

**SHADE TREE REGULAR MEETING MINUTES**  
**November 20, 2023**

Meeting Called to Order: 7:02 pm

Members in Attendance: K. Halpin, S. McDonald, D. Butler, M. Christie

**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 November 20,2023.

**APPROVAL OF MINUTES:**

A motion was made by S. McDonald and seconded by D. Butler to approve the regular meeting minutes for October 16, 2023.

Ayes: 4  
Nays: 0  
Abstain: 0  
Motion Carried

**COMMUNICATIONS:**

**OLD BUSINESS:**

1. Bids – A motion was made by S. McDonald and seconded by M. Christie to accept the proposal from Sunshine Tree and Landscape.
2. Remaining budget- compiled a small list of trees from the maintenance list to request proposals for evaluation from vendors. The remaining balance leftover after these proposals will be for tree planting in 2024.

**NEW BUSINESS:**

1. 36 Grand Avenue Tree Request – K. Halpin evaluated the tree and reported that it looked okay. Will re-evaluate the tree in the springtime to see how it buds.
2. 43 Alvin Sloan – S. McDonald evaluated the branch elevation of this tree and reported it does look like it was recently pruned and removed one branch that was hanging lower than the rest.
3. Members needed- D. Butler spoke to two people who may be interested and told them where to get the volunteer application to submit.
4. D. Butler made a suggestion to loosely zip tie the tags to the new trees that were planted for Arbor Day 2023.
5. Added 4 locations to the maintenance list that are on the list for the next set of proposals. The addresses are 196 Belvidere Ave, 234-236 Belvidere Ave, 238-242 Belvidere Ave and Borough Park playground.

6. 27 E. Church Street- D. Butler has spoken to the homeowner about the issue with the sidewalk and has reported that he does not see the sidewalk lifting or that it is a hazard. D. Butler also reported that the tree looks to have been cut/trimmed and it was not approved by the commission. A warning letter will be mailed to the homeowner in regards to cutting/trimming Shade Trees.

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

A motion was made by S. McDonald and seconded by D. Butler to adjourn meeting at 7:53pm.

Ayes: 4  
Nays: 0  
Abstain: 0  
Motion Carried

Constance Dean – Shade Tree Clerk