

AGENDA FOR THE REGULAR MEETING OF
THE HIGHTSTOWN ENVIRONMENTAL COMMISSION
Tuesday, February 27, 2018, 7:00 P.M.
Housing Authority Community Building

1. **Approval of Agenda**
2. **Open Public Meeting Act Statement:** In compliance with Chapter 213 of the Public Laws of 1975, notice of this meeting was given by way of the Annual Notice published in the Trenton Times and Princeton Packet by the Borough Clerk and posted on the Borough Website.
3. **Attendance:**
4. **Approval of Minutes:** Regular Meeting of January 23th, 2018 at 7:00 P.M.
5. **Shade Tree Matters:**
 - a. Shade Tree Official's Report:
 - b. Expanded Tree Ordinance:
 - c. State Report: CEU's
 - d. Tree ID seminar- Association Park or Rocky Brook (we may be able to get grant funds to pay for Kevin to identify existing trees and recommend additional trees and plantings to compliment wetlands landscape)
 - e. I-Tree program.
6. **Parks and Recreation:**
 - a. Dawes Park Update
7. **Borough Council Liaison:**
 - a. Municipal Facilities Plan and discussion
 - b. Lincoln/Hagemont/Oak Lane project.
8. **Planning Board Update:**
 - a. Mill Project
 - b. Green Development Checklist
9. **Sustainable Jersey Update:**
 - a. Initiatives and assignments
10. **Grants and Funding Update:**
 - a. Sustainable Jersey grant for development of a program to promote water conservation in the Borough of Hightstown (Ties into SJ Community Education Action and Water Conservation Action)
 - b. Mercer County Sustainability Coalition. Joint grant with 5 other municipalities to develop a energy efficiency campaign devoted to local business.

- c. Sustainable Jersey-Roots for Reforestation Grant. (Rocky Brook Wetlands redevelopment)- Possible joint project with Parks and Rec.
- d. ANJEC Grant (Rocky Brook Wetlands mapping and trail signage)

11. New Business

- a. Annual Stream Clean-Up. April 21st Can we get the High School and a group from the Peddie School to help?- Review proposed poster.
 - i. 10AM to 12PM Stream Clean up.
 - ii. Shredding Event- 2 hours 10AM to 12PM- Cost is \$600
 - iii. Annual Arbor Day Tree Planting. (Location?) (Tree?)
- b. Mercer County Sustainability Coalition. 5 municipality joint grant application to develop a program to market energy efficiency upgrades to businesses.

12. Correspondents, Conferences and Workshops:

- a. Mercer County Green Fest- Rider University Alumni Gymnasium. March 17th from 11AM to 4:00PM. For more info: <http://mercergreenfest.org/> Anyone interested in volunteering to help with set up or break down in the afternoon, contact Keith
- b. St. Anthony's Green Fair. April 15th from 8:00AM to 12PM. Do we have ideas or themes for the table?
 - i. Water conservation (tie into SJ Grant)
- c. Ideas for Harvest Fair

13. Adjournment

Next Regular Meeting Date, March 27, 2018, 7:00 P.M.

**Borough of Hightstown
Environmental Commission Minutes
January 23, 2018**

Meeting Date and Time: January 23rd, 2018 at 7:00PM
Meeting Location: Hightstown Housing Authority Conference Room
Attendees: Barbara Jones
Yan Troizier (Vice Chair)
Todd Frantz
Donna LePrevost
Keith LePrevost
Josh Jackson (Planning Board)
Gary Grubb
David Zaiser (Chair)
Conner Montferrat (Council)
Also in Attendance: Sandra Johnson (Oak and Hutchinson resident)
Tammy Sands (Watershed)
Absent: Tara Misiura

Open Public Meetings Act Statement: In compliance with Chapter 213 of the Public Laws of 1975, Notice of this Meeting was given by way of the Annual Notice published in the Trenton Times, Princeton Packet and are posted on the calendar at The Hightstown Borough Municipal Building.

Approval of Agenda: Keith LePrevost motioned to approve the agenda which was seconded by Donna LePrevost and approved by the board.

Approval of Minutes: Regular Meeting Minutes of January 2, 2018. The minutes were corrected to reflect Conner not being in attendance and completing one sentence. The motion was approved.

Election of Officers: Keith was welcomed as a new member and Donna as our 1st alternate. David nominated Keith as the Chair, seconded by Barbara. The motion was unanimously approved. Yan was nominated and accepted the position of Vice Chair. Todd volunteered to be the Secretary which was approved.

Shade Tree Matters:

- **Expanded Tree Ordinance:** David discussed the materials that were sent out. He commented that this is just the start of a framework. Keith noted we should consider and work on some sort of framework for significant and or historic trees. This should be above and beyond a normal application process. David noted we do have a list of "significant" trees by the State definition. We need to come up with the definitions for the trees. Keith feels we should consider, even on private property permitting of any tree removal over 12 inches. The language and education is important. Millburn has a good graph for a replacement schedule. Barbara is concerned with the enforcement. The Borough does not follow through. David noted that in Millburn, you either plant the tree, or go to court. Barbara questioned when our position changed on private property trees. David feels the issue is becoming more important, as we are under our tree cover targets, and there is an emphasis from the state. Conner noted that these changes are basically changes in design standards and are enforceable by borough code. This will take a significant PR effort to sell to the planning board and the council. David has found at least 6 towns that have this type of ordinance, and he does not know of any negative feedback. Barbara noted the Borough must also fall under these regulations, and respect the trees and our tree goals.

- **Stockton Street Pruning:** This item is on hold for the spring, basically the borough budgets approximately 30K for tree work, most of which goes to chipping.
- **State Report:** David noted he is getting up to speed with the new State submission requirement. We should have enough credits.
- **Holistic Streetscape Design:** We need to nominate a member to the Sidewalk committee. New Business.

Parks and Recreation:

- **Dawes Park Upgrades:** The commission is going to begin early this spring resurfacing the basketball courts and adding the skate able features. The money is fully accounted for, and the bids have been received. New backboards, nets and striping will be included.

Sustainable Jersey Initiatives:

- Keith discussed the 14 items we have points for, and the 40 additional items he would like to pursue this year. He knows we are certified for 3 years, but would like to work on this on an ongoing basis. He feels that even if we only get 20-25 done, we still will achieve silver certification. It is an ongoing process that requires updating every year. Keith will be calling members for help in their own areas of expertise. It is important for the Borough to buy into the process.

Fundraising:

- Keith discussed 2 grant opportunities that are coming available. One is from Sustainable Jersey. They are offering \$2000 for developing programs and or information that support SJ actions.
- ANJEC Grant. Mostly focused on trail projects, signage, maps, labels and identification. We may be able to work that into our borough bike plan. Keith would like to work on Rocky Brook Park, there has been a lot of damage done to the walkways. Gary explained we have a lot of that decking material left over. Gary feels we needed to use the heavier gauge piping.

Environmental Education Plan:

- This was originally focused on Tara and working with the school. Keith feels we should push on training and education on energy efficiency measures, whether it is brochures, pamphlets and information at the various events.

Stormwater Initiatives:

- Expansion of the stormwater ordinance. Todd questioned whether we could consider adding some incentive for homeowners who add stormwater measures. Conner mentioned the Borough is currently offering an incentive for adding on to your home. Keith noted a rain garden will not add to the ratable value of the home, so there would not be any benefit. Tammy will reach out to colleagues to see what is being done around the area.

New Business:

- Gary discussed the bee keeping law and the legislation that has gone through the State.
- Toad House donation. A person contacted David to donate a toad house to one of our parks. Gary elaborated on the benefits of Toad houses. We can use it in the community gardens.
- EC member to the Planning Board Sidewalk Committee. David will serve on this committee. There was a discussion on where they are focusing and how the budgets for the grants were put together. It was explained they use a lot of estimates to make sure you are submitting enough money. Sandra wants to make sure the residents

remain part of the process as promised by the Mayor. Also, David feels it is important to make sure there is an adequate amount of money set aside to tree replacement. We want to avoid projects that accomplish the hardscape, but neglect the replacement of trees.

Correspondents, Conferences and Workshops:

- ANJEC conference. Next one is in Middletown, not convenient.
- Mercer County Sustainability Coalition. Meeting this Friday. Keith will attend and Gary will let him know if he can attend also.
- April 21st spring clean up and tree planting. David will take care of the resolution for the council. Keith will set up a table for our energy initiatives and have a shredding event. This way we can have one event, and accomplish several things.
- Possible tree ID seminar with Kevin. Keith discussed possibly Association Park, where we would map and identify each tree. Then we can have tree tags made for the entire park.
- Long term plan for Rocky Brook Park-Possible wetlands learning center.

The meeting was adjourned by a motion made by Barbara Jones.

Respectfully Submitted by:

Allen Keith LePrevost