



**1 Municipal Plaza
Oakland, NJ 07436
Phone (201) 337-8104 ~ Ext. 3022
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E-Mail: shadetree@oakland-nj.org**

Meeting Minutes ~ November 1, 2021

1. Meeting Called to Order 7:30pm
2. Meeting Announcement: This meeting is being held in accordance with the Open Public Meetings Law, Duly Announced, submitted to the newspaper and advertised more than 48 hours in advance of the meeting and notice posted in the Municipal Building and on the Borough Website.
3. Via Zoom attended by Peter Kikot, Ed Clark, Joe LaTerra, and Nancy Krause. Kim Bouma, Ray Carroll and Tony Smid were excused. Councilman Grant Van Eck was not in attendance.
4. Open to the Public: No public was present in the zoom waiting room.
5. Review of prior meeting minutes ~ Motion to approve October Minutes made by Mr. Laterra and seconded by Mr. Clark.
6. Adopt-A-Tree Program ~ Mrs. Krause completed a write up of an adopt a tree program and all were in favor. Would like to get Adopt a Tree on the town electronic bulletin board along Route 202 and 287.
7. Continuing Education Units (CEUs): Mr. Kikot completed 2 classes for 1 credit each. This brings us to a total of 5 credits. We need 3 more for this year.
8. The Borough of Oakland has officially been awarded the NJDEP Stewardship Grant for the Borough Tree Inventory in the amount of \$21,787.50.
9. Approval RFQ list -
 - a. 6 Algonquin – is not currently on the list but it is on O&R list, we may add to our current RFQ list.
 - b. RFQ ready to be bid on tell them it exists, post on borough website. Possible put out next week, by Nov 8, then in 4 weeks to get bids. Bids due Dec 6.
10. Posting for Part-time shade tree officer is out there – 2 people have responded. As of last week.



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11. Update on Ordinance Revisions – we expect concessions on both side
 - a. Mr. Clark explained recommended revisions to the ordinance.
 - i. **Appeals Process** – a) Both Primary Homeowners and Commercial applicants may appeal any OSTC decision on a tree removal permit application without any type of formal application or notice. Applicant can appeal in writing, by email, or by attending a regular OSTC meeting and speaking during the open to the public portion of the meeting. Any application which is associated with a planning board or B of A hearing will go through the Planning Board or B of A not directly to OSTC.
 - b) OSTC and applicant will work to arrive at a mutually acceptable binding solution during the regular OSTC meeting if further information, research or site visits are required a final vote on the application may be carried to the following regular OSTC meeting. OSTC must act on appeals at the first regular scheduled meeting provided a quorum is present.
 - c) Applicant can contest the OSTC decision of the appeal with the town council (this language exist is in the current draft and the existing ord)
 - ii. **Pools** (which would be better stated as “**Any Proposed Accessory Structure**”) The mitigation schedule applies as does appeal process stated in **item # 1**
 - iii. **Septic Projects at an Applicants Current Primary Residence:** a) septic replacements, repairs or alterations on lots 1/4 acre (10,890 sq ft) or smaller the applicant will be exempt from mitigating the first 36” of tree caliper removed. Any tree removal in excess 36” of caliper will be subject to the Principal Homeowner Mitigation Schedule.
 - b) Septic replacements on lots over 1/4 acre will be subject to Primary Homeowner Mitigation Schedule.
 - c) All septic or sanitary infrastructure projects related to construction of a new principal or accessory structure will be subject to the mitigation schedule without exception.
 - iv. **Septic Projects Not taking place at the Applicants Current Primary Residence:** a) septic replacements, repairs or alterations on any property that is not the applicant’s current primary residence will be subject to the Commercial Applicant Tree Mitigation Schedule and without exemption.



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- v. **Additions:** for any application involving an addition that expands the footprint of an existing principle or accessory structure- the appropriate (primary homeowner or commercial) mitigation schedule will apply as will appeal process noted in **item #1**.
 - vi. **Dead or Overtly Hazardous Trees** - In all cases dead or **overtly** hazardous trees are not subject to mitigation
 - b. Ed suggests that Tree location be added to topographical map for construction permits
 - c. Add language to mitigation species list. If it is on the acceptable replacement list, then these are the trees that require mitigation. No mitigation for taking down Ashes and other trees on the do-not plant list.
 - d. Mr. Clark suggests that an information sheet should be at building and health department of all the permits they need, including shade tree permit.
12. New business discussion
- e. Adopt a tree –
 - i. Mr. Clark suggested that we offer to residents, saplings to adopt when we run out of \$ for larger trees.
 - ii. Ash not in ROW but threatening, on rt. 202, what should be done?
 - 1. For dangerous trees there is a maintenance ordinance. We need to send letters to the properties to request that it be removed.
 - 2. We need to send a letter from Oakland to the county regarding these hazardous trees on county roads.
 - 3. Make a spread sheet of hazardous trees
13. Meeting adjournment - 8:37pm