

**Shade Tree Commission Meeting**  
**May 10, 2016**  
**Atlantic Highlands Borough Hall Conference Room**  
**100 First Avenue, Atlantic Highlands, NJ 07716**

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

The meeting was called to order by Marilyn Scherfen at 7:02 P.M., in accordance with the Sunshine Law.

**The Minutes:** Minutes from the meeting on April 12, 2016 we accepted. Bill Thorne made the motion, Louise seconded it; all in attendance agreed.

**Treasurer's Report:**

Opening Balance – April 13, 2016: \$1,951.41

Closing Balance – May 10, 2016: \$1,328.15

Treasurer's report was accepted with amendments. The motion was made by Louise Donoghue and seconded by Kate Wigginton; all in attendance agreed.

**Committee Reports:**

Media: 101 likes on Facebook. Mr. Thorne asked for suggestions for posts.

**Inventory:** Mrs. Donoghue created a calendar for doing the tree inventory. Members are signing up. Commission members will meet on June 13 at 6:00 P.M. on Center Avenue behind the Memphis PigOut to work on tree inventory.

**Hospitality:** Farmers Market opens on June 3.

**Watering:** Mrs. Wigginton and Mrs. Scherfen will talk to the Leo's about watering.

**Old Business:**

**CORE Training:**

Fran Hogan and Lori Montana successfully completed CORE training. During the training, the participants were told that it would be advisable to create a separate e-mail account for the Shade Tree Commission instead of using personal accounts. The commission members agreed that it is up to the members individually to decide if they want to create a new account. Kate Wigginton made the motion, Louise Donoghue seconded it; all in attendance agreed.

**Arbor Day 2016:** Mayor Randi LeGrice read the Arbor Day Proclamation during the May 11 council meeting. Marilyn Scherfen, Louise Donoghue, and Kate Wigginton spoke to the members of council and to the public, and the new "Tree City – 35 Years" Flag was displayed. Louise Donoghue gave a presentation for the children at the Library.

Two trees were planted in honor of the 'Children of Atlantic Highlands' on the playground of Atlantic Highlands Elementary School in cooperation with the AHES PTO. Marilyn Scherfen

and Louise Donoghue spoke at the planting ceremony, and several members of the commission attended. A tubeling was given to each child; 40 are left and will be given out at the Farmers' Market.

Five people entered the Adult/Family Photo Contest.

**Trees on First Avenue:** When the trees need to be replaced the Shade Tree Commission will not use pear trees. The trees on First Avenue need trimming. Mike Hufnagel will be paid to do the job. The trees to be trimmed start at East Mount (corner of Borough Hall) and continue to Ocean Blvd. on both sides. The motion was made by Kate Wigginton and seconded by Louise Donoghue; all in attendance agreed.

**Highway 36 Trees:** The State maintenance program no longer exists.

**Fall Planting:** A motion to plant trees along the west side of Hennessey Blvd. (between Bay Avenue and Center Avenue) was introduced by Bill Thorne, seconded by Mary Wall; all in attendance agreed.

**New Business:**

**Budget:** \$10,000.00 (same as last year)

**Fall Tribute Tree Planting:** It was decided to honor mayors, past and present. The commission would like to plant in front of Borough Hall. Kate Wigginton and Marilyn Scherfen will approach Adam about using this location. Kate Wigginton made the motion, Mary Wall seconded it; all in attendance agreed.

**Film One Fest:** The Shade Tree Commission will have a table at Film One Fest. The commission will need to supply the table and chairs. The road closes at 4:00 P.M. This is free for nonprofits.

**AHHS House Tour Ad:** The Atlantic Highlands Historical Society is putting together a booklet for its house tour on June 11. Kate Wigginton made the motion for the Shade Tree Commission to take a half-page ad (cost \$100.00); Marilyn Scherfen seconded it; all in attendance agreed.

**CFMP:** Goals for Year Two of the Five-Year Management Plan will be discussed at the next meeting. Members are requested to read pages 29 – 30 in advance of the meeting.

**Joe Hawley Tree:** Kate Wigginton made a motion to allocate money to replace the Joe Hawley Tribute Tree. It was seconded it by Mary Wall; all in attendance agreed.

The motion was made to adjourn at 9:01 P.M. by Louise Donoghue; it was seconded by Mary Wall; all in attendance agreed.

Respectfully submitted, Lori Montana