



Sustainable Jersey Certification Report

This is the Sustainable Jersey Certification Report of Chatham Boro, a Sustainable Jersey silver certified applicant.

Chatham Borough is a Sustainable Jersey Certified community since 2010 Bronze, and continues at the Silver Certification Level through 2012, 2015-2018, 2018-2021, 2021-2024. Also, recipients in 2012, 2015, & 2018 Champion Award, Medium Municipality, and Collaboration Awards with Chatham Township 2009 & in 2018 adding Madison expanding a regional approach to certification and sustainability.

Contact Information

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Actions Implemented

Each approved action and supporting documentation for which Chatham Boro was approved for in 2015 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

Arts & Creative Culture

Establish a Creative Team

10 Points

Program Summary: The Creative Team was established as a sub-committee of the Environmental Commission at the 3/2014 meeting of the EC. Members: Environmental Commissioner Len Resto, Chair: Members: Council Liaison- Alida Kass; Business Leader: Tony Britt, President of the Chatham Downtown Alliance; Education Community Representatives: Kate Murphy, Retired High School Teacher and former advisor to the Chatham High School Environmental Club. Ruth Dekker, Environmental Commissioner and member of the Washington Avenue Parent/Teacher Organization (PTO). Artistic Community: Jen Kaplan, Chair of the Public Arts Council. Ann Frommer, Artist representing the Art League of the Chathams. • Mission: To use the Creative Arts in promoting sustainability in the community, in our homes and in our own lives. • The role & purpose of team: 1. Use the arts to foster green themes and sustainability. 2. Accomplish via artwork, sculptures and murals. 3. Reach out to an audience greater than just the immediate community. 4. Ensure that as many activities as possible have a creative aspect to them. • Structure: Len Resto, Chair. Tony Britt, Vice Chair. All others are members. • Geographic Area: Chatham Borough & Township • Past & Planned Activities: 1. Ongoing past & planned: Art shows & displays by the Art League of the Chathams and the Public Arts Council at both Borough Hall and the Township Municipal Building. 2. Artwork in the community- sculptures on display at Library (see pictures), sculpture at the Train Station "Commuter Oasis", Fairmount Ave. Mural dedicated on June 14, 2014, Train Station Centennial Day, painted by Kenji Hasegawa, art teacher at Washington Avenue School, Mural at the entrance to the Township Municipal Building, have art work as

part of the upcoming Borough Tri-Centennial celebration. Art work as part of the 2014 Rail Station Centennial celebration. Regular displays of art at the Library.

PDF: [CREATIVE TEAM RESOLUTION](#)

PDF: [ART LEAGUE ACTIVITIES](#)

PDF: [PUBLIC ARTS COUNCIL DESCRIPTION AND RECENT ACHIEVEMENTS](#)

PDF: [REVISED- THE CREATIVE ARTS TEAM - PERFORMING ARTS COUNCIL - ART LEAGUE OF THE CHATHAMS RELATIONSHIP](#)

PDF: [REVISED - RESOLUTION](#)

Community Partnership & Outreach

Create Green Team

10 Points

 Bronze Required

Program Summary: The Chatham Borough Green Initiatives Advisory Committee, established by Borough Council resolution on February 11, 2008, was informally made part of the Environmental Commission in 2014 and formally folded into the Environmental Commission by resolution on 2/2/15. The Green Team will have the same charge and charter as previously. The Green Team's mission is to recommend to Mayor and Council ways that Chatham Borough can become more sustainable. It provides education and outreach informing Borough residents and businesses about how they can live and work more sustainably. Team members are all dedicated volunteers with a strong interest in sustainability. They have backgrounds in business, government and education. The Green Team also works on sustainability initiatives with various Borough municipal boards and commissions, including: the Farmers' Market Committee, the Community Gardens Committee, the Planning Board, the Mayors' Wellness Campaign, and the Senior Center of the Chathams. The Green Team also works closely on sustainability initiatives with various municipal government departments, including the Department of Public Works, the Borough Engineer, and the Finance Department. The Green Team works on sustainability programs with partners outside of Chatham Borough. Chatham Township Environmental Commission (CTEC) and The Green Team have partnered on projects and initiatives. We provided the public several films shown in the Eco-Film and Discussion Series of the Chathams during 2014 and 2015, many borrowed from the Association of NJ Environmental Commissions (ANJEC). The Green Fair of the Chathams, the Complete Streets Policy, the Construction and Demolition Ordinance, the Green Grounds and Maintenance Policy, the energy efficiency audits and upgrades to municipal buildings, the anti-idling program, green purchasing, and the municipal demonstration rain garden are a few of the permanent changes in Chatham Borough that have been undertaken with the leadership and/or participation of The Green Team, formerly the Green Initiatives Committee. In April 2015, Chatham Borough was presented with the Environment Excellence Award. Awards documents are attached. On Saturday, September 12, 2015 the Annual Green Fair will join forces with the Chatham Borough Farmers Market and Mayors Wellness Committee of the Chathams from 8:00 AM to 1:00 PM at the Chatham Borough Farmers Market. It will be Chatham's first "Sustainable Fair", a concept of healthy self, healthy environment and healthy life. The Environmental Commission 2014 Minutes and 2014 Annual Report are attached, as well as the Green Team Minutes, January through April 2015 and the Environmental Commission Minutes for May 2015. Green Team information from the Chatham Borough Calendar are also attached. Please visit our website to view the entire calendar. <http://chathamborough.org/chatham/Calendars/>

PDF: [GREEN TEAM RESOLUTIONS - 2013 AND 2015](#)

PDF: [ENVIRONMENTAL COMMISSION 2014 MINUTES AND RESOLUTION](#)

PDF: [CB 2015 CALENDAR INFORMATION, ENVIRONMENTAL AWARDS DOCUMENTS AND ROSTER](#)

PDF: [GREEN TEAM MARCH 2014 MINUTES](#)

PDF: [ENVIRONMENTAL COMMISSION 2014 ANNUAL REPORT](#)

PDF: [GREEN TEAM MINUTES JAN-APR 2015 AND CBEC MINUTES MAY 2015](#)

Community Education & Outreach

10 Points

Program Summary: The Eco Film Series of the Chathams started in 2010 & has continued ever since as it has been a popular series with residents. A series of documentary films on a variety of environmental topics, they are offered to the public, free of charge. Discussion follows each film. Films are shown the first Thursday of the month, at

7:30 pm, at the Library of the Chathams. In 2014, films such as "Forks over Knives", "PlanEat", "More Than Honey" (which spurred a bee keeping club in Chatham) and "Idle Threat" were shown. Our next two films on 4/2/15 and 5/7/15 will be "Birders" and Promised Land with Matt Damon. We expect many birding enthusiasts to be in attendance for "Birders". Attached are the schedule of films and some sample flyers we post at store show windows, the Library and send via e-mail to e-mail lists.

PDF: [OUTREACH.ECO.FILM.CB](#)

PDF: [2014-2015 OUTREACH](#)

PDF: [ECO FILM PROPOSED FILMS EXCEL SPREADSHEET](#)

PDF: [ECO-FILM ACTUAL SCHEDULE OF FILMS SHOWN](#)

Green Fair

10 Points

Program Summary: The Green Fair of the Chatham is a partnership between the Environmental Commissions of Chatham Borough (CBEC) and Chatham Township (CTEC). Held on Saturday, September 20, 2014, from 9 am to 2 pm, the Green Fair's theme was "Sustainability Begins at Home". Chatham Borough provided significant support to the Green Fair, which took place on Borough municipal property at Reasoner Park. Chatham Borough provided a crossing guard at Fairmount Avenue and provided access to the Fire Department rest rooms. The Chatham Borough DPW provided trash and recycling containers and picnic tables. Green Fair planning began in March, 2014. Four press releases yielded many press articles. The Green Fair did not spend money on ads, Reusable lawn signs were posted around town. Email blasts were sent out by both Environmental Commissions. Notices appeared in newsletters for several schools in the School District of the Chathams. Both Environmental Commissions featured the Green Fair on their respective websites. A message was placed on the Township Electronic Community Bulletin Board and on FIOS TV channel 26. Large, visible signs at the site announced the schedule during the event. Activities included Rizzo's Reptiles Discovery Show, a performance by Big Jeff, and eco games by and for kids. Techniart was on hand selling discounted lighting and fixtures from the NJ Clean Energy Programs BPU-sponsored lighting store. Green Fair sponsors included Investors Savings Bank. Participants included Morris County MUA, TransOptions, and the Chatham Community Garden. An estimated 400 people attended the Annual Green Fair of the Chathams. On Saturday, September 12, 2015 the Annual Green Fair will join forces with the Chatham Borough Farmers Market and Mayors Wellness Committee of the Chathams from 8:00 AM to 1:00 PM at the Chatham Borough Farmers Market. It will be Chatham's first "Sustainable Fair", a concept of healthy self, healthy environment and healthy life. The Environmental Commission 2014 Annual Report is attached, as well as Chatham Borough 2015 Calendar pages with updated information. The entire Calendar can be viewed at: <http://chathamborough.org/chatham/Calendars/>

PDF: [GREEN FAIR VENDOR PACKET](#)

PDF: [GREEN FAIR SCHEDULE](#)

PDF: [CB 2015 CALENDAR PGS. 21 AND 23 AND 2014 CALENDAR SEPTEMBER PAGE](#)

PDF: [GREEN FAIR POST MORTEM](#)

PDF: [ENVIRONMENTAL COMMISSION 2014 ANNUAL REPORT](#)

PDF: [GREEN FAIR - LAWN SIGN, PROMO ARTICLE AND RECAP ARTICLE](#)

"Green" Your Green Fair *Retires 12/31/23*

10 Points

Program Summary: The 7th Annual Green Fair of the Chathams took place on Saturday, September 20, 2014 from 9 am to 2 pm. The theme was "Sustainability Begins At Home". The Borough of Chatham provided extensive support for the Green Fair, which was held on Chatham Borough municipal grounds, at Reasoner Park and Railroad Plaza North. In addition to free use of the space, Chatham Borough provided a crossing guard, access to the Fire Department restrooms, trash and recycling containers, and picnic tables. The Green Fair of the Chathams was a "greener Green Fair" again in 2014. Measures for energy efficiency, waste reduction, support for local economies, and alternative transportation were successfully integrated into the Green Fair, enhancing the sustainability message of the event. More information about these measures is included in the attached files. A few highlights: 1. All sponsors and participants received a registration/participant packet that included tips for Greening our Green Fair. Sponsors and participants cooperated with the tips. The participant packet is included. 2. The late-September, daytime schedule and outdoor location obviated any need for electricity, heating or cooling 3. No idling was evident at the Green Fair. 4. Waste was minimized through the use of visible and convenient recycling containers and a composter. 5. A green communications policy was maintained. 6. All communication with sponsors and participants

was electronic. 7. Lawn signs advertising the Green Fair around town were reusable. 8. The central location next to the train station encouraged biking and walking and was easily accessible by mass transit. 9. The overwhelming majority of vendors were local. 10. Free purified water was available to anyone with a reusable water bottle.

PDF: [GREENING THE GREEN FAIR POST MORTEM 2014](#)

PDF: [GREEN FAIR VENDOR PACKET WITH GREEN THE GREEN FAIR TIPS](#)

PDF: [GREEN FAIR MAP 2014](#)

PDF: [GREEN FAIR - LAWN SIGN, PROMO ARTICLE AND CB CALENDAR 2014 SEPTEMBER PAGE](#)

PDF: [QUALITATIVE ASSESSMENT](#)

PDF: [ENVIRONMENTAL COMMISSION 2014 ANNUAL REPORT](#)

Emergency Management & Resiliency

Climate Adaptation: Flooding Risk

20 Points

 Bronze Priority  Silver Priority

Program Summary: The risk of flooding within Chatham Borough can best be described as slight; however, we do take the risk seriously and are in compliance with all state DEP regulations. The Borough has an Office of Emergency Management staffed by paid personnel. The risk of flooding emanates from the Passaic River on the Eastern end of the Borough which can spill its banks during prolonged heavy rainfalls and Day's Brook, which can spill its banks either during prolonged heavy rainfalls or during several inches of rain during a very short period of time, such as during severe thunderstorms. The spillover of each is not a threat to residences or schools. If the Passaic River were to spill its banks high enough, it does threaten the Chatham-Madison Joint Meeting Sewer Authority with the potential of untreated sewage being discharged into the Passaic. This has not happened since Hurricane Floyd in the 1980's. Chatham Borough uses the Everbridge System, AlertChathamBorough as its Emergency Mass Notification System to keep Borough residents informed. Flood hazard is an ongoing OEM project at both the local and county levels as evidenced by the Morris County Hazard Mitigation Plan which Chatham Borough takes part in and as further evidenced by the establishment of the Borough's Climate Adaptation-Flooding Risk Team. The team reviewed flooding potential in June of 2015 by use of NJFloodMapper tool and by the completion of the Getting To Resilience questionnaire.

PDF: [FEMA FLOOD MAP](#)

PDF: [NJ FLOODMAPPER MAPS](#)

PDF: [GETTING TO RESILIENCE QUESTIONNAIRE](#)

PDF: [MEETING AGENDA AND SIGN IN SHEET](#)

PDF: [MORRIS COUNTY OEM VARIOUS WORKSHEETS](#)

PDF: [REVISED - FLOOD MAPPER TOOL USAGE AND FINDINGS SUMMARY](#)

Energy

Energy Tracking & Management

20 Points

 Bronze Priority  Silver Priority

Program Summary: Chatham Borough uses the Energy Star Portfolio Manager system to track municipal energy usage. Data for all three Chatham Borough facilities - Municipal Building and Police Department, Public Works and Water Plant, and Fire Department - is regularly inputted into the Energy Star Portfolio Manager system. Data has been entered from 2010 forward. Sustainable Jersey - Tony O'Donnell - was made a master account (read-only) for Chatham Borough in Energy Star Portfolio Manager. Chatham Borough will use this data to track energy usage at all three facilities. It will be especially useful to see the impact of the energy efficiency upgrades that were installed after the LGEA audits were completed. These energy efficiency upgrades were installed, at the Municipal Building and Police Department and at the Public Works and Water Plant, during the fourth quarter of 2011. Comparison

energy data for 2010 and 2011 was presented to Chatham Borough Council by the Chatham Borough Green Initiatives Committee at a regular meeting on May 29, 2012. Energy data will continue to be reported to Council regularly, at least annually, but, probably more frequently. Chatham Borough is interested in maximizing energy efficiency and in minimizing energy costs and greenhouse gas emissions. Chatham continues to use Energy Star to track its energy use. This system allows us to put in relevant information each month from utility bills and then track how much we are using on a monthly or annual basis. The system also has a “goals” feature, which allows us to set a goal for utility use and then try to meet it either in a year or a month’s time. Additionally, the system can compile reports on your properties to be sent out as well as check to see if you meet certain certifications. This will help the Borough of Chatham set goals and meet them as well as seek certifications in energy efficiency. The Borough of Chatham will be requesting all 20 points on this category, because of the clear demonstration of using this tracker for multiple years before 2015. As you can see on the graphs, we have a baseline that was created in 2013 and we are comparing that to our current scores in the system. The system has been kept maintained by the Borough of Chatham each month when the utility bill is submitted.

PDF: [FIRE DEPARTMENT](#)

PDF: [MUNICIPAL BUILDING AND POLICE DEPARTMENT](#)

PDF: [PUBLIC WORKS AND WATER PLANT](#)

PDF: [ENERGY STAR - PORTFOLIO MANAGER](#)

Food

Community Gardens

10 Points

Program Summary: The Chatham Borough Community Garden was established in 2010 as a partnership between the Borough, PSE&G, volunteers, and corporate and civic sponsors. In early 2013, PSE&G announced its "Reliability Program" where their pyramid high-tension poles would be replaced by higher voltage monopoles. As a result, PSE&G could no longer offer the Community Garden land on which to situate. After numerous attempts at selecting a proper location, the Committee decided to partner with Chatham Township and relocate to Woodland Park, off Woodland Ave. This undeveloped small park is partially owned by both the Borough and Chatham Township. With local volunteers, merchants and sponsors donating of their time, labor and materials, the Garden became a reality for its' first growing season in 2014 and hopes that the 2015 growing season will be even better! The Chatham Borough Water Department provides access to water for the garden. The Water Department checks the pressure in the water line at the beginning of the growing season and flushes the water line at the end of the growing season. Community Garden meetings and notices are posted on both the Chatham Borough and Chatham Township websites. For garden plots, potential gardeners complete applications and submit them to their respective municipalities' administrative secretaries. The gardeners pay a fee and sign a hold-harmless agreement.

PDF: [2015 GARDEN APPLICATION AND RULES](#)

PDF: [QUALITATIVE ASSESSMENT](#)

PDF: [JOINT GARDEN RESOLUTION](#)

PDF: [ARTICLES](#)

PDF: [ACTUAL PLOT LAYOUT 2014](#)

PDF: [PROGRAM MATERIALS - 2014 LIBRARY HANDOUTS AND 2014 PLANTING SCHEDULE](#)

Farmers Markets

10 Points

Program Summary: Farmers Market This year the 8th year of the Chatham Borough Farmer’s Market (CBFM). The 2014 season ran from June 21st through November 22nd every Saturday from 8 am to 1 pm. CBFM is located at the Chatham Borough Train Station. This is a central location that allows many residents to walk, has ample parking, and is accessible from other towns via the New Jersey Transit train lines. The 2014 market had 31 vendors. Products sold include organic and conventional produce, freshly made guacamole, arepas, dried fruits, nuts, baked goods, olive oil, juice, Italian ices, flowers, pickles, soap, fresh squeezed lemonade, pizza, wine, and ice cream. The vendor list is attached. The CBFM raised \$19,718.00. This revenue came from vendor fees, grants (Chatham Jaycees and NJCF),

and sale of promotional items including polo shirts and insulated shopping bags. The budget is attached as well. Expenses for the 2014 season were \$6,120.00. They included expenses for advertising in Edible Jersey as well as the Chatham Courier, subscriptions to Manage My Markets and Constant Contact, cleaning fees to an independent cleaning service as part of the contract with NJ Transit for use of the bathroom, and upgrades to water system. These expenses are documented in the attached budget. The CBFM receives substantial support from the town of Chatham. This includes payment to the Market Manager, use of the town insurance policy, use of the land, traffic control by the Borough Police Force, and the service of the Department of Public works to take care of the trash and painting of the stripes and stall markings. CBFM has an active Facebook page, which can be viewed at <https://www.facebook.com/pages/Chatham-Borough-Farmers-Market/110011434705>. The CBFM can be accessed at www.chathamboroughfarmersmarket.org. It can also be accessed through the Chatham Borough website under Boards and Commissions on the left side under Quick Links. The Borough website contains additional information and can be accessed at <http://www.chathamborough.org/chatham/Boards%20%26%20Commissions/Committees/Farmers%27%20Market/>. The schedule of events for the 2014 CBFM can be seen in the attached document. The schedule is very active and included visits from dieticians, bands, and contests. Also attached are samples of newsletters sent out through the Constant Contact system reaching over 500 subscribers weekly. This is just one way in which the CBFM advertises. Print and digital advertisements are placed in the local official paper the Courier, the local online newspaper The Alternative Press, and the market has a long standing marketing relationship with Edible Jersey. CBFM is a member of the New Jersey Council of Farmers and Communities (NJCFC); a not for profit organization whose mission is to support and strengthen the ties between New Jersey towns and cities and rural farming communities. NJCFC operates with cooperation and assistance from the NJ Department of Agriculture, Rutgers Cooperative Extension, and New Jersey Farm Bureau. Most NJCFC farmers participate in the state's Women, Infants and Children (WIC) and Seniors Farmers Market Nutrition programs, making fresh produce available to those in need. CBFM is a certified member of NJCFC since its inception insuring all produce is Jersey Grown.

PDF: [PROMO, OUTREACH, NEWSLETTER, EVENTS, NOT FOR PROFITS](#)

PDF: [CHATHAM BOROUGH FARMERS' MARKET 2014 ANNUAL REPORT](#)

Green Design

Green Building Policy/Resolution

5 Points

Program Summary: The Chatham Borough Green Team, composed of all the Department Heads in Chatham Borough, adopted a Green Building Policy for municipal buildings and recommended it to Borough Council. Energy efficiency upgrades implemented as a result of energy audits on Chatham Borough buildings have resulted in more efficient buildings that use less water. The Green Building Policy for Municipal Buildings also pledged to purchase Energy Star products in every instance where they are available. Chatham Borough Council adopted the Green Building Policy for municipal buildings unanimously. The Council resolution adopting the policy can be viewed in File 1. After being adopted by Borough Council, the Green Building Policy was formally adopted into the Chatham Borough Policies and Procedures Manual, a copy of which is given to all Borough of Chatham employees. The signed procedure can be viewed at File 2. Information about the Green Building Policy, and a copy of it, were also placed on the Chatham Borough Green Initiatives webpage of the Chatham Borough website. A printout of the website reference to the policy, and to the copy of it, are also included in File 2.

PDF: [CB GREEN BUILDINGS POLICY COUN](#)

PDF: [CB GREEN BLDGS POLICY MANUAL](#)

Health & Wellness

Anti-Idling Education & Enforcement Program

10 Points

Program Summary: Chatham Borough and Chatham Township have had a joint anti-idling program, "Turn the Key, Be Idle Free!" since 2007, when the Mayors of both towns signed an anti-idling letter, and anti-idling campaigns were conducted in the schools. Metal anti-idling signs were posted at all the schools and in idle-frequent locations in both municipalities. Chatham Borough Council passed an anti-idling resolution in 2010 that is still in effect. Chatham Borough posted 4 additional anti-idling signs at idle-frequent locations in the fall of 2011: Memorial Park; Shepard Kollock Park; ECLC/Lum Field; and Borough Hall. There are now anti-idling signs at all idle-frequent locations on Borough municipal property added between 2012 and 2015. The Borough has no funding to purchase anti-idling signs for private organizations. The Chatham Borough Environmental Commission's "Green Team" has mapped idle-frequent locations owned by private companies and sent letters urging them to install anti-idling signs. The Chatham Borough Police Department has an anti-idling enforcement policy. The anti-idling message resonated in the schools, where it has been picked up and continued by the PTO Green Teams. The Anti-Idling campaign has been such a success that it is virtually self-policed. The Borough Police or Board of Health rarely receive a complaint and in 2014 only one summons was issued for violation of the anti-idling ordinance. We are very proud that our communities have embraced this important action and simple concept. Finally, the Environmental Commission showed the movie "Idle Threat" on the topic of anti-idling with much success.

PDF: [MOVIE FLYER IDLE THREAT](#)

PDF: [ANTI-IDLING SIGNS - MIDDLE SCHOOL, WASHINGTON AVE. SCHOOL, BOROUGH HALL AND BACKS OF BUSINESSES](#)

PDF: [ANTI-IDLING EDUCATION & ENFORCEMENT PROGRAM DOCUMENTATION](#)

PDF: [ANTI-IDLING SIGN LOCATION MAP](#)

PDF: [ANTI-IDLING POLICE ENFORCEMENT POLICY](#)

PDF: [RESOLUTION 10-262](#)

Building Healthier Communities

20 Points

Program Summary: Chatham Borough has had a Mayors' Wellness Campaign Committee and programs since 2009. In 2010 it was expanded to become a joint program with Chatham Township. There have been many programs in each of the 4 categories during the past 18 months. More information and documentation for the programs can be found in the documentation files. Chatham Borough is a town that enjoys physical activity and values healthy eating. Community in Motion: Chatham Jaycees annual Fishawack Run; annual Fishing Derby; Relay for Life; Susan G. Komen Race for the Cure; Historic Walking Tour of Chatham Borough; many events at the Chatham Borough Farmers' Market; Trot the Manor. Seniors in Motion: Exercise classes: tone 'n' flex; yoga; tai chi/chi gong; golf clinic; Healthy Bones classes; Senior Nutrition Series (offered in 2014 with Shop Rite dietician Monica Hansen). Website: <http://www.chathamseiorcenter.org/> Facebook page: <https://www.facebook.com/pages/Senior-Services-Center-of-the-Chathams-NJ/168488553162272> Employees in Motion: National Wear Red Day; St. Barnabas Heart Health Facts; National Nutrition Month; Cooking Demonstration: "Choose My Lunch Plate - Healthy Lunch Choices" with Shop Rite dietician Monica Hansen. Kids in Motion: Girls on the Run; after school enrichment programs; Lafayette Ave. School mini-marathon; Chatham Middle School running club; Milton Mile; Fishawack Race; trail clean-ups; Recreation programs; annual bike testing in K-3 schools; Walk to School Wednesdays; health curriculum and School Nutrition Policy emphasize physical activity and healthy eating.

PDF: [CHATHAM BOROUGH COUNCIL MWC RESOLUTIONS](#)

PDF: [DESCRIPTION OF PROGRAMS AND NJLM MAYORS' WELLNESS ARTICLE MAY 2015](#)

PDF: [COMMUNITY ACTIVITIES](#)

PDF: [EMPLOYEE ACTIVITIES](#)

PDF: [SENIOR ACTIVITIES](#)

PDF: [YOUTH ACTIVITIES](#)

Safe Routes to School

10 Points

Program Summary: Chatham Safe Routes to School began in the spring of 2011, when parents and residents protested against building a parking lot at Chatham High School (CHS). They thought that not enough was being done about traffic and walking safety in front of CHS and not enough students were walking or biking to school. During the summer of 2011, a group met with TransOptions and partnered with them. They began using TransOptions data programs, mapping and grant writing knowledge to write a Travel Plan for each school. In the Fall of 2011, more participants were brought in, and an SRTS Committee was formed. The Committee included PTO

representatives from every school, concerned school neighbors, TransOptions, and representatives from the Chatham Township Planning Board, Chatham Township Open Space Committee, Chatham Township Committee (municipal elected official), and Chatham Borough Environmental Commission. The committee worked when needed with the interim School Superintendent, the Chatham Borough Engineer, the Township Administrator, the Borough Public Safety Officer, the Borough Green Initiatives Chair, and the Township Environmental Commission. The goal of the Committee is to promote projects and activities that facilitate safe walking and biking to school. Activities began in the fall of 2011 and are still ongoing. A summary of activities, along with program outreach and educational materials, is included in File 2. Some highlights include: * Met with police departments of Chatham Borough and Township, gathered crash data near schools *Online parent survey *Travel tallies *Gained new morning crossing guard at CHS *Bike education for all schools via gym teachers *April 23-27 School District-wide Walk/Bike to School Week featured events at all schools *Chatham Borough and Township municipal governing bodies signed SRTS Resolution of Support *Facebook page Chatham Safe Routes to School www.facebook.com/csrt.org *Reduced speed zone designated on county road near Washington Avenue School during commute time *GIS mapping of paper streets and pathways *School representatives identified and photographed barriers to walking and biking to each school *Radius maps distributed at all schools *Traffic Safety Officer spoke at all schools during Walk/Bike to School week; new teacher tallies *Monthly walk/bike to school events at all K-3 elementary schools *School Travel Plans are estimated to be completed in the fall of 2012 Chatham Safe Routes to School continues to work toward safer routes to school for our children. Walk to School events were held frequently throughout the 2014-2015 school year. In 2015 the Township (part of Chatham Safe Routes to School) received the largest grant award for Safe Routes to School funding from NJDOP.

PDF: [CHATHAM.SRTS.EVENTS.2011-2012](#)

PDF: [TRAVEL.PLAN.SCHOOL.FILE.3.OPTION.A](#)

PDF: [GRANT APPLICATION](#)

PDF: [REVISED - FACEBOOK PAGE, SAMPLE SCHOOL NEWSLETTER, NEWS ARTICLES](#)

PDF: [REVISED - SAFE ROUTES TO SCHOOL TEAM MEMBERS](#)

PDF: [REVISED - SAFE ROUTES TO SCHOOL RESOLUTION](#)

Smoke-Free and Tobacco-Free Public Places

10 Points

Program Summary: With support from the Board of Health, Chatham Borough's Mayor and Council introduced, and passed on first reading, BOH Ordinance #10-01 AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 195, ENTITLED PARKS, PLAYGROUNDS AND RECREATION AREAS OF THE BOROUGH CODE TO PROHIBIT SMOKING OR THE USE OF TOBACCO RELATED PRODUCTS WITHIN THE BOROUGH'S PARKS, PLAYGROUNDS, RECREATION AREAS, BOROUGH HALL AND THE LIBRARY on October 25, 2010. The Ordinance was adopted at the following Council meeting on November 8, 2010, with no public opposition. In March of 2011, the Board of Health introduced a poster contest, open to all Chatham Borough and township residents. The goal was to draw attention to the new nonsmoking ordinance. Numerous entries were received and displayed at the Library of the Chathams. Judging took place in June, with winners in four categories. See attachment for poster samples. Chatham Borough is proud to be recognized on many local and national lists related to smoke free destinations. Examples attached include Global Advisors Smokefree Policy's List of Outdoor Tobacco Control Ordinances/Resolutions in Morris County and American Nonsmokers' Rights Foundation's Municipalities with Smokefree Park Laws. According to the GASP listing, Chatham Borough is one of only 10 municipalities in Morris County that provide 100% smokefree parks. See attached photos. The Borough's most recent outreach efforts included an illustrated children's book for distribution to area second graders and a Proclamation regarding THE MAYORS' WELLNESS CAMPAIGN OF THE CHATHAMS CELEBRATING AMERICAN HEART MONTH, FEBRUARY 2015, AND SUPPORTING NATIONAL WEAR RED DAY, FRIDAY, FEBRUARY 6, 2015. This proclamation, in part, promoted adopting healthy habits - getting regular exercise; not smoking; and eating diets rich in fruit and vegetables and low in salt, saturated fat and cholesterol.

PDF: [NO SMOKING ORDINANCE AND NO SMOKING BOROUGH CODE](#)

PDF: [INTEROFFICE MEMO-NEW ORDINANCE, INTEROFFICE MEMO UPDATE AND EMPLOYEE POLICY HANDBOOK-NO SMOKING POLICY](#)

PDF: [CHATHAM PATCH ARTICLE AND TAP ARTICLE - POSTER CONTESTS](#)

PDF: [GASP NO SMOKING ORDINANCES AND ANRF SMOKE FREE PARKS LISTINGS](#)

PDF: [NO SMOKING SIGNAGE](#)

PDF: [BOH MINUTES NOV 2014, BOOK FOR SECOND GRADERS, 2015 PROCLAMATION, WEBSITE FIELD USE PAGE AND NEWSPAPER ARTICLE](#)

Innovative Projects

Innovative Community Project 1

10 Points

Program Summary: The Chatham-Madison Joint Meeting sewer plant, the first joint venture of its kind in New Jersey, was established in 1910. It is jointly administered by the Mayors and Councils of the Boroughs of Chatham and Madison. The towns share costs, based on the number of connections in each town. Chatham Borough contributed 33.9% of the funds required to run the plant in 2011. The Joint Meeting was upgraded with a \$3 million project in 2010-11. The contract for the project was awarded to Spectraserv on December 21, 2009, and the project was substantially complete by May 31, 2011. The project, which was a project of the 2010 New Jersey Environmental Infrastructure Trust Financing Program, was funded in part with federal stimulus money. 50% of the cost will be forgiven. The towns will repay 25% at no interest cost and 25% over 20 years, at a low interest rate to be set by the State of New Jersey. The Joint Meeting uses the anaerobic digestion process. For more information about this process, see www.en.wikipedia.org/wiki/Anaerobic_digestion. Residual solid waste material is placed in a digester, or large holding tank, which acts like a stomach and digests the solid material using bacteria. During this process, methane is produced and, instead of being released into the environment, it is recaptured and used as a fuel to run large engines at the sewer plant. The 2010-11 improvements upgraded the digesters, which handle hundreds of thousands of gallons of waste at a time. The digesters were cleaned and a new sludge mixing system was installed. The new mixing system increases the production of methane, which is then recaptured and used as a digester biogas to fuel plant engines that previously ran on natural gas. Because more methane will be recaptured and used as a biogas fuel, less natural gas and electricity will be needed, and the associated carbon emissions and costs will be avoided, and the Joint Meeting will become more energy efficient. The Joint Meeting will not be able to estimate the amount of increased methane gas production until the system has been in full operation for at least two years. This improvement could be replicated in other treatment facilities which can, or do, recapture the methane expelled during the digestion process. The shared service sewer plant model is also beneficial to communities seeking to save energy, reduce emissions, and cut costs. Outreach and education: For security reasons, the Joint Meeting does not want extensive publicity of the plant, nor of this project. Because of liability concerns and post 9/11 security concerns, the plant decided to stop most tours at the plant (although some tours are given on request) and limit the release of pictures and facility information. However, a few stories about the project were written on Chatham Patch. They can be viewed at the following links: www.chatham.patch.com/articles/joint-sewer-plant-to-receive-critical-upgrades www.chatham.patch.com/articles/chatham-madison-discuss-budget-facility-improvements www.chatham.patch.com/articles/madison-chatham-joint-meeting-gets-ready-to-celebrate www.chatham.patch.com/articles/chatham-borough-madison-officials-break-ground-at-shared-sewer-plants-centennial Thirty years ago, tours of the plant were given to many local students. In keeping with that tradition, a kids' activity book to help local children learn about the importance of proper waste treatment has been made available and can be viewed in file 3.

PDF: [CB/JT.MEETING.PROJECT.DOCUMENT](#)

PDF: [JT.MEETING.KIDS.ACTIVITY.BOOK](#)

Innovative Community Project 2

10 Points

Program Summary: The Chatham Community Bee Garden and the Chatham Community Beekeeping Club are the result of a collaboration between Mayor Bruce A. Harris and local beekeepers Albert and Valerie Tomaro. Mayor Harris had long been interested in finding a way people could help address the catastrophe facing bees, whose pollinating activities contribute to 1/3 of our food supply. He met the Tomaros at Chatham's Green Fair in September of 2013, and asked if they would help form a beekeepers club and be the "technical" advisors to the club. They agreed, and in February 2014, after Mayor Harris reviewed the plan with the Borough Council, a dozen people attended an organizational meeting. They agreed to establish two co-op hives (i.e. members would share in hive ownership), and other persons expressed an interest in locating their own hives at the garden site. The garden is on Borough conservation land along the Passaic River under JCP&L transmission lines. JCP&L supported the project and club members, with the help of Chatham's Department of Public Works, removed debris and weeds from the land, laid mulch and erected a solar-power bear fence. A donation from the Jaycees helped fund the project, together with the membership fees paid by club members. In addition to the two co-op hives, individuals placed another eight hives at the garden. Club members were taught how to inspect the hives, and club members administered

appropriate treatments and, in the fall and winter, prepared syrup and fondant to feed the bees. A Girl Scout troop planted pollinator-friendly plants, and, as his Eagle project, a Boy Scout planted six raised beds of pollinator-friendly plants next to the garden and erected an information kiosk. In 2015, five new members joined the club, and several members are planning on placing individual hives at the garden.

PDF: [CHATHAM COMMUNITY BEE KEEPING CLUB APPLICATION](#)

PDF: [CHATHAM BOROUGH BOROUGH BEE GARDEN EDUCATION AND OUTREACH AND COURIER PRESSER AND ARTICLE](#)

PDF: [CHATHAM BOROUGH COUNCIL BEE GARDEN RESOLUTION AND EAGLE SCOUT RESOLUTION 14-279](#)

PDF: [CHATHAM BOROUGH BEE GARDEN PHOTOS AND BEE GARDEN PHOTO BOOK](#)

PDF: [EAGLE SCOUT PROJECT REPORT AND RESOLUTION 14-279](#)

PDF: [BEE GARDEN PROJECT SCOPE](#)

Innovative Community Project 3

10 Points

Program Summary: Explore Chatham is a program that was started in early 2012 by the Chatham Borough Environmental Commission and former Mayor Dick Plambeck. Originally named Hike Chatham, this trail mapping initiative evolved to include points of historical interest, with the project's goal shifting focus to include Chatham's historical importance in addition to providing trails and descriptions that residents and visitors can use to experience Chatham's natural beauty. GPS mapping of various trails was performed and interesting information about the paths, including historical facts and pictures, was gathered. A portion of Chatham Borough's municipal website was dedicated to Explore Chatham and the site went live in October of 2012, under "Living in Chatham". People are encouraged to discover Chatham Borough and share their experiences with others by uploading photos and recommendations onto the Explore Chatham section of Chatham Borough's website. Visitors to the Explore Chatham website can access trail maps, descriptions and history of points of interest, trail ratings and links to other nearby trails. Information can also be found on the health benefits of walking and hiking, "Before You Go Explore" tips, and the importance of getting children outside and into nature. In addition, website visitors can view the Photo Blog - photos uploaded by other Explore Chatham participants - and upload their own photos for website viewing. An interactive Google Map is also available. Each year, Explore Chatham holds a photo contest, encouraging entries in both youth and adult categories. Photos may be taken anywhere in Chatham Borough and prizes, provided by members of the Chatham Downtown Alliance, are awarded to the winners. The launch of this project was completed with minimal funding. GPS mapping and website design were performed by summer interns, under the guidance of the Environmental Commission. Explore Chatham is part of Chatham Borough's existing municipal website, incurring no additional costs. Explore Chatham not only offers a cost-free activity to Chatham Borough residents and visitors, but also residents from surrounding towns by encouraging passive recreation and providing historical knowledge of Chatham through the creative use of the Borough's own website. We encourage everyone to Explore Chatham!

PDF: [REVISED - NARRATIVE - EXPLORE CHATHAM](#)

PDF: [REVISED - TRAIL MAPS AND DESCRIPTIONS](#)

PDF: [REVISED - EXPLORE CHATHAM POWERPOINT PRESENTATION](#)

PDF: [REVISED - ENVIRONMENTAL COMMISSION ANNUAL REPORT 2012 - EXPLORE CHATHAM LAUNCH](#)

PDF: [REVISED - EXPLORE CHATHAM PHOTO CONTEST - WINNING ENTRIES](#)

PDF: [REVISED - EXPLORE CHATHAM PHOTO CONTEST INFO AND PRESS RELEASE](#)

Local Economies

Support Local Businesses

10 Points

Program Summary: Chatham has many thriving local businesses ranging from numerous restaurants, to flower shops, clothing stores, ice cream parlors and everything in between. In order to work with these businesses the Chatham Downtown Alliance (CDA) was created in 2012 to promote businesses located in the Downtown area of Chatham. Currently there are about 45 businesses that are members of the CDA. In the future the CDA will be changing its name to the Chatham Business Alliance to better serve all businesses in Chatham, and not only those in the Downtown area. This is in conjunction with the rezoning of the M district to promote the growth of businesses in

the traditionally industrial area of town. Chatham Borough is hoping to grow this area by allowing for a more diverse range of businesses to use the land. Since its founding the CDA has hosted a diverse range of events to showcase the diverse businesses located in the Borough of Chatham. These events have included Ladies Night Outs, book signings, Easter egg hunts, and concerts. The CDA and the Borough of Chatham will continue to work closely to develop the downtown area, and non-Main Street areas in Chatham. In 2015 the Borough of Chatham created a Director of Community Services roll to provide support to local businesses. A Spotlight on Local Business idea was implemented and a test run was successfully launched in February 2015. See supporting documentation.

PDF: [SUPPORT LOCAL BUSINESSES DOCUMENTATION](#)

PDF: [M DISTRICT INFORMATION](#)

PDF: [REVISED - TRICENTENNIAL PROMO, BUSINESS LIST, BUSINESS CARD SAMPLE](#)

PDF: [REVISED - QUALITATIVE ASSESSMENT, SPOTLIGHT ON LOCAL BUSINESS SAMPLE](#)

Natural Resources

Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority

Program Summary: The Natural Resource Inventory is called the Environmental Resource Inventory (ERI) in Chatham Borough. The ERI was first written in 1976 by the Chatham Borough Environmental Commission (CBEC). It has long been linked to the Chatham Borough Master Plan, which makes references to the ERI in the "Open Space, Conservation and Recreation" element. In 2008 the ERI was completely rewritten, and all sections were updated, by CBEC. In September, 2010, the ERI was formally adopted into the Chatham Borough Master Plan by the Chatham Borough Planning Board. The Planning Board resolution amending the Master Plan with the ERI indicated that the ERI would be updated in full each time the Chatham Borough Master Plan is re-examined. The Master Plan is due for its next re-examination in 2016. In 2012, in accordance with new Sustainable Jersey requirements for NRIs, two new Chapters were added to the Chatham Borough ERI: Chapter 11, Regional Relationships; and Chapter 12, Land Use. References to population data in Chapters 1 and 10 were also updated to reflect the 2010 census. A CBEC Commissioner wrote these new sections, and CBEC adopted them into the ERI on April 11, 2012. The Chatham Borough Planning Board amended the Chatham Borough Master Plan on May 2, 2012, to reflect these new sections of the ERI.

PDF: [ERI CHATHAM BOROUGH](#)

PDF: [PB RESOLUTIONS: ERI IN CB MAST](#)

PDF: [ERI UPDATE POLICY CB](#)

Environmental Commission

10 Points

Program Summary: The Chatham Borough Environmental Commission (CBEC) is a State mandated entity which consists of seven members, appointed by the Mayor, who may also appoint two alternate members. All members are volunteers who reside in Chatham Borough. One member of the Environmental Commission is also a member of the Chatham Borough Planning Board. Other members of CBEC are also members the Open Space and Historic Trust Advisory Committee and the Community Garden. CBEC also maintains contacts with local civic and regional entities which may have an interest in environmental issues. Environmental Commission meetings are held on the 2nd Wednesday of every month at 8:00 P.M. The meetings are open to the public and are posted on the Chatham Borough website and in the Chatham Borough calendar, which is distributed free of charge to all residents. Environmental Commission information in the Borough code may be viewed at <http://ecode360.com/6791691?highlight=environmental#6791691> In 2014, the Commission applied for and won a \$20,000 Sustainable Jersey Grant to partially fund an electric car charging station at the Train Station. Unfortunately, problems with the vendors and unit pricing caused the project to be prohibitively expensive and the Borough Council voted to abandon the project. Consequently, the Borough Council voted by Resolution to apply to Sustainable Jersey for a project scope change and concentrate their energy project on historic window replacements that are energy efficient for Borough Hall. Additionally, the Council appropriated to match the Sustainable Jersey \$20,000 by \$22,000 and complete the project in Summer 2015. The Commission applied for and was denied a \$1,500 grant to extend a trail so that we could

connect Bonnell Street to Watchung Ave. In September, 2014 the 7th Annual Green Fair of the Chathams was held on September 20 and over 20 vendors participated. In October, 2014, the MCMUA held a Hazardous Waste Collection Day at Chatham High School which was a huge success with a line extending several blocks to get into the parking lot. In 2015, we plan to work with the MCMUA to have two such days. In addition to the above, we held two trail clean-ups and regularly assist the Boy Scouts with projects involving the environment. In April 2015, Chatham Borough was presented with the Environment Excellence Award. Awards documents are attached. On Saturday, September 12, 2015 the Annual Green Fair will join forces with the Chatham Borough Farmers Market and Mayors Wellness Committee of the Chathams from 8:00 AM to 1:00 PM at the Chatham Borough Farmers Market. It will be Chatham's first "Sustainable Fair", a concept of healthy self, healthy environment and healthy life. Green Team information from the Chatham Borough Calendar is also attached. Please visit our website to view the entire calendar. <http://chathamborough.org/chatham/Calendars/>

PDF: [ORDINANCE, CHATHAM BOROUGH ENV](#)

PDF: [CBEC 2012, 2013 AND 2014 ANNUAL REPORTS](#)

PDF: [GREEN TEAM MINUTES JAN-APR 2015](#)

PDF: [CBEC MAY 2015 MINUTES](#)

PDF: [ENVIRONMENTAL COMMISSION 2014 MINUTES AND RESOLUTION](#)

PDF: [ENVIRONMENTAL AWARDS DOCUMENTS](#)

Open Space Plans

10 Points

Program Summary: Chatham Borough fully and completely updated its Open Space and Recreation Plan (OSRP) in July, 2010. The Chatham Borough Planning Board then adopted the OSRP as part of the Chatham Borough Master Plan. The OSRP was compiled by the Land and Historic Conservancy Committee. Representatives were included from the Chatham Borough Planning Board, Environmental Commission, Recreation Committee, Tax Assessor's Office, Historic Preservation Commission, and Borough Council, as well as the Borough Engineer. The OSRP contains all sections required in the Open Space and Recreation Plan Sustainable Jersey action, although not all sections have exactly the same names. Public Participation is addressed in the Acknowledgements page and on pages 18-20. The Open Space Trust Fund has been used to purchase properties in Chatham Borough at Wuhala Woods, River Road, and, with Chatham Township, Woodland Park.

PDF: [CB GI 2010 OPEN SPACE RESOURCE](#)

PDF: [CB GI 2010 OSRP PLANNING BOARD](#)

Water Conservation Education Program

10 Points

Program Summary: Chatham Borough has a water conservation education program that started in February 2010 and has continued since. It targets all residents and focuses on residential indoor and outdoor water use. It focuses on behavior change and retail purchases. The program receives in kind support from Chatham Borough and has involved an estimated total of at least 550 volunteer hours. The list of events in the water conservation education program for the past 5 years is as follows: More detailed information about each event is available in the report and in the documentation files. 1. Chatham Borough sends out its annual calendar, free of charge, to all residents and businesses, and posts it on its website 2. The "Grass Cut It and Leave It" program. 3. Green Challenges, including water conservation behavior. 4. IPM Brochure, including information about why not to overwater a lawn 5. Water conservation brochure 6. Memorial Park Demonstration Rain Garden (Memorial Park is Chatham Borough's municipal property). 7. 4/3/14 - "The Passaic River - Its Problems, Progress and Possibilities" - presentation, Eco Film and Discussion Series of the Chathams, at the Library of the Chathams 8. Fishawack Festival, 6/14/14 9. Farmers' Market Displays, 6/21/14, 7/12/14, 10/11/14 10. Fifth Annual Green Fair of the Chathams, 9/22/12 11. 4/4/13 - "Flow" Eco Film and Discussion Series of the Chathams 12. 12/5/13 - "Blue Gold" - Eco Film and Discussion Series of the Chathams 13. Sixth Annual Green Fair of the Chathams, 9/21/13 14. 4/3/14 - "The Passaic River - Its Problems, Progress and Possibilities" - presentation, Eco Film and Discussion Series of the Chathams, at the Library of the Chathams 15. Fishawack Festival, 6/14/14 16. Farmers' Market Displays, 6/21/14, 7/12/14, 10/11/14 Information on water conservation and restrictions, as well as the 2014 Annual Drinking Water Quality Report is attached. The entire Chatham Borough 2015 Calendar can be viewed at <http://chathamborough.org/chatham/Calendars/>

PDF: [DOCUMENTATION 2012](#)

PDF: [CHATHAM BOROUGH WATER CONSERVATION EDUCATION WORKSHEET](#)

PDF: [CHATHAM BOROUGH WATER CONSERVATION EDUCATION DOCUMENTATION](#)

PDF: [WATER CONSERVATION ORDINANCE AND AMENDMENT](#)

PDF: [WATER CONSERVATION CODE](#)

PDF: [CB ANNUAL DRINKING WATER QUALITY REPORT AND 2014-2015 DEP RESIDENTIAL EDUCATION DOCUMENT](#)

Community Forestry Management Plan & NJUCF Accreditation

20 Points

Program Summary: The Borough of Chatham is a built out community with country roads and lined with a noticeable significant tree canopy creating its small town charm and appeal. Trees are a vital part to the fabric of the community. The Chatham Borough Shade Tree Commission estimates its Tree Canopy is approximately 31%. It strives to reach the East of the Mississippi goal of 40% for populated suburbs of major cities, in our case New York City. We have recently been awarded a \$3,000 grant from the New Jersey DEP Forestry Division to help retain a Forestry Consultant to help develop the Community Forestry Management Plan. This, plus new leadership at the Shade Tree Commission, makes us confident that we will achieve our 40% goal within the next five years. In 2015, The Shade Tree Commission, in addition to planting new trees and replacing diseased ones; will allow Borough residents to purchase trees, at cost, for their own properties in order to encourage the planting of trees and shrubbery around the Borough. The STC chair, a former committee member has already set the pace for tree maintenance in the Borough with hiring a well-known and respected Community Forester to complete three vital projects prior to the end of the summer, they are: evaluate Chatham's vast ash tree population for the threatened Ash Borer disease to recommend treatment applications; and complete a current windshield survey and update our 2014 Tree Inventory to date; and lastly, to update Chatham Borough's Community Forestry Plan. Having the same Forester complete this project will prove beneficial for consistency in Chatham's tree program, provide the necessary guidelines through a current Community Forestry Plan, something that has guided Chatham for the past 10 years. The 2015 Community Forestry Plan will be our third such plan and guideline tool. Once these guideline tools are completed, the Tree Canopy Goal will be passed by the Shade Tree Commission. The Shade Tree Commission approved the Tree Canopy Goal during their July 21, 2015 meeting. This Goal can be viewed in the accompanying documentation, along with the Minutes for that meeting.

PDF: [GREEN FORESTRY GRANT](#)

PDF: [2014 TREE PLANTING PROGRAM AND TREE PLANTING LIST](#)

PDF: [SHADE TREE COMMISSION 2014 ANNUAL REPORT AND FORESTRY PLAN EDUCATION DOCUMENTS](#)

PDF: [TREE MAINTENANCE PROGRAM](#)

PDF: [REVISED - TREE CANOPY GOAL, MEETING MINUTES, 2014 COMMUNITY FORESTRY STATUS REPORT, SHADE TREE DEPT LLC LETTER, PURCHASE ORDER](#)

PDF: [CB TREE HAZARD AND HEALTH INVENTORY PROJECT AND TREE INVENTORY LIST](#)

Tree Hazard Inventory

10 Points

Program Summary: An inventory of all of the trees residing in the "right-of-way" were taken and their species, location, and potential hazards to the public were identified and collected. The health of the tree and the size of the tree (circumference) was taken into account while surveying. The hazards collected include: Wire interference, raising sidewalks, uprooted, leaning at an excessive angle, or no issues at all. The trees were collected using an ESRI Trimble Handheld GPS device while using a data dictionary from the aid of GPS Pathfinder Office. The data was collected and was brought to the Morris County GIS office where it was then uploaded and further analyzed so the points could be plotted on a map (file too big to upload, but is located at www.saiaamerica.com/chatworks) and so it could also be displayed in the excel document. The data has also been uploaded to the ESRI online website where the information is stored in a cloud-based system where the information can then be pushed to a tablet device and the information can be displayed, edited, added, and deleted. This helps in the continuous maintenance of the tree inventory. The device being used is an iPad with the ESRI Collector Application. The data collected in the excel document has also been broken down into a variety of charts displaying the different species in the town, how prevalent certain hazards are, etc. The excel document can be manipulated to display any information needed and it has already been used in 2015 to identify all of the Ash trees in the town and these trees have been sprayed with a certain pesticide in an effort to prevent the tree from dying from the Emerald Ash Borer.

PDF: [TREE HAZARD AND HEALTH ASSESSMENT INVENTORY PROJECT](#)

PDF: [TREE HAZARD INVENTORY DOCUMENTATION](#)

Tree Maintenance Programs

10 Points

Program Summary: Chatham Borough is divided into 6 zones and maintains its street trees on a 6-year cycle, one zone per year. Most trees in Chatham Borough are mature. Individual trees are also maintained as needed. Maintenance is conducted by the Chatham Borough Department of Public Works and is also contracted out to several private contractors. NJDOT maintains trees on state roads that transverse Chatham Borough, Morris County DPW maintains Chatham Borough trees that are on County roads, and JCP&L maintains trees in the direct path of their electrical distribution system. A computerized tree inventory of Chatham Borough trees was completed in 2014. The inventory is located at www.saiaamerica.com/chatworks. The tree inventory is continually updated and informs the Chatham Borough tree maintenance program.

PDF: [CHATHAM BOROUGH TREE MAINTENANCE PROGRAM](#)

Tree Planting Programs

10 Points

Program Summary: Every year, Chatham Borough Shade Tree Commission plants trees in the Borough. Chatham Borough planted 32 trees in 2012, 46 trees in 2013, and 38 trees in the Spring of 2014. Attached please find three tree planting reports for the previously mentioned plantings. Enclosed in each report is a list of the tree planting information, a map of the location where trees were planted, a short term maintenance plan for the newly planted trees, the budget for the planting, and after pictures organized by location. Tree planting for 2015 is underway. Currently there have been requests for 30 trees.

PDF: [2012 TREE PLANTINGS](#)

PDF: [2013 TREE PLANTINGS](#)

PDF: [2014 SPRING TREE PLANTINGS](#)

PDF: [CB SHADE TREE COMMISSION 02-04-2014 MINUTES](#)

PDF: [CB SHADE TREE COMMISSION 03-17-2015 MINUTES](#)

Operations & Maintenance

Recycled Copy Paper

10 Points

Program Summary: Municipal purchasing operations in Chatham Borough are straightforward. One employee does all municipal purchasing. Chatham Borough purchases recycled paper towels and toilet tissues and has been shifting to recycled envelopes and folders. In October 2011, the Chatham Borough Department Heads/Municipal Green Team discussed the use of recycled copier paper for the Borough. Some people were in favor. Others were concerned about the additional cost in a very tight fiscal environment, and some people were concerned that recycled paper might not work as well as conventional paper and might cause the copier machines to jam. It was decided to implement a pilot recycled copier paper purchase. In March 2012, 4 cases of recycled copier paper were purchased. The paper worked fine in the machines where it was tried. In May 2012, an additional 16 cases of recycled copier paper were purchased. For the year June 1, 2011 through May 31, 2012, the Borough of Chatham purchased 80 cases of copier paper, of which 20, or 25%, were recycled copier paper. The decision was made that if the experience with recycled copier paper continued to be good, and if the cost of the recycled copier paper continued to be affordable, the Borough of Chatham would continue to increase its purchasing of recycled copier paper. As of June, 2015, the Borough has continued its practice of purchasing recycled paper. 15 cases of 8x11 paper are purchased approximately every three months, along with a separate order for five cases of recycled paper from a

cost effective vendor. In addition, when legal or ledger size paper is ordered, the Borough opts for recycled paper when pricing is reasonable, to boost recycled usage even further. Since 2013, the Borough has purchased 188 cases of paper, over 27% (52 cases) of these were recycled paper. For the period of June 2014 through May 2015, 101 cases were purchased, 26 of them (over 25%) being recycled paper. Chatham Borough plans to continue purchasing a minimum of 25% recycled paper, along with recycled paper office products when cost effective. Recently these purchases have included envelopes, desk pads, calendars, document covers, storage boxes, appointment books, index tabs, and manila, hanging and pocket files and folders. Chatham Borough's vendor of choice for recycled paper is Staples. The product numbers that are ordered are items #492072 for Staples brand 8.5x11 30% Recycled Copy Paper and #581760 for Staples brand 8.5x14 Recycled Copy Paper.

PDF: [RECYCLED COPIER PAPER PURCHASE](#)

PDF: [RECYCLED COPIER PAPER PURCHASES 2013-CURRENT](#)

PDF: [REGULAR COPIER PAPER PURCHASES 2013-CURRENT](#)

PDF: [REVISED - 30% POST-CONSUMER RECYCLED CONTENT](#)

Green Grounds & Maintenance Policy

10 Points

Program Summary: CHATHAM BOROUGH GREEN GROUNDS AND MAINTENANCE TEXT BOX NARRATIVE In a continued effort towards sustainable practices, Chatham Borough seeks to incorporate best practices for grounds maintenance in the areas of efficient landscape design, minimized water consumption, recycled and composted materials, and integrated pest management. The Chatham Borough Municipal Green Team, composed of the Borough Administrator and all Department Heads, reviewed the Sustainable Jersey requirements for the Green Grounds and Maintenance Policy. They found that many of the requirements were already part of existing Chatham Borough grounds maintenance practice. The Green Team submitted the Green Grounds and Maintenance Policy, included at file 1, to Chatham Borough Council for adoption. Chatham Borough Council unanimously approved the resolution adopting the Green Grounds and Maintenance Policy. The resolution can be viewed at file 2. The adopted Policy was then formally adopted into the Chatham Borough Policies and Procedures Manual, which is given to all Chatham Borough employees. The signed Procedure can be viewed at file 3. Information about the Green Grounds and Maintenance Policy, as well as a copy of it, were placed on the Chatham Borough website. A screen shot of the website references to the Policy, and to the copy of the Policy, are included in File 3. They can also be viewed at: www.chathamborough.org/chatham/Boards%20%26%20Commissions/Committees/Green%20Initiatives%20Committee/

PDF: [GREEN GROUNDS MAINTENANCE POLI](#)

PDF: [CHATHAM BORO GREEN GROUNDS MAI](#)

PDF: [CB GREEN GROUNDS MAINTENANCE P](#)

Integrated Pest Management *Retires 12/31/23*

10 Points

Program Summary: The Chatham Borough Green Initiatives Committee (CBGI) drafted an Integrated Pest Management Implementation Plan and Policy resolution for discussion at a meeting of the Chatham Borough Municipal Green Team. The Municipal Green Team found that many IPM strategies were already current Department of Public Works (DPW) practice: sanitation; keeping trees and shrubs trimmed; keeping roofs in repair; maintaining healthy grass. The DPW does not use fertilizer, and pesticides have been used only once on Chatham Borough municipal properties in the past fifteen years. No fertilizers or pesticides are stored on Chatham Borough municipal grounds. The Municipal Green Team recommended that pesticide-free zones be created at the major municipal parks: Memorial Park, behind the Library of the Chathams; Sheppard Kollock Park; and Stanley Park. They forwarded the IPM implementation plan and resolution to Chatham Borough Council. Chatham Borough Council unanimously adopted an Integrated Pest Management resolution, and the Integrated Pest Management Implementation Plan, on June 13, 2011. The IPM resolution can be viewed in file 1, and the IPM Implementation Plan can be viewed at File 2. An Independent Press article reporting on the resolutions's passage is included in file 3. Pesticide-free ladybug signs have been posted at all municipal parks recommended by the Municipal Green Team. Photos of the signs at Sheppard Kollock Park and at Memorial Park are included in file 3. The one DPW employee who has a current pesticide license received training in Integrated Pest Management from Rutgers. His certificate is included in file 3. The Green Initiatives Committee created an IPM brochure with tips on how to implement IPM techniques in a private yard, and circulated it to their email list. The IPM Implementation Plan and the IPM brochure were posted on the CBGI website, in addition to information and resources about how to use IPM in a private yard. The brochure was

also displayed and available at our many public events throughout the year. File 3 also includes the IPM brochure, the circulation email, and a screen shot of the website information about IPM. The website can also be viewed at: www.chathamborough.org/Board%20%26%20Commissions/Committees/Green%20Initiatives%20Committee.

PDF: [CHATHAM BORO IPM POLICY RESOLU](#)

PDF: [IPM IMPLEMENTATION PLAN CB MAN](#)

PDF: [TRAINING, ED. MATERIALS](#)

Minimize Water Consumption *Retires 12/31/23*

10 Points

Program Summary: Chatham Borough and the Department of Public Works remain environmentally conscious in every project they plan. For the last three years, a grass roots volunteer group, organized by Chatham Borough's Spring Clean Public Improvement Committee, has been making landscape and physical improvements to public spaces through volunteer labor, public private partnerships, and in kind resources. In 2013 The War Memorial in front of the Library of the Chathams on Main Street was completed; in 2014 Bicentennial Park, also on Main Street at Fairmount Avenue received drought resistant plant material and hardscape improvements; and 2015 the commuter parking lot at RR South saw the reduction of impervious coverage, return of green grass, and the addition of flowering drought resistant plant materials. The Spring Clean Public Improvement Committee receives input from the Town & Country Garden Club, offering special attention to native species that will thrive without the use of external watering sprinklers or in ground systems, while encouraging surface water recharge into Chatham's aquifer. Chatham remains one of the few state communities that enjoys artesian well water reserves, and has its own water department. These projects are completed through Public Private Partnerships without tax dollars! Rain Garden educational information is provided to residents making private property improvements. The Borough's Rain Garden demonstration project, installed in 2012, is visible and explained through signage at the Community Pool. This Rain Garden accepts run off and drainage from the pool deck, and changing house gutters.

PDF: [GREEN GROUNDS MAINTENANCE POLI](#)

PDF: [REVISED - RAIL ROAD PLAZA SOUTH LANDSCAPE UPGRADE](#)

PDF: [WATER CONSERVATION CODE](#)

PDF: [WATER CONSERVATION ORDINANCE & AMENDMENT](#)

Sustainability & Climate Planning

Municipal Carbon Footprint

10 Points

 Bronze Priority  Silver Priority

Program Summary: Chatham Borough first completed a Municipal Carbon Footprint (MCF) in 2010, using 2009-10 data that tracked to our energy audits. In 2012, Chatham Borough updated the MCF using 2011 data. This updated MCF could then be used to help create a Community Carbon Footprint (CCF). We had consulted Sustainable Jersey (SJ), who responded that a CCF based on 2009-10 was not preferred for a 2012 submission, so we updated the MCF to be able to also develop an updated CCF. The Chatham Borough Finance Office tracks most of the data needed for both Scope 1 and Scope 2 emissions. Monthly usage and billing data on energy used in all municipal buildings is tracked there. The same office also tracks electricity usage and billing for all municipal buildings and for street lights and traffic signals. The office provided the data used in the MCF. The relevant parts of their spreadsheets are uploaded in File 1. The Water and Wastewater Treatment data, for energy usage and electricity usage, was obtained from the Superintendent of the Chatham-Madison Joint Meeting, Molitor Water Pollution Control Facility. He tracks this data routinely. His data is included in File 1. The Gasoline and Fuel Usage data were obtained from the Department of Public Works. The Chief Mechanic tracks data about each vehicle, including mileage and fuel usage, using Maintenance Dossier Fleet Management software. This software was used to develop the Chatham Borough Fleet Inventory, which includes annual diesel or gasoline usage for each vehicle. The Fleet Inventory is included in File 1. Data from these sources was input into the Sustainable Jersey MCF calculator to develop the 2011 Chatham Borough Municipal Carbon Footprint, which appears in File 2.

PDF: [MCF.BACKUP.CB](#)

PDF: [MCF.2011.CHATHAM.BOROUGH](#)

Community Carbon Footprint

10 Points

Program Summary: Chatham Borough compiled a Community Carbon Footprint (CCF) using 2011 data. We had previously compiled a Municipal Carbon Footprint (MCF) using 2009-10 data. For our 2012 Sustainable Jersey submission, the Chatham Borough Green Initiatives Committee recalculated the MCF using 2011 data. We then inserted MCF data into the appropriate places in the CCF calculator. We obtained electricity data from JCP&L, organized by commercial, industrial and residential sector usage, and inserted that data into the CCF calculator. This was followed by obtaining natural gas data from PSE&G, organized into the same sectors, and entering that data into the CCF calculator. Using the approach outlined in the Heating Oil Estimate portion of the spreadsheet, we then calculated the amount of energy to heat those homes using fuel oil. This estimate required obtaining information from the US Census Bureau regarding the number of homes in Chatham Borough using natural gas versus fuel oil, subtracting the non-heating portion, and estimating the heating portion, assuming the same level of energy used as an average home heated with natural gas. With over 83% of the residences heated with natural gas, the resulting heating oil contribution was relatively small. The 2011 total emissions shown in the Chatham Borough CCF is 64,546.38. The CCF provides Chatham Borough guidance to help focus future efforts to reduce energy usage and greenhouse gas emissions, to improve our CCF in future years.

PDF: [CCF CHATHAM BORO BACKUP DATA](#)

EXCEL: [COMMUNITY CARBON FOOTPRINT 201](#)

Waste Management

Prescription Drug Safety & Disposal

10 Points

 Bronze Priority  Silver Priority

Program Summary: Chatham Borough takes prescription drug collection very seriously. Beginning in 2010 and in coordination with the Drug Enforcement Administration (DEA), the Borough has participated in every DEA National Prescription Drug Take-Back Day event, nine in total. The two most recent events were held in 2014. Chatham Borough partnered with two local pharmacies; CVS Main Street and Liberty Drug, in April and September respectively. The September 2014 event was the final DEA Take-Back event due to new regulations going into effect, which amended the Controlled Substances Act to allow an "ultimate user" of controlled substance medications to dispose of them by delivering them to entities authorized by the Attorney General to accept them. Chatham Borough enjoys shared services with many surrounding towns to reduce costs. Chatham Township shares services with Chatham Borough in a variety of ways. The Library of the Chathams, The School District of the Chathams, Chatham Recreation and The Chatham Emergency Squad are all shared services. Prescription drug drop-off for both Chathams is located at the Chatham Township Police Department at 401 Southern Boulevard, Chatham. Chatham Borough's website <http://www.chathamborough.org/chatham/Announcements2/Got%20unwanted%20or%20expired%20medicines%3F.pdf> and Chatham township's website <http://www.ctpd.net/medicine-drop-box.html> Since its inception in January 2015, the police station drop off has secured over 100 pounds of prescription drugs, which were turned over to the Morris County Sheriff's Office for proper disposal.

PDF: [CHATHAM BOROUGH DRUG TAKE-BACK DAYS](#)

PDF: [DEA NEW RULES AND REGULATIONS](#)

PDF: [DROP BOX AT POLICE STATION - PHOTOS](#)

PDF: [POLICE STATION DROP OFF LAUNCH AND INFORMATION](#)

PDF: [ANNOUNCEMENT ON BOROUGH WEBSITE](#)

PDF: [BOROUGH WEB PAGES](#)

Community Paper Shredding Day

5 Points

Program Summary: The Senior Center of the Chathams performs an annual spring paper shred on Chatham Borough municipal property at the Chatham Borough train station. "The shred service is an eco-friendly solution to purge personal documents in a confidential way. The timing is designed to coincide with spring cleaning efforts and to follow tax time," according to Pam Mansfield, Executive Director of the Senior Center of the Chathams. The Senior Center of the Chathams held a community paper shredding event at the Chatham Borough train station on Saturday, April 26, 2014, from 10 am to 1 pm. 2.5 tons (5,000 lbs.) of paper were shredded by approximately 80 people. Home Well Senior Care sponsored the event. Senior Center and Key Club volunteers held the event. The Chatham Borough Mayor and Council passed Resolution #14-134, permitting the Senior Center of the Chathams to conduct the paper shredding event at the train station, and Resolution #14-140, permitting the Senior Center of the Chathams to install a banner at the Chatham Borough train station to publicize the event. The community paper shredding event was also publicized through a press release, in the local press, through a flyer posted around the Chathams, and through the newsletter, website <http://chathamseiorcenter.org/> and Facebook page <https://www.facebook.com/pages/Senior-Services-Center-of-the-Chathams-NJ/168488553162272> of the Senior Center of the Chathams. File 1 contains the Chatham Borough Mayor and Council resolutions, the press release, flyer, and press stories. File 2 includes participation estimates. Two more paper shreds have been equally successful. In September 2014, we shredded 4,700 lbs of paper and estimate 110 people attended. In the spring of 2015, we shredded 5,400 lbs and served about 130 people.

PDF: [SENIOR CENTER SHREDDING 4.26.14: PROMOTIONAL MATERIALS; BOROUGH COUNCIL RESOLUTIONS](#)

PDF: [SENIOR CENTER SHREDDING 4.26.14: PARTICIPATION ESTIMATES](#)

PDF: [SHRED APRIL 2015 FLYER](#)

PDF: [SHRED SPRING 2015 PRESS RELEASE](#)

PDF: [REVISED - UPDATED NARRATIVE AND DOCUMENTATION - MUNICIPAL INVOLVEMENT](#)

Construction & Demolition Waste Recycling

10 Points

Program Summary: The Chatham Borough Construction and Demolition Debris Recycling Ordinance reflects the input of: the Chatham Borough Green Initiatives Committee; the Chatham Borough Environmental Commission; the Borough Engineer; the Borough Administrator; the Recycling Coordinator; contractors; the Borough Construction Code Official; and, the Borough Attorney. The Construction and Demolition Recycling Ordinance was discussed and passed on first reading in Chatham Borough Council on April 9, 2012. It was adopted on second reading on April 23, 2012. The Plan and Summary forms were adopted by Borough Council Resolution on May 14, 2012. Since the Ordinance and forms were adopted recently, no covered projects have yet commenced, and no impacts from permit applications are yet available. Because construction and demolition debris recycling, and the forms and process required for documenting it, are new, Chatham Borough Council decided to start with an Ordinance that covered only larger projects. Once this Ordinance has been in effect for at least a year, and the process for compliance has been established, the Construction and Demolition Debris Recycling Ordinance will be revised and expanded to cover additional construction and demolition projects.

PDF: [C&D ORDINANCE CHATHAM BOROUGH](#)

PDF: [C&D FORMS CHATHAM BOROUGH](#)

Non-Mandated Materials Recycling

10 Points

Program Summary: In addition to materials that are mandated for recycling by New Jersey and Morris County, Chatham Borough also recycles: textiles; electronics; bulky rigid plastics; and plastics #4 LDPE, #5 PP, and # 7 OTHER. Plastics #4, 5, and 7 are included in weekly curbside single-stream recycling collection. (MCMUA is the recycling hauler for Chatham Borough). All the other non-mandated materials can be dropped off for recycling at Chatham Borough Recycling Depot, which is open Saturday mornings, from 9 am to Noon. The Chatham Borough recycling ordinance requires that textiles and electronics be recycled. That ordinance can be viewed here: <http://ecode360.com/6795534> This ordinance does not require that plastics #4 LDPE, #5 PP, and # 7 OTHER and bulky rigid plastics be recycled, although Chatham Borough does recycle those materials. Chatham Borough publicizes its recycling programs. The Chatham Borough calendar is distributed annually, free of charge, to all

Chatham Borough residents and businesses, and it is also posted online at <http://www.chathamborough.org/chatham/Calendars/>. Information about recycling is also regularly released to the local press. The Chatham Borough website includes links to information about the Borough recycling programs. The Chatham Borough Environmental Commission includes information about the Chatham Borough recycling programs in their displays at many public events annually, including Fishawack Festival, the Green Fair of the Chathams, displays on some Saturdays at the Chatham Borough Farmers' Market, and displays at the Eco Film and Discussion Series of the Chathams. File 5 includes relevant pages from the Chatham Borough calendar, press stories, a printout of the relevant sections of the Chatham Borough website, and flyers. File 4 is the Chatham Borough recycling ordinance. Other files include tonnage reports. In April 2015 Chatham Borough received the Morris County Municipal Utilities Authority's Environmental Excellence Award for its municipal recycling program. The Chatham Borough Tonnage Reports for 2012, 2013 and 2014 are attached, along with Promotional Materials with updates. The entire Chatham Borough calendar can be viewed at <http://chathamborough.org/chatham/Calendars/>

PDF: [ELECTRONICS RECYCLING MCMUA REPORTS](#)

PDF: [TEXTILES RECYCLING DOCUMENTATION](#)

PDF: [CHATHAM BOROUGH PLASTICS RECYCLING #4, #5, #7 MCMUA](#)

PDF: [CHATHAM BOROUGH RECYCLING ORDINANCE AND AWARDS](#)

PDF: [NON-MANDATED MATERIALS RECYCLING PROMOTIONAL MATERIALS AND PRESS](#)

PDF: [CB TONNAGE REPORTS-2012, 2013 AND 2014](#)

Recycling Depot

10 Points

Program Summary: The Chatham Borough Recycling Depot is located very conveniently, in a large lot at the corner of Summit Avenue and Ogden Street. It is open every Saturday from 9 am to Noon. The Chatham Borough Recycling Depot has been in operation since the 1980s. It is open to residents and to small businesses. The recycling hauler for Chatham Borough is MCMUA. Since Chatham Borough has single-stream recycling, there is no longer a need for signs on many containers in the Recycling Depot; paper, glass, aluminum and plastic can all be commingled. Although Chatham Borough has had curbside recycling since 1987, the Recycling Depot gets a lot of use. Cars stream in and out of the Recycling Depot for the full hours of operation. The Recycling Depot is announced in the Chatham Borough calendar, which is distributed every year, free of charge, to all Chatham Borough residents and businesses. The Borough calendar is also posted online at www.chathamborough.org. Page 27 of the calendar describes recycling in Chatham Borough, including the Recycling Depot, and Recycling Depot hours are listed each Saturday in the calendar. In addition to the items that Chatham Borough collects curbside for recycling, the Recycling Depot also accepts textiles, bulky rigid plastics, and electronics. A list of items accepted at the Recycling Depot is in the Info Materials file, and items not accepted are in the CB 2015 Calendar file.

PDF: [RECYCLING DEPOT DOCUMENTATION](#)

PDF: [INFO.MATERIALS.CB.RECYCLING.DEPOT](#)

PDF: [CB 2015 PGS. 25, 27 AND NON-ACCEPTABLE RIGID PLASTICS FLYER](#)

PDF: [RECYCLING DEPOT 2012 AND 2013 TONNAGE REPORTS](#)

PDF: [RECYCLING DEPOT PHOTOS](#)

PDF: [RECYCLING DEPOT 2014 TONNAGE REPORT](#)

Grass - Cut It and Leave It Program

5 Points

Program Summary: Chatham Borough has had a quiet Grass Cut It and Leave It! program for several years. The Borough calendar page facing April has said "Grass Cut It and Leave It!" for several years. In 2011 Chatham Borough and Township launched a program to make Grass Cut It and Leave It! more visible to residents and landscapers. Here is a timeline of actions undertaken. 4/16/12: The film "A Chemical Reaction" was shown at the Library of the Chathams. The flyer for the film, which was posted around town and sent to the press and to our residents, mentioned the Grass Cut It and Leave It! program. The benefits of leaving grass clippings on the lawn, how to do it, and why thatch is not a problem, were described to the audience after the film. Educational materials about Grass Cut It and Leave It! were available on the display table. 7/6/12: A letter describing Grass Cut It and Leave It! was sent to all landscapers who service the Chathams, by US mail and email. The NJDEP brochure was included. 7/11: Educational materials about Grass Cut It and Leave It! were placed on the website of the Chatham Borough Green Initiatives Committee (CBGI), as well as on the CBGI bulletin board in Borough Hall. 7/11: "Cut grass and leave

clippings on the lawn" was included as a choice in the Chatham Borough Green Challenge. 8/11, 9/11 - Grass Cut It and Leave It! educational materials were included in CBGI displays at the Chatham Borough Farmers' Market. 4/2/12 - A letter about Grass Cut It and Leave It! was sent to all landscapers who service the Chathams by US mail and by email. The NJDEP brochure was included. 4/18/12: An email describing Grass Cut It and Leave It! was emailed to our residents. The NJDEP brochure was attached. 5/12: Data from Green Challenges returned indicate that about 50% of responders are leaving their grass clippings on the lawn. Extrapolating that data out, if 50% of the 3,073 Chatham Borough households included in the 2010 census have an average 5,000-square-foot lawn that is generating one ton of grass clippings annually, 1.536 tons of grass clippings are being left on lawns in Chatham Borough. Chatham Borough continues to promote the Grass Cut It and Leave It program. It is promoted annually in the Borough Calendar that is delivered to all residents free of charge. Letters to area landscapers are sent periodically as a reminder about the program, most recently in June of 2015.

PDF: [ED. MATS. CB GRASS CUT IT AND](#)

PDF: [CB 2015 CALENDAR PGS. 11 AND 23](#)

PDF: [2015 CHATHAM BOROUGH WEBSITE - MULCH AREA](#)

PDF: [2015 - LETTER TO LANDSCAPERS AND GREEN CHALLENGE](#)

Pay-As-You-Throw Program

10 Points

Program Summary: CHATHAM BOROUGH'S PAY AS YOU THROW PROGRAM Chatham Borough has had a pay-as-you-throw solid waste program since October 1992. Residents pay an annual user fee for this program. They then use specific PAYT green bags to dispose of their trash, which they purchase from participating local merchants. The less trash they generate, the fewer bags they must purchase, resulting in lower costs. Residents have an immediate incentive to reduce their trash and recycle. File 1 contains a description of the program. Chatham Borough encourages recycling by maintaining a curbside single-stream weekly recycling program. Residents and businesses can conveniently recycle commingled aluminum, glass, tin, paper and other recyclable materials, in addition to plastics labeled #1, #2, #4, #5, and #7, through this curbside recycling program. Chatham Borough also maintains a Recycling Depot, which accepts all recyclables as well as textiles, electronics, and bulky rigid plastics, and a mulch area that accepts yard waste and offers free mulch and wood chips to residents. File 2 contains a list of all complementary waste reduction and recycling programs in Chatham Borough. Chatham Borough publicizes its Pay As You Throw and related recycling and waste reduction programs extensively. Each program is described in the Borough calendar, which is delivered free of charge to all Borough residents and businesses and is also available online at <http://www.chathamborough.org/chatham/Calendars/2014%20Calendar.pdf> Information about these programs is also available on the Chatham Borough Electronic Bulletin Board, Cablevision Channel 21/FIOS Channel 32. Chatham Borough regularly posts updates about these programs on their website and submits updates about them to the local press. The Chatham Borough Environmental Commission also includes educational materials about these programs at public events throughout the year. Calendar pages, and a sample of educational materials and press articles, can be viewed at File 5. Also attached is a Chatham Borough Resolution renewing the recycling contract. The contract itself is attached too with the portion about PAYT highlighted. Finally a letter sent to Head of Household alerting them about the PAYT programs is included too. In 2015 the Recycling Depot is open to the public every Saturday from 9:00 am to 12:00 pm. Bulk items are scheduled to be picked up on Thursday and Friday of the same week. More information and dates of events are attached under Educational Materials,. The entire Chatham Borough calendar can be viewed at <http://chathamborough.org/chatham/Calendars/2015%20Calendar.pdf>

PDF: [CB PAYT COMPLEMENTARY RECYCLING PROGRAMS](#)

PDF: [CB PAYT RESOLUTION](#)

PDF: [PAYT CONTRACT AND CONSENT TO RE-ASSIGN CONTRACT](#)

PDF: [CB PAYT EDUCATIONAL MATERIALS](#)

PDF: [CB PAYT PROGRAM OVERVIEW](#)

PDF: [CB PAYT HEAD OF HOUSEHOLD](#)

Waste Audit of Municipal Buildings or Schools

10 Points

Program Summary: A waste audit was conducted of the Borough of Chatham Municipal Building and Police Department, on December 27, 2011. All trash and recycling was collected for a week prior to the audit. A visual inspection of all facilities, including all municipal parks, was conducted on December 29, 2011. The Municipal

Building and Police Department was chosen, because it includes the largest number of Borough employees. The waste audit was conducted by the Chatham Borough Recycling Coordinator and the Chair of the Chatham Borough Green Initiatives Committee. The recycling rate in this building was unknown, although the Borough goal is 50% recycling. The Waste Audit Report can be viewed in File 1. File 2 contains the recycling and waste reduction actions to be implemented to reduce waste as a result of the waste audit.

PDF: [WASTE AUDIT REPORT CB MBPD](#)

PDF: [WASTE AUDIT RECOMMENDATIONS CB](#)