



Sustainable Jersey Certification Report

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

Monroe Twp was certified on October 14, 2014 with 225 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:

Name:	MIHIR MAJMUNDAR
Title/Position:	CHAIR / ENVIRONMENTAL COMMISSION
Address:	1 MUNICIPAL PLAZA MONROE TOWNSHIP, NJ 08831

Actions Implemented

Each approved action and supporting documentation for which Monroe Twp was approved for in 2014 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 Fair

10 Points

Program Summary: The Monroe Township Green Fair was an incredible event with over a thousand people in attendance. For the past three years the Township Environmental Commission and the Public Library worked together to turn a local school into a showroom for environmentally friendly practices. From the public school groups to representatives from Monroe's expansive adult communities the goal of the Green Fair is to engaged and educate residents to "go green", save money, and increase the quality of life in Monroe. A prominent feature of the fair was tours of the Oak Tree School. The school was designed to LEEDS standards, has solar panels and natural light coming from 90 percent of the building through windows that are glazed with high-efficiency

thermal Solarban glass. Also, a 50,000-gallon underground gray water system was installed under the school that is used to collect and filter storm water, so it can be used for the school's toilet water. The Library hosted a room with environmentally-themed story times, puppet shows and games for kids. The Cultural Arts Commission funded live entertainment. The Green Fair also featured the Boys and Girls Bike Exchange program, through which people can bring old bicycles, in any condition, to be exchanged for a receipt that can be used as a tax deduction. The bikes are then fixed up and sold at a low-cost to inner-city youth in Trenton. The Township Department of Public Works brought the Shredding Truck for document shredding and the Enviro-Mobile, its mobile environmentally friendly classroom. The NJ Audubon Society, Middlesex County Transportation Department and many more attended. The attached article from the Cranbury Press provided extensive documentation of the event.

WORD: [QUALITATIVE ASSESSMENT TEMPLATE](#)

WORD: [CRANBURY PRESS ARTICLE](#)

PDF: [OTHER MISC GREEN FAIR DOCUMENTATION](#)

Green Team

10 Points

 Bronze Required

Program Summary: The Monroe Township Green Team Advisory Committee was officially established in July 2013. Prior to that the Environmental Commission served as the defacto Green Team. After July 2013 the Green Team continued to operate as a subcommittee of the Environmental Commission with non-commission representatives from the Township Council, Zoning Board of Adjustment, Friends of the Library, the Municipal Utilities Authority, Shade Tree Commission, Department of Public Works, Board of Education, and Senior Community. The uploaded documentation includes the resolution establishing the Green Team Advisory Committee which includes the list of members and documentation of activities. The key documentation reflects two of the Green Team's major annual efforts -- the annual Green Fair and the development and distribution of an annual Green Tips book. - The Monroe Green Fair is an incredible event with over a thousand people attending each year. View the video of the 2013 Green Fair at http://www.monroetwp.com/polVideos.cfm?doc_Id=11079. Also attached is an article about the event. - The Monroe Township's Green Tips Book is published annually in cooperation with the Natural Resources Committee of the League of Women Voters. It includes information on recycling, hazardous waste removal, energy efficiency tips, anti-pollution initiatives, health and wellness activities, locally grown food, and web resources. These booklets are also available to residents free of charge throughout the year at the Monroe Township Public Library and the Municipal Building. They are also handed out at the annual Green Fair.

PDF: [RESOLUTION ESTABLISHING THE GREEN TEAM](#)

PDF: [GREEN TEAM BACKGROUNDER](#)

PDF: [2014 GREEN TIPS BOOK](#)

PDF: [GREEN FAIR NEWSLETTER ARTICLE](#)

WORD: [ANNUAL REPORT](#)

Community Education & Outreach

10 Points

Program Summary: The Monroe Township Green Team Advisory Committee operates as a

subcommittee of the Environmental Commission and works in association with the township council, Friends of the Library, Shade Tree Commission, and school district. As such the reach and impact of the Green Team includes these key distribution channels. 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. The event receives support from the NJ Clean Communities and American Rivers. Individuals as well as groups such as the boys and girls scout troops pictured in the 2013 leaflet join forces. News coverage can be found at The Messenger-Gazette for April 22, 2014 or at thewatershed.org. - As stated in the 2013 Annual Shade Tree report, "...the most notable public education or outreach was conducted at Community Day." This annual event at the Community Center is called the Octoberfest. The Township widely advertises it with posters, road signs, and on its website. The Shade Tree Commission staffs a table where 200 seedlings are given to interested residents along with advice on care and where sustainable landscaping information is proffered in response to questions or comments from the crowd. (This event is separate and distinct from the annual Green Fair in October). - Another popular community event is Arbor Day, commemorated annually with a ceremonial tree planting. The Mayor's proclamation inspires citizens to care for trees and support Monroe Township's Forestry program. In 2013 Girl Scout troop 81654 invited the Shade Tree Commission into their "Air Care Team," leading to their collaboration with the Public Library at a tree-themed activity day for Township children. - Another new initiative is the Environmental Commission Facebook page. This was started in 2013 and we are using it more and more the community. We post upcoming events and other information that people might be interested in regarding sustainability.

WORD: [WATERSHED CLEAN UP](#)

PDF: [COMMUNITY DAY - OCTOBERFEST](#)

PDF: [ARBOR DAY](#)

WORD: [ARBOR DAY 2014](#)

WORD: [FACEBOOK PAGE](#)

PDF: [WATERSHED CLEAN UP 2](#)

Food

Farmland Preservation Plans

10 Points

Program Summary: Each year, Monroe Township gets closer to our goal of keeping 50 percent of the township undeveloped by purchasing open space that is used for farmland, parks, woodland and walking trails. To purchase land for preservation, the Township utilizes its Open Space Trust Fund, which was authorized by the voters and established through a 2.5-cent (per \$100 of assessed valuation) Open Space Tax. Monroe works with Middlesex County and the State of New Jersey on open space purchases, sharing the costs and work that go into the preservation process. In the last few years, the Township purchased the development rights to the 14-acre Balz Farm, which is adjacent to Jamesburg Park and to two other farms totaling nearly 55 acres, which would bring the Monroe Township's register of preserved farmland to more than 1,300 acres. The township actively participated in the development of the SADC approved Middlesex County County Comprehensive Farmland Preservation Plan. See the document uploaded entitled Farmland Preservation Plan Documentation to access the county plan. The implementation of the plan

components for Monroe Township are the responsibility of the Monroe Township Open Space and Farmland Preservation Commission. The ordinance establishing this commission is attached and minutes to recent meetings.

WORD: [FARMLAND PRESERVATION PLAN DOCUMENTATION](#)

PDF: [OPEN SPACE AND FARMLAND PRESERVATION COMMISSION](#)

PDF: [COMMISSION MEETING MINUTES](#)

Community Gardens

10 Points

Program Summary: Each school in the Monroe Township School district currently has a garden program. These programs have received support (materials, labor, exposure, and advice) from the Township Environmental Commission, Rutgers Master Gardeners Program, and Gasko's Nursery (a local business.) It is with this support that these individual programs have grown into a larger framework for gardening in the district. We hope to continue to support the gardens in the district and help to foster greater cooperation between the gardens. Attached an Environmental Action Club flyer that mentions our greenhouse garden, a PDF of flyer mockups created by the members of the club when we were brainstorming ways to make the school more aware of the fact that some of the food in our cafeteria comes from the greenhouse garden, a copy of a high school lesson plan related to the garden, and the completed Qualitative Assessment. The high school Environmental Action Club works closely with the Monroe Township Environmental Commission of which the Green Team is a subcommittee. The club's advisory attends the monthly meetings and they are active participants in the annual Green Fair. In addition in October 2013 the club served as the local host for a Sustainable Jersey Regional Leadership Forum.

WORD: [QUALITATIVE ASSESSMENT](#)

WORD: [LESSON PLAN](#)

PDF: [EAC FLYER](#)

PDF: [CAFETERIA FLYERS](#)

Innovative Projects

Innovative Community Project 1

10 Points

Program Summary: Floodplain Management Program: On August 28, 2011 Hurricane Irene devastated Monroe Township, severely damaging dozens of homes and causing 12 of those homes to be deemed structurally unsafe for occupants. The Township Council approved the use of our Open Space Trust Fund to purchase and demolish 12 homes, converting residential homes into open space. For its work in expediting the acquisition of the flood damaged homes the township received the 2012 New Jersey Association of Floodplain Management's Outstanding Floodplain Management Award. This award is given annually to recognize an outstanding floodplain management program, project or activity. The following video link depicts the flooding experienced in Monroe: <https://www.youtube.com/watch?v=eamGRUC-AnE> The attachments

provide more detail on the program and award.

WORD: [MONROE NEWS ARTICLE ON PROGRAM](#)

PDF: [AWARD DOCUMENTATION](#)

Innovative Community Project 2

10 Points

Program Summary: THIS IS A REVISED SUBMISSION FOR A DIFFERENT PROJECT The Monroe Township Utilities Department is innovative in its approach to water conversation. The Township was the first in the state to institute a policy to conserve potable water by requiring all commercial developers, and developers of major subdivisions, to have separate water sources for potable and non-potable water. Irrigation must be supplied by the non-potable source. The goal of this policy is to: 1) Insure an adequate supply of precious potable water well into the future 2) Reduce the amount of potable water used for irrigation, thereby reducing treatment costs, 3) Re-use two existing and unused potable wells (known as “Well 5” and “Well 17”) as irrigation sources that are pumped to Monroe Township Utility Department’s (MTUD) 10 acre lagoon (a reused treatment basin at the MTUD Office Building) This policy is part of the Monroe Township Municipal Utilities Department Rules and Regulations. Specifically, the policy states: It is the policy of the Authority that potable water shall not be used for irrigation purposes on any commercial or industrial property nor shall it be used in any residential development that requires a major subdivision. The developer of any major subdivision or commercial or industrial property shall be required by the Authority to at least install dry lines for a separate non-potable water system to provide for irrigation. Further, all developments shall be reviewed at the time of preliminary approval to determine whether or not it is feasible based upon the size of the development and the proximity to non-potable supply(s) to require the developer to install offsite improvements in order to provide a source of non-potable water for irrigation purposes within the development. (See Uploaded File: Monroe Irrigation Policy) As part of the site approval process, developers are required to adhere to this policy and have their plan documented in the Engineer’s Report, as part of their site application. Developments in some areas of the town that have access to the water from the non-potable wells are required to connect to them for irrigation. If there is no township source, the developers are required to drill wells to supply an irrigation source. See the uploaded document Detailed Description for more detailed information and pictures.

PDF: [MONORE IRRIGATION POLICY](#)

PDF: [DETAILED DESCRIPTION](#)

Innovative Community Project 3

10 Points

Program Summary: Manalapan Lake Restoration and Trout Stocking Project: This is a three year project culminating in the restoration of Manalapan Lake to support a variety of fish types and improve the quality of the lake for recreation purposes. The project involved the Boy Scouts, Monroe Township Engineering and Public Works, Middlesex County, and the State Division of Fish and Wildlife. The attached articles from the Monroe News provide the details of the project. There was also a lengthy section on the project in our 2013 Green Tips booklet. This booklet was distributed to over 2000 at the Green Fair and is available in the public library and municipal building. This project is innovative in two primary ways. First, it addresses core sustainability

issues including natural resource restoration (the rebuilding of fish habitats and restoring thriving fish populations) and building healthy communities by providing increased access to recreation opportunities and fresh, no-cost healthy food. Secondly, it is a great example of a collaborative effort to address sustainability issues. Project partners included Monroe Township, Middlesex County Parks Department, the NJ Department of Fish and Wildlife, and local volunteers including the Boy Scouts.

PDF: [ARTICLE 1](#)

WORD: [ARTICLE 2](#)

PDF: [GREEN TIPS - SEE PGS 19-21](#)

Land Use & Transportation

Bicycle & Pedestrian Audits

5 Points

Program Summary: Monroe Township Bicycle & Pedestrian Planning Study consists of the Roadway Network Improvement Guide and the Trail Network Development Plan. Together they serve as a planning, and implementation resource for bicycle and pedestrian opportunities in the township. They include both the audit and plan components of the Sustainable Jersey Actions. The Roadway Network piece has been upload excluding the Appendix due to the size of the file. See Sections I, II, and III for the audit components. Similarly, Part 1 of the Trail Network plan has been uploaded due to the size. See Section I an II for the audit components.

PDF: [ROADWAY AUDIT DOCUMENTATION](#)

PDF: [TRAIL AUDIT COMPONENT](#)

Natural Resources

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](#)

Tree Protection Ordinance *Retires 12/31/25*

10 Points

Program Summary: The Monroe Township Council adopted a Tree Preservation Ordinance on June 27, 2001 (Ord. No. 0-6-2001-026). Listed below is the link to the online documents. <http://clerkshq.com/default.ashx?clientsite=monroetwp-nj> A PDF of Chapter 97 Monroe Township Code Volume that contains the text of the Tree Preservation Ordinance is provided in the documentation. The ordinance addresses the required components outlined in the Sustainable Jersey Action.

PDF: [TREE PROTECTION ORDINANCE DOCUMENTATION](#)

Community Forestry Management Plan & NJUCF Accreditation

20 Points

Program Summary: Attached is the Community Forestry Status Report 2014 (Mid-Year). We have not yet met the Approved Status requirements because we need additional CEU credits. Four Monroe representatives are scheduled to attend the Shade Tree Federation Meeting Oct 24 -25. A copy of a purchase order documenting registration is uploaded below. This level of participation would provide significantly more than is required to achieve approved status. In addition, our tree canopy goal has been included in the documentation.

PDF: [2014 MID YEAR REPORT](#)

PDF: [TRAINING DOCUMENTATION](#)

PDF: [TREE CANOPY GOAL](#)

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 also has a proactive pruning, removal, and planting program. Throughout the year, the Shade Tree Commission plants new and replaces dead roadside shade trees. In 2013 the Township spent over \$63,000 for tasks directly related to the care and management of its trees. See page 4 of the uploaded Tree Assessors Report expenses from the operational year 2013 regular work. For the past year, the committee has relied heavily on the expertise of township forester Gary Lovallo. In the job since 2013, but offering three decades of experience in the arboriculture industry tending to the care and service of trees, Lovallo takes his role for the township seriously. He is involved in helping the Planning Board approve proposals that involve tree removal or replacement. The uploaded Tree Assessors details activities from Jan - July 2014.

PDF: [TREE ASSESSOR'S REPORTS 2014 YTD](#)

Tree Planting 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 also has a proactive pruning, removal, and planting program. Developers are required to receive permission before cutting down trees on future developments. The landscape plans from developers are reviewed, and recommendations are made by the Shade Tree Commission. 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 2013 the Township spent over \$63,000 for tasks directly related to the care and management of its trees. The tree-planting program is funded through fees assessed when developers cutdown trees to build houses on their property, so new trees can be planted at no cost to the Township. The Shade Tree Commission has broadened its educational scope and has posted a list of recommended shade trees for planting in different areas on the township's website, www.monroetwp.com. Just click on Boards and Commissions and then the Shade Tree Commission. For the past year, the committee has relied heavily on the expertise of township forester Gary Lovallo. In the job since 2013, but offering three decades of experience in the arboriculture industry tending to the care and service of trees, Lovallo takes his role for the township seriously. He is involved in helping the Planning Board approve proposals that involve tree removal or replacement. "This involves evaluating development sites and helping to maximize the number of trees to be preserved, supplying tree names and quantities," Lovallo said. "This sometimes requires some creative thinking and redesigning to modify the clearing limits without adversely affecting the engineering of the site." "It's critical to diversify our plantings so that no one species accounts for more than 15 percent of the population," he said, a lesson the town learned when its high volume of fruitless pear trees optimistically planted over a quarter-century ago recently became so infected that they've required mass removal. Street tree plantings has been performed each year except for 2013 due to the change in foresters. Plantings resumed in 2014 as evidenced by the uploaded tree planting invoice for nearly \$18,500. Overall, Monroe is recognized for its dedication to the treescape. See the uploaded newspaper article for more details.

PDF: [TREE ASSESSORS REPORT 2014 YTD](#)

PDF: [TREE PLANTING INVOICE](#)

WORD: [NEWSPAPER ARTICLE](#)

Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority

Program Summary: The Monroe Township Environmental Commission updated its ENVIRONMENTAL RESOURCE INVENTORY (ERI) in 2006. John Riggs chairman of the commission was particularly proud of the Geology & hydrology element of the report which was prepared by Environmental Commission member Karen Polidoro, a hydro geologist by trade. This updated inventory was accomplished with the input of the entire environmental commission. It provides an unbiased report of data that describes the current state of the various environmental resources in Monroe. It is used as a tool for the Environmental commission, Planning Board, Zoning Board, Administration and the general public. The ERI was submitted to the planning board for inclusion in the Townships Master Plan. The NRI was accomplished with the full support of the Mayor and Council and utilized a partial grant from ANJEC to complete this valuable resource. In addition, Monroe's Environmental Quality Review ordinance requires that developers use the ERI as a data source preparing the an environmental impact statement (a copy of the ordinance with the ERI

section highlighted is attached. Also attached is the Environmental Commission's Site Plan Review Checklist which is used to ensure compliance with major plans. A copy of the Environmental Commission Policy for updating the ERI is attached.

PDF: [ERI PART 1](#)

PDF: [ERI PART 2](#)

PDF: [ERI PART 3](#)

PDF: [ERQ ORDINANCE](#)

PDF: [ERI EC CHECKLIST](#)

PDF: [POLICY ON ERI UPDATES](#)

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 in the lower level of the Municipal Building. Due to the holiday, the January meeting will be held on Wednesday, Jan. 8th and there will be no July meeting.

PDF: [ENVIRONMENTAL COMMISSION DOCUMENTATION](#)

WORD: [2013 ANNUAL REPORT](#)

Waste Management

Recycling Depot

10 Points

Program Summary: The Recycling Depot is located at 76 Gravel Hill Spotswood Rd. It is open Monday-Friday from 8am-3pm and from 8am-11:30am.

IMAGE: [RECYCLING DEPOT PICTURE](#)

IMAGE: [RECYCLING DEPOT CARDBOARD AND PAPER RECEPTACLE](#)

IMAGE: [RECYCLING DEPOT OIL AND ANTI-FREEZE RECEPTACLE](#)

IMAGE: [RECYCLING DEPOT FRIDGE AND AC](#)

PDF: [RECYCLING DEPOT DOCUMENTATION](#)

PDF: [TONNAGE REPORT](#)

Community Paper Shredding Day

5 Points

Program Summary: Paper shredding is available at our Green Fair in October 2013: 8,062lbs/4.03 tons of paper were collected and shredded. Monroe also supports the Middlesex County coordinated shredding days. Monroe Township DPW staff works the event at Thompson Park. At the event on April 11 event there were 440 participants and 10.7 tons of paper were collected. Both events were advertised online through social media and on the town's website. This collection amounts were provided by the Monroe Township Recycling Coordinator.

WORD: GREEN FAIR DOCUMENTATION

PDF: COUNTY DATES

WORD: PROMOTION OF COUNTY DATES

Prescription Drug Safety & Disposal

10 Points

 Bronze Priority  Silver Priority

Program Summary: The Monroe Township Police Dept has been collaborating with DEA since 2009 to run periodic take backs of unused or expired medication for safe disposal. Listed below are the dates and quantities collected: Oct. 2009 – we collected 10 boxes Fall 2010 – 10 boxes 177 pounds Spring 2011 – 8 boxes – 169 pounds Fall 2011 – 10 boxes – 147 pounds Spring 2012 – 8 boxes – 120 pounds Fall 2013 – 14 boxes – 252 pounds – Saturday – Oct 26 Spring 2014 – 12 boxes – 241 pounds – Saturday April 26 A copy of the official report has been uploaded. Other uploaded files include a poster that was hung around town. Visit http://www.monroetwp.com/polAnnouncements.cfm?Doc_Id=21530 to see our website posting for an upcoming event on 9/27 and a description of our partnering with DEA to execute the take back events (copy attached). The posting does not include a link to DEA's site because our posting includes all the necessary information and the police department did not want to confuse our senior community. In addition to general community drop off locations at the police department and the recreation center. Satellite locations are set up inside all the major senior communities to make it as easy as possible for them to drop off unused drugs. We do not have pictures from previously drop off events but pictures will be taken at the 9/27 event.

WORD: PRESCRIPTION DRUG DISPOSAL PRESS RELEASE

PDF: SAMPLE POSTER

PDF: POLICE REPORT ON COLLECTIONS

WORD: WEBSITE LISTING