# Sustainable Jersey Certification Report

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

Hillsborough Twp was certified on December 17, 2025 with 850 points. Listed below is information regarding Hillsborough Twp's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

## Contact Information

**The designated Sustainable Jersey contact for Hillsborough Twp is:**

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## Actions Implemented

Each approved action and supporting documentation for which Hillsborough Twp was approved for in 2025 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

### Arts & Creative Culture

#### Establish a Creative Team *Retires 12/31/27*

10 Points

**Program Summary:** Hillsborough Township created a creative team with the name Hillsborough Express Yourself (HEY) in 2023. Members will lead the way in incorporating art and sustainability in our diverse community. The team's purpose will be to enrich and enhance our neighborhoods by fostering meaningful connections between creative sectors within our community and its

contributions to its future. The Hillsborough Creative Team looks to identify, evaluate, and improve upon the Township’s current cultural and artistic assets. The arts provide a place to congregate and are inclusive for all. A community’s quality of life is substantially affected by the presence, accessibility, and respect of the arts. It impacts economic growth and development in regards to tourism, businesses, and investments. In 2024, HEY organized multiple events throughout the Spring and Summer to paint over 30 sidewalk panels in the Township's most popular park with inspiring artwork and phrases. In 2025, HEY will host a short film festival highlighting Hillsborough directors in March, a Walk of Art will take place in May to showcase students in the arts, another film event with a panel of local directors in the fall, and more sidewalk painting throughout the year.

**PDF:** **7_18_2023 SUST. MINUTES (1).PDF**

**PDF:** **CREATIVE TEAM REPORT (1).PDF**

**PDF:** **2025 SUSTAINABLE JERSEY RESUBMISSION - CREATIVE TEAM**

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### Creative Assets Inventory *Retires 12/31/27*

**10 Points**

**Program Summary:** Hillsborough began collecting responses to our Creative Assets Inventory (CAI) Google form in 2023. The form allows respondents to either submit a creative asset or suggest an idea to promote the arts and creative culture in the Township. There are multiple categories to choose from related to individuals, organizations, or areas of town. We collect the individual/organization name, their address or website, and a description of the creativity they bring to Hillsborough. There is also a question asking if the respondent would like to be on Hillsborough’s creative team. To date, we’ve received 66 responses. All responses are attached with identifying information redacted. All submitted individual/organization/business information is publicly available and does not need to be redacted. The CAI has also been promoted in tandem with the Community Assets Mapping Sustainable Jersey action at several Township events. We created a board with an outline of Hillsborough and gave people that approached the table post-it notes to write down their favorite place in Hillsborough or where they are most creative. This is always a very successful initiative as it is positive, interactive, and fun for people of all ages. Responses were sorted after the events. So far, there have been over 150 responses on the poster board from the events. The next stage of this action (similarly to the Community Assets Mapping action) is to input the response data into ArcGIS mapping software to create an interactive virtual map of all locations.

**PDF:** **2025 SJ CREATIVE ASSETS INVENTORY - SUPPORTING DOCUMENTS**

**PDF:** **CREATIVE HILLSBOROUGH ASSETS INVENTORY (RESPONSES)**

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### Utilizing Your Creative Assets *Retires 12/31/27*

**20 Points**

**Program Summary:** As Hillsborough is currently preparing the update of our Master Plan, we created opportunities for artists to place designs on municipal-owned land and structures in the township. The town funded or provided all materials needed. At Ann Van Middlesworth Park, a mural was painted at the skate park in honor of a prominent member of the skating community who passed away, and sidewalk panels were painted to bring color and fun to mundane, bland parts of the park. At the Mike Merdinger Trail and former police station, a mural was painted onto

the back of the building, which used to be worn down and covered in foliage. The Township's Recreation Department offers activities and programs throughout the year, including those regarding the arts and creativities. The Department prioritizes Hillsborough artists, businesses, and organizations first, and allows them to set the class up as they would like. The instructor receives 80% of the revenue generated by the class, and the Recreation Department takes 20%. This process enables Hillsborough artists and other creative groups to generate revenue for their services, and gain valuable connections through their attendees to further their work. We look forward to including other methods and policies to better support creative culture in our community into the Master Plan update.

**PDF:** **UTILIZING YOUR CREATIVE ASSETS DOCUMENTATION.PDF**

## Brownfields

### Brownfields Inventory & Prioritization

**10 Points**

**Program Summary:** The Hillsborough Township Planning & Zoning Department has partnered with the Economic & Business Development Department on updating this action. The Township now has a GIS specialist who has created the map. The Economic & Business Development Department serves as the catalyst for the Economic & Business Development Commission for identifying land appropriate for commercial development. Creating the inventory is the first step in order to be proactive when identifying potential redevelopment opportunities.

**EXCEL:** **BROWNFIELDS INVENTORY & PRIORITIZATION DOCUMENTATION - INVENTORY**

**PDF:** **BROWNFIELDS INVENTORY & PRIORITIZATION DOCUMENTATION - CHECKLIST**

**EXCEL:** **BROWNFIELDS INVENTORY & PRIORITIZATION DOCUMENTATION - ORIGINAL DATA FROM NJ DEP**

**PDF:** **2023 BROWNFIELDS INVENTORY CHECKLIST**

**PDF:** **2023 BROWNFIELDS INVENTORY MAP**

**PDF:** **2023 BROWNFIELDS INVENTORY SHEET**

## Community Partnership & Outreach

### Green Team

**15 Points**

Bronze Required

**Program Summary:** The Sustainable Hillsborough Steering Committee was formed and a resolution was approved by the Township Committee in 2007 and re-affirmed in 2013. Please see the updated attached list of members along with our 2022 letter of support. In the 2023, nine meetings were held. Sustainable Hillsborough has worked on a number of initiatives such as the continued maintenance of the Sustainable Hillsborough website, development of ordinances, proclamations, and resolutions, Local Health Assessment, planning for Sustainable Jersey

Municipal Certification Program, and the annual Green Living & Wellness Fair. While the action has not yet expired, the Township welcomes the additional level of points available for doing outreach on certifications to the community, as this is something Hillsborough has been doing since the first year of participation. Attached is the press release for the 2024 certificaton, Health Gold Star, and Large Group Champion Award. These are done yearly to promote the policies, programs, and initiatives undertaken. Also attached is a document with links to the Sustainable Hillsborough's page on our Township website, which includes information on our accomplishments, the committee, and the accolades received in the program for the year. Each year, there is also a proclamation done at the Township Committee meeting after the SJ Luncheon in November to acknowledge the awards and promote our initatives. A link to the TC meeting on YouTube and a photo from the meeting are included in the document. Members are listed on the website https://www.hillsboroughnj.gov/boards/green-team

**PDF: CREATE GREEN TEAM DOCUMENTATION**

**PDF: 2024 GREEN TEAM SUBMISSION - 2023 ROSTER AND SCHEDULE**

**PDF: 2023 SUSTAINABLE HILLSBOROUGH STEERING COMMISSION ACTIVITIES REPORT**

**PDF: 2024 - GREEN TEAM LETTER OF SUPPORT**

**PDF: HILLSBOROUGH TOWNSHIP PRESS RELEASE - SUSTAINABLE JERSEY CERTIFICATION AND AWARDS - DEC. 2024**

**PDF: 2025 SUSTAINABLE JERSEY SUBMISSION - GREEN TEAM ACTION (ADDITIONAL 5 POINTS FOR PROMOTION) INFORMATION**

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### Green Fair

**10 Points**

**Program Summary:** Hillsborough’s Green Living & Wellness Fair is held annually in June at the Township municipal complex, organized, funded, and staffed by Hillsborough Township. It is a completely free event that the community can attend to take part in fun demonstrations and activities by local businesses and organizations that promote healthy and sustainable living. For vendors, participating is also free. The planning committee is made up of Township staff, non-profit leaders, and community groups. Planning begins in February, where the previous year’s list of vendors is reviewed and adjusted, and new potential vendors are added. Communications are distributed regarding registration, and the planning committee meets every few weeks to discuss the event. Vendors are informed of Hillsborough’s sustainability goals and asked to follow sustainable practices. Vendors are then requested to share what sustainability aspects they’ll include in their displays. When registration is closed, the committee organizes the layout of all tables, how many volunteers will be needed, and the tasks that need to be assigned. The event promotion is done throughout the community and by various digital and in-person means. There are multiple vendors/businesses who put on performances (i.e. Hillsborough Jazzercise, Hillsborough’s senior citizen dance troop The Rockettes) in two multipurpose rooms that are part of the event. Vendor registration link (screenshots at bottom of document): https://forms.gle/VnXTgYwKbL9rJgmV7 Vendors that did giveaways primarily sustainable products/education, such as tote bags, reusable water bottles, pollinator-friendly plant seeds, etc. Attendees were educated on topics such as the effects of runoff into bodies of water, mental health, flood safety, tick safety, pollinators, procedures during house fires, and more.

**PDF: 2025 SUSTAINABLE JERSEY GREEN FAIR ACTION SUBMISSION**

## Diversity & Equity

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### Community Equity & Diversity Profile

**10 Points**

Bronze Priority  Silver Priority

**Program Summary:** The Community Equity and Diversity Profile was developed by Hillsborough Clerk's Office and Planning & Zoning. It was drafted using Census data, and the purpose was to create a singular profile with the demographics of the Township, specifically regarding qualities that may make a person or persons more vulnerable/marginalized in the community (i.e. race, socio-economic status, age, ability, etc.) In the Communications Worksheet, we identified 5 population groups that would be considered marginalized/vulnerable. These groups need to be reached in unique ways so they can obtain services and programs that they may need. For example, seniors prefer information delivered physically (flyers, brochures, etc.) or by word-of-mouth. Those who speak a language other than English require information in different languages. It is crucial that the Township understand and address the needs of those who are most vulnerable in the community, and get them the information many heavily rely on to feel safe, healthy, and a part of the community. Maps are included in Worksheet 1. The presentation was done on May 14. The link to the presentation at the meeting is here: https://www.youtube.com/watch?v=tdobXJPrCbg&t=3206s. It starts at 53:26. Attached is a PDF of the slideshow presentation.

**PDF:** COMMUNITY EQUITY & DIVERSITY PROFILE - WORKSHEET 2: COMMUNICATIONS NETWORKS

**PDF:** COMMUNITY EQUITY & DIVERSITY PROFILE - WORKSHEET 1 WITH MAPS

**PDF:** COMMUNITY EQUITY & DIVERSITY PROFILE REPORT

**PDF:** COMMUNITY EQUITY & DIVERSITY PROFILE PRESENTATION.PDF

## Emergency Management

### Emergency Communications Planning

**15 Points**

**Program Summary:** The Communication plan was last updated and certified in 2021. The emergency notification system is utilized and advertised on a regular basis at every Township Committee meeting, on the Township Facebook page, and on the Township website. The plan is currently being updated for 2025. The ECP includes all the communication channels listed, but will be updated to remove the inclusion of TV29 as it is no longer operational. The Township Clerk, Deputy Clerk, and other Township employees are able to access and update the website from anywhere as it is a program with a secure login. The OEM determines the emergency as they occur and relays that to the Clerk's Office, who then updates the website immediately as alerts are given to them. The Clerk's Office also monitors and updates all Township social media/outreach channels with the alerts.

**PDF:** EMERGENCY COMMUNICATIONS PLANNING PROMOTION EXAMPLES

**PDF:** 2024 EMERGENCY COMMUNICATIONS PLANNING CHECKLIST - UPDATED WITH NOTES ON ECP COMMUNICATION CHANNELS AND UPDATE PROCESSES

### Vulnerable Populations Identification for Emergencies

**10 Points**

**Program Summary:** Hillsborough Township began its Register Ready Program in 2014. Since then, the effort has been coordinated between the Hillsborough OEM and Hillsborough Administration through its communications. OEM also works closely with Social Services who has access to the two Senior Chapters, Senior bus riders, and food pantry clients. The Hillsborough OEM Director and OEM Deputy Director keep the stakeholder list updated and do outreach at community events like the Green Living & Wellness Fair and the Mental Health - Hope for Tomorrow Fair. The Health Department and Social Services assist with updating stakeholders not on the list of any emergencies, etc. As of January 2025, there are 132 individuals and three group homes registered with the Register Ready program.

**PDF: VULNERABLE POPULATIONS IDENTIFICATION FOR EMERGENCIES - PRESS RELEASE**

**PDF: 2025 VULNERABLE POPULATIONS IDENTIFICATION FOR EMERGENCIES CHECKLIST AND DOCUMENTATION**

## Energy

### Energy Efficiency for Municipal Facilities

**5 Points**

Bronze Priority  Silver Priority

**Program Summary:** Hillsborough's Energy Service Company conducted Energy Savings Improvement Plan & Investment Grade Audit in 2011 through a grant (attached for more context). The Township moved forward and implemented parts of the plan. Since then, in 2022 the Township's Local Government Energy Audit was conducted for both of Hillsborough's main facilities which includes all of the Township's services, the Peter J. Biondi Building as part of the Hillsborough Municipal Complex and the Hillsborough Department of Public Works. The first energy upgrade was the new lighting replacing the outdated lighting was installed in the Township's main Conference Room. The next phase planned is to implement other parts of the plan.

**PDF: IMPROVEMENT PLAN PRESS RELEASE**

**PDF: IMPROVEMENT PLAN INFORMATION**

**PDF: PETER BIONDI MUNICIPAL BUILDING ENERGY AUDIT**

**PDF: PUBLIC WORKS BUILDING ENERGY AUDIT**

### Wind Ordinance

**10 Points**

**Program Summary:** Hillsborough was one of the first municipalities in New Jersey to adopt a version of the New Jersey Small Wind Model Ordinance created by the New Jersey Wind Working Group. (http://www.njcleanenergy.com) In 2007 an informal working group, including the

Township Planner was formulated by Hillsborough Township to create a small wind system ordinance. On December 26, 2007, the Township Committee adopted Ord. 2007-42 to allow small wind energy systems to generate renewable power in the agricultural, mountain conservation, commercial development, and cultural landscape zones. In 2009, the Township Committee amended the ordinance by approving Ord. 2009-19, allowing vertical wind turbine technology.

**PDF: WIND ORD FILE 1**

**PDF: WIND ORD FILE 2**

**PDF: WIND ORD FILE 3**

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### Public Electric Vehicle Charging Infrastructure

**15 Points**

**Program Summary:** Through the “It Pay$ to Plug In Electric Vehicle Charging Grants Program” administered by the NJDEP, Hillsborough Township was awarded a grant of $8,000 to install an electric vehicle charging station. Having been unveiled on August 8th, 2022 it is the first public charger on public property, and is located at the Township Municipal Building. The two-port, Level 2 EV charging station by ChargePoint is located at the front (main) parking lot at the Municipal Complex that is marked exclusively for that purpose. The rate for charging electric vehicles at the Municipal Building is $1.50 per hour for the first three hours, and $5 per hour for additional hours. The Township selected a vendor through State Contract. Additionally, to keep costs down, the Township utilized the closest electricity to the parking spots from the public right-of-way and did most of the work through its own Public Works Department. The Township hopes that with this first EV charging station on public property in Hillsborough, it will assist electric vehicle owners in their travels and encourage more drivers to invest in energy-efficient vehicles.

**PDF: EV E-NEWS**

**PDF: EV LETTER**

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### Make Your Town Electric Vehicle Friendly

**15 Points**

**Program Summary:** Hillsborough adopted an ordinance in June of 2024 aimed to support the State's goals for reducing air pollutants and greenhouse gas emissions from gas-powered vehicles by encouraging greater ownership and use of electric vehicles. This ordinane (2024-09) amends Chapter 188 "Land Use and Development", Article 1, Section 188-3, and Section 188-68 of the Township code: https://ecode360.com/HI0602/laws/LF2073221.pdf. Our Fire Safety Office is has done extensive training on potential hazards posed by electric vehicles and chargers. Additionally, our Chief Fire Marshal is a licensed instructor who teaches fire safety courses on topics such as electric vehicle infrastructure. Example courses are attached. A simplified document explaining the permit and inspection processes for the Building and Planning & Zoning Offices is available on their respective pages on the municipal website: https://hillsborough-nj.org/planning-zoning/310-resources-and-links and https://hillsborough-nj.org/government/documents/department-documents/construction?limit=20&limitstart=20

**PDF: MAKE YOUR TOWN ELECTRIC VEHICLE FRIENDLY - SIGNED ORDINANCE 2024-09**

**PDF: FIRE SAFETY EV EMERGENCY TRAINING 1**

**PDF: FIRE SAFETY EV EMERGENCY TRAINING 2**

**PDF: BUILDING DEPARTMENT HANDOUT FOR RESIDENTS RE: ELECTRIC CHARGERS**

**PDF:** ELECTRIC VEHICLE CHARGER PERMITTING AND INSPECTION PROCESS - BUILDING AND PLANNING & ZONING

## Food

### Farmland Preservation Plans

**10 Points**

**Program Summary:** Hillsborough Township adopted its farmland preservation plan in 2009. The plan was prepared in accordance with State Agriculture Development Committee guidelines. To date, 3,341.17 acres of farmland have been preserved in Hillsborough. This includes over 1,000 acres in the 3 PIG areas designated by the SADC in Hillsborough. The Hillsborough Agricultural Committee also works closely with the Open Space Advisory Committee.

**PDF:** FARMLAND PRESERVATION PLAN FIL

**PDF:** FARMLAND PRESERVATION PLANS - 2023 PROGRESS REPORT

**PDF:** TC RESOLUTION - DRENCHKO

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### Community Food Pantry/Bank & Soup Kitchen

**15 Points**

**Program Summary:** The award-winning Hillsborough Township Community Assistance Network (C.A.N.) is a municipality-operated food assistance program. It is administered by the Hillsborough Township Social Services Department at the Township municipal building. C.A.N. provides non-perishable groceries and toiletries for free to families in need on a regular basis, and other yearly events like large-scale food distributions and school supply drives. The program also supports residents in need after weather-related events such as flooding and power outages, and emergency situations such as house fires. C.A.N. holds programs to educate residents on the importance of healthy eating and other related topics. The department coordinates volunteers to assist with programs for residents, and through their combined efforts, in 2024 the Township was able to provide assistance to 150 families, and had 1,507 appointments to distribute food weekly/biweekly. They also held 10 outreach events, and three special event food distributions with 208 pickups: Back-to-School, Thanksgiving, and December/holidays. C.A.N. continues to provide services and other outreach programs for Hillsborough residents year-round. The Township advertises Somerset County Food Banks / Pantries / Soup Kitchens for Residents on the website: https://www.hillsboroughnj.gov/departments/social-services

**PDF:** 2025 COMMUNITY FOOD PANTRY/BANK & SOUP KITCHEN RESUBMISSION

**PDF:** 2023 RESUBMISSION STATEMENT - FOOD BANK

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### Community Gardens

**20 Points**

**Program Summary:** The Hillsborough Community Garden is located at the Hillsborough Township Municipal Complex. The garden was originally constructed many years ago with funds from the Somerset County Agricultural Development Board, however, they became vacant after a few years. Thanks to a Sustainable Jersey and PSE&G grant for $2,000, the Township's Social Services Department was able to refurbish the raised planters and utilize the funds to purchase seeds, soil, gardening tools, and other related items. Girl Scout Troop 61096 and our local garden club, the Neshanic Garden Club, partnered with the Township. The garden club educated the girl scouts on planting, soil types, and more. It was also a great opportunity for bringing together people of multiple generations for a fun, educational, and impactful project. All cultivated crops are donated to the Hillsborough Community Assistance Network who supply residents in need of fresh vegetables. When harvest is nearing, the Social Services department put out a survey in both English and Spanish to their food pantry clients to see what fresh vegetables and herbs they would like, so volunteers do not over-pick and waste anything grown. Food pantry clients get access to healthy, fresh food that they may not traditionally have access to. The seedlings were planted in "peat pots" made our of old newspaper to lessen the environmental impact on the produce and those consuming it. Newspaper is biodegradable and naturally broke down once planted to help fertilize the crops. There are never harmful pesticides or fertilizers used or even purchased. These practices follow the Township's "Green Grounds and Maintance Policy" (which is submitted and approved through Sustainable Jersey) in only using safe gardeninglandscaping practices.

**PDF:** **COMMUNITY GARDEN GRANT PRESENTATION**

**PDF:** **LETTER FROM C.A.N. DIRECTOR ON COMMUNITY GARDEN DONATIONS**

**PDF:** **DISTRIBUTED PRODUCE WASHING TIPS**

**PDF:** **COMMUNITY GARDEN SUBMISSION QUESTIONNAIRE**

**PDF:** **GREEN GROUNDS AND MAINTENANCE POLICY**

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### Buy Fresh Buy Local Programs

**10 Points**

**Program Summary:** Hillsborough’s Buy Fresh Buy Local program called Hillsborough Harvest was created in 2019 by the Business Advocate & Sustainability Office collaborating with Administration, Hillsborough Agricultural Advisory Committee, and the Hillsborough Economic & Business Development Commission. Hillsborough Harvest is a campaign promoting the value of Hillsborough farms and local products. This program including the marketing was all created in house. Participating farms are featured on the Hillsborough Harvest page on hillsborough-nj.org/hillsborough-harvest and linked on www.hillsboroughbusiness.org, where they can advertise their local products and events for free. Residents and Visitors have a single source to find Hillsborough Farm Stands, Farmers Market, Community Supported Agriculture. The program is advertised on an ongoing basis. Our Hillsborough Business Association Facebook page also reshares and promotes agricultural businesses and their products.

**PDF:** **BUY FRESH BUY LOCAL PROGRAMS DOCUMENTATION - FRAMEWORK**

**PDF:** **2024 BUY FRESH BUY LOCAL RESUBMISSION DOCUMENTS - PROMOTIONS AND MARKETING**

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### Farmers Markets

**10 Points**

**Program Summary:** With the departure of the Duke Farms Market in 2024, Norz Hill Farm began a weekly market at their farm, taking part each Tuesday from 2-6PM between June 4th and September 24th. Hillsborough heavily supported the market by meeting with Norz Hill before the weekly event when it was just in its first stages of development, giving them feedback on the organization of the event and how best to promote it. Hillsborough worked to organize a ribbon cutting for the grand opening of the market, which was attended by Hillsborough Township Deputy Mayor John Ciccarelli, Hillsborough Business Association members, Hillsborough Township staff, Somerset County Commissioner Paul Drake, Somerset County Agrilcutural Development Board members, and Assemblyman Roy Freiman. At the event, the Deputy Mayor also created and posted a YouTube video promoting the market. The weekly event was promoted extensively on the Hillsborough Business Association's Facebook page before the event had begun running, and weekly as the year progressed. Hillsborough's municipal departments also attended multiple events to promote services and support the vendors: the Social Services department collected donations for the Township's Food Pantry at one event and the parks and Recreation Department attended multiple events to promote their programs. The Hillsborough Health Department also worked with the farm to make food licensing permits more streamlined and ensure every vendor had permits and was able to participate.

**PDF:** **2025 SJ RESUBMISSION - FARMERS MARKETS**

**PDF:** **2025 FARMERS MARKET LETTER - MEGAN NORZ**

## Green Design

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### Green Building Policy/Resolution

**5 Points**

**Program Summary:** The Hillsborough Township Committee passed a resolution endorsing the adoption of green building practices for civic, commercial and residential buildings on July 18, 2023. Subsequently, the resolution was distributed to all departments. The policy will be incorporated into the Township's Master Plan update process.

**PDF:** **GREEN BUILDING POLICY RESOLUTION**

**PDF:** **GREEN BUILDING POLICY MEMO**

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### Green Building Training

**5 Points**

**Program Summary:** The Hillsborough Township Planning Department has two staff members who regularly interact with builders and developers who have have achieved a Track Certificate for Understanding LEED Neighborhood Development from Planetizen Courses, a paid subscription based training program. The Track is comprised of five courses: Greening the Neighborhood: An Introduction to LEED-ND (51 mins), Greening the Neighborhood: Accelerating Sustainability with LEED-ND (52 mins), Greening the Neighborhood: LEED-ND Core Concepts (29 mins), Greening the

Neighbor: LEED-ND Metrics (65 mins), and Greening the Neighborhood: LEED-ND Globally and v.4 Update (51 mins). The courses expanded the staff's knowledge on the topic and will assist in the development of the Township's Master Plan update. The Department will look to expand training to other key staff members.

**PDF: COURSE DESCRIPTION & OUTLINE**

**PDF: SUSTAINABLE JERSEY REVIEWER INITIAL COURSE VERIFICATION**

**PDF: CERTIFICATES OF COMPLETION**

**PDF: UNDERSTANDING LEED DEVELOPMENT - JOCELYNE BELLO CERTIFICATE.PDF**

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### Create a Green Development Checklist

**10 Points**

**Program Summary:** The Hillsborough Township Committee approved the creation of a Green Development Checklist via Ordinance 2024-08. While completion of the checklist by applicants is mandatory, the items themselves are not a condition of approval. It is the hope of the Township that by requiring the checklist, it will create a dialogue with applicants, professionals, etc. and encourage them to implement sustainable and green design strategies on present and future applications/projects.

**PDF: SIGNED GREEN DEVELOPMENT CHECKLIST ORDINANCE 2024-08**

**PDF: FINAL GREEN DEVELOPMENT CHECKLIST 2024**

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### Green Building Education

**5 Points**

**Program Summary:** In 2019, the Hillsborough Building Department developed a Green Building Education initiative focused in the area of renovation. The campaign is called, “Thinking of Renovating? Go Green!” The flyer and materials are available at the Building Department counter. As Technical Assistants help applicants who are planning to renovate, they are sure to to inform them about the educational resource. The resource has been shared on the Township’s Facebook page and is available on www.sustainablehillsborough.com (https://hillsboroughnj.gov/media/attachments/2025/07/31/green-building-education-flyer.pdf). The Building Department worked with the Sustainability Director and a High School Intern from the gifted and talented senior intern program to complete this action. A team of Building Department Technical Assistant researched and developed the content while the intern under the supervision of the Sustainability Director utilized a free marketing software called canva to create the educational materials. In 2025, this education program is actively marketed in person at the Building Department and on the website.

**PDF: GREEN BUILDING FLYER**

**PDF: FACEBOOK POSTING - 7.31.2025**

## Health & Wellness

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### Best Practices for Local Boards of Health

**10 Points**

**Program Summary:** The Board of Health is the primary policy making, rule- making, and adjudicatory body for the health department and is charged to protect and promote the public health of Hillsborough Township residents. The responsibilities of the Board of Health can be divided into 3 categories: Administration, Advocacy, and Policy Development. https://www.hillsborough-nj.org/boards/board-of-health Board of Health enabling legislation: https://ecode360.com/print/HI0602?guid=10251635&children=true The BOH members view the "Orientation" presentation each year. The BOH held their information session at the November 2023 meeting. Minutes attached detailing that, and also as minutes from one of the last two meetings. It was also presented at the November 28th Township Committee meeting.

**PDF:** **BOARD OF HEALTH ORIENTATION DOCUMENTATION**

**PDF:** **BOH MEMBER TRAININGS**

**POWERPOINT:** **BOH SUMMARY REPORT - NOVEMBER 2023**

**PDF:** **BOH NOVEMBER AND DECEMBER 2023 MEETING MINUTES**

**PDF:** **BOARD OF HEALTH MEMBER LIST**

**PDF:** **BOH TRAININGS - CONFIRMATION LETTER FROM CHAIR**

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### Building Healthier Communities

**25 Points**

**Program Summary:** Hillsborough Township, first joined the Mayors Wellness Campaign in 2006, pledging to increase awareness about healthy living. Since then, Hillsborough's Mayors Wellness Campaign has been active in the community being designated as a New Jersey Healthy Town by the New Jersey Health Care Quality Institute in 2010, 2019, 2020, 2021, 2022, and 2023. The Township offers a variety of Recreation programs for youth and adults, and the senior exercise program (Enhanced Fitness is a research-based, results-oriented older adult fitness program we contract through the Hillsborough YMCA). The Township also promotes active older adults living with the Senior Chapters and the Rockettes, a senior performance dance club. As a result of key initiatives such as community health screenings and the focus on benefits of incorporating walking into a healthy lifestyle, Hillsborough was also named a 2019 Healthy Town Up-and-Coming, a 2020, and 2021 Healthy Town To Watch in the Mayors Wellness Campaign. Hillsborough Township was also recognized as a 2019, 2021, and 2023 Healthier Somerset Workplace Recipient. NOTE: The Health Care Quality Institute advised we did not have to submit the application as it does not state we were approved.

**PDF:** **2023 HEALTHY TOWN DESIGNATION PRESS RELEASE - HILLSBOROUGH ON PAGE 7**

**PDF:** **2023 MAYORS WELLNESS INITIATIVE - FULL APPLICATION**

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### Integrating Health Into Municipal Decision Making

**25 Points**

**Program Summary:** Staff from Planning & Zoning, Health, Sustainability, as well as a member of the Township Committee took the Health in All Policies course provided by Rutgers University in February 2023. The group then filled out the Internal Procedures sheet. Those who took the course were designated as the Health in All Policies task force, in collaboration with other departments as needed. Using what was analyzed in the worksheet, the task force created a presentation report with definitions, recommendations, and next steps that was distributed to the Planning & Zoning, Health, and Administration departments to be dispersed to their related boards, committees, etc. Moving forward, we'll be looking into the "Policies" analyzation from the worksheets.

**PDF: HEALTH IN ALL POLICIES RESOLUTION**

**PDF: HIAP TASK FORCE REPORT**

**PDF: HIAP CHECKLIST**

**PDF: INTEGRATING HEALTH ACTION QUESTIONNAIRE AND MEMO**

**PDF: HIAP TRAINING CERTIFICATES**

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### Local Health Assessment & Action Plan

**40 Points**

**Program Summary:** The Hillsborough Health Collaborative, made up of Township staff, community members, business owners, etc. (see document of membership), began the process of a local health assessment in 2023 with the release of the questionnaire regarding the state of health in the Township. The survey template from SJ was utilized. Information was distributed via digital newsletters, Facebook pages, flyers throughout the Municipal building, etc. (see documents for distribution locations.) 10 focus groups and 12 interviews with a variety of parties took place to coincide with the assessment. The survey was available virtually, in Spanish, or on paper. Any outreach, interview, focus group, etc. was done during the time/place that was most convenient for that population/group to make it more accessible. See LHA worksheet for more info. We received 467 responses to the survey and had 83 participants in interviews/focus groups. Responses in the survey, focus groups, and interviews revealed the top concerns of community members being mental health, transportation/infrastructure, communications, and community engagement/involvement. The information from this assessment is invaluable as the Township reexamines its Master Plan. Other related Sustainable Jersey actions (Integrating Health into Municipal Decision Making) are tied in with this to flesh out how the Municipality operates and resources are allocated. The Action Plan based on the findings of the assessment is being finalized with ways to address the concerns raised in the responses to the survey. UPDATE FOR JULY 31ST SUBMISSION: The Action Plan was approved at the July 16th Township Committee meeting. Resolution is attached. You can view the presentation given by our Health Collaborative at the TC meeting here: https://www.youtube.com/live/7mdwwiaKpPg?si=Abj_7-PU9ARUoOUc&t=3632. Action Plan was also presented at June 11th Board of Health meeting and signed by the chair.

**PDF: LOCAL HEALTH ASSESSMENT - HEALTH COLLABORATIVE MEMBERSHIP LIST**

**PDF: LOCAL HEALTH ASSESSMENT - FULL HEALTH ASSESSMENT SURVEY**

**PDF: FULL LOCAL HEALTH ASSESSMENT WORKSHEET WITH PROMOTIONAL MATERIALS**

**PDF: SIGNED RESOLUTION - TOWNSHIP COMMITTEE APPROVAL OF HEALTH ACTION PLAN**

**PDF: HILLSBOROUGH LOCAL HEALTH ACTION PLAN SIGNED BOARD OF HEALTH**

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### Tobacco Free Community

**5 Points**

**Program Summary:** Smoking in all forms has been banned in all Twp. parks for several years, and it is one of the reasons we are designated as a Playful City USA. The Township has cessation services, including those for youth, promoted on multiple pages on our website. The Hillsborough-Millstone Municipal Alliance is a committee with various groups and individuals appointed by the Township Committee that educates the community on healthly living, specifically in regards to tobacco, nicotine, and other addictions. Cessation services for adults and young adults are promoted on several of their websites. Promotion of the cessation services were also done in liaison reports and on Facebook.

**PDF:** **ORDINANCE BANNING SMOKING IN ALL PARKS**

**PDF:** **TOBACCO-FREE COMMUNITY SUPPORTING DOCS.**

**PDF:** **TOBACCO-FREE PARKS PRESS RELEASE**

**PDF:** **TOBACCO-FREE PARKS MEMO TO ENFORCING DEPTS.**

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### Town-Wide Gas Leaf Blower Restrictions

**5 Points**

**Program Summary:** Hillsborough's Health Department maintains an active directory of landscapers in the Township, which is attached. The dept. will send out important resources and programs related to their field, like protection from skin cancer and harmful equipment fumes. Hillsborough's parks department has slowly been transitioning their equipment to electric, including trimmers and leaf blowers. Their 2025 purchase of an electric leaf blower is attached and the link for the specific model - https://www.husqvarna.com/us/leaf-blowers/leaf-blaster-350ib-battery-and-charger-included/. Hillsborough is working towards doing an outreach campaign next year to educate the public and businesses on the negative effects of using gas-powered equipment and machinery.

**PDF:** **2025 TOWN-WIDE GAS LEAF BLOWER RESTRICTIONS - ELECTRIC BLOWER RECEIPT**

**PDF:** **TOWN-WIDE GAS LEAF BLOWER RESTRICTIONS - HILLSBOROUGH LANDSCAPING COMPANIES LIST - REDACTED**

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### Healthy Homes Inspection & Training

**5 Points**

**Program Summary:** Our Health Department's Deputy Director of Environmental Programs and Registered Environmental Health Specialist (both food inspectors additionally) completed the Healthy Homes for Community Health Workers training provided by the Isles Center for Energy and Environmental Training. The course covered multiple issues the can affect a "healthy home" including mold, cleanliness, pests, lead, ventilation, and energy inefficiency. They also received resources to pass onto home owners, renters, landlords, etc.

**PDF:** **HEALTHY HOMES TRAINING - RES - DANE**

**PDF:** **HEATHY HOMES TRAINING - DEPUTY DIRECTOR OF ENVIRONMENTAL HEALTH PROGRAMS, RES - NICK**

### Private Well Outreach & Testing

**15 Points**

**Program Summary:** Many residences in Hillsborough Township get their potable water from a private well. Historically, potable wells were only required to be tested for quality after the well was first drilled/installed. In 2002, New Jersey passed the Private Well Testing Act (PWTA), which made it a law that all potable wells must be tested for a wide range of possible contaminants at the time of sale of the property, or every 5 years if the property is being leased. Tier 1: Mike Carr of the Health Department prepared an updated public well testing report. The report is consistently promoted via a display in the Health department, along with radon and lead information, and was presented at the May meeting of the Board of Health. See attached minutes from May meeting. All BOH meetings are open to the public. Outreach/feedback summary is attached. All information for wells is also located on the Health Department's website: https://hillsboroughnj.gov/departments/health#Environmental Tier 2: Hillsborough held a well testing event in October 2024. Testing kits at Township events are always discounted. Promotion of the event is attached.

**PDF:** **PRIVATE WELL TESTING - BOARD OF HEALTH 5/14/2024 PRESENTATION**

**PDF:** **PRIVATE WELL TESTING - PWTA REPORT 2024**

**PDF:** **PRIVATE WELL TESTING - PWTA REPORT OUTREACH AND INFORMATION**

**PDF:** **PRIVATE WELL TESTING - 2024 TOWNSHIP TAX BILL INSERT - WELL TESTING AD**

**PDF:** **PRIVATE WELL TESTING - 2025 SUBMISSION DOCUMENTS**

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### Removing Lead in Drinking Water

**10 Points**

**Program Summary:** The Hillsborough Health Department, along with the Raritan Headwaters, sponsored a well water testing event on October 21st, 2023 for any township resident that wanted to test their potable well water. Flyers and promotional information was released to the public. Interested residents purchased water test kits at a reduced price. There were a variety of test kits available, including lead, with specifications on what should be tested and when. The number of residents that purchased the kits and the results are included in the submitted documents.

**PDF:** **REMOVING LEAD ACTION - OCTOBER 2023 TESTING EVENT ANNOUNCEMENT/PRESS RELEASE**

**PDF:** **REMOVING LEAD ACTION - LEAD INFORMATION AND CONTACTS**

**PDF:** **REMOVING LEAD ACTION - OCTOBER 2023 TESTING EVENT FLYER**

**PDF:** **REMOVING LEAD ACTION - LEAD TESTING PROGRAM DESCRIPTION**

## Innovative Projects

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### Innovative Community Project 3

10 Points

**Program Summary:** In 2025, Mayor Ciccarelli and the Hillsborough Township Committee have been implementing initiatives related to monarch butterfly conservation, especially with ecology gardens and butterfly-friendly plants, as part of the Mayors Monarch Pledge program. An Action Plan created by our Parks & Rec dept is attached. At the 3/25 TC meeting, the Mayor proclaimed May as "May for Milkweeds Month". A press release is attached. To help save the monarch butterfly, Hillsborough partnered with James Bushong, a resident and president of the Neshanic Garden Club, to raise awareness of its plight by planting ecology gardens and encouraging residents to do the same. On June 6th at Ann Van Middlesworth Park, the Parks and Recreation Department held a monarch butterfly information session and live planting demonstration. An ecology garden was planted at the entrance to the Township's Police Department at the municipal building. All links included in submission documents. There were multiple YouTube videos released, including those of the Mayor participating in gardening activities, James giving info on ecology gardens, and a video of the live planting demonstration. All videos are linked in the documents attached. There was also a monarch butterfly poster contest for artists 18 and under to submit artwork showing monarch butterflies and ways people can help protect them. The winner of the contest will have their poster featured in the 2026 Township Calendar. At National Night Out on August 5th, Sustainable Hillsborough will be distributing milkweed seeds to attendees.

**PDF:** **PRESS RELEASE - 3-25-2025 HILLSBOROUGH TOWNSHIP TO PLANT MONARCH-FRIENDLY ECOLOGY GARDENS**

**PDF:** **2025 SJ INNOVATIVE PROJECT - MONARCH BUTTERFLY CONSERVATION INITIATIVES**

**PDF:** **2025 MAYORS MONARCH PLEDGE (ACTION ITEMS)**

## Land Use & Transportation

### Sustainable Land Use Pledge

10 Points

Bronze Priority Silver Priority

**Program Summary:** The Sustainable Land Use Pledge was approved by the Hillsborough Township Committee on April 30th, 2024. Copies of the Land Use Pledge have been sent to the Planning Board, Board of Adjustment, Sustainable Hillsborough Steering Commission, and Environmental Commission.

**PDF:** **MAY 2024 MEMO - RESOLUTION ADOPTING A SUSTAINABLE LAND USE PLEDGE**

**PDF:** **2024 RESOLUTION ADOPTING A SUSTAINABLE LAND USE PLEDGE**

### Build-Out Analysis *Retired 12/31/24*

10 Points

**Program Summary:** The Hillsborough Township Planning Board adopted the Climate Change Hazard-Related Vulnerability Assessment (CCHRVA) on December 14th, 2023. A build-out analysis

was conducted as part of the CCHRVA. The entire CCHRVA, including the build-out analysis was presented to the Planning Board at a public meeting. The public hearing begins at the 17th minute. https://youtu.be/af88UvDjf5o?si=FbcY5dAgJpWgDKOY

**PDF: CLIMATE CHANGE HAZARD-RELATED VULNERABILITY ASSESSMENT**

**PDF: CLIMATE CHANGE HAZARD-RELATED VULNERABILITY ASSESSMENT - SIGNED COVER PAGE**

**PDF: CLIMATE CHANGE HAZARD-RELATED VULNERABILITY ASSESSMENT RESOLUTION**

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### Bicycle & Pedestrian Audits

**10 Points**

**Program Summary:** Please see attached documents for both the pedestrian and bicycle audits. Hillsborough Engineering Department conducted a bicycle audit several years ago. To update it for a resubmission, the dept. inspectors in May 2023 traversed the areas already covered in the last submission and included new ones. The pedestrian audit was also conducted in May 2023.

**PDF: SUST. JERSEY BICYCLE AUDIT RESUBMISSION DOCUMENT**

**PDF: OPPORTUNITIES AND CONSTRAINTS.PDF**

**PDF: PEDESTRIAN AUDIT MAP - MAY 2023**

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### Bicycle and/or Pedestrian Improvement Projects

**20 Points**

**Program Summary:** Hillsborough Township has installed six pedestrian beacons throughout the Township between November of 2022 and June of 2023. The beacons will assist pedestrians 24 hours/7 days a week, especially enhancing safety at night. Two of the six beacons were installed on Somerset County's Amwell Road, the Township's only east/west road in and out of the municipality. On September 25th, 2025, for the first time ever since its opening, the Route 206 Bypass will be closed to host the The Chase 5K.

**PDF: BEACONS PROJECT**

**PDF: CICOLOVIA PROJECT**

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### Community Design for All Ages

**10 Points**

**Program Summary:** On May 14th, the Hillsborough Township Committee adopted a policy resolution to incorporate age-friendly design into all municipal plans. The Township is in the process of updating the master plan to articulate a vision for the future. As New Jersey’s population continues to shift to include a greater proportion of older adults, towns like Hillsborough that conscientiously plan for the needs of their aging residents are taking proactive steps to ensure people can comfortably age in place. Concurrent with the master plan update, Hillsborough is working through the Sustainable Jersey Community Design for All Ages Action to develop an age-friendly implementation plan. Adopting a policy to promote age-friendly design

with regard to municipal land-use decisions is a first step toward the development of the plan. This plan will identify improvements to make Hillsborough more livable for people as they age. The plan will include an age-friendly land use assessment and a community engagement component to evaluate the extent to which the community meets the needs of older adults. It will result in recommendations for housing, transportation, walkability, and other improvements to include as goals in the master plan. The Master Plan update is anticipated in October 2024. The Hillsborough Township Planning Board and the Planning & Zoning Department are performing the update to the master plan and receiving free technical assistance from New Jersey Future to integrate the master plan update with the completion of the Community Design for Ages Action to earn up to 25 points in the Sustainable Jersey Program. The update is anticipated by October 2024.

**PDF: RESOLUTION ADOPTING POLICY & AGE-FRIENDLY COMMITTEE**

**PDF: APPOINTED AGE FRIENDLY COMMITTEE**

**PDF: HILLSBOROUGH AF LAND USE ASSESSMENT 8.16.2024.PDF**

**PDF: AGE_FRIENDLY_ACTION_SUBMISSION_WORKSHEET 8.16.2024.PDF**

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### Green Infrastructure Implementation *Retires 12/31/27*

**10 Points**

**Program Summary:** In 2014, Hillsborough Township embarked on a grant project with Rutgers Cooperative Extension and Stony-Brook Millstone Watershed Association. The result was implementation of three green infrastructure projects (Tier 1). The goal was to introduce innovative green techniques into our environment and address flooding problems that are associated with the Royce Brook which flows through the center of Hillsborough and ultimately the Raritan River. Hillsborough took an innovative approach with the creation of a green infrastructure master plan for the Hillsborough Township Municipal Complex. The master plan goes beyond green infrastructure and incorporates a wide range of amenities such as pollinator gardens and creative placemaking along a new trail. Two rain gardens strategically placed throughout the complex grounds that include trees and shrubs, boulders and drainage stones for erosion control & drainage as well as safe fitness & ecology trails. Additionally, a municipal detention basin located offsite from the municipal complex was retrofitted with trees to reduce the amount of stormwater runoff that travels directly to the low-flow channel and into the stormwater system.

**PDF: GREEN INFRASTRUCTURE IMPLEMENTATION DOCUMENTATION**

**PDF: GREEN INFRASTRUCTURE IMPLEMENTATION DOCUMENTATION - MAINTENANCE MANUAL**

**PDF: GREEN INFRASTRUCTURE IMPLEMENTATION DOCUMENTATION - MUNICIPAL INNOVATION AWARD**

**PDF: GREEN INFRASTRUCTURE IMPLEMENTATION DOCUMENTATION - GOING GREEN: FROM INFRASTRUCTURE TO CULTURE**

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### Smart Workplaces *Retired 6/23/2026*

**10 Points**

**Program Summary:** Hillsborough Township received the New Jersey Smart Work Places Silver Level in 2013. Subsequently, the Township received Platinum Level in 2014, 2015, 2016, 2017, 2018 and 2019. Hillsborough Township is the first municipality to be awarded the Platinum Level by RideWise. RideWise suspended the program for 2020. https://ridewise.org/nj-smart-workplaces/

However, RideWise has still recognized the Township with having achieved Platinum status in 2022. Though the program was still inactive for the 2025 resubmission of the action, RideWise still recognized Hillsborough Township at the Platinum Level. Documentation from 2023 is kept to show previous approvals from Donna Allison.

**PDF: 2023 SMART WORKPLACES RIDEWISE SUBMISSION**

**PDF: 2025 SMART WORKPLACES CHECKLIST**

**PDF: 2025 SUSTAINABLE JERSEY EMAIL RE: SMART WORKPLACES SUBMISSION**

## Local Economies

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### Buy Local Campaign

**10 Points**

**Program Summary:** Shop Hillsborough is Hillsborough's longstanding buy local campaign ran by the Hillsborough Business Association (which is administered by Hillsborough's Economic & Business Development Office). For our local businesses, Shop Hillsborough offers increased exposure and amplified shopper interest. As commuters travel through Hillsborough, they are welcomed by Shop Hillsborough signs located at participating businesses and all the "Welcome to Hillsborough Township" signs at the key entryways around town. On the HBA Facebook page, #shopboronj and #shophillsborough are utilized as tags. The HBA also operates the Hillsborough Harvest initiative, which aims to promote and support our agricultural community. There is a page dedicated to the program on the Township website. On the page, there are separate categories for farm stands, CSAs, and also resources for current farmers. The HBA also holds an extremely popular Restaurant Week each year, encouraging residents and community members to enjoy local eateries during the week for special menu items. At the end of each year, the HBA opens nominations for a variety of categories for their annual Awards Dinner, where businesses win awards based on the votes of residents and encourages them to shop locally.

**PDF: 2025 SJ SUBMISSION - BUY LOCAL CAMPAIGN SUPPORTING DOCUMENTATION**

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### Support Local Businesses

**10 Points**

**Program Summary:** Hillsborough Township is well known for having an impressive business promotion and recognition program. The Program consists of an Economic & Business and Development Committee, and has expanded to have a full-time Economic & Business Development Office staff, including a Director, a Program Coordinator, and an office assistant. The Office administers the Hillsborough Business Association, a program that offers free resources, opportunities, and assistance to Hillsborough businesses in promoting and marketing their services to the community. The Township offers a free website with a directory of all businesses in Hillsborough, special events, and other ways to "experience" the Township: https://hillsboroughnj.gov/experience-hillsborough. The HBA has a page where we post resources for businesses like vacant space, and promotional opportunities: https://hillsboroughnj.gov/resident/hillsborough-business-association

**PDF:** 2025 SJ SUPPORT LOCAL BUSINESSES QUALITATIVE ASSESSMENT AND SUPPORTING DOCUMENTATION

## Natural Resources

### Municipal Water Story

**25 Points**

Bronze Priority Silver Priority

**Program Summary:** Hillsborough's first draft of the Water Story was drafted by Sustainable Hillsborough members and Rutgers Water Resources staff. There are also maps and other data from the Township's Natural Resource Inventory. It includes an inventory of all water sources, as well as photos of streams, rivers, ponds, etc. and flooding that occurs. A comprehensive survey was developed using Hillsborough's community engagement dashboard, Engage Hillsborough, that requested input on the Water Story and gave respondents the opportunity to give insight into multiple water-related topics. There was also an interactive map that people were able to drop pins where they feel Hillsborough experiences disproportionate flooding. Both the survey and the interactive site are linked in the Community Engagement and Feedback document. The survey was created by Sustainable Hillsborough and discussed at the May meeting of the committee, the survey was open for a little over a month, then the results were presnted at the July 15th Sustainable committee meeting. The agendas for both meetings are attached. Both Township Committee liaisons for the SH committee (Deputy Mayor Payne and Committeeman Britting) were in attendance for these presentations along with Township staff, and each meeting had at least two members of the public attend. The survey was promoted via Facebook, liaison comments at Township Committee meetings, in eNews editions, and at the Green Living & Wellness Fair. All survey data is attached as a document, but we encourage SJ to view the data in the form of the interactive report here: https://PublicInput.com/Report/ir31gbjmlqs The summary of the survey data, engagement, and outreach activities are attached. The navigational path and its requirements were presented and approved by to the full Township Committee at its December 9, 2025 meeting.

**PDF:** SJ HILLSBOROUGH MUNICIPAL WATER STORY FINAL JULY 2025

**PDF:** 2025 SJ MUNICIPAL WATER STORY - COMMUNITY ENGAGEMENT AND FEEDBACK

**PDF:** 2025 MUNICIPAL WATER STORY SURVEY DATA - REPORT

**IMAGE:** 2025 WATER STORY SURVEY PROMOTIONAL FLYER

**PDF:** HILLSBOROUGH WATER STORY AGENDAS.PDF

**PDF:** MUNICIPAL WATER STORY - COMPLETED NAVIGATIONAL PATH TEMPLATE.PDF

### Natural Resource Inventory

**20 Points**

Bronze Priority Silver Priority

**Program Summary:** Hillsborough Township has an existing NRI but it was done in 1975. In 2002, the NRI for the AG (agricultural) and MZ (Mountain) Zones was updated but not the rest of the report. In 2010, Hillsborough updated it's NRI through an ANJEC grant. in 2022, Dr. Francisco of the Sustainable Hillsborough Committee and Dr. Obropta, Chairman of Sustainable Hillsborough and member of the Environmental Commission updated the NRI.

**PDF:** **UPDATED NRI 2022**

**PDF:** **NRI FIGURES 1**

**PDF:** **NRI FIGURES 2**

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### Environmental Commission

**10 Points**

**Program Summary:** Hillsborough Township established the Environmental Commission in 1975. Attached is the ordinance to form the EC and the last annual report from 2023. The EC Ordinance provided is still current. The Environmental Commission met on 5 occasions in 2023, reviewed 7 Planning Board Applications and 2 Board of Adjustment applications. One of the EC members also serves on the Sustainable Hillsborough Steering Committee. While Sustainable Hillsborough and the Sustainability Director are the leads on Sustainable Jersey actions, the EC does assist and leads efforts such as updating the NRI.

**PDF:** **ENVIRONMENTAL COMMISSION DOCUMENTATION - EC ORDINANCE**

**PDF:** **ENVIRONMENTAL COMMISSION DOCUMENTATION - ANNUAL REPORT 2023**

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### Environmental Commission Site Plan Review

**10 Points**

**Program Summary:** The Hillsborough Township Environmental Commission, formed in 1975 actively reviews Applications for Development, including Site Plans. Section 188-28B(3) requires Environmental Commission review. http://ecode360.com/print/HI0602?guid=10254925 The Environmental Commission met on 5 occasions in 2023, reviewed 7 Planning Board Applications, 5 of which were site plans and 2 Board of Adjustment applications, 1 of which were site plans. The Environmental Commission reviews all major site plan and major subdivision applications. The EC provides a review memo for each application, which includes any impacts to environmental resources, habitats, and endangered species identified. The EC often recommends implementing swales and / or rain gardens. The EC reviews an EIS as submitted with an application. Members of the EC also conduct site-walks throughout the year, as requested by the Chairman. The site-walks include 1-3 EC members at the site, typically with the applicant’s engineer. The checklists provided below are current.

**PDF:** **ENVIRONMENTAL COMMISSION SITE PLAN REVIEW DOCUMENTATION - EC ANNUAL REPORT SHOWING REVIEW OF APPLICATIONS**

**PDF:** **ENVIRONMENTAL COMMISSION SITE PLAN REVIEW DOCUMENTATION - ORD**

**PDF:** **ENVIRONMENTAL COMMISSION SITE PLAN REVIEW DOCUMENTATION - STORMWATER CHECK LIST**

**PDF:** **EC REVIEW MEMO EXAMPLE.PDF**

**PDF:** **ENVIRONMENTAL COMMISSION SITE PLAN REVIEW DOCUMENTATION - GENERAL CHECK LIST**

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### Water Conservation Education Program

**10 Points**

**Program Summary:** For the month of April 2025, Hillsborough Township competed in the Wyland Foundation National Mayor's Campaign for Water Conservation. A digital and in-person outreach and education was initiated to spread awareness about the importance to conserve water. Existing Hillsborough water conservation information was used along with the Wyland Foundation's resources. Information is readily available on the Sustainable Hillsborough page with links from SH and from the NJDEP, and the water conservation guide is attached. At the Green Fair, the Rutgers Water Resources Program had a live demonstration table with interactive activities for the community to visualize water polluting and runoff. Also during the Green Fair, the Municipal Water Story was promoted, and in the final results of the survey, people identified that they would be willing to support limiting sprinkler usage by days of the week, which will be part of our initiatives in 2026.

**PDF:** **2025 SJ WATER CONSERVATION EDUCATION PROGRAM WORKSHEET - WATER RUNOFF DISPLAY**

**PDF:** **2025 SJ WATER CONSERVATION EDUCATION PROGRAM WORKSHEET - WYLAND WATER PLEDGE**

**PDF:** **2025 SJ WATER CONSERVATION EDUCATION PROGRAM - WYLAND WATER PLEDGE PRESS RELEASE**

**PDF:** **2025 SUSTAINABLE HILLSBOROUGH WATER CONSERVATION GUIDE**

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### Wildlife Interaction Plan *Retires 12/31/27*

**10 Points**

**Program Summary:** On 12/23/2008 the Township Committee adopted a Hunting & Wildlife Management Ordinance, which included forming a Wildlife Management Commission, which meets at public meetings. On 6/14/22 the Wildlife Management Commission presented a plan to the Township Committee at a public meeting which was approved the same day. Information pertaining to the Wildlife Management Commission is available through the following link: https://www.hillsborough-nj.org/boards/wildlife-management-committee.

**PDF:** **WILDLIFE INTERACTION PLAN DOCUMENTATION**

**PDF:** **WILDLIFE INTERACTION PLAN DOCUMENTATION**

**PDF:** **WILDLIFE INTERACTION PLAN DOCUMENTATION/MINUTES**

**PDF:** **WILDLIFE INTERACTION PLAN DOCUMENTATION/RESOLUTION**

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### Easement Inventory & Outreach *Retires 12/31/27*

**10 Points**

**Program Summary:** In 2012, a new residential subdivision was being constructed when it was discovered that a conservation easement, a condition of approval, was disturbed. As new residents occupied the properties, the conservation easement continued to be disturbed despite signage. In the past, there has been residential subdivisions that were required to supply educational materials for residents. However, 30 or more later, new generation of residents are unaware, despite the existence of legal documents. An educational brochure was created and is available to the public at the Municipal Complex, Township website and periodically distributed via the Mayor's Newsletter. In 2016, Hillsborough obtained a Sustainable Jersey Grant and hired the Land Conservancy to inventory and map the conservation easements to create and inspection and enforcement program. http://www.hillsborough-nj.org/wp-content/uploads/Conservation-Easements-Brochure.pdf

**PDF:** **EASEMENT INVENTORY BROCHURE**

**PDF:** EASEMENT INVENTORY AND OUTREACH DOCUMENTATION - INVENTORY

**EXCEL:** EASEMENT INVENTORY FINAL

**PDF:** EASEMENT INVENTORY MAP

**EXCEL:** EASEMENT INVENTORY AND OUTREACH DOCUMENTATION - INVENTORY

**PDF:** EASEMENT INVENTORY PROGRAM PLAN WORKSHEET

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### Easement Inspections & Evaluations *Retires 12/31/27*

**15 Points**

**Program Summary:** The Hillsborough Township Planning and Zoning Department has completed a comprehensive inventory of all properties encumbered by conservation easements established to protect critical environmental features, including wetlands, wetland transition areas, stream buffers, steep slopes, and woodlands. Stewardship of these easements is not only a legal responsibility, but a fundamental commitment to preserving the public interest and environmental integrity of the Township. The primary objective of this assessment was to evaluate whether the terms, conditions, and protections associated with each conservation easement remain in effect. Currently, there are 462 properties within the Township that include conservation easements. Using the Properties with Conservation Easements map, the Planning and Zoning Department compared current site conditions with established baseline data to assess the extent of conservation easement encroachment. Utilizing Google Maps to review the 2025 Airbus aerial imagery of each property served as an effective preliminary step in identifying potential violations of conservation easement boundaries. Site inspections were conducted for each property, resulting in the identification of approximately 95 properties exhibiting some form of encroachment into designated conservation easement areas. Some common types of encroachment were due to the construction of sheds, gazebos, and other structures. Additionally, there were several properties that appeared to be nearing encroachment on the conservation easement, but had not yet violated easement boundaries. Following this review, it was determined that approximately 79% of properties remain in compliance with the provisions of their conservation easements.

**PDF:** EASEMENT INSPECTION REPORT DATA

**PDF:** EDUCATION OUTREACH EXAMPLES

**PDF:** CONSERVATION EASEMENT INSPECTION & EVALUATION (I&E) PLAN

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### Clustering Ordinance *Retires 12/31/27*

**10 Points**

**Program Summary:** In 1998, Hillsborough Township adopted an ordinance to permit planned residential and farmland/open space preservation development option.

**PDF:** CLUSTERING ORDINANCE DOCUMENTATION

**PDF:** CLUSTERING ORDINANCE DOCUMENTATION

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### Environmental Assessment Ordinance *Retires 12/31/27*

10 Points

**Program Summary:** An Environmental Assessment Ordinance (Environmental Impact Statement) was adopted in 1975 by the Hillsborough Township Committee, requiring all new development to submit an impact statement describing and analyzing all possible direct and indirect effects that the development may have on the site itself as well as the adjacent and noncontiguous areas with particulate reference to the effect of the project on the public safety, health and welfare, the protection of public and private property and the protection, preservation and enhancement of natural resources.

**PDF:** ENVIRONMENTAL ASSESSMENT ORD F

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### Community Forestry Management Plan & NJUCF Accreditation

20 Points

**Program Summary:** The Township of Hillsborough's Community Forestry Management Plan for the years 2017-2021 is the third 5-year plan adopted by the Township. The plan is prepared in accordance with the "Guidelines for a Second 5-year Community Forestry Management Plan" as required under the New Jersey Shade Tree and Community Forestry Assistance Act, P.L. 1996, Chapter 135. The plan was approved by the NJ Community Forestry Council on September 14, 2017. Hillsborough Township is NJUCF Accredited for 2021. The 2017-2021 Plan was extended to 2026 by the State.

**PDF:** COMMUNITY FORESTRY MANAGEMENT PLAN APPROVAL

**PDF:** EXTENSION LETTER

**PDF:** COMMUNITY FORESTRY MANAGEMENT PLAN

**PDF:** 2024 - COMMUNITY FORESTRY MANAGEMENT ACCREDITATION FOR 2023

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### Tree Hazard Inventory

10 Points

**Program Summary:** Hillsborough Township's Department of Public Works has an arborist team as part of their staff, and keeps an inventory spreadsheet of all trees removed from Township parks, grounds, and other Municipal land. The past few years has presented a challenge for DPW as there are a large number of Ash trees succumbing to the Emerald Ash Borer. This in itself has increased the number of takedowns to 300+ in 2022 on township owned land and right of ways. Ash trees have accounted for nearly 70% of all trees removed to date.

**PDF:** TREE HAZARD SUBMISSION.PDF

**PDF:** TREE TRACKER - SHEET1.PDF

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### Tree Maintenance Programs

10 Points

**Program Summary:** The Hillsborough Township Tree Maintenance Program involves a combination of in-house trained managers and personnel along with hiring certified professional contractors, as well as renting special equipment as needed. The program addresses Safety - hazardous tree identification and removal as needed, Maintenance - pruning/shaping for future growth, which is an ongoing process, and Replacement. The past few years have presented a challenge for DPW as there are a large number of ash trees succumbing to the Emerald Ash Borer, along with lingering drought conditions and high winds causing the death of many pine trees. About 420 trees were removed in 2024. A spreadsheet is attached that contains examples of specific requests put in for the removal of trees.

**PDF:** **2024-2025 HAZARDOUS TREE REMOVALS - WORK ORDERS**

**PDF:** **2025 SJ TREE MAINTENANCE PROGRAMS RESUBMISSION**

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### Tree Planting *New 2026*

**10 Points**

**Program Summary:** The Tree planting program in Hillsborough Township is one that combines the aspects and goals of the Community Forestry Plan with our own assessments on what trees we have lost due to storms, invasive pests, diseases, etc. Hillsborough Township has worked for many years with the New Jersey Tree Recovery campaign. The campaign is a partnership between the Arbor Day Foundation and the New Jersey of State Forestry Service where trees are donated to participating towns. Our Public Works Dept. holds a "free tree day" at a local park where they give out free tree saplings and information on where and how to plant them. *All planting locations are on the residents' property, which is stated in the "Tree Planting Programs PLANTING LOCATIONS" document. All labor is done by the residents as volunteers.*

**WORD:** **2022 TREE RECOVERY REGISTRATION SCREEN SHOTS ON COMMUNITY PASS.DOCX**

**PDF:** **MAY RESUBMISSION - TREE PLANTING PROGRAMS PLANTING LOCATIONS**

**PDF:** **SPECIES OF TREES FROM FORRESTARY 2022.PDF**

**PDF:** **2022 TREE PLANTING PROGRAM REPORT**

**PDF:** **PLANTING INSTRUCTIONS (1).PDF**

## Operations & Maintenance

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### Green Maintenance Equipment & Materials

**10 Points**

**Program Summary:** In 2024-2025, multiple Township departments purchased materials and equipment that are environmentally sound/friendly. The Hillsborough Township Parks Department maintains all parks and municipal-owned land in the Township. They use a variety of equipment, vehicles, etc. to do so. The Department has previously purchased electric models of pole saws, hedge trimmers, and chainsaws. In 2025, the Parks Department purchased an electric leaf blower that came with the charger and rechargeable battery. The batteries are longer-lasting and are

more efficient than purchasing fuel/gas for the machinery. Electric models of the equipment purchased are lighter, quieter, cheaper, require no handling of any potentially hazardous materials, and do not emit any toxic fumes like gas does. For other examples, Planning & Zoning purchased rechargeable batteries to cut down on battery usage/waste, and the Building Department utilizes address labels for their extensive mailings that are made from 80% recycled materials.

**PDF:** **2025 GREEN MAINTENANCE EQUIPMENT AND MATERIALS - RECHARGEABLE BATTERIES**

**PDF:** **2025 GREEN MAINTENANCE EQUIPMENT AND MATERIALS - DYMO LABELS**

**PDF:** **2025 GREEN MAINTENANCE EQUIPMENT AND MATERIALS**

**PDF:** **2025 GREEN MAINTENANCE EQUIPMENT AND MATERIALS - ELECTRIC BLOWER**

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### Recycled Copy Paper

**15 Points**

**Program Summary:** For the time period from February 2023 to January 2024, the Township achieved 100% recycled paper ordering rate for all paper. All 125 boxes of paper purchased were 30% post consumer recycled content. Previously, the Township achieved 97.5% recycled paper ordering rate for all paper, with 156 of 160 cases of paper ordered being 30% post consumer recycled content.

**PDF:** **RECYCLED PAPER DOCUMENTATION - PICTURES**

**PDF:** **RECYCLED COPY PAPER - 2023-2024 PAPER PURCHASES SPREADSHEET**

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### Green Grounds & Maintenance Policy *Retires 12/31/27*

**10 Points**

**Program Summary:** The Hillsborough Grounds and Maintenance Policy was adopted by the Township Committee on Nov. 10th, 2020, and it focuses on the areas of efficient landscape design, minimize water consumption, recycled materials/composting, and integrated pest management. While the majority of the polices were already in place by both the Parks Department and Department of Public Works, the formal adoption of the policy gave those divisions an opportunity to celebrate their existing best practices and to consider new opportunities to expand them. Hillsborough operates a recycled material and composting initiative through the Annual Clean Up Drop Off Program. New areas of the policy include aligning pest management and ground care operations with the Township’s commitment to promote and protect pollinator habitats. The adopted policy was distributed to all Department Heads and can be found on www.sustainablehillsborough.com. The program is still active in Hillsborough Township as of 2023. All information is on the Township website: https://hillsborough-nj.org/public-works-page-list/260-annual-clean-up-drop-off-program

**PDF:** **HILLSBOROUGH GROUNDS AND MAINTENANCE POLICY - RESOLUTION**

**PDF:** **HILLSBOROUGH GROUNDS AND MAINTENANCE POLICY - DOCUMENTATION**

**PDF:** **MEMO GREEN GROUNDS & MAINTENANCE POLICY_ 2023.PDF**

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### Recycled Materials & Composting *Retires 12/31/27*

10 Points

**Program Summary:** TThe Hillsborough Grounds and Maintenance Policy was adopted by the Township Committee on November 10th, 2020. The Hillsborough Annual Clean up Drop Off Program was instituted by the necessity to give the residents a place to get rid of unneeded items around the house at least five decades ago. It has upgraded in the operations over the years as it started as a dump-on-the-ground operation to directly placing items into containers that are then covered and taken to a transfer site. All residents need to do is sign up for the Public Works Membership Program through Community Pass and the program is also offered to senior citizens where DPW will come to their house to pick up any materials. In 2024, Auten road site roughly, received 1000 cubic yards of tree branches and grass clippings combined which makes roughly 700 yards of mulch. This is then used by residents, Parks, and DPW. The leaf program brings in roughly 10,000 cubic yards of leaves and is ground and used as compost to amend planting beds and spread on fields to introduce organic matter with a rough number of leaf mulch used in parks annually 500 yards.

**PDF:** 2025 SJ RECYCLED MATERIALS AND COMPOSTING ACTION.PDF

## Public Information & Engagement

### Municipal Communications Strategy

10 Points

**Program Summary:** The Improve Public Engagement Checklist was completed by the Township Clerk, Public Information Officer, and Deputy Clerk. For the rules on citizen input at Township Committee meeting, please go to: https://www.hillsborough-nj.org/clerk-page-list/921-a-guide-to-public-participation-at-township-committee-meetings The Township's social media pages and newsletters are updated/released regularly. Community members are very engaged with the Township in a variety of ways, including on social media and in-person at Township Committee meetings.

**PDF:** 2024 MUNICIPAL COMMUNICATIONS STRATEGY CHECKLIST - UPDATED ACCESS

### Improve Public Engagement in Municipal Government

15 Points

**Program Summary:** The Improve Public Engagement Checklist was completed by the Township Clerk. Since the last submittal, the Township has implemented further ways to engage citizens, including forms available online and in-person for our regular "Ask the Mayor" sessions. Community members submit questions to the Mayor, and he answers the most asked ones each week in videos posted on Facebook, promoted at Township Committee meetings, and put into the Township e-news. Rules on citizen input can be found in multiple places: https://hillsborough-nj.org/government/mayor and https://hillsborough-nj.org/departments/clerk

**PDF:** DRAFT TOWNSHIP COMMITTEE AGENDA - JANUARY 2024

**PDF:** 2024 - IMPROVE PUBLIC ENGAGEMENT IN MUNICIPAL GOVERNMENT CHECKLIST

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### Improve Public Engagement in Planning and Zoning

**10 Points**

**Program Summary:** To improve Hillsborough Township's public engagement in Planning and Zoning, the Township has engaged in several methods for pubic access. Since 2013, the Township partnered with E-Code360 to provide an interface used to upload electronic versions of the Township's Ordinances, annual meeting schedules, agendas, and minutes for the Planning Board, and Board of Adjustment to a central access point. This information can be quickly accessed online though a link on the Township Website. In 2014, the Township started video recording meetings of the Township's Planning Board, which are now uploaded to Youtube. A link to this feature is also available on the Township's webpage. Recently the Township has posted on the webpage and provided handouts of a guide to Planning Board and Board of Adjustment meetings, to encourage to public participation for the Planning and Zoning Board meetings. The guide informs the public what aspects a board can consider, and identifies the portions during a meeting when public comment is recognized. In providing these items the public has become more informed of submitted development applications that could be affecting their neighborhood, property, or business. We have had much less in-person interaction with the public requesting to review applications, due to the availability of the virtual application / meeting packets. With the posting of procedures for public comment, we hope that this will further encourage the public to attend meetings and present their questions and comments to the Board. Additionally, the videos for each Planning Board meeting are now also posted in CivicClerk under the meeting dates for more direct access (also available from the meeting videos page) – ACCESS: hillsborough-nj.org – select Government – select Meeting Documents – select the board and meeting date of interest – pulldowns are to the right of the meeting dates.

**IMAGE:** IMPROVING PUBLIC ENGAGEMENT IN PLANNING & ZONING - SCREENSHOT OF PUBLIC INPUT GUIDE

**PDF:** IMPROVE PUBLIC ENGAGEMENT IN PLANNING AND ZONING DOCUMENTATION - CHECKLIST

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### Online Municipal Public Service Systems

**15 Points**

**Program Summary:** Hillsborough Township chose the SDL Enterprise License for municipal management throughout the municipality. With the Enterprise License, Hillsborough has access to all platforms of the SDL Municipal Management Software, including SDL Desktop, SDL Portal, SDL Mobile and SDL Citizen. Hillsborough launched the SDL software within a number of departments throughout the municipality, including the Building, Land Use, Engineering and Health offices. Access to information, maps, permits, tracking, etc. is available to the public for free. Portal Access Link: https://www.sdlportal.com/towns/nj/somerset/hillsboroughtwp

**PDF:** 2024 ONLINE MUNICIPAL PUBLIC SERVICE SYSTEMS PORTAL EXAMPLES

**PDF:** 2024 ONLINE MUNICIPAL PUBLIC SERVICE SYSTEMS CHECKLIST

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### Digitizing Public Information

10 Points

**Program Summary:** Hillsborough Township has been digitizing information using a variety of tools and databases. Information is easier to find as we go through bigger changes on our website. Links to resources can be found on multiple pages and applications, forms, etc. are all available digitally. This, plus the Township's Open Data Policy, make finding information easier for community members. Additionally, in 2025 the Township's url changed from hillsborough-nj.org to hillsboroughnj.gov, making it easier for residents and community members to find and trust the Township's website.

**PDF: 2025 DIGITIZING PUBLIC INFO CHECKLIST SUBMISSION**

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### Open Data Inventory & Management

15 Points

**Program Summary:** The Open Data Policy was established with the adoption of 2023-07 Ordinance Amending Chapter 237 “Records, Public” of the Code of the Township of Hillsborough, Somerset County, New Jersey, to Adopt and Codify an Open Data Policy: https://ecode360.com/10259529. Ordinance was introduced May 9th, 2023, public hearing and comment held June 13th, 2023, adopted July 18th, 2023. The policy has its own webpage https://hillsboroughnj.gov/government/open-dat-portal with instructions and diagrams on how to utilize the policy. It has a list of departments and the respective personnel that would provide additional assistance, and a messaging/chat function for further virtual assistance.

**PDF: 2025 OPEN DATA INVENTORY AND MANAGEMENT ACTION SUBMISSION CHECKLIST**

**PDF: OPEN DATA POLICY - ORDINANCE 2023-07**

**PDF: ECODE CHAPTER 237 PUBLIC RECORDS - OPEN DATA POLICY**

## Waste Management

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### Prescription Drug Safety & Disposal

10 Points

Bronze Priority  Silver Priority

**Program Summary:** The Hillsborough Township Police Department participates with the New Jersey Division of Consumer Affairs Project Medicine Drop, a prescription drug safety and disposal program. A permanent drop-off location area was established in October 2012 and to date has collected 6,727 pounds of prescription drugs, with 640.2lbs being collected in 2024. Hillsborough Township’s Project Medicine Drop is featured on the Hillsborough Police Department Webpage. In 2024, two outreach events were held on April 26th and October 26th at the drop box's location. The information for the drop box is featured in several editions of our Mayor's eNewsletter, posted on Facebook, and shared on the Township calendar.

**PDF: 2025 SJ PRESCRIPTION DRUG DROP-OFF SUBMISSION**

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### Grass – Cut It and Leave It Program *Retires 12/31/27*

**5 Points**

**Program Summary:** The Sustainable Hillsborough Steering Committee developed a Cut It & Leave It Guide and Information Boards in 2015. The brochure is featured on the Township website and is an active campaign that can be found on https://www.hillsborough-nj.org/boards/green-team at the bottom of the page. The program is typically promoted in the Spring/Summer at Township Committee meetings, in the Mayor's eNews, and on the Township Facebook page.

**PDF: 2024 SJ SUBMISSION DOCUMENTS - GRASS - CUT IT AND LEAVE IT PROGRAM**

**PDF: GRASS - CUT IT AND LEAVE IT PROGRAM DOCUMENTATION - HILLSBOROUGH GUIDE**

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### Materials Reuse Program

**10 Points**

**Program Summary:** Hillsborough's Parks & Recreation Department operates an extensive recreation program and identified an opportunity to not only reduce waste, but to reduce the cost of parents ordering new costumes every year for their children, especially ones they may outgrow or choose not to wear again. They created a Halloween Costume exchange program to address this opportunity. In 2024, the Parks & Recreation Department collected around 385 costumes and accessories between September 23rd-26th. During the costume pick-up dates on September 27th and 28th, Recreation distributed the costumes to residents. In keeping with the reuse program and sustainability efforts, Recreation packed away any unused costumes to be distributed again at next year's event. It is always a massive success and is beneficial to the entire community in a multitude of ways.

**PDF: MATERIALS REUSE PROGRAM - 2025 SUBMISSION DOCUMENTS**

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### Waste Audit of Municipal Buildings or Schools *Retires 12/31/27*

**10 Points**

**Program Summary:** Hillsborough Township with the Assistance of a Rutgers Environmental Steward and volunteers conducted a full waste audit of the Hillsborough Municipal Complex in August 2019. The Peter J. Biondi Building is a bustling public building hosting a variety of public meetings and events and where a majority of the Township offices are located including the Library and the Police Department. The result on average for garbage was 1.8 low contamination and the result for recycling was 1.7 also a low contamination rate. Recommendations that came from the audit was tandem waste and recycling containers are needed along with the proper dual stream recycling. Education and signage was needed as well. Those improvements have been made since and a new audit was conducted in 2025 shows that the contamination rate was 0.4 for both garbage and recycling.

**PDF: 2025 AUDIT**

**PDF: AUDIT PLAN AND POST AUDIT RESULTS**