

**SHADE TREE REGULAR MEETING MINUTES**  
**October 16, 2023**

Meeting Called to Order: 7:01pm

Members in Attendance: K. Halpin, G. Pohorely, S. McDonald, D. Butler, J. Brown

**Regular Meeting**

The Washington Borough Shade Tree Commission Meeting was called to order and the “Open Public Meetings Act” read into the Record. The meeting was duly advertised and posted on the Bulletin Board for Monday October 16, 2023.

**APPROVAL OF MINUTES:**

A motion was made by G. Pohorely and seconded by D. Butler to approve the regular meeting minutes for September 18, 2023

Ayes: 4  
Nays: 0  
Abstain: 1  
Motion Carried

**COMMUNICATIONS:**

**OLD BUSINESS:**

1. 2023 Budget – Compiled a list of trees from the maintenance list to request proposals from the following tree companies- Bartlett Tree Experts, Sunshine Tree and Landscape, Action Tree Service, Advanced Tree Care, Precision Tree & Landscape, Tree King, Lumberjacks Tree Service, Rich Tree Service. The tree work will be requested for evaluation at the following properties – 2 Ridgetop Terrace Tag # 763 & 764, 3 Ridgetop Terrace Tag #745, 8 Ridgetop Terrace Tag # 756, 10 Lambert St for stump removal, 176 Broad Street Tag # 566, Hillcrest Avenue no tag #, 39-41 E. Church Street Tag #993 and 994, 150 Belvidere Avenue remove Tag # 524, 12 E. Washington Avenue remove stump and plant new tree and 2 Oak Ridge Road Tag #780.
2. Maintenance list update – Reviewed the list and removed items that have been completed.

**NEW BUSINESS:**

1. Removal of all dead trees in Washington Borough / Downtown area – J. Brown recommended that the trees in the downtown area especially in front of Lost Ladies need attention. Discussed other trees and locations that need to be pruned in the downtown area of the Borough. K. Halpin mentioned that there is a row of trees on Belvidere Avenue that need pruning right past Carlton Avenue. Will provide the correct details at a later time to add to the maintenance list.
2. Action Tree Proposal – 2 Borough Park trees Tag # 989 and Tag #586

A motion was made by D. Butler and seconded by S. McDonald to accept the proposal from Action Tree Service.

Ayes: 5  
Nays: 0  
Abstain: 0  
Motion Carried

3. Overgrown tree branch in front of Gibson's Gym – Agreed to allow the DPW to cut the overgrown branch.
4. Tree Request 2 Oak Ridge Road – Tag # 780 added to the maintenance list and proposal list.
5. 27 E. Church Street – G. Pohorely and D. Butler evaluated the tree and sidewalk. They did not observe or find anything that shows that the tree is lifting the sidewalk. The homeowner is responsible for maintaining the sidewalk.
6. 91 Carlton Avenue – Tag # 438 added to the maintenance list for 2024 Spring proposals.
7. 2024 Budget – Requesting an additional \$2,000.00 for the 2024 Budget. Normally only request an additional \$1,000.00 but the additional \$1,000.00 will be used towards sending someone from the DPW to take an arborist short-course to become an ISA certified arborist.

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

Motion was made by S. McDonald and seconded by J. Brown to adjourn the meeting at 8:11 pm.

Ayes: 5  
Nays: 0  
Abstain: 0  
Motion Carried

Constance Dean – Shade Tree Clerk