

# FAIR HAVEN SHADE TREE COMMISSION MEETING AGENDA

BOROUGH HALL  
February 5<sup>th</sup>, 2020  
Revision 2

## Standard Procedure - Start

1. **Call to Order / Sunshine Law Notice**
  2. **Roll Call** (Becker, D'Angelo, McCabe, Murphy-Henne, Trudel, Corrigan, Williams, Paolo, Larsen)
  3. **Approval of Prior Meeting Minutes**
  4. **Public Participation**
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## Meeting

5. **Changes to the STC**
  6. **Co-chair Appointment**
  7. **CEU Opportunities**
  8. **Project Updates**
    - a. Arbor Day Celebration
    - b. Accreditation & Tree City USA
    - c. Street Trees
    - d. Community Center Fields Reforestation
    - e. Sapling Handout
    - f. JCPL
    - g. Buttonwood Hazard Tree Assessment
    - h. Commission Infrastructure (e.g. financing, technology, ordinances, documents)
  9. **Public Use of the Shade Tree Commission Name**
  10. **Communication Assessment of Changes in Community Center Fields**
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## Standard Procedure - End

11. **Adjournment**

## **SUNSHINE LAW**

THIS IS THE REGULAR MEETING OF THE SHADE TREE COMMISSION OF THE BOROUGH OF FAIR HAVEN.

THIS MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT. NOTICE OF THIS MEETING WAS INCLUDED IN A SCHEDULE OF MEETINGS SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES, THE HUB AND THE STAR LEDGER POSTED ON THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AND ON THE BOROUGH WEBSITE AND HAS REMAINED CONTINUOUSLY POSTED AS REQUIRED UNDER THE STATUTE. IN ADDITION COPIES OF THE ABOVE NOTICES ARE AND HAVE BEEN AVAILABLE TO THE PUBLIC AND ARE ON FILE IN THE OFFICE OF THE MUNICIPAL CLERK.

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## **Shade Tree Commission Mission Statement**

Fair Haven trees are an important resource for all our residents. The trees' presence is aesthetically pleasing, is beneficial to our physical and mental health, adds value to our properties, and supports the overall well-being of the varied ecosystems which surround our borough.

It is our mission to preserve, protect and expand this urban forest in order that these benefits will still be available to future generations. To this end, we will develop a healthy, safe and sustainable shade tree inventory in the public areas of our municipality. With a focus on the systematic protection of existing and new plantings, we will work to maximize the environmental and socio-economic benefits of our community trees while minimizing the cost and liability associated with poor quality inventory.

# **Municipal Law – Borough of Fair Haven**

## **CHAPTER II ADMINISTRATION**

### **2-37 SHADE TREE COMMISSION.**

**Editor's Note:** Tree Preservation Regulations may be found in Chapter XXXI, Land Use and Development Regulations.

#### **2-37.1 Established.**

Pursuant to N.J.S.A. 40:64-1 et seq., the regulations for planting, care and control of shade and ornamental trees and shrubbery upon and in the streets, highways, public places, parks, and parkways in the Borough except County highways, parks and parkways, if the County Shade Tree Commission is operative and gives assent thereto, shall be exercised by and under the authority of the Borough Shade Tree Commission, which is created. (2002 Code § 2.48.010)

#### **2-37.2 Appointments; Membership.**

The Commission shall consist of seven (7) members and two (2) alternate members appointed by the Mayor who shall be residents of the municipality and shall serve without compensation except as hereafter provided. (2002 Code § 2.48.020; Ord. No. 480)

#### **2-37.3 Terms.**

All appointments except to fill vacancies shall be for full terms of five (5) years, each to take effect on January 1st. If two (2) members are appointed, their terms shall be staggered by the appointment of one (1) of the members for an initial term that is a year less than the regular term. The terms of office of the alternate members shall be for two (2) years, except that the terms of the alternate members first appointed shall be two (2) years for Alternate No. 1 and one (1) year for Alternate No. 2 so that the term of not more than one (1) alternate member shall expire in any one (1) year. (2002 Code § 2.48.030; Ord. No. 480)

#### **2-37.4 Organizational Meeting; Compensation.**

The Commission shall organize annually by the election of one (1) of its members as Chairman, and the appointment of a Secretary, who need not be a member. The salary of the Secretary, who may be compensated even if a member of the Commission, shall be fixed by the Borough Council; the salary of any employees shall be fixed by the Borough. All salaries shall be fixed as nearly as practicable in accordance with the salary schedule, if any, of the Borough for corresponding positions. (2002 Code § 2.48.040)

#### **2-37.5 Vacancies.**

Any vacancy occurring by reason of death, resignation or removal of any Commissioner shall be filled for the unexpired term by the Mayor. (2002 Code § 2.48.050)

## **2-37.6 Functions and Duties.**

The functions, powers and duties of the Shade Tree Commission created shall be as set forth and prescribed in N.J.S.A. 40:64-1 et seq. (2002 Code § 2.48.060)

## **2-37.7 Annual Appropriation.**

a. *Certification of Expenditures.* During October in each year, the Commission shall certify to the Borough Council the estimated sum necessary for the proper conduct of its work during the ensuing calendar year, to include the sums estimated for such of the following items as it is anticipated expenditure will be made for, that is:

1. Payment of wages and salaries of employees;
2. Expenses of Commission members in discharging official duties, including expenses incident to attendance at professional meetings;
3. Purchase of trees and shrubbery;
4. Purchase of necessary equipment and materials and the cost of services for the promotion of the work, including expenses for tree trimming and removal.

b. *Appropriations from Borough Council.* The Borough Council shall annually appropriate such sum as it may deem necessary for these purposes.

c. *Gifts and Donations.* The Commission may accept gifts or donations from public spirited citizens for use for Commission purposes.  
(2002 Code § 2.48.070)

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## **Statuary Law – State of New Jersey**

**Title : TITLE 40 MUNICIPALITIES AND COUNTIES**

**Chapter : 40:64-1**

40:64-1. Shade tree commission; members; appointment 40:64-1. The body having charge of the finances of any municipality, and in case of a municipality governed by commissioners, the board of commissioners thereof, may provide by ordinance that the regulation, planting, care and control of shade and ornamental trees and shrubbery upon and in the streets, highways, public places, parks and parkways, of the municipality except State highways unless the Department of Transportation shall assent thereto and except county highways, parks and parkways, in counties now or hereafter having a county shade tree commission, unless the county shade tree commission or county department of parks and recreation shall assent thereto, shall be exercised by and be under the authority of a commission, which shall be known as the shade tree commission of . The commission shall consist of not less than five nor more than seven members, and may include not more than two alternate members. The members and alternate members shall be appointed by the mayor or other chief executive officer of the municipality, shall be residents of the municipality, and shall serve without compensation except as hereinafter provided. Amended 1958,c.42,s.1; 1984,c.164,s.1; 1995,c.1,s.1.