Sullivan seconded. The motion was approved with Matt Notch abstaining.

- **409 N. Broadway**

The property owner's landscaper removed a purple leaf plum tree without a permit. The case went to court and the judge ordered the property owner to replace the tree. The tree is to be replaced with one medium size tree from the WCM List of Approved Trees.

- **5 Landis Ave.**

The property owner requested the removal of a black walnut tree. The borough arborist visited the property on March 2, 2022. He recommended that the tree be removed and replaced with one large tree from the WCM List of Approved Trees. Barry Sullivan made a motion to approve the removal and Dave Hammond seconded. The motion was approved with Matt Notch abstaining.

## **OLD BUSINESS**

- **Code Enforcement**

Recently construction started on several sites prior to the installation of tree protection. To ensure that trees are protected, the borough arborist will do an assessment and recommend the tree protection zone prior to construction. This process will become part of the pre-construction process. The \$250 fee will be paid by the contractor.

- **Review of Landscaping Plans**

Ongoing

- **Wilbraham Park Maintenance/Eagle Scout Project/Friends of Wilbraham Park**

Wayne Hoffman reported that Setiger's Landscaping will perform the park cleanup, edging and mulching. Volunteers have cleaned out the gardens. Next step is to apply weed inhibitor and fertilizer.

Bids to upgrade the electrical service were too high. Alternate solutions will be sought.

Barry Sullivan provided an update on the following:

Wilbraham Park Garden Committee under Chair Mary Andrews has 10 active members. Plants have been ordered for the two gardens (flagpole and sign gardens). A schedule has been established which includes a two-hour work session every Friday morning throughout the summer. Bill Brady, Chair, Friends of Wilbraham Park was introduced.

Barry gave an update on the Eagle Scout Project (the old veterans monument corner garden). Eagle Scout prospect Luke Maxwell has measured and mapped out the garden; met with two landscapers, chair of the garden committee and Shade Tree Commission to discuss plants and plans; and prepared a preliminary plan for review.

Work continues on the drip irrigation system. Barry met with Greg Basile to establish a workday. A trencher will be rented, and volunteers will lay the pipe on either March 13 or 15 with limited contractor support. Total cost will be \$1,700 which includes the trencher, contract, and supplies. Dave Hammond made a motion to approve the expense. Bill McCray seconded, and the motion was unanimously approved.

- **Vine Removal**

Wayne Hoffman reported that the vine removal work continues. A total of 14 trees have been de-vined.

- **Big Tree Program**

Nothing new to report

- **Tree Planting Grant**

Susan Hoffman reported that the contract for the TreeKeeper Software expired at the end of February. The cost of renewal is \$2,500 per year. She is seeking help in transferring the data from the current database to a free one. Contacting other municipalities was suggested.

- **Environmental Commission Collaboration**

Matt Notch reported that he evaluated numerous trees at the Open Space Park on Third Ave. at the request of the Environmental Commission.

## **NEW BUSINESS**

- **Arbor Day/Sapling Giveaway**  
Susan Hoffman reported that the sapling giveaway will take place May 3-5, 2022. Commission members were encouraged to volunteer. She will contact WCM Elementary to schedule an Arbor Celebration.
- **Spring Planting**  
A waiting list already exists, and Barry Sullivan volunteered to contact nurseries.
- **Open Public Meetings Training**  
Susan Hoffman reported on a training she attended concerning the NJ Open Public Meetings Act.

#### **OPEN PUBLIC PORTION**

Doug Marandino, president and Judy Smith, secretary of the WCM Business Association requested that the Strawberry Festival be allowed to return to Wilbraham Park for 2022. After discussion, a motion was made by Wayne Hoffman and seconded by Bill McCray to keep the festival in the Backyard Park. Commissioners Hammond, Hoffman, Hoffman, McCray, and Sullivan voted aye. Matt Notch voted nay.

#### **ADJOURNMENT**

With no other business, the meeting was adjourned.

Respectfully submitted, Susan Hoffman, Secretary