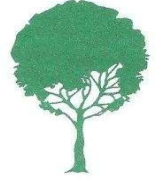




Borough of Atlantic Highlands
Shade Tree Commission



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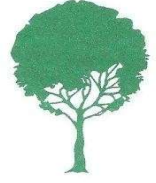
Atlantic Highlands Shade Tree Commission (STC)
Meeting at Atlantic Highlands Borough Hall
November 19 2025, 7pm

1. The monthly began at 7:04pm in accordance with the Open Public Meetings Act
 - a. Present: Emily Hackett, Uma Parasar, Bill Thorne; Eileen Cusack (council liaisons), Janet Grote
 - b. Absent: Ashley Cruz, Frank Gargione, and Ben Schmoll
2. Minutes: Emily H made a motion to approve the October minutes; Uma P seconded, all in favor
 - a. Add action items going forward
3. Correspondence –
 - a. 9 tree removal permit applications received
 - b. The Monmouth chapter of the Sons of the American revolution (SARS) has announced a 2026 commemorative tree offer in honor of the 250th anniversary of American independence. STC will place a SARS marker with their tree if we plant one or more.
 - c. 1 application for tree planting
4. Treasurer's Report – Hasn't been provided yet. STC will review at the next meeting. \$14xxxx is the opening balance, xxxxx is closing balance
 - a. \$600 expense for secretarial fees
 - b. Annual budget check for \$15,000 arrived
5. Old Business –
 - a. Tree list: Species list is finished. Frank G. has put the finishing touches on it
 - b. Frank G shared a print and PDF update of the tree list with emoji key; aims to be ready to edit and post next month. We should investigate printing some color copies that people can view at events, borough hall desk, etc.
 - c. CMFP: Has been completed and distributed for all members to review.
 - b. Tribute tree: Fred Callis and Ken Grasso have been running the process. STC wonders: Has there been any way to track usage using the QR codes? Janet G. will



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reach out for status check and see who is on the list next for a tribute bio. Need an update on the Peter Donahue tree. Need the list of those completed and those that need to be done.

- c. The Lois Young Birch may have continual shedding, and needs to be examined by an expert. Eileen recommends a tree expert.
- d. Placeholder: no Fall planting schedule determined yet.
- e. Reminder to check on Kate Wigginton's request. There has been no biography written yet. We are waiting to hear from the family on the Walter Curry to move forward with his tribute tree.

6. New Business

a. Webinars—Duke gardens Uma went in person to this class. Maxine M. spoke about native NJ trees; she discussed 27 trees and then all attendees went on a walk to identify them in person. Bill Thorne sent out some sources. See Tree Board University for course and CEUs. Uma and Bill completed webinars for CEUs—They have 7 CEUs' There is one that takes place Dec 11th Noon Urban Forestry Today it is a free and 1 CEU ISA/NCA?

b. First Avenue Sidewalk Trees: Emily H. has performed the First Avenue inventory. YAY!. Emily started at the harbor and finished at Rte 36. She conducted a review on both sides of the street. There are 37 pits; 9 pits did not have trees in them; Emily has some pictures Most are 30 x 60 sized pits. 2 stump tree pits in a row. Emily documented her findings with descriptions i.e. DBH. Most of the trees were pears. There are nine spots for us to plant new trees. Since this is a current status report Emily will forward to Eileen C. so the town—Public Works and Council has it.

Before adjourning, a question was raised: Should we invite a local tree surgeon/ tree removal company to tell us about their procedures policies, i.e., how they work with AH residents, and our STC application process. We will visit that in January. For discussion.

- 7. Public Comment--None
- 8. Adjournment: Janet G motioned; to adjourn Emily seconded. Meeting adjourned at 8:10PM. The next meeting is December 17, 2025.