Sustainable Jersey Certification Report

This is the Sustainable Jersey Certification Report of Fanwood Boro, a Sustainable Jersey bronze certified applicant.

Fanwood Boro was certified on December 15, 2020 with 150 points. Listed below is information regarding Fanwood Boro's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Jersey contact for Fanwood Boro is:

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Actions Implemented

Each approved action and supporting documentation for which Fanwood Boro was approved for in 2020 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

Community Partnership & Outreach

Green Team

10 Points

Bronze Required

Program Summary: The Fanwood "Green Team" became an extension of the Fanwood Environmental Commission and as a result of their recommendation to extend the excellent work being done related to Sustainability recommended to the Mayor and Council that we participate in this state program and create a "Green Team." The Mayor of Fanwood initiated the development and creation of the Green Team by first appointing former Councilwoman, Donna Dolce, attend the annual Sustainability meeting at the League of Municipalities in 2009. As a result of that exposure, Ms. Dolce proceeded to recruit members of the community and representatives from

existing committees and commission to provide a broad based representation of membership. These community volunteers represented the Environmental Commission, Shade Tree Commission, Recreation Commission, Department of Public Works, local YMCA staff, and interested volunteers, to name a few. The Mayor appointed the original “Green Team” as a Mayoral appointment at a regular meeting of the municipal council in August, 2011 and the Green Team had their first official meeting in September of that same year. As a result of the action taken by this initial group, the “Green Team” membership was formalized by resolution in May, 2012 in order to be in compliance with the Action Items suggested through the program and to affirm continuation of their work and recognize their efforts. 2015 As in all communities individuals move away and information is lost. This is what had happened to our green team and the team was lost in the cracks. Fanwood, being a very eco friendly sustainable town, continuing with sustainable initiatives throughout the municipality inevitably realized our Sustainable Jersey status lapsed. Our Environmental Commission realized this we stepped up and recreated the team. 2020 Following the reevaluation of the Borough's sustainability programs in the summer of 2019 after our certification lapsed in 2018, a strategic plan was put in place and the green team was formed again with renewed interest. Despite genuine efforts and the realization of several projects, a significant amount of plans were dashed due to the covid-19 pandemic.

PDF: **MAYORAL LETTER OF INTENT**

PDF: **2015 GREEN TEAM RESOLUTION**

WORD: **GREEN TEAM MEMBERS AND ACTIVITIES**

Emergency Management

Extreme Temperature Event Plan

10 Points

Program Summary: The Borough of Fanwood Office of Emergency Management meets at a minimum of 4 times per year or during emergent situations as deemed necessary. During 2020, due to the Covid-19 Pandemic, members of OEM/Police Department and Fire Department met on a weekly and sometimes daily basis. The Extreme Temperature Event Plan was originally created post- Hurricane Sandy due to power outages coupled with lowering temperatures. Following our Extreme Temperature Event Plan, extreme temperatures are monitored by the police station and announced by the OEM Director, at which time a cooling or heating station is set up for residents. Before Coid-19, the Chelsea Senior Living Center was the designated station. Currently, we are using the Fanwood Carriage House located at 75 North Martine Avenue.

PDF: **LETTER FROM OEM**

PDF: **EXTREME TEMPERATURE EVENT PLAN**

PDF: **EX. SANDY FLYER MENTIONING WARMING STATION**

Local Economies

Green Business Recognition Program

10 Points

Bronze Priority Silver Priority

Program Summary: In 2020, the Borough established a Green Business Recognition Program by inviting local companies to complete a green business pledge, which can be seen in the documentation below. The program and pledge were originally meant to be marketed at our Earth Day fair, however this was unfortunately canceled due to Covid-19. Instead, with the help of green team members, the program was campaigned around to local businesses and so far the pledge has been taken by our local grocer, the Fanwood Larder, and a local private pre-school, the Fanwood Goddard School.

WORD: GREEN BUSINESS RECOGNITION PROGRAM MEMBERS

WORD: GREEN BUSINESS RECOGNITION MEMBERS PLEDGE AND QUALIFICATIONS

Natural Resources

Natural Resource Inventory

20 Points

Bronze Priority Silver Priority

Program Summary: The Environmental Commission as part of their regular mandate and charge is to generate, update and otherwise maintain a current Environmental Resource Inventory that would be incorporated into the Master Plan for the Borough of Fanwood. Originally written in 1991, the document came under review and revision in late 2004 with a completion target date of 2006. The Borough applied for and received a grant from ANJEC and matched by the municipality to fund the completion of the inventory, almost totally done using the efforts and talents of local volunteers as members of the Environmental Commission. Once completed the document was sent to the Planning Board for review and comment and then adopted by the borough and incorporated into the planning documents. The timing of the ERI could not have come at a better time as the Borough initiated an aggressive redevelopment of their downtown and much of what was suggested in the ERI was ultimately incorporated into the Planning Boards mandates to future developers in this area. The latest reiteration of the Fanwood Environmental Resource Inventory occurred in 2018 (attached) and was produced by the Environmental Commission with help from Fanwood's Professional Staff, Boards, Commissions and Amy S. Greene Consultants.

PDF: FANWOOD ERI MASTER PLAN

WORD: FANWOOD ERI UPDATE PLAN

PDF: FANWOOD ERI DOCUMENT

Environmental Commission

10 Points

Program Summary: The Environmental Commission was established in the Borough of Fanwood in 1972 under the leadership of then Mayor, Ted Trumpp. The Commission was established in

response to potential environmental threats to the limited and declining open space that remained in the borough and as a result of the donation of 6 acres of primarily wetlands to the municipality. An additional two acres were subsequently obtained. The commission's initial responsibility was to determine the best use of this property, how to best manage the property for the use of its residents and ultimately how to ensure that it was used for the purposes for which it was intended. Subsequently a "ranger" was retained who continues to provide oversight to the property today. Through the efforts of local volunteers, Boy Scouts and Girl Scouts the Fanwood Nature Center continues to expand and serve the residents of Fanwood with maps, hiking trails, a learning area, and plant identification booklets. The Commission completed its the first Environmental Resource Inventory in 1976, which was then revised in 1991, again in 2005 and was last completed in 2018. The FEC developed many programs, including the installation of butterfly gardens, organizing a local Big Backyard Bird Count, a Wild Edibles Plant Walk, and participates in the annual borough Earth/Clean Communities Day and the Fanny Wood Street Festival. They also have a voice in matters brought before the planning and zoning boards regarding potential environmental impact of proposed development. The FEC was successful with community members to prevent the installation of a cell tower in the Nature Center as was as implementing a project in 2015 which involved using goats to eliminate invasive plants. The Fanwood Environmental Commission is a strong and integral part of the borough, whose seven members and two alternates are appointed to 3 year terms on a rotating basis.

PDF: **FEC ORDINANCE**

PDF: **ENVIRONMENTAL COMMISSION MEMBERS 2020**

PDF: **ANNUAL REPORT 2019**

Environmental Commission Site Plan Review

10 Points

Program Summary: The Fanwood environmental Commission has a monthly public meeting. At each meeting site plans are reviewed from the planning and zoning boards for environmental implications. We have a liaison from the planning board on the commission as well as a member of the borough council. Our commission also has several engineers who decipher the plans for the rest of the commission. The Fanwood Environmental Commission has made recommendations for storm water management, tree planting as well as native landscaping. Rain barrels and rain gardens are encouraged. The planning board looks at our recommendations and encourages residents and businesses to implement them.

PDF: **ENVIRONMENTAL COMMISSION SITE PLAN REVIEW EXAMPLE**

WORD: **LIST OF DEVELOPMENT ACTIONS SENT TO THE EC**

PDF: **ACTIONS TAKEN BY EC ON RECENT DEVELOPMENTS**

Public Information & Engagement

Municipal Communications Strategy

10 Points

Program Summary: The 2020 Green Team completed an inventory of the primary municipal communication channels with descriptions of their purpose and application. The Borough relies on a multitude of platforms in order to reach various types of residents, including but not limited to: the Fanwoodian (our town newspaper), Facebook, Twitter, our community television channel, email news blasts and the municipality's website.

WORD: COMMUNICATIONS INVENTORY

WORD: SUBMISSION CHECKLIST

Digitizing Public Information

10 Points

Program Summary: Public information is easily accessible to Fanwood residents through multiple digital platforms, including the comprehensive municipal website and several social media platforms, such as facebook and twitter. The municipal webpage is updated regularly, as information flows from departments through the mayoral aide to the website developer for daily information updates/staffing/policy changes. The entirety of Fanwood's municipal code can be found online, as well tax maps.

PDF: SUBMISSION CHECKLIST

Waste Management

Prescription Drug Safety & Disposal

10 Points

Bronze Priority Silver Priority

Program Summary: The department’s Project Medicine Drop Boxes are located at Fanwood Police Department 75 North Martine Avenue and Scotch Plains Police Department 430 Park Avenue. Residents may visit either police department at any time, 24 hours a day, 7 days a week, 365 days a year, to dispose of their unused or excess medications. Link to information for residents on police webpage: https://www.fanwoodpolice.org/project-medicine-drop-box/

PDF: ANNOUNCEMENT FOR PUBLIC ON POLICE PAGE

IMAGE: PICTURE

PDF: PD PRESCRIPTION DROP-OFF REPORTS 2019-2020

PDF: PROMOTION MATERIALS

PDF: PD PRESCRIPTION DROP-OFF REPORT 2ND QUARTER 2020

Community Paper Shredding Day

5 Points

Program Summary: The Borough and its residents participate in Union County paper shredding events; being a small town in close partnership with Scotch Plains, none of the Union County events occur specifically in Fanwood (Union Country determined that we do not have a large enough event space for this). Annually our DPW sends out our mandated schedule for recycling. Included in this eleven-page mailing to all Fanwood residents is a schedule for paper shredding (see page 10 of DPW 2020).16 events were listed for 2019; 20 events are listed for 2020. These events are also published in our local newspapers and on social media. Fanwood's recycling app, 'Recycle Coach', can also be used to set reminders for these events. A total of .91 tons or 2,197.8 pounds of paper shredding was from Fanwood residents during the 2018 Union County paper shredding events.

PDF: **DPW 2020**

PDF: **LOCAL NEWSPAPER ARTICLE**

PDF: **PROMOTION MATERIALS**

Household Hazardous Waste

15 Points

Program Summary: Since Fanwood Borough moved to curbside recycling in 2016, the town's Recycling Center is used to recycle hazardous household waste and other items that curbside recycling does not allow. Residents may bring electronics, fluorescent bulbs, motor oil, and vehicle batteries to the North Avenue recycling center the first Saturday of every month, 8-11am (see DPW pg. 4). The Center is publicized in the annual DPW mailing to residents, the town newsletter and website. Due to Covid-19, the recycling tonnage report for 2019 will not be available until September. The tonnage report for 2018 is attached instead. As we do not sell the car batteries, they are not found on the tonnage report. The borough recycles their own to NAPA Auto parts, and any car batteries turned into our recycling depot by residents are usually recycled along with scrap metal (which can be found on our annual tonnage report).

PDF: **NON-CURBSIDE ITEMS DESCRIPTION 2019**

EXCEL: **RECYCLING TONNAGE**

PDF: **DPW ANNUAL SCHEDULE 2020**

Non-Mandated Materials Recycling

15 Points

Program Summary: The Borough publicizes the continued use of the town's recycling depot to recycle clothing/textiles through its Annual DPW flyer (attached pg 4). The DPW flyer also indicates that the borough recycles plastics #1-7. The tonnage report for this is only available for 2018 as the 2019 tonnage report has been delayed till September due to Covid-19. Plastics #3-7 are listed on our annual tonnage report as Plastic Containers (08). We do not have tonnage reports for textiles as we do not sell them. They used to be collected by A&E when our recycling depot was in full working order, however now any textiles brought to the depot, which is open to residents the first Saturday of every month, are stored in bags and donated the following Monday to the American Legion on North Avenue. The Borough also became involved in the TREX program in early 2020, creating a channel through which residents are now able to recycle plastic film. The tonnage report from the collection points is attached below as well as a letter from TREX certifying our tonnage. The bins are located at the Fanwood Municipal Library, YMCA, Goddard

School Preschool, Fanwood Larder and Fanwood Borough Hall. The municipality heard about the program through SJ and reached out directly to TREX and partnered with the neighboring town, Scotch Plains. The municipality advertises the TREX program through its website, e-blast, community message board and Facebook.

EXCEL: **TREX RECYCLING TONNAGE**

PDF: **BOROUGH PUBLIC WORKS FLYER 2020**

PDF: **LETTER FROM TREX**

PDF: **EXPORT OF TREX SOCIAL MEDIA RECORDS**

EXCEL: **RECYCLING TONNAGE**

WORD: **ACTION CHECKLIST**

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

5 Points

Program Summary: In early 2006, the Borough of Fanwood adopted a Grass-Cut it and Leave it program. Each year the Department of Public Works mails a schedule of services to all residents within the Borough and includes the following guidelines for grass disposal: Grass clippings provide beneficial nutrients to gardens and lawns reducing the need for fertilizers and contributing to the soils organic matter. It is recom¬mended to mow your grass with a mulching mower, when done properly, you are left with neat, "just vacuumed" appearance. And thatch is not a problem incurred with mulching mowers, a common misconception. Thatch is the result of excess surface roots caused by over watering and over fertilizing. If you do not own a mulching mower, simply use the clippings as a garden mulch, spreading it on the surface to help eliminate weed growth, reduce soil spattering and crusting and also to help moderate the soil temperature. The Borough does not provide pickup of grass clippings therefore placing grass in the street is prohibited therefore we strongly recommend utilizing a mulching mower. This program has reduced the amount of grass placed in the street and virtually eliminated requests from residents for the Borough to provide grass pickup. 2015 Fanwood is committed to continue this program. Since we have our own recycling center we encourage residents to mulch their grass clippings. We do not accept grass clippings at our recycling center. We offer free mulch made from our residents' branch pickup. In our DPW annual schedule we instruct residents to use a mulching mower to recycle grass clippings into the lawn. 2019 The Fanwood Grass Cut-It and Leave-It program continues to be actively enforced as grass clippings are neither accepted at our recycling center nor permitted to be left on the curb. The benefits of grass clippings and the utilization of mulching mowers continues to be communicated to the community on pages 2 and 8 of the DPW annual schedule.

PDF: **DPW ANNUAL SCHEDULE 2019**