

# EGT Retreat Minutes 2022

Saturday, January 8<sup>th</sup> 9 – 12

## Attendees

Evan Crumiller	Jennifer Keyes-Malone	Mark Wetherbee
Lisa Feldman	Donna Morgan	Guest (name?)
Heidi Furman	Joanne Mullowney	
Garry Keel	Caroline Steward	

## Announcements

- New Appointee Sonya Travis **Thank YOU!**
- Reappoints – Donna Morgan, Priya Vimalassery, ~~Joe Mirabella~~, Jack Wolfarth. **Thank YOU!**
- We still have ~~two~~ three vacancies.
- Election of officers at the 1<sup>st</sup> regular GT meeting on January 26th. The EGT needs YOU!!!
- Zooming the first few EGT meetings of the year? **Yes, Jenn will set up thru April. She can also swear in new and reappoints virtually.**
- EGT Annual Report – Needed for SJ submission. If there is anything you would like included, let me know.
- Cora Baker from the Elks has emailed to learn when our cleanup dates will be this spring. They are putting together their community activities. lists and want to start recruiting volunteers.
- Pat Staltari, Education Director of the Ewing CYO of Mercer County 609-883-1560. [pstaltari@cyomercer.org](mailto:pstaltari@cyomercer.org). She also emailed to volunteer for something younger kids can do- **Bottle Cap art project?**
- Patrick Burley - high school teacher and Key Club volunteer. Looking for opportunities to work with us.

## Requests

- Website and FB!!! Would like help with content. Thanks go to Donna and Jenn for assistance on FB. If there is anyone active on FB who would consider posting about their areas of interest, we'd love to hear from you.
- Monitoring the impact of road salt on fresh water - Watershed Project **It was determined that we would volunteer to test the Shabakunk Creek at Hollowbrook and along the Canal. A number of people were interested in participating. I have ordered the 12 strips (6 per site) for our two selected sites. Add your name here if you want to be a part of the monitoring process.** Joanne

## Sustainable Jersey Recertification

Since this will be our major action that guides all others this year, I suggest that we work off of the spreadsheet that Donna is maintaining to see where we are on the various actions. Is everyone aware of their responsibilities towards recert? **Heads up regarding the due dates for our submissions. They've been moved up a couple of weeks this year. 1st submission due date – May 22<sup>nd</sup> | 2<sup>nd</sup> submission due - Aug 28<sup>th</sup>.**

We will be doing outreach to complete some of our action items in the next months before recert. I suggest that we create a calendar of planned EGT outreach events during this meeting so it can help us with scheduling.

<b><i>Broad Category</i></b>	<b><i>2022 Volunteers</i></b>	<b><i>Outside Contacts/Partnerships</i></b>	<b><i>Primary Township Contact/Resource</i></b>	<b><i>Notes</i></b>
<b>Animals in the Community</b>	Joanne, Heidi	Easel	Jim McManimon	Gardening for wildlife
<b>Arts &amp; Creative Culture</b>	Lisa, Priya, Heidi	Arts Commission, 1867 Sanctuary, Art Has No Boundaries	Jennifer Keyes-Maloney	
<b>Brownfields</b>	Jenn	Chuck	Chuck	Only one category needs updated.
<b>Community Partnership &amp; Outreach</b>	Donna			
<b>Community Partnership &amp; Outreach: Green Fairs</b>	Donna			Weekly Green Fest meetings will be virtual for 2022.
<b>Community Partnership &amp; Outreach: Green Your Green Fair</b>	Donna			
<b>Diversity and Equity</b>	Caroline?	Muslim Imam, AfAm Pastors, Braeburn CA	Jim McManimon	Lead education now falls under Diversity and Equity.
<b>Emergency Management and Resiliency</b>	Joanne, Jenn	Township OEM staff, Fire & Police Depts, Mike Narducci	Jim McManimon	
<b>Energy</b>	Mark		Jim McManimon	
<b>Food</b>	Donna	Ewing Community Gardens Association	Jim McManimon	
<b>Green Design</b>	Jenn, Mark	Chuck		Green Building Policy/Resolution?
<b>Health &amp; Wellness</b>	Caroline	Stephanie Mendelsohn		
<b>Innovative Community Project 1</b>	Joanne, Jenn, Priya			Adopt a Storm Drain
<b>Innovative Community Project 2</b>	Joanne, Jenn, Priya			Leave the Leaves What about

				promoting HOA Green Teams?
<b>Innovative Community Project 3</b>	Donna, Priya			Moody Park & Delaware River Cleanups, Trail work?
<b>Land Use and Transportation</b>	Jenn	Police, Dennis, Kathy Wollert, Matt Lawson, <b>Historic Preservation – draft done.</b> ETHPS, Chuck <b>Complete Streets?</b>	Jim McManimon	
<b>Local Economies</b>	Jenn, Donna, Priya, Evan, Garry	Chuck	Jim McManimon	Restaurant week, scarecrow, green business recognition
<b>Natural Resources</b>	Joanne, Jenn, Evan, Joe	EEC, Bill Brash, Ewing Patriotic Committee	Jim McManimon, Chuck, Ted Forst	
<b>Operations &amp; Maintenance</b>	Jenn, Mark	DPW, Mike Meenan	Jim McManimon	
<b>Public Information &amp; Engagement</b>	Joanne	Rob Green	Jim McManimon	
<b>Sustainability &amp; Climate Planning</b>	n/a			Not enough time to tackle the actions for 2022
<b>Waste Management</b>	Lisa, Heidi	DPW, Ewing Police, SolTerra, CountyOfc	Jim McManimon	Take Back Prescriptive Drugs, Shred Days, reusable bags

## Events by Committee

### Animals in the Community -Joanne

- Gardening for wildlife
  - Mary Anne Borge – **She's looking at March 30<sup>th</sup> either virtual or in person depending upon the COVID situation.**
  - Jeff Burd (bees?)
  - Rain Garden creation – The Watershed – **I have emailed The Watershed about this**
  - Getting started -rewildling your home landscape/garden – Nick DAmato from Ginos Nursery?

Arts and Creative Culture -Lisa & Priya

- Artist Outreach event - Lisa? In person or Zoom at Arts Commission meeting. Needs to be advertised in the Paper?
- Community Art project with bottle caps. Timing?

Bike Ride – Garry, Pete, Joe, Mark, Joanne...

- Bike ride date Garry proposes Saturday, October 8th

Clean Community – Donna, Priya...

- Clean ups in general – end of March for a Community Clean Up – Maybe Moody again. Jenn suggested that we also check out the JTT.
- Stream clean up on April 9<sup>th</sup> – Donna proposes Hollowbrook again this year. Will work well with our testing of the area.
- What about Priya's work with her HOA and promoting the same to other HOAs in town? HOA Green Teams... perhaps as an Innovative Demonstration Project.

Community Education and Outreach Joanne/Donna

*Green Fest*

Going to be between Arbor Day and Earth Day and one of those Saturdays, combination of in-person outside on the Saturday and virtual events.

- Can we get volunteers to take turns attending the Monday night meetings? They will be virtual.
  - 1<sup>st</sup> Monday of the month – Donna
  - 2<sup>nd</sup> Monday of the month – Evan? He will check and let us know.
  - 3<sup>rd</sup> Monday of the month – Joanne (will work around Evan's date)
  - 4<sup>th</sup> Monday of the month – Lisa (will work around Evan's date)
  - Jenn volunteered as backup.
- Who can help to get speakers?
  - The Watershed Institute?
  - Sea Change – climate change...
  - Trees – Bill Brash?
  - Bees – Jeff Burd
  - Mercer County Horticulturalist?
  - Recycling – Steve Rinaldi?

Energy – Mark, Evan, Garry, MCSC

- SJ requires training in order to qualify for any energy points
- Direct Install
- Community Solar – Jenn is reviewing our ordinances. We need to check with Code Enforcement to see if they are willing to change any of their procedures to meet SJ requirements.

Health and Wellness? – Caroline

- Caroline will get in touch with Stephanie. Joanne has already made initial outreach but has not heard back. They are probably overwhelmed with COVID.

#### Green Business – Evan

- Evan has a number of possibilities. Two Churches – Our Lady of Good Council and Abiding Presence. And a business.??

#### Local Economies –Plastics committee

- Restaurant Week in process. Web page done. Outreach letter done. Application form done. Logo done. Outreach to be conducted beginning next weekend when Jenn gets the postcards from Staples. Joanne has a spreadsheet of restaurants and has assigned volunteers to every restaurant on the list. Will email out shortly. Exchange restaurants between yourselves. Evan will complete the script and send out.
  - Hand out postcards with the skip the straw info and then give heads up to each restaurant about Restaurant Week.
- Scarecrow Write up to include 2021 and past events as events promoting local businesses.

#### Natural Resources – with EEC

3 requirements – Ewing's NRI was redone in 2016 and states in the preface that the “update to the 2006 Environmental Resource Inventory (ERI) will be adopted into the Ewing Township Master Plan as another important element informing decision making for growth and development of the Township.”

- Upload the NRI
- Upload: Documentation that the municipality has incorporated the NRI into its Master Plan.
- Upload: Statement or documentation that the municipality has a policy for regularly updating the NRI.

We have done the first two items in the past. We need to document how to show that there is a policy for updating it in the future. Joanne sent an email to Kim for a certified copy of the resolution accepting the NRI in 2016.

#### Environmental Commission

2 requirements

- Upload: Copy of the signed ordinance adopted by the municipal government establishing an Environmental Commission, or provide a link to the online codes directory which references the ordinance
- Upload: Copy of the Environmental Commissions' Annual Accomplishment report. The Annual Report of Accomplishments should be from within 12 months of the June submission deadline. However, since these reports are often submitted in January, we will accept the Annual Report for the previous calendar year. The annual report should include a summary of activities undertaken by the Environmental Commission as well as a list of current members. OR, if your EC is newly established, please provide the names of your appointed members, a list of EC goals and minutes from at least one meeting to document that your Commission is active. The requirement to complete an annual report is part of New Jersey enabling legislation. More information can be found in the ANJEC Environmental Commissioners' Handbook. Evan, here is the link to EC Annual Reports on the EC website. <https://ewingecc.org/annual-reports/>.

## Site Plan Review

- Description of Implementation – In the text box provided on the submission page for this action provide a short summary (300 words or less) describing the Environmental Commission's review of site plans and subdivision applications. Include a description of any guidelines the commission uses for determining the types, sizes, characteristics, etc. of applications it reviews.
- Upload a report which lists all the development applications sent to the Environmental Commission for review, and the action taken by the Environmental Commission (i.e. Findings of Fact and Recommendations or No Findings.) **Are all applications sent to the EC for Review? Check with Dan Burke as to action taken.**
- Upload the Environmental Commission's Findings of Fact and Recommendations report for one project reviewed in the 18-month period prior to the date the Sustainable Jersey certification application was submitted. **Ask Dan Burke.**

Feedback from last submission (for which we didn't receive points)

### Submission Requirements Not Yet Met

*Thank you for this submission, we're just missing a few items and tweaks to this submission to be able to award the points.*

1. *Please revise the list of work the Planning Board did to the work on site plans that the EC did.*
2. *Please provide full report on a selected site plan, not just landscape notes. Or advise us that no other comments were give on selected plan.*
3. *The document of the site plan committee meeting don't show actions/comments given by the committee on the plans, please advise or show comments/questions.*

*Thank you*

## Water Conservation Education Program

- Upload: Completed worksheets, a minimum of two – one worksheet for each outreach activity. Click [here](#) for the Water Program Worksheet. This worksheet requires you to provide basic information about your activity including the date(s) for your program as well as the dates for the related program promotion and outreach support activities. The form also asks for your responses to some program evaluation questions.
- Upload: In addition to the completed worksheets provide examples of distributed materials, presentations, meeting notices or other information related to your municipal water conservation education programs. For example:
  - For in-person events: Provide a sample of promotional material used for each of the initiatives, such as flyers, media releases, newspaper ads, copy of email message, or screen shots of digital promotion (e.g. social media or website posts) promoting the initiatives. Please make sure the promo material includes the date, location and speaker names.
  - For online initiatives: Provide a link, digital copy, or screen shot of the online material, such as web or social media posts, webpage, electronic newsletter, podcast, or video. Also include a sample of the promotional material used to drive viewers to that online site.

- For print initiatives: Provide a digital copy or scan of the printed material, such as a newsletter, brochure, booklet, or newspaper column. Also include the promotional material used to drive readers/users to the printed material.

#### Resubmission Requirements

To resubmitted for points under this action, please provide updated information for all the requirements noted under "What to submit to earn points for this action" section above. The educational program or campaign must include two outreach activities that have occurred in the current year or previous calendar year at the time of submission.

Work with The Watershed to develop a program about Adopt-A-Stormdrain. Hope to get GPS coordinates done by the end of January.

- Donna – done
- Evan – 1/3
- Joanne – ½
- Priya - ?
- Lisa – work with Joanne
- Bob Kirby - ?
- Charlie Maack ?
- Heidi ?
- Joe

#### Tree Protection Ordinance

Provide a short narrative (300 word max) to summarize what was accomplished and the general steps taken to accomplish it.

- Upload: Tree Protection Ordinance. Provide the link to the ordinance in the web-based codes, a certified copy of the resolution adopting the ordinance, or a copy of the adopted ordinance that is certified by your municipal clerk. Please include all referenced sections to the greatest extent possible.
- Upload: Description of the standards that relate to those listed in section II.of the "What to Do" section if you have not done so already in the text box.

Only the draft was submitted to SJ because of the timeline last time. However, it was not adopted in time and changes were subsequently made to the document. SJ did note that the draft ordinance did meet the requirements. Question, how substantial were the subsequent changes?

#### CFMP

- An approved Community Forestry Management Plan (CFMP) in hand.
- A minimum of two people (one employee and one volunteer) complete the Core Training - **Has a Ewing DPW staff member been appointed and training taken? Need to get one EC member to attend training this winter.** <https://urbanforestry.rutgers.edu/njucfce/core-training-documents.html>

- Core Training for Spring 2022 will begin on Friday, March 11th and conclude on Friday, April 8th. 5 Fridays
- Two or more people earn a combined total of 8 CEU's each year - **Check with Dan Burke.**
- Submitted an Annual Accomplishment Report - **Once actions 2 and 3 have been completed, we can submit the annual report.** Once that is submitted and approved, that is submitted to SJ.

## Tree Planting Program

3.5 years

Please provide a short narrative (300-word max) to summarize what was accomplished and the general steps taken to accomplish it.

- Upload: Tree Planting Project Report that includes a description of the tree planting program including: a tree species and size list; planting locations or map; a budget showing the project funding sources and in-kind contributions of materials and volunteer labor, if utilized.
- Upload (OPTIONAL): "After" pictures of the tree planting project. Before and after pictures are desirable but before pictures are not required.

Jenn will check with Mercer County about the tree planting. We want native species, and, ideally, a list early so that we can create handouts about each for each recipient. We also should contact Chuck Latinit about the NNO plantings which should fall under the 3.5 year timeline.

## Neighborhoods – Caroline

- Neighborhood Buddy program? <http://www.princetonnj.gov/217/Princeton-Neighborhood-Buddy-Initiative> not for SJ points at this time, but great program that we should emulate.
- Neighborhood groups
- Need to update the welcome booklet - Caroline suggested adding info about Restaurant Week. It needs restaurant and general updating.

## Sustainability and Climate Planning

- next time (new visioning in 2023?)

## Waste Management – Recycling Committee

- Outreach and education re: plastic bags –
  - need volunteers to distribute Skip the Straw postcards, advertise Restaurant Week and start plastic bag outreach
- Joanne will repromoted Project Medicine Drop on Twp website. Committee needs to get statistics from Police Chief.  
Funeral Homes might collect Rx waste, TCNJ, Pharmacies (not advertised).