



Sustainable Jersey Certification Report

This is the Sustainable Jersey Certification Report of Monroe Twp, a Sustainable Jersey silver certified applicant.

Monroe Twp was certified on October 25, 2022 with 470 points. Listed below is information regarding Monroe Twp's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Jersey contact for Monroe Twp is:

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Actions Implemented

Each approved action and supporting documentation for which Monroe Twp was approved for in 2022 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.

Community Partnership & Outreach

Green Team

10 Points

 Bronze Required

Program Summary: The Monroe Township Green Team Advisory Committee was officially established in July 2013 (see attached Resolution). The latest Resolution listing the current committee members was passed on March 7, 2022. The committee operates as a subcommittee of the Environmental Commission with non-commission representatives from municipal departments and volunteers. Although committee activities slowed down in 2020 and 2021 due to COVID, Monroe Township's major accomplishments in the past few years include energy efficiency upgrades in municipal building using the NJ BPU's Direct Install Program; installation of a new energy efficient HVAC system at the library; completion of a new Environmental Resources

Inventory; installation of raingardens at the middle school and senior center; creation of a Health Advisory Board; enhancements to the Monroe Township Community Garden; and public engagement regarding updates and new elements of the township's master plan.

PDF: [ORIGINAL RESOLUTION](#)

PDF: [2022 RESOLUTION WITH CURRENT APPOINTEES](#)

Community Education & Outreach

20 Points

Program Summary: The Monroe Green Team Advisory Committee operates as a subcommittee of the Environmental Commission and works in association with township departments and commissions to provide ongoing community education and outreach opportunities. The following contains a summary of numerous community outreach and education events in which Green Team Advisory Committee members were actively involved in and supporting documentation has been uploaded to correspond to each. - To foster responsible care of the watershed, each spring Monroe Township partners with Stony Brook-Millstone Watershed Association on a community clean-up. Individuals as well as groups such as the scout troops join forces. The most recent clean-up was held April 23, 2022. Approximately 53 people participated. Another clean up was held in a different area of town in collaboration with our neighboring Jamesburg Green Team. This has also become an annual event. - In March of 2022, we kicked off a monthly educational series in collaboration with the Monroe Township Library. This has been a great success attracting new people through the extensive library network of contacts and has helped us recruit new volunteers. Some of the programming relates to other SJ actions but Gardening Basics (specifically addressed in the checklist) and the upcoming Birds, Mammals, and Reptiles Found in Thompson Park do not. March - Upcoming Bag Ban April - Pollinators and Bee Hotels May - Composting Basics July - Gardening Basics September - Birds, Mammals, and Reptiles Found in Thompson Park - Our most comprehensive community education and outreach effort in 2021 and 2022 was our Pollinator Protection and Bee Hotels initiative. The goal of this initiative is to build community awareness about the plight of pollinator bees by providing education, demonstration projects, hands on workshops, and technical assistance to the community. Highlights include: 1. Octoberfest 24, 2021 ? Exhibit on Bee Hotels 2. Educational Programs on October 30, 2021, and April 9, 2022 3. Building and Installing Bee Hotels at Township Locations 4. Technical Assistance to Jamesburg Public Schools Due to the comprehensiveness of this initiative, we are requesting the 5 extra points for a "spotlight worthy" effort.

PDF: [STREAM CLEAN UP](#)

PDF: [POLLINATOR PROTECTION CORE EDUCATIONAL CONTENT](#)

PDF: [POLLINATOR PROTECTION AND BEE HOTELS](#)

PDF: [LIBRARY SERIES](#)

Green Fair

10 Points

Program Summary: The Monroe Township Green Fair has been an annual event since 2010. Unfortunately, due to Covid-19, Green Fairs were not held in 2020 and 2021. In 2022 we were excited to return to our annual schedule. The Green Fair is sponsored by the Township of Monroe Environmental Commission, and the Monroe Township Library, in collaboration with the Borough

of Jamesburg. The Green Fair committee was made up of Environmental Commission members as well as volunteers from the community. It was held on October 15, 2022, in the Monroe Township High School. We advertised the event in local event listings, the township website, school newsletters and various social media sites. We solicited vendors who were interested in promoting alternative energy, environmental education, health and wellness, healthy living (healthy food and healthy products), public services, animals, arts, recycled products, education, and local businesses. Approximately 46 vendors and sponsors participated in the fair each year. Our goal is to keep the fair fresh by inviting new and varied vendors each year. In addition to the vendor tables, numerous special programs a offered during the day include a . Children's special presentation, story times, games and crafts. Various health and wellness activities are also included such as Blood pressure screenings, glucose testing and flu shots. Outside vendors included a document shredder truck, an environ-mobile, and a free-cycle area. Our vendors and our guests were very enthusiastic about the fair and are excited to return each year.

PDF: [PROMOTIONAL MATERIALS](#)

PDF: [2022 EXHIBITORS](#)

PDF: [DAY OF PICTURES](#)

PDF: [ASSESSMENT FORM](#)

PDF: [GREEN TIPS BOOK](#)

PDF: [MORE PROMOTION](#)

Emergency Management

Emergency Communications Planning

15 Points

Program Summary: Monroe Township is a sprawling, suburban/semi-rural community in the southernmost part of Middlesex County. Its significant demographic characteristic is the presence of two large distinct populations: families with school age children, and older adults, most of whom live in the eleven active adult, age restricted communities located in the Township. Nearly 50% of the Township's 49,000 residents live in these adult communities. Monroe Township utilized an emergency communications plan that applies a variety of communication channels for both declared and undeclared emergencies, weather, and community information. The Township staffs a full-time Public Information Officer within the Public Information department in the municipal government including supporting staff with the ability to provide 24-hour response in a physical and remote capacity during any emergency. The Public Information Officer is included as part of the OEM roster and utilized as needed during disasters. In addition to the traditional emergency responders {Police, OEM, Fire, EMS, and Public Works}, the township's emergency communications stakeholders include the township elected officials and administration, public information officer, management of the active adult communities and long-term care facilities, Senior Center, School District, Recreation Department and Public Library. As a part of the township's coordinated communications plan, each of these entities have established communications channels that include direct communications links that use telephone, text, email, social media, website postings, quarterly newspaper, and a local access cable television channel. The backbone of the Monroe Township Emergency Communications Plan is NIXLE, to send immediate emergency alerts and updates on non-emergency situations of interest to the community members (i.e. road closing). The uploaded file titled Nixie includes the guidance document on the use of Nixie Public Notification system, samples of how registration for Nixie is promoted in the town, and a list of notifications for January 1, 2020 to present. Nixie registration

information is available at all public venues, on the township website and Facebook pages, and at major community events such as our National Night Out, Octoberfest, and the Annual Green Fair.

PDF: [COMPLETED CHECKLIST](#)

PDF: [EOP PI COMPONENT](#)

PDF: [OEM FACEBOOK POSTS](#)

PDF: [NIXLE PROCEDURES. PROMO. MESSAGE HISTORY](#)

PDF: [WEBPAGE CRAWLER SAMPLE](#)

Vulnerable Populations Identification for Emergencies

10 Points

Program Summary: Monroe Township is a sprawling, suburban/semi-rural community in the southernmost part of Middlesex County. According to census data, the largest segment of vulnerable population in Monroe Township is the older adult community with functional needs including physical, access, communications, and/or cognitive impairments that impact their ability to process and respond in an emergency. The overwhelming majority of this population lives in a Long-Term Care, Assisted Living Facilities or in one of the eleven Active Adult Communities. Monroe OEM facilitates regular communications with senior management from these communities to both coordinate effective communications and to build relationships that foster a team approach to dealing with emergency situations. In addition to the senior populations, Monroe's OEM regularly meets with the school district to review protocols for emergency situations at district schools. To be well-prepared in emergency situations, Monroe Township created and maintains a Special Needs Registry to allow residents to self-identify persons with disabilities or medically dependencies who may require special attention during an emergency (i.e. power for oxygen). This form is available on the website and distributed through the municipal and school district when interacting with residents to address the needs of Monroe Township's community members who may need extra support during adverse conditions. In addition, the Township's EMS has frequent contact with the medical services departments at these facilities and communicates the importance of registering residents for the special needs registry. These connections also help ensure the registry database is updated regularly.

PDF: [ACTION CHECKLIST](#)

PDF: [OUTREACH MATERIALS](#)

PDF: [ONLINE REGISTRY FORM](#)

Energy

Energy Efficiency for Municipal Facilities

15 Points

 Bronze Priority  Silver Priority

Program Summary: In 2019, Monroe had energy upgrades implemented in the Police Department Facility using the Direct Install Program. The projected energy savings for this facility are 50% because of these upgrades. We are applying for 15 points and have uploaded the DI paperwork and EUI spreadsheet with the estimated energy saving.

EXCEL: [EUI SPREADSHEET](#)

PDF: [MONROE POLICE DEPT. DI DOCUMENTATION](#)

Buy Electricity From A Renewable Source

10 Points

Program Summary: Monroe Township is a member of the New Jersey Sustainable Energy Joint Meeting ("NJSEM"). NJSEM awarded a contract by NJSEM to EDF Energy Services, LLC in April 2020 for electric accounts of participating NJSEM members in the JCP&L service territory for service beginning June 2020 or November 2020, depending upon each individual member's previous contract cycle, and ending June 2022. A Request for Bids process for a new contract starting in July 2022 is now underway. The current contract provides power supply with a greater percentage of renewable resources than is required under New Jersey's Renewable Portfolio Standards (RPS) requirements. This includes RPS-compliant Class I Renewable Energy Certificates ("RECs") equal to 5% of Participants energy usage above and beyond the RPS-required renewable energy content (otherwise referred to as "RPS +5% Class I" product). The contract also requires supplier(s) to demonstrate that such additional procured Class I RECs are permanently retired and not used again, consistent with N.T.A.C. 14:8-2.B(b), via a report providing: 1) the total annual load (Mwh) of those participant accounts being served by Supplier; 2) the total number of Class I Recs retired for the purpose of compliance with the NJSEM Enhanced Renewable Energy Product as specified in the RFB; 3) an accounting issued by PJM-EIS that shows the number of RECs purchased and/or held by the supplier/provider for compliance with the NJSEM Enhanced Renewable Energy Product; and; 4) an affidavit from the supplier that the specified megawatt-hours were delivered into the PJM region and complied with PJM Interconnection energy delivery rules; and for each Class I REC submitted, certification that the REC has not been used to satisfy another state's renewable energy requirements.

PDF: [CERTIFICATION LETTER](#)

Public Electric Vehicle Charging Infrastructure

15 Points

Program Summary: As of November, Monroe's first-ever electric car charging station is up and running on the Township library grounds. Cooper Electric donated this level 2, 240-volt charging equipment during the Township's 2016 Green Fair. The station is municipally operated and maintained. Currently there are no user fees. The hope is that Monroe's latest green initiative will encourage more residents to consider investing in an eco-friendly driving option, such as a hybrid or an all-electric vehicle and provide access to charging for ev owners travelling in the area.

PDF: [EV CHANGING STATION ANNOUNCEMENTS](#)

PDF: [EV PROJECT BACKGROUND](#)

PDF: [PICTURES OF STATION AND LOCATION](#)

Food

Community Food Pantry/Bank & Soup Kitchen

10 Points

Program Summary: The Monroe Township food pantry was founded in 1993 to help achieve food security to families who face economic hardships. We strive to help meet the needs of hunger and to organize within our community to prevent hunger in the future. The food pantry relies heavily on private food donations and monetary contributions to help replenish the supply of food at the pantry to ensure that all Monroe residents in need have access to nutritious foods. The township also holds food drives for Middlesex County's Replenish (formerly MCFOODS) and has posted information on other Middlesex County food pantries on our website at <https://monroetwp.com/index.php/en-us/news/637-covid-19-mcfoods-directory>.

PDF: [FOOD PANTRY INFORMATION](#)

PDF: [SAMPLE FACEBOOK POSTS](#)

PDF: [SENIOR CENTER HANDBOOK - SEE PAGE 16](#)

PDF: [SENIOR SERVICES DIRECTORY SEE PAGE 17](#)

Community Gardens

20 Points

Program Summary: Monroe Community Garden is a two-acre, 176-plot garden located at 124 Applegarth Road. Its latest addition is a 15-by-30 foot greenhouse and wetlands meadow. The new greenhouse provides an opportunity for members to grow produce and plants that would otherwise not survive New Jersey's harsh climate. The \$25,000 greenhouse, which opened in 2019, was made possible through generous donations from the surrounding communities, including a \$10,000 grant from Northfield Bank and over \$5,000 from local businesses including Costco, Roma Bank, K. Hovnanian Homes and BCB Community Bank. The annual fee for a plot is \$30. There is currently a waiting list for plots. Residents are encouraging the township to explore options for opening another garden on the other side of town. The Friends of Monroe Township Community Garden is the organization set up to supervise and manage the garden but the municipality plays a critical role in supporting the garden. From the mayor to the business administration to the Department of Public Works and local donations the community garden receives continuing support. Volunteer master gardeners and staff are available for patrons to assist with plots. In response to the COVID-19 pandemic, safety measures have been implemented such as providing members with sterile soil and seeds. The Monroe Gardens is also involved in giving back to the community by donating food. They try not to let anything go to waste and have some garden plots set aside just for donations. Members also donate their leftovers to organizations that combat food insecurity, including the Monroe Pantry and The Middlesex County Food Organization and Outreach Distribution Services (MCFOODS).

Farmers Markets

10 Points

Program Summary: Monroe Township launched its first ever municipally sponsored Farmers

Market in June 2022. The effort was spearheaded by the Monroe Township Public Library with support from the Monroe Township Public Information Officer (promotion) and the Monroe Township Police Department (parking management/crowd control). The market is being held in the Monroe Township Library's parking lot on Thursdays from 2:00 p.m. until 7:00 p.m. from June 30 through Thursday, September 15. In addition to a wide range of vendors the market includes: - Different musical performances each week, - Health screenings in partnership with a local hospital. - Used book sales to support the Friends of the Library organization - Monroe Township Food Pantry collections of non-perishable food and personal hygiene items. The market will be held rain or shine. If the market must be canceled or delayed, the announcement is posted on the Library's Facebook and Instagram accounts along with the township's Facebook account. The market is actively promoted in a variety of ways: - Interested parties can sign up for an newsletter specific to the Farmers Market for a weekly schedule of vendors and events. - Advertisements in local publications - Social Media (library and the township accounts) - Signs posted throughout the township - Weekly township eblasts - The Monthly Library Happenings Flyer. To date, the Farmers Market has been an overwhelming success. In its first week approximately 1,500 people visited the market. Throughout the summer there has been high attendance with numbers dipping a bit during extreme heat days. Informal conversations with vendors indicate that their sales are strong and plan to participate again next year. The uploaded documentation includes a smattering of market advertising and pictures.

PDF: [PROMOTIONAL VEHICLES AND PICTURES](#)

Health & Wellness

Building Healthier Communities

20 Points

Program Summary: Monroe Township offers a robust array of health and wellness programs focused on mind, body, and spirit through the Monroe Township Recreation Department, the Monroe Township Public Library, and the Monroe Township Senior Center. The Monroe Township Community Center, which is the focal point of activity for youth, seniors, and the community at large, features its own fitness center, open gym programs, and year-round programming. The wide range of programming focuses on keeping all members of the community physically active. Over 45% of Monroe's population is over 60 years old. The Senior Center offers a comprehensive programming to address physical and mental health, as well as assist with healthcare related issues for this large segment of the population. The library offers a wide variety of health and wellness educational and awareness programs such as health screenings, health and wellness book clubs, yoga, and meditation. In 2022, our newly elected mayor renewed the township's Mayor's Wellness Campaign Pledge of Participation and formed a Mayor's Wellness Campaign committee comprised of representatives from all the township departments involved in the health space and the newly formed Health Advisory Committee. This initiative will build upon the solid foundation of health and wellness programming and develop specific goals to improve health outcomes and health equity in the community. The uploaded documentation includes samples of the various programs offered for the different population segments - Youth, Seniors, and the Community.

PDF: [COMMUNITY SUBMISSION FORM](#)

PDF: [SENIOR SUBMISSION FORM](#)

PDF: [YOUTH SUBMISSION FORM](#)

PDF: [MWC DOCUMENTATION](#)

Innovative Projects

Innovative Community Project 1

10 Points

Program Summary: Innovative Community Project - Monroe Township Transportation System Monroe Township unique in operating its own transit systems. Over 45% of Monroe's population is over 60 years old. Besides bus service to New York, the township lacks ready access to public transportation. To meet the needs of community members, Monroe runs its own free transportation system for its senior citizens and disabled residents. The system includes 15 buses and 2 vans. The system provides transportation to medical appointments and in town shuttle on reservation basis. Reservations are taken over the phone. There is also an out-of-town shuttle line that runs between Monroe and Freehold Monday thru Friday and Princeton Shuttle that runs Sunday through Thursday. Princeton and Freehold provide access to shopping and restaurants. The documentation uploaded includes: - Copies of the shuttle schedules - Sample monthly report of ridership - Other background information - Senior Transportation Services Handbook The transportation services are advertised in the following ways: - On the Monroe Township website Office of Senior Services page: <https://www.monroetwp.com/index.php/departments/senior-center> - On the Monroe Township website Transportation Services page: <https://www.monroetwp.com/index.php/departments/transportation> - In the Monthly Senior Focus newsletter (back page each month) see attached. And more. See uploaded Community Outreach file.

PDF: [SENIOR TRANSPORTATION SERVICES HANDBOOK](#)

PDF: [OUT OF TOWN ROUTES](#)

PDF: [IN TOWN ROUTES](#)

PDF: [MEDICAL TRANSPORTATION](#)

EXCEL: [SAMPLE MONTHLY RIDERSHIP](#)

PDF: [COMMUNITY OUTREACH](#)

Innovative Community Project 2

10 Points

Program Summary: Monroe Township Dey Farm Historic Site Monroe acquired the 40-acre Dey Farm site in 2001 when local developer agreed to relinquish the property it purchased from Charles Dey in 1997 as a future development site. Spearheaded by the Historic Preservation Commission, the township has been working on restoration efforts ever since, turning Charles Dey's home into a museum dedicated to the township and a community gathering place. Dey Farm is one of the last remaining farms that represents Monroe back to its beginnings in 1838 and a prime location for a museum given Monroe's history as farming community. The development of the museum was supported by Monroe residents who donated old farming equipment, antique furniture, and appliances, and virtually any item that relates to local history, including a plaque made from a tree that George Washington gave commands under during the Battle of Monmouth in 1778. In 2012 the township was awarded a \$1 million grant from Middlesex County to help

preserve Dey Farm buildings and install a visitors parking lot. The work on the renovations on the Charlie Dey Barn and the One-room Schoolhouse was completed in April 2015. Future restoration will continue as funding is available. The site includes the: • Charlie Dey House • Charlie Dey Barn and Sheds • Dey Farm Equipment Barn • Prospect Plains One-room Schoolhouse from 1850 • England House — which was moved to the Dey Farm in 2004 (circa early 19th century) • Pieces of the Harvey H. Dey Barn, an 1800s-era barn are being preserved for future construction A detailed history of the site can be found in uploaded brochure prepared by the Monroe Township Historic Preservation Committee. The Monroe Township Historic Preservation Commission webpage (<https://www.monroetwp.com/index.php/boards-commissions/historic-preservation>) also includes videos related to the structures on the site. The site is listed in the Historical Marker Database (see uploaded file). Public activities at the site include: - Guided tours for groups on request - As series of Dey Farm Open Houses each year - A Vintage Baseball Game each September - Civil War Reenactments - School trips for Monroe Township students - Other township events hosted at the site Activities are publicized through: - The Monroe Township Historic Preservation Commission webpage (<https://www.monroetwp.com/index.php/boards-commissions/historic-preservation>) - The Monroe Township and Monroe Twp History Facebook pages. - The Monroe Township Historic Preservation Commission webpage (mthpc.org/home) - Articles in the Monroe Township Quarterly Newsletter regarding the site itself or events hosted at the site. - The Monroe Township Historic Preservation Commission Historic Happenings Newsletter (samples uploaded) - @MonroeTwpHistory (Instagram) The commission is working with the Monroe Township High School's Rho Kappa National Social Studies Honor Society increase awareness of the site and public events and to digitize historical related Monroe Township's history. The Department of Public Works maintains the property with assistance from Historic Preservation Commission members, local volunteers, and scouts. The Historic Preservation Commission's budget can be spent on minor improvements and artifacts. The commission is working with municipal to staff to identify grant opportunities that would support additional capital improvements on the site.

PDF: [FACEBOOK POSTS AND PICTURES](#)

PDF: [BROCHURE](#)

PDF: [NEWSLETTERS](#)

PDF: [HISTORIC MARKER](#)

PDF: [MONROE NEWS ARTICLE](#)

Innovative Community Project 3

10 Points

Program Summary: X-Stream Clean Up Following our Recycling Coordinator's Rutgers Environmental Steward course final project which assessed and reported on the health and well being of the Matchaponix Brook the X-Stream Clean Up idea was born. The project consists of assessing both major brooks that run through Monroe for habitat assessment, storm water operations, recreation possibilities, and litter abatement. Monroe along with many other groups/organizations such as neighboring towns, DEP, Rutgers Co-Op Extension, Lower Raritan Watershed Partnership, NJ Clean Communities, and volunteer groups such as NJ Stream Cleaners , Church Group, Scouts, local outdoors clubs, and Middlesex County Parks have or will be participating. As part of NJ Clean Communities Visual Litter Survey the Manalapan Brook was assessed by a group of volunteers. Using the info gathered by our volunteers the next step was planned. Monroe has put a plan together to clear approximately 15 miles of brook of log jams and litter. Doing this will also open the brooks for recreational use (canoeing and kayaking). Monroe will also use the cleared brooks to maintain and monitor storm water operations. To support the effort Monroe purchased an amphibious vehicle (which will also benefit OEM.EMS FD and Police for emergencies) and other specialty equipment. See page 9 of the uploaded Monroe Newsletter for an article that features the new all-terrain vehicle. Also uploaded is information about a highlights

video.

IMAGE: [ARGO3.JPG](#)

PDF: [XSTREAM PICS.PDF](#)

PDF: [MONROE NEWS ARTICLE](#)

PDF: [BACKGROUND](#)

PDF: [OTHER COMMUNITY OUTREACH](#)

Land Use & Transportation

Sustainable Land Use Pledge

10 Points

 Bronze Priority  Silver Priority

Program Summary: The Monroe Township Council officially adopted the model Land Use Pledge. The pledge was proposed by the Environmental Commission, reviewed by the Director of Planning and Zoning, and forwarded to the Planning and Zoning Boards for review and comment prior to being added to the Council agenda. Throughout the review process, there was ongoing discussion regarding the value of Monroe articulating its commitment to sustainable land use management. The Planning Board approved a Resolution recommending that the Council adopt the pledge. Both the Planning Board meeting and Council meeting where the pledge was addressed included discussion and public comment on the merits of the pledge. Both meetings were recorded and are available for viewing by township residents. A copy of the signed Council Resolution with the associated Planning Board Resolution is attached.

PDF: [SIGNED RESOLUTION](#)

PDF: [COUNCIL MEETING AGENDA AND MINUTES](#)

PDF: [EMAIL DISTRIBUTION](#)

Green Infrastructure Implementation

10 Points

Program Summary: Monroe Township worked with the Rutgers Water Resources Program (RWRP) to implement several raingarden projects based on our Impervious Cover Assessment and Impervious Cover Reduction Action Plan. A representative from the RWRP approached the Environmental Commission in late 2018 with the opportunity to install green infrastructure projects with funding from NJDEP. Environmental Commission members and RWRP staff visited several Monroe Township locations in 2019 and selected the Monroe Township Middle School (1 raingarden) and the Senior Center (2 raingardens). This submission seeks points for completing the two raingardens at the Senior Center. Although progress on installing the projects was initially delayed due to COVID, the two raingardens at the Senior Center were completed in August 2020 (see attached new article). As evidenced by the uploaded photos, the raingardens are relatively larger (910 sq feet and 770 sq feet) and located on each side of the Senior Center Entrance. There is a sign in front of each installation that describes what a raingarden is. A sprinkler system is installed in each garden and watering is schedule using a daily timer. The gardens are maintained by a landscape company under contract with Monroe Township to care for the Senior Center

property. Under the contract, landscaper staff visit the facility each week. The garden is weeded, pruned and mulched as needed. The routine maintenance is evidenced by the fact the the gardens installed in 2020 continue to thrive. The pictures included in the Pictures of Raingardens file uploaded on 5/24 were taken in May, 2022. An additional upload has been provided with pictures taken on August 20, 2022.

PDF: [STATEMENT OF WORK FOR DEP](#)

PDF: [SENIOR CENTER DESIGN PLAN](#)

PDF: [MONROE NEWS ARTICLE](#)

PDF: [PICTURES OF RAINGARDENS](#)

PDF: [AUGUST 2022 ADDITIONAL PICTURES](#)

Natural Resources

Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority

Program Summary: Monroe Township contains a wealth of natural resources including Coastal Plain hardwood and mixed forests; forested wetlands and shrub swamps; and freshwater marshes that support a wide variety of migratory birds and other wildlife. Monroe's forests and wetlands alone comprise over 40% of the municipal land cover. Associated with these wetlands and forests is a network of meandering streams and tributaries supporting fish and other aquatic wildlife. Populations of State-listed rare, threatened, and endangered species including wood turtle, silver-bordered-fritillary (butterfly), and nesting bald eagle have all been documented within Monroe Township. The municipality also contains an extraordinarily high density of vernal pools which act as crucial breeding areas for amphibians. In addition to this variety of natural resources, Monroe Township has a rich rural character and cultural history reflected in its active farming community and historic sites such as Washington's encampment site for the Battle of Monmouth. Protecting these significant resources in the face of rapid municipal and regional population growth presents a challenge to the Monroe Township community. Loss or degradation of natural communities; increased flooding and other climate related change impacts; and increased noise, water, and air pollution from anthropogenic activity are adversely impacting the natural and rural character of Monroe as well as the health and quality of life for its citizens. In 2020 the Environmental Commission completed an updated and expanded Environmental Resource Inventory (ERI) made possible through a Sustainable Jersey grant funded by PSEG. The document is an essential tool to ensure transparent, appropriate, and responsible land use planning and decision making. It is an objective reference for understanding the location and nature of sensitive resources and environmental hazards so that our natural environment and the health of current and future residents can be protected. Although the ERI took longer to complete than anticipated, the timing was perfect. The ERI was adopted as an amendment to the current Master Plan in December 2020. In 2021 the Township began the development of a new Master Plan. The 2020 ERI is one of the Township's key planning documents being used by the consultant and the Master Plan Sub-Committee to provide important background information into the development of the new Master Plan. The uploaded documentation includes: - Minutes to 12/2/20 Planning Board meeting - Resolution Amendment to the Environmental Resource Inventory of the Master Plan - Cover, Acknowledgements, Table of Contents, Executive Summary and Introduction sections of the ERI. File too big to upload in its entirety. A hard copy of the complete ERI is available at the Monroe Township Public Library. It can also be downloaded from Planning Board webpage: <https://www.monroetwp.com/index.php/boards-commissions/planning-board> or the Environmental

Commission webpage: <https://www.monroetwp.com/index.php/boards-commissions/environmental> It is the desire of the Monroe Township Environmental Commission to keep the municipal ERI functioning as an active, evolving document that continues to help meet planning needs. We hope that ERI familiarizes our citizens of our wealth of natural and cultural resources and fosters a growing appreciation of these resources and an interest in protecting them.

PDF: [MONROE ERI 2020 EXCERPT](#)

PDF: [PLANNING BOARD RESOLUTION](#)

PDF: [PLANNING BOARD MINUTES](#)

Environmental Commission

10 Points

Program Summary: The Environmental Commission advises the Township, planning board and zoning board of adjustments and acts as a local watchdog for environmental problems and opportunities. The Commission works to protect the use of natural resources, including open space preservation, water resource management, air pollution control, solid waste management, noise control, storm water management, soil and landscape protection, and the protection of flora and fauna in general. The Environmental Commission meets on the first Wednesday of each month at 7:00 PM. A copy of the Monroe Township Environmental Commission 2021 Annual Report is uploaded below. Major accomplishments of the commission in 2021 include: Review and comment on development applications, community education and outreach, updating and Planning Board adoption of the the ERI in December 2020, and preparation of Monroe's 2022 Sustainable Jersey certification application.

PDF: [ENVIRONMENTAL COMMISSION DOCUMENTATION](#)

PDF: [2021 EC MINUTES](#)

PDF: [R-3-2022-101.PDF](#)

PDF: [R-3-2022-101.PDF](#)

PDF: [2021 YEAR END REPORT.PDF](#)

Environmental Commission Site Plan Review

10 Points

Program Summary: The Monroe Township Environmental Commission advises the Township, planning board and zoning board of adjustments and acts as a local watchdog for environmental problems and opportunities. The Commission works to protect the use of natural resources, including open space preservation, water resource management, air pollution control, solid waste management, noise control, storm water management, soil and landscape protection, and the protection of flora and fauna in general. A key responsibility is to review all development projects prior to presentation at the Planning Board. This process helps ensure the Planning Board is aware of any environmental concerns prior to the application coming before it. The commission typically reviews 5 to 10 site plans per year. Meetings: The Environmental Commission meets on the first Wednesday of each month at 7:00 PM (except July) in the lower level of the Municipal Building.

PDF: [SUMMARY OF 2021 SITE PLAN REVIEWS](#)

PDF: [SAMPLE FINDINGS OF FACT AND RECOMMENDATIONS LETTER](#)

Environmental Assessment Ordinance

10 Points

Program Summary: The attached document is a copy of Monroe Township's Environmental Quality Review Ordinance which meets the requirements of this action. The document was extracted from the online code book. Listed below is the link to the actual online code book. <http://clerkshq.com/default.ashx?clientsite=monroetwp-nj>

PDF: [ENVIRONMENTAL ASSESSMENT ORDINANCE DOCUMENTATION](#)

Community Forestry Management Plan & NJUCF Accreditation

20 Points

Program Summary: The Monroe Township Shade Tree Commission actively implements the goals of the New Jersey Community Forestry Program (CFP). Monroe Township earned NJUCF Accreditation in 2021. A copy of the Accreditation Status Report is attached. The plan was completed in August 2017 and approved in September 2017 (see uploaded plan). Also attached is our Community Forestry Management Plan which was completed in 2017 and will expire on 12/21/2026 as indicated on the Accreditation Status Report.

PDF: [2017-2021 COMMUNITY FORESTRY PLAN](#)

PDF: [2021 ACCREDITATION STATUS REPORT](#)

PDF: [COMMUNITY FORESTRY CERTIFICATE](#)

PDF: [COMMUNITY FORESTRY PLAN APPROVAL LETTER](#)

Tree Hazard Inventory

10 Points

Program Summary: In February 2017 the Monroe Township Certified Tree Expert completed an ash tree inventory to determine potential hazards associated with the encroachment of the emerald ash borer. The ash tree inventory concluded that there was 1,129 ash trees along township streets, mostly off township owned easements. Due to the destructive capabilities of the emerald ash borer, the Township developed an Emerald Ash Borer Management Plan. The plan's Executive Summary is uploaded below.

PDF: [ASH TREE INVENTORY AND PLAN EXECUTIVE SUMMARY](#)

Tree Maintenance Programs

10 Points

Program Summary: The Shade Tree Commission regulates the planning and care of ornamental trees and shrubbery within the Right of Way (R.O.W.) and parks in the Township. The Commission has a proactive pruning, removal, and planting program. Throughout the year, the DPW maintains township trees. When necessary, our contracted licensed tree expert evaluates situations such as unhealthy trees or potentially hazardous situations to determine a plan of action. In CY2021 the township spent over \$64,950 on tree removals and \$11,295 on Emerald Ash Borer Management . Whenever possible the trees waste is chipped and converted to wood chips or mulch to be used in the community. The goals of our tree maintenance program are to: 1. Improve and maintain the long-term health and condition of the tree population 2. Maximize the useful life existing trees 3. Maintain public safety 4. Maximize the cost-efficiency of tree maintenance activities 5. Communicate the benefits trees provide to the community relative to the cost of maintenance 6. Notify the jurisdictional authority on hazard or at-risk trees The township contracts for the services of a professional forester who oversees all tree planting activities. See page 5 of our uploaded NJUCF Annual Accomplishments Report for verification of the 2021 tree maintenance expenditures.

PDF: [2021 ANNUAL ACCOMPLISHMENT REPORT](#)

Tree Planting Programs

10 Points

Program Summary: Throughout the year, the Shade Tree Commission plants new and replaces dead roadside shade trees that prevent roads from superheating and help absorb roadside pollution. Furthermore, shade trees reduce soil erosion, cut heating and cooling costs for homeowners, provide homes for wildlife, increase property values, enhance the economic vitality of business areas, and overall beautify our Township. In CY2021 the township spent over \$67,000 on tree plantings. The tree-planting program is funded through fees assessed when developers cutdown trees to build houses or when people want to remove trees on their property, so new trees can be planted at no cost to the Township. The continuing goals of our tree planting program are to: 1. Minimize conflicts between trees and sidewalks, utilities, and other public and private fixture 2. Increase tree lined streets in all neighborhoods as funding permits 3. Minimize future maintenance needs 4. Achieve and perpetuate the tree population at maximum practical stocking levels utilizing shade tree easements. 5. Improve and maintain species diversity to the extent that no single species comprises more than 15% of the total population and no single genus comprises more than 20% The township contracts for the services of a professional forester who oversees all tree planting activities. See page 5 of our uploaded NJUCF Annual Accomplishments Report for verification of the 2021 tree planting expenditures. Also attached is a listing of the trees planted in 2021. The Shade Tree Commission also participates each year in the DEP seedling giveaway program to encourage residents to plant trees. Monroe Township has been recognized as a Tree City USA for the past 30 years.

PDF: [AAR 2021](#)

PDF: [SEEDLING DISTRIBUTION](#)

EXCEL: [2021 PLANTINGS LIST](#)

Operations & Maintenance

Recycled Copy Paper

10 Points

Program Summary: Monroe has made it procedure to purchase recycled paper. We are also told to try and buy other recycled content materials when possible. As seen by our purchasing report, we have bought Post It notes and recycled content pencil holders.

PDF: [SCAN0036.PDF](#)

Public Information & Engagement

Municipal Communications Strategy

10 Points

Program Summary: The Monroe Township Public Information office is the primary hub for informing and updating residents and the community at large regarding Township news, events and general municipal information. Leveraging channels such as the Township website, social media, cable access channel (programming, ads and advisories), press releases, print newsletters, e-newsletters, departmental bulletins (recreation and senior services) and specialty publications (recycling and environmental commission), the public information office evaluates all information and determines the most appropriate means for reaching the largest audience. Monroe Township is an ethnically diverse community with a large senior adult population and an equally large population of families with children. Subject matter spans a wide variety of interests, including events/activities, transportation, safety and emergency services, recycling and environmental, cost saving initiatives, township resources, land conservation, and more. Therefore, the communications team must match the target audience with the correct pathway to reach that group. Information is cross-pollinated through as many channels as appropriate to ensure maximum coverage. While the Public Information Office is responsible for the overall municipal communications strategy and implementation of key tactics, the Senior Services and Recreation department also contribute to the overall communications plan by producing monthly bulletins, departmental flyers and distributing materials at each of their facilities as needed. These materials are shared with the Public Information office for posting to the Township website and publication in the Township newsletter or Monroe News, as appropriate.

PDF: [COMMUNICATIONS INVENTORY](#)

PDF: [CHECKLIST](#)

PDF: [SAMPLE E-NEWSLETTER](#)

PDF: [COMMUNITY PASS INFO](#)

Improve Public Engagement in Planning and Zoning

15 Points

Program Summary: Monroe Township's website has been redesigned to provide easy access for public engagement (www.monroetwp.com), including a subheading called "boards and commissions" which lists information about the planning and zoning boards, including the members and key documents authored or provided by the boards. Regular meeting dates, agendas, and minutes are provided on line for public viewing. During the COVID-19 pandemic, the Zoom platform was used by the township to conduct meetings as an alternative to in-person meetings. Applicants embraced the ability to present their plans via Zoom. All plans were uploaded to a portal provided on the township website where the public could view the plans in advance of the board meetings and instructions on how to participate during the Zoom meetings was provided. Monroe's Master Plan is currently being revised and public engagement was conducted via three public meetings during the Summer - Fall of 2021 as well as through an on-line survey form created jointly by the township's master plan committee and Monroe's hired professional planning firm (H2M Architects and Engineers). Over 85,500 responses to the survey questions and nearly 5,500 public comments were provided by the public in response to the on-line survey.

PDF: [PLANNING BOARD RULES AND REGULATIONS 2022](#)

PDF: [PLANNING AND ZONING BOARD MEETING DATES 2022](#)

PDF: [PLANNING BOARD AGENDA - JANUARY 2022](#)

PDF: [2022 RULES AND REGULATIONS MONROE ZBA.PDF](#)

PDF: [REVISED CHECKLIST 10.22.PDF](#)

PDF: [ZONING BOARD AGENDA - JANUARY 2022](#)

Waste Management

Prescription Drug Safety & Disposal

10 Points

 Bronze Priority  Silver Priority

Program Summary: In 2015, Monroe joined the NJ Division of Community Affairs Project Medicine Drop initiative and installed a permanent drop-off location in the lobby of the police department. The police department is conveniently located between the municipal building and the library. The police lobby is open 7 days a week. Copies of the official reports have been uploaded. Other uploaded files a picture of the drop box at Police Headquarters and screen shots from the municipal website that provide information on the program.

PDF: [2021PERSCRPTIONDROPOFF.PDF](#)

PDF: [TOWNSHIP WEBSITE POSTINGS](#)

IMAGE: [PERSCRPTIONDRUGDROP.JPG](#)

WORD: [FACEBOOK POST](#)

Recycling & Waste Reduction Education & Compliance

20 Points

 Bronze Priority  Silver Priority

Program Summary: Monroe Township's recycling and waste reduction education and compliance program consists of the following. One of Monroe Twp.'s biggest recycling and waste reduction tools is the Enviro-Mobile. This is a mobile environmental classroom that visits schools, community days, and various fairs in and around town. It consists of a tow behind enclosed trailer that the DPW converted into a "classroom" with 9 interchangeable learning centers; each highlighting different environmental subjects such as-recycling, conservation, hazardous waste, storm water regulations, litter abatement, composting etc. It also has a bulletin board that keeps up to date with current events and changes to regulations. It reaches thousands of people a year .Since COVID the EM was missing from our schools but did do a few outdoor events. The DPW worked with some teachers and produced a video in lieu of an EM visit. A big part of our outreach this passed year was Bag up NJ campaign, to get residents educated on the upcoming plastic bag ban laws in NJ. The Recycling Coordinator did visits at the Senior Center, The Library and the Recreation building doing plastic bag ban outreach. We also did it at National Nite Out and the Octoberfest when educating about the plastic bag ban residents were also educated on Acceptable items for recycling and Recycle Right. We have a (packet) of info that is handed out with every reusable plastic bag and with recycling bins to residents which includes info on recycle right,acceptable items , and single use plastics. Another part of our education and compliance is the town's outreach. Monroe has a website full of information (<https://www.monroetwp.com/index.php/departments/public-works-recycling>). Monroe is represented in Middlesex County's annual recycling newsletter. Monroe has also implemented a new organizational plan in our Recycling Center. We came up with a system of numbered and color coded signs to assist residents in finding where to put materials. We also use the acceptable items card to show this. Residents sometimes don't remember or understand when told where things go, this system helps a lot. Monroe has a solid waste ordinance that is up to Middlesex County and NJ DEP's standards. Monroe Twp. complies with the N.J. DEP regulations and submits an annual recycling tonnage report. See partial notes from tonnage report visits to all businesses in town, where all businesses are informed of updates and rules for Monroe's recycling program. Monroe also complies with NJ Clean Communities and submits a statistical report annually. Monroe has the ability to enforce fines for non-compliance, but have used a friendlier approach. We would rather give notice to the non-compliance and educate the resident/business instead of fining them. It seems people really do want to do the right thing, but sometimes just don't know what it is.

POWERPOINT: [THE ENVIRO-MOBILE.PPT](#)

PDF: [ACCEPTABL RECYCLING.PDF](#)

PDF: [ORDINANCE](#)

WORD: [16606591302627 \(1\).DOCX](#)

PDF: [RECYCLE FLYER PRINT & FACEBOOK POSTS.PDF](#)

: [GREEN TIPS BOOK.ZIP](#)

Commercial & Institutional Recycling

10 Points

Program Summary: The Recycling Coordinator for the township performs an annual visit to businesses and collects tonnage reports(see partial notes on tonnage report visits). He also answers any questions and keeps them updated on any changes to recycling procedures. See attached packet given to businesses during tonnage report visit. The township ordinance covering residential and commercial recycling is uploaded below. See section 52. 2.4 for details relevant to this action.

WORD: [2021 TONNAGE GRANT FORM\(REV3\).DOC](#)

PDF: [TONNAGE PAGE FOR SJ.PDF](#)

PDF: [MONROE RECYCLING ORDINANCE \(1\).PDF](#)

EXCEL: [2021 PIVOT.XLSX](#)

Community Paper Shredding Day

5 Points

Program Summary: Paper shredding is available to Monroe's residents at our Annual Green Fair(usually in the Fall). Monroe supports the Middlesex County Division of Solid Waste Management's coordinated paper shred days. Monroe DPW staff works the events at Thompson Park, Monroe Twp. Senior Center, and Veterans Park. Collectively over the past 2 years and 4 events we have had 1781 participants and collected 75,080 lbs. of paper for recycling, as designated by supporting documents below. All events are advertised on Monroe's website and face book page.

PDF: [2022PAPERSRED.PDF](#)

PDF: [2021 PAPERSHRED 2.PDF](#)

PDF: [2021PAPERSHRED.PDF](#)

Household Hazardous Waste

15 Points

Program Summary: Monroe Twp.'s Recycling Center collects for recycling the following hazardous materials: Anti-freeze Car and re-chargeable batteries CED's (covered electronic devices) Paint and paint products Motor oil Propane tanks Also attached is an Acceptable items flyer from our Recycling Center , a screenshot from RecycleCoach, and a copy of the latest DEP tonnage report summary.

IMAGE: [ACCEPTEDCARD2.JPG](#)

IMAGE: [RECYCLECOACH-HAZ.PNG](#)

IMAGE: [ACCEPTEDCARD.JPG](#)

EXCEL: [2021 PIVOT.XLSX](#)

Non-Mandated Materials Recycling

25 Points

Program Summary: According to the Middlesex County Recycling Website (<https://www.middlesexcountynj.gov/government/departments/department-of-public-safety-and-health/office-of-health-services/solid-waste-management-program/reduce-reuse-recycle>) Middlesex County Residential Recycling Requirements The following materials are picked up curbside or are to be placed at a multifamily drop-off, depending on the town: • Aluminum cans • Glass bottles and jars • Steel cans • Plastic Bottles with #1 code or #2 code found on the bottom • Newspaper • Mixed paper (magazines, office paper, junk mail, cereal boxes) • Corrugated cardboard The following materials also must be recycled but are not part of regular curbside

recycling. A municipality can have a separate curbside program for these materials, or they may accept them at a drop-off center. • Leaves • Brush • Motor oil • Textiles • Masonry/paving materials (asphalt, block, brick, cinder, and concrete) • Rechargeable batteries (Nickel Cadmium (Ni-Cd), Nickel Metal Hydride (Ni-MH), Lithium Ion (Li-ion) and Small Sealed Lead (Pb)) • Tires • Computers, televisions, computer monitors, printers, and fax machines • White goods (washers, dryers, ranges, refrigerators, air conditioners) In addition to complying with these requirements, Monroe Township's Department of Public Work also collects and recycles the following non-mandated items. 1. Cooking oil is collected at the Recycling Center, residents bring it in to a specific drum , when that fills Mopac collects it from us . It is listed as Food Waste(ID23) on our annual tonnage report. 2. Pallets are collected from residents at the depot to keep them out of landfills. If they are re-usable we use them if they are not they are shredded into mulch at Natures Choice. It is very popular with the residents. They are listed as Wood scraps (ID30) on our annual tonnage report. 3. All scrap metal including ferrous and non-ferrous scrap. Tonnage for this is listed as (ID10) 4. Polystyrene (Packing Type Foam Blocks) are collected at the Recycling Center for recycling. It gets densified at a Middlesex County site then it is sold to a business from Princeton who makes molding and picture frames from it. It is included in other plastic (26) in our annual tonnage report. We generate a lot of #6 foam, a 20yd container every couple of weeks. 5. Fluorescent bulbs are collected at our recycling center, then a company from Mass. comes to pick them up when we accumulate 12 or so boxes. 6. Propane Tanks are accepted at our Recycling Depot. Approximately 500 tanks are picked up by Blue Rhino annually. 7. Anti-Freeze also accepted at our Depot. Approximately 150 gallons per year is sent to Lorco Petroleum Services (one of the largest petroleum recycling facilities on the East Coast). Pallets and fluorescent bulb are not extensively advertised due to concerns about the depots ability to manage to potential volume of material. Even without significant outreach the volume of these materials recycled is significant.

EXCEL: [TONNAGE REPORT](#)

PDF: [PROMOTIONAL MATERIALS](#)

IMAGE: [STYROFOAM PROMOTION.JPG](#)

Recycling Depot

10 Points

Program Summary: The Recycling Depot is located at 76 Gravel Hill Spotswood Rd in the Public Works complex. It is open Monday-Friday from 8:30am-2:45pm and from 8am-11:30pm on Saturday year round except for most state recognized holidays. The drop off center has a new system put in, it's a numbered and color coded directory of what goes where. Acceptable recyclable materials include: Newspaper Corrugated cardboard Glass containers plastic PET 1 beverage containers Plastic HDPE2 containers aluminum tin steel white goods propane tanks 20 gallon scrap metal CED (covered electronic devices) paint used motor oil used cooking oil anti-freeze Car and re-chargeable batteries polystyrene

IMAGE: [ACCEPTEDCARD2.JPG](#)

IMAGE: [OCC SIGN.PNG](#)

IMAGE: [#6.PNG](#)

IMAGE: [ACCEPTEDCARD.JPG](#)

PDF: [RECYCLING CENTER SIGN AND FLYER](#)

Backyard Composting Program

5 Points

Program Summary: The Monroe Township Environmental Commission promotes backyard composting through is literature, an annual spring workshop, and an exhibit at the annual green fair. Composting is also promoted at the Community Garden and the Recycling Coordinator has provided composting bins for school gardens. This year's spring workshop was held on May 21 at the Monroe Township Public Library. 26 people attended in person and 14 joined through zoom. Green team members from neighboring towns were invited to attend. An Earth Machine composter was given away as a door prize courtesy of the Recycling Coordinator. The program was presented by the The Green Fair will be held on October 15 and include a composting exhibit.

PDF: [SPRING PROGRAM PROMOTION](#)

PDF: [GREEN TIPS BOOK](#)

PDF: [SAMPLE EXHIBITS](#)

PDF: [EARTH MACHINE GIVEAWAY](#)

Grass - Cut It and Leave It Program

5 Points

Program Summary: The objective of a "Grass - Cut It and Leave It" educational program is to encourage residents to leave grass clippings on the lawn when they mow, since grass clippings provide a natural and healthy fertilizer for a growing lawn. By cutting lawns short and removing the clippings, residents rob their lawns of their own natural fertilizer(s) and create waste that must be hauled away for disposal or recycling by a truck. Monroe Township has an ongoing campaign to encourage residents to "cut it and leave it" that focuses on providing the uploaded brochure to people when they go to pick up grass and leaf bags at the Department of Public Works yard. The intent is to educate them about the process and have the message in their recent memory as they are spending time and labor bagging their grass clippings. In addition, we promote the practice at township events such as our annual green fair and the educational program the Environmental Commission/Green Team run at the public library. Information encouraging "Cut It and Leave It" is also posted on the DPW Page of the Monroe website: <https://www.monroetwp.com/index.php/departments/public-works-recycling> and periodically posted on the Monroe Township Facebook page.

PDF: [GRASSCYCLING FLYER.PDF](#)

PDF: [FACEBOOK POST](#)

PDF: [FLYER ACCOMPANYING BAGS](#)

Reusable Bag Education Program *Retired 12/31/25*

5 Points

Program Summary: Monroe has always been pro-active with their plastics education and programs. We stocked up on re-usable shopping bags before the new law comes out. We also drafted a letter and a flyer to distribute with the bags. We have made it a point to engage the residents in a conversation about the bag ban , as to just letting them take a bag. We are setting up a Ban the Bag table all over town , at the Rec Center, Senior Center, Library Stop n Shop and all the events the town has (Octoberfest, National Nite Out, etc.).

PDF: [BANTHEBAG LETTER.PDF](#)

PDF: [BANTHEBAG FLYER.PDF](#)

IMAGE: [PLASTICBAGPIC.JPG](#)

IMAGE: [REUSABLEBAG PIC.JPG](#)

IMAGE: [BTB2.PNG](#)