



Hawthorne Environmental Commission Minutes March 14, 2019

Call to Order: Rayna Laiosa, Mike Mariani, Pat MacDonnell, Mary Lou DiMattia, Mary Mahon, Liana Romano, and Carol Robertson

Guests: Grace Young, John Meane, Maureen Cook, Patty Elwood, and Holly Cowen and Craig Cayetano

- I. Attendance and Acceptance of Meeting
 - a. Environmental Commission Minutes – February 7, 2019
Motion by: Rosanne Zagatta Second by: Carol Robertson
- II. Hawthorne Water Reports- January 2019 reports was reviewed and discussed. All water results are fine, below NJDEP water quality standards
- III. Planning Board Report – Mary Lou DiMattia – No updates provided
- IV. Zoning Board of Adjustment – No updates provided
- V. Green Team Subcommittee Meeting
 - a. Community Garden 2018 –
 1. 2019 Community Garden –Communicated to all Gardeners requesting for their participation - Green Team Meeting – March 25, 2019; review rules and regulations; new Gardeners will receive their garden key and the identification of their garden bed in the garden; (1) one missing from submittal; Rayna will follow up with Borough
 2. Discussed Ordinance Fee to be amended; include that the community garden fees can be utilized for the operation and maintenance of the community garden; Rayna needs to discuss with Eric and Mayor Goldberg – 2019
 - b. Green Lectures/Bird Walks 2019
 1. Bird Watching 101 – Lisa DeVos, Holly Cowen, and Liana Ramona – Discuss nesting boxes, feeders, birds, etc. Confirmed/Booked **Tuesday March 5, 2019** - Excellent Attendance!
 2. Green Cleaning - Theresa Moeller – North Haledon – Norwex Products – professional grade microfiber and water is needed to remove 99% bacteria from surfaces; “Chemical Free Cleaning by Norwex; Confirmed/Booked **Tuesday March 19, 2019**; Teresa will prepare Press Release; Rayna sent on Jan 29, 2019 examples of past Green Lecture Press Releases;
 3. Bird Walks –Confirmed/Booked Dates – April 13, 2019 (Saturday April 6, 2019 – Cel Earth Bration), May 11, 2019 (Grand Opening Gateway Project), May 25, 2019, or June 1, 2019; Veronica will participate at the April 13, 2019 Bird Walk to discuss and identify the Historical features of Goffle Brook Park

4. Publicity – Borough website, Municipal Electronic Board, Nixel, Facebook, local newspapers – ads; Liana prepared the Bird Walk Press Release; Completed
 - c. **Next Green Team Monday March 25, 2019 at 7:30 pm – Hawthorne Library**
- VI. 27th Annual Cel-Earth-Bration – Saturday April 6, 2019 10:00 am to 2:00 pm
- a. Theme – Initial Discussion – “Live. Act. Think. Love the Earth.”
 - b. Focus on Interactive Educational – Demonstrations “Scavenger Hunt or Treasure Hunt”
 1. Garden Tips – Carol & Pat – Confirmed
 2. Bird Watch - Confirmed
 3. Green Spaces – 8 Acre Woods; Walking and Bicycle Paths on the Green Map Goffle Brook Park – Mike
 4. Stormwater Pollution – not this year
 5. Recycling Program – Confirmed; Potential – Craig Styrofoam Drive Poster Information
 6. Native Plants – Carol & Pat
 7. Hawthorne Historical Society -
 8. Green Infrastructure – Rayna will print out information Gateway to the Passaic River for Carol to be prepare the Poster – Reminder Free Fishing on June 9, 2019
 9. Rocks of Hawthorne – Veronica Ditko – Confirmed
 10. Anti Idling Pledge Booth – Patty Elwood
 11. Norwex
 12. Electric Vehicles – Park Ave BMW – Electric Vehicle and Plug In Hybrid will be on display
 13. Beekeeper
 - c. Prepare and Submit School Application – BOE – Room 120, cafeteria, auditorium, and classrooms; Ensure Sound System is working in Auditorium; Coordinate with HHS Principal
 - d. Request Teachers Representing the 5 schools – Distribute letters; Rosanne will send to Schools after February Break; Week of February 25, 2019
 - e. Green Project Contest
 1. Prizes – Local and surrounding businesses; need donation letter
 2. Create 2019 Business List – See Excel spreadsheet
 3. Judges –
 4. 1st Place Winners Displayed at the Hawthorne Library – Confirmed by Mary
 - f. Potential Entertainment/Vendors
 1. Rizzo Reptile – Booked
 2. Hawks/Falcons – Rosanne will follow up with Bill Ponder – Reported unable to participate; all hawks have passed away
 3. Beekeeper – Liana will follow-up with her contact. – Confirmed Mary Kostus – “How to Make Your Own Bee Habitat” Discussion
 4. Facepainting/Tattoos/Sponges – Rosanne will purchase materials
 5. Craft Workshop – Mary – bird feeder project; 2019- Cap Project; Please save your plastic caps for Cel Earth Bration; Changed to Flowers not bird feeders
 6. Hawthorne Shadetree Commission – Confirmed
 7. Chet Scents – Liana will follow up
 8. Coco Sol – Natural products – body buffs, soaps, etc. – Maybe next year

9. Lincoln Middle School – Games – Two (2) new teachers are interested in participating at Cel-Earth-Bration; Raffles – plants???
 10. Hawthorne High School Ecology Club – Dirt Cake Scott Chrimel – Confirmed
 11. Judo – Mary will follow up – donations and participating in a workshop/demonstration
 12. PCSPCA and Reimagined Designs – Liana will follow up
 13. Make Vendor Table Signs
- g. T-Shirt Design Discussion – Think Green Act Green Be Green – letter going from big to small on the front of the T-Shirt; Liana will prepare the examples on how the T-shirt will look like. Liana will bring to the next meeting. Confirmed T-Shirt Final Design - Dark Green T Shirt with Light Green Lettering - Ordered T-shirts
 - h. Giveaways, tattoos, and facepainting - Rosanne budget of \$275.00
 - i. Publicity – Flyers, Borough Website, Electronic Board, Channel 77, Nixel, Facebook, Press Release – Hawthorne Press, Gazette, and TapANet Hawthorne – Must include “Bring your Plastic Caps!”
 - j. Bring Markers & Crayons, extension cords, karaoke machine
- VII. Sustainable Jersey Small Grants Program for Municipalities - Hawthorne awarded \$20,000 grant on May 8, 2018 (**project must be completed October 1, 2019**); 2018 ANJEC Open Space Stewardship Grants for Environmental Commissions Supported by the Sandy Batty Awarded \$1,500 grant (**project must be completed June 1, 2019**)
- a. **Sustainable Jersey Interim Report Due:** January 31, 2019 – Submitted on Wednesday January 30, 2019
 - b. **Rutgers** – Received Scope of Work proposal dated June 11, 2018; Council approved the Resolution on June 20, 2018. Waiting for Rutgers to propose dates for kickoff Site Visit meeting. – Confirmed Thursday July 12, 2018 at 10:00 am – Carol met with Rutgers. – Received Design September 4, 2018; Rayna will send to the Team for review; Team agreed with the Rain Garden Design; Rayna communicated to Rutgers; Friday October 5, 2018 at 8:00 am to have a Kick Off Meeting with Commission and Downes Tree Service – Conducted; Rayna worked with the Borough to revise Rutgers Purchase Order; Schedule a site visit to finalize the rain garden design; Confirmed - Downes removed all tree/vegetation/trash/debris in the area of the rain garden; ground is leveled. – Completed – November 7, 2018 Carol met with Matt (Rutgers); Left rain garden approximately 250 square feet; Right rain garden approximately 400 square feet; Next Step: Rutgers will provide the final rain garden design to the Commission by the end of November or the first week in December 2019 – Completed – received on December 3, 2018. **Next Step:** April 2019 implement rain gardens; Tentatively Scheduled Saturday April 13, 2019 at 10:00 am – Planting Day – Gold Shovels; **Next Step:** Rayna will follow up with Rutgers on the delivery of the native plants and the additional costs for the milkweed and native plants around the Trail Map sign.
 - c. **Downes Tree Service** – Monday September 24, 2018 – Rayna met with Pieter to discuss revised rain garden location and scope of work; Pieter will provide a proposal to install the rain garden, clear the pathway to the River, and removal of the large tree.; On Friday September 28, 2018, Rayna received permission from DPW to remove the trees in the rain garden location. Friday October 5, 2018 at 8:00 am to have a Kick Off Meeting with Commission and Downes Tree Service – Confirmed; went very well; Rayna worked with the Borough issued the Purchase Order for Downes. – Completed; Downes started on Friday October 19,

- 2018 -the removal of trees and vegetation; Work will be completed by the end of October 2018; Work completed on Friday November 2, 2018 Walkway path will be 8 feet in width, not 10 feet – Confirmed with Rutgers on November 7, 2018; Tentatively Scheduled the week of April 8th (Saturday April 13, 2019 – Planting Day and Clean Up at 10:00 am); Back Up due to weather week of April 15, 2019 (Saturday April 20, 2019 – Planting Day and Clean Up at 10:00 am); **Next Step:** Request Downes to install the tree tags during the rain garden installation; Install the Rain Garden sign; Rayna will follow up with Downes.
- d. **2019 Grand Opening Idea** – Work with local Dick’s Sporting Goods, Ramsey Outdoor, or Campmour for kayak or canoe demonstrations- Suggestion: REI in Paramus NJ – recreation equipment; conducts existing training program at facility; Additional Ideas – Art in/at the Gateway – Sketch Nature; Bring Rain Garden Brochures to distribute to participants; **Target Date: Saturday May 11, 2019**
- e. **ANJEC Interim Progress Report** – due Friday October 5, 2018; Rayna requested Extension to Monday October 29, 2018- Granted; Interim Report sent to ANJEC on Saturday October 27, 2018
- f. **ANJEC Final Report** – due June 14, 2019
- g. Design of the **Trail Sign** “Gateway to the Passaic River” – Led by - Mary Mahon presented initial designs for the Trail Sign – team discussed and reviewed the initial designs; made some suggestions to the Trail sign;
1. Final Design – Canoe, Duck, Fish – Boxes around the wood the words “Gateway to the Passaic River” - Length of Trail Sign – 5 feet; Width of the Trail Sign – 2 feet; Rayna needs to create a pdf of the design in order to receive pricing for the trail sign. September 26, 2018 – final design was revised and Team agreed to the changes
 2. John Minicozzi – may be able to donate local wood to make the Trail Sign; re-purpose local wood into products; **Confirmed** - John will donate the wood to the Env Com/Green Team – Donated birch wood – 5 feet length by 2 feet wide and two (2) wooden posts (12 feet in length) for the Trail Sign
 3. Paul Whelan -Lucky Wood Hawthorne NJ – Will cut and make the Trail Sign; Paul will work with John on the selection of the wood – Birch wood selected – December 2018 Update – Cut and painted Canoe on the Trail Sign; Duck and Fish need to be updated; Paul will add the words “The” to the Sign in between Gateway to... Passaic River” ; Posts will have the ANJEC Logo; **Next Step:** Need to double check if Paul is installing the Trail Sign and the posts. Confirmed – Yes, Paul will be installing the sign. He will need assistance from the Green Team/Commission – Downes to install.
 4. Trail Sign Location – Maureen Cook/Rob Meier checking with Town and County for requirements – ordinances – Completed; Both confirmed no issue to installing the trail sign on the corner of Wagaraw Road (parking lot).
 5. Native Plants – Purchase Milkweed plants to surround the Trail Sign (3 x 3 plants) and area (approximately 72 feet in length by 6 feet wide) along the woody area adjacent to Stevenson Brook; **Next Step:** Rayna will follow up with Rutgers on the costs and the amount of plants Milkweed; approximately 12 one (1) quart containers.
- h. **Trail Map** – Rayna is working with Marc Molenaro; Similar design as the 8 Acre Wood trail map; Mary will prepare a sketch of the trail map area of the Woody area and Ballfield Complex. Include the nesting boxes and tree tags on map. Mary Mahon created a preliminary design of the Trail Map like the 8 Acre

Wood trail map – not to scale; Trail map will include the walking paths, approximately walking distances of the paths, nesting boxes locations, and tree identification tags. October 26, 2018 – Mary, Pat, and Carol will conduct a site visit to determine the number of steps and walking distances for the trail map. Completed; Trail Map size 11 x 17; potentially have an insert map of the area on Trail map; Mary finalized the trail map and will provide to Marc to set up the trail map design. Completed; **Next Step:** Marc is working on the design of the trail map based on Mary’s draft trail map. In- Progress; Mary will follow-up with Marc – Add the wording “Look for the Nesting Boxes” Completed; Will discuss Final Trail Map Design at the Env Commission Meeting; Team made additional changes/revisions on Trail Map; Mary will work with Marc; Next Step: Rayna will send Marc the Rain Garden Information for Page 2 of the Trail Map.

- i. **Tree Tags** – Carol researched the internet; Found “Plants Map”; tree tags for Trees; Carol will order samples and send them to Pat MacDonald’s house. Pat brought the tree tag samples; Team loved them; Team agreed to purchase 10 to 15 large tree tags; Designated Carol to communicate with Hawthorne’s Arborist and Shade Tree Commission; Carol met with Kevin on Friday November 16, 2018 to identify the trees in the woody area and along the ballfields leading to the Passaic River. The following trees were identified: Silver Maple, American Sycamore, White Ash, Black Cherry, American Elm, White Mulberry, Catalpa, Boxelder, Pin Oak, and Black Locust; Kevin was familiar with Plant Map tree tags. Next Step: Carol will contact Park Ridge Green Team to discuss how Plant Map interactive map is utilized and how to order the Plant Map tree tags. Does the Hawthorne Green Team create an account before or after the purchase of the tree tags?; - Need to set up an account prior to purchasing Plant Map tree tags; Completed January 2019 – Carol will work with Lisa DeVos on setting up an account with Plant Map website – Complete – We are registered; Next Step: Enter tree into the Plant Map database, prior to ordering the tree tags - Completed. Next Step: Carol will purchase 13 to 14 tree tags for identified trees – Silver Maple (*Acer Saccharinum* – 3), American Sycamore (*Platanus Occidentalis*), White Ash (*Fraxinus Americana*), Black Cherry (*Prunus Serotina*), American Elm (*Ulmus Americana*), White Mulberry (*Morus Alba* – 2), Catalpa (*Catalpa*), Boxelder (*Acer Negundo*), Pin Oak (*Quercus Palustris* – 3), and Black Locust (*Robina Pseudoacacia*) Costs approximately \$115.75; Completed; Tree Tags have arrived!
- j. **Nesting Boxes** – Working with Cub Scouts – Steven Fitzsminon and John Manzo troop; Commission/Green Team will supply the recycled materials. What type of birds do we want to attract? Discussed: summary of the nesting box size openings that we are interested in building for the Gateway project. **Next Step:** Alex will determine the quantity of materials and costs (Home Supply) for the nesting box to make a total of 8 – Partial Completed . Request (8) nesting boxes to be built; Team agreed to attract the following birds: Chickadee (1 1/8 inch hole), Nuthatch (1 1/4 inch hole), Carolina Wren (1 1/8 inch hole), Screech Owl (3 inch hole), Wood Duck (4 inch hole), and Flicker (2 1/2 inch hole). Each of the birds have a different diameter of hole for the nesting box. On October 19, 2018 , Alex provided an estimate – approximately 60 linear feet ((3 pcs 5/4 x5 1/2" - 20'ers per group of 8 boxes) is required of the recycled materials for the nesting boxes. Home Supply has been identified as the vendor to purchase the recycled materials and nuts/bolts required. **Next Step:** Alex will visit Home Supply and get an order put together with the scope of materials; **Next Step:** Mike Mariani will contact Alex on the status of the nesting box materials. December 28, 2018 Alex responded; unable to purchase the recycled material

from Home Supply and on line website – www.markstaar.com – recycled material; unable to purchase 3 pieces 5/8”-18” x 6”; minimum of 40 pieces must be purchased. **Plan B** – Rayna researched “Recycled Nesting boxes” companies other than Wild Birds Unlimited – Identified Duncraft – Made in the USA – New Hampshire; Lisa will review and make recommendations on the types of nesting boxes. The PO has been issued and anticipate arrival of the Nesting Boxes mid-February 2019 – Ordered on February 7, 2019 will ship in 7 to 10 business days to Borough Hall Costs approximately \$705.35;; **Next Step:** Rayna will follow up the Boy Scouts about installing the nesting boxes – March 2019. Also, can the Boy Scouts put a Letter or Number on the nesting boxes. Rayna has large stencils and a black marker that the Boy Scouts could utilized. Team decide No lettering required on the nesting boxes – will indicate the number of nesting boxes on the Trail Map to look for in the woody area. – Completed; **Next Step:** Site Visit – Sunday February 9, 2019 to identify the locations of the Nesting Boxes – Lisa, Liana, Rayna, Carol, and Mary; Completed ; **Nest Step:** Sunday February 17, 2019 at 1:00 pm Boy Scout Troop 30 installed the nesting boxes and conducted a Clean Up of the Area; It was a huge success!

- k. **Rain Garden Sign** – Educate the public on green infrastructure;- Rayna researched on the Internet for Rain Garden Signs; Identified Vacker Signs and Pulse Designs; Rayna contacted them for pricing; Team discussed the Design of the Sign – Team agreed we want – “What is a Rain Garden? Why Native Plants? How You Can Help?; Need Rutgers, Water Resources, Sustainable Jersey, Haw Env Com, Green Team Logos on the Sign; Statement “ Funded by the PSEG Foundation. **Next Step:** Mike will review both companies – materials, printing, etc., and review with Brenda on designing our Custom Owned Hawthorne Sign. Rayna will send finalized wording on the Sign; Rayna will request the Rutgers and Water Resources Logos, and the rain garden picture and cross section of our rain garden for the Identification Sign Completed; Team agreed the What’s a Rain Garden (no change to text), Rutgers Rain Garden Photo instead of Vacker’s Rain Garden photo; Keep What’s a Native Plant? Text and Photos; How Can You Help? Change to 4 Bullets instead of 5 Bullets; keep Photos; Suggestion to purchase 2 Rain Garden Signs in case the first one is damaged; Good Idea; Potentially install a Plexi Glass on top of the Rain Garden Sign; Mike will follow up with Vacker to determine if we can do it; **Next Step:** Mike will follow up with Vacker with the updates and request pricing for a 2nd sign; Need to purchase a 4 x 4 Pressured Treated Wood for the post for the Rain Garden Sign; In-process of creating a new vendor record in the Borough’s System for Vacker Sign; then a Purchase Order can be issued for the Rain Garden sign, and review final proof of Rain Garden Sign – Tentatively Install Rain Garden Sign in May 2019

VIII. Sustainable Jersey – Recertification Cycle – Deadline June 1, 2019

- a. Council Meeting March 20, 2019 – Env Com Chair will present to Mayor and Council “Hawthorne’s Re-Certification Program” – Silver Level
- b. Action Plans – Municipality/Borough Council – On January 29, 2019, Rayna is meeting with the Municipality – Mayor Goldberg, Eric Maurer, Lori DiBella, and Ellen Brogno to discuss their Action Plans
 - 1. Public Information & Engagement
 - 2. Animals in the Community – Resolutions/Pledges
 - 3. Emergency & Resiliency – Received checklists and summaries from the Police Chief; Rayna sent a follow-up question
 - 4. Energy
 - 5. Land Use & Transportation – Effective Parking Management

6. Grounds & Maintenance Policy (Resolution/Council), Efficient Landscape Design, and Recycled Materials & Composting
 7. Prescription Drug Safety & Disposal - Received summary from the Police Chief; Rayna sent a follow-up question
 8. Recycling & Waste Reduction Education & Compliance
- c. Action Plans - Environmental Commission/Green Team
1. Brownfields – In process
 2. Green Team – Assigned to Carol – Prepare Text Box Information; Feb 1, 2019 Rayna sent previous submittals as a guide
 3. Animals in the Community – Educational Workshops - Assigned to Liana – Prepare Text Box Information; Feb 1, 2019 Rayna sent previous submittals as a guide
 4. Community Partnership & Outreach – Educational Workshops - Assigned to Liana – Prepare Text Box Information; Feb 1, 2019 Rayna sent previous submittals as a guide; Received information from Liana; Sustainable Jersey updated this Action Plan; Sent updated Action Plan to Liana to review and update Hawthorne’s activities
 5. Sustainable Land Use Pledge – Re-distribute
 6. Mayor’s Wellness Program – Sustainable Jersey updated this Action Plan; Multiple sustainable jersey points can be awarded; Sent updated Action Plan to Carol to review and update Hawthorne’s activities
 7. Anti Idling & Enforcement Program – John Maene – discussed the importance of educating the public on the Anti-Idling Laws; Would like to see an Educational Communication Campaign – Nixel, Channel 77, Electronic Board, Facebook, Council, Letter to Editor and Press Releases; John will prepare information for the Educational Communication Campaign
 8. Green Business Recognition Program – Need to Register - New Jersey Sustainable Business Registry Program - at least 2 “Green” businesses; Business is Committed to the Five (5) Action Steps below: 1) Share information on at least 5 Sustainable Practices in Place at your facility. Find ideas by searching the list below. 2) Provide one (1) measureable result related to at least 1 of these activities. 3) Provide cost savings that have resulted from at least one of these activities; 4) Complete the online application form to the Recognized as a NJ Sustainable Business; and 5) Re-Register once every 2 years and show continual improvement by adding one additional sustainable practice at your facility, and one additional measurable result. Hawthorne’s Green Business – Puzo’s, Browning Forshay, Magic Carousel, Well Read Bookstore, Paul’s Motor, Home Supply & Lumber, Learning Tree, Kohler Distributors, and B. Witching Bath Co. – Karen Young, Patty Elwood and Craig Cayetano will review this Action Plan and the NJ Sustainable Business Registry Program documents on line and report back to the Commission/Green Team
 9. Community Asset Planning – Hawthorne Green Map - Assigned to Veronica – Veronica is updating the Open Green Map System; Rayna & Veronica met on Jan 13, 2019 to update the Open Green Map; Updated Pump House, Eight Acre Woods,

Hawthorne Recycling Center, Hawthorne Community Garden, Municipal Building information/web links, etc.; Added Pool Monuments, Added Municipal Hall Plaque and monuments & photo; Added People's Bank (now Subway) information & photo, and Rea Mansion added the Name "John W Rea House" Veronica will update the Text Box Information; Jan 29, 2019 Rayna sent previous submittals as a guide; Received updated information from Veronica on Feb 2 and 4, 2019; Need to review and finalize the Action Plan documentation; **Note:** Hawthorne received additional comment to the 2013 SJ recertification submittal in November 2013 that will be required to addressed in the 2019 submittal; Apparently, Hawthorne was not awarded the 10 sustainable jersey points for this Action under the 2013 SJ Re-Certification Program

10. Buy Local Campaign
 11. Support Local Campaign
 12. Community Garden ‘
 13. Hawthorne Environmental Commission - Assigned to Carol – Prepare Text Box Information; Feb 1, 2019 Rayna sent previous submittals as a guide; Received information from Carol; Rayna has reviewed and updated the information for the submittal.
 14. Hawthorne Environmental Commission Site Plan Review – Rayna will prepare summary update and back-up documentation
 15. Environmental Resource Inventory – Approved by SJ – No additional information must be submitted
 16. Water Conservation Educational Programs
 17. Grounds & Maintenance – Policy, Efficient Landscape Design, and Recycled Materials & Composting
 18. Recycling & Waste Reduction Education & Compliance
 19. Rain Gardens – Approved by SJ – No additional information must be submitted.
 20. Hawthorne Environmental Commission – Internship Program
 21. Gateway to the Passaic River project
 22. Tree Protection Ordinance – Approved by SJ; No additional information must be submitted
- d. Action Plans – Hawthorne Shade Tree Commission – Rayna requested/received the 5 Year Community Forestry Plan and 2018 Annual Accomplishment Report
1. Tree & Woodlands – Community Forestry Plan & Canopy Goal
 2. Tree Hazard Inventory
 3. Tree Maintenance Program
 4. Tree Planting Program
- e. Action Plans – Hawthorne Chamber of Commerce
1. Farmers’ Market
 6. Accessible to Farmers’ Market

- IX. Update on Issues and Commissioners Concerns, Next Steps
- a. Environmental Intern – Karen Young – Paramus Catholic High School – Work with Rayna on our Re Certification Program and various Env Com/ Green Team Projects

**Environmental Commission Meeting
April 4, 2019 at 7:30 pm Municipal Building**