



Borough of Fanwood Environmental Commission

Meeting Minutes

May 17, 2018

Opening

NJ Open Public Meetings Act was read and the meeting was called to order at 7:30.

Members Present

Eric Gaulin, Phyllis Sandroek, Gary Szelc, Sandy Redder, Teresa Keeler, Margaret Chowdhury, Kathy Mitchell (Borough Council Liaison), Kevin Boris (Planning Board Liaison)

Members Absent

Carol Walczuk, Dave Schwartzberg

Member Update

- None

Approval of Previous Minutes

- Approved without comment

Nature Center Report

1. Capital Improvements / Expenditures
 - a. Message Center, Video Cameras – no news. Budget has been introduced but don't know numbers, yet.
 - b. Purchase of a chain saw – Carol scoped out a chain saw at Home Depot Watchung; Poulan Pro 20-inch chainsaw, model 967061501, price \$199. Purchase has been tabled for now.
2. Other Nature Center Discussion
 - a. Phyllis attended the Protect and Restore Watershed Training given by the Rahway River Assoc.
3. Ongoing Maintenance
 - a. List of projects given to Troop 33 (attached)
 - b. Project list (attached) includes items such as outlining trails, woodchips, etc.
4. Volunteer Projects
 - a. Watershed Education Project – Troop 33, Justin Chaillet
 - i. Eagle Scout Project Completed – Eric writing press release
 - b. Trail Signage and Education
 - i. Michael Chiappi, corresponded on 4/9/2018 – Eric, no update

- c. Renovation of the Main Nature Center Entrance
 - i. Project accepted by Alex Rodriguez 4/19/2018
 - ii. Quotes received for display case
 - iii. Gary writing letter to access Open Space Funding for the display case. Flowers and other items to be covered by Scout project.
- d. Renovation of three other Nature Center Entrances
 - i. Project offered to Steven Kozlowski 4/19/2018
 - ii. Quotes received for smaller display cases
 - iii. Gary writing letter to access Open Space Funding for the display case. Flowers and other items to be covered by Scout project.
- e. Cleanup of the Classroom Area and Signage
 - i. Terrill Middle School students started cleanup of the classroom on 5/12/18
 - ii. Design, make and install anti-littering signage – in progress

Old Business

- 1. Finalize the Fanwood Environmental Resources Inventory – Gary
 - a. No update provided
- 2. Grant Opportunities
 - a. Green Acres
 - i. T&M kickoff meeting – 5/2/2018, Gary Szelc, Eleanor McGovern, Antonios Panagopoulos. Engineer is working on technical specifications.
 - ii. Kevin to ensure required forms are filled out for submittal. Sites need to be listed on the NJ Recreation and Open Space Inventory.
 - b. Sustainable NJ – Roots to Rivers
 - i. Teresa Keeler – project lead
 - ii. On Wednesday, May 23, 50 students to come and plant shrubs and trees at the NC. Teresa is picking up the treed Monday:
 - 50 Swamp White Oak
 - 50 Arrowhead bushes
 - 50 Red Maple
 - 50 Silky Dog Wood
 - Will be protected with Tubex.
 - iii. Expenses \$930 to date (total grant - \$960).
 - c. American Water Grant
 - i. \$7,500 was awarded to Fanwood on 4/18/2018
 - ii. Dave Schwartzberg – project lead
 - d. ANJEC
 - i. \$1,500 was awarded to Fanwood on 5/14/2018

- ii. Funding to extend boardwalk – hoping to get 65 ft of new boardwalk.
3. Develop vision statement for the Nature Center – Eric has written – please review
4. Develop of bylaws for the Environmental Commission – Kevin
5. Explore with PSE&G methods to mitigate storm runoff from Vinton Circle into the PSE&G and NC – borough engineer has seen it
6. 2018 Garden Workshop – Reschedule date? Any new plantings? Recall there is a store credit at Ambergs. Margaret to think about a June presentation.
7. Budget – we will hear soon
8. Girl Scouts (6th Graders) – Environmental Journey – Eric, no news. They want to do something with pollinators – Margaret to work with them.
9. Annual Report – Eric, no news
10. Goddard School – 1-hour presentation July 24 at 10 AM – Teresa
11. Plainfield MUA Environmental Fair – September 8th
12. Creation of a new poster / display for what we do. **Who would like to take the lead?** All to send photos to Eric from our past work/projects to include in this.

New Business

1. Brunner School Boy Scouts – leader John Andrew Allen reached out to me. Students would like to volunteer in summer / fall (May 8, 2018 email)
2. Antoinette Chango – HS student – would like to work on the Nature Center boardwalk and trails (May 15, 2018 email). Boardwalk project was proposed for her to work on and lead.
3. Email from Denise Rowbotham
4. Margaret has received the Milkweed plants and will incorporate them into the planters and gardens.

Review of Plans

1. None

New Action Items

- **Phyllis** to ask Eleanor about Insurance coverage.
- **Teresa and team** to finalize tree planting for this week.
- **Kevin** to spearhead Green Acres Grant paperwork.
- **All** – send pictures to on our past projects and provide ideas on what to include in a new “board”.
- Create an Instagram account to include NC pictures??

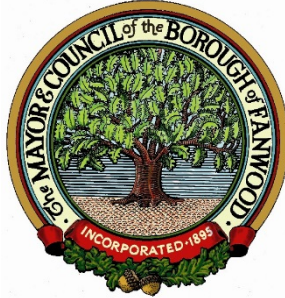
Adjournment – Meeting was adjourned at 8:37.

Attachments

- Volunteer project list
- Gary's letter requesting Open Space funding

Volunteer project list (as of May 17, 2018):

Work on spreading woodchips as directed by the Nature Center Caretaker	Medium	General Maintenance	2 to 4 hours depending on group size	up to 10	All ages	Perform regularly
Work on breaking down branches / brush as directed by the Nature Center Caretaker	Medium	General Maintenance	2 to 4 hours depending on group size	4 to 6	Middle School and up	Perform regularly
Remove litter/ log jams from stream bed	Low	General Maintenance	2 to 4 hours depending on group size	4 to 6	Middle School and up	Perform as needed
Reline trail areas with lumber (fallen branches perhaps)	Medium	General Maintenance	1/2 day session	up to 10	All ages	Perform regularly
Assist with tree planting effort	Low	One time project	1 to 2 days	10 to 30	Middle School and up	Current group of trees will be planted by a group of HS students; future
Assist with watering of trees after planting	High	Ongoing project	4 to 6 months	1 to 2	All ages	First batch of trees will be planted in May; perhaps scouts can assist
Prepare shed area, clear brush from area as directed by Nature Center Caretaker	High	One time project	2 to 4 hours	3 to 4	All ages	Need by end of May
Prepare shed area, build a small platform	High	One time project	1 hour	1 to 2	Middle School and up	Beginning of June
Assemble shed	High	One time project	1 hour	1 to 2	Middle School and up	Plastic shed has been purchased, need this put up by mid-June
Remove bamboo stand	Low	One time project	TBD	TBD	TBD	TBD
Hike the Nature Center at regular intervals, report any observations to Nature Center Caretaker	Medium	General Maintenance	1 hour	1 to 2	All ages	Perform regularly



**FANWOOD ENVIRONMENTAL COMMISSION
75 NORTH MARTINE AVENUE—FANWOOD
UNION COUNTY—NEW JERSEY**

May 17, 2018

Mayor and Council
Borough of Fanwood
75 North Martine Avenue
Fanwood, New Jersey 07023

RE: Open Space Funds for Nature Center

Dear Mayor and Council:

One of the gems of Fanwood is the Nature Center Preserve located between Cray Terrace, Terrill Road, and LaGrande Avenue. The Fanwood Environmental Commission, in conjunction with Borough staff and departments, oversees the preserve and works to keep it an inviting natural area while providing safe access to the public.

In the last several years a substantial number of volunteer hours from members of the FEC and other groups (e.g. the Scouts, Kean College, etc.) as well as efforts by Borough staff members and the Public Works Department have worked to improve the condition of the Nature Center. This is in addition to the funds and grants that were used for the invasive plant removal project [the goats] and replacement landscaping with native plants.

We are now ready to embark on the next phase of proposed improvements for the Nature Center. Currently there are four different entrances where the Nature Center can be accessed (two from the powerline right-of-way area and two from the Terrill Road side). Only the main entrance from Cray Terrace has an information kiosk for visitors. This message board—despite maintenance over the years—is finally showing the effects of many years of weather.

We are proposing to replace the old message board with a new, weather-resistant one and to provide smaller, but similar message boards at the other three entrances. To

do so, we would like to request funding for this project from the Borough's Open Space Fund, which in part is specifically directed for environmental projects.

The Borough has already received a quote from the Access Display Group, Inc. company in this regard. The total for the four message centers, including delivery would be \$3,073.50. The actual installation would be performed by two Boy Scout Eagle Candidates.

Please consider this letter our formal request for the project funding. If there are other application forms to complete or if you have other questions please contact us as soon as possible as the Scouts are under a time constraint to complete their projects.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric Gaulin', with a stylized flourish at the end.

Eric Gaulin, Chair
Fanwood Environmental Commission

Cc: Gary Szelc, Vice Chair, Fanwood Environmental Commission

Attachment: Quote 14131 from Access Display Group

Access Display Group, Inc.

151 South Main Street
Freeport, New York 11520-3845
Telephone: 800-289-1539
Email: customerservice@accessdisplaygroup.com

Quote # 14132
Shipping Method

Basic Freight - Dock to Dock - Self Unload

Customer Shipping Account # N/A
Quote Date 5/16/2018
P.O. Number

**IF YOU WISH TO PROCEED WITH THIS QUOTE PLEASE
SIGN & DATE THIS QUOTE AND THEN SEND BACK**

Bill To Address

Borough of Fanwood
Pat Hoynes
75 N. Martine Avenue
FANWOOD, NJ 07023
Telephone: 9083228236xt121

Ship To Address

Borough of Fanwood
Pat Hoynes
1 Manfra Way
FANWOOD, NJ 07023
Telephone: 9083228236xt121
Email: phoynes@fanwoodnj.org

Quote Notes: Production lead time is approximately 15-20 business days from return of signed quote and prepayment in full. **FREIGHT - DOCK TO DOCK, SELF UNLOAD, TO BUSINESS ADDRESS.** Additional fees for delivery to a residential address, liftgate service, inside delivery service, call ahead service, limited access loading docks, or re-deliveries. Basic Freight requires that someone at the location unloads the shipment off of the truck.

Qty	Product ID	Product Description	Unit Price	Extended Price
1	LSD2D-4530-CD	Outdoor Message Center Cork Board with Leg Posts 2 Door Overall Size - 45" Wide x 30" High Orientation - Landscape Door Style - Hinged with 2-DOORS (Swing-Open) Post - 2 Posts Included Frame Finish - Cedar Vinyl Color - No Vinyl LED Lighting - None - NO LIGHTS	\$687.00	\$687.00
3	LSIDMCLB-VA-1824-P-CD-VBK	18" x 24" Outdoor Message Center Letter Board LEFT Hinged - Single Door with Posts Information Board - SIZES REFER TO VIEWABLE AREA Viewable Area - 18" x 24" Orientation - Portrait Door Style - Single Door - LEFT Hinged Post - 2 Posts Included Finish - Cedar	\$646.00	\$1938.00

		Vinyl Color - Black (Standard) Additional Letter Set - None LED Lighting - None - NO LIGHTS		
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Shipping Charges:	\$448.50
Quote Total:	\$3,073.50

Please sign and date this quote to proceed. Then send it back to customerservice@accessdisplaygroup.com or fax it to 877-842-5126.

Signature: _____ **Date:** _____

***For Shipping Destinations Outside of the USA - Our shipping charges do not include duties, taxes or broker's fees.