



EWING GREEN TEAM

Promoting People, the Planet, and Prosperity in Ewing

JULY 20, 2016 MINUTES

LOCATION: EWING SENIOR AND COMMUNITY CENTER

PRESENT

Pete Boughton*
Evan Crumiller*
Lisa Feldman*
John Hoegl*

Joseph Mirabella*
Joanne Mullowney*
Michael Nordquist*
Sarah Steward*

Green Team members denoted with an asterisk *

INTRODUCTION

Michael and Joanne called the meeting to order at 6:30 PM.

Discussion

The Team reviewed our Sustainable Jersey submission in whole and also examined reviewer feedback on the submitted items. Of the 45 actions submitted, 34 were approved and 11 were remanded for revisions. The 34 approved actions earned Ewing 340 points, 10 shy of the 350 points needed for Silver certification. We received 29 comments from reviewers, generally positive and encouraging. The Team identified action items for the actions that need revisions and resubmission by the September 11 deadline. While nothing is set in stone, the Team was very encouraged to know that Silver certification is in sight!

Everyone was encouraged to save the date of Tuesday, November 15th which will be the Sustainable Jersey awards luncheon at the League of Municipalities Conference in Atlantic City. More details to come.

REPORTS

GREEN BUSINESS RECOGNITION

Evan reported that he was moving ahead with this effort. It looks like he will have 5 eligible businesses. He is on track to have actions and recognitions completed for the August 15th Observer deadline.

CREATIVE ASSETS SURVEY – OPEN PUBLIC MEETING

Lisa reported that upon learning that Sustainable Jersey would require the open public meeting to discuss the Arts in Ewing in order to get credit for the Creative Assets Survey submission, she managed to get an ad into the paper for said meeting to be held on Thursday, August 25th.



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Promoting People, the Planet, and Prosperity in Ewing

ENERGY

John reported that the Energy committee has recommended to Administration that Princeton Air be selected as the contractor to perform the Home Performance Municipal Energy Audit program for the Township. They have reduced the township wide residential energy audit cost to \$99, and the threshold credit rebate to \$2,000. In addition, the Energy Committee is on track to complete the Energy Education and Outreach action with a presentation to the Glendale Civic Association on Monday, July 25 and to the Kiwanis on July 28.

FARM TO TABLE FUN(D)RAISER

Joanne shared information about the 5th Annual Farm to Table Fun(d)raiser at Terhune Orchards on Thursday, July 21. Those interested in attending were encouraged to do so.

WALKING/BIKING GROUP

Joe Mirabella reminded the Team that the 2nd meeting of the walking/biking club would take place at 7:30am on Saturday, July 23 at Baldpate Mountain (meeting at the parking lot off Pleasant Valley Rd. entrance off Bear Tavern Rd or Rt29.) The next walk will be at Bearly House off Meadow Rd off Princeton Pike at 7:30am on August 6th.

EGT THANK You BBQ

We agreed to hold a Sustainable Jersey certification Thank You BBQ at the home of Sarah Steward at 3pm on Saturday, August 13th. Sarah agreed to send out invitations and the Team brainstormed a list of people who had contributed to recertification to invite.

BIKE ADVOCACY

Pete Boughton reported on the progress that the Bike Committee has made on the planning of the 2nd Fall Spin. Sponsorships have begun to come in; this year sponsorships are offered at varying levels with corresponding benefits to the sponsors. The flyer and registration package are done and posted on the Ewing Green Team website.

NATIONAL NIGHT OUT

National Night Out will be Tuesday, August 2nd and Joanne reported that the Green Team will have a table. We are planning to have information about the bike tour; the Arts open meeting, the walking club, and maybe also the Green Business Initiative and the Neighborhoods Initiative. Project leaders for each are tasked with organizing what they would like at the table.

PLANNING FOR 2017

Joanne and Sarah started a brief discussion about Green Team planning for the coming year once Sustainable Jersey recertification is complete. The group agreed that it may be worthwhile to determine a priority list of things to continue to focus on in the coming year – perhaps from the Community Visioning, unfinished



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Sustainable Jersey actions, or other Green Team priorities. We discussed having an after action meeting with the Administration to review successes and make suggestions for priorities going forward.

Sarah Steward moved to adjourn the meeting and Pete Boughton seconded the motion. After a unanimous vote, the meeting adjourned at 8:13pm.

Respectfully submitted,

Sarah Steward

APPENDIX

Ewing Township (Mercer) Application Feedback from Sustainable Jersey

The checkmark (in red) denotes completion and the name next to the action denotes the individual who will manage it. Resubmissions are due September 11th.

"PLEDGE SUPPORTING NJ WILDLIFE ACTION PLAN" ✓

Subject: Congratulations! You have met the standard for this action.

Posted: 6/30/2016 3:57 PM

Body

Excellent documentation!

"CREATIVE ASSETS INVENTORY" LISA

Subject: Submission Requirements Not Yet Met

Posted: 7/9/2016 2:54 PM

Body

You have done exceptional work thus far in organizing your process and codifying your results to create your CAI. I'm putting your status to "Must Revise" simply to allow you time to populate your spreadsheet further after your public meeting this summer.

I am eager to review your additional input this fall. Congratulations!

If you have any questions, please contact me: Suzanne Ishee, suzanne@CenterForCreativePlacemaking.com, 973.869.9748

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Contact us: ewinggreenteam@gmail.com

Monthly Meetings at Ewing Senior & Community Center, 999 Lower Ferry Rd, Ewing, NJ 08618, 4rd Wed. of each month



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"ESTABLISH A CREATIVE TEAM" ✓

Subject: Congratulations! You have met the standard for this action.

Posted: 6/22/2016 5:32 PM

Body

"BROWNFIELDS INVENTORY & PRIORITIZATION" ✓

Subject: Brownfield Inventory and Prioritization

Posted: 7/11/2016 11:28 AM

Body

A very thorough analysis of the Brownfield Inventory and steps to prioritize redevelopment of these properties.

"BROWNFIELDS MARKETING" CHUCK

Subject: Submission Requirements Not Yet Met

Posted: 7/11/2016 12:03 PM

Body

Please submit priority site information to USEPA database.

"COMMUNITY EDUCATION AND OUTREACH" ✓

Subject: Congratulations! You have met the standard for this action.

Posted: 6/23/2016 8:15 PM

Body

The many events and forms of outreach that you document are impressive!

Keep up the good work.

"ENERGY EDUCATION AND OUTREACH" ENERGY TEAM – PETE, JOHN, MARK, JENN

Subject: Submission Requirements Not Yet Met

Posted: 6/30/2016 8:25 PM

Body

While you will definitely be approved for this action, based on your narrative and the documentation you have submitted, I have not approved it yet, because 2 of the events you mention haven't yet taken place.



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Since you've also developed a brochure and uploaded it to the Ewing Township and Sustainable Ewing Green Team websites, you have met the standard for this action.

However, I'm holding off on approving the action, so that you will have a longer shelf-life for it (since otherwise the timeframe would be from March, rather than August. All you need to do is document your July and August events and you'll meet the standard for this action!

Keep up the good work!

"GREEN" YOUR GREEN FAIR" ✓

Subject: Congratulations! You have met the standard for this action.

Posted: 6/28/2016 6:05 PM

Body

You have done an excellent job with greening your event, and I especially liked the fact that you conducted a post Expo survey. It is difficult to assess the impact of the practices on greening the event, but you've done a good job on trying to assess their impact.

Keep up the good work!

"HOLD A GREEN FAIR" ✓

Subject: Congratulations! You have met the standard for this action.

Posted: 6/28/2016 1:14 PM

Body

You have done a great job, both with this event, and with your documentation of it. The documentation you have provided is excellent, and should help other towns as they work to organize a green fair. It's great to see Ewing working with other communities to make this event so successful.

Keep up the good work!

"LEAD EDUCATION AND OUTREACH PROGRAMS" ✓

Subject: Action Approved

Posted: 7/10/2016 7:17 PM

Body

Congratulations, this action is approved.



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"MUNICIPAL PROGRAM" ENERGY TEAM – PETE, JOHN, MARK

Subject: Submission Requirements Not Yet Met

Posted: 7/11/2016 12:21 PM

Body

Sustainable Jersey recognizes your efforts in pursuit of this action. Ewing Twp. is aware of the submission requirements but as a reminder to aid in your ongoing efforts, we offer the requirements again here.

We suggest you upload the flyer described in the narrative as additional supporting documentation.

In order to earn points, your submission must meet the following standards:

1. The municipality must have selected a single energy audit contractor and launched a municipal-wide "Energy Audit and Upgrade Program."
2. The municipality must have performed an outreach and marketing effort that includes a mailing to residents, a link on your website, and at least one other activity.
3. The Outreach effort in regard to the Home Performance program must have been performed from within 3.5 years of the June submission deadline.

Submit the following documentation to verify the action was completed to the above standards. (Log in to the password protected webpage where you submit your online application for certification to write in the text box and upload documents).

In the text box, please provide a short narrative (300 word max) to summarize what was accomplished and the general steps taken to accomplish it.

Upload: Copy of the contract executed between the municipality and the selected contractor.

Upload: Copy of the letter (or other outreach mailing) sent from the mayor or other high ranking official in local government to residents detailing the program and its benefits.

Upload: Documentation of at least one other effort in support of the Home Performance Program effort from within 3.5 years of the June submission deadline. These can include, but are not limited to, the following examples:

- Holding a workshop for residents on the Home Performance program.
- Hiring a dedicated municipal employee to help administer this effort (this does not need to be a full-time employee, or even a new part-time employee. It could be a current employee who has a portion of his/her time dedicated to this effort).
- Establishing a visible recognition program for residents who have participated in the Home Performance Program (e.g. a placard for their front lawn or a sticker for their front window).



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- Establishing a discount program with local businesses in exchange for having an audit performed.
- Undertaking another creative initiative not included on this list. However, such action must be granted approval in advance as an acceptable action by Sustainable Jersey staff.

"ENERGY AUDITS FOR ONE BUILDING" **V**

"COMMUNITY OR SCHOOL GARDENS" **V**

Subject: Nice Work!

Posted: 6/22/2016 8:12 PM

Body

Great job on your submission.

~Samantha

"FARMERS MARKETS" **V**

Subject: Nice Work!

Posted: 6/28/2016 2:57 PM

Body

FANTASTIC submission! I have to say that I was SO EXCITED when I found out a farmers market was coming to Campus Town. Since we work at TCNJ I am sure that you can also relate to our enthusiasm. I think this will be a WONDERFUL opportunity for students to have access to a farmers market on campus, and might really invigorate a whole new culture of local eating. I personally am not aware of any other campus that holds a farmers market. Again, great job, this is an opportunity that I think will greatly benefit the community, and I look forward to stopping by!

~Samantha

"MAKING FARMERS MARKETS ACCESSIBLE" **JENN**

Subject: Submission Requirements Not Yet Met

Posted: 6/28/2016 2:59 PM

Body

Please provide some form of official documentation regarding the EBT availability and I will approve you for this action. This can include an official letter from the market manager, a copy of the form(s) used, or an official certification designating the Pineland Farms as one that accepts EBT.

Please let me know if you have any questions.



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Promoting People, the Planet, and Prosperity in Ewing

~Samantha, mcgraws@tcnj.edu

"SMOKE-FREE AND TOBACCO-FREE PUBLIC PLACES" **SARAH**

Subject: Submission Requirements Not Yet Met

Posted: 7/5/2016 6:17 PM

Body

For approval, please provide a PDF or link to online ordinance.

"INNOVATIVE COMMUNITY PROJECT 1" **V**

Subject: Action Approved

Posted: 7/5/2016 1:47 AM

Body

The action is approved but since it is an ongoing effort, it will be set to expire at the end of 2016. In the future when you apply for recertification, simply upload documentation documenting the progress made in moving this initiative forward.

"INNOVATIVE COMMUNITY PROJECT 2" **V**

Subject

Posted: 7/5/2016 1:40 AM

Body

The action is approved but since it is an ongoing effort, it will be set to expire at the end of 2016. In the future when you apply for recertification, simply upload documentation showing that initiative is still active in the current year.

PLEASE NOTE THAT FUNDING COULD BE AVAILABLE FROM THE NJDOT TO COMPLETE A BICYCLE AND PEDESTRIAN PLAN THAT WOULD BE EXTREMELY HELPFUL TO EFFORT. Please contact Renee Haider at 609-771-2307 or haiderr@tcnj.edu for more information.

"INNOVATIVE COMMUNITY PROJECT 3" **V**

Subject: Action Approved

Posted: 7/5/2016 1:37 AM

Body

The action is approved but since it is an ongoing effort, it will be set to expire at the end of 2016. In the future when you apply for recertification, simply upload documentation showing that program is still active in the current year.



EWING GREEN TEAM

Promoting People, the Planet, and Prosperity in Ewing

"COMPLETE STREETS PROGRAM" **JENN**

Subject: Submission Requirements Not Yet Met

Posted: 7/7/2016 1:30 PM

Body

Your adopted policy looks great. All that is missing is completion of the narrative description of your progress on implementation using the template provided in the guidance. We have pasted it below. Please complete and upload. (Note: the description provided above and in the road diet improvements can be incorporated into the narrative.)

Complete Streets Narrative Description Template:

(Please try to limit answers to two pages.)

- 1) Describe the way the policy has been (or will be) further institutionalized within the municipality (e.g., incorporated into the Master Plan, bidding procedures, existing and future development ordinances).
- 2) Describe the methods that have been or will be used to train municipal officials, including planners, engineers, planning and zoning board members, on the new procedures to help institutionalize the policy throughout municipal agencies and departments.
- 3) Give an overview of the data that will be collected to track how well the streets, sidewalks and trails are serving all travelers. Refer to the Measuring Progress section for examples.

"SUSTAINABLE LAND USE PLEDGE" **V**

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"TRANSIT-ORIENTED DEVELOPMENT SUPPORTIVE ZONING" **MICHAEL**

Subject: Submission Requirements Not Yet Met

Posted: 7/11/2016 2:38 AM

Body

Thank you for your submission and for taking the time to create a table outlining how the zoning and parkway avenue plans relate to the TOD standards. A few questions remain that need to be understood prior to awarding points.

- is the town center zoning within a 1/2 mile of the train station?
- is the parkway redevelopment plan within a 1/2 mile of the train station?
- are residential densities established for either district?
- what is the affordable housing policy for either district? is there inclusionary affordable as a percentage of new development? If yes, what is the policy. If no, why is no policy established?



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-- what are the parking requirements for the district? is parking limited near the train station area?

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"GREEN BUSINESS RECOGNITION PROGRAM" **EVAN**

Subject: Action Approved

Posted: 7/5/2016 2:29 PM

Body

Congratulations, this action is approved. Great job on completing this action. We look forward to seeing the full list of approved businesses at the end of the summer.

Also, it would be interesting to know the list of actions taken by the approved businesses.

Thank you.

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"ENVIRONMENTAL COMMISSION" **JOANNE**

Subject: Submission Requirements Not Yet Met

Posted: 7/13/2016 8:17 PM

Body

Nice work. Please revise your member list so that it only includes their names, since the other information is personal and sensitive, and once this is done I will approve you for this action.

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"ENVIRONMENTAL COMMISSION SITE PLAN REVIEW" **✓**

Subject:

Posted: 7/12/2016 9:01 PM

Body

Great Job on site plan review Ewing Environmental Commission and whole Site Review Committee.

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"NATURAL RESOURCE INVENTORY" **CHUCK**

Subject: Submission Requirements Not Yet Met

Posted: 7/8/2016 6:30 PM

Body

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As stated in the description: "The updated ERI will be incorporated into the MP by the Planning Board upon updating the MP later this year."

Please submit this information for review once complete. The Township has done a great job updating and completing their ERI. We hope that it is used to its full potential as outlined in your submission.

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"COMMUNITY FORESTRY PLAN AND TREE COVER GOAL" ✓

Subject: Approved

Posted: 7/6/2016 9:34 PM

Body

Keep up your great work!

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"ENERGY-EFFICIENT APPLIANCES OR EQUIPMENT" ✓

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"PRESCRIPTION DRUG SAFETY AND DISPOSAL" ✓

Subject: Action Approved

Posted: 7/8/2016 4:04 PM

Body

Congratulations, this action is approved. Great job on completing this action.

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"COMMUNITY PAPER SHREDDING DAY" ✓

Subject: Action Approved

Posted: 7/3/2016 6:15 PM

Body

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"RECYCLING DEPOT" ✓

Subject: Nice Work!



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Posted: 7/7/2016 6:36 PM

Body

Definitely one of the best submissions this year!

~Samantha

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"RECYCLING EDUCATION & ENFORCEMENT" TOM

Subject: Submission Requirements Not Yet Met

Posted: 6/29/2016 8:24 PM

Body

This is a great submission. For approval, please submit an accepted materials flyer, which provides a visual depiction of the items that can/cannot be recycled, along with the forms, plans, and/or vendor contracts available for commercial establishments to fill out each year (I know you said MCIA has these, but are you able to get an example of one? Or demonstrate how you document non-compliance?)

~Samantha