

**TOWNSHIP OF WYCKOFF  
SHADE TREE COMMISSION  
Meeting Minutes  
Tuesday, February 5, 2008 6:00 pm**

Shade Tree Commission Chair Donald Smith called the Shade Tree Commission Meeting to order at 6:10 pm in the small conference room on the first 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, Kevin Rooney, Scott Fisher and Mark Borst

Staff Present: Elaine Booth, Shade Tree Commission Secretary

Absent: Howard Jacobsen

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1. Old Business.
    - a. Annual contract for tree trimming was awarded on January 1, 2008 to the lowest bidder, Downes Tree Service from Hawthorne. Tree work continues in the Township and is progressing.
    - b. Brief update on Arbor Day. Commissioners Rooney and Borst have secured a tree donation for planting on High Street; (same location as last year). The Environmental Commission has been asked to participate in the Arbor Day celebration on Saturday, April 19, 2008 at 9 am.
    - c. Commission Chair Smith advised that an invitation will be extended to all to participate (via the Spring Resident Newsletter) in Arbor Day and the event is again sponsored by the Township Committee and has been organized by the Environmental Commission and Shade Tree Commission.
    - d. Secretary will prepare a Public Service Announcement announcing Arbor Day and will be reviewed at next meeting prior to release to newspapers in March.
  
  2. Community Forestry Program Update.
    - a. Draft of Management Plan was sent with updates to Paul Cowie & Associates who is reviewing the plan and processing the Township's information.
    - b. Anticipate meeting with Mr. Cowie in the next 2 months.
  
  3. The meeting ended at 6:50 pm.

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Elaine Booth, Secretary  
Wyckoff Shade Tree Commission