

**Shade Tree Commission Meeting**  
**October 13, 2015 7:05 P.M**  
**Atlantic Highlands Borough Hall Conference Room**  
**100 First Avenue, Atlantic Highlands, NJ 07716**

**In attendance:** Louise Donoghue, Bill Thorne, Marilyn Scherfen, Kate Wigginton, Mary Wall, Fran Hogan, Lori Montana

Marilyn Scherfen called the meeting to order at 7:03 P.M., in accordance with the Sunshine Law.

**The Minutes** from the last meeting (September 8, 2015) were unanimously approved. The motion was made by Bill Thorne and seconded by Kate Wigginton.

**Correspondence:** Pam Zipse notified us by email about 2 webinars sponsored by New Jersey Shade Tree Federation on October 14 and October 28, 1 – 2:15 PM.

**Treasurer's report:** Balance on hand is: \$2,483.00

Motion to accept was made by Louise Donoghue, seconded by Marilyn Scherfen; approved by all in attendance.

**Committee report:** We have 77 likes on our Facebook page.

**Old Business: 5-year Plan:** The Management Plan is complete. The electronic copy of the plan was sent to Carrie Sargent of the State, and it has been received. We received 6 hard copies from Hometown Forests; two hard copies have been signed by Mayor Rast and have been returned to the State. The State Forestry Federation Council will review our plan and vote on it at its November meeting. We will provide the library with a reference copy.

**Fall Tribute Tree planting:** will be held on October 15 on Hennessy and West Mount, a change of location. Marilyn Scherfen will ask the owner, Peter Sabat, to give us written approval to plant trees on his property; this will augment the verbal approval he has already given. The Tribute Tree will be an Allee Elm. Louise Donoghue will be the MC. Marilyn Scherfen also will speak. It is hoped that members of the Shade Tree Commission, as well as some town officials and the community also will add a couple of words. Kate Wigginton will get the key for the Senior Center; Fran Hogan will bring refreshments; Fran Hogan and Louise Donoghue will bring the decorations. The stakes are in so we can see where the trees, October Glory Maples, will be planted on Hennessy Blvd. The plaque for the tribute tree (honoring the Public Works Department) has been ordered.

**Watering Trees:** The commission members discussed adopting trees to water. Also discussed was how volunteers can identify which trees to water. Numbering or naming of the trees was discussed; names or numbers can be put on the stakes. Fran Hogan will remind people to water the trees. Kate Wigginton suggested that volunteers adopt a specific tree to water, not just water trees on a special day. Kate Wigginton will work with Fran Hogan on setting up a schedule for the watering next spring. Fran Hogan will talk to potential volunteers.

**Trees for Tomorrow Fund:** Marilyn Scherfen reached out to the owners of the two local funeral homes to see if they would display our 'Trees for Tomorrow' Fund donation envelopes at their establishments. Not only did they agree to put the envelopes out, but also they were very enthusiastic about the idea. The donation envelopes will also be available at the library and at Borough Hall.

**Taste of Atlantic Highlands:** Jaspán Brothers Hardware will get a thank-you note for helping Fran Hogan with the donation jars. Fran Hogan will also write a thank-you note to all the stores who displayed the donation jars during the event. Since the merchants had informed Fran Hogan that we could leave them at their stores, and since it was a profitable endeavor, it was decided to return the jars to the merchants and leave them on a semi-permanent basis. We could collect the money monthly. Louise Donoghue sold four tickets to Taste of the Atlantic Highlands which means we made \$60.00. Money from the donation jars from 'Taste' and the flea market came to \$70.06

**Flea Market:** Fran felt it helped to get our name out to the public when we took a table at the AH Historical Society Flea Market. She feels we should do it again.

Nonprofits are given a table at the Film One Fest. Lori Montana will ask Kathleen Ligon (who arranges the spaces for the vendors at the film festival) about reserving a space.

**Council Meeting:** The Shade Tree Commission is on the schedule for the next council meeting workshop at 7:00 P.M. Marilyn Scherfen will tell the council about what the Shade Tree Commission is doing and is planning on doing in the future.

**Beacon Article:** Bill Thorne will send a flyer to the Beacon. Bill Thorne and Marilyn Scherfen will put together an article for it. It will include donors, the Trees for Tomorrow fund, the tree planting, and tree watering in the spring.

Mrs. Johnstone paid for 3 of the 5 trees to be planted along her curb strip.

Motion was made to purchase the trees for Hennessey Blvd and 9 street trees from Casola Farms. Kate Wigginton made the motion, Mary Wall seconded; all in attendance agreed.

**Fundraising:** Fran Hogan will reach out to the Front Porch Club about the Chili Fest.

**New Business: Tree removal:** We need a tree enforcer or code enforcer or some sort of town ordinance to safeguard our trees and to have them removed properly.

**Mary Thompson:** The members of the commission would like to do something special for Mary Thompson to thank her for all her hard work as Commission secretary. It was decided to take Mrs. Thompson out for lunch on Saturday, December 5.

**Arbor Day celebration:** The commission discussed having an activity that would involve adults and families. Some ideas were, a scavenger hunt, nominating a favorite tree, or a contest where the whole family can take part. The discussion was tabled.

The motion was made to adjourn at 8:51 P.M. by Louise Donoghue, seconded by Bill Thorne; all in attendance agreed.

Respectfully submitted, Lori Montana