



Joint Hawthorne Environmental Commission/Green Team Minutes December 6, 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, and Craig Cayetano

- I. Attendance and Acceptance of Meetings:
 - a. Environmental Commission Minutes – November 8, 2018
 - b. Green Team Minutes – November 26, 2018Motion by: Mary Mahon Second by: Rosanne Zagatta

- II. 2018 Budget Environmental Commission – remaining funds – Ordered Table Cloth with Env Com and Hawthorne Green Team 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) Marc Molenaar

- III. 2018 Hawthorne Environmental Commission and Green Team Accomplishments
 - a. Three (3) Green Lectures – Native Plants Lincoln Landscaping; Bears and Deers – BEAR; and The Skinny on Chemicals & Weight Gain – How Everyday Products Could be Making You Fat Nutrition – Robin Garmise
 - b. Community Garden – 5th Year
 1. Boy Scouts – Presented a Community Garden and Gardening Program at the Community Garden – June
 2. Learning Tree – Presented a Community Garden and Gardening Program
 - c. Interns – Spring 2018 – HHS Sophomores - Env Com/Green Team Brochure and participation at meetings
 - d. Bird Watching Walk – May 2018
 - e. 26th Annual Cel Earth Bration – April 2018
 - f. Hawthorne Day – September 2018
 - g. Daisy - Pine Cone Bird Feeders on Municipal lands – November 2018
 - h. Green Fair – September 2018
 - i. Planning Board – Storage Unit proposal; Royal Avenue proposal – Written and Testify for both applications
 - j. Hawthorne & Wyckoff Zoning Board of Adjustment – CHCC hearing – Participation – Confirmed Dam is Class 2 – High Hazard Dam, not Class 4 – Low Hazard and Permit by Rule; CHCC must be approved for a NJDEP Dam permit
 - k. Borough of Hawthorne submitted HSDRF application to NJDEP – former Pyrolac site at 55 Schoon Avenue
 - l. Sustainable Jersey (\$20,000) and ANJEC (\$1,500) awarded to the Hawthorne Environmental Commission for “Gateway to the Passaic River” project – Rain Gardens, nesting boxes, trail sign, trail maps, identification of tree

1. Passaic River – Fish Stocking May 28, 2018 – NJF&W Division
 2. Final rain garden designs completed by Rutgers
 3. Initial grading and clearing for the rain gardens completed by Downes Tree Service
 4. Spring 2019 – Implementation
- m. Municipal Building – Re-Location of existing Native Plants – Parking lot side of municipal building
 - n. Annual June Environmental Program – Teachers, Students, Citizens, and Green Business – B Witching Bath Co
 - o. Buy Local Campaign
 1. Hop the Shop
 2. Hawthorne BEE
 3. A Taste of Hawthorne
 4. Restaurant Week
 - p. Styrofoam Drive – December 28, 2018
- IV. Hawthorne Water Reports October 2018 reports was reviewed and discussed. All water results are fine, below NJDEP water quality standards.
- V. Planning Board Report – Mary Lou DiMattia – No report reported
- VI. Zoning Board of Adjustment – No report reported
- VII. NJDEP Issued a Propose Rule – Green Infrastructure Stormwater regulations on December 3, 2018 – Rayna sent a brief summary of the proposal to the Borough Administration (Mayor, Business Administrator, Borough Attorney, and Boswell Engineering) and will schedule a meeting in January to review in-person
- VIII. Green Team Subcommittee Meeting
- a. Community Garden 2018 –
 1. 2019 Community Garden - three (3) garden beds available for the 2019 community garden season. Will Announce (3) garden beds are Available in mid-January 2019; February 2019 deadline for applications; Award Garden Beds in March 2019; Require all gardeners to attend a Green Team meeting at the March 25, 2019 to review garden rules and regulations
 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**
 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**
 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
 4. Publicity – Borough website, Municipal Electronic Board , Nixel, Facebook, local newspapers – ads

- c. Schedule of Events Flyer – Create – Lisa DeVos – Rayna will send template to Lisa
 - d. **Next Green Team Monday January 28, 2019 at 7:30 pm – Hawthorne Library**
- IX. 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; 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
 - 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; Additional Ideas – Art in/at the Gateway – Sketch Nature; **Target Date: Saturday May 11, 2019**
- X. 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 sent 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 (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 Update – Cut and painted Canoe on the Trail Sign; Duck and Fish need to be updated
 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 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.
- 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; 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 **Next Step:** January 2019 – Carol will work with Lisa DeVos on setting up an account with Plant Map website
- 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; **Next Step:** Mike Mariani will contact Alex on the status of the nesting box materials.

- XI. Sustainable Jersey – Recertification Cycle – June 2019 – Provided the Sustainable Jersey Action Plan Brochure to members;
- a. Styrofoam Collection day - Identified EPS Recycling & Reselling of Densified EPS Springfield – Will accept Clean Styrofoam packaging material; No Peanuts, cups or food containers. Focus “Holiday Recycling Program of Styrofoam” Scheduled/Booked for Saturday December 29, 2018 12:00 pm to 3:00 pm (Snow/Rain Date: Saturday January 5, 2019) – Approved by Borough
 1. Flyer created – distributed to Borough, Facebook
 2. Press Release issued – Tap Net Hawthorne, Hawthorne Press, Gazette, Record
 3. Nixel, Municipal Board Electronic Board
 4. Volunteers – Maureen (12 to 3 pm), Carol, Patty, Lisa (12 to 3pm), Mary (12 to 1pm), Liana (12 to 1pm), Craig, Holly and Rob
 5. Discussion on participation from outside of Hawthorne – Facebook question raised – Team agreed only Hawthorne Residents; may in the future open to outside Hawthorne; Rayna will communicate to Laura on decision
 - b. 2019 Action Plan Implementation & Documentation – Carol and Patty met with Rayna on Sunday December 2, 2018 to review all Actions of the SJ Program; Created an Updated Excel Spreadsheet for 2019; At this time, it appears that Hawthorne will be able to maintain our Silver Status.
- XII. 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. Completed; Work Completed on Thursday November 29, 2018; Remaining Phases were proposed in the 2019 Hawthorne Environmental Commission Budget – submitted to Eric Maurer in October 2018; Next Step: Rayna will send a note to Mike thanking him for their work;

- b. **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.

**Environmental Commission Meeting
January 10, 2019 at 7:30 pm Municipal Building**