TOWNSHIP OF WYCKOFF
SHADE TREE COMMISSION
Meeting Minutes
Tuesday, November 8, 2016 6:30 pm

1. Shade Tree Commission Chair Mark Borst called the Shade Tree Commission Public Business Meeting to order at 6:35 pm in the small conference room on the second floor of Town Hall.
2. Shade Tree Commission Secretary Nancy Cole read the Open Public Meetings statement: "This Public Business Meeting of the Wyckoff Shade Tree Commission is now in session. In accordance with the Open Public Meetings Act, notice of this Public Business Meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald News - all newspapers which have general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and mailed to said newspapers." Formal action may be taken at this meeting.
3. Roll Call - Present:

Shade Tree Commission members:	Mark Borst, Scott Fisher, Michael Tode
Staff present:	Nancy Cole, Shade Tree Commission Secretary
Absent:	Commissioners:Glenn Sietsma, Dan Kindergan
Township Committee Liaison:	John A. Carolan, Township Committeeman

4. Approval of the meeting minutes from June 7, 2016. Mike Tode made a motion to approve the September 6, 2016 meeting minutes as written, seconded by Scott Fisher. All present voted in favor; motion approved.
5. **Old Business**
   a. The status of shade tree requests from residents was discussed. The list of open requests was discussed and copies of the list were shared with the commissioners. Those commissioners who were absent will receive an updated copy via email.

   b. Update from commissioners who walked the property and met with the certified arborist hired by the developer to improve the landscape plan for the proposed four lot subdivision at #363 Smith Place which is currently under review by the Planning Board.

   c. It was reviewed that it is the responsibility of the Shade Tree Commissioners to be alert as they drive through the Township and notice and identify trees in the right-of-way <u>and</u> on private property which may be unsafe. Any tree that appears unsafe must be reported to the secretary as soon as possible.

6. **New Business**
   Arbor Day celebration to take place on Saturday, April 29, 2017.

Motion to adjourn by Scott Fisher, second by Mike Tode. All present voted in favor.

Meeting adjourned 6:55 pm.

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Nancy Cole, Secretary
Shade Tree Commission