

# WESTWOOD ENVIRONMENTAL ADVISORY COMMITTEE

## Westwood EAC Monthly Meeting Minutes March 2016

**Meeting Date: March 21<sup>st</sup>, 2016 Meeting Location: Westwood Borough Hall**

### **Meeting Opening & Roll Call**

Monthly Environmental Advisory Committee (EAC) Meeting was called to order at 1930 EST by Mr. Waugh, Chair of EAC... "This meeting, which conforms to the OPEN PUBLIC MEETINGS LAW, CHAPTER 231, PUBLIC LAWS OF 1975, is a regular Environmental Committee meeting. Notices have been filed with our local official newspapers and posted on the Municipal Bulletin Board"

<b>Roll Call</b>		<b><u>Present</u></b>	<b><u>Absent</u></b>
Michael Waugh, Chair	(MW)	X	
Boniface Kiamue	(BK)		X
Christine Blaney	(CB)	X	
Peter Grefrath, Committee Liaison	(PG)	X	
Joseph Helmy	(JH)	X	
Heidi Sandiford	(HS)		X
Wilhelm Wang, Minutes, Secretary	(WW)	X	

### **Public Forum**

Public Forum was opened by Chairman and moved to closure with no participant present:

<b>Member</b>	<b>Moved</b>	<b>Second</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>	<b>Abstain</b>
Blaney		✓	✓			
Grefrath	✓		✓			
Helmy			✓			
Kiamue					✓	
Sandiford					✓	
Wang			✓			
Waugh			✓			

### **Passing of the Minutes**

February meeting minutes were accepted by all EAC members present.

### **Committee Liaison's Report**

Mr. Grefrath provided updates on the following to the EAC:

- Borough annual budgetary review and status was presented and anticipated spending for the Rain Garden project was discussed. See action noted below under Rain Garden.
- Westwood Green Team has been re-activated to prepare for the next level of Sustainable New Jersey certification.

### **Old Business**

#### **Rain Garden Project:**

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Rain Garden Site Plan was completed and presented for initial EAC review and discussion. Construction is anticipated in April/May.

**Action: C. Blaney**

- Follow-up on grant application

**Action: P. Grefrath**

- Verify funding availability

**Action: All**

- Review and comment on the site plan by March 28<sup>th</sup>.

### **Westwood Farmer's Market:**

Following latest discussions between Borough Council and Westwood CoC, Farmer's Market is now pursuing a new location at the HUMC Hospital parking facility.

### **Borough Green Team Activities:**

#### **Sustainable Procurement Policy/Anti-Idling Policy/Recycling:**

Two draft documents comprising the Borough's Green Purchasing Policy was presented for EAC review and discussion. The first document, "Sustainable Procurement Policy", is the over-arching policy statement with defined purchasing consideration factors. It was decided to forward these draft for regulatory review and working toward finalization.

**Action: P. Grefrath**

- Forward and request for regulatory review

**Action: W. Wang**

- Continue support regulatory review process and working toward finalization
- Send Jan/Feb/Mar 2016 EAC Meeting minutes to Borough Clerk for posting

**Action: M. Wargh**

- Represent EAC on the next conference call March 29<sup>th</sup> at 1030.

**Action: B. Kiamue**

- Action from last meeting carried over... review and propose actions moving forward Borough's Anti-Idling Ordinance and on-going deployment

**Action: H. Sandiford - Reporting in absentia**

- Reusable plastic bag, town surcharge may be necessary. Continuing EAC focus and discussions are warranted.
- One-page easy recycling sheet on what can and cannot be recycled is under development and will be distributed for EAC review when complete
- Contacted honors society and will send student, waiting on flyer on the watershed clean up event. General disclaimer is being worked on. Bottled waters are to be provided at the clean-up event and trash picked up is to be provided by Suez.
- Clean Community Fund cannot be used for recycling at private property

### **Community Garden:**

Approximately 17 out of a total of 28 plots have now been allocated. April 2<sup>nd</sup> is set for open gardening gathering and all is invited.

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### **Green Screen:**

M. Waugh and family participated in the March Green Screen event.

### **Westwood Pride Day:**

Westwood Pride Day is set for June 5<sup>th</sup> (First Sunday in June). J. Helmy is to coordinate with Borough DPW and develop games, posters, and communication kits for the EAC table. Seed pockets, EAC logo sticker were also proposed.

#### ***Action: J. Helmy***

- Coordinate with Borough DPW on materials and activities

#### ***Action: C. Blaney***

- Locate and prepare EAC logo (electronic graphics) for distribution

#### ***Action: M. Wargh***

- Explore possible donation of seed packets for distribution

### **New Business:**

Discussions on new businesses and summaries of actions are provided above

**Next Meeting** – Monday, April 18<sup>th</sup>, 2016 Borough Hall at 1930.

### **Upcoming 2016 Meetings as Scheduled:**

April 18 <sup>th</sup> ,	May 16 <sup>th</sup> ,	June 20 <sup>th</sup> ,	July 18 <sup>th</sup> (if scheduled),
August – No meeting	September 19 <sup>th</sup> ,	October 17 <sup>th</sup> ,	November 21 <sup>st</sup> ,
December 19 <sup>th</sup>			

**Meeting adjourned by the Chair and seconded by the Secretary promptly at 2021.**