



**Hawthorne Environmental Commission Minutes
August 15, 2019**

Call to Order: Rayna Laiosa, Rosanne Zagatta, Liana Romano, Mary Lou DiMattia, and Pat MacDonnell

Guests/Green Team Members: Elizabeth Barker, Lisa DeVos, Grace Young, Patty Elwood, Holly Cowen, Charles Stebbins, Alex Vetlov, and Craig Cayetano

- I. Attendance and Acceptance of Meeting –
 - a. Environmental Commission Minutes – June 10, 2019
 - b. Annual Environmental Program Minutes – June 10, 2019
 - c. Environmental Commission Minutes – July 11, 2019Motion by: Pat MacDonald Second by: Rosanne Zagatta

- II. Environmental Commission and Green Team Roles & Responsibilities
 - a. Environmental Commissioner – Appointed by Mayor & Council; takes the lead on local environmental issues and serves as a base of local expertise; Informs the local planning and zoning boards about the environmental impacts of proposed development, advocates for open space preservation, researches and makes recommendations on natural resource issues, informs residents on ways to protect the environment, and develops a Natural Resource Inventory. Essential ingredient for creating a Sustainable Community
 - b. Green Team Member – Sub committee of the Environmental Commission; implements “green projects”- develop plans, implement programs and assist in the educational opportunities that support the creation of a sustainable community.

- III. Zoning Board of Adjustment
 - a. 53 Braen Avenue LLC – 10 Sotnick Street Application – Hearing July 2019; Preliminary discussed the revised plans for two (2) family homes in a R-1 Zone; Highlighted past environmental Commission’s concerns (letter dated November 7, 2013); Chair will prepare written report for July meeting; Discussed “draft written report” with the Commission; All agreed with the Environmental Commissions comments; July meeting was postponed until the August 19, 2019 at 6:45 pm. Encourage all to attend the Zoning Board meeting – Postponed to September 16, 2019 meeting

- IV. Sustainable Jersey Re-Certification – Submittal –
 - a. Received Comments Thursday July 18, 2019 – Deadline September 1, 2019
 - b. Must Revise the following Action Plans
 - 1.(20 points) Community Outreach & Education – must submit Checklist (mandatory) – Completed 8/9/2019
 - 2.(15 points) Emergency Communications Planning – Sent to the Police Chief – Completed 8/4/2019

3. **Energy Efficiency for Municipal Buildings** – Approved for 15 points, encourage to apply for Energy savings of all your municipal buildings combined.
4. (10 points) Farmers Market & Making Farmers Market Accessible (5 points) – Update to the 2019 Market (submitted 2018) – Completed 8/4/2019
5. **(25 points) Building Healthier Communities** – must submit Checklist (mandatory); Grace Young will assist Rayna in completing the required checklists.
6. **(10 points) Sustainable Land Use Pledge** – Must Re-Adopt Resolution at Council (Action plan submission updated Spring 2019); Re-submitted Council Resolution for upcoming Council meeting August 14, 2019 Agenda
7. (10 points) Green Business Recognition Program – Must submit (2) Green Businesses – Achieved in June 2019 after submission of Application – Completed 8/4/2019
8. (10 points) Environmental Commission (EC) Site Plan Review – Must submit a Report that lists all applications sent to EC and action taken – Completed 8/4/2019
9. (10 points) Community Forestry Management Plan & NJUCF Accreditation – Remove Canopy Goal document for approval of 10 points – Completed 8/5/2019
10. (10 points) Tree Maintenance Program – Further additional questions were raised regarding the 2018 Annual Report submitted Sent to Hawthorne Shade Tree Commission, - Completed 8/5/2019
11. (10 points) Tree Planting Programs – Further additional questions regarding the budget. showing the project funding sources and in-kind contribution of materials and volunteer labor, if utilized. – Sent to Hawthorne Shade Tree Commission- Completed 8/5/2019
12. (15 points) On-Line Municipal Public Service Systems – Question regarding on-line website or mobile device for residents to communicate non-emergency issues. Worked with the Administration on Friday July 26, 2019 – Hawthorne does not have an on-line website or mobile device for residents. Unfortunately, we will not be able to submit a Revised checklist to address this issue.
13. (10 points) Municipal Communications Strategy – Request additional clarification on Checklist questions; Worked with the Administration on Friday July 26, 2019 on Revising the Checklist to address Sustainable Jersey comments. – Completed 8/9/2019
14. (10 points) Prescription Drug Safety & Disposal – Remove all information prior to 2016. It must be within 18 months of submittal of the Certification. – Completed 8/4/2019
15. **(10 points) Commercial & Institutional Recycling** – Action targets to address and increase recycling in the commercial/institutional sector. – Rayna will work with Maureen to address SJ’s comments
16. **(35 points) Non-Mandated Materials Recycling** – Provide promotional materials for Non-Ferrous Scrap metal, tires, oil contaminated soil, cooking oil (tonnage & promotional items not submitted - This is “Food Waste” on the Annual Tonnage Report), wood waste, textiles, CDs, DVDs, etc., and Styrofoam (must be ongoing drop off or at least a twice a year collection in order to quality)

- V. 9th Annual Green Fair Sunday September 8, 2019 (rain date Sunday September 15, 2019)
 - a. Time of Event 9 am to 2 pm; set-up 8:00 am

- b. Men of Horse Band – 10:30 am to 1:30 pm with (2) 15 minute breaks – Confirmed Men of Horse Band booked
- c. Potential Vendors – Contact Them & Request Participation – Open to New Vendors/Organizations
 - 1. Amy Rowe – Rain barrel/green infrastructure/ water conservation/native plant booth – Rayna to check – Confirmed
 - 2. Hawthorne Recycling – Maureen Cook – Confirmed
 - 3. “Animals Need You” non-profit organization Tom – Confirmed
 - 4. BEAR Management – Rayna’s contact – Confirmed
 - 5. City Green -Pat M to check –By the end of August they will respond to Pat
 - 6. Hawthorne Garden Club -Pat M to check – Confirmed
 - 7. Pandora Healing -Liana “maybe”
 - 8. Goffle Brook Farm -Rayna or Mary to check
 - 9. Passaic County 4-H Club (Bike Smoothie Demonstration – Rutgers Nutrition) -Rayna – Confirmed
 - 10. NJ Clean Energy Program – Promote programs
 - 11. Green Team/Environmental Commission Booth –Community Garden, Rain Garden, Native Plant Projects, Anti-Idling (Alex will led)
 - 12. Hawthorne Birds-Lisa, Holly, Liana - Confirmed
 - 13. Project Medicine Box – Get literature/information for Green Team booth – Maureen Cook
 - 14. Hawthorne School of Dance -Rosanne to check with Erin – Confirmed
 - 15. The Learning Tree Rosanne to check – Confirmed
 - 16. Pilates Fusion – Pat Curcio – Rosanne to check – New Owner Beyond; will be re-opening the beginning of September; Will request next year’s participation.
 - 17. Chet Scents – Soy Candles Liana to check - Confirmed
 - 18. Holistic Nutrition for Life – Mary – Unable to participant
 - 19. Electric Car - Park Ave BMW- Check with Craig - Confirmed
 - 20. Cocosol ? – No response
 - 21. Hawthorne Railroad Association - Rob
 - 22. Passaic County Open Space – Kathleen Caren -Rayna
 - 23. Hawthorne Shade Tree Commission Rayna to contact Ms. Lobosco – Confirmed
 - 24. Cub Scouts – Kim – Rosanne
 - 25. Girl Scouts – Lauren - Rosanne
 - 26. Lincoln Landscaping – Rayna – Confirmed
 - 27. Reimagined Design Rayna – Confirmed
 - 28. PCSPCA – Confirmed
 - 29. A Rock Solid History of Hawthorne NJ Rosanne to check - Confirmed
 - 30. Bee Habitat – Mary Kostus Liana to check – Confirmed
 - 31. Yoga with Gianna – Holly to contact – Confirmed – Will perform a Demonstration
 - 32. Hawthorne Fire Department – Rosanne to check – Confirmed
 - 33. Wildbird Unlimited – Charles to contact
 - 34. Farmer’s Market Vendors –Rob Meier
 - 35. Emerald Eco-Squad – Craig -in process
 - 36. Green Cleaning Products Company, Atra Janitorial Supply Co., Inc. – Rayna – no response
 - 37. J&A Gym – Holly – team discussed the potential of next year participating

38. American Blood Drive/Health Prevention – Mary will reach out – Unable to participant, not enough led time
 39. Elisabeth Barker – Promote/educate plant based diet; Rayna will follow up with her and further discuss exactly what she would like to do. Team agreed good idea and topic; focus on environmental impact and environmental conscious eating/lifestyle
 40. Bike Pad (Hawthorne) – Liana
 41. Paws in Hand – Pat will follow up
 - d. Schedule of Events/Times – Band & Yoga – Confirmed
 - e. Tables and Chairs for event – Hawthorne Board of Recreation (Maureen/Bob Scully- tables) and Boys & Girls Club (John – chairs)
 - f. Hold Harmless Agreement
 - g. Publicity
 1. Press Release – Hawthorne Press, Gazette, and TapANet
 2. Social Media - Facebook, Borough's Website, Nixel
 3. Green Fair Ad – Hawthorne Press – Needs Update with 2019 Dates – Complete – Sent to Mike to update dates; Week of September 2, 2019 Ad will run in the Hawthorne Press
 4. Green Fair Signs
 5. Green Fair Flyers – Completed, Rayna distributed to Lisa (Facebook) and Borough (website, Nixel, etc.)
 6. Special Invitations – Mayor and Council
 - h. Giveaways -Paper Straws discussed - - Will wrap the straws in the Hawthorne's Recycling Requirements; Green Footballs; Recycled Tire Materials – Jar Openers and Dog Tags will be given out to participants
 - i. Contact Police in advance for signs and traffic control
 - j. Styrofoam Collection/Deposit – Saturday - Fall 2019 potential combined with Shredding Day; Issue is storage of Styrofoam prior to Monday's delivery to facility.- Confirmed Saturday October 19, 2019 from 9:00 am to 12:00 pm Rain or Shine – Municipal Building parking lot.
- VI. Municipal Building – Native Plant Project Update – In Review of the proposal and will set up a meeting with the Administration, DPW, and Mayor – Meeting held on Friday August 2, 2019 – went very well; DPW will begin the removal of the Arborvitae; Rayna will follow up with Mike – regarding pricing for the pots.
- VII. Update on Issues and Commissioners Concerns, Next Steps
- a. Suggestion - Divide the Team into Sections – Designate an Environmental Commissioner/Green Team member for a Town Wide Cleanup of Hawthorne
 - b. Library – Outside contractor cut the Milkweed and Joe Pye Weed at the Rain Garden; Outside contractor will replace and replant milkweed in the area.
 - c. Municipal Building - Outside contractor removed the Asters located at the entrance of the Municipal Building. Outside contractor will replace and replant asters in the area.
 - d. Hawthorne Day – September 21, 2019 – Rosanne will submit the application/form for the Environmental Commission/Green Team participation. Budget of \$150 for giveaways – necklaces/bracelets glow in the dark; Need volunteers for 2 hour shifts for Hawthorne Day
 - e. New Jersey AmeriCorp Ambassador Program – Discussed the program (Hawthorne Press Article – deadline for Application – August 16, 2019);
 - f. Sustainable Jersey Video Contest – Deadline September 8, 2019 – 30 sec to 2 minute video Green Team; discussed the project; Major Accomplishments the past 10 years – Green Team projects; Rayna proposed a meeting Wednesday

August 21, 2019 – Craig and Rosanne to discuss the project; Will report back to the Team at the Green Team meeting Monday August 26, 2019

Hawthorne Environmental Commission
September 5, 2019 at 7:30 PM
Municipal Building