

**Shade Tree Commission Meeting**  
**November 1, 2016**  
**Atlantic Highlands Borough Hall Conference Room**  
**100 First Avenue, Atlantic Highlands, NJ 07716**

**In Attendance:** Louise Donoghue, Marilyn Scherfen, Bill Thorne, Kate Wigginton, Frannie Hogan, Lori Montana

The meeting was called to order by Marilyn Scherfen at 7:05 P.M., in accordance to the Sunshine Law.

**The Minutes:** Minutes from the meeting on October 11, 2016 were accepted. Bill Thorne made the motion, Kate Wigginton seconded it; all in attendance agreed.

**Treasurer's Report:**

Opening Balance: October 12, 2016: \$7,232.35

Closing Balance: November 1, 2016: \$7,553.01

Treasurer's report was accepted. The motion to approve was made by Kate Wigginton, seconded by Louise Donoghue ; all in attendance agreed.

**Committee Reports:**

Bill Thorne (media): 121 likes on our Facebook page.

Louise Donoghue (tree inventory): Inventorying trees on Grand will be finished next Monday

Marilyn Scherfen (maintenance): Found out the price of stump removal from Becker's, but will not place the order until Mrs. Scherfen compares those prices to those of other tree removal/maintenance companies. A motion to table the discussion until price comparisons was made by Bill Thorne, seconded by Frannie Hogan; all in attendance agreed.

Frannie Hogan (hospitality): Fall planting went well.

Kate Wigginton (watering): Leos will continue to water the newly planted trees.

**Old Business:**

**Tribute Tree Planting:** Two trees were planting in October in honor of the Atlantic Highlands Garden Club.

Helen Marchetti's Tribute Tree at the harbor (which had died) was replaced with a maple.

**Shade Tree Newsletter:** A motion was made to not exceed \$1,000.00 for printing the newsletter. Bill Thorne made the motion, Louise Donoghue seconded it: all in attendance agreed.

**Stakeholder Meeting:** Subject will be "Challenges".

**New Business:**

When a homeowner has a tree planted by the Shade Tree Commission, they must sign a form taking full responsibility for the tree.

There will be a meeting on December 13.

Jason Hughes and Fred Callis are interested in joining the Shade Tree Commission.

Veterans Park: A motion was made to remove the dead branches in Veterans Park, not to exceed \$1,500.00. In addition, it was agreed to pay \$100.00 for an arborist to evaluate the condition of the trees there. Kate Wigginton made the motion, Bill Thorne seconded it: all in attendance agreed.

**Adjournment:** The meeting was adjourned at 9:10 P.M., Louise Donoghue made the motion to adjourn, Bill Thorne seconded it; all in attendance agreed.

Respectfully submitted,  
Lori Montana