



## Sustainable Jersey Certification Report

This is the Sustainable Jersey Certification Report of Fanwood Boro, a Sustainable Jersey bronze certified applicant.

Fanwood Boro was certified on October 05, 2022 with 155 points. Listed below is information regarding Fanwood Boro's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

### Contact Information

The designated Sustainable Jersey contact for Fanwood Boro is:

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Title:	PURCHASING AGENT
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### Actions Implemented

Each approved action and supporting documentation for which Fanwood Boro was approved for in 2022 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

#### Community Partnership & Outreach

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##### Create Green Team

10 Points

 Bronze Required

**Program Summary:** The Fanwood "Green Team" became an extension of the Fanwood Environmental Commission and as a result of their recommendation to extend the excellent work being done related to Sustainability recommended to the Mayor and Council that we participate in this state program and create a "Green Team." The Mayor of Fanwood initiated the development and creation of the Green Team by first appointing former Councilwoman, Donna Dolce, attend the annual Sustainability meeting at the League of Municipalities in 2009. As a result of that exposure, Ms. Dolce proceeded to recruit members of the community and representatives from existing

committees and commission to provide a broad based representation of membership. These community volunteers represented the Environmental Commission, Shade Tree Commission, Recreation Commission, Department of Public Works, local YMCA staff, and interested volunteers, to name a few. The Mayor appointed the original "Green Team" as a Mayoral appointment at a regular meeting of the municipal council in August, 2011 and the Green Team had their first official meeting in September of that same year. As a result of the action taken by this initial group, the "Green Team" membership was formalized by resolution in May, 2012 in order to be in compliance with the Action Items suggested through the program and to affirm continuation of their work and recognize their efforts. 2020 Following the reevaluation of the Borough's sustainability programs in the summer of 2019 after our certification lapsed in 2018, a strategic plan was put in place and the green team was formed again with renewed interest. Despite genuine efforts and the realization of several projects, a significant amount of plans were dashed due to the covid-19 pandemic. 2022 While the pandemic has continued to pose a problem for maintaining and growing the Fanwood Green Team, this past April marked the first return in two years of Fanwood Earth Day, at which the Green Team promoted its cause and gave out reusable products. With renewed passion going into 2022, the Green Team has re-instated monthly meetings (the minutes from the March meeting are attached below). We are currently focused on surveying Fanwood households to identify salient issues moving forward, and educating our residents on the new NJ plastic bag ban.

PDF: [MAYORAL LETTER OF INTENT 2022](#)

PDF: [GREEN TEAM MINUTES](#)

PDF: [2015 GREEN TEAM RESOLUTION](#)

PDF: [GREEN TEAM MEMBERS AND ACTIVITIES](#)

## Emergency Management & Resiliency

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### Extreme Temperature Event Plan

10 Points

**Program Summary:** The Borough of Fanwood Office of Emergency Management meets at a minimum of 4 times per year or during emergent situations as deemed necessary. During 2020, due to the Covid-19 Pandemic, members of OEM/Police Department and Fire Department met on a weekly and sometimes daily basis. The Extreme Temperature Event Plan was originally created post-Hurricane Sandy due to power outages coupled with lowering temperatures. Following our Extreme Temperature Event Plan, extreme temperatures are monitored by the police station and announced by the OEM Director, at which time a cooling or heating station is set up for residents. Before Covid-19, the Chelsea Senior Living Center was the designated station. Currently, we are using the Fanwood Carriage House located at 75 North Martine Avenue.

PDF: [LETTER FROM OEM](#)

PDF: [EXTREME TEMPERATURE EVENT PLAN](#)

PDF: [EX. SANDY FLYER MENTIONING WARMING STATION](#)

## Energy

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## Energy Efficiency for Municipal Facilities

15 Points

 Bronze Priority  Silver Priority

**Program Summary:** The Borough of Fanwood contracted PSEG to complete ECMs on four buildings under municipal control. These buildings include the Carriage House, LaGrande Park, Forest Road Park, and Public Works. PSEG completed the direct install scope of work in December 2020, and the upgrades took place in the fall of 2021. The last two buildings in the municipal compendium - the library and municipal building - were not upgraded due to imminent demolition and rehabbing. The documentation provided for this action relates to the Public Works Building and indicates energy savings of 47.52%. We've used annual energy expenditure from 2020 as the baseline and PSEG's energy savings estimations, as found on page 2 of the Scope of Work.

PDF: [DIRECT INSTALL SCOPE OF WORK](#)

PDF: [ELECTRICITY USAGE DATA](#)

PDF: [SAVINGS CALCULATOR](#)

PDF: [GAS USAGE DATA](#)

## Local Economies

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### Green Business Recognition Program

10 Points

 Bronze Priority  Silver Priority

**Program Summary:** In 2020, the Borough established a Green Business Recognition Program by inviting local companies to complete a green business pledge, which can be seen in the documentation below. The program and pledge were originally meant to be marketed at our Earth Day fair, however this was unfortunately canceled due to Covid-19. Instead, with the help of green team members, the program was campaigned around to local businesses and so far the pledge has been taken by our local grocer, the Fanwood Larder, and a local private pre-school, the Fanwood Goddard School.

WORD: [GREEN BUSINESS RECOGNITION PROGRAM MEMBERS](#)

WORD: [GREEN BUSINESS RECOGNITION MEMBERS PLEDGE AND QUALIFICATIONS](#)

## Natural Resources

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### Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority

**Program Summary:** The Environmental Commission as part of their regular mandate and charge is

to generate, update and otherwise maintain a current Environmental Resource Inventory that would be incorporated into the Master Plan for the Borough of Fanwood. Originally written in 1991, the document came under review and revision in late 2004 with a completion target date of 2006. The Borough applied for and received a grant from ANJEC and matched by the municipality to fund the completion of the inventory, almost totally done using the efforts and talents of local volunteers as members of the Environmental Commission. Once completed the document was sent to the Planning Board for review and comment and then adopted by the borough and incorporated into the planning documents. The timing of the ERI could not have come at a better time as the Borough initiated an aggressive redevelopment of their downtown and much of what was suggested in the ERI was ultimately incorporated into the Planning Boards mandates to future developers in this area. The latest reiteration of the Fanwood Environmental Resource Inventory occurred in 2018 (attached) and was produced by the Environmental Commission with help from Fanwood's Professional Staff, Boards, Commissions and Amy S. Greene Consultants.

PDF: [FANWOOD ERI MASTER PLAN](#)

WORD: [FANWOOD ERI UPDATE PLAN](#)

PDF: [FANWOOD ERI DOCUMENT](#)

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## Environmental Commission

10 Points

**Program Summary:** The Fanwood Environmental Commission (FEC) was established in the Borough of Fanwood in 1972 under the leadership of then-Mayor, Ted Trumpp. This appointment was in response to potential environmental threats to the limited and declining open space in the borough and a donation of six acres of wetlands to the municipality, with two additional acres subsequently obtained. The FEC's initial responsibility was to determine the best use of this property, manage the property, and ensure its use for its intended purposes (including retaining a "ranger" who continues to provide oversight to the property today). Through the efforts of local volunteers, Boy Scouts, and Girl Scouts, the Fanwood Nature Center continues to expand and serve the residents of Fanwood with maps, hiking trails, a learning area, and plant identification booklets. Furthermore, the FEC completed its first Environmental Resource Inventory in 1976, then revised in 1991, 2005, and 2018. It's also worked to install butterfly gardens, organized a local Big Backyard Bird Count and a Wild Edibles Plant Walk, and participates in the annual borough Earth/Clean Communities Day and the Fanny Wood Street Festival. The FEC also has a voice in matters brought before the planning and zoning boards regarding the potential environmental impact of the proposed development. The Fanwood Environmental Commission is an integral part of the borough, with eight regular members and two alternates appointed to 3-year terms on a rotating basis.

PDF: [FEC ORDINANCE](#)

PDF: [EC ANNUAL REPORT 2021](#)

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## Environmental Commission Site Plan Review

10 Points

**Program Summary:** The Fanwood Environmental Commission has a monthly public meeting during which it reviews site plans from the planning and zoning boards for environmental implications. The FEC includes a liaison from the planning board and a borough council member. There are also several engineers on the commission to decipher the plans for the rest of the commission. The

Fanwood Environmental Commission has made recommendations for stormwater management, tree planting, and native landscaping and encourages rain barrels and rain gardens. The planning board reviews these recommendations and encourages residents and businesses to implement them.

PDF: [ENVIRONMENTAL COMMISSION SITE PLAN REVIEW EXAMPLE](#)

PDF: [LIST OF DEVELOPMENT ACTIONS SENT TO THE EC](#)

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## Tree Protection Ordinance

10 Points

**Program Summary:** The Borough of Fanwood is committed to preserving our beautiful trees. We have established in our Borough code a preservation policy. Fanwood has a very active Shade Tree Commission that works to maintain our healthy trees. Our Environmental Commission routinely reviews Planning Board applications for new construction and/or improvements to oversee tree removal and plantings reflect the Borough Code.

PDF: [TREE PROTECTION ORDINANCE DOCUMENTATION](#)

## Public Information & Engagement

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### Municipal Communications Strategy

10 Points

**Program Summary:** The Borough keeps an inventory of its communications channels on the Communications page of its website: <https://www.fanwoodnj.org/departments/communications/>. The list is kept up to date by the Communications Committee, in particular Tom Kranz, our public information officer. The Borough relies on multiple platforms to reach various types of residents, including but not limited to: the Fanwoodian (our town newspaper), social media (Facebook, Twitter, Instagram, Youtube), our community television channel, email news blasts, and the municipal website.

PDF: [SUBMISSION CHECKLIST](#)

PDF: [COMMUNICATIONS INVENTORY](#)

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### Digitizing Public Information

10 Points

**Program Summary:** Public information is easily accessible to Fanwood residents through multiple digital platforms, including the municipal website Facebook and Twitter. The municipal website is updated regularly, as information flows from the mayoral aide to the website developer for daily

information on updates, staffing and policy changes. The entirety of Fanwood's municipal code can be found online, as well tax maps.

PDF: [SUBMISSION CHECKLIST](#)

## Waste Management

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### Prescription Drug Safety and Disposal

10 Points

 Bronze Priority  Silver Priority

**Program Summary:** The department's Project Medicine Drop Boxes are located at Fanwood Police Department (75 North Martine Avenue) and Scotch Plains Police Department (430 Park Avenue). Residents may visit either police department at any time, 24 hours a day, 7 days a week, 365 days a year, to dispose of their unused or excess medications. We participate in this program following guidelines set forth by Convata. We collected 85lbs in 2020, 90lbs in 2021, and 37lbs so far in the 1st quarter of 2022. Link to information for residents on the police webpage: <https://www.fanwoodnj.org/departments/police/>

WORD: [PROMOTION AND EDUCATION MATERIALS](#)

PDF: [2022 QUARTER 1 REPORT](#)

IMAGE: [PICTURE](#)

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### Household Hazardous Waste

15 Points

**Program Summary:** Since Fanwood Borough moved to curbside recycling in 2016, the town's Recycling Center is used to recycle hazardous household waste and other items that curbside recycling does not allow. Residents may bring electronics, fluorescent bulbs, motor oil, and vehicle batteries to the North Avenue recycling center the first Saturday of every month, 8-11am (see DPW pg. 4). The Center is publicized in the annual DPW mailing to residents, the town newsletter and website. Due to Covid-19, the recycling tonnage report for 2019 will not be available until September. The tonnage report for 2018 is attached instead. As we do not sell the car batteries, they are not found on the tonnage report. The borough recycles their own to NAPA Auto parts, and any car batteries turned into our recycling depot by residents are usually recycled along with scrap metal (which can be found on our annual tonnage report).

PDF: [NON-CURBSIDE ITEMS DESCRIPTION 2019](#)

EXCEL: [RECYCLING TONNAGE](#)

PDF: [DPW ANNUAL SCHEDULE 2020](#)

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### Non-Mandated Materials Recycling

10 Points

**Program Summary:** The Borough offers recycling options for plastics #3-7 and styrofoam. Page 10 of the annual DPW schedule indicates the recycling of plastics #1-7, and plastics #3-7 are listed on our annual tonnage report as Plastic Containers (08). From 2019 to 2020, the Borough participated in the TREX program to recycle plastic film. However, the green team has now coordinated with the Westfield Conservation Center to allow a place for Fanwood residents to recycle polystyrene and styrofoam. We do not receive a tonnage report from Westfield as the materials are not weighed on site when they are brought in by the users. Information and updates on recycling are available to residents on the municipal website, the Recycle Coach app, in weekly email blasts, and in our annual DPW schedule.

PDF: [DPW SCHEDULE 2022](#)

IMAGE: [JULY 19, 2022 WESTFIELD DPW DIRECTOR EMAIL REGARDING FANWOOD PARTICIPATION IN WESTFIELD CONSERVATION CENTER](#)

PDF: [RECYCLING PROMOTION](#)

EXCEL: [RECYCLING TONNAGE REPORT](#)

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## Grass - Cut It and Leave It Program

5 Points

**Program Summary:** In early 2006, the Borough of Fanwood adopted a Grass-Cut it and Leave it program. Each year the Department of Public Works mails a schedule of services to all residents within the Borough and includes the following guidelines for grass disposal: "Grass clippings provide beneficial nutrients to gardens and lawns reducing the need for fertilizers and contributing to the soil's organic matter. It is recommended to mow your grass with a mulching mower, when done properly, you are left with a neat, "just vacuumed" appearance. And thatch is not a problem incurred with mulching mowers, a common misconception. Thatch is the result of excess surface roots caused by overwatering and over-fertilizing. If you do not own a mulching mower, simply use the clippings as a garden mulch, spreading it on the surface to help eliminate weed growth, reduce soil spattering and crusting, and also to help moderate the soil temperature." The Borough does not provide pickup of grass clippings therefore placing grass in the street is prohibited. This program has reduced the amount of grass placed in the street and virtually eliminated requests from residents for the Borough to provide grass pickup. 2022 The Fanwood 'Grass Cut-It and Leave-It' program continues to be actively enforced as grass clippings are neither accepted at our recycling center nor permitted to be left on the curb. The benefits of grass clippings and the utilization of mulching mowers continues to be communicated to the community on pages 2 and 7 of the annual DPW schedule.

PDF: [DPW SCHEDULE 2022](#)