

# Matawan Borough Environmental Commission

*2018 Annual Report*



***Prepared by:***

Matawan Borough Environmental Commission

**January 2019**

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**Appendix A** 2018 Meeting Minutes

## 1.0 EXECUTIVE SUMMARY

The Matawan Borough Environmental Commission (MBEC) was recently re-established in 2018 in accordance with Code § 2-8.1 with the purpose of the protection, development and use of natural resources, including water resources located within the Borough (Code § 2-21.3). As well as NJ State Legislation 40:56A which established environmental commissions to “study and make recommendations concerning open space preservation, water resource management, air pollution control, solid waste management, noise control soil and landscape protection, environmental appearance, marine resources, and protection of flora and fauna.”

In accordance to Code § 2-33.5 the MBEC has the following powers and duties:

- a. Subject to the prior approval of the Unified Planning Board and Council, the Commission may acquire property, both real and personal, in the name of the Borough, by gift, purchase, grant, bequest, devise or lease, for any of the purposes of the Commission and it shall administer the same for such easement (including conservation easement), covenant or other contractual right (including a conveyance on conditions) as may be necessary to acquire, maintain, improve, protect, limit the future use of, or otherwise conserve and properly utilize open spaces and other land and water areas in the Borough.
- b. Conduct research into the use and possible use of the open land areas of the Borough.
- c. To advertise, prepare, print and distribute books, maps, charts, plans and pamphlets, which in its judgment it deems necessary for its purposes, within the limits of funds appropriated to the Commission.
- d. To coordinate the activities of unofficial bodies organized for similar purposes.
- e. Keep an index of all open areas, publicly and privately owned, including open marsh lands, swamps, and other wetlands, and to obtain information on the proper use of such areas.
- f. Recommend from time to time to the Unified Planning Board, plans and programs for inclusion in the Master Plan of the Borough for development and use of such areas.
- g. To do such other acts and things as are reasonably related to and designed to carry out the purposes and objectives of the Commission, including without limitation, the appointment and payment of such clerks and other employees of the Commission which may be required within the limits of the funds appropriated to the Commission.
- h. Keep records of the meetings and activities of the Commission and make an annual report to the Borough Council. (1971 Code § 2-21.5)

## 2.0 MEMBERS

The Matawan Borough Environmental Commission consists of seven members who shall be appointed by the Mayor for a term of three years, and associate members chosen by the commission for a term of one year. All members of the Commission are residents of the Borough.

Dan Wieczorek	Chair
Ginny Sanzo	Member
Meredith Comi	Member
Jim Tobias	Member
Sharen LaPorta	Member
Anthony Washington	Member
Larry Magee	Member
Adam Fernandez	Associate Member
Malini Guha	Associate Member
Michele Devanny	Associate Member
Deana Gunn	Council Liaison

## 3.0 MEETINGS

The Environmental Commission meets on the second Tuesday of each month. The meeting scheduled for September 11 was moved to September 20 due to lack of quorum and the meeting scheduled for November 13 was cancelled due to schedule conflicts. Meetings in 2018 were convened on the following dates, and all meetings are open to the public and posted in advance:

January 17	May 8	September 20
February 13	June 12	October 9
March 13	July 10	December 12
April 10	August 14	

Minutes of meetings are posted at [www.matawanborough.com](http://www.matawanborough.com) under Your Government, Boards & Commissions. A copy of the meeting minutes for calendar year 2018 are included in **Appendix A**.

## 4.0 2018 PRIORITIES AND OBJECTIVES

- Acquaint ourselves with the other members of the newly re-established commission.
- Learn of any actions, projects, or accomplishments of the past commission.
- Appoint associate members.
- Learn the roles and responsibilities of the Matawan Borough Environmental commission.
- Get involved with community events to inform residents that the Commission has been re-established.
- Establish a social media presence.
- Positively impact the town in our first year.

## 5.0 2018 HIGHLIGHTS AND ACCOMPLISHMENTS

### 5.1 Facebook

Being that interest on the All About Matawan Facebook page was one of the driving forces in the re-establishment of the MBEC we wanted to quickly establish a social media presence to let the community know about the commission.

In the past year alone, our posts have reached over 1,800 people, acquiring 175 followers, 170 likes. Over 400 people reacted to or engage to the close to 200 posts made by the commission.

### 5.2 Environmental Workshop

The Matawan-Aberdeen Educational Foundation (MAEF) in conjunction with the Matawan Borough Environmental Commission held a workshop on community environmentalism and technology on February 26, 2018, 4-6 PM in the MAMS Cafeteria.

We were visited by Tobias Fox, the Director of **Newark Science and Sustainability**. Mr. Fox is a long-time community leader in building local resources for public education, community gardens, nutritional awareness, eco-art, sustainable technology, and youth mentoring. Newark SAS has been expanding its reach in the Newark area and statewide. He gave us a presentation on what they've been doing, and their plans.

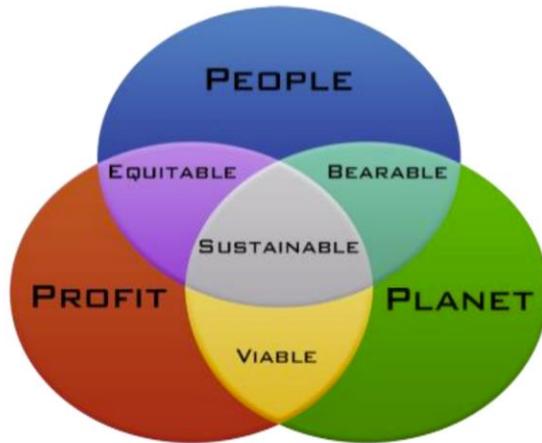


After Mr. Fox's presentation -- and a taste of their pedal-powered smoothies! -- we had an open, structured discussion about possible projects that could involve our town governments, our schools, our civic organizations, our local businesses, garden clubs, youth groups, seniors -- everybody who's got something to share. We want to preserve the best of the past as we prepare for a clean, comfortable, exciting future.

Kizzie Osborne of the Aberdeen Environmental and Shade Tree Advisory Board, and Dan Wiczorek and Jim Tobias of Matawan Borough Environmental Council respectively, led the discussion on what projects are under discussion or underway.

### 5.3 MARSD Sustainability - Community Meeting

In Members of the Matawan and Aberdeen communities, including the Matawan Borough Environmental Commission, met with Adam Nasr, the Director of Facilities for the Matawan-Aberdeen Regional School District (MARSD), to discuss what the district is doing in terms of sustainability, and what we might all do.



### The Triple Bottom Line

The Foundation of Sustainability (from *Cannibals with Forks*)

Adam gave us a short presentation on district facilities, which are both wide ranging and complex (slides available). He has overseen many recent improvements that have resulted in better performance and lower cost, such as the boilers replaced in several buildings. As MARSD spends \$1.2M annually on utilities, these improvements have already had a financial impact as well as reduced carbon emissions. As an example of how these changes are reflected in sustainability, MAMS's EnergyStar score moved from 29 to 91. Other facility

changes underway include LED lighting, recycling, revised cleaning materials and processes, and water filtration.

Adam then moved the conversation to how to manage and advance the issue of sustainability in an organizational sense. He walked us through the process of setting up a Green Team and completing specific sustainability actions that enhance quality of life and community value, while reduce overall costs. These actions and lots of supporting materials are found on the Sustainable Jersey website. Both municipalities and schools are eligible to participate and can follow its rubrics to score points leading to escalating levels of certification. Grants of different amounts are available to Green Teams for special projects, based on their certification levels.

We discussed several ways the community could help, especially by establishing Green Teams in our municipalities and supporting MARSD through awareness campaigns.

#### 5.4 2018 New Jersey Sustainability Summit

Commission members joined over 350 state and municipal representatives from across the political, private and public sectors at the 2018 New Jersey Sustainability Summit on June 21, 2018 to take stock together on a path for a sustainable New Jersey. The one-day sustainability summit included a keynote address from First Lady Tammy Murphy, and a total of 12 breakout sessions with topics ranging from "goin' green by makin' green" and "it's electric" to "plastic pollution solution."

(<http://www.sustainablejersey.com/events-trainings/2018-sustainability-summit/>)

#### 5.5 Henry Hudson Trail Extension

The Environmental Commissions of Aberdeen and Matawan, along with the administration and governing bodies of both municipalities, attended a meeting in March 23, 2018 with the Monmouth County Parks System and NJ Transit. The purpose of this meeting was to discuss the remaining connections necessary to make the Henry Hudson (HH) Trail one contiguous trail through Aberdeen and Matawan. The project is being pursued by NJ Transit and they were seeking permission from Matawan Borough and Aberdeen Township to pursue a transit trail that will connect the trail from around (Stillwell St) the old railbed to the Aberdeen Matawan Train Station. The old trestle bridge north of Stillwell will be renovated or replaced and the trail improved to be what they consider an 'enhanced' trail that includes a walkway for pedestrians, a bike trail, lighting and signage to the train station. The trail could also go all the way to the Santa Fe Junction Neighborhood at Nutmeg Road (Aberdeen) if residents concur.



The benefits of this trail expansion to both towns would be tremendous as it will make it easier for commuters to bike and walk to the train station and the HH trail. In addition, residents who utilize the trail for leisure will be able to enjoy a more cohesive and connected trail experience. Although

this project is years away from completion, we will continue to monitor the project and keep people apprised of its status.

## 5.6 First Annual Matawan Environmental Commission Spring Cleanup

The Matawan Environmental Commission held its first annual Spring Cleanup on Saturday April 14, 2018. The event attracted over 50 people, including Scouts, students, and Matawan Council members. Volunteers met at Lake Lefferts Lakefront Park, a public space for fishing, kayaking, and picnicking where Commission members introduced themselves and discussed the cleanup route. Will Johnson, Coordinator for Monmouth County Clean Communities, gave a brief safety talk and provided gloves, pickers, safety vests, and trash bags. Volunteers made their way from Lake Lefferts Lakefront Park to Terhune Park, collecting litter and debris from the lakefront, side streets, and marsh areas along the way. The cleanup ended at Terhune Park. The tonnage report provided by Monmouth County Clean Communities reported 48 bags of trash and 10 bags of recyclables were collected, totaling 580 lbs. Matawan Department of Public Works also helped facilitate the day's activities and coffee was donated by Matawan's Starbucks.



### 5.7 Sandy Recovery Tree Giveaway

The Department of Environmental Protection's Division of Parks and Forestry is making has made free tree seedlings available to residents through the New Jersey Tree Recovery Campaign, an ongoing effort of the New Jersey Forest Service, the nonprofit Arbor Day Foundation and other partners. As a participant in the program Matawan was proudly listed as a distribution center and gave away over 250 willow oak, and dogwood seedlings.



## 5.8 Matawan Day

The Matawan Environmental Commission staffed a table at this year's Matawan Day held on Saturday October 13th, 2018. The event was held in downtown Matawan and included local businesses and vendors, not-for-profit organizations and charities, community groups and commissions, to name a few. This event is attended by well over a thousand people from Matawan and surrounding communities and is highly anticipated by all every year.

This year the Matawan Environmental Commission sponsored a Single Use Plastics Community Awareness display by local artist Joe Harvard. Initiated by local resident Yvette Reyes, this "Reuse, Refuse, Recycle, Respect Earth" campaign exhibited numerous art pieces constructed of single use plastics, designed to create and instill awareness of the harmful impacts of single use plastics on our planet. Especially intriguing to children, this display inspired creativity to recycle and reuse the everyday plastics that we encounter and use them to create art to beautify our world.



Commission Members Sharen LaPorta, Meredith Comi,  
Chairman Daniel Wiczorek, Ginny Sanzo and  
Council Chair Deana Gunn



Reuse, Refuse, Recycle, Respect Earth Display

## **6.0 2019 GOAL**

In 2019 we have added some new goals to the commission's agenda. If budgeting allows the most important project of 2019 will be to produce a Borough Natural Resource Inventory (NRI).

A NRI compiles information on important, naturally occurring resources within the Borough as well as important cultural sites and other infrastructure. NRIs provide a strong foundation for informed land-use planning and decision-making by identifying where resources occur and how they relate to existing development.

An NRI is an unbiased report of integrated data and provides baseline documentation for measuring and evaluating resource protection issues. The NRI is an objective index and description of features and their functions, rather than an interpretation or recommendation. Identifying significant environmental and cultural resources is the first step in their protection and preservation.

To date no NRI has ever been completed by the Borough of Matawan and it is our opinion that the Borough would benefit greatly from having one as part of its Master Plan. The initial research conducted will be focused on addressing the concerns deemed most immediate to the Borough. The NRI would include information on geology and soils, water resources, wildlife and habitats, climate, cultural resources and land use. The NRI is a living document which will be updated and amended to ensure it consistently reflects the needs of the community.

Together we can help document and protect the valuable natural and cultural resources of our community to ensure they continue to benefit future generations. We welcome the opportunity to talk to you in person regarding our proposal and the positive environmental and economic impacts this work could facilitate. Thank you for your consideration and for all that you do for our community.

Additionally, we will be continuing our efforts to reach a certification level in the Sustainable Jersey program. Sustainable Jersey is nonprofit organization that provides tools, training and financial incentives to support communities as they pursue sustainability programs. There are currently 443 NJ municipalities participating of which 203 have received certification. There are also some garden projects we may pursue this year based on repeated public interest are a demonstration rain garden, community garden, and pollinator gardens.

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**APPENDIX A**

*Meeting Minutes*

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**Matawan Environmental Commission  
Meeting Minutes  
January 17, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:00pm on January 17, 2018 by Commission Chairman Daniel Wieczorek

**I. Meeting Attendance**

a. Present

<u>Commission Members</u>	<u>Associate Members</u>
Daniel Wieczorek	Malini Guha
Meredith Comi	Ken Ramsey
Deana Gunn	Michele Devanny
Jim Tobias	
Sharen LaPorta	
Larry McGee	
Ginny Sanzo	

b. Absent

Anthony Washington	Adam Fernandez
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**II. Introductions**

All members of the commission introduced themselves, provided some background information and shared their individual goals/intents for being part of the commission

**III. Historical Perspective of Previous Commission/Exploration of Ideas and Initiatives**

- a. Rain Garden Project – discussion of its resurrection
- b. Rain Barrel Project
- c. Discussion of the possibility of adding a pathway through the marshes along Matawan Creek
- d. Put up signage to alert travelers of Watershed areas
- e. Henry Hudson Trail cleanup in cooperation with Monmouth County Parks Department
- f. Connect Henry Hudson Trail by the rail trestle on the Matawan/Aberdeen border
- g. Twice a year cleanups (spring and fall) to possibly include high school students as part of their community service requirements
- h. Community garden, possibly at Burrowes Mansion
- i. Consider partnering with Aberdeen Environmental Commission for any relevant projects
- j. Consider partnering with Main Street Citizens Alliance for any relevant projects

**IV. Concerns Expressed by Members of the Commission**

- a. High nitrogen levels in Lake Matawan and Lake Lefferts caused by pesticide run-off from residences bordering the lakes
- b. Should the Commission explore a “Tree Ordinance”
- c. Condition of marshes by Aberdeen Road near the train station
- d. Point Source Pollution

**V. Valuable Affiliate Organizations/Meetings for Commission Members to Attend**

and Report Back

- a. Matawan Planning/Zoning Board
- b. Bayshore Watershed
- c. Aberdeen Environmental Commission
- d. Monmouth County Environmental Commission
- e. Association of New Jersey Environmental Commissions (ANJEC)
- f. Sierra Club
- g. Town Council
- h. Main Street Citizens Alliance

VI. Other Business Addressed

- a. Creating an Organization Binder/File Cabinet for Commission Minutes and Commission Projects
- b. Creating a Facebook Page to create community awareness of what the Commission is doing
- c. Getting Commission information and updates on the town website, as well as in the Town Calendar for the year
- d. Consideration of having a high school student hold the remaining available Associate Member position
- e. Jim Tobias reported on an event being held by the Matawan-Aberdeen Educational Foundation (MAEF) on February 26, 4-6pm at the Middle School – A workshop with Newark Science and Sustainability, a grassroots group that does community gardening, environmental stewardship and community technology

VII. Adjournment

Meeting was adjourned at 8:15pm by Daniel Wieczorek. The next general meeting will be at 7:00pm on February 13, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission**  
**Meeting Minutes**  
**February 13, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:03pm on February 13, 2018 by Commission Chairman Daniel Wiczorek.

I. Meeting Attendance

a. Present

<u>Commission Members</u>	<u>Associate Members</u>
Daniel Wiczorek	Malini Guha
Meredith Comi	Michele Devanny
Deana Gunn	
Jim Tobias	
Sharen LaPorta	
Larry McGee	
Ginny Sanzo	
Anthony Washington	

b. Absent

Adam Fernandez  
Ken Ramsey

c. Guests

Pat and Diana Noble  
Paul Rinear  
Diane Doolittle

II. Review and Approval of Prior Meeting Minutes

Minutes of the January 17, 2018 Meeting approved as submitted  
Minutes must be emailed monthly to Robin Klinger and Karen Wynne

III. Member and Guest Reports on Affiliate Organizations

a. Update from Shade Tree meeting

b. Update from Aberdeen Environmental Commission Advisory Board

- i. Shredding Event
- ii. Recycling
- iii. As per an initiative brought forth by the Aberdeen Town Council-Pending JCP&L Energy Efficiency upgrade to LED lights – approximately 5% of town lights per year can be replaced
- iv. Sandy Recovery Trees – bare root seedlings to be given away to aid in post-Sandy recovery
- v. 3rd Grade Tree/Arbor Day Program – possible joint project with Matawan-Aberdeen Educational Foundation (MAEF)
- vi. Viability of becoming a “Tree City USA” Community

IV. Current Projects of Interest - In Order of Priority

- a. Spring Cleanup – set for April 14, 2018, rain date April 15, 2018
- b. Henry Hudson Trail – in an effort to complete the trail, the Monmouth County Park System is rallying towns and commissions to write to NJ Transit (owner of the property which could serve to connect the trail) and encourage NJ Transit to

- cooperate with the Monmouth County Park System to complete the trail
- c. Lefferts Efforts – waterfront clean up, especially in preparation for the fishing derby, kayak tours, expansion/nature trail
- d. Watershed signs
- e. Community Garden

V. New Business

- a. Jim Tobias discussed an event being held by the Matawan-Aberdeen Educational Foundation (MAEF) on February 26, 4-6pm at the Middle School – A workshop with Newark Science and Sustainability, which is a grassroots group that does community gardening, environmental stewardship and community technology
- b. Association of New Jersey Environmental Commissions (ANJEC) Membership feasibility for the Commission and membership rates
  - i. Upcoming training event on March 10th at Tatum Park: “Fundamentals for Effective Environmental Commissions”  
Cost is \$45pp, as the Commission is not currently a member of ANJEC
- c. Environmental Education (EE) Grant Discussion
- d. Backyard Bird Count Event – 2/16, 2/17 and 2/18
- e. Discussion of a joint meeting of the Matawan and Aberdeen Environmental Commissions for a joint training opportunity in Sustainability
- f. Discussion of Environmental Working Group (EWG) and water quality reports
- g. Discussion of the Commission engaging in Environmental Educational Outreach in our community. Possibly at the library on a regular basis, doing info shares on topics such as energy efficiency, etc.
- h. Discussion of creating a volunteer workforce for upcoming Commission projects/events, such as via Girl & Boy Scouts, 4H and Facebook

VI. Adjournment

Meeting was adjourned at 9:06pm by Daniel Wiczorek. The next general meeting will be at 7:00pm on March 13, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission  
Meeting Minutes  
March 13, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:00pm on March 13, 2018 by Commission Chairman Daniel Wieczorek.

**I. Meeting Attendance**

a. Present

Commission Members

Daniel Wieczorek  
Meredith Comi  
Deana Gunn  
Jim Tobias  
Sharen LaPorta  
Larry McGee  
Ginny Sanzo  
Anthony Washington

Associate Members

Malini Guha  
Michele Devanny  
Adam Fernandez

b. Absent

Ken Ramsey

c. Guests

Alison McCarthy  
Tina Marie Walling  
Paul Rinear  
Diane Doolittle

**II. Review and Approval of Prior Meeting Minutes**

Minutes of the February 13, 2018 Meeting approved as submitted

**III. Guest Speaker – Matawan Recycling Coordinator – Grace Rainforth**

- Updated the Commission on current communications with Clean Communities and Shade Tree
- Will be working on organizing a Green Team and has encouraged all groups such as the Environmental Commission, Shade Tree, etc. to maintain info share and stay connected, as many group missions can overlap between organizations and the groups can work together to accomplish similar goals.
- Discussed new recycling center that will hopefully open May, 2018
- Emphasized importance of the recycling calendar for all pertinent information
- Link to PDF version on Borough Website:  
<http://www.matawanborough.com/matawan/Borough%20SERVICES/Recycling/>
- State of New Jersey is highly ambitious in increasing the rate of recycling across the state

**IV. Member and Guest Reports on Affiliate Organizations**

a. Aberdeen Environmental Advisory Board (Dan)

- i. Aberdeen is 75% solar in their municipal buildings
- ii. Community garden discussion
- iii. Aberdeen will most likely qualify for Tree City USA 2018

- iv. Discussion of poetry contest for Arbor Day
- v. Discussion of joint MEC-AEC meeting on school sustainability  
(further addressed in New Business)
- vi. Discussion of upcoming (date pending) meeting with Monmouth County Parks, NJ Transit, Aberdeen Environmental Commission, Matawan Environmental Commission regarding the Henry Hudson Trail
- b. Matawan Shade Tree (Larry)
  - i. Reviewing Tree City USA qualifications and application
- c. Planning Board (Sharen)
  - i. Nothing to report that impacts the Matawan Environmental Commission
- d. Bayshore Regional Watershed Council (Meredith)
  - i. Meeting was cancelled, nothing to report
  - ii. Follow their website and Facebook for continuous updates on their events, clean-ups, etc
    - 1. Website: <http://www.restoreraritanbay.org/>
    - 2. Facebook: <https://www.facebook.com/bayshorewatershed/>
- e. Monmouth County Environmental Council (pending)
  - i. No report for this meeting
- f. Matawan Town Council (Deana)
  - i. No report for this meeting

#### V. Reports on Special Events/Meetings Attended

- a. Matawan-Aberdeen Educational Foundation (MAEF)
  - i. Jim Tobias updated the Commission on the workshop with Newark Science and Sustainability that was held on February 26, 2018. Recapped the event, turn out and info share
- b. Association of New Jersey Environmental Commissions (ANJEC)
  - i. Dan updated the Commission on the training event that was held on March 10th “Fundamentals for Effective Environmental Commissions”. Great information was provided in the session and it is highly recommended to attend one of the other 2 sessions coming up, especially since the Matawan Environmental Commission is now a member of ANJEC
    - 1. Saturday, March 17, 9am-1:30pm (Morris County)  
Roxbury Community Center, 72 Eyland Avenue, Roxbury, NJ
    - 2. Saturday, March 24, 9am -1:30pm (Gloucester County)  
Washington Twp. Mun. Building, 523 Egg Harbor Rd., Sewell, NJ

#### VI. Progress Reports on Active Projects

- a. Spring Cleanup (Meredith & Anthony)
  - i. Scheduled for Saturday, April 14, 2018, from 9am to 11am, with a wrap up and sapling give away afterwards at Terhune Park (Rain Date 4/15/18).  
Final details, flyers and social media info pushes will be forthcoming
  - ii. Discussion of having sign-in sheets for any girl/boy scout troop members that volunteer, the Commission would like to provide Fun Patches for them.  
Final details will be forthcoming
- b. Henry Hudson Trail – (Dan)
  - i. Upcoming meeting (date pending) with Monmouth County Parks, NJ Transit, Aberdeen Environmental Commission, Matawan Environmental Comm.

- c. Lefferts Waterfront Cleanup/Expansion/Nature Trail
  - i. No report this meeting
- d. Lefferts Kayak Tours
  - i. No report this meeting
- e. Signs Marking our Watershed
  - i. No report this meeting
- f. Community Garden (Dan, Meredith & Anthony)
  - i. No official report this meeting, but brief discussion of the viability of a Distributed Model of community gardening for Matawan, due to the limited available space. Also discussion of varied gardening styles/types, such as vertical gardening
- g. Rain Garden (Anthony & Larry)
  - i. No report this meeting
- h. Tree City USA (Larry)
  - i. Reviewing Tree City USA qualifications and application

VII. New Business

- a. Upcoming Meetings and Projects
  - i. Discussion of 3rd Grade poetry contest for Arbor Day
  - ii. Joint MEC-AEAB meeting with Matawan-Aberdeen Regional School District  
Thursday, March 22, 2018 at 7:00pm at the Cambridge Park School,  
1 Crest Way, Aberdeen
- b. Matawan Aberdeen Education Foundation Mini-Golf – possible event this coming  
June

VIII. Adjournment

Meeting was adjourned at 8:56pm by Daniel Wieczorek. The next general meeting will be at 7:00pm on April 10, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission  
Meeting Minutes  
April 10, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:03pm on April 10, 2018 by Commission Chairman Daniel Wiczorek.

**I. Meeting Attendance**

a. Present

Commission Members

Daniel Wiczorek (chair)  
Deana Gunn (Council Chair)  
Meredith Comi  
Jim Tobias  
Sharen LaPorta  
Larry McGee  
Ginny Sanzo  
Anthony Washington

Associate Members

Michele Devanny  
Adam Fernandez

b. Absent

Malini Guha  
Ken Ramsey

c. Guests

Debbie Gries  
Paul Rinear  
Amy Kaban

**II. Review and Approval of Prior Meeting Minutes**

Minutes of the March 13, 2018 Meeting approved as submitted

**III. Guest Speaker – Deborah Gries – Princeton School District Green Teams**

- Shared with the commission how the concept of “School Gardens” in the Princeton School district began after 9/11
- After much success with one school, the concept grew to other schools and now 4 schools in the district have fully operational school gardens
- Initially the project was volunteer based and funded by fundraising campaigns, but now, due to its success, is now a staffed 501c3 called “The Princeton School Gardens Cooperative”
- For more information on this program, please visit their website:  
[www.psgcoop.org](http://www.psgcoop.org)

**IV. Member and Guest Reports on Affiliate Organizations**

a. Aberdeen Environmental Advisory Board (Dan)

- i. Clean Ocean Action (COA) Beach Sweeps, Saturday, April 21<sup>st</sup>, 9:00am to 12:00 – Fisherman’s Parking Lot at Cliffwood Beach (967 Ocean Blvd, Aberdeen Twp, across from roller rink at Veteran’s Memorial Park)
- ii. Discussion of COA’s call to all towns to pass a resolution opposing offshore drilling and any other offshore oil and gas activities
- iii. Possible tour at Freneau Woods to learn how to identify trees
- iv. Aberdeen’s Shade Tree Commission in working on their Forestry Plan

b. Matawan Shade Tree (Larry)

- i. A tree will be planted for Arbor Day, Matawan DPW assisting
- c. Planning Board (Sharen)
  - i. Nothing to report that impacts the Matawan Environmental Commission
- d. Bayshore Regional Watershed Council (Meredith)
  - i. Meredith will be attending the meeting on Thursday, 4/12
  - ii. An osprey's nest was moved from Natco Lake to another location
- e. Monmouth County Environmental Council (pending)
  - i. Freehold is acquiring property for the Henry Hudson Trail
- f. Matawan Town Council (Deana)
  - i. No report for this meeting

#### V. Reports on Special Events/Meetings Attended

- a. Henry Hudson Trail Meeting
  - i. A meeting was held with representatives of the Matawan Environmental Commission, Monmouth County Parks System, New Jersey Transit and Matawan and Aberdeen leadership to discuss 2 possible trail connections and development
    - 1. One potential piece to connect through Matawan by the old rail trestle – consideration of an “Enhanced Trail” for assisting access to NJ Transit with lighting, bike path, etc.
    - 2. The other potential piece to connect to the Keyport segment
  - ii. Mindful consideration to be given to the extent of time that this would take to be fully conceptualized, planned and developed
- b. Joint MEC-AEAB meeting with Matawan-Aberdeen Regional School District
  - i. Held with Adam Nasr, the Operations and Facilities Manager for the school District
  - ii. Discussion of continuous updates to school facilities HVAC systems for maximum energy efficiency
  - iii. Discussion of solar energy and the debate of lease vs. purchase
  - iv. Review of the viability of participating in “Sustainable Jersey for Schools”; to establish a Green Team at individual schools (especially Ravine Drive for Matawan) [www.sustainablejerseyschools.com](http://www.sustainablejerseyschools.com)
  - v. Recycling initiative at the schools – to obtain bins for schools to recycle and coordinate the proper pick-up and disposition of recyclables
- c. STAND Central NJ
  - i. Jim Tobias attended their April meeting on ‘A Renewable Energy Future for NJ’ – robust discussions on energy conservation in NJ, pipeline battles, and updates on current bills in the legislature

#### VI. Progress Reports on Active Projects

- a. Spring Cleanup (Meredith & Anthony)
  - i. Partnered with NY/NJ Baykeeper and Monmouth County Clean Communities
  - ii. Saturday, April 14<sup>th</sup>, 9-11am – the finalization of these details a primary focus of this month's meeting
- b. Henry Hudson Trail – (Dan)
  - i. See above ‘Henry Hudson Trail Meeting’
- c. Lefferts Waterfront Cleanup/Expansion/Nature Trail

- i. Interested in doing a study on increasing water access for fishing, etc. as a future project
    - ii. Lake Lefferts is part of the focus area of the 4/14/18 Spring Clean-Up
  - d. Lefferts Kayak Tours – (pending)
    - i. Matawan Recreation Department and NY/NJ Baykeeper will be running kayak tours on Lake Lefferts this season. Dates TBA
  - e. Signs Marking our Watershed (pending)
    - i. No report this meeting
  - f. Community Garden (Dan, Jim, Larry & Anthony)
    - i. Clarified and unified the Commission’s definition of Community Garden as a ‘parcel of land that is gardened collectively by a group of people’
    - ii. Discussion of possible locations (review Monmouth County GIS), potential of meeting with town planner, the idea of multiple small community gardens throughout Matawan, especially able to be within walking distance for site specific volunteers
    - iii. Someone attend Marlboro Shade Tree to learn about their community Garden
    - iv. Discussion of viability of a butterfly garden
  - g. Rain Garden (Anthony & Larry)
    - i. Bioswale discussion – in lieu of doing a rain garden, which posed multiple challenges. Bioswale could be more feasible, especially for areas in need, such as Terhune Park
  - h. Tree City USA (Larry)
    - i. Tree being planted for Arbor Day

VII. New Business

- a. Natural Resources Inventory (NRI) – the Commission needs to produce a Natural Resources Inventory in order to enable info share with town planning, etc. – Consultation with ANJEC necessary on properly completing this
- b. Discussion of disposed items along Henry Hudson Trail where drilling has been occurring
- c. Discussion of land disturbance along the Henry Hudson Trail by Clinton and Stillwell streets, which impacts storm drainage and properties in its vicinity.

There

should be a burm there and the Commission may need to have a discussion with the county engineer who is in charge of the project

VIII. Adjournment

Meeting was adjourned at 9:05pm by Daniel Wieczorek. The next general meeting will be at 7:00pm on May 8, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission  
Meeting Minutes  
May 8, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:03pm on May 8, 2018 by Commission Chairman Daniel Wieczorek.

I. Meeting Attendance (16)

a. Present

Commission Members

Daniel Wieczorek (chair)  
Deana Gunn (Council Chair)  
Jim Tobias  
Ginny Sanzo  
Anthony Washington

Associate Members

Adam Fernandez  
Malini Guha

b. Absent

Sharen LaPorta  
Meredith Comi

Michele Devanny  
Ken Ramsey

c. Guests

Yvette Maria Reyes  
Don Gordon  
Pat Noble  
Elizabeth Szoc

Janine Bland  
Julianna Bland  
Diane Doolittle  
Paul Rinear

II. Review and Approval of Prior Meeting Minutes

Minutes of the April 10, 2018 Meeting approved as submitted

III. Guest Speakers

a. Elizabeth Szoc - First Presbyterian Church, Matawan - Community Garden

- Started their Community Garden Spring, 2017
- Monmouth County Food Pantry provided all of the plants used and guided the “how to” of plating and layout
- Items grown: tomatoes, eggplants, cucumbers, peppers, basil, strawberries, zucchini
- In ground planting, not raised beds
- Composting was attempted, but there was animal interference
- Food that was grown was donated to either the food pantry or to church members
- No one was assigned plots, only the Szocs worked the garden
- This year the size is doubled over last year (in an attempt to expand sun exposure to the plants) and the food mostly goes to the food pantry

- Uncertain if the church community would consider opening the garden to participation with other organizations
  - Church meetings are the 4<sup>th</sup> Monday of each month at the church
- b. Julianna Bland - Ambassador Girl Scout - Gold Award Project
- Due to concerns of the declining bee population, Julianna would like to build a community garden or bee friendly garden to help sustain the population of bees
  - Needs to have an educational component, such as workshops with the library and schools to integrate the importance of the bee population in terms of food and environmental impacts, as well as how members of the community can integrate bee friendly plants in their own private yards
  - Willing to consider expanding the concept into that of a full pollinator garden to include butterflies
  - The size of the garden would depend upon the amount of space available
  - Julianna needs to have this done within the next year
  - Julianna is in need of an advisor (hopefully from the Matawan Environmental Commission) to assist with the project
  - Chairman Dan Wieczorek requested a plan, a budget and a list of top 5 ideal locations from Julianna so that we could move forward with assisting
  - Councilwoman Deana Gunn will assist as well, to investigate if any existing parks could accept this type of garden (*ie* Penniplede Park on Jackson Street, or along the Henry Hudson Trail) Consultation with the Parks/Recreations Department would be necessary

IV. Member and Guest Reports on Affiliate Organizations

- a. Aberdeen Environmental Advisory Board (Dan)
- i. Pat Noble reported and reviewed their events:
    1. Arbor day tree planting
    2. Beach clean-up (over 140 people attended); mostly glass fragments were picked up, not many plastics
    3. Medication drives
    4. Monmouth county paper shredding which was well attended
    5. Recycling discussion - recycling is up 93%, working on getting the schools recycling percentage up as well, since they are currently behind; Aberdeen gave away recycling bins to residents (as part of recycling grants received) more recycling cans are needed as residents were highly interested
    6. 335 trees for 3<sup>rd</sup> graders were given away in Aberdeen for Arbor Day
- b. Matawan Shade Tree (Larry)
- i. Update on Arbor Day tree planting:
    1. 50 red maples were available, they gave out 25
    2. It was noted that the Boy Scouts might be able to take some for their projects
- c. Planning Board (Sharen)
- i. No Report

- d. Bayshore Regional Watershed Council (Meredith)
    - i. No Report
  - e. Monmouth County Environmental Council (pending)
    - i. No Report
  - f. Matawan Town Council (Deana)
    - i. Attended Matawan Arbor Day and Aberdeen Arbor Day
    - ii. April 14<sup>th</sup> Matawan Spring Clean-Up was a huge success and gave the Commission good exposure in the community (over 50 people attended and all 100 trees from the Sandy Recovery project were given away)
    - iii. Attended a meeting to assess the solar situation in Matawan – panels are going up June or July for Borough Hall, August will be the police station and water plant (carports will be constructed in order to support the panels) and upon completion of the project, a monitor will be placed in Borough Hall to view cost savings and additional data
    - iv. Updated the Commission on the kayak tours on Lake Lefferts with Joe Reynolds of the Bayshore Regional Watershed Council
    - v. The Matawan Memorial Day Parade is Sunday, May 27<sup>th</sup>
    - vi. June 9<sup>th</sup> is the Fishing Derby for kids at Lake Lefferts
    - vii. The Matawan Environmental Commission is in need of a logo, especially for banners and documents/letterhead
- V. Reports on Special Events/Meetings Attended
- a. Shade Tree Arbor Day Event (Larry)
    - i. See report above
  - b. MEC Spring Cleanup (Meredith)
    - i. No Report – see above for brief report from Deana Gunn
- VI. Progress Reports on Active Projects
- a. Lefferts Waterfront Cleanup/Expansion/Nature Trail
    - i. No official report
    - ii. Discussion on the viability of increasing water access for fishing, between the boat launch and the dock; won't be able to do for this year's fishing derby, but possibly for next year
  - b. Lefferts Kayak Tours – (Happening!)
    - i. Matawan Recreation Department and NY/NJ Baykeeper will be running free, 1 hour kayak tours on Lake Lefferts this season. They will be led by Joe Reynolds
    - ii. 2 Dates with 4 Time slots each day:
      - 1. Saturday, July 21<sup>st</sup> AND Saturday August 25<sup>th</sup>
        - a. 9am-10am
        - b. 11am-12pm
        - c. 1pm-2pm
        - d. 3pm-4pm
  - c. Signs Marking our Watershed (Meredith)
    - i. No report
  - d. Community Garden (Dan, Jim, Larry & Anthony)
    - i. See above presentation from Guest Elizabeth Szoc from the First Presbyterian Church

- e. Rain Garden/Bioswale (Anthony & Larry)
    - i. No report
  - f. Tree City USA (Larry)
    - i. One requirement has been met via Mayoral Proclamation for Arbor Day
    - ii. Next meeting will determine where current standings are
  - g. Sustainable Jersey for Schools – Green Team – School Garden (pending)
    - i. No official report
    - ii. Per Pat Noble from Aberdeen – schools have recycling cans, but issues remain with proper disposal of the recyclables collected – there is a new contractor for the upcoming year and the recycling policies will be more organized and better processed
  - h. Solar Power for Matawan Borough and School System (pending)
    - i. See above report from Deana Gunn
    - ii. Per Anthony Washington – discussion on using parking lots for solar panels, but the cost factors are high, as structures need to be built in the parking lot (*ie* carports) in order for the solar panels to be mounted
  - i. Natural Resource Inventory (Adam)
    - i. Needs to find an example from someplace more local (others he found were from various other areas in the country) to see how in depth it needs to be; also depends upon what data is available for our area
    - ii. Paul Rinear from the Aberdeen Environmental Advisory Board shared that Aberdeen has theirs online
    - iii. It was suggested to reach out to ANJEC for assistance as well
    - iv. The Natural Resource Inventory is needed for the Master Plan and should be available to the Planning Board so that the Commission can have access to planning board and zoning board plans; it also assists in access to grants, collection of green team points, etc.
    - v. An inquiry was made to see if there is an old NRI from the previous Matawan Environmental Commission; this is yet to be determined
    - vi. There is an assumed cost of approximately \$10,000.00 for complete the NRI in its entirety
- VII. New Business
- a. Upcoming Meetings and Project Suggestions
    - i. MAEC (Jim Tobias): Mini Golf at the high school softball field, plus a dance and band – library, schools, police department (June 3)
    - ii. Anthony, Dan and Jim will head up the creation of a hole for the mini golf
- VIII. Open Floor
- a. Yvette Reyes:
    - i. Point Pleasant Beach has passed a resolution to ban single use plastic bags in the town – thoughts of working towards the same goal in Matawan
    - ii. Proposed the idea of a “Mobile Garten” – an art garden made of recycled materials ... and made mobile to go to different communities and schools to promote awareness of the consumption of and adverse effects of single use plastics – this would be with the purpose of educating businesses and consumers

- iii. Consider a discussion with the Chamber of Commerce to work with Matawan businesses (esp. restaurants and shops) to encourage the riddance of single use plastics
  - iv. Research other towns that have successfully changed their ordinances and see how businesses bought into it, challenges faced, what worked, what didn't
- b. Pat Noble:
- i. Bridge on Little Street – a significant amount of recyclable trash is collected on the ground below the bridge and would like to see that cleaned up
  - ii. Challenge is gaining access to the area because it is bordered by residential private property, and the ground is quite steep
  - iii. Considered accessibility via boat
  - iv. Determined that the Commission would check the GIS to see if it is town property where the trash is accumulated and if so, perhaps the DPW could clean it up if it's public property
- c. Paul Rinear:
- i. May 20<sup>th</sup> - Riverside Gardens Clean-up 9am-12pm, with Bayshore Regional Water Council (Joe Reynolds is the chair)
- d. Anthony Washington:
- i. Campaign for “covering your trash/recycles” as a significant portion of street litter tends to come from trash/recycles that blow out of uncovered trash cans that are out on the curb awaiting pick up; what can we do to get some mass communication and education out to people (*ie* on the town calendar, via social media) and to get some statistics behind the environmental impact of uncovered trash/recycling cans
  - ii. Possibility of ticketing people with overflowing/uncovered cans?
- IX. Adjournment  
Meeting was adjourned at 8:49pm by Daniel Wiczorek. The next general meeting will be at 7:00pm on June 12, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission**  
**Meeting Minutes**  
**June 12, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:06pm on June 12, 2018 by Commission Chairman Daniel Wieczorek.

I. Meeting Attendance (11)

a. Present

Commission Members

Daniel Wieczorek (chair)  
Sharen LaPorta  
Jim Tobias  
Larry McGee  
Ginny Sanzo  
Meredith Comi

Associate Members

Adam Fernandez  
Michele Devanny

b. Absent

Deana Gunn (Council Chair)  
Anthony Washington

Malini Guha  
Ken Ramsey

c. Guests

Arlan Feiles  
Hans Kernasa

Dayna Ramsay

II. Review and Approval of Prior Meeting Minutes

Minutes of the May 8, 2018 Meeting approved as submitted

III. Guest Speakers:

None

IV. Member and Guest Reports on Affiliate Organizations

a. Aberdeen Environmental Advisory Board (Dan)

- i. Aberdeen coordinated a successful Arbor Day poetry contest, which included Ravine Drive School
- ii. Discussion of Cliffwood cleanups
- iii. Aberdeen Environmental Advisory Board has a strong social media presence on both Facebook and Instagram

b. Matawan Shade Tree (Larry)

- i. Met with Art from Garden State to get an estimate on tree trimming etc along Lake Lefferts
- ii. Vegetation killer has been applied in Terhune Park and along Lake Matawan to kill weeds. It is not known who applied the weed killer. Shrubs have been removed Terhune Park as well

c. Planning Board (Sharen)

- i. Discussion of train station development and upcoming large scale project

d. Bayshore Regional Watershed Council (Meredith)

- i. Update on the pipeline, Seine the Bay and Horseshoe Crab Monitoring

e. Monmouth County Environmental Council (pending)

- i. No Report

f. Matawan Town Council (Deana)

- i. No Report

V. Reports on Special Events/Meetings Attended

- a. Fishing Derby June 9<sup>th</sup> at Lake Lefferts
  - i. Meredith –there was a large turnout at this event; many children were present and numerous individuals were highly interested in what Baykeeper and the Commission are doing for the town
  - ii. Baykeeper had a table at the event (was the only table present) and it received much traffic – the Commission should consider having a table at next year’s fishing derby
- b. MAEF Mini Golf
  - i. Jim – was held on June 3<sup>rd</sup> - various organizations built a hole and hole builders were encouraged to use recycled materials for their creative constructions
  - ii. Prizes were given for Most Fun, Most Creative and Most Environmentally Friendly
  - iii. Pictures are available on the MAEF website
  - iv. The Commission did not build a hole for this year’s event, however fully intends to participate in next year’s
- c. MEC Spring Cleanup
  - i. Meredith – updates: good turnout and well received, residents want to do more cleanups, the event was easy to organize and execute; did need to field questions as to why we need to do cleanups when the Borough has a DPW

VI. Progress Reports on Active Projects

- a. Lefferts Waterfront Cleanup/Expansion/Nature Trail
  - i. Expansion discussion
  - ii. Clean up needed – do we push for the DPW to do a shoreline cleanup? Especially for before the kayak tours! Needs to be professionally done, as there are hazardous conditions for a community clean-up; possibly garner support from local businesses?
- b. Lefferts Kayak Tours – (Happening!)
  - i. Matawan Recreation Department and NY/NJ Baykeeper will be running free, 1 hour kayak tours on Lake Lefferts this season. They will be led by Joe Reynolds.
  - ii. 2 Dates with 4 Time slots each day:
    - 1. Saturday, July 21<sup>st</sup> AND Saturday August 25<sup>th</sup>
      - a. 9am-10am
      - b. 11am-12pm
      - c. 1pm-2pm
      - d. 3pm-4pm
  - iii. Baykeeper might add some more tours since there has been so much interest
- c. Signs Marking our Watershed (Meredith)
  - i. General Commission Discussion - consider having businesses sponsor watershed signs? Especially businesses that stop using single use plastics! Have art/metal shop classes at the high school build these signs/have a sign contest? Could also be Eagle projects?

- d. Community Garden (Dan, Jim, Larry & Anthony)
    - i. Continued examination of any municipal property that might be available
      - 1. Small portion behind Aby's Restaurant where LEI sometimes parks their vehicles
      - 2. Small portion by the water treatment plant
  - e. Rain Garden/Bioswale (Anthony, Larry, Meredith)
    - i. Asbury Park has an excellently signed Rain Garden by their police department, approx. 50 feet long by 20 feet wide (Asbury Park also has a highly functioning pollinator garden) (We might be able to do a scaled down version of that in Terhune.
    - ii. Keyport has Rain Gardens along the water
    - iii. Consideration of doing a scaled down version of Asbury Park's Rain Garden in Terhune Park, which is actually a nature and plant preserve, possibly to be integrated with the proposed pollinator garden project (see May, 2018 meeting minutes)
    - iv. Rutgers has schematics and plans on their website for rain gardens
    - v. Everyone was encouraged to either go to Asbury Park to view their Rain Garden and Pollinator Garden, or research photos online. Also encouraged to check out Joe Harvard's ArtGarten (sculpture garden)
  - f. Tree City USA (Larry)
    - i. Matawan's Tree City USA application should be finalized at the next Shade Tree Meeting. By September, Matawan should be a Tree City USA town!
  - g. Sustainable Jersey for Schools – Green Team – School Garden (pending)
    - i. Upcoming meeting – will report at next Commission meeting
  - h. Solar Power for Matawan Borough and School System (pending)
    - i. Matawan Borough has signed a deal for solar power
    - ii. School system is still pending – the schools have a large amount of flat roof space which is perfect for solar panel installation
    - iii. Continued discussion of purchase vs. leasing
  - i. Natural Resource Inventory (Adam)
    - i. Adam will submit an Open Public Records Request for any old NRI's from previous Matawan Environmental Commissions or from the state
- VII. New Business
- a. Upcoming Meetings and Project Suggestions
    - i. Upcoming Sustainable Jersey for Schools meeting
- VIII. Open Floor (General Discussions)
- Discussion on the elimination of single use plastics; discussion of improving the efforts of Matawan businesses recycling
  - General concerns expressed inquiring on how is it that so much garbage still ends up on the beaches/in the waterways
  - Large amounts of litter in town and there doesn't seem to be any consequence or recourse
  - Focus on having town-issued covered trash/recycling receptacles, such as in Aberdeen and Hazlet

- The new Matawan Recycling Center - what they will be accepting?  
Recommendation of contacting Matawan's Recycling Coordinator for more information
- Discussion of the Aberdeen Recycling Center
- Lake Matawan is naturally highly acidic, hence its color and lack of fish
- What is the current status of Matawan's Clean Communities Funds?
- Can we coordinate a clean-up of the perimeter of Lake Lefferts from illegal dumping (ie of bicycles, etc)?
- Concerns expressed regarding the herbicide that will be applied to Lake Lefferts to kill the seaweed that grows in there; this has an indirect impact on the fish life in the lake ... doesn't kill the fish, but kills the food that the young fish need to eat
- Matawan water treatment plant – would it be possible for it be taken over by an organization such as American Water, then the borough doesn't have to waste resources and manpower on operating the plant
- Lake Matawan and Lake Lefferts dams are in a state of disrepair – discussion on the effects and possible solutions (ie, let dams crumble (esp Lake Matawan) and turn areas into natural, self-maintaining estuaries? – the drawback is that tidal water can bring in litter and will have to be kept clean --- example would be estuaries in Cliffwood – see also NOAA Restoration of Spillways for dam and spillway removal
- Why do the kayak rentals cost so much? And where does the money go? Would it be possible to have a discounted rate for Matawan residents? Should we assemble a proposal for this?
- Recycling trucks have been dumping recycling water into the street from the collection truck – they pull over and dump onto resident grass... they are supposed to be legally dumped in the street as long as it goes to stormwater (as much of the water collects from rain collecting in the recycling bins)
- Strong Waterfront Clean-up Push (Dan and Sharen)

IX. Adjournment

Meeting was adjourned at 9:15pm by Daniel Wieczorek. The next general meeting will be at 7:00pm on July 10, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission  
Meeting Minutes  
July 10, 2018**

The regular meeting of the Matawan Environmental Commission was called to order on July 10, 2018 by Commission Chairman Daniel Wiczorek.

I. Meeting Attendance (17)

a. Present

Commission Members

Daniel Wiczorek (chair)  
Deana Gunn (Council Chair)  
Jim Tobias  
Larry McGee  
Anthony Washington  
Meredith Comi

Associate Members

Adam Fernandez  
Michele Devanny

b. Absent

Ginny Sanzo  
Sharen LaPorta

Ken Ramsey  
Malini Guha

c. Guests

Arlan Feiles  
Dayna Ramsay  
Hans Kernasa  
Paul Rinear  
Diane Doolittle

II. Review and Approval of Prior Meeting Minutes

No Approval – Corrections Needed

III. Guest Speakers:

None

IV. Member and Guest Reports on Affiliate Organizations

a. Aberdeen Environmental Advisory Board (Dan)

i. No report

b. Matawan Shade Tree (Larry)

i. On target to be Tree City by September 2018

ii. Benefits of being a Tree City - town becomes eligible for grant money; appealing to realtors and home buyers

iii. No number of trees planted/year needed

c. Planning Board (Sharen)

i. No report

d. Bayshore Regional Watershed Council (Meredith)

i. No report

e. Monmouth County Environmental Council (pending)

i. No Report

f. Matawan Town Council (Deana)

i. National Night out is August 7<sup>th</sup> - cosponsored by Matawan Recreation Department and Matawan Police Department; Terhune Park from 6:30pm to 8:30pm; Super Hero movie will be shown; partnering with the Geekery; food trucks

- V. Reports on Special Events/Meetings Attended
  - i. Sustainable Jersey (Dan) – see Progress Reports on Active Projects below
- VI. Progress Reports on Active Projects
  - a. Lefferts Waterfront Cleanup/Expansion/Nature Trail
    - i. No update
  - b. Lefferts Kayak Tours – (Happening!)
    - i. Matawan Recreation Department and NY/NJ Baykeeper will be running free, 1 hour kayak tours on Lake Lefferts this season. They will be led by Joe Reynolds.
    - ii. 2 Dates with 4 Time slots each day:
      - 1. Saturday, July 21<sup>st</sup> AND Saturday August 25<sup>th</sup>
        - a. 9am-10am
        - b. 11am-12pm
        - c. 1pm-2pm
        - d. 3pm-4pm
  - c. Signs Marking our Watershed (Meredith)
    - i. Continued discussion on how best to create and locate signs – it was suggested that a list of signs needed/wanted be created and to use HS students (design class, shop class, etc.) and Eagle Scout and Girl Scouts to make them. Attach signs to ones that are already in place?
  - d. Community Garden (Dan, Jim, Larry & Anthony)
    - i. No update
  - e. Rain Garden
    - i. Examples of rain garden plans were distributed and reviewed. Discussion on suitability of Terhune Park as location of rain garden. Discussed challenges such as permission from town, permits, logistics (size, construction, etc.), and if the area is wet after a heavy rain.
    - ii. Anthony will check out site after a heavy rain
    - iii. Committee created – Meredith, Anthony, Deana, Dan, Michele
    - iv. Meredith will do further research and provide details at August meeting
    - v. Contact Chris Obupta and Rutgers
  - f. Tree City USA (Larry)
    - i. By September, Matawan should be a Tree City USA town!
  - g. Sustainable Jersey Meeting (Dan)
    - i. NJ Energy Aggregation- like Sustainability Alliance; six towns came together and bought sustainable power for residents to offer more than one option for power; Mayor of Maplewood (?); more residents involved, more clout
    - ii. Steps to become an aggregation: ordinance, resolution, contract consultant, public education, switch providers
    - iii. Residents can still opt out and stick with traditional power
    - iv. Resolution to stay in Paris Agreement to reduce carbon emissions
    - v. Green Team – to get points for Sustainable Jersey a town must have a Green Team; members can include mayors, borough administrators, educators, etc.; towns can combine

- vi. Sustainable Jersey grants: two funding cycles a year – energy grants due end of Oct; general grants due end of Feb.
  - vii. Can still apply for funding if participating in a Green Team, but not yet certified
  - viii. Example funding asks-Energy: energy efficient projects like windows and solar power; general: Green Team support, community garden, plastic reduction campaign, Natural Resources Inventory (NRI), outreach
  - h. Solar Power for Matawan Borough and School System (pending)
    - i. Matawan Borough has signed a deal for solar power
    - ii. School system is still pending – the schools have a large amount of flat roof space which is perfect for solar panel installation
    - iii. Continued discussion of purchase vs. leasing
  - i. Natural Resource Inventory (Adam)
    - i. Adam will submit an Open Public Records Request for any old NRI's from previous Matawan Environmental Commissions or from the state
- VII. New Business
- a. Upcoming Meetings and Project Suggestions
    - i. None
- VIII. Open Floor (General Discussions)
- Plastic Bag Bill (Paul) - Discussion on the Plastic Bag bill that is currently up for vote, that if passed will roll back past ordinances. Matawan Environmental Commission (MEC) can use ANJEC letter as template for a letter to Murphy regarding ban of bag bill. New state law will take away municipalities right to ban plastics. Council should submit letter as well as MEC
  - Matawan Day (Deana) – Sat. October 13, 2018; Rain Date Sun. Oct. 14. MEC will have a display on single use plastics and target establishments and residents at the same time. Baykeeper can lend table, information and displays on plastics. Will Baykeeper sponsor a table?
  - Grace was appointed as contact for Sustainable Jersey in 2015. MEC will apply to be borough agent
  - Lake Lefferts herbicide treatment – Town asked MEC for recommendations and concerns of current treatment plan. A list of recommendations and questions for the town was discussed. Dan will email final draft to Lou (Borough Administrator) and copy Deana. Final document will be posted on Google drive. Dan circulated past reports on herbicide treatment for MEC members to review.
- IX. Adjournment
- Meeting was adjourned by Daniel Wieczorek. The next general meeting will be at 7:00pm on August 14, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Meredith Comi

**Matawan Environmental Commission  
Meeting Minutes  
August 14, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:10pm on August 14, 2018 by Commission Chairman Daniel Wieczorek.

I. Meeting Attendance (9)

a. Present

Commission Members

Daniel Wieczorek (chair)  
Deana Gunn (Council Chair)  
Larry McGee  
Ginny Sanzo  
Sharen LaPorta

Associate Members

Adam Fernandez  
Malini Guha

b. Absent

Jim Tobias  
Anthony Washington  
Meredith Comi

Michele Devanny  
Ken Ramsey

c. Guests

Amy Kaban  
Diane Doolittle

II. Review and Approval of Prior Meeting Minutes

Minutes of the June 12, 2018 and July 10, 2018 Meetings approved with corrections

III. Guest Speakers:

None

IV. Member and Guest Reports on Affiliate Organizations

a. Aberdeen Environmental Advisory Board (Dan)

i. No Report

b. Matawan Shade Tree (Larry)

i. On target to be Tree City by September 1, 2018  
ii. Discussion of signage and publicity announcement

c. Planning Board (Sharen)

i. No report

d. Bayshore Regional Watershed Council (Meredith)

i. No report (Meeting was cancelled, next meeting Thursday, September 13)

e. Monmouth County Environmental Council (pending)

i. No Report

f. Matawan Town Council (Deana)

i. National Night Out – Rained Out  
ii. Recycling Center update  
iii. FYI Aberdeen has free mulch/compost at their recycling center

V. Reports on Special Events/Meetings Attended

i. July 21<sup>st</sup> Lake Lefferts Kayak Tours – not much feedback on attendance etc, to date

VI. Progress Reports on Active Projects

a. Lefferts Waterfront Cleanup/Expansion/Nature Trail (Dan and Sharen)

i. No report

b. Lefferts Kayak Tours

- i. Matawan Recreation Department and NY/NJ Baykeeper will be running free, 1 hour kayak tours on Lake Lefferts this season. They will be led by Joe Reynolds.
    - ii. Next Date:
      - 1. Saturday August 25<sup>th</sup>
        - a. 9am-10am
        - b. 11am-12pm
        - c. 1pm-2pm
        - d. 3pm-4pm
  - c. Signs Marking our Watershed (Meredith)
    - i. No report
  - d. Community Garden (Dan, Jim, Larry & Anthony)
    - i. No Report
  - e. Rain Garden ( Meredith, Anthony, Deana, Dan & Michele)
    - i. No Report
  - f. Tree City USA (Larry)
    - i. By September 1, 2018, Matawan should be a Tree City USA town!
  - g. Sustainable Jersey for Schools (Dan)
    - i. We need to propose an ordinance for the Matawan Environmental Commission to be the primary contact for Sustainable New Jersey and then we need to assemble a Green Team
  - h. Solar Power for Matawan Borough and School System (pending)
    - i. No Report
  - i. Natural Resource Inventory (Adam)
    - i. Open Public Records Request submission is work in progress
- VII. New Business
  - a. Upcoming Meetings and Project Suggestions
    - i. NY/NJ Baykeeper Open House and Ribbon Cutting – August 30<sup>th</sup> - 6pm – 7:30pm at 30 Washington Street in Matawan
- VIII. Open Floor (General Discussions)
  - a. The Independent - how can we mitigate and reduce the quantity of newspapers distributed and laying around unclaimed in neighborhoods, especially in plastic bags!!!! What is their policy on distribution and can it be reduced for environmental reasons --- Ginny will contact The Independent and follow up at the next Environmental Commission Meeting
  - b. Update on herbicide at Lake Lefferts and Lake Matawan – concerns were addressed with Lou (Borough Administrator) who addressed and explained all concerns brought to him
- IX. Adjournment

Meeting was adjourned at 8:03pm by Daniel Wiczorek. The next general meeting will be at 7:00pm on September 11, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission  
Meeting Minutes  
September 11, 2018  
RESCHEDULED – September 20, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:01 pm on September 20, 2018 by Commission Chairman Daniel Wieczorek.

I. Meeting Attendance (8)

a. Present

Commission Members

Daniel Wieczorek (chair)  
Deana Gunn (Council Chair)  
Larry McGee  
Ginny Sanzo  
Sharen LaPorta  
Jim Tobias  
Anthony Washington

Associate Members

Adam Fernandez

b. Absent

Meredith Comi

Malini Guha  
Michele Devanny  
Ken Ramsey

c. Guests Yvette Reyes

II. Review and Approval of Prior Meeting Minutes

Minutes of the August 14, 2018 Meeting approved as submitted

III. Guest Speaker – Yvette Reyes

- Presented a Proposal for “Single Use Plastic” Community Awareness at Matawan Day.
- Campaign to “ReUse, Refuse, ReCycle, Respect Our Planet, with an Objective to “Educate families and children about our unsustainable single use plastic consumption”
- Proposed the exhibit of possibly 10 art pieces made of single use plastic
- Request to be sponsored by the Matawan Environmental Commission
- The Matawan Environmental Commission voted to approve a maximum budget of \$250 to cover the Matawan Day registration fee, a tent rental and a small stipend to the artist that is loaning the artwork

IV. Member and Guest Reports on Affiliate Organizations

a. Aberdeen Environmental Advisory Board (Dan)

- i. Discussion of Aberdeen Day 9/29
- ii. ANJEC Environmental Congress 10/12
- iii. Getting a new park “River Gardens” and there was a walk-through of the places and grounds

b. Matawan Shade Tree (Larry)

- i. Awaiting for confirmation of Tree City USA Status – all eligibility requirements have been submitted
- ii. Discussion of presence at Matawan Day

- c. Planning Board (Sharen)
    - i. Nothing to report
  - d. Bayshore Regional Watershed Council (Meredith)
    - i. No Report
  - e. Monmouth County Environmental Council (pending)
    - i. No Report
  - f. Matawan Town Council (Deana)
    - i. Need to work on a budget for next year
      - 1. Suggestion to make Sustainable Jersey the priority for the upcoming year
      - 2. Would like to budget for much needed Natural Resource Inventory
      - 3. Budget plans/ideas are needed by October 15<sup>th</sup>
    - ii. Still working on solar panels at municipal building (rain delays); pillars are in place at the police station and that will be worked on next
    - iii. Recycle Coach App – gives the town recycling schedule, what to recycle etc; Matawan’s Recycle Coach App will be rolling out by end of September
    - iv. Don’t put comingled recycles in plastic bags
    - v. Discussion of expiring terms of commission members and associate members on 12/31/18
- V. Reports on Special Events/Meetings Attended
- i. UPCOMING – Matawan Day, Saturday, October 13, 2018 (rain date Sunday, 10/14)
    - 1. Sponsorship of single use plastic art display
    - 2. Matawan Environmental Commission will have a table and information to hand out,
    - 3. Commission Member volunteer sign up to assist day of the event
    - 4. Working on designing and creating a banner to have for this event and future events
  - ii. UPCOMING – ANJEC 45<sup>th</sup> Annual Environmental Congress- Friday, October 12<sup>th</sup>
    - 1. Interest gauged in any Commission Members attending
    - 2. Registration needs to be completed by September 28<sup>th</sup>
    - 3. <http://www.anjec.org/ConfWorkshops.htm#Congress2018>
- VI. Progress Reports on Active Projects
- a. Lefferts Waterfront Cleanup/Expansion/Nature Trail
    - i. No report
  - b. Signs Marking our Watershed (Meredith)
    - i. No report
  - c. Community Garden (Dan, Jim, Larry & Anthony)
    - i. No Report
  - d. Rain Garden ( Meredith, Anthony, Deana, Dan & Michele)
    - i. No Report
  - e. Tree City USA (Larry)
    - i. Awaiting confirmation of Tree City USA achievement
  - f. Sustainable Jersey for Schools (Dan)

- i. No Report
  - g. Solar Power for Matawan Borough and School System (pending)
    - i. See report by Deana Gunn above
  - h. Natural Resource Inventory (Adam)
    - i. Working on getting proposals to be able to put in a request for budget for 2019 year
  - i. "The Independent" (Ginny)
    - i. Engaged in a robust game of phone tag, hope to report more at next meeting
- VII. New Business
  - a. Upcoming Meetings and Project Suggestions
    - i. Possible Fall Clean-Up? May not have enough time and volunteer power to coordinate
- VIII. Open Floor (General Discussions)
  - a. None
- IX. Adjournment

Meeting was adjourned at 8:41pm by Daniel Wieczorek. The next general meeting will be at 7:00pm on October 9, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,

Ginny Sanzo

**Matawan Environmental Commission  
Meeting Minutes  
October 9, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:05pm on October 9, 2018 by Ginny Sanzo for Commission Chairman Daniel Wieczorek.

I. Meeting Attendance (5)

a. Present

Commission Members

Anthony Washington  
Jim Tobias  
Larry McGee  
Ginny Sanzo

Associate Members

Adam Fernandez

b. Absent

Daniel Wieczorek (chair)  
Deana Gunn (Council Chair)  
Sharen LaPorta  
Meredith Comi

Malini Guha  
Michele Devanny  
Ken Ramsey

c. Guests

Dayna Ramsey

II. Review and Approval of Prior Meeting Minutes

Minutes of the September 20, 2018 Meeting approved as submitted

III. Guest Speaker – None

IV. Member and Guest Reports on Affiliate Organizations

a. Aberdeen Environmental Advisory Board (Dan)

i. No Report

b. Matawan Shade Tree (Larry)

i. Awaiting official proclamation of Tree City USA

c. Planning Board (Sharen)

i. No Report

d. Bayshore Regional Watershed Council (Meredith)

i. No Report

e. Monmouth County Environmental Council (pending)

i. No Report

f. Matawan Town Council (Deana) (via email/Ginny)

i. Recycle Coach app is live, please check it out!

ii. Matawan Day is 10/13, rain date 10/14 – Street sweeper is ready to go and will be displayed at Matawan Day

iii. Solar Panel Project for the borough hall building is 90% done. Working on final electrical and JCP&L connectivity

g. Matawan Aberdeen Educational Foundation (Jim)

i. Proposals this time of year (deadline Friday 10/12)

ii. Discussion of S.T.E.A.M. clubs

iii. Discussion of art teachers and single use plastics

V. Reports on Special Events/Meetings Attended

i. Matawan Day, Saturday, October 13, 2018

1. Banner Update – Ok to use old one!

- 2. Finalized volunteers for day of
  - 3. Finalized items to hand out
  - 4. Shoprite Reusable Bags (approx. 300 ordered, hoping they will arrive in time!)
  - ii. ANJEC 45<sup>th</sup> Annual Environmental Congress- Friday, October 12<sup>th</sup>
    - 1. Potential attendees Dan and Deana
- VI. Progress Reports on Active Projects
- a. Lefferts Waterfront Cleanup/Expansion/Nature Trail
    - i. No Report
  - b. Signs Marking our Watershed (Meredith)
    - i. No Report
  - c. Community Garden (Dan, Jim, Larry & Anthony)
    - i. No Report
  - d. Rain Garden ( Meredith, Anthony, Deana, Dan & Michele)
    - i. No Report
  - e. Tree City USA (Larry)
    - i. See above
  - f. Sustainable Jersey for Schools (Dan)
    - i. Ordinance/Green Team Update - No Report
  - g. Solar Power for Matawan Borough and School System (pending)
    - i. See above
  - h. Natural Resource Inventory (Adam)
    - i. Proposal Submitted
  - i. “The Independent” (Ginny)
    - i. Work in Progress
  - j. Single Use Plastics (Jim)
    - i. Update on current legislation

- VII. New Business
- a. 2019 Initiative Planning/Prioritization/Road Map/Budgeting
    - i. Natural Resource Inventory
    - ii. Sustainable Jersey for Schools/Green Team
    - iii. Spring Clean-up
    - iv. Rain/Pollinator Garden
    - v. Any others? Rank of Importance?

- VIII. Open Floor (General Discussions)
- a. None

- IX. Adjournment
- Meeting was adjourned at 7:37pm by Ginny Sanzo for Commission Chairman Daniel Wiczorek. The next general meeting will be at 7:00pm on November 13, 2018, at the Matawan Municipal Community Center.

Respectfully Submitted,  
Ginny Sanzo

**Post Note - the 11/13/2018 Meeting was cancelled**

**Matawan Environmental Commission  
Meeting Minutes  
December 12, 2018**

The regular meeting of the Matawan Environmental Commission was called to order at 7:00 pm on December 12, 2018 by Commission Chair Daniel Wieczorek.

I. Meeting Attendance (10)

a. Present

Commission Members

Daniel Wieczorek (chair)  
Deana Gunn (Council Chair)  
Larry McGee  
Ginny Sanzo  
Sharen LaPorta  
Meredith Comi  
Anthony Washington

Associate Members

Malini Guha

b. Absent

Jim Tobias

Adam Fernandez  
Michele Devanny  
Ken Ramsey

c. Guests

Paul Rinear  
Brett Cannon

II. Review and Approval of Prior Meeting Minutes

Minutes of the October 9, 2018 Meeting approved as submitted

III. Guest Speaker – NONE

IV. Member and Guest Reports on Affiliate Organizations

a. Aberdeen Environmental Advisory Board (Dan)

- i. Paul Rinear reported on their first green team meeting (5 and 2 alternates plus 2 ex-officio members), core group is primarily from the municipality itself, then expand out to the community as the group grows. Also working on their certification with Sustainable NJ
- ii. Paul Rinear reported on their primary projects: the River Gardens project and Lenox Road area (green acres site) and the interest in having bike trails etc for the community
- iii. Paul Rinear reported on the “Green Amendment” to the NJ Constitution and the possibility of Aberdeen passing a resolution to accept this Green Amendment. (Guarantees each resident to clean air, clean water and a clean environment)

b. Matawan Shade Tree (Larry)

- i. Attended event in Cherry Hill regarding forestry etc, a full day of programs. Also working on garnering tree seedlings for Arbor Day

c. Planning Board (Sharen)

- i. Brief discussion of Blue House, tabled to next planning board meeting
- ii. Number of projects coming up

d. Bayshore Regional Watershed Council (Meredith)

- i. Next Meeting Thursday, 12/13/18 – discussion of next year’s goals/initiatives

e. Monmouth County Environmental Council (pending)

- i. No Report
  - f. Matawan Town Council (Deana)
    - i. Official switch over to solar panel use, Thursday, 12/13/18
    - ii. Final approval to get the police station solar
    - iii. Attended ANJEC event in October and NRI sessions
    - iv. Addressing requested budget for an NRI for Matawan
  - g. Matawan Aberdeen Educational Foundation (Jim)
    - i. No Report
- V. Reports on Special Events/Meetings Attended
- VI. Progress Reports on Active Projects (Tabled to Next Meeting, January, 2019)
  - a. Lefferts Waterfront Cleanup/Expansion/Nature Trail
  - b. Signs Marking our Watershed (Meredith)
  - c. Community Garden (Dan, Jim, Larry & Anthony)
  - d. Rain Garden ( Meredith, Anthony, Deana, Dan & Michele)
  - e. Tree City USA (Larry)
  - f. Sustainable Jersey (Dan)
  - g. Solar Power for Matawan Borough and School System (pending)
  - h. Natural Resource Inventory (Adam)
  - i. “The Independent” (Ginny)
  - j. Single Use Plastic Awareness/Education (Jim)
- VII. New Business
  - a. 2019 Initiative Planning/Prioritization/Road Map/Budgeting
    - i. Sustainable Jersey/Green Team
    - ii. Natural Resource Inventory
    - iii. Rain Garden
  - b. Discussion of Annual Report for 2018
    - i. To include agendas, minutes, projects/events/meetings attended
  - c. Recommendations for appointments of expiring Commission member terms
    - i. Adam Fernandez
    - ii. Sharen LaPorta
    - iii. Ginny Sanzo
  - d. Appointment of 2019 Associate Members
    - i. Current: Adam Fernandez, Malini Guha, Michele Devanny, Ken Ramsey
    - ii. Recommended: Jim Tobias, Malini Guha, contact to be made with other potential renewals/appointments
- VIII. Open Floor (General Discussions)
  - a. Discussion of low tide odors at Aberdeen Road
  - b. Discussion of Texas Road by Wilson Avenue area - studies for redevelopment
- IX. Adjournment

Meeting was adjourned at 8:26pm by Commission Chair Daniel Wiczorek. The next general meeting will be at 7:00pm on January 8, 2019, at the Matawan Municipal Community Center.

Respectfully Submitted,  
Ginny Sanzo