



Sustainable Jersey Certification Report

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

Bernards Twp was certified on October 21, 2019 with 420 points. Listed below is information regarding Bernards Twp's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Jersey contact for Bernards Twp is:

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Actions Implemented

Each approved action and supporting documentation for which Bernards Twp was approved for in 2019 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

Create Green Team

10 Points

 Bronze Required

Program Summary: Attached is a copy of the 2007 Resolution #070292 "Appointments to the Green Team Advisory Committee" and January 2, 2019 Township Committee Reorganization meeting "Appointing the Members to the Green Team Advisory Committee for 2019." The Green Team meets on a quarterly basis and the sub- committees meet on a frequent basis to work on

Green Team projects. Attached is a list of activities, projects and initiatives, the Green Team has focused on.

PDF: [CREATE GREEN TEAM DOCUMENTATION](#)

PDF: [GREEN TEAM WEB PAGE & MEMBERS](#)

PDF: [REORGANIZATION 2019](#)

PDF: [GREEN TEAM ACTIVITIES](#)

Energy

Energy Efficiency for Municipal Facilities

50 Points

 Bronze Priority  Silver Priority

Program Summary: Bernards Township has been committed to greening its municipal portfolio prior to Sustainable Jersey Certification. In 2007, Bernards Township's Green Team established an energy audit sub-committee. The Township hired PMK Group to conduct an energy audit, which provided a guideline to energy savings. In 2012, Dome-Tech completed an energy audit under the guidelines of the State of NJ Local Government Energy Audit Program. Bernards Township also participated in the Direct Install Program in 2010, 2016 and 2018. Recommendations were made to upgrade light fixtures, install motion light sensors, HVAC upgrades, etc. Many of the recommendations were installed as documented in the attached files. In addition to the energy audit recommendations, the Township has completed the following projects: • LEED certified addition to the Sewerage Authority Administration Building • Installation of a 1.1 Megawatt Solar Field at the Sewerage Authority • Installation of Solar Tubes and Roof Top Solar Panels at the Engineering/DPW Building • Completion of the Warren Craft Meeting Room renovation built with a high energy HVAC system and ductwork, and high efficiency lighting • Installation of a Computerized HVAC Control System at the Library, Engineering/DPW Building and the Police Dept. • Installation of additional insulation at the Police Dept. to improve efficiency Bernards Township continues to be committed to greening its municipal buildings portfolio. Currently the Townhall Building is in the process of a major HVAC upgrade – documents attached. Bernards Township is requesting 30 points as 19% of energy in the total building portfolio has been displaced since 2008 as a result of Bernards Townships energy initiatives as documented on the Energy Use Intensity spreadsheet. Throughout the entire energy upgrade process, Bernards Township has carefully planned actions with an eye towards saving both energy and money.

PDF: [ENERGY AUDITS 2008 AND 2012](#)

PDF: [DIRECT INSTALL PROGRAMS](#)

PDF: [PROJECTS](#)

PDF: [HVAC TOWNHALL](#)

PDF: [ENERGY USE INTENSITY SPREADSHEET](#)

Energy Tracking & Management

10 Points

 Bronze Priority  Silver Priority

Program Summary: Bernards Township has developed an energy management tracking spreadsheet for the main buildings for 2018 which is attached. A building portfolio identifies each location and provides additional information on location, square footage and usage. This information is baseline and we are requesting 10 points for this action.

PDF: [ENERGY TRACKING](#)

PDF: [BUILDING PORTFOLIO](#)

Municipal Onsite Solar System

30 Points

Program Summary: Bernards Townships Sewerage Authority completed the construction of a 1.1 Megawatt Solar Photovoltaic Field at its Sewerage Authority Treatment Plant on Martinsville Road in June 2011. The project included the installation of over 4,700 solar panels on ground mounts, the drying bed roof and two steel canopies that extend over the lagoons. In 2010 the Sewerage Authority consumed 2,014,866 kwh of electricity. Since the installation of the on-site solar system the Sewerage Authority has displaced far greater than 30% of electricity at the Treatment Plant: 2012 – 33.7% displaced 2015 - 44.8% displaced 2017 – 40.5% displaced 2018 – 39.0% displaced Bernards Township is requesting 30 points for this action, since greater than 30% of electricity is displaced. This project not only reduced the towns operating costs but is an additional ecologically sensible and progressive initiative in the drive toward energy independence.

PDF: [BTSA SOLAR ANNOUNCEMENT](#)

PDF: [BTSA SOLAR PROJECT PICTURES](#)

PDF: [SOLAR PRODUCTION 2017](#)

PDF: [SOLAR PRODUCTION 2018](#)

PDF: [GRAPH OF MWH DISPLACEMENT](#)

Health & Wellness

Building Healthier Communities

25 Points

Program Summary: Bernards Township has actively participated in the Mayor's Wellness Program, having passed a resolution endorsing the initiative. This program has been a joint effort conducted by the Mayor and Township Committee, Human Resources Department, the Health Department and the Parks and Recreation Department. Documentation is provided on numerous activities involved in this program. Several programs offered by the township provide an opportunity for township employees as well as residents to participate. While some programs are not exclusively for seniors, they do focus on that sector of the populace.

PDF: [MAYORS WELLNESS RESOLUTION](#)

PDF: [YOUTH IN MOTION](#)

PDF: [SENIORS IN MOTION](#)

PDF: [EMPLOYEES IN MOTION](#)

PDF: [COMMUNITIES IN MOTION](#)

PDF: [PARKS & RECREATION WEBSITE](#)

Innovative Projects

Innovative Community Project 3

10 Points

Program Summary: This project aimed to improve river flow and recreational opportunities on the Upper Passaic River. The Passaic River in Bernards Township is a recreation attraction. The upper reaches are Category 1 trout producing waters. The area between Maple Avenue/Basking Ridge Road and Haas Road/Stonehouse Road bridges is one of the most fished areas of the entire river system. As the river exits the Great Swamp, the quantity of public land access attracts many fishing and kayak enthusiasts. Bernards Township is home to the rivers only white water and there have been multiple near tragic kayak/canoe accidents involving obstructions. Bernards Township participated in an unprecedented joint grant application with multiple municipalities and counties to De-Snag the Upper Passaic River. This successful project removed a total of 28 full river snags between Long Hill Township and Bernards Township. Nine full river snags were removed in addition to the initial 19 snags identified. Before and after pictures are included in FILE 5.

PDF: [PASSAIC RIVER DE-SNAG PROJECT](#)

PDF: [DE-SNAG NARRATIVE](#)

PDF: [RIVER OBSTRUCTIONS](#)

PDF: [ADDITIONAL RIVER OBSTRUCTIONS](#)

PDF: [EXECUTED GRANT AGREEMENT](#)

PDF: [BEFORE & AFTER DOCUMENTS](#)

Land Use & Transportation

Green Building & Environmental Sustainability Element

10 Points

Program Summary: Bernards Township has been on the forefront of Environmental Planning for the future. The updated 2010 Bernards Township Master Plan incorporates a number of elements focused on future sustainability of the township including: - A Vision For The 21st Century - A Farmland Preservation Element - A Green Building and Environmental Sustainability Plan - A Historic Preservation Plan Element - A Conservation and Open Space Plan Element - A Parks and Recreation Plan Element

PDF: [GREEN BUILDING AND ENVIRONMENTAL SUSTAINABILITY ELEMENTS MASTER PLAN](#)

PDF: [GREEN BUILDING AND ENVIRONMENTAL SUSTAINABILITY ELEMENT DOCUMENTATION](#)

Natural Resources

Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority

Program Summary: The Bernards Township NRI has just recently been updated. The update has been approved by the Environmental Commission and incorporated into the Bernards Township Master Plan, and utilized in planning and policy making decisions. This revision was in 2014, and the township is working within the framework of updating the NRI at least every 6 years. As per the Environmental Commission, there were no substantive changes to the NRI. Be it noted, some open space acreage was formalized as designated protected open space.

PDF: [NRI DOCUMENT](#)

PDF: [MASTER PLAN RESOLUTION](#)

PDF: [NRI UPDATE RESOLUTION](#)

Environmental Commission

10 Points

Program Summary: Bernards Township has a very active Environmental Commission. The EC is responsible for ensuring that environmental issues in Bernards Township are given the right priority in order to protect and preserve natural resources of the town and surrounding areas including land, water, air and bios (flora and fauna). The Environmental Commission accomplishes its mission through: • Taking proactive stances on local environmental matters and strengthening the local planning process. • Coordinating rational, balanced reviews of development applications for the appropriate township bodies. • Increasing public awareness and understanding of local and regional environmental issues. • Keeping abreast of, and involvement in, as appropriate, issues in surrounding areas and communities.

PDF: [ENVIRONMENTAL COMMISSION ORDINANCE](#)

PDF: [ENVIRONMENTAL COMMISSION WEBPAGE](#)

PDF: [ENVIRONMENTAL COMMISSION ANNUAL REPORT 2018](#)

PDF: [ENVIRONMENTAL COMMISSION MINUTES](#)

Open Space Plans

10 Points

Program Summary: Bernards Township has been very active regarding purchase and preservation of open space, as well as planning to ensure open space remains protected and

made a priority well into the future. The Open Space as well as Parks and Recreation Elements of the 2010 update of the Township Master Plan are comprehensive and forward looking. The resolution adopting the 2010 Master Plan is provided. In addition to these documents, attached are all maps pertinent to the open space and Parks and Recreation planning initiative.

PDF: [OPEN SPACE PLAN](#)

PDF: [OSP & PARK REC MAPS](#)

PDF: [MASTER PLAN ADOPTION RESOLUTION](#)

Easement Inventory & Outreach

10 Points

Program Summary: Bernards Township has established a comprehensive Easement Inventory Program with a complete database compiled and mapped in GIS. In addition, a public education and outreach program is in place with outreach documentation provided. The Township Engineer, Planner, Zoning Officer, Surveyor and GIS Specialist have worked together to develop the Conservation Easement Inventory, Inspection and Stewardship Program. Conservation Easements are required by the Township Land Development Ordinance, Planning Board and/or Zoning Board of Adjustment to protect wetland, wetland transition, stream buffer, steep slope and woodland areas. The intent of this program is to limit soil loss, erosion, flood damage and degradation of surface water while at the same time buffer the effects of pollutants and preserve wildlife habitats and scenic views. Conservation Easements are granted to Bernards Township during the Planning/Zoning Board application process or during the construction permit process. The easement inventory is constantly expanding as new easements are added. Each individual easement is inspected by the Zoning Officer once every two years. Baseline pictures are taken during the initial inspection and uploaded into our GIS database. The pictures will be used for comparison with future site conditions. Violations discovered during the inspection process will be addressed immediately. An inspection report is completed for each property. All property owners will receive educational correspondence, at least every two years, explaining the restrictions associated with, and the benefits of, the conservation easements.

PDF: [OUTREACH PROGRAM](#)

PDF: [CONSERVATION EASEMENT INVENTOR](#)

PDF: [CONSERVATION EASEMENTS MAP](#)

Easement Inspections & Evaluations

15 Points

Program Summary: Bernards Township has established a comprehensive Easement Inventory Program with a complete database compiled and mapped in GIS. In addition, a public education and outreach program is in place with outreach documentation provided. Easement inspections and evaluations are performed by the Zoning Officer once every two years. Documentation pertaining to each easement is kept on file, including items such as the official recorded easement, an easement map, a monitoring report and photos or aerial photos of the easement. To date, the initial 306 conservation easements have been evaluated.

PDF: [I & E PLAN-PROCESS](#)

PDF: [OUTREACH & EDUCATION](#)

PDF: [CONSERVATION EASEMENT DATABASE](#)

Clustering Ordinance

10 Points

Program Summary: Bernards Township has adopted a Clustering ordinance to control sprawl, conserve resources and habitat and promote quality of life in the township. In addition, the township has passed other ordinances to regulate development and protect natural resources including a Natural Resource Conservation Development ordinance and a Land Development ordinance.

PDF: [CLUSTERING](#)

PDF: [NATURAL RESOURCE CONSERVATION](#)

PDF: [LAND DEVELOPMENT](#)

Environmental Assessment Ordinance

10 Points

Program Summary: Bernards Township has established an Environmental Assessment ordinance. In addition, to better protect the environment and guide development in a sustainable manner, the township has also put in place a Natural Resource Conservation Development Ordinance and a Land Development Ordinance.

PDF: [ENVL ASSESSMENT ORD](#)

PDF: [NAT RESOURCE CONSERVATION ORD](#)

PDF: [LAND DEVELOPMENT ORD](#)

Tree Protection Ordinance

10 Points

Program Summary: The township has been very proactive regarding tree protection. In addition to a Shade Tree Protection Ordinance, the township has enacted a Tree Removal and Protection Ordinance and has been recognized as a Tree City USA.

PDF: [SHADE TREE PROTECTION ORD](#)

PDF: [TREE REMOVAL PROTECTION ORD](#)

PDF: [BT TREE CITY USA](#)

Community Forestry Management Plan & NJUCF Accreditation

20 Points

Program Summary: The Bernards Township Shade Tree Commission has been very active working to protect and promote tree and woodland resources in our community. A New Jersey Bureau of Forestry approved Community Forestry Plan for 2018-2022 is in place with the Certificate of Approval from the State provided. The 2018 Shade Tree Annual Report and 2018 Accreditation Status Report is attached.

PDF: [COMMUNITY FORESTRY MANAGEMENT PLAN 2018-2022](#)

PDF: [COMMUNITY FORESTRY MANAGEMENT PLAN CERTIFICATE](#)

PDF: [SHADE TREE REPORT AND RESOLUTION](#)

PDF: [COMMUNITY FORESTRY ACCREDITATION REPORT 2018](#)

Tree Planting Programs

10 Points

Program Summary: The Bernards Township Shade Tree Commission has an active tree planting program as part of its Community Forestry Management Plan. In the past, the tree planting program was originally designed to replace dead trees, fill open spaces located by the Shade Tree Commission, meet the requests of residents and add species diversity to Township parks, streets and other facilities. Beginning in 2018, the planting policy has focused on municipal properties, primarily the parks. Developers are required to support our planting program by replacing trees lost to development according to a formula. For example, builders must plant 3-3 ½ inch caliper trees chosen from the Shade Tree Commission approved planting list for all new developments. The number of replacement trees is based on the girth of the tree lost to development. Arbor Day and memorial plantings have also been and will remain an integral part of the tree planting program. Bernards recognizes the need for diversity and stability in the aging tree population and intends to integrate young trees into areas with aging and declining tree population. Implementation of this program has helped beautify the town and also increased the diversity of species and age of the trees in Bernards Township. The commission is also engaged in public education and awareness of the value and importance of trees in our community. Information on tree planting including tree specifications and budget is provided. The township has also initiated a 5 in Five tree planting program, with online portal encouraging residents to become actively involved in the initiative. The Township Committee has passed an Arbor Day 2019 resolution and is committed to tree protection in the community. Bernards Township has been recognized as a Tree City USA for 2018 by the Arbor Day Foundation.

PDF: [SHADE TREE COMMISSION WEBPAGE](#)

PDF: [ARBOR DAY](#)

PDF: [TREE CITY USA](#)

PDF: [EDMUNDS](#)

PDF: [BUDGET](#)

Operations & Maintenance

Adopt a Green Purchasing Policy by Resolution *Retires 12/31/23*

5 Points

Program Summary: Green purchasing is an integral component of the overall Bernards Township Environmental Sustainability Initiative and the Township Committee has formally adopted a Green Purchasing Policy. The Township considers green products those that have less of an impact on the environment or are less detrimental to human health than traditional equivalents. Green products might typically be formed or part-formed from recycled components, be manufactured in a more energy conserving way, or be supplied to the market with less packaging. Bernards Township seeks to use environmentally preferred products whenever feasible, evaluating all costs and factors into the decision-making process, taking into account environmental, health and economic considerations. Our objective is to be comprehensive and wholistic in our approach to “going green”, with our “priority” being the total impact of decisions and choices made regarding our sustainability program. Bernards Township is actively involved in promoting its "Green" purchasing program. The goals of this initiative include the following: • Improve the community’s environmental performance and make it more sustainable. • Raise awareness of environmental issues among the staff and residents of the community. • Make policy decisions reflecting the municipality’s commitment to conducting business in an environmentally responsible way. • Require "green" bid specifications to be met in the municipal "environmentally preferable purchase" initiative. Program evaluation takes place on an ongoing basis, working to identify areas where the Township can improve and recognizing areas where our objectives are being fully met. Documentation of web posting and emailing of resolution and policy is provided.

PDF: [ADOPT A GREEN PURCHASING POLICY BY RESOLUTION DOCUMENTATION](#)

PDF: [GREEN PURCHASING POLICY](#)

PDF: [DISTRIBUTION](#)

Green Cleaning Products & Motorized Cleaning Equipment

10 Points

Program Summary: Bernards Township has implemented a policy requiring all cleaning products to be as "green" as possible. This requirement is part of the bid specs for all cleaning service proposals submitted to the Township. In addition, other product purchases are made using environmentally preferable purchasing standards. Product documentation is provided.

PDF: [RESOLUTIONS AND CONTRACTS](#)

PDF: [COMPETITIVE CONTRACTS & SPECS](#)

PDF: [ENVIRONMENTAL CLEANING PRODUCTS](#)

Green Grounds & Maintenance Policy

10 Points

Program Summary: Bernards Township has developed and formally adopted a sustainability-based grounds and maintenance policy, which is practiced in the daily activities of the grounds and maintenance departments. This includes: • An Integrated Pest Management policy, with most areas being free of pesticides and excess fertilizer application • Design to reduce storm water runoff through increasing infiltration in parking lots, more naturally vegetated areas (less lawn) and installation of rain barrels • Reduced mowing by letting more areas go natural, reducing fuel

costs and pollution • Promoting biodiversity through native plantings as feasible

PDF: [RESOLUTION](#)

PDF: [POLICY & IMPLEMENTATION](#)

PDF: [DISTRIBUTION & WEBSITE LINK](#)

Efficient Landscape Design *Retires 12/31/23*

10 Points

Program Summary: The Bernards Township Grounds and Maintenance department is utilizing several strategies to promote efficient landscape design. These include planting of native and drought tolerant plants, less lawn area (and mowing), letting more areas go natural, installation of rain barrels and designing areas to allow more water infiltration and less storm water runoff. The township has purchased a heavy-duty mulching machine which uses the mulch to enrich the soil and reduce the need for watering vegetation, reusing and recycling our wood resources.

PDF: [EFFICIENT LANDSCAPE DESIGN](#)

PDF: [MULCHING](#)

PDF: [EFFICIENT LANDSCAPING POLICY](#)

Integrated Pest Management *Retires 12/31/23*

10 Points

Program Summary: Bernards Township has developed and formally adopted a sustainability-based grounds and maintenance policy. The policy includes an Integrated Pest Management Policy, with most areas being free of pesticides and excess fertilizer application. Bernards Township utilizes organic lawn care practices in the daily activities of the grounds and maintenance departments on all sports fields and key lawn areas, and it designates all Parks as Pesticide Free Zones. The Township Committee, the Green Team, the Environmental Commission and the Board of Health encourage all citizens to participate in this endeavor on their property.

PDF: [RESOLUTION](#)

PDF: [PESTICIDE FREE ZONE](#)

PDF: [ENVIRONMENTAL COMMISSION](#)

PDF: [ORGANIC FERTILIZER PO'S](#)

Minimize Water Consumption *Retires 12/31/23*

10 Points

Program Summary: The Bernards Township Grounds and Maintenance Department is utilizing several strategies to minimize water consumption. These include planting of native and drought tolerant plants, less lawn area and mowing, letting more areas go natural, installation of rain barrels and designing areas to allow more water infiltration and less storm water runoff. Native vegetation encourages biodiversity and results in lower maintenance needs. In addition, Bernards

Township is working to improve efficiency of watering by using water saving techniques such as assessment of watering schedules, maintenance and upgrade of irrigation systems-- such as the automated irrigation system at Mountain Park and capturing and best managing rain water to conserve water and reduce runoff. Stormwater is also managed by 150 detention basins, many on private property, that filter pollutants and recharge groundwater. Water usage documentation is provided- a substantial water usage reduction has been achieved.

PDF: [WATER CONSERVATION](#)

PDF: [IRRIGATION SYSTEM MOUNTAIN PARK](#)

PDF: [WATER USAGE DOCUMENT](#)

Recycled Materials & Composting

10 Points

Program Summary: Bernards Townships purchase of a Mobark Hog Mulching Machine and an EZ Screen have been a good investment for the Township. The recycling of wood waste has eliminated the need to purchase wood chips and landscape mulch. The majority of the woodchips generated through the recycling of wood refuse are used primarily throughout the Township on the parks walking paths. Mulch is also used by the Department of Public Works-Grounds Department in the beautification of all of the Township properties. Woodchips and mulch are also available at no charge to Township residents for pick up at the Pill Hill Recycling Facility during normal operating hours. Soil that is recovered from Township projects and job sites is cleaned using the EZ Screen. The soil is enriched by incorporating sand, leaves and mulch. The incorporation of vegetative waste enriches the soil, thereby eliminating the need for additional fertilizer. Township savings are realized by eliminating disposal costs of wood refuse. Transportation avoidance reduces emissions and contributes to reducing Bernards Townships Carbon Footprint.

PDF: [WOOD HOG UNIT](#)

PDF: [MOBARK LOG 2018](#)

PDF: [WALKING PATH MULCH](#)

PDF: [EZ SCREEN](#)

PDF: [GREEN GROUNDS POLICY](#)

Public Information & Engagement

Improve Public Engagement in Municipal Government

15 Points

Program Summary: Bernards Township is a leader in providing key information on the website for the public. The Township Committee web-page lists the meetings dates/times for the full year. Meetings are advertised on the main page of the website. Agendas are posted by noon on Friday prior to the following Tuesday meeting. All resolutions, ordinances and reports are hyper-linked to the agenda. Residents are notified via Facebook and Twitter when an agenda is posted. Meetings are streamed live on the website and cable TV, and video clips are available following the

meetings. Township Committee e-mail addresses are listed on the website. Meetings rules of order are posted on the Township website and residents can speak at the two public comment portions of the meeting, one at the beginning and another closer to the end. Bernards Township established two task forces in 2019. The "Communications" Task Force was established for the purpose of improving communications with the residents and promoting civil engagement. The objectives are to promote the use of township communications, identify deficiencies in the current communications platform and to make recommendations for improvement. Residents were asked to complete an on-line survey. The second task force is the "Vision 2020/Planning for the Future" Task Force. This task force was established to create a vision plan that reflects the goals and priorities of the Township that are in the best interest of the community for the next decade. Public work sessions were held to glean public input in an effort to serve and meet Bernards Townships needs moving forward. Information collected at the public work sessions was used to develop a town-wide survey. Survey results for both task forces are being compiled and analyzed and will be presented to the Township Committee by November 2019.

PDF: [IMPROVE PUBLIC ENGAGEMENT CHECKLIST](#)

PDF: [COMMUNICATIONS TASK FORCE](#)

PDF: [VISION 2020-PLANNING FOR THE FUTURE TASK FORCE](#)

PDF: [PUBLIC INFORMATION SESSION DOCUMENTS](#)

PDF: [SIGN UP PUBLIC MEETINGS](#)

PDF: [MEETING AGENDA-PUBLIC COMMENT-VIDEO-E-MAIL](#)

Online Municipal Public Service Systems

15 Points

Program Summary: Bernards Township is very pro-active in providing essential information regarding public services on the municipal website and is a leader in providing digitized information to the public. From the homepage, visitors can view department information and hours, register for a recreation class, pay their taxes/sewer fees on-line or get information on recycling, just to name a few. With just a click, QUICKLINKS provides: directions; documents; forms, applications & permits; tax maps; school information; employment opportunities; etc. Bernards Townships Spatial Data Logic (SDL) Portal allows the public to enter a service request, report issues and track results via an online mobile platform. In addition, members of the public can access construction permit records and application status from any internet capable device, which has significantly reduced OPRA requests. Examples of the essential information regarding public services and the SDL Portal are included in the attached files. FILE 1: Information-Quicklinks; Department Contact Information & Hours; Forms, Applications & Permits; Recycling; Recreation Activities & Events/Road Closures FILE2: Online Payment Systems allows the user to pay taxes and sewer bills online; pay a ticket or fine; register and pay for a recreation program or apply/pay for a pool or golf membership or renew a parking decal FILE 3: SDL Portal for the public to report issues, enter a service request via an online mobile device or view construction permit records FILE 4: Notification- Sign Me Up-allows the public to receive notification about non-emergency as well as emergency information, based on which options the user selects FILE 5: Construction and Building Permits Status Updates Bernards Township is requesting the additional 5 points for the ability of applicants to check the status of construction and building permits via the SDL portal as shown in FILE 5.

PDF: [INFORMATION](#)

PDF: [ONLINE PAYMENTS](#)

PDF: [SDL PORTAL](#)

PDF: [NOTIFICATIONS](#)

PDF: [CONSTRUCTION & BUILDING PERMIT STATUS](#)

Digitizing Public Information

10 Points

Program Summary: Bernards TWP's website contains a significant amount of digital information. In addition to viewing information, residents can pay taxes/sewer fees on-line; register for a recreation program or apply for a golf/pool membership; download departmental applications/forms/permits; view the budget/audit/master plan, ordinances/resolutions, the community calendar or the agendas & minutes. Township Committee and Planning Board meetings are streamed-live via the website and video clips are incorporated in the agendas of the prior Township Committee meetings. A top priority of Bernards TWP is to keep the public informed. Visitors can sign up for emergency notifications, via SWIFT 911 or Sign Me Up to follow us on social media, receive notification of employment opportunities or license and tax reminders, etc., reducing staffs time responding to requests. Bernards TWP Spatial Data Logic Portal allows the public on-line access to property records, permits, service requests and custom map searches. The custom map search allows the user to search by Block & Lot /Address or Name. This portal significantly reduces OPRA requests, from residents, potential buyers, realtors, contractors, etc. The website is constantly updated with announcements, upcoming events, agendas, news alerts, etc. by the individual Departments/Boards via a web-update module. While Bernards Township provides a lot of information on the website, there is always room for improvement. A Communication Task force was formed in the beginning of 2019 to address this. The mission of the task force is to improve communications with residents and to develop a protocol or standard regarding disseminating of information and promoting the use of Township communication via the website, Facebook, emergency notifications, etc. Residents were asked to participate in an on-line survey. The results of the survey are being reviewed and the task force will present their final recommendations to the Township Committee no later than November 2019.

PDF: [DIGITIZING PUBLIC INFORMATION SUBMISSION CHECKLIST](#)

PDF: [HOME PAGE INFORMATION](#)

PDF: [E-MAIL & CONTACT INFORMATION](#)

PDF: [BOARDS & COMMISSIONS, MEETING DATES, AGENDAS & MINUTES](#)

PDF: [ORDINANCES & TAX MAPS](#)

PDF: [SDL ONLINE PORTAL](#)

Sustainability & Climate Planning

Municipal Carbon Footprint

10 Points

 Bronze Priority  Silver Priority

Program Summary: Bernards Township has calculated the 2018 Carbon Footprint and compared the results to 2015 and 2010. The calculations include every municipal facility, including the Sewerage Authority, all street lights, traffic signals and fleet data. The results indicate a significant overall reduction in Total Emissions (Metric CO₂e) of 15% from base year 2010 and a slight increase over 2015 of 6%. One of the key drivers over 2010 is a 39% reduction in KWH at the Sewerage Authority Plant, since the installation of a 1.1 megawatt solar field in June 2011. In

addition, the installation of Solar Tubes in 2012 and Solar Panels in September 2013 at the Department of Public Works and Engineering Building have reduced the footprint. The installation of efficient lighting and HVAC measures have contributed to the reduced carbon footprint at all of the municipal buildings since 2010. The slight increase over 2015 reflects colder weather patterns in 2018 reflecting increased gas usage. Street light reductions reflect the benefit of replacing with LED fixtures. Higher mileage is due to increased operations due to additional storms, public safety and daily operations. Bernards Township continues to replace low MPG vehicles with higher MPG units, downgrade vehicle size when appropriate and practice proactive vehicle maintenance to ensure efficiency.

PDF: [CARBON FOOTPRINT 2018](#)

PDF: [CARBON FOOTPRINT 2015](#)

PDF: [CARBON FOOTPRINT 2010](#)

PDF: [COMPARISON 2018-2015-2010](#)

Waste Management

Prescription Drug Safety & Disposal

10 Points

 Bronze Priority  Silver Priority

Program Summary: Bernards Township is home to one of eight permanent prescription drug drop-off locations in Somerset County. Information regarding Bernards Township drop-off is located under the Household Medication section of the Recycling & Disposal page on the website. The drop-off box is located at the Bernards Township Police Department, 1 Collyer Lane, Basking Ridge, NJ. Hours of operation are 7:00am – 4:30pm. Residents can drop off unwanted/expired prescription drugs or over the counter medication Monday through Friday. The drugs are transported on a quarterly basis to the Somerset County Prosecutors Office, where the DEA sets up a collection point on specific days for disposition. Over 800 lbs. of prescription drugs were collected in 2018 and 84 lbs. collected for Q1 2019. In addition to the permanent drop-off location at the Police Department, Bernards Townships Municipal Alliance and the Police Department hosted a DRIVE-THRU drop-off event on March 10, 2018. This event was advertised on the website and residents are always reminded at the DRIVE-THRU drop-off events that the permanent location is always available.

http://www.bernards.org/departments_services/Public_Works/r_household_medication.aspx

PDF: [DRUG DROP OFF WEBSITE](#)

PDF: [PROJECT MEDICINE DROP CUSTODY LOG](#)

PDF: [SOMERSET COUNTY LOG](#)

PDF: [MED DROP DRIVE THRU 2018](#)

PDF: [SC PERMANENT DROP OFF LOCATIONS](#)

Community Paper Shredding Day

5 Points

Program Summary: Bernards Township held a “Community Shred Day” on January 20th, 2018 from 9am -1pm. The event was held at the Bernards Township Engineering Services Building and was funded by Somerset County. 22,740 pounds were collected from the 231 cars that attended the event. Residents were able to drive into the DPW Garage and drop off documents which were commercially shredded by trained, licensed and bonded document destruction specialists while residents stayed to watch the process. The event was advertised and promoted on Bernards Township’s website, Somerset County website and local media. Somerset County also provided pamphlets to give to the residents. The listing of “2018 Shred Dates” was posted under announcements on the Bernards Township website as well as all the websites of the participating towns in Somerset County.

PDF: [SHRED EVENT CALENDAR](#)

PDF: [WEBSITE POSTING](#)

PDF: [NUMBER OF PARTICIPANTS](#)

PDF: [CERTIFICATE OF DESTRUCTION](#)

Non-Mandated Materials Recycling

5 Points

Program Summary: Bernards Township has developed an extensive recycling program for mandated products supervised by the Public Works Director and the Certified Recycling Coordinator. In addition, the town has clothing bins at several locations to collect clothing which are non-mandated materials. The clothing bin locations are advertised to residents under the Recycling and Disposal page of the website. The clothing bins are located at the Pill Hill Recycling Center, Lyons Mall and Train Station and the Community Service Building.

PDF: [RESOLUTION](#)

PDF: [CONTRACT](#)

PDF: [CLOTHING BINS](#)

PDF: [CLOTHING BIN WEBSITE AND LOCATIONS](#)

Recycling Depot

10 Points

Program Summary: Bernards Township has developed an extensive recycling program supervised by the Public Works Director and Certified Recycling Coordinator. In addition to recycling in municipal buildings, the program includes a recycling center, recycling at the public works facility and in municipal parks, as well as several downtown locations. Information regarding materials collected, recycling center hours of operation and other recycling center information required is provided in the attached documentation. The Department of Public Works Staff is used to facilitate the successful operation and management of the recycling center. The recycling center provides residents a valuable resource, enabling them to recycle items in an efficient and effective manner.

PDF: [PILL HILL RECYCLING REPORT 2018](#)

PDF: [INFORMATION MATERIAL](#)

PDF: [PILL HILL SIGNAGE & CONTAINERS](#)

PDF: [WASTE OIL DOCUMENTATION](#)

