

Borough of Red Bank
Shade Tree Committee
September 16, 2025 Meeting Minutes

The meeting was called to order at 7:02 pm by Remedios Quiroz
Adequate notice of the meeting has been provided.

Members Present: Bill Brooks, Michele Brody, Debbie Marks, Brigid McCarthy, Remedios Quiroz, Carolyn Robertshaw

Absent: Boris Kofman

Ex-officio member:

Guests:

- Maggie Maldjian, 60 Linden Ave
- Dana Farley, 22 Drummond Ave.

Public Comments

Ms. Maldjian moved here in March and is curious about the STC. Remedios told her about the STC website.

Mr. Farley moved into his grandparents' house and found old photos of Red Bank with tree-lined streets from the 70's. He is interested in the Pilot Canopy Expansion Program. STC offered him a tree and explained the form that he must accept and sign, the planting instructions and the sketch.

Mr. Farley commented that the STC needs more publicity.

Topics Discussed (updates in *italics*)

1. *July 15 meeting minutes – approved. August minutes - no quorum to approve.*
2. Training. *Michele said she would check whether she had attended any webinars.*
3. Tree Canopy Expansion Program.
 - a. *STC will provide the planting instructions (from the Arbor Day Foundation), and the One Call number (811).*
 - b. *Need to see how much \$\$ we have in the budget.*
 - c. *See above.*
 - d. *Bill suggested we should prioritize the canopy and plant larger trees in yards. They will last longer because of space and salt brine. Debbie said that defeats the purpose of street trees in the front of properties. People appreciate tree lined streets and frontage should be a priority.*
 - e. *Debbie mentioned that the one the DPU staff told a resident that they could get a 12 ft. tree. Remedios said she would ask Jim Gant to tell Terence about correct language when speaking about description of trees.*
4. White St Parking Lot. *STC will pay for approximately four trees. STC will be under the amount for going out for bid. Planning on planting 4.5" caliper Magnolias (Southern, Star). Debbie suggested using a fence to keep the snow out. Maybe plant 2 trees this year and 2 next. Terrence requested the QPA to issue the PO. Maria is working with the companies. Bill suggested using the two center interior plots that are away from the entrances. Debbie and Michele will go to the lot on the weekend with Bill and measure the planting area. The information will go to Maria for the contractor.*
5. Letters to residents.
 - a. *Michele suggested providing care instructions to help save trees. Bill volunteered to help write the letter. Debbie suggested that the letter be posted on the STC website.*
 - b. *Brigid requested a new policy to mail letters from the STC to residents from Borough Hall rather than deliver by hand. Firstly, the letters have to be left in precarious places that allow them to be lost or ignored. Secondly, a mailed letter would convey legitimacy and the importance of the committee and would be well worth the cost. This would apply to future communications.*
 - c. *There was a discussion of the contents of a letter about tree care and how to get it to all residents and also using bulk mailing. Debbie said she would send RQ a list of rentals and landlords. Remedios said this letter should go out soon.*
6. CFMP. *Updates ongoing.*

7. *Brigid displayed a recent article from the NY Times on 25 notable trees and asked if the STC could come up with a similar list for Red Bank. She suggested a list of 10 trees, the oldest, biggest or of historic interest. It could be put on the website and used for education purposes for children. Brigid would need a list of contenders from the committee. She will do the research, get permissions and take the photos. Carolyn Robertshaw volunteered to help on this project. Bill Brooks advised taking the photos in the spring when the trees look at their best.*
8. *Bill said there were 6-8 weeks until frost and trees should be watered until then. Brigid mentioned the middle school put gator bags on their new trees after being alerted of dry trees.*

Maintenance/planting requests

1. *Acelero Learning at 144 Drs. James Parker Blvd. called DPU to report that the roots of the shade tree in front of their building have uplifted the sidewalk, creating a trip hazard. This location is a learning center for children, and there is concern that someone might trip and get injured. Per Boris' inspection: There are 2 trees in front of the property. The sidewalk around one of them was replaced very recently. The other one has a very slight lift, which could be easily smoothed out. Recommendation: Smooth out the lift with cement. Remedios conveyed the STC recommendation to DPU. DPU will smooth out the lift. The school should be contacted.*
2. *195 Drs Parker Blvd - The new owner is requesting to remove the tree because of the sidewalk lift and branches on wires. Per Bill's thorough inspection - tree failure from several points is low-moderate: sidewalk lift is minimal - less than 1.5"; the overhead utility line is drop service to the residence which is the homeowner's responsibility. Recommendations: inspection of the cavity on previously pruned branch; class III pruning; sidewalk to be brought up to code. We will continue to monitor the tree. Remedios sent the information to Terrence. DPU removed a couple of limbs for clearance. Borough Manager James Gant responded to the resident: "This sidewalk lift is minimal at best. According to Ordinance 608, the homeowner is responsible for the sidewalk repair and maintenance... I see no reason to remove this tree at this time." He cited the relevant provisions of the ordinance.*
3. *114 Maple Ave- Remedios reported mushrooms are growing on the trunk and one long dead branch sticking out over the road. Bill will contact Steve Becker.*
4. *115 Catherine St: Resident requests the borough to plant a tree on the planting strip in front of her house to replace the tree that was removed when the sidewalk was repaired. Added the location for future planting. Bill said a small tree could be planted if the site lines permit.*
5. *99 River St. - Boris asked DPU to remove a dead limb. Done.*
6. *40 E Bergen Place - Request to prune the borough tree in front of the house. Referred to DPU.*
7. *121 Monmouth St - 2 black Tupelos were planted in front of the new development. Gator bags were installed.*
8. *20 Brown Pl - request for the Borough to plant a tree. The planting strip is too narrow to plant a tree. Remedios informed the residents of the "Tree Canopy Expansion" program.*

Planning/Zoning Board Applications

None.

No Updates

1. *Linden Pl Road Program - Per Boris: "Jim Gant said the design is going to DOT soon. I asked him when we get a chance to comment on it. He said he'll talk to the engineer. He suggested creating an ad-hoc committee of STC and EC representatives to review these plans going forward." Nancy will follow up.*
2. *33 Elm Pl. Bill reports that the Pin Oak has rot. Bill will follow up.*
3. *County trees. Bill is working with the County Div. of Shade Tree on getting hazardous trees removed. DPU will try to remove the ones they can. The County is ok with that. We'll let the county know when we remove one of their trees.*
4. *Broad St. Project. Long term plan – enlarge the tree pits and put in better soil; root pruning and planting smaller trees. Debbie contacted River Center about the replanting. River Center can't do it until fall.*
5. *Website. More updates are needed. Remedios will follow up.*
 - a. *Procedure for requesting permission to plant their own tree in the Right of Way (FAQ #3). The request form is just a PDF. How is it going to get submitted? And the links for selecting a*

- species and uploading a picture are not active.
- b. Add link to the new tree ordinance.
- c. Remove outdated info.
- d. Membership table
- e. Add the 2024 Accomplishments Report

Next meeting: Tuesday, October 21 at 7:00 PM.

Adjournment: The meeting was adjourned at 7:58 PM.

Respectfully submitted,

Brigid McCarthy, Acting Secretary