

WYCKOFF ENVIRONMENTAL COMMISSION
Public Business Meeting Minutes
October 21, 2019

DATE: Monday, October 21, 2019
TIME 7:00 p.m.
LOCATION: Wyckoff Town Hall, 2nd Floor Conference Room

Roll call was taken

COMMISSIONERS PRESENT: Commissioners: Denise Capparelli, Beth Fischer, Planning Board Liaison Kevin Hanly, Celeste Homaychak, Christine Key, Township Committeewoman Melissa Rubenstein, Ben Weiner

STUDENT JR COMMISSIONERS PRESENT: John Cannizzo, Camille Dash, Christopher Keary, Dan O'Connell - RHS, Ashley Park, BCTECH; Nick Rea, Bergen Academy,

MEMBER(S) ABSENT: Chairman Peter Melchionne

GREEN TEAM TASK FORCE VOLUNTEERS PRESENT: JR Frank, Julie Zier, Mark Niederman

PUBLIC/OTHERS PRESENT: Robert J. Shannon, Jr., Township Administrator

The meeting was called to order at 7:00 p.m. by Township Administrator Robert Shannon, (who was requested to chair the meeting in Chairman Melchionne's absence.) The Open Public Meeting Notice was read by Environmental Commissioner Capparelli:

"The October 21, 2019 Public Business Meeting of the Wyckoff Environmental Commission is now in session. In accordance with the provisions of Section 8 of the Open Public Meetings Act, I wish to advise that notice of this meeting has been posted in the lower level of the Memorial Town Hall and that copy of the annual schedule of meetings has also been filed with the Township Clerk, and that copies of this agenda and the annual notice of meetings, of which this is a part, have been heretofore sent to the *Ridgewood News*, *The Record*, and the *North Jersey Herald and News*, all papers with general circulation throughout the Township of Wyckoff." Formal action may be taken at this meeting.

Motion to approve minutes from the April 15, 2019

Motion: Homaychak Second: Fischer

Capparelli Y Fischer Y Hanly Abstain Homaychak Y Key Y
Melchionne Absent Rubenstein Y Weiner Abstain

Motion to approve minutes from the June 17, 2019

Motion: Key Second: Fischer

Capparelli Y Fischer Y Hanly Abstain Homaychak Y Key Y
Melchionne Absent Rubenstein Y Weiner Abstain

I. PRIORITY ITEMS:

1. Township Administrator, Bob Shannon welcomed all and introduced new Commissioners; Mr. Kevin Hanly, Commissioner/Planning Board Liaison and Ben Weiner.
2. Rules for Interacting with Jr. Commissioners - Mr. Shannon read the new guidelines and best practices for Environmental Commission members working with Jr. Commissioners on all Environmental Commission/Green Team projects. Commissioners were asked to sign and authorize their agreement of understanding. Jr. Commissioner Dan O'Connell requested if all Jr. Commissioners can receive a copy. Commissioner Homaychak inquired about meeting locations with Jr. Commissioners (home, public) and it was suggested that all meetings should take place in a public place such as the town library.

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The Best Practices that the Environmental Commission shall follow are:

1. Do not contact Jr/Student members via phone/text messages/email after 8:00 pm.
2. Always remain cognizant that Jr/Student members homework, standardized test preparation and school work is their primary responsibility and Environmental Commission work is secondary.
3. All contact with Jr/Student members (meaning; in person/text messages/phone/email) shall always include two (2) members of the Environmental Commission. This requirement is critical and cannot be disregarded.
4. Jr/Student members are just that and are appointed for one calendar year. No other titles shall be assigned.
5. If a Jr/Student's effort is not progressing to a member's satisfaction do not prod the Jr/Student member. It is okay to fail and learn from failures. Constant prodding will be perceived by the student and their parents as harassment.
6. The Environmental Commission Chair shall receive all emails and text messages sent to Jr/Student members in addition to the second Environmental Commission member. The second Environmental Commission members role is to monitor the interaction and to intervene if the Environmental Commission member sending the email is becoming strident.
7. The Environmental Commission Chair must review and approve all student projects before they commence to make sure they aren't overly complex or time consuming.
8. Any public events to be held by the Environmental Commission must first be approved by the Township Committee

3. Mr. Shannon reported that the Fall Shredfest was a success. The event volunteers accommodated 246 cars and recycled 2.2 tons (4400 lbs.) of paper. Many thanks to the following volunteers: Environmental Commissioner Beth Fischer, Green Team volunteers Mark Niederman and JR Frank, resident Lisa Eidel and Township Committee members including Tim Shanley's son TJ for their help. Thank you to Commissioner Fischer who reported that 100 of the new reusable shopping bags with educational information were distributed to the first 100 cars on line. Mr. Shannon also reported that four residents disposed of their prescription medicines in the Wyckoff Police Portable Drug Drop box available at the Shredfest event.
4. Re-Usable Bag Program- Commissioner Fischer reported that she has 150 reusable bags that will be donated during a public movie screening of "Plastic Bag Ocean" The \$2,000 grant money is being used to purchase the film, educational flyers and the reusable bags. Ms. Fischer will work with Commissioner Key to assure that all grant reporting will be complete and delivered before the April 30, 2020 deadline.
5. Sustainable Jersey 2019 Re-Certification - Actions were submitted and the Township is waiting for the second round review comments from Sustainable Jersey, due by the end of October. Township Administrator Bob Shannon will be attending the NJ League Municipalities conference and possibly the Sustainable Jersey Awards ceremony as well as speaking on an educational panel regarding Recycling.
6. The Township Committee subcommittee developed an ordinance prohibiting the use of single use plastic bags. Township Administrator and Township Committeewoman Melissa Rubenstein reported that the Township Committee is working to address the use of single use bags and Styrofoam food containers. Commissioners received copies of the ordinance and have been asked to review and make any comments by the next meeting directly to the Township Committee by email. Committeewoman Rubenstein stated it takes time to pass an ordinance and the goal is to phase it in. Any questions can be addressed to Ms. Rubenstein. Commissioner Key requested if straws would be part of the ban and stated that other towns had more success excluding straws from their ordinances. Ms. Key stated feedback from other towns included some resistance from: seniors who love their

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plastic bags, so further education is key beforehand and small food businesses when discussing banning Styrofoam food containers

III. PLANNING BOARD UPDATE – Commissioner/Planning Board Liaison Hanly updated the Commission on three items:

1. Commercial property construction on Wyndham Ct. currently being investigated by NJDEP for possible wetlands on site. Neighbors will be re-noticed after DEP findings.
2. Van Houten St- soil removed and imported from another site by a resident without Township approval resulted in diversion of water and flooding to the library side property. The imported soil is being tested.
3. Mt. Laurel Affordable Housing (AH) zoning ordinance changes and overlay zones as a result of AH court decision was presented before the Planning Board. Mr. Shannon stated that the Township is looking to protect taxpayers in the overlay zones by zoning for buffers and design considerations.

IV. GRANT OPPORTUNITIES:

1. Sustainable Jersey/Gardinier Environmental Fund Grant for \$10,000 was submitted October 21st. If awarded, the grant funds will be used along with NJ Clean Energy Direct Install Program incentives to provide energy efficient upgrades for municipal buildings ultimately reducing the burden on taxpayer dollars.
2. Pays to Plug In- the Township will apply to be placed on a list to receive NJDEP grant funds for municipalities that install electric vehicle charging stations (EVCS.) The Township is researching the costs associated with purchasing an EVCS for fleet vehicles, at this time. It was mentioned using the YMCA as a possible public location spot.
3. The Township staff will submit all grants. Suggestions may be sent to Ms. Capparelli at the Township.

V. NEW BUSINESS

1. WEC/Green Team List of Accomplishments – Mr. Shannon thanked Beth Fischer and Christine Key for putting together the 2019 year to date list of accomplishments.
2. Identification of goals and programs for 2020 were discussed. Commissioners were asked to send their input to Commissioner Capparelli to include on the November Agenda
3. Commissioners were reminded of the Free ANJEC “Fundamentals for Effective Commissioners” training to be held in Holmdel on Saturday, October 26th. Commissioner Capparelli will be attending.
4. FLOW Green Film Series 2020 – Green Team Volunteer JR Frank stated that they have begun the planning stages for this event and this is the 7th year of the film series. There will be a planning meeting on Wednesday, Oct. 23rd at the Wyckoff library for all interested in volunteering. JR mentioned they will try to keep the same schedule as in previous years, Thursday evenings in April but is interested in suggestions on how to promote and increase interest. He confirmed this event is hosted through a collaboration of 3 towns: Wyckoff, Franklin, Lakes and Oakland and is open to the general public as well as high school students.
5. Township Committeewoman Rubenstein suggested a small flyer to present at the Wyckoff Education Foundation Gala to be held on Oct. 25th. The purpose of the flyer would be to remind and reinforce the Township’s recycling policy on : “Pizza boxes and plastic bags are not recyclable” A conversation ensued about creating neon stickers to be placed on pizza boxes and a window flyer for all pizza establishments in town promoting the “Pizza boxes are not to be Recycled” rule. Jr. Commissioner Keary offered to work on this project.
6. Mrs. Rubenstein reported about Tyco’s effective (the Township’s animal management control company) educational presentations to the public relating to recent coyote sightings.

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VI. OLD BUSINESS

1. Bergen Hub Updates - Commissioner Key informed that at the last HUB meeting in Ridgewood the focus was on increasing HUB participation of non-active communities and the Styrofoam free initiative. The next Styrofoam drive is Dec.. 28th at the Hackensack Yacht Club hosted by Ridgefield Park and Oakland. It was also reported that the Bergen County Board of Chosen Freeholders passed a unanimous vote to pass an ordinance on Oct. 16th to ban the use of polystyrene at all county facilities and county-sponsored events. Commissioner Key reported the next meeting is Monday, November 25th, 2019 in Ridgefield Park, from 7:00pm - 8:30pm. Location TBD
2. Green Team Updates:
 - i. Green Team Volunteer JR Frank reported on the FLOW Green Film Series as stated above
 - ii. Commissioner Key reported that she plans to hold a Fall Composting Workshop on Saturday, Oct. 26th at Russell Farms Community Park. Speaker will be Township Committeeman Brian Scanlan. The event is led by Jr Commissioner Nick Rea. Nick will submit PSA flyer to Commissioner Capparelli for posting the event via the E-News, social media sites and Recycle Coach app. It was discussed to do a composting demonstration at the next annual town-wide cleanup day on April 25, 2020
3. Wyckoff School's Green Team Business - Commissioner Fischer will meet with school principals to discuss a presentation about the NJ Clean Energy Direct Install energy audit and incentive program. This will fulfill the requirements of the SJ/Gardinier energy grant community outreach efforts. Ms. Fischer and Green Team Volunteer Mark Niederman will reach out to the schools to schedule meetings.
4. Recycle Coach App- Commissioner Capparelli reported there were 1586 users to date. Ms. Capparelli stated Recycle Coach was used to send out news announcements for the Fall Shred fest event and the leaf collection start date. Discussions were held how to increase awareness and gain more subscribers to the app. Committeewoman Rubenstein recommended putting a message on the solar powered police message boards throughout town.
5. Monarch Butterfly Sign- Commissioner Capparelli reported that the Butterfly Sign, the brochure holder and small sign were installed. The Environmental Commission will appoint an Environmental Commission member to restock the brochure holder.
6. Mayor's Wellness- Commissioner Homaychak reported the Facebook page has posted many interesting and informative public service announcements. Administrator Shannon mentioned if anyone has any ideas or suggestions for the site to please forward "camera ready" artwork to Commissioner Capparelli.
7. Anti-Idling Campaign- Commissioner Key reported that the Township received Sustainable Jersey points for the outreach program. Mr. Shannon requested "camera- ready" social media posts from the Commission members so this program can be consistently promoted on municipal social media accounts.
8. Other Business:
 - a. JR Frank inquired about his stormwater best practices checklist for SJ ordinance. He stated he did not get feedback from the Township Committee for 7 years. Township Administrator Bob Shannon will look into it further and respond to Mr. Frank's request.

NEXT MEETING – November 18, 2019 at 7:00pm to be held in the Ladder Back Room, Second Fl. Town Hall.

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There being no further business a motion was made and seconded to adjourn the meeting at 9:50 p.m.
All in favor.

ADJOURNMENT

Respectfully Submitted,

Denise Capparelli, Commissioner/Secretary
Volunteer Wyckoff Environmental
Commissioner