

**Atlantic Highlands Shade Tree Commission
Meeting September 10, 2019
Atlantic Highlands Borough Hall Conference Room
100 First Avenue, Atlantic Highlands, NJ 07716**

In Attendance: Bill Thorne, Fred Callis, Rich Lerner, Louise Donoghue, Kate Wigginton, Ken Grasso

The monthly meeting was called to order by Ken Grasso at 6:32 PM, in accordance to the Sunshine Law.

The Minutes: Minutes from the meeting on July 9, 2019 were accepted. Louise Donoghue made the motion, Rich Lerner seconded it; all in attendance agreed.

Correspondence: The Shade tree Commission received the grant for the five year plan. The commission received a request to remove a tree at 19 Cross Avenue.

Treasurer's Report:

Opening Balance: July 10, 2019- \$5,574.41

Closing Balance: September 10, 2019- \$15,574.41

The motion to accept the treasurer's report was made by Kate Wigginton, seconded Louise Donoghue; all in attendance agreed.

Old Business:

Film One Fest: \$3.00 in donations. The commission will participate again next year.

Touch a Truck: The commission will participate if asked. We will give out our new tote bags if they are ready.

Fireman's Filed Project: Kate Wigginton called four vendors. Mrs. Wigginton is waiting for them to send her their proposals.

Stakeholders Meeting: The meeting will be held on Thursday, October 17 at 7:30PM.

New Business:

Tote Bags: Ken Grasso will look into having tote bags with the Atlantic Highlands Shade Tree Commission's logo on it. The tote bags will be given out at town events. A vote was taken to not exceed \$500.00. The motion was made by Kate Wigginton, seconded by Ken Grasso; everyone in attendance agreed.

New Jersey Shade Tree Conference: Louise Donoghue, Ken Grasso, and Rich Lerner will attend. Rich Lerner will be CORE trained.

Fall Planting: The commission discussed what trees to plant and where. A vote was taken to not exceed \$1,000.00. The motion was made by Kate Wigginton, seconded by Louise Donoghue, all in attendance agreed.

The next meeting will be on Tuesday, October 15 t 6:30 PM.

Adjournment: The meeting was adjourned at 8:06 PM. Ken Grasso made the motion to adjourn, Louise Donoghue seconded it; all in attendance agreed.

Respectfully submitted,
Lori Montana