



REGULAR MEETING
March 12, 2026, 7:00PM

AGENDA

1. APPROVAL OF MINUTES *[Requires Motion; Second and Roll Call]*

January 8, 2026 Reorganization Meeting

January 8, 2026 Regular Meeting

(February 12, 2026 was cancelled. Town Hall closed for Lincoln's Birthday holiday)

2. PUBLIC COMMENT

Public Comments are an opportunity for individuals to comment on any matter or concern. Upon being recognized by the presiding officer, please state your name and address for the record before speaking. Public Comments do not follow a question-and-answer format; however, a member of the Shade Tree Commission may offer a brief response when it is helpful to do so.

3. OLD BUSINESS

1. 2026 Proposed Operating Budget Request
2. 2026 New Jersey Shade Tree Federation Membership Renewal
3. 2026 New Jersey Urban & Community Forestry (NJUCF) Annual Accomplishment Report
4. 2026 Arbor Day Foundation's Tree City USA® Renewal, 39th Year

4. COMMITTEE REPORTS

🌳 Grants Committee

- a.) Leafing Out Education Grant – CY2026 balance: \$10,225.00
- b.) Green Communities Grant
- c.) The Davey Tree Expert Company Arboricultural Education Grant

🌳 Arbor Day Program & Shade Tree Plantings Committee

- a.) Arbor Day 2026, Date, Time & Place
- b.) Tree Dedications: Sperry family; Nation's 250th Anniversary; Former DPW employee Chris Barret

🌳 Public Outreach & Code Enforcement Committee

- a.) Shade Tree Commission social media posts and webpage updates
- b.) Tree Permits Issued for the month and Y-T-D
- c.) 135 Munson Avenue [B1706, L24] Re: M. Acevedo's removal of town trees on 50' x 100' lot

🌳 Site Plan Review Committee

- a.) Site Plan(s) reviewed and recommendations

5. REPORTS FROM COUNCIL LIAISON AND PUBLIC WORKS SUPERINTENDENT

1) Daniella Mendez, Town Council Liaison

2) Jeff Guevara, Public Works Superintendent

- a) Hazardous trees reported
- b) Tree work completed
- c) Trees to be planted

6. NEW BUSINESS

Q1 2026 Goals

- Launch Tree Donation Program
- Partner with Dover School District to Secure Tree Planting Grants on School Grounds
- Website Enhancements for the Shade Tree Commission's Webpages
- Collaboration in Annual Budget Process
- Purchase a Shade Tree Tent with Logo for Events

Identify Q2 2026 Goals

7. ADJOURNMENT

Next meeting; Thursday, April 9, 2026 at 7:00PM



2026 Goals & Objectives *[From November 2025 Goal-Setting Workshop]*

Q1 2026 Goals

- Launch Tree Donation Program
- Partner with Dover School District to Secure Tree Planting Grants on School Grounds
- Website Enhancements for the Shade Tree Commission's Webpages
- Collaboration in Annual Budget Process
- Purchase a Shade Tree Tent with Logo for Events

Additional 2026 Goals (To Be Advanced Throughout the Year)

- Careful Review of Tree Ordinance #2025-01; Review Tree Replacement Fees and Propose Realistic Fees
- Mapping Street Tree Planting Opportunities
- Organize Army, Navy and Marine Armed Forces 250th Anniversary Tree Planting & Dedication
- Organize Tree Dedication for Jon Sperry & Family's Tree Donation at JFK Commons
- Recruit and Engage Community Volunteers in Shade Tree Programs and Activities
- Organize an Open House Program with DPW and Shade Tree Commission
- Shade Tree Commission Members "Adopt-a-Park" and Propose Tree Planting Opportunities
- Increase Community Engagement by Participating in School and Town Events
- Strengthening Collaboration with 3-5 Other Shade Tree Commissions and Establish Point of Contacts
- Establish Stronger Enforcement Protocols Regarding Tree Ordinances and Town Codes
- Mapping a Townwide Tree Inventory
- Educating Community in DPW's Role & Responsibility in Tree Removals (Website & Social Media)
- Retain an Arborist Consultant

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ANNUAL MEETING SCHEDULE FOR CALENDAR YEAR 2025

Meetings are held on the second Thursday of each month at 7:00PM in the Town Hall.

~~Thursday, January 8 (Reorganization and Regular meeting)~~

~~Thursday, February 12~~

Thursday, March 12

Thursday, April 9

Thursday, May 14

Thursday, June 11

Thursday, July 9

Thursday, August 13

Thursday, September 10

Thursday, October 8

Thursday, November 12, 6:00PM (Strategic Planning & Goal Setting for CY2027)

Thursday, December 10

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SHADE TREE TRAINING & RESOURCES

- 🌳 New Jersey Urban and Community Forestry –Provides grants, Shade Tree Accreditation, CORE Training
<https://www.nj.gov/dep/parksandforestry/forest/urbanandcommuity/>
- 🌳 New Jersey Shade Tree Federation [NJSTF] - Free online courses visit <https://njstf.teachable.com>
- 🌳 Tree City USA – Run by the Arbor Day Foundation provides educational materials and programs
<https://arborday.org>
- 🌳 New Jersey Tree Foundation - Free training resources visit www.njtrees.org/resourceseducation