



**Hawthorne Environmental Commission Minutes  
November 8, 2018**

Call to Order: Rayna Laiosa, Rosanne Zagatta, Robert Meier, Pat MacDonnell, Mary Mahon, Mike Mariani, and Carol Roberts

Guests: Liana Romano, Lisa DeVos, Holly Cowen, Maureen Cook, Alex Vetlov, and Craig Cayetano

- I. Attendance and Acceptance of Meetings:
  - a. Environmental Commission– October 11, 2018  
Motion by: Mary Mahon Second by: Mike Mariani
  
- II. 2019 Meeting Dates and Budget – Reviewed and approved

**2019 Hawthorne Environmental Commission**

January 10, 2019
February 7, 2019
March 14, 2019
April 4, 2019
May 9, 2019
June 10, 2019 – Annual Environmental Program
July 11, 2019
August 8, 2019
September 5, 2019
October 10, 2019
November 14, 2019
December 12, 2019

**2019 Green Team Sub-Committee of the Environmental Commission**

January 28, 2019
February 25, 2019
March 25, 2019
April 29, 2019
May 20, 2019
June 24, 2019
July 29, 2019
August 26, 2019
September 23, 2019
October 28, 2019
November 25, 2019
December 12, 2019

2018 Budget Environmental Commission – remaining funds – outstanding invoice for the Hawthorne Press; Table Cloth with Env Com logo similar to the Shade Tree Commission table cloth; Printing of 8 Acre Woods trail map (200 copies- glossy), Annual Environmental Recognition award certificate (200 copies), and Green Map (200 copies matte finish) – request pricing from Marc; Mary is working with Marc. Mike – suggested – his printing company may be able to print the Green Maps

- III. Hawthorne Water Reports August and September 2018 reports was reviewed and discussed. All water results are fine, below NJDEP water quality standards.
- IV. Planning Board Report – Mary Lou DiMattia – No report provided
- V. Zoning Board of Adjustment – No report provided
- VI. Green Team Subcommittee Meeting
  - a. Community Garden 2018 –
    - 1. Harvest Celebration – Saturday October 20, 2018 Ambulance Building Corp at 4:00 pm
    - 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
    - 3. Hawthorne Food Pantry Continues – 63.7 lbs for 2018
    - 4. 2019 Community Garden – Right for Refusal to all the Gardeners; In the event, a gardener is not returning, must return the garden key, then security deposit is returned, if applicable. As of November 8, 2018, there are three (3) garden beds available for the 2019 community garden season.
  - b. **Next Green Team Monday November 26, 2018 at 7:30 pm – Hawthorne Library**
- VII. Sustainable Jersey Small Grants Program for Municipalities - Hawthorne awarded \$20,000 grant on May 8, 2018 (**project must be completed October 1, 2019**)
  - a. **Interim Report Due:** January 31, 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; **Next Step:** 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; Rutgers working on finalizing the final design of rain gardens.
  - 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;
- 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; **Target Date: Saturday May 11, 2019**

- VIII. 2018 ANJEC Open Space Stewardship Grants for Environmental Commissions Supported by the Sandy Batty Grant Fund Deadline Friday April 13, 2018 at 4:30 pm; Submitted Sunday April 8, 2018 (**project must be completed June 1, 2019**)
- a. “Gateway to the Passaic River” grant application – purchase of nesting boxes, trail sign, tree tags, and trail map created - \$1,500
  - b. **ANJEC Interim Progress Report** – due Friday October 5, 2018; Rayna requested Extension to Monday October 29, 2018- Granted; Interim Report send to ANJEC on Saturday October 27, 2018
  - c. **ANJEC Final Report** – due June 14, 2019
  - d. 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 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
    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).
  - e. **Trail Map** – Rayna is working with Marc Molernaro; 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. **Next Step:** 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.
  - f. **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;

- g. **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

IX. Sustainable Jersey – Recertification Cycle – June 2019 – Provided the Sustainable Jersey Action Plan Brochure to members;

- a. Discussed potential Styrofoam collection day in January 2019; Craig Cayetano will follow up with Carol Peterson; Potential Day – Saturday January 12, 2019

X. Update on Issues and Commissioners Concerns, Next Steps

- a. **Native Plant** – Municipal Building – Riverstone Designs – Andy will follow-up this week (week of June 11, 2018); working on proposal for the Commission; June 7, 2018 - Boswell Engineering provided a Google Map along with the Tax Map layer to show the property lines of the Borough Hall in a tiff file and pdf file to the Environmental Commission; Update – **September 2018** Arborist will assess the trees at Borough Hall; September 20, 2018 – Rayna with Lincoln Landscaping, Ellen Brogno, and Maureen Cook to discuss the native plant project at the Municipal Building; The project was broken into 4 separate projects. Maureen will send Mike (Lincoln Landscaping) notes of the meeting; Lincoln Landscaping will provide a proposal based on the meeting – Maureen sent e-mail on September 26, 2018. Next Step: Maureen will follow up with Mike for the proposal – Received on October 30, 2018 - Completed; **Next Steps:** Saturday November 3, 2018 – Met with Mike, Carol, and I to finalize Phase 1 of the project; Authorized \$500 to Lincoln Landscaping (will also be donating labor); Maureen is working with the Borough on the issuance of the Purchase Order. Once PO is issued, Mike can conduct the work the following day.
- b. **Daisy Troop Project** – Daisy sent letter to Mayor and Council requesting to put Pine cone bird feeders on municipal property for the birds. Discussed the following potential locations:
  1. Municipal Building
  2. 8 Acre Woods
  3. Pool and Bandshell Complex Area
  4. Wagaraw Ballfield Complex Area
  5. Rhodes Park - Utter Avenue
  6. Library
  7. Community Garden
  8. DPW - Water Building area adjacent to the Goffle Brook waterway
  9. Rayna will follow-up with Municipality with proposed locations and coordinate the date of implementation.

10. Finalized locations – Municipal Building, 8 Acre Woods, Rhodes Park & Utter Avenue, and Ambulance Building Corp/Community Garden - Scheduled Saturday November 10, 2018 at 2:00 pm; Rain Date Sunday November 11, 2018 at 2:00 pm. Meet at the Municipal Building, then travel 8 Acre Woods (park on Maitland Avenue – Boys & Girls Club), Ambulance Building/Community Garden and Rhodes Park at Utter Avenue.
  11. Daisy Girl Scout – Zoe Mogen; Mom – Melissa Mogen and Dad – Chris Mogen; Project is towards the “Go-Getter” Badge
- c. **Goffle Brook Park** – Alex Vetlox – Concern/Issue – Fall Cutting Program - cutting of the native plants in September 2018 from the County; too early – removal of the seed pods; diminish fall flowering opportunities for the pollinators, birds, and wildlife; removal/cutting of the native plants – promotes ragweed to grow; Next Step: Holly take pictures; Alex prepare a draft letter outlining the concerns; Commission will review and work with the Municipality on potentially sending a letter to the County – Next Meeting December 6, 2018 Alex will prepare a letter to the Commission to review and discuss.

**Joint Environmental Commission/Green Team Meeting  
December 6<sup>th</sup>, 2018 at 7:30 pm Municipal Building**