

**REGULAR MEETING MINUTES  
SHADE TREE COMMISSION – TOWNSHIP OF OCEAN  
VIRTUAL MEETING**

**October 7, 2021**

**OAKHURST, NEW JERSEY**

The Regular Meeting was a virtual meeting held on GoTo Meeting beginning at approximately 7:00 pm.

**ROLL CALL:**

**Present:** Chairperson: Norman Colten  
Member(s): Jack Kearns, Moshe Gordon, Stephen Gaudette, Hank Kliem  
Associate(s):

**Absent:** Member(s):  
Alternate I: Michelle Crosta  
Alternate II: Ken Lutz  
Associate(s): Marc Rogoff, Carolyn Gulick, Michael Davenport, Ed DiFiglia,  
Laurel Von Gerichten  
Liaison: Margie Donlon, Councilwoman

**STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS LAW:**

Chairman Colten announced that the notice requirements of the Open Public Meeting Law for this meeting have been satisfied; a copy of the Annual Notice was sent to the Asbury Park Press, The Coaster, and News 12 New Jersey and posted in Town Hall and filed in the Office of the Township Clerk on June 30, 2021.

**MINUTES FOR APPROVAL:**

Motion to approve September's minutes was moved by Chairperson Colten; seconded by Member Gaudette. All were in Favor.

**NEW BUSINESS:**

**BUDGET:** None discussed

**CORRESPONDENCE:** None received

**REVISED TREE ORDINANCE:** No update

**ITEMS FOR DISCUSSION:**

**1) HAZARDOUS TREE EVALUATIONS & PROCESS:**

**A.) 9 Barbara Ln/Evaluation of trees in Fireman's Field Park:**

Hank Kliem followed up a concern from a resident, whose property is at the edge of Fireman's Field Park. After assessing the situation, a recommendation was given to have a report done by a licensed LTE for the perimeter of the park near resident's homes. This would determine as to whether or not trees need to be removed or trimmed for safety purposes. Concerns as to which departments budget would pay for the work, if needed, were also discussed and the concern regarding how the Shade Tree fund is being depleted by the

township for tree maintenance. Member Kliem will research whether or not there is a LTE on the State Contract and will also contact Monmouth County's Shared Services as well.

Chairperson Colten moved to allocate up to \$500 to have a CTE evaluate the homes at possible risk on the perimeter of Fireman's Field Park; Seconded by Member Gaudette. All in favor.

**B.) 217 Belmont Ave:**

The resident initially asked to remove 2 trees in the ROW because of damage to the sidewalk caused by the tree's roots. After an evaluation, one tree was deemed to be in bad condition and a letter will be sent allowing the removal. The second tree is in good health and recommended the homeowner leave the tree but reroute the sidewalk around the tree and to preserve the root system and not damage the tree. Based on an email received, township engineer will be involved in rerouting the sidewalk discussions with owner. Chairperson Colten will research further.

**C.) 33 Oxford Ln:**

Hank Kliem will go back to the property to re-evaluate the trees and inquire about the exact concerns of the homeowner.

**D.) 217 Lakeview Ave:**

The tree in question is outside the ROW, which is outside the ST Jurisdiction. A letter will be sent allowing the resident to remove the tree.

**E.) 1502 Romain Pkwy:**

Resident's property abuts a Township lot and they are concerned about trees/limbs overhanging their property. Chairperson Colten will visit the property and assess the trees.

**F.) 31 Marshall Ave:**

Chairperson Colten and Member Kliem are in agreeance with the recommendation from JCP&L's Forester that the tree in question needs to be removed. A vote was taken, all in Favor for JCP&L to remove the tree.

**2) NJUCF STEWARDSHIP GRANT:**

Notification was received that the Ocean Township Shade Tree Commission successfully submitted the stewardship grant application and will be awarded the grant for \$50,000. A plan will be finalized as the basis for issuance of an RFP for the required. The two areas of work will be a street tree survey (tree data and condition) and addressing tree-related issues within Joe Palaia Park (invasive species, vines and deer). Any time spent on discussing these topics can be counted as in kind contribution. This is the volunteer hours needed to total up to the amount of money in which the town is supposed to give to match 20% of the grant total.

After that is finished the STC can apply for a grant up to \$250,000 for tree planting.

**3) NJUCF CORE TRAINING:**

Member Gaudette completed and passed the required Core training. Member Kearns has started the Core training, but has had some technical difficulty accessing the program. His training is still in process.

It would be impossible for the STC to meet NJUCF requirements without at least one township employee being Core trained. As of now the STC has surpassed the number of members required to be Core trained.

**4) Spotted Lantern Fly:**

Chairperson Colten will put together an information packet on the Spotted Lantern Fly so it may be put on the Township's web page.

**5.) Street Tree Considerations:**

No update

**6) COMMUNITY OUTREACH & PROGRAMS:**

No update.

**7) COMMUNITY FORESTRY MANAGEMENT PLAN:**

The STC needs to get 8 CEU points from two people who live in town by the end of the year. Member Gordon has volunteered to participate. Chairperson Colten will forward the CEU information to the STC.

**8) 2021 NJ Shade Tree Federation Conference:**

No update

**CONCERNS:**

**GENERAL COMMENTS:**

**ADJOURNMENT:** Motion was made to adjourn by Member Kliem; seconded by Chairperson Colten. All were in favor

Respectfully submitted by

Donna Oates, Secretary