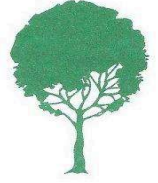




Borough of Atlantic Highlands
Shade Tree Commission



100 First Avenue • Atlantic Highlands, New Jersey 07716
Tel: (732) 291-1444 • Fax: (732) 291-9725

Atlantic Highlands Shade Tree Commission
Meeting at Atlantic Highlands Borough Hall
February 14 - 7:00 PM

1. The monthly meeting was called to order by Ashley Cruz at 7 p.m. in accordance with the Open Public Meetings Act.

Present: Ashley Cruz, Frank Gargione, Janet Grote, Ben Schmoll, Bill Thorne, Mary Trank; Vito Colasurdo (council liaison).

Not present: Ed Kenney; James Murphy (council liaison)

2. Bill Thorne made a motion to accept the January 2024 minutes; Ben Schmoll seconded the motion. Frank Gargione and Janet Grote abstained. All others voted in favor.

3. Correspondence: an invoice for the fall planting was received.

4. Treasurer's Report: The treasurer's report was presented by Bill Thorne. Mary Trank made a motion to accept the treasurer's report; Ben Schmoll seconded the motion. All voted in favor.

Opening balance	\$15,486.91 (January 11, 2024)
<i>Expenses</i>	\$125.82 Lab tests for Veterans Park
	\$720.00 Move two trees
	\$575.00 Tribute Tree plaques
Total Expenses	(\$1420.92)
<i>Deposits</i>	0
Closing balance	\$14,065.99 (February 14, 2024)

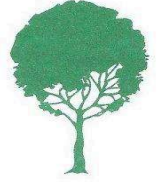
5. Old Business:

a. Newsletter: Ashley Cruz presented a draft of the newsletter, likely to be distributed in April. She said she would like to plan for the newsletter to be sent annually.

b. Tribute Tree modernization: Former Shade Tree co-chair, Fred Callis, returned to provide an update. In response to suggestions offered by members at the January 2024 meeting, Mr. Callis had modified the sample plaque design. Members offered additional suggestions. Mr. Callis is going to further modify the plaque design and return with it to a future meeting.



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c. Services of the borough arborist: Ashley Cruz asked Councilman Colasurdo how Shade Tree Commission should request the services of the borough arborist. Mr. Colasurdo said those requests should be directed to Borough Administrator Rob Ferragina.

d. Zoom meetings: Ashley Cruz asked Councilman Colasurdo about the possibility of opening Zoom during meetings in order to provide virtual access. Councilman Colasurdo is going to check with Borough Administrator Rob Ferragina about this.

e. Ordinance update: Ashley Cruz stated she had emailed the borough's Shade Tree Ordinance with its proposed amendments. She requested that all members read the ordinance with its proposed amendments prior to the March 13, 2024 meeting. The goal is to finalize the recommendations that Shade Tree will forward to the council to review.

6. New Business:

a. Community Forestry Management Plan: Ashley Cruz said that she would like the Commission to begin work on updating the borough's tree inventory. Bill Thorne explained the method used in the past to compile the inventory of street trees. "i-Tree Streets" is used by arborists. Janet Grote asked if there is a deadline to complete the inventory. Mr. Thorne provided information about a grant available to fund the tree inventory. Mary Trank suggested finishing work on the ordinance before beginning work on the inventory.

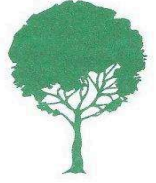
b. Earth month (April): Ashley Cruz said the events she would like to see included are the Arbor Day tree, the Arbor Day poster contest for Atlantic Highlands (AHES) elementary school children, the seedling giveaway, and a speaker or film. Where will the Arbor Day tree be planted? Ms. Cruz said she would like a map of all borough-owned parcels in order to determine locations to plant trees. Regarding a speaker, the group discussed inviting last year's speaker, Mary Charlotte Gitlin, to return. Bill Thorne spoke about purchasing seedlings. Ben Schmoll suggested finding a visible location for the seedling distribution. Janet Grote said in front of borough hall would be a good location. Ms. Cruz asked the members to think about ways to publicize the seedling distribution. Should we design a poster and ask businesses to place posters in their windows? Plans will be finalized at the March meeting.

c. Arbor Day Poster Contest: Mary Trank told the group that Caroline Northrup, the AHES Art Teacher, told her that she would be unable to have all children complete posters this year. Ms. Northrup said her program has been cut. She said she is not meeting with students as many periods per week, and will not be able to have the children complete posters during the school day. Ms. Northrup said she must teach the required curriculum during the periods she meets with the children. The group then discussed whether to proceed with the poster contest, and decided to continue and see how things go with the children completing posters outside the school day. Janet Grote asked members to think about themes for the poster contest. Ms. Grote is going to contact Ms. Northrup to further discuss the poster contest.

d. Seedling distribution: The group authorized Bill Thorne to spend a maximum of \$550 on seedlings for distribution on April 27, 2024.



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7. Public comment: None.

8. Ashley Cruz made a motion to adjourn the meeting. Ben Schmoll seconded the motion. All voted in favor.