



Sustainable Jersey Certification Report

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

Watchung Boro was certified on October 24, 2024 with 350 points. Listed below is information regarding Watchung Boro's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Jersey contact for Watchung Boro is:

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Actions Implemented

Each approved action and supporting documentation for which Watchung Boro was approved for in 2024 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.

Brownfields

Brownfields Inventory & Prioritization

15 Points

Program Summary: Data was obtained from the NJ DEP Data Miner tool, using the "Known and Suspected Sites Report by County and Municipality" report. Sites that had already been remediated, are currently in use, or are residential properties were removed from the list. Data was obtained from the NJ DEP Data Miner tool, using the "Known and Suspected Sites Report by County and Municipality" report. Sites that had already been remediated, are currently in use, or

are residential properties were removed from the list. Borough personnel reviewed and confirmed the sites remaining on the list. The inventory is reviewed by members of the Green Team as part of the triennial Sustainable Jersey recertification and is updated on an ad hoc basis between recertification cycles. There are only two sites within the borough that have been identified as known or suspected contaminated sites that are not currently in use and are eligible for remediation and redevelopment. The location at 666 Mountain Boulevard, known as the "Ness Property" is currently undergoing investigation and remediation. At the time the inventory was first created only a single site, the "Ness Property", was on the state inventory. Investigation and remediation of this site had already begun, resulting in a prioritization of one. A post-remediation use has been identified for this site. When the second site was identified, subsequent to the cessation of operations of the business at this site, it, by default, became the second priority. At this time, no specific use has been proposed for this site. Watchung is fortunate in that sites with significant contamination, such as the Lockheed plant and Texier Glove facility on US 22 have been remediated and redeveloped already.

PDF: [BROWNFIELDS_INVENTORY_AND_PRIORITIZATION_CHECKLIST_2024-07-25.PDF](#)

PDF: [BROWNFIELDS_INVENTORY_AND_PRIORITIZATION.PDF](#)

Brownfields Assessment & Investigation

20 Points

Program Summary: We are submitting for PA, SI, and RI for the top priority brownfield site in Watchung, located at 666 Mountain Boulevard. This 19.81 acre tract is known as the Ness Property. The property is a former farm and, as is typical for that sort of use, has numerous contaminants. There are currently no structures remaining on the site. The property was purchased by the Borough in 2006 for use as a recreation facility. Subsequent to determining that the site was contaminated, focus shifted to remediation. It is currently zoned RR - Rural Single-Family Residential. Assessment and Remediation has been on-going since 2011. Prioritization of this work is driven by the need for more local recreational facilities within a town that is greater than 90% built out. The existing facilities are in the center of town and at the elementary school at the east end of town. The majority of the existing facilities are developed sports fields and other landscaped green spaces. There are no undeveloped areas with hiking or biking trails. This site is in the western part of town, which currently has no public recreation facilities. While specific plans have not been finalized, the borough intends to pursue a mixed recreation use consistent with the post-remediation condition of the site. Summary of activity to date: Hire a Licensed Site Remediation Professional to oversee the remediation LSRP Chris Korshalla retained December 28, 2011 LSRP Behram Turan retained on June 4, 2021 LSRP Behram Turan dismissed on January 7, 2022 LSRP Brian Gillen retained on January 21, 2022 Conduct a Preliminary Assessment Report prepared by Maser Consulting P.A. and dated February 2005 Conduct a Site investigation Site Investigation Report prepared by Maser Consulting P.A and dated February 2006 Conduct a Remedial Investigation Remedial Investigation Report, Remedial Action Workplan, and Remedial Action Report prepared by Maser Consulting P.A in April 2016 Remedial Action Workplan prepared by CME Associates and dated October 2021 Draft Remedial Action Workplan Addendum/Remedial Investigation Report prepared by Remington & Vernick Engineers dated May 2024.

PDF: [NESS_FARM_AOC_TRACKING_SHEET.PDF](#)

EXCEL: [NESS_FARM_REMEDIATION_STANDARD_WORKSHEET.XLS](#)

PDF: [NESS_PROPERTY.PDF](#)

PDF: [NESS_PROPERTY_2.PDF](#)

PDF: [REMEDIAL_ACTION_WORKPLAN.PDF](#)

Community Partnership & Outreach

Green Team

10 Points

 Bronze Required

Program Summary: The Watchung Green Team has been an active part of the municipal government for well over a decade. The team was formed in December 2008, with a corresponding borough council resolution being passed in June 2011. The Green Team was reauthorized via resolution in April 2021, recognizing the expanded view of “sustainability” to include more than the original “green” intent of environmental protection and fiscal conservancy. The Watchung Borough Council enacted an ordinance in 2024 to authorize the Green Team. The council feels that an ordinance is a more accurate reflection of the importance they place on the work of the Green Team. The Green Team was successful in achieving Bronze certification from Sustainable Jersey in 2014 and 2021. Following the 2021 submission the team focused on three main issues in 2022; food security, electric vehicles, and alternative energy. The bulk of our work in 2023 was to ensure that our farmers market continues to be successful. Beginning in mid-2023 and extending into Q2 of 2024, the team worked on recertification, documenting activities necessary for the Bronze level. We are currently working to determine if earning enough points for Silver is a reachable goal. The underlying philosophy of the Green Team is to work on sustainability issues that are of specific benefit to our town, rather than selecting action items to earn points just for the sake of receiving certification. The result is that the team works on sustainability issues, whether or not those activities will earn points towards certification. We are engaged with RideWise and Somerset County to address EV Readiness. We work cooperatively with other borough organizations and partner closely with the Environmental Commission on a number of initiatives. The Green Team web page can be found at <https://watchungnj.gov/boards/green-team>, with meeting minutes located at <https://watchungnj.gov/government/meeting-document/green-team-meetings> (please note that team meeting minutes are posted after appearing on a Borough Council agenda at a subsequent meeting, which may result in lag between the meeting date and posting to the website).

PDF: [GREEN TEAM MEMBERSHIP AS OF 2024-02-28.PDF](#)

PDF: [ORD. NO. 24_06.PDF](#)

PDF: [GREEN TEAM YEAR END REPORT - 2023.PDF](#)

PDF: [RESOLUTION R3 2021-04-01.PDF](#)

Community Education & Outreach

5 Points

Program Summary: Watchung Borough routinely runs a number of outreach activities. For the purposes of the 2024 submission, we are including two events, operation pride and our tree replacement program. Watchung holds an annual event called Operation Pride, scheduled for the Saturday closest to Earth Day each year. The event includes a clean up of public spaces around the center of town. Speakers relate the event to Earth Day. The Environmental Commission coupled educational outreach regarding the benefits of planting native trees with a giveaway of seedlings provided by the NJ Forestry Service.

PDF: [COMMUNITY EDUCATION IN PERSON EVENT CHECKLIST - TREE REPLACEMENT.PDF](#)

PDF: [WEBSITE - WATCHUNG, NJ - OPERATION PRIDE ARCHIVE 2024-04-26.PDF](#)

PDF: [COMMUNITY EDUCATION IN PERSON EVENT CHECKLIST - OP PRIDE.PDF](#)

PDF: [FACEBOOK AND INSTAGRAM POSTS.PDF](#)

PDF: [GMAIL - OPERATION PRIDE DAY \(APRIL 27\).PDF](#)

PDF: [DAY-OF PHOTOS.PDF](#)

Emergency Management

Emergency Communications Planning

15 Points

Program Summary: The Borough of Watchung has an EOP in place that is approved by the State of New Jersey. The plan resides with the Watchung Office of Emergency Management. The Office of Emergency Management (OEM) is responsible for the coordination of activities within the Borough during potential or actual emergencies and/or disasters. In the event of a declared state of emergency, the OEM Coordinator works in collaboration with the Watchung Police Department, Watchung Fire Department, Watchung Rescue Squad, Borough Administrator, Watchung CERT Team, and Public Works, as well as other community-based stakeholders to 1) Properly prepare for all natural and man-made emergencies and disasters that threatens our community, 2) Provide education to our residents and businesses on how to properly prepare for emergencies and disasters and 3) Provide leadership and support to reduce the loss of life and property through an all-hazards emergency management program of mitigation, preparedness, response, and recovery. The borough has various forms of communications to residents. This includes the borough website, local and regional media, the Watchung radio station, Facebook and electronic information boards. Non technological forms of emergency communications include police car speaker announcements, and door to door canvassing. There is also a page dedicated to emergency communication. <http://www.watchungnj.gov/resident-communications.html>

PDF: [EMERGENCY COMM PLANNING CHECKLIST WATCHUNG GREEN TEAM 2024.PDF](#)

PDF: [EXCERPT FROM 2024 NEWSLETTER.PDF](#)

PDF: [NIXLE INSTRUCTIONS-001.PDF](#)

PDF: [OEM.PDF](#)

PDF: [OEM-FALLMAILER.PDF](#)

PDF: [WEBSITE.PDF](#)

Vulnerable Populations Identification for Emergencies

10 Points

Program Summary: Watchung residents are able to self-identify and register for "Register Ready". The Office of Emergency Management receives lists of vulnerable residents through information provided by the NJ Register Ready System. We have advertised online on our website, at our local library, on Facebook, and in the Township newsletter. If someone is not able to register themselves, residents can call NJ211 for assistance with registering. Register Ready is

maintained by the State of NJ, and, for reasons of confidentiality, residents information is only accessible to the OEM Coordinators. OEM and Police coordinate with specialized facilities and other groups to verify stakeholder needs.

PDF: [REGISTER READY BROCHURE.PDF](#)

WORD: [SOCIAL MEDIA.DOCX](#)

WORD: [VULNERABLE_POP_CHECKLIST - WATCHUNG GREEN TEAM UPDATED.DOC](#)

PDF: [WATCHUNG SPRING 2024 NEWSLETTER PROOF.PDF](#)

PDF: [WATCHUNG SPRING-SUMMER 2023.PDF](#)

Energy

Energy Tracking & Management

20 Points

 Bronze Priority  Silver Priority

Program Summary: The Borough of Watchung has entered the natural gas and electric bills for our six municipal buildings into the Energy Star Portfolio Manager. These include the Municipal Building, DPW Garage, Fire Station, Police Station, Library, and Texier House museum. We have entered all bills from 2020 – 2024 year to date. The website tool allows us to see how our energy usage changes by season and year and we are able to see how any energy efficiency upgrades impact our bills. The finance department enters the bills for each building as they come in monthly. ESPM reports for all borough buildings have been uploaded PDF. Please note that the reports of monthly includes the DPW salt shed, which is part of the DPW complex. It is still in use, but has not been metered separate from the DPW building since 2021.

PDF: [ENERGY STAR PORTFOLIO REPORTS.PDF](#)

PDF: [MONTHLY ET&M PROCESS](#)

EXCEL: [ETM BUILDING INVENTORY.XLSX](#)

PDF: [ENERGY STAR REPORTS.PDF](#)

PDF: [2022 REPORTS.PDF](#)

Fleet Inventory

10 Points

 Bronze Priority  Silver Priority

Program Summary: The fleet inventory of all borough vehicles is maintained by the finance staff. The inventory for 2023 has been uploaded. The fleet is composed of 1 boat, 4 tractors, 4 passenger vehicles, 7 trailers, 18 trucks and 36 SUVs. At this time there is a single EV in the fleet. The Borough is planning on phasing out the gasoline powered passenger vehicles and replacing them with EVs when needed. These would include the vehicles used by the building subcode inspectors and the fire official. Regular maintenance, including oil changes and tire replacements, are done as required to maintain the efficiency of all vehicles. All personnel who are authorized to drive borough vehicles are provided with efficient driving guidelines. Drivers are to acknowledge these guidelines by signing the document. Department heads are to forward the signed documents to the borough CFO.

EXCEL: [SJ_FLEET_INVENTORY_SPREADSHEET_2023.XLSX](#)

PDF: [FUEL EFFICIENT DRIVING PRACTICES - EMAIL TO DRIVERS.PDF](#)

WORD: [FUEL EFFICIENT DRIVING PRACTICES.DOCX](#)

Electric Vehicle Community Outreach

10 Points

Program Summary: Watchung Borough has been using the website, social media (Facebook and Instagram), and email, in addition to the quarterly physical newsletter to provide residents with information related to sustainability for many years. For EVs and EVSE the communications most often reflect current grants and incentives from the state and Federal government, as well as the electric utilities that service the town. A dedicated web page with general information about EVs and EVSE, including grants and incentives, and the permitting/inspection process for EVSE installation, is also hosted on the borough website and shared through social media and email. The targets for these communications are based on the nature of the specific communication. Grants and incentives are frequently specific to residents or commercial properties, where as general information is more often distributed to all potential recipients.

PDF: [GREEN TEAM EV EVSE PAGE.PDF](#)

PDF: [EV SOCIAL MEDIA DOCUMENTATION.PDF](#)

PDF: [GMAIL - NJ ELECTRIC VEHICLES & EZPASS.PDF](#)

PDF: [GMAIL - ELECTRIC VEHICLES 2024-04-18.PDF](#)

PDF: [EV_OUTREACH_TASK_REPORT.PDF](#)

PDF: [EMAIL TO BUSINESSES 5.10.24 \(126\).PDF](#)

Purchase Alternative Fuel Vehicles

10 Points

Program Summary: Watchung Borough had been discussing the purchase of EVs for several years and finally made the decision to move forward in 2022, beginning with the replacement of a vehicle that was at the end of its useful service life. The purchase of a Chevy Bolt was completed on February 8, 2023. The vehicle is used by the construction department inspectors and the fire safety inspector. The Borough is planning on phasing out the gasoline powered passenger vehicles and replacing them with EVs over time. As each of the vehicles in the borough fleet reach the end of its service life an EV will be selected, if appropriate for the class and usage of that vehicle.

PDF: [BOLTREGISTRATION.PDF](#)

Public Electric Vehicle Charging Infrastructure

15 Points

Program Summary: The Borough received a grant from the DEP for \$5000 in 2013 to install an

electric vehicle charging station at the Borough Hall. It is available for residents, employees, and visitors to use free of charge. As documented in the photos attached to the submission, the charging station is still in use as of 9/30/21. The Borough is reviewing options to expand public EV charging to other locations. In addition to local government plans, Somerset County will be installing a charging station at the Watchung Library and one of the major retail malls is negotiating with a vendor to place charging stations throughout the extensive parking lots. The Watchung Green Team has been in contact with the participants in both of these efforts.

IMAGE: [IMAGE OF EV CHARGING STATION SIGN AT BOROUGH HALL](#)

IMAGE: [IMAGE OF EV CHARGING STATION IN USE](#)

PDF: [EV CHARGING STATION LETTER W DATE.PDF](#)

IMAGE: [IMAGE OF BOROUGH EV AT EV CHARGING STATION](#)

IMAGE: [IMAGE OF EV CHARGING STATION BOROUGH HALL](#)

PDF: [SCREEN CAPTURE OF AFDC REGISTRATION PAGE.PDF](#)

Make Your Town Electric Vehicle Friendly

15 Points

Program Summary: The borough passed resolution R2 Ordinance OR:22/09 on 12/22/202. This established ordinance 28-508 ELE. This self-contained ordinance implemented the DCA model EVSE ordinance. Fire and police personnel have received training for EVs and EVSE. Most members of the fire department are certified Extraction Technicians. This certification level includes EV training. Sample certificates have been uploaded, however all training was outside of the look-back period. Maintaining certification as an Extraction Technician requires participation in periodic drills. Drills are conducted on a regular basis and all members who undertook training have maintained their certification. The roll call sheets for the last three drills (3/24, 4/24, and 5/24) have been uploaded. Lt. LaVecchia of the Watchung Police Department has also received EV training. The borough website hosts construction permit applications as well as instructions for scheduling inspections. A PDF of the construction page of the borough website has been uploaded. The page includes a FAQ with Q&A for permits and inspections. The Forms button links to a page with fillable PDFs for permit applications.

PDF: [EVSE ORD OR 22-09 2022-12-22](#)

WORD: [NJ FIRE TRAINING FOR EXTRACTION TECHNICIAN.DOCX](#)

PDF: [WATCHUNG, NJ - BUILDING _ CONSTRUCTION.PDF](#)

PDF: [WFD EXTRACTION DRILLS 2024.PDF](#)

Food

Farmers Markets

10 Points

Program Summary: 2024 submission text: The Watchung Farmer's Market is run by volunteer staff from the Green Team with support from the Watchung Borough every Tuesday 3 to 7 pm, from June through October. The Borough provides the financial support for publicity, musician

stipends, and insurance requirements. (See attached documentation regarding publicity and musician costs) The Borough seeks to support local farmers and vendors and waived all vendor fees. This market is being advertised on the Borough website (including a prominent link on the home page), the internet, Municipal and community Facebook pages, as well as signage throughout the borough. It has also been announced in local news media. The Borough purchased new lawn signs, sidewalk signs and flags for advertising at a cost of \$1,500.14. The 2023 market was centrally located in Watchung next to Best Lake providing easy access for both Watchung residents and shoppers from the surrounding communities. Local shoppers were able to walk to the market. The market attracted visitors from surrounding communities in Union and Morris Counties. Participants included approximately 25 vendors from local farms and businesses averaging between 14 and 7 vendors a week. (A list of scheduled vendors has been attached) Local musicians provided entertainment throughout the season. The market had information booths from local groups such as the Watchung Library, Watchung Art Center, Boy Scouts, and the Watchung Fire Department. In addition, there were Shredding and Electronic Recycling Events held at the market. The market became a major gathering place within the community. Attendance averaged 304 people per week, a 63% increase from the prior year.

PDF: [FARMERS MARKET PUBLICITY](#)

PDF: [WATCHUNG, NJ - FARMERS MARKET PAGE 2023-08-10.PDF](#)

PDF: [WATCHUNG FARMER S MARKET VENDORS 2023.PDF](#)

PDF: [WATCHUNG BORO HOME PAGE 2023-08-10.PDF](#)

Green Design

Green Building Policy/Resolution

5 Points

Program Summary: The Governing Body of Watchung passed a Green Practices and Green Building Policy back in 2010. This resolution was implemented immediately and posted on the borough website for public viewing. The policy is also posted in borough hall for viewing by employees as well as members of the public who have business with the borough. Photos of a bulletin board, copy of email sent to department heads, and screen print of website are attached.

PDF: [GREEN BUILDING PRACTICES - EMAIL.PDF](#)

IMAGE: [GREEN BUILDING PRACTICES - GREEN TEAM PAGE WITH LINK.JPG](#)

IMAGE: [GREEN BUILDING PRACTICES - GREEN TEAM WEB PAGE LINKS.JPG](#)

PDF: [R10 GREEN BUILDING POLICY.PDF](#)

PDF: [GREEN BUILDING POLICY DISPLAYED ON BOROUGH BULLETIN BOARDS.PDF](#)

PDF: [GREEN BUILDING POLICY DISPLAYED ON BOROUGH BULLETIN BOARDS.PDF](#)

Green Building Education

5 Points

Program Summary: The Watchung Borough construction office utilizes green building educational materials prepared by Rutgers University. These materials are provided to all parties

doing business with the construction office. A pamphlet and photos of the distribution point are attached.

PDF: [GREEN BUILDING ED.PDF](#)

Health & Wellness

Anti-Idling Education & Enforcement Program

10 Points

Program Summary: The Borough has an anti idling resolution that was first adopted in 2010 and has been readopted periodically since then, with the most recent being in January 2024. There are anti-idling signs placed at the (2) the Municipal Building, 1 at Watchung Lake Parking Lot, 1 at Mobus Field Parking Lot, 1 at the Police Department, 1 at Texier Museum, and 1 at each of the school buildings (see attached PDF for locations). Please find attached memo from Police Chief to police officers regarding enforcement, an email from borough clerk to heads of all departments with vehicles, and sample emails and social media posts.

PDF: [ANTI-IDLING EMAIL.PDF](#)

PDF: [ANTI-IDLING RESOLUTION 2024](#)

PDF: [ANTI-IDLING PD MEMO AND EMAIL 2024-07-29.PDF](#)

PDF: [ANTI-IDLING WEBSITE AND FACEBOOK 2024.PDF](#)

PDF: [ANTI-IDLING SIGNAGE.PDF](#)

PDF: [ANTI-IDLING FLYER ON BOROUGH WEBSITE](#)

Building Healthier Communities

25 Points

Program Summary: Watchung has programs in support of all four communities for this Action and the mayor has signed the Mayors Wellness Campaign Annual Pledge of Participation. We are submitting for 25 points. Watchung Borough has an active Mayor's Wellness Campaign with the program being featured on the homepage of the borough website. This program consists of on-going activities and periodic events. The most visible of these are the weekly walks around Watchung lake, led by Mayor Ron Jubin. The walks are held on Mondays at 7:00 pm from the spring through the fall. The path around the lake is about a mile and the walk provides both physical activity and an opportunity to socialize with other residents. Periodic activities include promotion of such events as Nutrition Month, Canine Fitness Month, and Celebrating Older Americans Month. CPR and AED classes have also been offered. The borough has proudly been a Stigma Free community for several years. A number of programs are run through the borough recreation department, the library, and other branches of government for both youth and seniors. In addition to activities aimed at residents, the Mayor has also targeted efforts towards employees. Standing desks have been purchased for Borough Hall and a wellness day included health checks and discussions about the Mayor's Wellness Campaign, plus daily walks around the lake. Mayor Ron Jubin signed the Mayors Wellness Campaign Pledge in November of 2023 (uploaded). His predecessor, Mayor Keith Bala signed a proclamation in April of 2022.

PDF: [MAYORS WELLNESS CAMPAIGN.PDF](#)

PDF: [WATCHUNG EMPLOYEE POPULATION SEGMENT FINAL.PDF](#)

PDF: [WATCHUNG ENTIRE COMMUNITY SEGMENT FINAL.PDF](#)

PDF: [WATCHUNG SENIOR SEGMENT FINAL.PDF](#)

PDF: [WATCHUNG YOUTH SEGMENT FINAL.PDF](#)

Tobacco Free Community

5 Points

Program Summary: The Watchung Board of Health maintains a page on the borough website with information on a wide range of topics, including smoking cessation. This has also been supported by social media posts and emails. The borough has also had an ordinance on the books since 2013 that prohibits all use of tobacco on borough owned or leased properties. Ordinance § 6-12 is active and enforced as of the date of this submission.

PDF: [TOBACCO ORD 6-12.PDF](#)

PDF: [TOBACCO CESSATION SOCIAL MEDIA AND WEBSITE.PDF](#)

PDF: [TOBACCO FREE - MEMO TO EMPLOYEES.PDF](#)

Private Well Outreach & Testing

20 Points

Program Summary: Watchung is an older community with a number of private wells for potable water. The borough has collected and published well test data and publicized the need for annual testing as well as the requirement to test whenever a property is sold or tenancy changes (this requirement is codified in Watchung Board of Health Code § BH10). The report was created by accessing data on the NJ DEP PWTA website. This report has been posted to the Green Team page of the borough website. Communications to residents took place through emails and social media posts.

PDF: [WELL TESTING SOCIAL MEDIA.PDF](#)

PDF: [GMAIL - PRIVATE WELL WATER TESTING 2024-07-28.PDF](#)

PDF: [WATCHUNG WELL WATER DATA - 2024-06-23.PDF](#)

PDF: [BH10 WELL TESTING.PDF](#)

Innovative Projects

Innovative Community Project 1

10 Points

Program Summary: The Watchung Environmental Commission is engaged in a multi-year, multi-phase project to restore the riparian environment along the East Branch of the Stony Brook where the brook enters Best Lake. The objectives of the project are to restore a 125' stretch of stream bank to a healthy riparian zone full of native trees, shrubs, and perennials that will improve water quality, aid in flood control, and improve the habitat for native wildlife. The project has also been used as a vehicle for public information and was highlighted in the ANJEC Fall 2022 newsletter. Phase 2 was completed in 2023 and on-going maintenance activities have begun for 2024.

PDF: [STONY BROOK RIPARIAN RESTORATION PROJECT.PDF](#)

PDF: [RIPARIAN RESTORATION - SOCIAL MEDIA.PDF](#)

IMAGE: [RIPARIAN GARDEN SIGN.JPG](#)

Natural Resources

Environmental Commission

10 Points

Program Summary: The Watchung Environment Commission is an active body within the municipal government providing oversight of tree removal permits and site plans. It also runs a number of conservation-oriented initiatives and educational campaigns, and regularly makes recommendations to the governing body about issues of environmental concern. The Environmental Commission meets on a monthly basis to perform its regulatory duties. It provides reporting to the borough council through meeting minutes, including the December meeting minutes, which include the year-end tree report. A member of the borough council serves as liaison between the council and the commission, attending all meetings. This council member also serves as the liaison to the Green Team and there is another member serving on both the Environmental Commission and on the Green Team to facilitate close cooperation between the two bodies. A member of the EC also serves on the Planning Board, as is mandated by the enabling legislation. The list of current members can be found on the Borough Website, along with meeting minutes and agendas: <http://www.watchungnj.gov/EC/index.html>.

PDF: [CODE BOROUGH OF WATCHUNG, NJ BOARDS, COMMITTEES, AND COMMISSIONS - EC.PDF](#)

PDF: [230706 PREFERRED TREE LIST.PDF](#)

WORD: [EC ACCOMPLISHMENTS.DOCX](#)

PDF: [OPEN TREE REMOVAL PERMIT EXAMPLE.PDF](#)

IMAGE: [RIPARIAN GARDEN SIGN.JPG](#)

PDF: [ENVIRONMENTAL COMMISSION WEBPAGE.PDF](#)

Environmental Commission Site Plan Review

10 Points

Program Summary: The Environmental Commission (EC) reviews all applications that come before the Planning Board: advises on the environmental impacts and recommends changes. EC suggests changes and requests applicant to modify their plan to be more environmentally friendly. A member of the EC is also a member of the Planning Board. Environmental Commission

reviews site plans and all other documents submitted for each application. Each review is application specific. Reviews may include: DEP regulations, steep slopes, wetlands, air quality, lighting, parking, plantings in site and including parking islands, tree replacement plans, request barriers around areas and trees outside construction area to prevent damage, recommend changes to lessen environmental impact, etc. Examples of 2 of the Planning Board Applications and the EC recommendations below 1. Learning Experience Daycare Center Project 100 Union Avenue: The Environmental Commission submitted "Concerns about Proposed Learning Experience Daycare Center Project" to the Planning Board and applicant. This listing explains the concerns and recommendations of the Watchung Environmental Commission. 2. Affordable housing application Bonnie Burn Road: The Environmental Commission submitted "EC BB Concerns final" and "EC COAH Recommendations to Planning Board". These two documents explain the concerns and recommendations of the Watchung Environmental Commission. Along with application review, this past year the Planning Board was required to review and submit the Master Plan. Environmental Commission advised and recommended changes to the Master Plan. EC recommended Master Plan updates this does not include all updates: Stronger wording for protection of environmental issues Stronger Enforcement of ordinances Addition of the Environmental Checklist Limit impervious coverage in all zoning areas Reinforce area around the Lake.

WORD: [EC BONNIE BURN CONCERNS FINAL.DOCX](#)

WORD: [EC COMMENTS FOR BOA - 55 JARED COURT.DOCX](#)

WORD: [EC COMMENTS ON SHOPRITE APPL FOR PB.DOCX](#)

Operations & Maintenance

Green Purchasing Policy

5 Points

Program Summary: The Borough first adopted a green purchasing policy by resolution in 2010, renewing it periodically, with the most recent renewal being on January 18, 2024 (R9). The borough purchasing agent put together the green purchasing policy handbook and instructed all department heads on the intent and procedures. Department heads are reminded that the policy is still in effect periodically. The memo from the borough CFO for 2024 is attached.

PDF: [R9-FGREEN PURCHASING PRACTICES.PDF](#)

PDF: [GREEN PURCHASE POLICY MEMO 2024-05-24.PDF](#)

WORD: [GREEN PURCHASING POLICY HANDBOOK.DOC](#)

Recycled Copy Paper

10 Points

Program Summary: The Borough of Watchung implemented a green purchasing policy in 2011, renewing it periodically, including in 2024. The policy requires the use of paper with 30% recycled content for specific uses and regularly purchases recycled copy paper. Invoices for 2023 and 2024 have been uploaded. 81.5% (44 of 54 boxes) of paper purchased in the last 12 months has been

recycled. However, there is a small stock of non-recycled paper required for specific uses. Consequently, we are submitting for 10 points.

PDF: [RECYCLED PAPER INVOICES.PDF](#)

PDF: [ALL PAPER INVOICES](#)

Public Information & Engagement

Municipal Communications Strategy

10 Points

Program Summary: Watchung Borough uses a robust, multichannel approach to communicating with the public. The borough has an active presence on the web through the borough website page, which is linked to sites for police, fire, and EMS. The web footprint also includes Facebook pages for the borough, and other organizations, as well as twitter accounts and instagram feeds for some of the support services. Nixle is used for text and email communications, both for emergency notifications and to provide residents with timely reminders of community activities and events. A subscription-based email service allows residents to receive notices that are posted to the website. The town publishes a semi-annual newsletter, both electronically and as a physical distribution, and provides informational mailings for timely matters that cannot wait for the next newsletter. All of these channels are used regularly, with postings to the website and Facebook page typically being performed several times a week. The town website was completely replaced with a new, more robust platform in 2022. serves as an information distribution hub for educational materials provided by various boards and commissions, and it is a major means of engagement between the public and town government. The site is easily navigable, with data quickly accessible, especially contact information, which can usually be reached in a single click from the menu on the home page.

PDF: [MUNICIPAL COMMUNICATIONS STRATEGY CHECKLIST.PDF](#)

Digitizing Public Information

10 Points

Program Summary: Watchung Borough maintains a robust web presence, with a main website managed by the town and additional sites managed by the police department, fire department, and rescue squad. The borough website provides residents and businesses seeking to do business in town with the necessary information in a readily accessible structure. These sites are updated in a timely manner and contain documents, forms, and information about the functions and operations of local government. The main site can be found at www.watchungnj.gov. This site has been completely replaced since the 2021 certification and one of the primary drivers for the redesign was to make information more easily locatable on the site.

PDF: [DIGITIZING_PUBLIC_INFORMATION_CHECKLIST.PDF](#)

Waste Management

Prescription Drug Safety & Disposal

10 Points

 Bronze Priority  Silver Priority

Program Summary: The Watchung Borough Police Department runs semi-annual prescription drug take-back collections as part of the DEA National RX Take-Back program since at least 2013. All collections take place in the lobby of the Watchung Police Department building located at 840 Somerset Street. All materials collected are turned over to the New Jersey State Police for disposal. The most recent ones were held on October 21st and April 22nd 2023. The next one is planned for Saturday, April 27th, but the results will not be available in time for the 2024 May submission. These events are announced through a variety of channels, including postings on the borough website, the police department website, the borough Facebook page, alerts sent through Nixle, on the website of the Safe Medicine Coalition of Hunterdon and Somerset, and on an electronic sign positioned on the circle in the center of town. In addition to these periodic collections, a flyer that provides information about permanent collection locations in Somerset County is posted on the borough website. The October 21, 2023 event yielded 10 pounds and the April 22, 2023 event yielded 61 pounds for a total of 71 pounds that were transferred to the New Jersey State Police for destruction. Prior collection events over the past five years were held on: 10/21/2023 4/22/2023 10/29/2022 4/27/2022 10/23/2021 4/24/2021 10/19/2020 4/24/2020 10/26/2019 4/27/2019

PDF: [PRESCRIPTION TAKEBACK SA EMAIL 2024-02-06](#)

PDF: [PRESCRIPTION DRUG TAKE BACK EVENT - NOTICES](#)

PDF: [PRESCRIPTION TAKEBACK CONSTANTCONTACT EMAIL 2023-04-22PDF](#)

PDF: [PRESCRIPTION TAKEBACK SA EMAIL 2024-02-06](#)

PDF: [GMAIL - NATIONAL PRESCRIPTION DRUG TAKE BACK DAY 2024-04-15.PDF](#)

Community Paper Shredding Day

5 Points

Program Summary: The Borough held a shredding event at the October 17th Farmers Market, with 50 cars attending. The shredding event was advertised through the borough website, email, social media, and by flyers posted in local stores and borough facilities. Watchung has been holding shredding events, either alone or in concert with Warren, since at least 2011.

PDF: [SHREDDING SOCIAL MEDIA.PDF](#)

PDF: [EMAIL ANNOUNCING SHREDDING AT FARMERS MARKET](#)

Non-Mandated Materials Recycling

15 Points

Program Summary: The Borough entered a contract with a new vendor to recycle all toner and ink cartridges, replacing the prior program. Since this is a new vendor, the report we have attached only shows a few items, but does represent all that has been submitted to the vendor so far this year. This program will be extended to residents, with collections taking place at the weekly farmers market, in addition to the collection bin in borough hall. The borough began collecting styrofoam in mid-2023. We initially partnered with Long Hill Township and later switched to take it directly to the recycling company. No reports are provided by this vendor. Our Department of Public Works has transported at least 25 dump trucks full of styrofoam since the program began last summer.

PDF: [SUSTAINABILITY REPORT_EVOLVE RECYCLING 2024.PDF](#)

PDF: [STYROFOAM COLLECTION WEB AND SOCIAL MEDIA.PDF](#)

PDF: [STYROFOAM COLLECTION.PDF](#)

PDF: [WATCHUNG FARMERS MARKET - INK-TONER RECYCLING EMAIL 2024-07-01.PDF](#)

PDF: [INK-TONER CARTRIDGE SOCIAL MEDIA AND WEB.PDF](#)

PDF: [INK-TONER CARTRIDGE COLLECTION PHOTOS.PDF](#)

Grass - Cut It and Leave It Program

5 Points

Program Summary: The Borough has had a Grass Cut It and Leave it Program in place for many years. The Watchung Environmental Commission has published a brochure providing information about maintaining healthy lawns, including leaving grass clippings in place. The program is regularly promoted in the town newsletter, which is distributed to all residents, email blasts to residents, and through social media. The Environmental Commission's brochure and links to other material from the State and the Rutgers Cooperative Extension can be found on the town website (see attached PDFs). A copy of the most recent Facebook and Instagram posts is also being attached.

PDF: [HEALTHY_LAWNS BROCHURE.PDF](#)

PDF: [GRASS CUT IT AND LEAVE IT.PDF](#)

PDF: [GRASS CUT IT AND LEAVE IT POSTS.PDF](#)

PDF: [WATCHUNG, NJ - ENVIRONMENTAL COMMISSION HOME PAGE.PDF](#)

PDF: [GMAIL - CUT IT AND LEAVE IT!.PDF](#)

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

5 Points

Program Summary: Watchung Borough's Environmental Commission began a reusable bag program in January of 2020, just prior to the start of the pandemic. The Borough maintains a stock of large reusable bags and distributes them free of charge to people visiting borough hall, at the farmers market and at borough events. Bags were first distributed at the 2021 Green Fair. Bags were purchased using grant funds and the stock has been replenished as required. Receipts have been uploaded for the most recent purchases. Another purchase will be made prior to the start of the farmers market in June. Bags were placed on the counter at borough hall and residents picked them up when they were there for other business. Bags were distributed at Operation Pride, an annual town "spring cleaning" event that includes trash pick up in public locations around town. Bags were distributed to customers at the farmers market throughout the season. Information on

the Environmental Commission page on the borough website Social media posts Email distribution In addition to the distribution of bags, a collection was instituted at the 2022 farmers market and continued throughout the 2023 season. People may bring reusable bags to the collection point. These bags are then provided to a local food pantry. The bags collected during the June to October farmers market season are sufficient to provide bags to the food pantry for the entire year, eliminating the need to purchase bags each month. This program extends the life of reusable bags and aids in food security by freeing money for the purchase of food to distribute rather than spending that money on bags. This program will resume when the 2024 farmers market opens in June.

PDF: [BAG COLLECTION ANNOUNCED ON FARMERS MARKET FLYER.PDF](#)

PDF: [WATCHUNG WEBSITE - REUSABLE BAGS.PDF](#)

PDF: [ENVIRONMENTAL_BAG-FLYER-FACTS-COMPRESSED.PDF](#)