

broBorough of Red Bank
Shade Tree Committee
March 17, 2026 Meeting Minutes

The meeting was called to order at 7:05 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: none
Guests: none

Topics Discussed (updates in *italics*)

1. *February 17 minutes - to be voted on at the next meeting.*
2. *Debbie is resigning for personal reasons. We thank her for many years of service and contributions and wish her all the best.*
3. Training. *Brigid and Michele attended webinars.*
4. CFMP. *Boris updated section 4A. The document is ready for review.*
5. Tree Canopy Expansion Program.
 - a. *Fatima translated the following documents to Spanish:*
 - i. *Updated Owner Consent Agreement*
 - ii. *Tree Canopy Expansion letter*
 - iii. *Tree Care Instructions*
 - b. *Next steps*
 - i. **Remedios** *will put the English and Spanish documents together*
 - ii. *Request Mary to print the documents on Borough Letterhead*
 - iii. *Post the documents to the STC website*
 - iv. *Mail the letter to Drummond St. homeowners*
 - 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 observed that while most of the trees have fencing now, at least one, where active work is ongoing, is not.*
7. Letters to residents.
 - a. *Next steps: 1. finalize, 2. translate to Spanish, 3. send to residents, 4. post on the STC website*
 - b. *How to get it to all residents, and also using bulk mailing. Remedios will ask Shawna for the list of homeowners.*
8. *Tree inventory – will start Zone 1 soon.*
9. Tree City USA – *the application has been approved – 20 years.*
10. *Green Fair - April 22, 5-6:30. Boris, Brigid and Carolyn are attending. As usual, we will demo the online inventory. NJ Forestry Nursery isn't offering seedlings. Will order White Dogwood from Arbor Day Foundation. Remedios will get a PO.*
11. Johnny Jazz Park - *The Blue Spruce currently being used as a Christmas tree will be removed due to problems with the tree determined by the CME tree expert. Michael is requesting STC suggestions for a replacement tree. Bill is working with Michael on a replacement tree that is about 15 ft tall and on finding the tree provider.*
12. *Invasive Species Management Law passed in NJ. Brigid shared a copy.*

Maintenance/planting requests

1. 5 William St. Sidewalk lift. Bill suggested replacing the tree with trees on the lawn. Remedios will refer the request to Shawna.
2. Spring Planting. Per the spreadsheet we received requests for planting as follows
 - a. 22 Worthley St - request from homeowner
 - b. 46 Chestnut St - request from homeowner
 - c. 27, 29 and 31 Catherine St - request from HOA.
 - d. The first 2 locations have overhead wires, and the planting strip looks at least 24 inches. Serviceberry would be appropriate.
 - e. The third location doesn't have overhead wires, and the planting strip looks at least 3 feet. Yellowwood would be appropriate.

Remedios will ask Terrence to have the trees planted.

3. 197 Mechanic St. - Tree (Sugar Maple) has grown into the sewer line. Request to remove the tree. The tree looks healthy, according to Carolyn.

Planning/Zoning Board Applications

1. 187 Riverside Ave.
 - a. They're proposing hybrids of the English Oak (*Q. robur*) and Swamp White Oak (*Q. bicolor*), both columnar:
 - i. Regal Prince - wider spread; will be planted along Bridge Ave
 - ii. Kindred Spirit - narrower spread; along Riverside Ave
 - b. Although these trees are on their property, they're next to the sidewalk, so we can count them as street trees. There are enough trees proposed to satisfy the requirement (6), counting the existing London Plane on Bridge Ave.

Public Comments

No Updates

1. White St Parking Lot. STC will pay for approximately four trees. STC will be under the amount for going out for bid. Debbie suggested using a fence to keep the snow out. Maybe plant 2 trees this year and 2 next. Per Bill, we have to think of a species other than Southern Magnolia due to problems with leaves falling in the winter.
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.
2. 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.
3. 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 Hintze from the hospital operations, who said she'd check on the water source in the garage.
4. 33 Elm Pl. Bill reports that the Pin Oak has rot. Bill will follow up.

5. 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.
6. 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.
7. 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.
8. 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 and 2025 Accomplishments Reports

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

Adjournment: The meeting was adjourned at 8:15 PM.

Respectfully submitted,

Boris Kofman, Secretary