

**Norwood Environmental Commission**  
**January 13, 2014**  
Minutes

**8:22 pm Chair calls regular meeting to order**

Christine waives the reading of the Open Public Meetings Law.

**Roll call**

**Attending:**

**Christine Hageman, Chair (201)835-5687**

**Jean Hanley, Acting Secretary**

**Barbara Vanderbeck**

**Jim Elling**

**Frank Marino, Council Liaison**

**Not Present:**

**Paul Kozel**

**Dave Elling**

**Laurie Hageman - A**

**Reorganization Meeting:**

**Reappointments** - Barbara Vanderbeck swears her oath, (Paul Kozel and Laurie Hageman not present)

**Election of Officers** – Jim will be the vice chair, Barbara will be treasurer again & Jean is secretary.

**Formal Adoption of Meeting Calendar and Budget** – A discussion ensues about our budget and how the line items need to be done correctly and match up right. A discussion ensues about the leftover \$300 that was not spent and if that rolls over or if there is a grace period to use it or does it go into a slush fund. A discussion ensues about our bench order. A discussion ensues about a new \$2000 grant that we just received.

The budget and calendar are approved.

**Standing and Special Committees/Liaison Assignments;**

- **ERI** – Christine, Jim, Dave & Jean
- **Grant** – Christine, Barbara & Jean
- **Sustainable Jersey/Green Team** - Christine, Barbara & Jean
- **Site Plan Review Committee** – Christine, Jim & Jean
- **Cemetery** – Christine, Jim, Dave & Jean
- **Shade Tree** – Christine, Dave, Barbara & Jean

A discussion ensues about the cemetery. A discussion ensues about how long someone can miss meetings before they are replaced. A discussion ensues about how many municipalities have achieved Sustainable Jersey, and our successful certification, expiring in 2016. (Will likely have to start recertification actions this year). A discussion ensues about Direct Install (50 pts) and the Rain Garden not expiring and the biodiesel (innovative) will fall off. We can work on the tree ordinance for recertification. A discussion ensues about what the Borough already does and the prerequisite requirements for the Tree & Woodlands Management actions. After the Earth Fair, we will meet to discuss the priorities, see if there is anything the Council wants us to look at, take a look at the new actions, the Beautification Committee and the Cultural Affairs Committee (which Frank will Chair) A discussion ensues about the Concert Series during the summer. That could count as points for Sustainable Jersey. A discussion ensues about the logistics of the Concert Series (stages, food vendors, advertising, musicians, etc.). A discussion ensues about storing the EC tent.

**Consent Agenda:**

Minutes of October 14, 2013-approved by Executive Committee; Nov 2013 minutes to be approved and distributed at Feb meeting (August 2013 Green Team Minutes Distributed already)

**Correspondence:** approved

**Announcements:**

**PB Meeting:** Reorganization-1/16/14

**ZBOA meeting:** Upcoming: Stonebridge Manor Variance Vote (TBA); (Reorg Meeting – 1/9/14); Next Regular

Meeting 2/6/14 – A discussion ensues about the vote on the Stonebridge variance and if there will be a revised plan submitted or not and will it be open to comment again.

**BCUA E-HHW Collection** – begins March 2014; E-Waste, Tire, Paper Collection begin April 2014

## **Business:**

**PB Applications:** none

**ZB Applications:** none

**Fox Hill Woods** – DEP permit application submittal pending; bench needs installation; schedule invasives cleanup; Open Space funding & engineering bids – Christine had a very positive meeting with Lorraine at length. Lorraine suggested that we try to get a dollar figure for the engineering requirement for the permit application from Neglia and that if it is too cost prohibitive to then put that job out for bid. A discussion ensues about their conversation. We are going to ask the DEP to grant a waiver for the flagging that may be ‘expired’. We need to get that application in to get things moving this year.

**Tree City Renewal** - application pending - updating work plan – Our work plan for 2013 was to assess damage and borough replenishment needs from Hurricane Sandy (we did that), review the current tree regulations (we didn’t do, so we will keep that in our new work plan), we would like to have a tree inventory (we should reach out to Rutgers for their young learning work force – Jim mentions that he now has a Rutgers connection – discussion ensues), we would like to get a better tree ordinance and research the green communities grant (which provides money to get manpower to do the inventory). The Work Plan will pretty much be the same for this year. Carol will pull the file she has now made and plug in the new numbers from the arborist and send the application out with the work plan.

**Green Team** - meeting in conjunction with other towns to plan Earth Fair; new Sustainable Jersey projects to be discussed later in year after the Earth Fair.

**Earth Fair/Shredding Event** A discussion ensues about asking Marc to do nature walks again. All agree. Tree selection: Pay \$25 for 100 trees (get whatever we get – no more white pine!) Ask the other towns to get 100 trees too to better our odds or: \$42 for a pack of 100 8-24” seedlings – A discussion ensues – We decide on the \$25 ones. A discussion ensues about the sandwich board signs. Jim will pick up the canopy. We got tablecloths too now! We did not order any new energy stuff from ANJEC – we can still get them. Christine will look into it. We have to check in with the other towns too so we are not handing out the same stuff. A discussion ensues about vendor setup issues at the Norwood Day event and why they no longer have vendors. A discussion ensues about the eating at your own risk sign needed when things are prepared in a private kitchen. A discussion ensues about who has to pay vendor fee and who doesn’t. A discussion ensues about how Cresskill might still have their own fair as well as participate in ours. Christine has been communicating with KJ about our municipal Earth Fair Fund (a carry over fund). Corporate sponsors would use it as a write off, but we are not sure about residential donations being tax deductible, written off as a charitable contribution. Need receipts to give people who donate. Christine asks Frank to mention to the Council about the EC hosting this Earth Fair and requesting each town to come in as a silver sponsor (\$250) and get their blessing and acknowledgment and to also ask about insurance for the fair. Frank asks for an email reminder of what we want, with a planned activities section. We went through the Mayor and the Recreation Committee about reserving the 2 fields that are closest to the basketball courts. The fields will be ours from 10am on to the end of the fair. Barbara will find out if Earth Friendly wants to be a sponsor this year. Do not send any vendor letters or forms yet until after the next Green Team meeting on the 21<sup>st</sup> when we can get approval.

**Sustainable Jersey** - revised grant applications due this month- A discussion ensues about the game of phone tag that Christine has been playing with one very busy women at Sustainable Jersey who has comments for our \$10,000 grant app for the ERI- Maybe Bronze Certification will help with approval. A discussion ensues about what an ERI is (a planning document) and about our current Visioning Plan. Bronze Certification is conditional pending additional information submittal for Vehicle Inventory (we will wait until after the Earth Fair to deal with this since Chief Krapels will be heavily involved at the Earth Fair as well). In March the borough is installing a new fuel management system, which keeps track of all of the gas and diesel that is pumped for the town vehicles, as well as the mileage. In the future it will be much easier to just print out the fleet inventory. A discussion ensues about the annual fuel expenditures, which have been dropping over the last few years since the bio-diesel was installed. Finding the used oil resource poses its own

issues. There will be new actions offered next year, too. We can do one of those instead if needed. We should also work on a better Tree Ordinance, in compliance with SJ requirements, which would make the Building Inspector happy, and may help the master Plan as well, which is up for review.

**Spring Cleanup Scheduling** - A discussion ensues about doing a clean-up. Jean suggests that we pick certain weekends that we always have clean-ups on (example: a spring clean-up the third Sat of April) – every year (all agree). A discussion ensues about the car that needs to be removed from the woods.

Discuss with the Scouts when the best time in the spring and fall to do clean-ups is for them. Park Ridge will add our date in Bi-State Cleanup advertising. Reach out to schools.

**Committee/Liaison Reports** - 2013 End of Year Finance Report pending (end of year orders)

**Next Green Team Meeting:** Tuesday 2/21/14 at 7:30 at the Borough Hall - For the next round of Earth Fair Planning

**Next Meeting Date:** February 10, 2014

Motion to adjourn the meeting is unanimous

**Meeting Adjourned: 10:24PM**

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**APPROVED**

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**Chair**

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**Secretary**