

**MEETING NOTES**  
**SUSTAINABLE JERSEY GREEN TEAM ADVISORY COMMITTEE (SJ GTAC)**  
**APRIL 3, 2017**

The meeting was called to order at 6:07 p.m.

Members Present: Frank Altamuro (Public Works); Vicky Binetti (Environmental Commission); Brooke Evanko (Public); Mayor Joann Gattinelli; Sean Longfellow (Council); Matt Mallon (WTMUA); Maureen Pasternak (Chamber of Commerce); and Bonnie Vance (Public). Members Absent: John Boyer (Planning Board) and Karen Garrison (Board of Education). Also present was Karen Carraro.

Members reviewed meeting notes from the March 6, 2017 meeting and the proposed agenda for the current meeting.

Updates:

Vicky Binetti noted progress in several areas since the March meeting. Mayor JoAnn Gattinelli officially opened the *Community Garden* on April 1<sup>st</sup>. The Garden is already fully subscribed (18 garden plots); the Open Space Advisory Committee will consider expanding the garden given the interest. Additional maps for the *Environmental Resource Inventory* (ERI) Update have been received; a draft document should be received on/about May 1. Bonnie Vance indicated interest in participating in the review of the ERI.

A decision is pending regarding selection of a contractor to update the Township's *Open Space Plan*. Municipal staff are working on using the Township's database of registered businesses to create a useful directory for residents as well as businesses, to assist in a *Buy Local Campaign*.

Action Inventory: Status Review and Updates

Members present revisited the Action Inventory dated 3/6/17, and reported on status and any concerns regarding completion of the actions in time for our certification application submittal by June 4, or will be substantially complete not later than early fall). The only action for which complete information has been electronically submitted is *Create Green Team*. Many actions are complete, but supporting descriptions or documentation must be prepared and submitted for the application. Actions with loose ends are listed here, with responsible members:

- *Smoke-Free and Tobacco-Free Public Places* – need photos of No Smoking signs at key locations (Municipal Building, Public Works, Park, etc.) – Frank
- *Buy Local Campaign comb. w/ Buy Fresh/Buy Local* – project and activities not identified (may not make it this year) – Pasternak/Vance (Chamber explore & follow up with Duffields & Bloomers)
- *Water Conservation Education* – revise & print Water Conservation Guide – Matt

- *Adopt Behavioral Policies* – need communication (email?) from Mayor to all employees calling attention to new provisions for “green office practices” in Policies and Procedures Manual – Mayor Gattinelli/Frank
- *Open Space Plans* – Select contractor, get project underway (may not make it this year) – Vicky
- *Recycled Paper* – need to get records for paper purchases to demonstrate use predominantly of recycled paper – Vicky
- *Improve Public Engagement in Municipal Government* – document how Township meets criteria - Sean
- *Grass – Cut It and Leave It* – need to finalize flyer/brochure for posting and distribution – Brooke
- *Prescription Drug Safety and Disposal* – need to get records of disposal amounts for first quarter 2017, when available – Vicky

While it is probable we will be able to support actions for 150 points, the margin of certainty declines if several actions do not come to fruition. Members discussed that we may be able to satisfy criteria for several other actions:

- *Online Municipal Public Service Systems* – we have capabilities, but are these being fully utilized? – Vicky & Administration
- *Digitizing Public Information* – we can meet nearly all criteria; confirm RFPs/RFQs are posted as indicated on home page – Vicky & Administration
- *Green Business Recognition Program* – would need to develop criteria and marketing strategy – Maureen (Vicky can help)
- *Recycling Depot or Non-Mandated Materials Recycling* – check materials accepted at Municipal Yard & recycled (electronics, tires, brush, concrete, white goods) vs. Tool Kit; seems these aren’t required in Gloucester County, so may qualify – Frank & Vicky
- The Township also disposes of huge amounts of leaves (20,000 cu yds) with local farm, where they are composted/recycled – where does this fit? (State requires recycling of leaves, so may not be eligible) - Frank/Vicky

Since the June 4 deadline is quickly approaching, members were urged to step up attention on projects that may be delayed, and to determine whether other actions we’ve discussed can get underway. Sean suggested that we may want to meet twice in May to be sure we prepare all we need for the submission deadline; others concurred.

### Sustainable Jersey Small Grants Program for Municipalities

The Sustainable Jersey Small Grants Program informed us on March 31 that they will not be making their decisions on grant awards by April 11<sup>th</sup>, as previously planned, but rather by the end of April.

## Communications

While it appears the videography program (staff and students) at Washington Township High School is interested in partnering on videos to communicate various sustainability issues, they won't be available until later in April.

We have gotten some very good press coverage, notably for the Community Garden, from the Washington Township Sun and the South Jersey Times Online. Maureen noted that a new community weekly (Washington Township Neighbors) is expected to make its debut in May.

Vicky shared the Environmental Commission's schedule of events planned for April to celebrate Earth Day and Arbor Day, and requested members to support those activities, where possible.

Following some discussion of improving the GTAC web page, Mayor Gattinelli recommended that Vicky speak with Jeanette Naylor, and work to update it and post current information. The GTAC page can be linked to the Boards and Commissions page of the township website.

Vicky asked members to consider staffing a table on behalf of Sustainable Township at Super Saturday on May 13<sup>th</sup>.

Bonnie Vance reported that the Township plans to resume a Fourth of July Parade, and that GTAC might consider sponsoring a float. Bonnie will check with Lisa Collins on applications and requirements.

The meeting was adjourned at 7:30 pm.

Some upcoming events/deadlines to note:

- Earth Day/Arbor Day Celebration:
  - Rain Barrel Workshop – Washington Lake Park – April 8, 10 am-Noon (WTEC)
  - Build a Bird House (workshop) – Municipal Building – April 22 (WTEC)
  - Create a Backyard Habitat (Lecture, Gloucester County Certified Gardeners) – Margaret E. Heggan Library – April 26, 7 pm (WTEC)
  - Night Hunters of the Sky (Live owl presentation, Woodford Cedar Run Wildlife Refuge) – Margaret E. Heggan Library – April 30, 1:30 pm (WTEC)
- ANJEC Open Space Stewardship Grants; applications due April 7  
<http://www.anjec.org/EnvCommissionGrantPrograms.htm>
- Shred Day Event - Municipal Building – April 8, 9 am – Noon
  - Landscaping for a Healthy Environment (webinar) – April 26, 1-2 pm; for municipal, school, private property; featuring Jersey-Friendly Yards; register at <https://attendee.gotowebinar.com/register/8519502457460824065>
  - Cork and Brew – April 28, 6-10 pm, Greater Washington Township Chamber of Commerce (Wedgewood Country Club) – proceeds benefitting Scholarship Fund

- National Drug Take-Back Day (DEA) – April 29
- Funding decisions for Sustainable Jersey Small Grants Program – late April
- Super Saturday – Washington Lake Park, May 13, 10 am–4 pm
- Submission deadline for Sustainable Jersey certification – June 4, midnight

Respectfully submitted,  
Vicky Binetti