

Shade Tree Commission Meeting
January 12, 2016
Atlantic Highlands Borough Hall Conference Room
100 First Avenue, Atlantic Highlands, NJ 07716

In Attendance: Bill Thorne, Marilyn Scherfen, Louise Donoghue, Kate Wigginton, Lori Montana.

Marilyn Scherfen called the meeting to order at 7:10 P.M., in accordance with the Sunshine Law.

Kate Wigginton, Bill Thorne, Marilyn Scherfen, and Lori Montana were all reappointed to the Shade Tree Commission. Mrs. Scherfen, Mrs. Wigginton, and Mr. Thorne were all appointed for five-year terms. Ms. Montana was appointed for two years.

Marilyn Scherfen turned the meeting over to Lori Montana open the floor to discuss electing the chair of the commission. Kate Wigginton made a nomination to elect Louise Donoghue and Marilyn Scherfen as co-chairs. Bill Thorne seconded it. Mrs. Scherfen and Mrs. Donoghue agreed to be co-chairs. All in attendance voted in favor.

Lori Montana turned over the meeting back over to Mrs. Scherfen. Lori Montana was nominated as secretary; all voted in favor. Bill Thorne was nominated to be treasurer; all in attendance voted in favor.

Treasurer's Report:

Opening balance - November 11, 2015: \$3,083.41

Closing balance - January 12, 2016: \$1,283.41

Treasurer's report was accepted. A motion was made by Louise Donoghue and seconded by Kate Wigginton.

The Minutes: Wording in the minutes from November's meeting needs to be changed for clarity. The corrections were made at this meeting. Louise Donoghue made the motion to accept the amended minutes. Bill Thorne seconded it.

Correspondence: A representative from a tree inventory app e-mailed Lori Montana about using their app. The commission decided that they are satisfied with the app that is currently in used and told Ms. Montana to thank the rep, but say no.

Michelle Clarke received a note from the Atlantic Highlands Elementary School PTO president, Stacy Cannamela, asking if the Shade Tree Commission would like to work together to plant trees in the playground. * The discussion Marilyn Scherfen had with members of the Atlantic Highlands Elementary School PTO is under New Business.

Notification of several opportunities for CEUs became known. Marilyn Scherfen and Lori Montana plan in participating in the Urban Forest webinar on January 13; they will receive one CEU each. There is also to be an 'Emerald Ash Borer' workshop, offering 1.5 CEUs, in Freehold. Several members expressed interest in attending.

Ken Lusnia and Walt Rozdilsky at 220 E Highland Ave. wrote an email, offering to water trees near their home.

Watering Trees:

The Leo's, the Water Department, the members of the Shade Tree Commission, in addition to any other volunteers, will water trees. Kate Wigginton will keep the list of volunteers and their schedules.

Committee Reports:

Bill Thorne: We have 88 Likes on our Facebook page.

Marilyn Scherfen: 8 stumps were removed by Becker's Tree Service.

Old Business:

Our 5-year plan has been approved. Congratulations to all the commission members. The Tree City application is done and has been submitted. Mary Thompson was recognized for all her hard work done on the prior Management and Tree City submissions. Several documents are still needed, before we can submit our voucher for payment of our Green Communities Grant.

Mrs. Scherfen is going to look into having a drawer in the conference for the Shade Tree Commission to keep its files.

The members of the commission agreed upon these dates for the meetings, to be held at 7 PM, in 2016 and for the reorganization meeting in January of 2017:

February 9

March 8

April 12

May 10

June 14

July 12

August 9

September 13

October 11

November 1

December 6

January 10, 2017

The Stakeholder's Meeting will be on Thursday, February 4 at 10:00 AM at Borough Hall in the Courtroom. It will be a PowerPoint presentation with a Q &A. Louise Donoghue will introduce Marilyn Scherfen who will be the speaker. Bill Thorne will operate the computer. The goal is to get the community involved. The Shade Tree Commission plans on making this a yearly event. Our focus will be our long-range goals and what we hope to accomplish. Light refreshments will be served. Mrs. Donoghue and Mrs. Scherfen will bring coffee and donuts.

Arbor Day is April 29:

Teachers have been contacted about the poster contest. The deadline for entries will be Friday, April 8. We will discuss an adult/family contest at the meeting in February.

Louise Donoghue will do the library program in April.

New Business:

Elementary School Tree Planting*: Marilyn Scherfen spoke with Stacy Cannamela of the AHES PTO, and Janet Walling, AHES Principal. They would like to shade a portion of the playground and they

would like to partner with the STC. The PTO would like small ornamental trees, no tall trees. Members agreed to work with the PTO, discuss expenses, tree choices, and to have a ceremony on Arbor Day. Louise Donoghue made the motion. Bill Thorne seconded it. All in attendance agreed.

Assigned Tasks:

Tree Service Requests: Marilyn Scherfen

Tree inventory: Louise Donoghue

Tree Planting: Kate Wigginton

Tree Cover Goal: Mary Wall

Hospitality: Fran Hogan

Community Outreach: Bill Thorne

The motion was made to adjourn at 9:05 P.M. by Kate Wigginton, seconded by Bill Thorne; all in attendance agreed.

Respectfully submitted, Lori Montana