

**SHADE TREE COMMISSION MEETING MINUTES  
BOROUGH OF MATAWAN  
September 12, 2019**

**MEMBERS PRESENT:** Larry Magee  
Guy Buckel  
Councilman Brian Livesey

**ABSENT:** Matthew Schoffel

The September 12, 2019 meeting started at 5:30 P.M. Guy Buckel approved the minutes of August 8, 2019 and Councilman Brian Livesey second.

Guy Buckel asked where the flag is for Gravelly Brook Park Councilman Brian Livesey said it is in the Sage Tree office. DPW will hang a flag in the park.

Shade Tree discussed purchase orders and the process in the way they're paid. Reviewed open permits, residence requests and discussed how to proceed. Still need new members to join the Commission.

Tree City USA signs in memory of Councilman David Vergaretti are hung up at Terhune Park and the corner of Route 79 and Poet Drive.

Councilman Brain Livesey stated that Matthew Schoffel is working on grants for the Shade Tree Commission. The Shade Tree Commission also wants to review and update ordinances.

Two residence removed trees without permits. A letter was sent to the residents regarding the Borough of Matawan ordinance and procedure. All removal of trees in the Borough need to have a permit and approval from Shade Tree Commission. Guy Buckel discussed having a permit in the window to identify residents that have approved permits. Also discussed was to have some form of ID for the Shade Tree Commission to carry when going to residence homes.

Follow up next meeting for replacing trees to have some kind of policy in order.

Guy Buckel motion to adjourn the meeting at 6:31 P.M. and Larry Magee The next meeting will be November 21 in the conference room at MMCC, 201 Broad St at 5:30 P.M.

Respectfully submitted,

  
Mary McMurray  
Secretary