

Borough of Red Bank
Shade Tree Committee
April 21, 2026 Meeting Minutes

The meeting was called to order at 7:05 pm by Bill Brooks
Adequate notice of the meeting has been provided.

Members Present: Michele Brody, Bill Brooks, Boris Kofman, Brigid McCarthy, Carolyn Robertshaw
Absent: Remedios Quiroz
Ex-officio member: none
Guests: Council Member Ben Forest

Topics Discussed (updates in *italics*)

1. *February 17 and March 17 minutes – approved.*
2. Training. *Boris and Michele attended webinars.*
3. CFMP. *Remedios asked Nancy to review it.*
4. Tree inventory – Zone 1. *Brigid and Boris did the southern end of Spring St., Highland, Tower Hill Ave and Harding. A Sugar Maple on Harding Rd needs to be removed (County). One of the Ashes on Harding Rd. had the signs of a visit from an Emerald Ash Borer.*
5. Tree Canopy Expansion Program.
 - a. *The following documents are on the STC website:*
 - i. *Tree Canopy Expansion letter*
 - ii. *Owner Consent and Caretaker Agreement*
 - iii. *Tree Care Instructions*
 - b. *Mary mailed the letters to Drummond St. homeowners*
 - c. *Ms. Swett is not responding to emails. Assume she is no longer interested.*
 - d. *The mayor sent a request to STC to plant a tree on their front lawn. Remedios responded that the request qualifies for the Tree Canopy Expansion Program and sent the letter describing the application process.*
 - e. *We need to decide on the maximum budget per tree. \$150 per tree.*
 - f. *We need to come up with a list of suitable species.*
 - g. *Other nurseries to consider, besides Colonial.*
 - i. *Bill's suggestion - Casola Farms and the one who did South St.*
6. 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.*
7. Tree City USA – got the packages.
8. Green Fair - April 22, 5-6:30. *Boris, Brigid and Carolyn are attending. We will demo the online inventory. Ordering seedlings from the Arbor Day Foundation didn't work out logistically.*
9. White St Parking Lot. *STC will pay for approximately four trees. STC will be under the amount for going out for bid.*
 - a. *Decide what species we want to plant. Preferably a species easier to find in the area. Bill proposed single-stem Chinese Redbuds, and will find out where to get them. Michele suggested Japanese Zelkovas.*
 - b. *Remedios' recommendation: Maybe instead of planting 4-4.5" caliper trees we should start with 3-3.5" trees. This will allow us to plant sooner and allow the trees to grow with time.*
10. Committee membership. *Remedios sent the following recommendations to Nancy*
 - a. *Appoint Michele to take Debbie's vacated position as regular STC member*
 - b. *Appoint Carolyn as 1st Alternate.*
 - c. *We need to look for someone to join the STC as 2nd Alternate.*

Maintenance/planting requests

1. 31 Tower Hill Ave - Pin Oak has bacterial leaf scorch. **Bill** recommends removal and will contact DPU.
2. 5 William St. Sidewalk lift. Bill suggested replacing the tree with trees on the lawn. **Remedios** referred the request to Shawna.
3. 197 Mechanic St. - The homeowner requests removal of the Sugar Maple because it has grown into the sewer line. *Per Boris, the tree has two leaders, so structurally not very sound in the long term. It looks healthy. According to our records, it was planted by the property owner in 2005. Recommend referring the removal request to Shawna to decide whether to grant the permit.*
4. Downtown plantings. Terrence requested to provide recommendation for planting on Broad and Monmouth streets. STC recommendations
 - a. Broad St
 - i. London Planes are OK to be consistent with the other trees on Broad St
 - ii. We recommend that the tree pits be widened to at least 4'x4' and existing soil replaced with good soil before planting, 4' x 8' would be best.
 - iii. We also recommend planting a tree at the following locations
 1. 34 Broad - IFO Brooks Brothers. There used to be a tree there. A pit needs to be opened.
 2. 152 Broad
 - iv. Bill recommends getting a nursery to grow trees for us to 4" DBH.
 - b. On Monmouth St - Due to issues with Callery Pears, we don't plant them anymore.

Recommendations

 - i. 126 - Black Tupelo
 - ii. 145 - 2 Japanese Tree Lilacs for consistency
 - iii. 146, 150 - 'Green Spire' Pin Oak or any fastigate variety
5. Spring Planting. 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.

Got several quotes. Holmdel Nursery can provide the species and size requested, but will only guarantee for 2 years if they plant. DPU is awaiting a quote for the planting.

Planning/Zoning Board Applications

26 Drs James Parker Blvd

Drs Parker – Frontage: 435', Trees required: 9, Proposed: 1, Deficiency: 8

S. Pearl – Frontage: 185', Trees required: 4, Proposed: 0, Deficiency: 4

Total Deficiency: 12

Notes:

- *The landscape plan shows two London Planes on S. Pearl that are no longer there.*
- *They're proposing only 1 new tree (Zelkova), on Drs. Parker.*

Recommendations:

- *They should plant 8 additional trees on Drs. Parker Blvd in addition to the 1 Zelkova that is proposed for a total of 9 required*
- *They should plant 4 trees on S. Pearl St as required.*
- *The trees should be 3-3.5" at the time of planting*
- *They should refer to the Recommended Species List on the STC website for tree selection*
- *Since the planting strips are not wide, they should plant the trees on their property close to the*

sidewalk to give the trees more space to grow
The landscape notes are good and should apply to all the trees to be planted.

Public Comments

Ben Forest shared a suggestion from his wife Amy Goldsmith – a program for residents to get woodchips from DPU. She already contacted DPU.

No Updates

1. 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.
2. 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.
3. 33 Elm Pl. Bill reports that the Pin Oak has rot. **Bill** will follow up.
4. 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.
5. 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.
6. 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, May 19 at 7:00 PM. Boris will be absent.
Adjournment: The meeting was adjourned at 7:45 PM.

Respectfully submitted,

Boris Kofman, Secretary