



*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**  
**May 10, 2023 - 7:00 PM**

1. The monthly meeting was called to order by Ken Grasso at 7 p.m. in accordance with the Open Public Meetings Law.

Present: Ken Grasso, Janet Grote, Ben Schmoll, Bill Thorne, Mary Trank; Vito Colasurdo, Lori Hohenleitner (council liaisons).

Not present: Fred Callis, Ashley Cruz, Ed Kenney, Angus Rennie

2. Ken Grasso made a motion to accept the April 2023 minutes. Bill Thorne seconded the motion. Janet Grote and Ben Schmoll abstained. Mary Trank voted in favor.

3. Correspondence: none.

4. The treasurer’s report was presented by Bill Thorne. Janet Grote made a motion to accept the treasurer’s report. Ken Grasso seconded the motion. All voted in favor.

Treasurer’s report:

Opening balance \$14,430.72 (April 13, 2023)

Expenses:

Ken Grasso (postage)	\$(23.60)
Shade Tree Federation dues	\$(95.00)
Mary Gitlin (speaker fee)	\$(300.00)
Butler landscaping (Many Mind tree)	\$(688.25)
A. Cruz (CORE training)	\$(30.00)

Total expenses: \$(1,1136.85)

Deposit:

Reimbursement for seedlings \$270.00

Closing balance \$13, 563.87 (May 10, 2023)

5. Old Business:

a. Tribute Tree Plaque Modernization update: Ken Grasso reported that Fred Callis would like to standardize the form being used for collection of biographical information for the plaques.

b. Earth Month activities recap: Speaker Mary Charlotte Gitlin was well received. We may invite her to present in the future. Seedling distribution took place at Atlantic Highlands Arts Council; we may return to distributing the seedlings in front of borough hall for 2024 (more traffic; greater visibility). We discussed making a donation to the Arts Council for use of their space for the speaker and seedling distribution. Mary Trank is going to research the Shade Tree Commission joining the Arts Council as a supporting member.



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c. Many Mind Park tree planting: The Arbor Day Tree - a White Oak - was planted at Many Mind Park.

d. Fall planting, replacement trees at the harbor: There are two trees at the harbor that have failed. There is a question whether these trees can be removed now or should remain until new trees are planted in the fall. Ken Grasso and Councilwoman Hohenleitner are going to follow up on this with Borough Administrator Rob Ferragina and DPW Superintendent Jimmy Phillips.

The Pete Donoghue tribute tree is going to be moved from the harbor to a different location in town.

e. FilmOneFest is July 22. We again will have an information table alongside the town's other "green" organizations.

### 6. New Business:

a. Arbor Day Tree Dedication: This needs to be scheduled. Councilwoman Hohenleitner said the tree dedication can take place when the park is dedicated.

b. Shade Tree Commission is going to hold its September meeting at the Public Works building, where DPW Superintendent Jimmy Phillips will explain the role of the department and its employees in tree maintenance generally and how the department responds to tree emergencies (for example, when a tree comes down in a storm).

c. Tree watering, neighborhood stewards, gator bags: There are 13 trees to be watered. Ken Grasso said that Borough Administrator Rob Ferragina told him and Fred Callis that the Department of Public Works employees watered trees last summer because the the State of New Jersey drought emergency afforded him flexibility with employee scheduling.

There is no state of emergency now. Each tree requires 20-25 gallons per week. There was a discussion of water rings at the base of the trees vs gator bags. Mold grows in water rings and they have to be cleaned frequently. Ken Grasso is going to purchase gator bags. We may put signs on the trees saying, "water me." Councilman Colasurdo is going to investigate having signs made. We are going to post a list of the locations of the 13 trees on Facebook and request help from residents who live near the newly planted trees. These 13 trees will need to be watered throughout the summer and into the fall and this will require a community effort.

d. 50 2nd Ave tree issue - A resident sent an email to Ken asking for an arborist to look at her tree. She said she thought it might be diseased. Ashley Cruz looked at the tree.

e. A question arose about residents' posts on Facebook regarding trimming trees that were planted as part of a borough street improvement project. The Shade Tree Commission should not respond on Facebook to residents' questions about borough street improvement projects. The Shade Tree Commission does have an official Facebook page; posts about the town tree ordinances generally is acceptable.

### 7. Public comment: None.

8. A motion to adjourn was made by Ken Grasso at 7:57 p.m. Bill Thorne seconded the motion. All voted in favor.