

BOROUGH OF WEST CAPE MAY

SHADE TREE COMMISSION

MEETING MINUTES

April 12, 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, Bill Oetinger, Harry Schmidt, and Barry Sullivan. Rhiannon Worthington was excused. Lisa Bernstein and Matt Notch were absent.

Others present: Peter Burke, Deputy Mayor, Mike Curtin, and Leila Barclay

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

APPROVAL OF MINUTES

After a review of the meeting minutes from March 8, 2022, a motion to accept the minutes was made by Wayne Hoffman and seconded by Barry Sullivan. The minutes were approved by unanimous vote.

After a review of the meeting minutes from the March 31, 2022 special meeting, a motion was made to approve the minutes by Wayne Hoffman and seconded by Harry Schmidt. The minutes were approved by unanimous vote.

TREASURER'S REPORT

Bill Oetinger reported a balance of \$90, 552. Susan Hoffman made a motion to approve the report and Harry Schmidt seconded. The report was approved by unanimous vote.

CORRESPONDENCE

- **11 Landis**

The property owner requested the removal of a black walnut tree and a choke cherry tree. Leila Barclay explained that the black walnuts posed a hazard when they drop attracting many squirrels and making walking in the yard very hazardous. The borough arborist visited the property on March 30, 2022 and recommended that the cherry be removed but the walnut be preserved. Susan Hoffman made a motion to approve the removal of the cherry, deny the removal of the walnut and require the planting of one small tree. Dave Hammond seconded and the motion was approved with Commissioners Oetinger and W. Hoffman voting nay.

- **421 Second Ave.**

The property owner requested the removal of a red cedar tree. The borough arborist visited the property on March 2, 2022, and recommended that the tree be removed and replaced with a red cedar. Dave Hammond made a motion to accept the recommendation and Susan Hoffman seconded. The motion was unanimously approved.

- **305 Second Ave.**

The property owner requested the removal of two pitch pine trees. The borough arborist visited the property on March 30, 2022 and recommended that both trees be removed and be replaced with one small tree from the WCM List of Approved Trees. Dave Hammond made a motion to approve the removal and Harry Schmidt seconded. The motion was unanimously approved.

OLD BUSINESS

- **Code Enforcement**

The tree protection zones for construction projects at Second and Atlantic and 322 Second Ave. were discussed.

- **Review of Landscaping Plans**

Letters were sent to three builders concerning the tree replacement requirements of their projects. They include Burke Builders (Fourth Ave.), Lawrence Pray (Landis) and Paul Burgin Builders (Sunset Blvd.)

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

Update on Eagle Scout Project: The Eagle Scout project is nearly completed. Luke Maxwell, his parents and up to 12 other scouts removed ivy and other weeds and installed weed stop fabric. Under the direction of master gardener, Mary Andrews, the gardens were planted and mulched. Shade Tree Commission members Wayne Hoffman and Barry Sullivan assisted. The project cost was \$1200 which included tools, materials, safety gear, weed stop and plants. Donations of \$950 have been received with more expected.

Update on Drip Irrigation System: Barry completed the installation of the drip irrigation system which includes three lines. They run to the gardens at the flagpole circle, Wilbraham Park sign and the Eagle Scout project. All are operational and can be expanded in the future. Additionally, a fourth line was run to the Eagle Scout Garden. While operational it will only be connected if needed.

Update on Movement of Monument: DPW removed the monument across from Dock Mike's. The monument was broken and came apart in four pieces when removed. They did a great job, and the work was greatly appreciated.

Garden Committee: Chairperson Mary Andrews held the first garden committee meeting last week. Ten members attended along with STC liaison Barry Sullivan. They

have planted the circle garden, urns and sign garden with spring flowers. The committee will meet at the park each Friday at 10 am for weekly garden tune-ups. The summer planting of perennials and annuals is scheduled for May 3 and 4.

Friends of Wilbraham Park: Chairperson Bill Brady held two FWP meetings. STC Liaison Barry Sullivan attended. The FWP has received its 501c3 status and is accepting donations. They established a Facebook Page (Friends of Wilbraham Park) and a website (wilbrahampark.org)

The FWP asked the STC to consider the following projects for future fund-raising efforts:

- Recondition existing urns and relocate them to the main brick entryway (approval received from donor, Doug Carnes)
- New urns for the east side of the park (near existing urns)
- Time capsule for centennial event
- Monument to celebrate the centennial and serve as a place marker for time capsule
- Tools, flowers, fertilizer for the garden committee
- New American flag and unique Wilbraham Park flag
- Centennial recognition day event
- T shirts for volunteers

Questions were raised about the need to refurbish and relocate the urns. Susan Hoffman noted that in their current location the urns represent the only form of architectural interest at that park entrance. The other entry points are marked by brick structure. In addition, she questioned whether antique cast iron urns should be refurbished from a historical standpoint.

It was noted that a supply of American flags has been purchased by the STC for use in Wilbraham Park. Many are in good shape and can still be used.

Barry Sullivan noted that the friend's group was not asking for funds from the STC to pay for these projects. They were seeking approval to fund raise to cover the costs. The consensus was that most projects seemed appropriate except for the relocation/refurbishment of the urns and the need to purchase additional American flags. It was felt that the garden committee should have the tools it needs to care for the park.

Bill Oetinger made a motion to approve the purchase of tools and fertilizer in an amount not to exceed \$2,000. Harry Schmidt seconded, and the motion was unanimously approved.

Potential Centennial of Wilbraham Park Recognition Day: Borough commissioners have indicated an interest in having a Wilbraham Park Centennial Celebration. Tentative date is Saturday June 18th at 10 am. Barry Sullivan outlined a draft agenda for the event.

Light background entertainment (single guitar player)

- 10:00 STC Chairperson Wayne Hoffman or Deputy Mayor serve as MC
- 10:05 Presentation of Colors (USCG or Boy Scouts)
- 10:10 Opening Remarks: Mayor, Deputy Mayor, Commissioner

- Recognition of Eagle Scout Luke Maxwell
- Other recognitions and thanks
- 10:30 Introduction of time capsule
- 10:40 Move from bandstand to entrance arch for time capsule internment
- 10:50 Ribbon cutting at the arch
- 11:00 Ceremony concludes

Susan Hoffman made a motion to accept the draft agenda and present it to the mayor for review and comment. Dave Hammond seconded, and the motion passed unanimously.

It was also noted that the Salem oak sapling was planted in Wilbraham Park and a tree will be planted in memory of Joe McMahon, long time STC commissioner and chair.

- **Vine Removal**
Wayne Hoffman reported that the vine removal work continues.
- **Environmental Commission Collaboration**
A survey of an abutting property has revealed that the Open Space Park on Third Ave. is much larger than previously believed. The park contains nearly 80 trees some of which require maintenance. The Environmental Commission is requesting that the Shade Tree Commission assist with the maintenance and the planting of additional trees. Questions arose about the ownership of the property and who is responsible for the maintenance. Peter Burke stated that the property is owned by Cape May County but leased to the Borough.
- **Spring Planting**
We have requests for 14 trees. Barry Sullivan got the trees from Galloway and Tuckahoe Nurseries.
- **Arbor Day/Sapling Giveaway**
Susan Hoffman reported that the Arbor Day Celebration at WCM Elementary School will be held on April 29 and the sapling giveaway on May 3-5. Commissioners were encouraged to volunteer.

NEW BUSINESS

Mike Curtin explained his work on transferring the data from the Tree Keeper software to i-Tree. He stated that the current database is very functional and well suited for the needs of a borough like ours. We will be able to manage our data in i-Tree but it does not have the same functionality as Tree Keeper. Commissioners asked Susan Hoffman to inquire if there is a cheaper version of the TreeKeeper software available.

OPEN PUBLIC PORTION

ADJOURNMENT

Respectfully submitted, Susan Hoffman, Secretary