

PEQUANNOCK TOWNSHIP  
ENVIRONMENTAL COMMISSION MEETING

Wednesday, August 13, 2008; 7:30 PM  
Pequannock Town Hall  
Second Floor Conference Room

Minutes

- A) Call to Order
- B) Roll Call  
(Jim, Frank, Jen, Tom A., Joe, Lisa)
- C) Public Comments
- D) Special Presentations  
Possible kick-off for ERI update with Ross Kushner and ANJEC (*Did not happen.*)
- E) Approval of Last Meeting's Minutes  
7/10/2008 (*Jen and Frank*)
- F) Budget Report (Tom A.) - \$670 balance
- G) Chairperson's Report (Tom N.)
- H) Town Council Liaison Report (Joe)
  - \* At the last Council meeting, there was a Resolution, 9.2, which took into account the \$4100 from ANJEC.*
  - \* The Council asked Fred Hermann to provide elevations on streams and ditches so we could determine if water should flow.*
  - \* Composting of leaves could be done at League Field near the railroad tracks at Aquatic Park. This would be done to save the town money. Our new DPW Superintendent has experience with this type of work. Frank mentioned that access to that area is an issue. Tom A. mentioned that smell might be an issue with the decomposing leaves, Joe said if it is done right that should not be an issue.*
  - \* Frank asked about getting information from Tracy our Americorps Watershed Ambassador who was at the last Council meeting, see K-1 below.*
  - \* There is the possibility that the town may get above ground storage tanks for gas and diesel fuel at the DPW garage. The town received a favorable estimate of \$113,000.*
  - \* The town is looking at purchasing the Shotmeyer property next to Woodland Lake. Right now the town only has an easement next to Woodland lake by the Shotmeyer property. The Shotmeyer property runs from the Alexander Ave jug handle to the Enrite gas station and the a little bit north of the Enrite gas station. The town is also looking at purchasing the Speciale property near Aquatic Park, the land is water locked and includes an island.*

*Open Space dollars would be used to aid in the purchase of the Shotmeyer and Speciale properties if they proceed.*

I) Planning Board Liaison Report (Marty)

J) Open Space Liaison Report (Frank)

*\* September will be the first Open Space meeting in awhile.*

*\* Frank will provide lot, block and address information on Open Space properties owned by the town for the ERI update project.*

*\* Jim asked if the houses that are to be demolished were demolished. Frank responded, that the town is waiting to purchase one more property with a house before they will all be demolished as a single project. All these houses are in the flood plain.*

K) Business

1) Ditch/Flood Gate inspections:

*\* Councilman Vanderhoff has requested that we begin our ditch, stream, and flood gate inspections in November. Tom A. adds, it should be after the first frost.*

*\*Tom A. will look into a schedule and areas to be checked.*

*\*Tom A. meet with Tracy after the 8/12/2008 Council meeting, which they both attended, and she offered to send us a CDROM with her Pequannock results, to which Tom A. accepted. She also will be sending us information on Watershed Ambassador training.*

*Tracy Margaret, Americorps Watershed Ambassador*

*NJ Watershed Management Area 3*

*Email: [tracy@skyclean.org](mailto:tracy@skyclean.org)*

*Web: <http://www.skyclean.org/index.html>*

*Phone: (973) 962-6602*

*Fax: (973) 962-6678*

*c/o Skylands CLEAN*

*55 Skylands Dr., Suite 206C*

*Ringwood, NJ 07456*

2) PV Park water quality/clarity.

*\* Lisa has seen geese being chased away by the dog who patrols PV Park while it is closed. In addition, an R/C boat was used to chase geese away the dog could not reach in the water.*

*\* Jen asked about an aerator at PV Park and Joe responded they might be getting one.*

*\* Jim asked if the "sonic" device is working. Tom A. responded it seems to be working, there are less floating clumps of algae this year.*

*\* Joe said they need to lower the water at PV Park to clean it out. Including cleaning out the area next to the chlorine pipe that goes around certain areas of the lake, some areas seem clogged.*

*\* Joe mentioned that the large plastic sheets next to the brim probably should be removed, they do not seem to be doing anything.*

3) What plastics can be recycled? *See Jim's action items below*

L) Action Items:

Thomas Andrea:

1) Update "ERI Update Schedule" in next EC meeting agenda.

*Done*

2) Go to DPW to get a copy of the "Pequannock History" section from the master plan and ask if they could do printouts larger than 8-1/2x11 for us.

*Done. They have a HP Photosmart printer that could do 13x19 pages. They also use [www.acereprographic.com](http://www.acereprographic.com). They gave me a copy of the master plan, maybe I could digitize it and we could put it on the Internet.*

3) Compile a town history and a historic home section for the ERI.

*In progress, digitized information from Councilman Engelbart on Pequannock History. In addition digitized most text from the old ERI and put in two files that were emailed to Environmental Commission Members.*

4) Continue looking into a municipal energy audit.

*Kevin Boyle, Township Manager, had a meeting with Wendy Kuser Molner, Assistant Director of Business Development at CHA, (973) 299-1100 ext. 214, her firm does energy audits. Kevin will be getting prices and following up on this.*

5) Ask Denise, of Parks and Recreation, some questions:

a) When will the town fair be held?

*9/20/2008*

b) Where will the town fair be held?

*Greenview Park, setup at 10:00am, Ho-Down from 1PM to 9PM*

*I reserved our booth on 8/12/2008, we were number 13 on the list, and our \$15 fee was waived.*

c) How much space will the Environmental Commission have?

*Normal size booth?*

d) Full size booth?

*Maybe, may need a tent to keep attendees cool.*

e) Can we invite guests such as Pequannock River Coalition or High School Environmental Club?

*No*

f) Can a group we invite sell something as a fundraiser?

*No selling, we can give prizes to kids who try our game.*

g) If she has any thoughts on a "Friends of PV Park" group.

*None, she is not required to start that group.*

6) Ask Kevin, township manager, some questions:

a) Can we get two years of utility bills?

*Holly from Finance is working on getting the bills.*

b) Was an energy audit ever done in town?

*Not to his knowledge.*

c) Should we invite an energy audit company to town to talk to us?

*Kevin is working this issue.*

Jim Iorio:

1) Look into who handles our Tuesday recyclables and ask the some questions:

a) What can be recycled?

<http://www.mcmua.com/recycling/PlasticsPrimer.htm>

*Frank is on the committee looking into our garbage disposal in town and has agreed to report their progress and findings back to the Environmental Commission. He says there are towns that make money on their garbage. Joe mentioned that our current garbage contract is up in two years.*

b) What happens if the wrong kind of recyclables are included?

*They will be fining companies that drop off the wrong recyclables.*

c) Do they have materials on what can be recycled?

*See "a" above.*

d) Do they have free speakers that could come to town to make a presentation?

*Yes, Penny Jones from MCMUA, will available after January 2009 for library or Cedar Crest presentations.*

2) Look into reusable shopping bags, a give-away item at the town fair, with Jen.

*See Jen's action items below.*

3) Look into the possibility of Scouts pulling invasive species from Mountainside Park by Cedar Crest.

*No update.*

Jennifer Hardie:

1) Look into a composter as prize for the town fair.

*Saw one online and will work on purchasing, will be a grand prize at the Ho-Down.*

2) Look into reusable shopping bags, a give-away item at the town fair, with Jim.

*Jen found bags that are reasonably priced and will work on purchasing.*

3) Look into shirts EC members can wear at the town fair.

*In progress, Joe will look into shirts too.*

4) Can we make or schedule presentations at the library?

*Yes, in 2009, 2008 is all booked up.*

Tom Newman:

1) Prepare ERI draft “outreach” statements for local papers, comments will then be sought from EC members.

*Tom N. reports that he requested and received examples of press releases by other towns. There is a wide variation in detail provided in these press releases. Tom N. is working on developing a press release that is appropriate for us.*

2) Ask Ross, of Pequannock River Coalition, some questions:

a) Does he have any materials he would like us to distribute at the town fair?

*Not done.*

b) Can the fall river cleanup be extended into Pequannock?

*Response by Tom Andrea: Yes, found the below release:*

*Now in it's 14th year, we are hoping to make our 2008 River Clean Up better than ever. But that won't happen without you! The event is scheduled for August 23, 10AM—1PM. Come on down!*

*Volunteers will meet at Sloan Park in Bloomingdale, then fan out to sites from West Milford to Pequannock. Sloan Park is on Main Street (Hamburg Turnpike), across from Food World, about 2 miles north of Rt. 287.*

*Gloves, bags and tools will be provided. There will also be a picnic lunch, free PRC t-shirts and special awards for a few lucky participants. All are welcome, young and old! We have tasks to suit any age or energy level.*

*Our clean ups are always more fun than hard work, although a lot is accomplished. We hope to see you there!*

3) Follow up with Fred Herman or Joe about road making a dam at Cedar Crest and the problems above the dam.

*Tom N. had inspected the area, which was dry at the time. As expected, there has been no structural change within the past year or so since Cedar Crest widened the flow area at the berm to perhaps 8 ft (from about 2 ft). Whether that will be enough is unclear, because even an 8 ft open section of the roughly 100 ft wide original flow area still restricts flow and could potentially clog. Tom N. did note that he found a “footbridge” consisting of a ~4 ft plank resting on rocks piled at its ends; this arrangement is less likely to clog than a series of*

*rocks placed as “stepping stones.” However, hikers will likely prefer the stability of stepping stones to this plank. Ideally, more of the berm should be removed, and the existing boardwalk would continue to provide a raised path for hikers. Perhaps this could be a future scout project.*

M) Correspondence ( M – Mail, E – Email )

1) M2008-062

- a) From – NJ DEP Bureau of Northern Field Operations
- b) Date – 7/10/2008
- c) Subject – Remedial Action Report for 5 Winding Way
- d) Action – FYI
- e) Details – Failure to properly perform a well search

2) M2008-063

- a) From – Health Department
- b) Date –
- c) Subject – From code book, Mandatory Source Separation and Recycling
- d) Action – FYI
- e) Details – Jim request this, it is Chapter 090 in the Code Book

3) M2008-064

- a) From – Morris County Mosquito Extermination Commission
- b) Date – 7/10/2008
- c) Subject – Notification that they are applying for some countywide permits
- d) Action – FYI
- e) Details – General Permit 1 and General Permit 4

4) M2008-065

- a) From – Morris County Mosquito Extermination Commission
- b) Date – 7/10/2008
- c) Subject – Notification that they are applying for some countywide
- d) Action – FYI
- e) Details – This package seems to include the permit application

5) M2008-066

- a) From – NJ DEP Division of Remediation Management and Response
- b) Date – 7/21/2008
- c) Subject – Conditional no further action letter and covenant not to sue
- d) Action – FYI
- e) Details – At 51 Fourth Street a 275 heating oil underground storage tank

- 6) M2008-067
  - a) From – Kevin F. Boyle, Township Manager
  - b) Date – 7/23/2008
  - c) Subject – Ordinance 2008-17
  - d) Action – FYI
  - e) Details – Copy of the new fertilizer ordinance
- 7) M2008-068
  - a) From – Buchart Horn, Inc.
  - b) Date – 7/30/2008
  - c) Subject – Route 23 over Pompton River Bridge Repair
  - d) Action – FYI
  - e) Details – Getting DEP to do work in wetlands
- 8) M2008-069
  - a) From – NJ DEP Bureau of Case Assignment & Initial Notice
  - b) Date – 7/31/2008
  - c) Subject – No further action letter and covenant not to sue
  - d) Action – FYI
  - e) Details – At 83 Village Road
- 9) M2008-070
  - a) From – Pequannock Financial Department
  - b) Date – 7/2008
  - c) Subject – Detail on our spending
  - d) Action – FYI
  - e) Details – Balance \$670
- 10) M2008-071
  - a) From – NJ DEP Enforcement & Assignment Element, Child Care/Educational Facility Unit
  - b) Date – 8/6/2008
  - c) Subject – Approval Letter
  - d) Action – FYI
  - e) Details – The Building Blocks of Learning at 93 West Parkway, Pompton Plains
- 11) M2008-072
  - a) From – NJ DEP Environmental Regulation
  - b) Date – 8/8/2008
  - c) Subject – Notice of public hearing for 2009 Clean Water Financing Program
  - d) Action – FYI
  - e) Details – Loans are available for projects on the FFY2009 Priority List
- 12) M2008-073

- a) From – ANJEC
- b) Date – 8/11/2008
- c) Subject – 2008 Smart Growth Planning Grant Project Agreement
- d) Action – Meet requirements at the proper deadlines
- e) Details – Requirements agreed on with ANJEC for our grant

13) M2008-074

- a) From – CHA, Wendy Kuser Molner, Assistant Director of Buisness Development, (973) 299-1100 ext. 214
- b) Date – 8/2008
- c) Subject – Energy Audit
- d) Action – FYI
- e) Details – Kevin F. Boyle, Township Manger met with Wendy about doing an Energy Audit.

14) M2008-074

- a) From – Kevin F. Boyle, Township Manager
- b) Date – 8/13/2008
- c) Subject – Stream Cleaning
- d) Action – FYI
- e) Details – Memo defending stream cleaning efforts in town with an attachment of what can be done by Fred Hermann.

N) General Calendar

- 1) No Date - Educate residents about pulling invasive plants from town wetlands.
- 2) No Date – ANJEC Road Show in town.

O) ERI Update Calendar and Requirements:

June 1 through July 31, 2008

*ANJEC Agreement signed by both parties - Done*

Township contracts with consultant

Kickoff meeting with consultant, EC and ANJEC liaison

EC develops press release article on project and opportunities for public input, distributes to newspapers, newsletter and website

*EC begins to convert 1995 EM into digital format* and compile local open space and historic information

Consultant begins data/document collection

Aug. 1 through Sept. 30, 2008

EC delivers materials to consultant

EC hosts ERI exhibit at annual town fair

Consultant gathers documents/data; begins to draft maps

Oct. 1 through Nov 15, 2008

Consultant delivers draft maps to EC for review and comment

Nov 16 through Jan. 31, 2009

Consultant meets with EC to review maps; drafts narrative sections

Feb. 1 through Feb. 28, 2009

Consultant delivers revised maps and draft narrative to EC

EC delivers comments to consultant

EC develops project update article for newspapers and website to publicize March

EC meeting, at which EC will offer an overview of the draft ERI and discuss

revisions for final draft; invites ANJEC

Mar. 1 through Mar. 31, 2009

Consultant attends EC meeting to discuss revisions for final draft

Apr. 1 through Apr. 30, 2009

Consultant delivers final draft to EC, meets to plan presentation to Planning Board

EC distributes final draft ERI to Planning Board with recommendation to adopt;

helps to publicize adoption hearing; invites Council, ANJEC

May 1 through May 30, 2009

EC and consultant present ERI at Planning Board adoption hearing

Consultant delivers final paper, pdf and GIS versions of ERI to EC

EC distributes ERI copies; posts ERI on website; develops final press release  
article on ERI

Township and EC submit final report, documentation on expenditure  
of funds and in-kind services, and copies of all grant products to  
ANJEC (1 paper, 1 CD) to request reimbursement

PROGRESS REPORTS DUE AT ANJEC: *Done* - Aug. 15, 2008, Nov. 15, 2008, Feb. 15, 2009; May 15, 2009. If, with consent of ANJEC, project runs past May 31, 2009, reports continue to be due quarterly, thereafter.

## PEQUANNOCK TOWNSHIP AGREES TO:

1. Use the grant funds solely for the purposes described in the written proposal (March, 2008) and schedule set out above, and to forego/repay any portion not used for the purpose of this grant.
2. Provide matching funds in the amount of \$4,100. and in-kind services valued at \$750., by volunteers and staff.
3. Maintain complete and accurate records of all expenditures related to the project.
4. Submit brief quarterly reports and a full final report on the manner in which the funds, including matching funds, are spent and the progress made in accomplishing the tasks set out above.
5. Notify ANJEC staff liaison of at least one meeting date per reporting period (quarterly); liaison may attend.
6. Work cooperatively with ANJEC staff to ensure that the project is carried to completion according to the proposal and the schedule set out above. ANJEC reserves the right to withdraw its financial support if the project does not maintain progress or falls significantly behind schedule.
7. Acknowledge the grant by including the following on the title or acknowledgements page: 'This plan was prepared with the assistance of a Smart Growth Planning Grant from the Association of New Jersey Environmental Commissions.'
8. Provide to ANJEC copies of final materials developed for this project, for use as models in other municipalities.

## P) Adjournment

### Mission Statement

We represent the public and its long-term interests as local environmental advocates. We work towards these goals by: advising the town council and the planning and zoning boards about a wide range of environmental issues that affect the town; advocating for open-space preservation; keeping residents informed of environmental issues; promoting environmental education; and working with neighboring commissions and other organizations to meet these goals.