

**TOWNSHIP OF WYCKOFF  
SHADE TREE COMMISSION  
Meeting Minutes  
Tuesday, December 11, 2007 7:30 pm**

Shade Tree Commission Chair Donald Smith called the Shade Tree Commission Meeting to order at 7:30 pm in the small conference room on the second floor of Memorial Town Hall.

Shade Tree Secretary Elaine Booth read the Open Public Work Session statement: "This regular public meeting of the Wyckoff Shade Tree Commission is now in session. In accordance with the Open Public Meetings Act, notice of this 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."

Present:

Shade Tree Commission members Donald Smith, Howard Jacobsen, Kevin Rooney

Staff Present: Elaine Booth, Shade Tree Commission Secretary

Absent: Mark Borst and Scott Fisher Shade Tree Commission members

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1. Old Business.
  - a. Annual contract for tree trimming has been advertised and bids will be opened on Tuesday, December 18, 2007.
2. New Business.
  - a. Brief discussion regarding April Arbor Day tree planting. Agreed that Commission members will volunteer to help plant that day and need suitable locations for tree planting from the DPW and/or Recreation Departments.
3. Community Forestry Program Update.
  - a. Draft of Management Plan was sent to Paul Cowie & Associates who will review and provide a second draft.
  - b. Anticipate meeting with Mr. Cowie in the next few months.
4. The meeting was adjourned at 8:04 pm.

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Elaine Booth, Secretary  
Wyckoff Shade Tree Commission