

**Shade Tree Commission Meeting**  
**September 8, 2015 7:05 P.M**  
**Atlantic Highlands Borough Hall Conference Room**  
**100 First Avenue, Atlantic Highlands, NJ 07716**

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

Louise Donoghue called the meeting to order at 7:05 P.M., in accordance with the Sunshine Law.

**The minutes** from the last meeting (August 5, 2015) were approved. The motion was made by Fran Hogan Seconded by Bill Thorne. All agreed.

**Treasurer's Report:** Balance on hand: \$5,637.94

Motion was made by Kate Wigginton to approve, seconded by Mary Wall. All were in agreement. Treasurer's report was approved.

**Old Business:** Five Year Management Plan: Corrections:

Page 1: Roy Dellosso is the president of the council not John Archibald

Page 13: Add that the tree is free, but the maintenance of the tree is the homeowner's responsibility. The sentence added to the last paragraph should read:

"This initial planting is done free of charge to the homeowner.

Page 22: Add to first paragraph: ... "as well as outreach."

Motion to approve the Five Year Management Plan contingent on changes made by Mary Wall seconded by Kate Wigginton.

None of the Shade Tree Commission will get CORE training this year. We will send members next year. Lori Montana will ask Mary Thompson about getting a credit since Fran Hogan wasn't able to attend last year. (Note: Lori Montana spoke to Mary Thompson and we will not be able to get a credit.)

**New Business:** Fran Hogan approached several businesses in town and many have said yes having a STC donation jar during the Taste of Atlantic Highlands. Fran showed the commission the jar she designed. Everyone agree she did an excellent job! Fran will give the jars to the establishments on Friday and collect the donation jars on Sunday night. She will deposit the money on Monday

Bill Throne will send information to the Beacon for their next edition. The deadline is November 6. Dwayne will put it on the calendar. We will talk about the article for the Beacon at the meeting in October.

September 19, is the Atlantic Highlands Historical Society Flea Market. Fran Hogan will sit at the table during the event. We will charge \$2.00 for a magnet. Fran will donate the magnets.

Kate suggested that we prepare a presentation to bring to the council meeting to let them know what the commission is doing. There is a workshop before the meeting and if Kate is free, she will go.

September 22 we will meet at Borough Hall at 3:00 P.M. to inventory trees. We will be paired with fellow members.

Kate Wigginton suggested that instead of having a day that volunteers water trees, we should give the volunteers a tree to be responsible for instead.

We need to send thank you notes to the families who have been watering the trees and to those who have donated to the STC. Maybe in November?

Kate will talk to Beth at Borough Hall about using the senior building on October 15 for the Tribute Tree planting. She will also talk to Adam about letting the PWD men stay for refreshments after the tree planting. Louise will MC, order the tree, and the invitations. The tree planting will take place on Thursday, October 15 at 10:30 A.M. at West Highland and Hennessey Boulevard at 10:30 A.M. in honor of the of the Public Works Department.

Lori Montana left the room and it was agreed that she, as the new secretary, will be paid \$50.00 a month even in months when the STC doesn't meet plus supplies, if needed. All agreed including Lori Montana.

The motion was made to adjourn the meeting at 8:37 by Bill Thorne, seconded by Kate Wigginton and accepted by all those present.

Respectfully submitted, Lori Montana