

December 12, 2024 – Teaneck NJ

# Minutes

## SHADE TREE ADVISORY BOARD

(combined November and December meetings)

**Present** - Cochairs Nancy Cochrane and Anna Kurz; Debbie Bejar, Wendy Kelly, David Strait, EC liaison Peter Goldman;

Roby Langert

**Excused** : Zina Barrera, Debbie Eliyahu, Mayor Mike Pagan, Michael Sermabekian, DPW liaison

Meeting began at 7:02 pm

Minutes from October STAB meeting were approved.

### REPORTS

DPW Michael Sermabekian absent, gave no report but did send in list trees taken down  
Mayor Mike Pagan Council liaison, in Planning Board meeting, gave no report.

Environmental Commission Peter Goldman had nothing to report.

### OLD BUSINESS

**CEUs** *Protocol to earn CEUs*: register ahead of the course; make note of the course title, its instructor, the meeting code number. At the end, note the second code you will use to prove you attended. Fill out the attendance sheet and submit to <[Rachael.vannatta@dep.nj.gov](mailto:Rachael.vannatta@dep.nj.gov)>. Nancy said some courses, once you sign up, will automatically credit your CEUs with NJDEP.

To see Teaneck's status with NJDEP, visit the 230+ page PDF and scroll down to Teaneck. Towns are listed alphabetically. Link is:

[https://www.nj.gov/dep/parksandforests/forest/urbanandcommunity/docs/2024\\_Accreditation\\_Status\\_Report.pdf](https://www.nj.gov/dep/parksandforests/forest/urbanandcommunity/docs/2024_Accreditation_Status_Report.pdf)

### Agenda

**Shade Tree Advisory Board**  
Teaneck, NJ  
December 12, 2024  
*Combined November and December 2024 meeting*

Roll call  
Minutes review/approval  
From October meeting: Zina Barrera and Deborah Eliyahu are excused.

**Liaison reports**  
**DPW** – Michael Sermabekian  
**Council** – Mayor Mike Pagan  
**Environmental Commission** – Peter Goldman

**Old business**  
Miniature Forests report tabled until Zina's return in January 2025.

Annual Report and Goals – please (DO NOT INCLUDE ARBOR DAY) provide three items for inclusion in STAB's annual report (things done) and/or goals for 2025; leave a legible list with Anna at the December 12 meeting.

CEUs: Teaneck has thus far a total of 30.5 CEUs from nine contributors (two are municipal employees).

**New business**  
• Tree cutting/trimming permit update. (How many permits have been issued.) Nancy has a permit to show everyone.  
• 2025 meeting dates.  
• Grant available (use it for sprucing up Phelps Arboretum?) from the Bergen County Audubon Society.

Grant applications must be submitted between **January 1, 2025, and February 15, 2025. Grant applications will be reviewed by the BCAS Board of Directors and grants awarded by April 1, 2025.**

**ELIGIBLE PROJECTS**  
Eligible projects will benefit local birds, pollinators or butterflies through habitat

enhancement or provide habitat for the study of nature at the elementary or secondary school level.

Habitat enhancement projects, such as habitat creation, **improvement, or restoration**. Examples of projects include, but are not limited to:  
• Creation of butterfly, pollinator or hummingbird gardens using native plants  
• Installation of nest boxes for purple martins, tree swallow, Eastern bluebirds, American kestrel, wood ducks, and/or owls  
• Native trees/shrubs/wildflowers which are selected based upon suitability for wildlife habitat.

ArbNet - Anna has gotten in touch with The Interactive Community of Arboreta with a view to getting guidance for the resuscitation of Teaneck's Phelps Arboretum – and possibly becoming a member.  
<http://arbn.net.org/accreditation/levels-accreditation/level-I-criteria>



### Miscellaneous

Next STAB meeting will be on January 23, 2025

**2024 STAB Annual Report** – Zina, Wendy, Debbie B, prepared a list of items for the Annual Report; Nancy, Debbie E., Roby and David to email their list after the meeting.

### NEW BUSINESS

**Nancy's query** to Zoning Office as to how many permits under the new Tree Removal/ Tree Replacement law were applied for did not produce an answer (M Sermabekian might know). That permits had been applied

for shows some awareness of the new law. A specific Tree removal permit form has not yet been devised; the town's 6-page generic zoning application is still in use. Nancy brought in a sample Zoning application. See its entire electronic version at

**Page 1 from present permit application** ZP 01 October 2019

**TOWNSHIP OF TEANECK**  
PAUL A. VOLKER MUNICIPAL GREEN  
818 TEANECK ROAD  
TEANECK, NEW JERSEY 07666  
BUILDING DEPARTMENT  
PHONE: (201) 837-1600 EXT. 1100 FAX: (201) 837-4802  
EMAIL - [building@teanecknj.gov](mailto:building@teanecknj.gov)

**APPLICATION FOR ZONING PERMIT**  
NO OCCUPANCY IS PERMITTED PRIOR TO THE ISSUANCE OF THE REQUIRED ZONING PERMIT  
COMPLETE ALL REQUESTED INFORMATION - PLEASE PRINT OR TYPE - ELIGIBLE FORMS WILL NOT BE ACCEPTED

<b>LOCATION INFORMATION</b>		<b>OFFICE USE ONLY</b>
BLOCK _____	LOT _____	ZONE DISTRICT _____
WORK SITE LOCATION INCLUDE IDENTIFIERS		APPLICATION DREAMED COMPLETE BY: _____ DATE: _____
EMAIL _____		ZONING CONTROL NUMBER: _____
<b>ZONING PROPOSAL</b>		
EXISTING USE OR LAST USE OF PROPERTY <input type="checkbox"/> SINGLE FAMILY <input type="checkbox"/> TWO FAMILY <input type="checkbox"/> MULTI-FAMILY		
<input type="checkbox"/> NON-RESIDENTIAL (EXPLAIN) _____		
PROPOSED USE, CONSTRUCTION, WORK OR INSTALLATION (ATTACH ADDITIONAL SHEET IF NECESSARY TO FULLY EXPLAIN THE PROJECT)		
PROPOSED ACCESSORY USES _____		
<b>PROPERTY OWNER INFORMATION</b>		
NAME OF PROPERTY OWNER _____		
NAME OF PRINCIPAL OFFICER _____		
OWNER HOME ADDRESS _____		
CITY _____	STATE _____	ZIP CODE _____
DAYTIME TELEPHONE NO. _____	FAX _____	
EMERGENCY CONTACT PERSON _____		TELEPHONE NO. _____
<b>APPLICANT INFORMATION</b>		
NAME OF APPLICANT _____		
APPLICANT HOME ADDRESS _____		
CITY _____	STATE _____	ZIP CODE _____
DAYTIME TELEPHONE NO. _____	FAX _____	
<b>BUSINESS INFORMATION</b>		
LEGAL NAME OF BUSINESS _____		
NAME BUSINESS TRADING AS _____		
NAME OF PRINCIPAL OFFICER _____		

<https://www.teanecknj.gov/media/ua1f2bl1/zoning-application-template.pdf>

Educating the public has been effected on the town website, social media and on STAB's webpage. (Peter reported that he informed, as Olmstead – a large tree service company – prepared to cut down a tree, of the new law.)

**2025 Meeting Dates** (fourth Thursday of the month)

<u>23 January</u>	<u>27 February</u>	<u>27 March</u>
<u>24 April</u>	<u>22 May</u>	<u>26 June</u>
<u>24 July</u>	<u>28 August</u>	<u>25 September</u>
<u>23 October</u>	<u>27 November</u>	<u>25 December</u>

The combined specific July/August and November/December dates will be decided later.

**Bergen County Audubon Society Grant\***

Application due January 25, 2025. STAB could get grant money to use to begin restoring Phelps Arboretum, e.g., tree ID tags, updating the map and printing it, creating a self-guided path. Using the Teaneck Grant writer might enhance our chances ; STAB needs a plan to submit. Debbie, David, Peter, Wendy, Anna expressed an interest in preparing a plan and more. Anna to send email setting date for planning meeting.

*\*Anna to email BCAS grant specs ; see page 3*

Peter has plastic material suitable for use as tree tags and is willing to donate it. Ask Teaneck Creek for plastic engraver name.

Nancy said a grant through NJDEP in collaboration with PSE&G was also available; details were in an email she had sent all STAB-ites.

**ArbNet**

The Intractive Community of Arboreta (Arb-Net) membership is free. Stab will join at the lowest level (if even we qualify for that). Arb-

Net can be a source of information to guide STAB through the revival of Phelps Arboretum. Educating the public is one of ArbNet's requirements (and one of STAB's mandates).

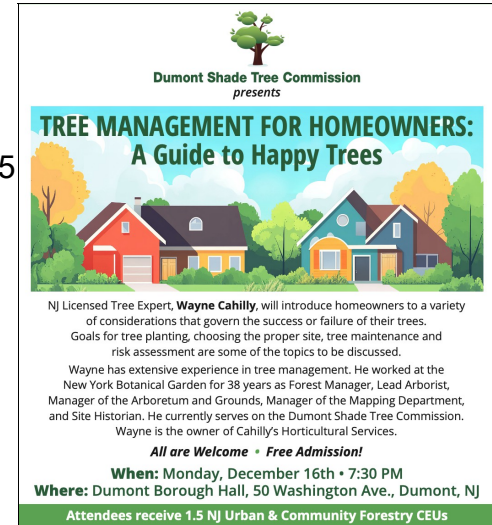
<https://arbnet.org/resources/starting-arboretum>

Roby said she had gone into schools to talk about trees and would be willing to do so again.

**Seminar**

Dumont is offering a free seminar worth 1.5

CEUs:  
**TREE MANAGEMENT FOR HOMEOWNERS**  
**A Guide to Happy Trees** by arborist Wayne Cahilly  
Monday  
December 16, 7:30



**Votee Park Trees**

Dead and dangerous trees were cut down; this will continue as needed. Votee Park (under PPRAB jurisdiction, not STAB's) needs to have a replanting program to replace the ageing-out and dying trees. David suggested that when people could not replace a cut-down tree on their property, the money they pay could be used to plant trees in Votee. Although many more trees have been planted this year (though not the majestic species) than in the past, in general, Teaneck removes more trees annually than it plants.

STAB next meets on January 23, 2025  
Wendy moved to adjourn the meeting (Anna seconded) at 7:51 PM

Respectfully submitted,  
Anna Kurz

*continues on page 3* ➔

## The BCAS Conservation Grant Program

will award a maximum of \$3,000.00 in grants for 2025.

**The maximum request per proposal is \$1000.**

All nonprofit 501(c)(3) or 501(c)(4) organizations, elementary or secondary schools, as well as local towns, counties and environmental commissions are eligible to apply and are welcome to apply for, and receive, more than 1 grant per cycle.

Grant applications must be submitted between **January 1, 2025, and February 15, 2025**. Grant applications will be reviewed by the BCAS Board of Directors and grants awarded by April 1, 2025.

### ELIGIBLE PROJECTS

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**Habitat enhancement projects, such as habitat creation, improvement, or restoration.** Examples of projects include, but are **not limited** to:

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- Native trees/shrubs/wildflowers which are selected based upon suitability for wildlife habitat

### Submitting a proposal

Grant proposals must provide the following

information:

- 1.Title of the project
- 2.Contact person: name, address, and e-mail
- 3.Name of organization
- 4.Leader of the organization seeking the grant (e.g., environmental commission chairperson, school principal, etc.) name, phone, and e-mail
- 5.Area: Describe the geographic area where the project will take place
- 6.Objectives: Describe the measurable goals of the project
- 7.Procedures: Explain the methods that will be used to accomplish the project objectives. Briefly detail the relevant experience or expertise of key project personnel with the species, habitat type or activity proposed. Describe any partnerships involved.

### Attachments:

- 1.Budget – Itemize costs for the entire project and specify the amount being requested.
- 2.Calendar – List your timeline and completion date.
- 3.For non-profits, please provide a signed statement by the organization’s leadership authorizing the organization to apply for the grant and enter a grant agreement if the application is accepted.

Applications must be submitted by email to:

**BCAS.Grants@gmail.com**

by 11:59PM, February 15, 2025.