

**Meeting Minutes for West Pittston Shade Tree Commission Meeting  
December 9<sup>th</sup>, 2025**

**In Attendance:**

Lynn Burbank, Secretary  
Matthew Carroll, Commission Member  
Brian Burbank, Commission Member  
Marta Jones, Treasurer  
Solicitor Keighlyn Oliver

**Absent:**

Lou Berti, President

A quorum is in attendance, and the meeting was called to order at 7:00pm


**Action Items**

1. Motion to approve minutes from November by Marta Jones, seconded by Brian Burbank. Motion carried unanimously.
2. Pruning permits were approved for the following:
  - a. 200 Susquehanna Ave. (2 trees)
  - b. 184 Erie St. (2 trees)
3. Motion to approve payment of invoice from Fred Bohn Landscaping in the amount of \$4,950.00 for planting and watering of trees was made by Marta Jones and seconded by Lynn Burbank. The motion carried unanimously
4. A motion was made to approve the payment for legal services to Keighlyn Oliver by Lynn Burbank and was seconded by Matthew Carroll. Motion carried unanimously
5. Lynn Burbank made a motion to adjourn the meeting at 7:09 pm.

**Other Items**

1. The Solicitor is going to check with the magistrate's office regarding issuance of summonses after the new magistrate is sworn in
2. 2026 Meeting schedule will remain the second Tuesday of the month. The January meeting will be a reorganization meeting. Marta Jones will advertise the dates as required by the sunshine laws.
3. The financial report states there is a current balance of \$9,185.18

Respectfully Submitted,



Lynn Burbank, Commission Member