



FACTORYVILLE BOROUGH

Monthly Meeting Minutes – Monday, February 3rd, 2025

The Factoryville Shade Tree Commission's monthly meeting was held on Monday, February 3rd 2025 at the Factoryville Library. The meeting was called to order at 12:05pm by Monika Buczek and seconded by Matt Vlassis

PRESENT

Joe D'Antoni
Monika Buczek
Matt Vlassis

ABSENT

Gabe Sorak

ALSO ATTENDING

OLD BUSINESS – Minutes from the January Shade Tree meeting were reviewed and approved by all members. Joe D'Antoni confirmed that Shannon Canter had submitted and approved the new meeting time for 2025 to be the first Monday of the month at 11am. Joe mentioned that the Tree City USA application and all related materials had been submitted ahead of the February 1st deadline.

NEW BUSINESS – Joe said he would send Matt Vlassis a link to Google Drive where the Shade Tree documents are kept so Matt could access and view all related documents.

The group discussed the importance of including a copy of the Annual Work Plan at every meeting so that monthly bullet points could be reviewed and maintained.

Monika Buczek and Matt discussed a Keystone faculty member and Factoryville resident named Linda Tucker as a possible new addition to the Shade Tree Commission. Matt and/or Monika said they would reach out to Linda to gauge interest, and possibly invite her to the next (March) meeting.

Joe presented the group with the information he had received from his meeting with Bill Edwards, Borough Council President regarding the future of the group within the Borough and all related questions regarding funding, budget cuts, and moving the group to Keystone College. Joe reviewed the history of the Shade Tree Commission as it was presented to him. Discussions were also included about the Clinton Township annual financial contribution, and that concerns over the future of Keystone College were likely the main factors which led the Council to cut the annual Shade Tree (\$2k) stipend. The group agreed that going forward, it would like to be informed of such decisions in advance so as to plan accordingly. Joe concluded with the group's proposal to revive an annual summary which would be presented to the Borough Council in the fall of each year, highlighting the work the group completed within the year, and including any proposed funding required for the upcoming year.

The group reviewed the Shade Tree financial documents with the updated information as provided by the Borough Manager. The group determined that the Shade Tree Commission currently has about \$5k in the bank to work with. Everyone agreed that this was enough money to sustain the group for at least two years without any additional deposits.

Matt brought up the idea of publicizing any Shade Tree planting events and potentially inviting Council members to attend these events to see firsthand the work that the group is doing.

The group reviewed tree species and maps for the proposed Lackawanna Trail Elementary Center plantings. The group decided it would be best to meet later in the day to walk the property after school hours, measure distances, and make determinations for final proposed planting sites for the TreePennsylvania grant application.

The group reviewed the Annual Work Plan bullet points for the month of February. The group discussed plans for Arbor Day, possible tree takedowns, Mountain Ash species, and discussed conducting brief walk thrus and/or park/public space cleanups after each monthly meeting.

Monika motioned to adjourn the meeting, Joe seconded the motion; the meeting was adjourned at 1:23 pm.

The next Shade Tree Meeting is scheduled for Tuesday, March 3rd, 2025 at 11:00 am.