



# *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 (STC) Meeting at Atlantic Highlands Borough Hall March 19, 2025, 7pm**

1. The monthly began at 7:05 pm in accordance with the Open Public Meetings Act
  - a. Present: Ashley Cruz, Frank Gargione, Uma Parasar, Ben Schmoll; Emily Hackett, Bill Thorne (virtual); Eileen Cusack (council liaison)
  - b. Absent: Janet Grote; Vito Colasurdo (council liaison)
2. Minutes – BS motions to approve February meeting minutes; AC seconds; all in favor
3. Correspondence – 6+ tree removal forms, several are missing plans/photos
  - a. 9 trees at 80 First near cinema, this needs more information, RC signed off on 3/12 (AC pulled to side)
  - b. 70 Upper Prospect says their tree planting requirements are fulfilled with 2 already planted trees (Japanese maple, magnolia), these don't count, RC signed off
  - c. AC will re-confirm all permits that need to be revisited but there are a lot of issues
  - d. AC will confirm proper form is in use, there needs to be site plan and photos but some forms do not list that requirement
  - e. The person approving these/on-the-ground needs to care/know more
4. Treasurer's Report –
  - a. \$16,651.99 is opening balance
  - b. Expenses:
    - i. \$120.00 for 4 CORE trainings for FG, UP, BS, also RC (reimbursed to AC) (note: EH still needs to be reimbursed)
    - ii. \$47.59 for DBH measuring tape for RC (reimbursed to AC)
    - iii. \$150.00 for Shade Tree Federation membership renewal
  - c. \$16,334.40 is closing balance
  - d. AC motions to approve; FG seconds; all in favor
  - e. Budget for CMFP: Should be passed, we can get a stipend before having to pay Davey to pay upfront costs (otherwise we will work out with the borough and/or negotiate with Davey)
5. Old Business –
  - a. CORE training: First required session earlier that day, Q&A, talk of ivy, tree ID, ordinances, how Morristown is using rubberized/recycled tire pavers that are porous and can help with buckled sidewalks or can go around growing areas
    - i. Big focus on making yourself visible in the community, using social media (especially IG), AC created an IG and asked if anyone is interested in co-owning it; BS's wife may be helpful



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- b. Tree City Accreditation: 44 years; once our submitted application is approved we will automatically receive our new sticker, EH is in contact and BT noted our status on the website is updated
- c. Tree List: Frank has created a spreadsheet with BT's and Monmouth Counties lists and will cross reference with Fairhaven's and add notes; after which he will share the document (people need to share feedback on what is included); he can build the PDF after that; AC does not want to include understory trees/shrubs as they should not be replacement trees
- d. CFMP: Contract signed, Davey is ready for kickoff meeting
  - i. Some odds and ends are outstanding on our end (including municipal properties and boundaries/ownership of Lenape Woods)
  - ii. TBD how we are supposed to support the beginning of the inventory
  - iii. The bigger lift is getting the grant and the post inventory plan
  - iv. Inventory will cover parks, municipal property, Lenape Woods (hopefully) and inventory street trees as well as identify hazard trees
  - v. AC, FG, EH, BT will join a launch meeting next week TBD, AC will email to coordinate
- e. Tribute Trees: Emails are ready to go out regarding planned tributes (Valerie, Walter); once inventory is set we can map tributes, name trees, proceed, this is a reminder
- f. Earth Month –
  - i. We can piggyback onto Arts Council's Earth Day events drive attendance
  - ii. Sapling Giveaway:
    - 1. Saplings will once again be donated by Bartlett, 210 trees (white oak, red maple, redbud, dawn redwood, river birch, bald cypress), we will acknowledge Bartlett as the starred/recommended tree service on our approved list and on the flyer/at the giveaway table
    - 2. We decided NOT to do the giveaway on Sustainability Day (Sunday 4/13), when Arts Council sets up a fair for sustainability groups to talk about their programs
    - 3. We should still sit at Borough Hall as there will be more traffic
    - 4. We will go with Saturday 4/26 as our giveaway day (Saturdays are better for everyone)
    - 5. AC, EC, FG, EH, UP, BS are all open to helping, we will all check our calendars and determine shifts at the April meeting
    - 6. QR codes at table for newsletters/more information
    - 7. FG will update last year's flyer
  - iii. Newsletter:
    - 1. Banners/QR codes for website (ordinance, tree service list, tree list, etc.)
    - 2. Review last year's articles (can republish article on Bartlett)
    - 3. Please complete articles (~3-4 sentences) you signed up by 4/1



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4. Goal is to get newsletter in mail by 4/21
  - iv. Arbor Day: EC will check with mayor regarding proclamation
  - v. Poster Contest: JG and EH are discussing
6. New Business – Paper shredding at the harbor on Saturday, 4/22, 9-1pm
7. Public comment (none)
8. Adjournment: AC motions to adjourn the meeting; BS seconds; all in favor; the meeting was adjourned at 8:08pm (virtual participants were cut out shortly after the hour); the next meeting is scheduled for April 16, 7pm