

AGENDA FOR THE REGULAR MEETING OF
THE HIGHTSTOWN ENVIRONMENTAL COMMISSION

Tuesday March 22, 2022 at 7 PM

Virtual Meeting via Zoom

Join Zoom Meeting

<https://peddie.zoom.us/j/99569940569?pwd=R1hMdldQaGcxWWVKbmdMdTIZengrQT09>

Meeting ID: 995 6994 0569

Passcode: 899055

One tap mobile:

+19294362866,,99569940569# US (New York)

Dial by your location:

+1 929 436 2866

Meeting ID: 995 6994 0569

Join by Skype for Business:

<https://peddie.zoom.us/skype/99569940569>

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 Meeting Minutes from regular meeting on February 22, 2022
5. Shade Tree Matters:
 - a. Shade Tree Official's Report – attached
 - b. Received invoice for NJ Shade Tree Federation membership for 2022. In process of payment by the Borough.
6. New Business:
 - a. Update on Hightstown Environmental Youth Leadership Internship. Subcommittee met on Monday February 28, 2022 and selected 9 students for the internship; six students from Hightstown will be sponsored by the Environmental Commission and 3 students will be sponsored by The Watershed Institute.
 - b. Resolution on stormwater management for residential developments.
 - i. Link with information was emailed to the EC members and is attached hereto.
 - ii. The Watershed Institute has asked for support from The Borough of Hightstown for this resolution.

- iii. Discussion and vote by the EC. If EC votes in favor of this resolution, it will go to the Borough Council for consideration.
 - c. On Tuesday March 15, 2022, David Zaiser and Todd Frantz met with Maria Welsh from the Walter C Black elementary school. WCB school received a grant through Young Audiences of America for a project which entails creating an outdoor reading village that will be built on school grounds this coming year.
 - i. Maria reviewed the project and objectives with David and Todd and David reviewed the grounds where the tree plantings are planned. David provided Maria with a list of potential trees to be planted and potential resources to assist with the tree planting. The village is being built on the playground which has very little to no shade.
 - ii. Recycling Presentation: Maria asked if the commission would provide a presentation on recycling – geared towards ages 5 to 8. Todd suggested this may be something one of our new student interns could lead if we can coordinate schedules and Maria agreed.
 - d. Complete Streets Committee – Mobility Plan Implementation (recurring item on agenda)
 - e. Sustainable Jersey.
- 7. Parks and Recreation:
- 8. Planning Board Update:
- 9. Grants and Funding Update: Dimitri Musing requested the 2022 Annual Budget Request Spreadsheet due by March 18, 2022. Todd submitted the 2022 Budget Request Sheet (attached) to Dimitri on March 16, 2022.
- 10. Plan Review: Homeowner is installing an addition at 287 Monmouth Street. Construction of the addition began before we received the plans for review. However, the homeowner voluntarily installed three rain barrels at the corners of the house
- 11. Liaison updates:
 - a. The Watershed Institute –
 - b. Meadow Lakes –
 - c. Peddie School -
 - d. Hightstown High School –
- 12. Correspondence:
 - a. No new correspondence.
- 13. Conferences and Workshops:
- 14. Calendar:
 - a. April 23, 2022 – Stream Cleanup and Arbor Day tree planting.

- i. Tom Muza coordinated the Shred It truck which will be onsite in the public parking lot in Memorial Park from 9 am to 12 noon. Also coordinated the cleanup event with the Watershed Institute which will be held from 9 am to 11 am in Memorial Park.
 - ii. David Zaiser is coordinating the tree planting, procuring the tree and selecting a location for the planting in Association Park. Council voted to acknowledge and celebrate Arbor Day on April 23, 2022.
 - iii. Todd Frantz coordinated pick up of trash/recycling with the Public Work Department. Working to coordinate a food truck.
 - iv. Cristina Fowler posted the even on the Borough Facebook page.
 - v. Please mark your calendars as we would like to have as many members of the EC as possible in attendance at the stream cleanup and the tree planting.
- b. The Hightstown Harvest Fair will be held again in 2022. The EC has traditionally had an information table and volunteers at the event along with operating the paddle boat rentals. More information to follow.

15. Adjournment

MINUTES FOR THE REGULAR MEETING OF
THE HIGHTSTOWN ENVIRONMENTAL COMMISSION

Meeting Date and Time: February 22, 2022 at 7pm

Meeting Location: Held virtually through Zoom

Attendees: Todd Frantz (Chair)
David Zaiser (Shade Tree Official)
Julie Bond (Secretary)
Joseph Studholme
John Laudenburger (Planning Board Liaison)
Jennifer Morgan (Peddie School Liaison)
Sophie Glover (Watershed Institute)

Absent: Tom Muza (Vice Chair)
Gary Grubb
Cristina Fowler (Council Liaison)

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.

Approval of Agenda: David Zaiser motioned to approve the agenda which was seconded by Joseph Studholme.

Approval of Meeting Minutes: Regular meeting minutes from January 11, 2021 were approved. Motioned by Joseph Studholme and seconded by Todd Frantz.

Shade Tree Matters: Shade Tree Official's Report added as an attachment to the regular meeting minutes.

Parks and Recreation: No updates.

Planning Board: Advising Peddie on parking lot changes to include solar canopies that will meet over 40% of electricity needs. Affordable housing plans moving forward.

Grants and Funding: No update

New Business:

1. Update on Hightstown Environmental Youth Leadership Internship. Received 12 applications, all very thorough. Most were from Peddie. Will accept 5 Peddie Students and 3 from RISE. A subcommittee will review applications.
2. The Watershed Institute has asked the EC to review a proposed municipal resolution geared toward stormwater management and residential developments. The WI has asked to endorse an ordinance that would solidify the resolution for the Borough. If the EC endorses, it will be sent to Borough Council to vote on adopting the ordinance. The EC will table the discussion for now and will put the item on the next meeting agenda.
3. Walter C. Black school recently secured a grant to design and build an outdoor reading village. The area has very little shade and has asked the EC for support planting trees. As the school is the property of the EWRSD Board and not Borough property, the EC will not be able to provide/plant trees. EC will help the school to review other options including potential Sustainable Jersey grant funding.
4. Complete Streets Committee – Mobility Plan Implementation: The Borough has declined to review the decision concerning the Peddie Bridge upgrade. The plan proposed by the Complete Streets Committee was upheld.
5. Sustainable Jersey master checklist was distributed to EC members to identify each member's interest in participating in the recertification process. Todd Frantz will research action steps for EC members' interests.

Plan Review: No new plans to review.

Liaison updates:

1. The Watershed Institute – Speaker webinar on 3/16.
2. Meadow Lakes – No updates
3. Peddie School - Ecology Club Earth Day celebration on 4/20.
4. Hightstown High School – No updates

Correspondence: None

Conferences and Workshops: None

Calendar: Stream Clean-up and Arbor Day event, April 23, 2022.

Borough of Hightstown Environmental Commission
Meeting Minutes
February 22, 2022

Next Meeting Date: Tuesday March 22, 2022.

Adjournment: Meeting was adjourned.

Borough of Hightstown Environmental Commission

Shade Tree Official's Report

To: Environmental Commission
From: David Zaiser, Shade Tree Official
Date: 22 March 2022 Meeting
Re: Shade Tree Official's (STO) Report – New items in **boldface**

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1.0 Tree Work

- 1.1 Tree removal at Mercer and Rogers was not authorized and is under investigation. Still attempting to determine how these removals were authorized.
- 1.2 Two large oak street trees located on the east side of Park Way near the intersection with Stockton had been reviewed by the STO and recommended for pruning. DPW is recommending removal, but the STO maintains that removal is not warranted at this time. **Review on hold until after trees leaf out.**

2.0 NJ DEP (Forestry) Grant Project

- 2.1 Scope of Work: Plant 43 street trees along North and South Main Streets. Targeting Mid-May 2021 for planting.
- 2.2 North and South Main Streets re-surveyed for existing tree conditions in July 2020.
- 2.3 Grant Executed by Borough/ State on 11/2/2020.
- 2.4 Letter of Support received from Mercer County DOT dated 10/15/2020.
- 2.5 Approval of Tree Species Schedule by Mercer County DOT on 12/3/2020.
- 2.6 Planting Plan submitted to NJ DEP for review on 12/4/2020. State responded on 12/14 that their review is ongoing.
- 2.7 State has returned comments and STO has responded with additional questions (1/26/21).
- 2.8 State has addressed STO questions (2/10/2021). Final submission w/ minor edits due to State. Final Submission approved by the State. (2/27/21)
- 2.9 Bid Documents reviewed by Borough Clerk (3/15/21). Project is out to Bid. Targeting planting between April 15th and May 31st.
- 2.10 Two proposals received. Low price proposal from Brightview. Proposal reviewed with Brightview to confirm scope. Plant letters hand delivered to residents at potential tree locations. P.O. being processed by Borough. P.O. issued.
- 2.11 Utilities marked and tree locations determined.
- 2.12 Tree Planting Begins Monday 5/25. Yan Troizier and Adam Zaiser observing for EC. Tree work completed Thursday 6/17 with some replacements for early losses. Gator bags installed and DPW is filling frequently. Trees are guaranteed for 2 years.
- 2.13 Submission to State for Grant Reimbursement Underway.
- 2.14 State has approved the virtual inspection and 90% Grant Reimbursement paperwork is underway.

- 2.15 STO has submitted paperwork with volunteer hours to Borough of inclusion in the 90% Grant Reimbursement submission. Awaiting Borough reporting.
- 2.16 STO has asked DPW to remove and store gator bags. Gator bags have been removed.
- 2.17 Annual Progress Report submitted for State Grant. Annual Report approved by the State.

3.0 Lincoln/ Hagemount/ Rocky Brook Streetscape Project

- 3.1 Investigating participation in the 11-month walk through with respect to new street trees.

4.0 Improvements to Railroad Ave, Dey St, Center St, and S Academy St Project

- 4.1 STO has been asked to identify locations for new street trees to be included in the project. Area surveyed and new trees (up to 20) are being documented.

5.0 Community Forestry Management Plan

- 5.1 STO submitted CFMP Annual Progress Report to the State.
- 5.2 STO submitted re-certification to Tree City USA
- 5.3 **Submitted request to Council for Arbor Day 2022 Resolution (April 23). On agenda for 3/21/22 Council Meeting.**

End of Report

**RESOLUTION IN SUPPORT OF THE ABILITY OF MUNICIPALITIES TO ADOPT
REGULATIONS TO PROTECT PUBLIC HEALTH, SAFETY, AND WELFARE FROM
THREATS OF FLOODING**

WHEREAS, in recent years, residents have experienced more frequent and severe storms, which have caused increased flooding and flood damage in the municipality;

WHEREAS, the increase of flooding events and flood damage threatens the public health, safety, and welfare, imposes economic damages to residents, and taxes municipal services that are forced to respond to increased flooding;

WHEREAS, pursuant to N.J.A.C. 7:8-1.5(a), municipalities are permitted to impose additional or more stringent stormwater management requirements than the model ordinance promulgated by the New Jersey Department of Environmental Protection (“NJDEP”);

WHEREAS, each municipality has unique situations that may require additional or more stringent regulations in order to be in full compliance with the controlling state and federal statutes, regulations, and permits, and in order to protect their residents from threats of flooding and flooding related damage;

WHEREAS, the New Jersey Department of Community Affairs is considering proposed regulations that would further curtail a municipality’s ability to protect its residents from the threat of flooding and flood related damage;

NOW THEREFORE, BE IT RESOLVED by the [COUNCIL/BOARD] that it supports regulations that provide flexibility to municipalities to adopt additional and/or more stringent stormwater regulations, in order to allow municipalities to protect its residents from threats of flooding and flood damage;

BE IT FURTHER RESOLVED, that the [COUNCIL/BOARD] opposes the continuation of any Residential Site Improvement Standard regulations that would limit a municipality’s ability to establish more protective flood prevention and stormwater management regulations than the model ordinances promulgated by the NJDEP; and

BE IT FURTHER RESOLVED, that the [COUNCIL/BOARD] requests the Governor and the state legislature take action to ensure that the Residential Site Improvement Standards do not limit a municipality’s ability to protect its residents from the threat of flooding; and

BE IT FURTHER RESOLVED, that the [COUNCIL/BOARD] requests the NJDEP to take whatever legal action available to ensure that a municipality’s ability to protect its residents from flooding is not in any way impeded or restricted.

[SIGNATURE]

[TITLE]

I hereby certify the foregoing to be a true resolution adopted by the [BOARD/COUNCIL] on [DATE].

[SIGNATURE]
[TITLE]

**HIGHTSTOWN BOROUGH
2022 BUDGET WORKSHEET**

No.	DEPARTMENT	No.	ACCOUNT	2021 BUDGET	2021 ACTUAL	2022 REQUEST	ADJ	ADJ	2022 FINAL
27-335	Environmental Commission	042	Education and Training	1,275.00	475.00	1,275.00			1,275.00
27-335	Environmental Commission	044	Professional Assoc Dues	470.00	375.00	470.00			470.00
27-335	Environmental Commission	129b	Maint & Repl Street Trees	2,000.00	228.99	10,200.00		(8,200.00)	2,000.00
27-335	Environmental Commission	136A	Signs	-	-				-
27-335	Environmental Commission	137	Contests/Comm Outreach	825.00	-	2,025.00			2,025.00
27-335	Environmental Commission	199	Miscellaneous	1,200.00	1,018.05	1,200.00			1,200.00
Environmental Commission Total				5,770.00	2,097.04	15,170.00	-	(8,200.00)	6,970.00

Notes:

042 Includes approx \$475 for tree seminar with Kevin Scibilia, \$300 for EC members to attend conferences, and an additional \$500 for training materials.

044 ANJEC dues for EC members for 2022 at \$375 plus NJ Shade Tree Federation at \$95

129b Includes planting of 12 trees at \$400 based on the recent proposals and 3 days of tree maintenance at \$1,800 based on previous years duration and cost for maintenance of Borough street trees.

137 Cost for shredding event planned for 4/23/21; includes \$1,200 for stipends for EC Youth Internship program (\$200 each for 6 students). Program is in collab with RISE and The Watershed and will be held from March 30-May 31 2022.

199 Miscellaneous costs for fundraising merchandise to raise money for additional tree plantings and other initiatives.