



*Borough of Atlantic Highlands*  
*Shade Tree Commission*



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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**  
**October 15, 2025, 7pm**

1. The monthly began at 7:04pm in accordance with the Open Public Meetings Act
  - a. Present: Ashley Cruz, Frank Gargione, Janet Grote, Emily Hackett, Uma Parasar, Bill Thorne; Vito Colasardo (virtual), Eileen Cusack (had to leave early) (council liaison)
  - b. Absent: Ben Schmoll
  
2. Correspondence –
  - a. BT won a trivia contest from NJ Forestry Association and he won a packet of Tree Owner's Manuals (we can hand these out when we have a table at town events, can be left at Borough Hall desk, etc.)
  - b. BT also shared a tree psychology handout from the CEU meeting on 10/14
  - c. 3 tree requests plus existing requests (FG brought prints)
    - i. ~10 requests on/near Ridge Road)
    - ii. This is a condo complex with an HOA
    - iii. The HOA removed all their trees and the residents are organizing to get the borough to replace them, but the HOA owned/will own these trees and could decide to replace or remove them at any time
    - iv. Decided during the meeting to not offer them free trees but offer them access to the Fernbrook tree + planting deal we will use for borough planters, they can pay out of pocket for new trees; we can offer suggestions, guidelines, care tips
  - d. 7 Removal permits: AC needs to look into the one FG reported and the one near her house
  - e. Bayside tree removal invoice from the county: Do we need to look into why these trees were not the homeowner's responsibility; AC will request addresses and do more research on this; we have already paid
  - f. Regarding permits: Kahlian development property (former masonic temple): They will plant 3 street trees plus 30 within the lots, we need to hold them accountable to that and we need them to specify proper sizes/species
  
3. Minutes, EH makes motion to approve, BT seconds, all in favor
  
4. Treasurer's Report – \$29,170.27 is the opening balance, \$20,888.29 is closing balance



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- a. \$5,000 to Davey (inventory)
  - b. \$3281.98 to county (tree removal in Borough)
  - c. Expenses: \$8281.98
  - d. BT motions to approve; AC seconds; all in favor
  - e. BS may need to revise this budget based on email from RF
  - f. AC needs to clarify (maybe with RF) whether we receive (and where are) the funds from the tree fund, tribute trees, etc., shouldn't we be receiving this money; are people being invoiced?
5. Old Business –
- a. Tree planting:
    - i. Can we split Davey payment so we can still do fall plantings? Do a spring planting instead? Can we afford to do a planting?
    - ii. 6 requests (after rejected Ridge Road (see correspondence))
  - b. Grant: FG/AC need to continue working on this, EH offered to help, we must move this forward
    - i. FG will reach to grant funders/managers about timing
    - ii. AC will ask Davey about splitting the payment
  - c. CEU Credits: There are opportunities to train on the iTree program which is the program the CFMP data is in: Someone needs to do this so we can use the data and get CEU hours; JG will look at notes/records about old iTree use, BT noted it's a free download
  - d. Tree List: FG needs 2-3 people to review for typos so he can create a final PDF for upload
6. New Business – AC shared some intel about how tree species are migrating due to climate change so it makes sense to start planting trees from southern climates
7. Public Comment — none
8. Adjournment: AC motions to adjourn the meeting; FG seconds; all in favor; the meeting was adjourned at 8:07pm; the next meeting is scheduled for November 19, 7pm