

Borough of Red Bank
Shade Tree Committee
January 20, 2026 Meeting Minutes

The meeting was called to order at 7:10 pm by Remedios Quiroz
Adequate notice of the meeting has been provided.

Members Present: Michele Brody, Boris Kofman, Brigid McCarthy, Remedios Quiroz, Carolyn Robertshaw
Absent: Bill Brooks, Debbie Marks
Ex-officio member: Councilmember Nancy Facey-Blackwood
Guests:

Topics Discussed (updates in *italics*)

1. *Officer election. Remedios – Chair, Bill – Vice-Chair, Boris – Secretary.*
2. *December 16 minutes - approved.*
3. Training.
4. *Reappointments - Bill was reappointed - 3 years, ending Dec 31, 2028. Carolyn was reappointed as alternate #2 - 2 years, ending Dec 31, 2027.*
5. Tree Canopy Expansion Program.
 - a. Nancy asked the Borough Attorney if the Agreement could omit the language about the sketch of the planting location, to simplify the process. *He said yes. Remedios updated the agreement.*
 - b. Offer to other property owners on Drummond St.
 - i. Michele is updating the letter
 - ii. Finalize the letter
 - iii. Have the letter translated
 - iv. Distribute the letter
 - v. Post the letter on the website
 - c. Ms. Swett accepted our offer. Boris visited the site and suggested a planting location to Ms. Swett. Awaiting a response.
 - d. We need to decide on the maximum budget per tree.
 - e. We need to come up with a list of suitable species.
 - f. Other nurseries to consider, besides Colonial.
 - i. Bill's suggestion - Casola Farms.
6. Marine Park Renovations.
 - a. Boris noticed that construction equipment was sitting very close to the trees and there were no fences around the trees for protection. Per Nancy, "Jim sent an email to the engineers. Construction equipment has been removed from the area where the tree is located and they will be more careful." Boris observed that there is no fencing around the trees, so stuff still gets piled up next to them. Nancy asked Jim if he could request the engineers to require the contractors to put protective fencing around the trees. *No fencing yet. Nancy will talk to Mike Reiser.*
 - b. *Response from Mike Per Nancy:* Tree protection fencing is included in the contract and I requested in be installed on 12/3 after seeing the playground equipment crates stacked close to some of the trees. It truthfully fell off my radar with the holidays but I just spoke to the contractor and requested that it be installed around all trees by end of the week. Hoping the ground warms up tomorrow/Friday for install. I also saw that there was dirt piled next to one of the trees last week and had them move it. I've discussed with my onsite inspector and he will let me know if this isn't done by Friday.
 - c. *Mike Reiser shared the updated landscape and irrigation plans.* STC comments and recommendations:
 - i. *On the irrigation - We recommend the installation of drip irrigation on the larger trees as previously agreed upon. Sprinkler irrigation is insufficient to adequately provide water to the root ball of 3"-3 ½ " trees.*

- ii. *On the trees - We recommend that more 3"-3 1/2 " trees be planted in place of the 2"-2 1/2 " that are proposed.*
 - d. Response from Mike
 - i. We will coordinate with American Lawn and Sprinkler to revise the irrigation design to provide drip irrigation for the larger trees.
 - ii. I reviewed this request with our licenses tree expert and she noted that the 2-2-1/2" caliper trees are proposed within areas that have less room to grow and is worried about larger trees acclimating in these areas. She doesn't recommend increasing the size fo those trees and thinks it's better to stick to the original plan. She also provided me with links regarding tree planting sizes.
- 7. Letters to residents.
 - a. *Michele drafted care instructions to help save trees. Debbie suggested that the letter be posted on the STC website. It will be translated into Spanish.*
 - 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. How to get it to all residents and also using bulk mailing. **Debbie** said she would send Remedios a list of rentals and landlords.
- 8. Great Trees of Red Bank. Brigid suggested maybe we should create a list of trees that are not only big but have a story. Brigid shared over a dozen potential candidates. *She's still looking for more.*
- 9. *The online tree inventory has been updated.*
- 10. *The Tree City USA application was signed by the mayor and submitted.*
- 11. *Remedios submitted the Red Bank Borough Annual Accomplishment Report (AAR) to the state.*
- 12. *Rumson Garden Club Event Invitation - Nancy shared the invitation for the following free event: Sustainable Landscaping" with Richard McCoy, NJ Horticulturist of the Year". January 20, 2026, starting at 11:00 am. Bingham Hall, 40 Bingham Ave, Rumson RSVP is requested.*
- 13. *Johnny Jazz Park Survey - Proposed improvements mostly focus on more structures, less green space.*

Maintenance/planting requests

- 1. **23 Tower Hill Ave – DPU removed it.**
- 2. **14 Throckmorton Ave – homeowner requested the deadwood to be pruned. Referred to DPU.**

Planning/Zoning Board Applications

- 1. *191 Bridge Ave – application is going to the Zoning Board.*
- 2. *183 Drs. Parker Blvd – the application is in front of the Planning Board. Per Nancey, STC will be receiving the site plan shortly.*

Public Comments

No Updates

- 1. CFMP. Boris, Michele, and Remedios completed their sections. Further updates were made to make sure it addresses all the items included in the provided sample CFMP. **Debbie** is finishing up her section.
- 2. 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.
- 3. Maria shared the following questions from the contractors:

- a. What height are you looking for? Response: We normally just provide requirements for the tree caliper size. As long as the caliper size is met, the height doesn't matter.
 - b. Can you provide dimensions of the planting area? Response: Bill, Michele and Debbie measured the dimensions. Bill sent drawings to DPU.
 - c. Where in the parking lot should these trees be planted? Response: Bill will work with DPU to define.
 - d. Is there a need to remove any dead trees or debris? Response: If DPU can remove the existing plantings, they don't have to be included in the contract.
4. Tiny Forest.
- a. Former Exxon lot by the bridge. Per Nancy: the property is being temporarily used for Colony House parking; perhaps the owner of the property may have an interest in case the borough is unable to buy the property outright.
Remedios' question: Do we have access to the owner of the property?
 - b. If we can plant, we can apply for the [Natural Climate Solutions Grant](#) being offered by the NJ DEP. Keren Orr of Environmental Consulting, NYC, offered to help us apply for the grant.
5. Trees by Globe Court Garage - One of the Lindens on the W. Front St side has been removed. The other three do not look good. Debbie talked to Sheila from the hospital, who said she'd check on the water source in the garage.
6. 33 Elm Pl. Bill reports that the Pin Oak has rot. Bill will follow up.
7. 5 William St. Sidewalk lift. This is a revisit from earlier in the year. Per our inspection, the sidewalk lift was minimal. Our recommendation was to smooth out the sidewalk with concrete. The resident wants to replace the entire sidewalk but is concerned about cutting the roots. Bill will look into the feasibility of rubberized sidewalks.
8. 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.
9. 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.
10. 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. Remove outdated info.
 - c. Add the 2024 Accomplishments Report

Next meeting: Tuesday, February 17 at 7:00 PM. Boris will miss it.
Adjournment: The meeting was adjourned at 7:50 PM.

Respectfully submitted,

Boris Kofman, Secretary