

# BOROUGH OF WATCHUNG

## GREEN TEAM MINUTES

September, 9 2014 - 3:00 P.M.

### ROLL CALL:

Feigen [ ] Canellis [ ] Hance [ x ] E. Rubino [ ] Parikh [ x ] Forlano [ ]  
S.Rubino [ x ] Atkins [ ] Black [ ]

### REPORTS:

#### A. SUBMISSION

Samantha at Sustainable New Jersey has approved a filing exception and we are permitted to submit all actions (completed & not completed) by September 13<sup>th</sup> and would need to have all actions completed by November 13<sup>th</sup>, 2014.

Shelini Parikh and Bill Hance explained that the intent for this meeting was to upload the necessary documents to Sustainable New Jersey for certification purposes. While Bill Hance proceeded to upload documents, Shelini Parikh briefly discussed the agenda and provided updates on the action items. The Green Team agreed that further discussions would take place at the next meeting.

#### B. ADDITIONAL TO GREEN TEAM- Welcome Cameron Black

#### C. UPLOADED AND COMPLETED ACTIONS

1. Municipal Carbon Footprint (10 Points)
2. Community Education and Outreach (10 Points)
3. Create a Green Team (10 Points)
4. Grass-Cut It and Leave It Program-5 points- DC, Have printed materials from County available.
5. Recycled Materials and Composting- 10 points
6. Non-Mandated Materials Recycling- 10 points  
The Garden Club has bins at the library to collect water bottle caps, which are then sent elsewhere for recycling. The Garden Club has been contacted and we are waiting for some literature regarding the program. Bulk pick up does not qualify. We also pick up Christmas trees and need to verify if this also qualifies.
7. Hold a Green Fair (10 Points)
8. Inventory and Upgrade All Buildings (10 Points)
9. Community or School Gardens (10 Points)
10. Innovative Community Project 1 (10 Points)-Operation Pride
11. Open Space Plans (10 points)

#### D. UPLOADED ACTIONS – WAITING ON SUBMITTING DOCUMENTS

1. Green Challenges & Community Programs- Need documentation showing Mayor & Council took on a paperless challenge
2. Prescription Drug and Safety and Disposal-10 points – Need 1 more drop off day. We can discuss with police department or Lions Club. DC
3. Innovative Community Project 3- Ink cartridges- Need certificates from 2012-2014 to upload

#### E. UPLOADED ACTIONS- NEED TO COMPLETE ACTIONS

1. Anti-Idling Education& Enforcement Program- 10 Points  
Signs have been purchased, need to identify target areas and have Watchung PD develop enforcement. Get approval for DPW to put up signs at Watchung Square Mall and for Chief Cina to have PD enforce. Need to create a map showing where the signs will be posted and a memo to PD regarding enforcement.
2. Innovative Community Project 2 Rain barrels- 10 points  
Six rain barrels were purchased, however we need to identify areas to place them. Also we need doc documentation with project scope and outreach initiatives. We need to discuss placement with DPW and also create flyers for community outreach, website, and Facebook. Would

this action also qualify for Water Conservation Education Program-10 points or Minimize Water Consumption [10 points]. BH already emailed TEA regarding this. We will provide 1 rain barrel to the Library and one to the high school. SP/BH will speak to DPW about placement.

3. Climate Adaption: Flooding Risk-20 points

Already utilized tool to create map. Need to designate a team that will answer questions from website. BH did email TEA regarding this. TEA said its okay to discuss with Assistant Engineer and OEM and then set up a meeting.

4. Green Purchasing Policy by Ordinance-10 points

Policy developed, but need council to adopt it. Green Building Policy/ Resolution- 5 points- Need to discuss with Environmental Commission. Member of EC was invited to the meeting. This may not be possible due to costs associated with purchasing Green.

5. Recycled Paper- 10 points- Contingent on Adopt a Green Building Policy

6. Farmer's Markets-10 points from August to September 2x – SP did discuss with TEA and Board of Health. Waiting to speak with EB regarding zoning and Borough Attorney.

8. Reusable Bag Education Program- 5 points

Contacted ShopRite and obtained some literature on Reusable Bag Program.TF

9. Energy Efficiency- Home Performance with Energy Star Municipal Program (20 points) and Outreach program (10 points) - Contacted Ciel Power, which offers discounted energy assessments for residents. They have implemented program in several municipalities, and two were contacted (Woodbridge & Princeton) and were very satisfied with the program. Literature sent to Law and Ordinances Committee to review.

10. Grounds & Maintenance/Create a Policy-10 points

Policy developed but need Council to adopt. BH

11. Environmental Commission- 10 points (BH) – Need their annual report to submit

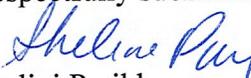
12.

**F. ARTICLE FOR LOCAL PAPER-** Watchung Green Team initiatives

**F. OATH OF OFFICE-**

**G. COLLABORATIONS WITH OTHER TOWNS-**

Respectfully submitted,

  
Shelini Parikh

- **Municipal Carbon Footprint-** Completed-Priority Action-10 points
- **Community Education and Outreach-** Completed- 10 points
- **Create a Green Team-** Mandatory action for bronze and silver- Completed-10 points
- **Climate Adaptation-** Priority action for bronze and silver- In progress- 20 points-  
Need to upload existing documents and waiting for Arlene and Gary to complete questionnaire.
- **Green Challenges & Community Programs-** In progress 10 points- What we currently have doesn't actually correspond with the action. What we can do is replace it with the "paperless challenge" with M&C going paperless. We would need a proclamation.
- **Hold a Green Fair-** completed 10 points- The one we have uploaded is expired. I have entered information on the one conducted by Warren and how Watchung advertised this to our residents and how Garden Club attending and shredders were made available as well.
- **Inventory and Upgrade All Buildings-**Priority for Bronze and Silver- 50 points – completed
- **Community or School Gardens-**10 points- Completed
- **Farmers Market-** 10 points –In Progress- Need to upload documents to complete this action
- **Green Building Policy/Resolution-** 5 points- In progress
- **Anti-Idling Education & Enforcement Program-** 10 Points- Must Revise- Need to take pictures of signs and need memo from PD Chief
- **Innovative Community Project 1-**10 points- Completed- Operation Pride- Need pictures or FB post uploaded
- **Innovative Community Project 2-**10 points- In progress- Need to discuss placement with DPW
- **Innovative Community Project 3-**10 points- In progress- Need to upload to complete project
- **Environmental Commission** -10 points- In progress- need to upload the annual report to complete this action.
- **Open Space Plans-** 10 points- completed
- **Tree Protection Ordinance-** 10 points- Completed

- **Adopt a Green Purchasing Policy by Resolution-5 points- approved**
- **Energy – Efficient Appliances or Equipment- 10 points-  
Need to upload to complete task**
- **Recycled Paper-10 points- expired- Need to upload to complete task**
- **Create a Policy- 10 points- In progress- Need proof this was adopted**
- **Prescription Drug Safety and Disposal- 10 points- completed**
- **Community Paper Shredding Day- 5 points- completed**
- **Non Mandated Materials Recycling-10 points- completed**
- **Grass Cut it and leave it program-5 points- completed**
- **Energy Audit**

**Completed Actions**

Mandatory	1
Priority	3
Total Points	155
Categories	11
Actions	13

If all completed action submissions are approved, this application will qualify for bronze certification.

To update your progress click here to recalculate totals.

Approved Actions

Mandatory	0
Priority	0
Total Points	5
Categories	1
Actions	1

This application does not qualify for certification. Please review the required Certification Criteria in the box below.

To update your progress click here to recalculate totals.

Planned Actions

Mandatory	0/1
Priority	2/11
Total	120/1380
Categories	7/17

Actions

9/128

TIP: Select more actions to qualify.

RESOLUTION

R12:8/21/14

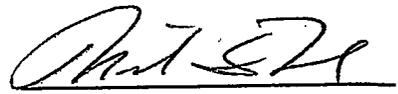
WHEREAS, the Borough of Watchung's Green Team has organized a Farmers' Market; and

WHEREAS, the attached Farmers' Market guidelines have been reviewed and approved by the Borough's Administrator, Attorney, Police Chief and Fire Prevention Officer.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Watchung be and hereinafter shall be known as Brookdale Road, as per attached diagram, from 8:00 A.M. until 2:00 P.M. for the purpose of the Borough of Watchung's Green Team.

Scan +  
post to  
webpage

- September 14, 2016
- September 21, 2014
- October 5, 2014
- October 12, 2014
- November 2, 2014

  
Council

  
Stephen K. Pote, Mayor

Date: August 21, 2014

INDEX: Misc.

- C: T. Atkins 8/26/14
- J. Cina
- B. Hance
- S. Parikh
- G. Greves

# Township to replace fallen arboretum barn

BY BRIAN WOODS  
STAFF WRITER

WARREN TWP. — Where one structure fell, a new shall rise. After the barn at Wagner Farm Arboretum collapsed from snow last winter, the township has received an insurance settlement, which it will use in part to fund a new building.

The township has appropriated the \$79,229 settlement, along with a past insurance settlement when the structure was deemed unsafe, for a total of \$336,000, along with \$270,000 of Open Space, Recreation and Farmland and Historic Preservation Trust fund monies, towards construction of a new multi-purpose building at the arboretum, located on Mountain Avenue.

The Township Committee passed the appropriation of the open space money and the \$79,229 settlement at its meeting on Thursday, Aug. 17.

"Now we have some funding and we look to get the project off the ground. It will really be beautiful and it will be another asset to Warren Township," said Mayor Gary DiNardo of the proposed project.

Township Administrator Mark Krane said the new, 4,500-square-foot building will be built on the site of the former barn.

"The facility will be a multi-purpose space with restrooms, storage, available for use by arboretum and for recreation and

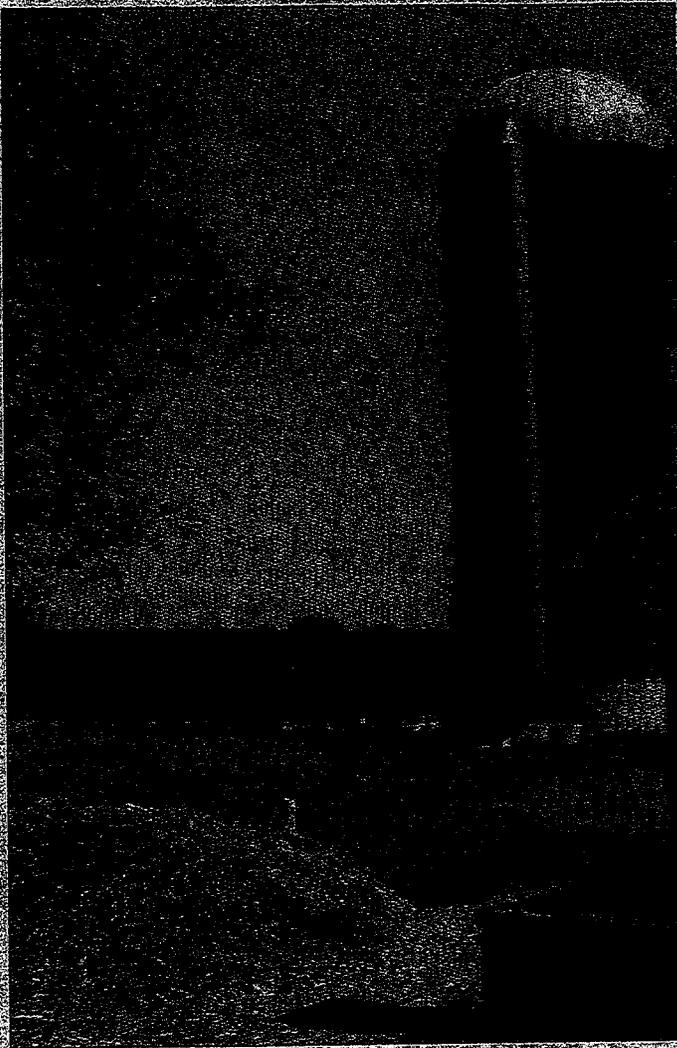


Photo by Brian Woods

A barn that collapsed from the weight of snow at the Wagner Farm Arboretum last winter is to be replaced, with township funds along with monies from the Open Space Recreation and Farmland Preservation Trust Fund. The township would like the new structure set aside for use as a multi-purpose space.

PLEASE SEE BARN, PAGE 7

# Farmers Market comes to Watchung

Local produce to be available starting Sept. 14

BY LORIE GREENSPAN  
EDITOR

WATCHUNG — A farmers market is coming to town, two Sundays a month, beginning Sunday, Sept. 14.

The Borough Council approved a resolution at its meeting on Thursday, Aug. 21, that authorized the closure of a portion of Brookdale Road to hold the market from 7 a.m. to 2 p.m. on the following dates: Sept. 14, 21; Oct. 5, 12, and Nov. 2.

The farmers market is sponsored by the borough's Green Team.

Shelini Parikh, administrative assistant in the borough clerk's office as well as a member of the Green Team, told the council that to become certified by the state program, Sustainable New Jersey Green Teams must hold events such as farmers markets, as well as engage in other green activities, such as promoting outreach material, instituting avenues for environmental preservation and encouraging recycling programs.

PLEASE SEE MARKET, PAGE 7

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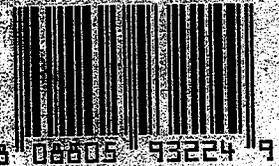
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# MARKET: In Watchung

FROM PAGE 1

FROM PAGE 1

such as one in which the local garden club collects bottle caps, as these are not recyclable.

"The purpose is to get towns to be more environmentally responsible and to be greener," Parikh said after the meeting.

To receive official state certification, the Watchung Green Team needs to acquire 150 points for bronze status. "With bronze we get official certification and that opens us up to applying for grants," to help promote green activities within the borough.

"We're currently waiting for the state to tally up the points we currently have," Parikh said. "We'll know by November if we get the certification."

Farmers markets, she told the council, give the team 10 points toward the 150 points. And because guidelines require all vendors to offer locally grown produce, or "Jersey Fresh," the Green Team could be acquire 10 more points.

"We have 10 confirmed ven-

dors with an additional six that want to participate," Parikh told the council.

"If 16 want to participate maybe we should consider opening it up" to include the additional six vendors, Gibbs posed, to which Mayor Stephen Pote added, "If we've got the space, why not use it?"

Parikh replied that vendor tents, according to fire officials, needed to measure 10 foot by 10 foot and secured to the ground with weights, and that some farmers would use more than one tent. "Due to possible space constraints (because of the tents) we thought 10 would be ideal," she replied.

She added that vendors also were concerned about competition and won't participate in the start-up if other competing farmers are there.

"It's a great idea," said Pote as the council voted in favor of the market. "The fact that you can act so quickly and with that interest through November is great." Pote added that the Green Team "should continue with these ideas and keep bringing them forward."

for proposals (RFP) wall project but support, will be looking the project from a gle.

"We may still be hating on certain local wall down by the behind the Department Works offices," Councilman William Nehls meeting.

Weldon, a family established in the 18th century, crushed aggregate asphalt, and ready crete and operates

## A Mounting Dilemma

The cliff face behind the police station and buildings has become increasingly unstable because

## BARN

FROM PAGE 1

other committee potentially as a shelter," said Krane. Krane also talked with certain groups who would be great posed space, and future would not be or recreation center the town voted for.

A subcommittee Mark Krane, woman Carolan and Committee

# SCHOOL: New uses are presented for site

FROM PAGE 6

and through its various purposes, Millington Schoolhouse has been used to serve the needs of citizens and taxpayers of Long Hill. The schoolhouse should serve the community and its future needs without becoming a burden on the Long Hill taxpayers," said Prasa, who added she would like to look at potential revenue generating programs to be held in the schoolhouse to offset the cost of keeping it running.

Prasa did not make any specific recommendations for how to use the schoolhouse, because of "too many unknown variables," with the project yet to be finished. She did, however, hint at the possibility of using it for recreation.

"The building belongs to the town and the recreation programs are the town's programs," said Prasa.

"I think we need to have a conversation with the recreation director as a first step, so we are not in the position to make a decision tonight," said Deputy Mayor Brendan Rae.

Township Attorney John Pidgeon said that he would like to look over the restrictions of the property to see if it could be used for recreation, before any decisions to move forward were made.

Prasa said that early planning grants used to fund the project were specific that the Schoolhouse not be used for a museum and that the Historic Committee consistently said it would be used for recreation programs, but she agreed that looking further into it would be the wisest decision.

"Given that it would be good to start utilizing it as soon as it is done, you should still take as much time as needed to make the right decisions," said Rae.

## TUTORING

FROM PAGE 1

members to do work students from and said Allocco, who continuation into which most entered a tutoring ment, unbeknownst to

"It happens," said teachers tutoring may one day, or could "I came this close to an arrangement cause I didn't know upon myself to look and saw that I was from it, but I need staff member, but against their policies that I

<b>WATCHUNG POLICE DEPARTMENT SPECIAL MEMORANDUM</b>		
<b>SUBJECT:</b> Anti Idling statute 39:3-70.2 revised	<b>NUMBER:</b> 2014-10	
<b>EFFECTIVE DATE:</b> 09/10/14	<b>DISTRIBUTION TO:</b> ALL PERSONNEL	<b>ISSUED BY:</b> CHIEF JOSEPH CINA <i>J. C. C.</i>
<b>CANCELLATION DATE:</b> N/A		<b>APPROVED BY:</b> CHIEF JOSEPH CINA <i>J. C. C.</i>

Emissions from gasoline and diesel powered vehicles contribute significantly to air pollution, including greenhouse gases, ozone formation, fine particulates. Current New Jersey law prohibits the idling of vehicles for more than three minutes.

Green Team has posted Anti Idling signs on Borough owned properties to help us with our Sustainable Jersey certification process.

Please refer to the attached Watchung Borough Resolution R7: 11/10/10 for further information regarding the emissions of vehicles and the negative impact they cause on the environment.

The NJDEP's "Stop the Soot" program gives a good overview of anti-idling enforcement.

This direct link details statute and enforcement for anti idling violations:

<http://www.stopthesoot.org/sts-idle-enforce.htm>

39:3-70.2 which details the three minute idling statute can be enforced on both public and private property.

# RESOLUTION

R7: 11/10/10

WHEREAS, emissions from gasoline and diesel powered vehicles contribute significantly to air pollution, including greenhouse gases, ozone formation, fine particulates; and

WHEREAS, numerous scientific studies have found links between exposure to fine particles and health effects including premature death, and increased incidents of asthma, allergies, and other breathing disorders; and

WHEREAS, the United States Environmental Protection Agency has classified diesel exhaust as likely to be carcinogenic to humans; and

WHEREAS, vehicle idling occurs in locations (e.g. school grounds, parking lots, distribution centers, strip malls, construction sites, business centers, etc.) where residents can be exposed to concentrated sources of air pollutant emissions; and

WHEREAS, the reduction of fine particle emissions from diesel engines could prevent 16,000 new asthma cases annually and save \$770 million in health care and related costs in New Jersey; and

WHEREAS, idling more than ten seconds uses more fuel and emits more pollutants than turning an engine off and on again and wears engine parts; and

WHEREAS, current New Jersey state law prohibits the idling of vehicles for more than three minutes and studies have shown that an anti-idling policy will save fuel, prolong engine life, and improve air quality.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Watchung supports the adoption of a strong anti-idling policy by government agencies, schools, businesses, and other organizations by:

1. Make enforcing New Jersey's existing no-idling law a priority pursuant to N.J.S.A. 39:3-70.2 and N.J.S.A. 26:2C-1.
2. Encouraging any gasoline or diesel powered motor vehicle to turn off their engines immediately at schools and off-site school related events to minimize exposure of children to vehicle emissions.
3. Maintaining municipal vehicles to eliminate any visible exhaust and complying with the annual inspection requirement for these vehicles.
4. Promote the widespread use of emission controls in construction contracts.
5. Supporting broad education of the public about the health, environmental and economic impacts of idling and ways to reduce idling.

Council

Mayor

I, Laureen B. Fellin, Municipal Clerk of the Borough of Watchung, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true copy of a Resolution adopted by the Mayor and Council at a meeting held on November 10, 2010.

Date: November 10, 2010

Index: Misc.

c: Env. Comm., W. Hance 11-18-10

Laureen B. Fellin RMC

# Watchung Clean-up



(Photos by Denis J. Kolly)

## In The Circle

Helping to clean up the banks of the Stony Brook in the middle of Watchung Circle on Saturday morning, March 25, at Operation Pride, the annual clean-up day organized by the the Watchung Traffic and Beautification Committee, are Boy Scouts from Troop 32, Watchung, from left, Dick Wellbrock, chairman, Luke Graboyes, a fifth grader at Valley View School, Watchung, Ryan Leigh and Brendan Leigh, fifth and seventh grade respectively at St. James School, Bernards Township, and Matt Brown, a sophomore at Watchung Hills Regional High School, Warren Township.



## Organizers

Among the organizers of Operation Pride, the annual clean-up day of the Watchung Traffic and Beautification Committee, held on Saturday, March 25, are, from left, Jeannette Kayel, Sue Forton and Rose Anne Barr, all of Watchung. As many as 125 volunteers, including Boy and Girl Scouts, participated in the event.

# Borough of Watchung

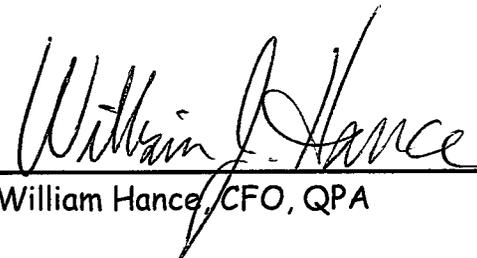


The Borough of Watchung enacted a Green Purchasing Policy in 2011. As a part of this policy we have committed to purchasing Energy Star Compliant appliances when replacing our existing office equipment. During the course of 2014 we have purchased six Energy Star Compliant PCs, two Energy Star compliant monitors, and three Energy Star compliant printers. Two existing copiers were replaced with Energy Star Compliant copiers.

We hereby certify that all appliances purchased during 2014 were Energy Star Compliant when an option was available.



Michelle DeRocco, Borough Clerk



William Hance, CFO, QPA

Vendor Range: GLOBAL to GLOBAL Status: Active  
 Report Type: All Include Open Requisitions: N  
 Threshold Amount: 0.00 Include Tax Id: Y Contracts: N Bid: Y State: Y Other: Y Exempt: Y  
 Date Range Type: Both First Enc Date Range: 01/01/14 to 09/09/14 Paid Date Range: 01/01/14 to 09/09/14

Vendor # Name	Status	1099 Type	Tax Id	Invoice	Amount	1099 Excl
First P.O. # Item Description	Prch. Type Status	Account Type Charge Account	Account Description			
GLOBAL Global Computer	Active					
01/09/14 14-00078 1 Brother Printer, USB Charger	Other	Budget 4-01- -190-233	Pd Ck: 22785 03/18/14	L30014730102	305.44	
01/17/14 14-00123 1 Dell Optiplex 3010 7 Pro 64bit	Other	Budget 4-01- -190-233	Pd Ck: 22785 03/18/14	L30782750101	529.99	C
01/17/14 14-00123 2 Dell GX755 7 Pro 32bit	Other	Budget 4-01- -190-233	Pd Ck: 22785 03/18/14		139.99	C
01/17/14 14-00123 3 Sharp Desktop Calculator	Other	Budget 4-01- -190-233	Pd Ck: 22785 03/18/14		14.55	
01/17/14 14-00123 4 Shipping and Handling	Other	Budget 4-01- -190-233	Pd Ck: 22785 03/18/14		21.09	
03/14/14 14-00123 5 RCA Y Adapter 2 male/1 female	Other	Budget 4-01- -190-233	Pd Ck: 22785 03/18/14	J55537630101	21.11	
03/25/14 14-00360 1 2 Dell Laser Printers	Other	Budget 4-01- -190-233	Pd Ck: 22973 05/15/14	L33084680105	439.98	P
03/25/14 14-00360 2 Asus Desktop Computer (x2)	Other	Budget 4-01- -190-233	Pd Ck: 22973 05/15/14		1,099.98	C
03/25/14 14-00360 3 ASUS 19" LED Monitor (x3)	Other	Budget 4-01- -190-233	Pd Ck: 22973 05/15/14	L33084680105	291.84	M
03/25/14 14-00360 4 Shipping and Handling	Other	Budget 4-01- -190-233	Pd Ck: 22973 05/15/14	L33084680105	50.78	
05/13/14 14-00360 5 Shipping and Handling	Other	Budget 4-01- -190-233	Pd Ck: 22973 05/15/14	L33313740101	9.00	
01/31/14 14-00487 1 HP ProDesk 400 HPR-102350817	Other	Budget 4-01- -115-233	Pd Ck: 23194 07/16/14	L33664680103	579.99	
04/25/14 14-00487 2 Logitech WIREless Keyboard &	Other	Budget 3-01- -120-233	Pd Ck: 22973 05/15/14		29.99	
04/25/14 14-00487 3 HP 23" Monitor H24-23710	Other	Budget C-02- -110-A12	Pd Ck: 2619 07/16/14		129.99	M
04/25/14 14-00487 4 Office Pro 2013 M17-3302	Other	Budget C-02- -110-A12	Pd Ck: 2601 05/15/14	L3366468-0102	339.99	
04/25/14 14-00487 5 APC BE750G UPS A75-2332	Other	Budget C-02- -110-A12	Pd Ck: 2619 07/16/14	L33664680101	99.99	
05/08/14 14-00487 6 shipping	Other	Budget C-02- -110-A12	Pd Ck: 2601 05/15/14		47.73	
04/28/14 14-00489 1 HP455 Laptop HPR-102106604	Other	Budget C-02- -110-A12	Pd Ck: 2601 05/15/14		499.99	
04/28/14 14-00489 2 Office Pro 2013 M17-3302	Other	Budget C-02- -110-A12	Pd Ck: 2601 05/15/14		339.99	
04/28/14 14-00489 3 Keyboard drawer YYS1-2807266	Other	Budget C-02- -110-A12	Pd Ck: 2601 05/15/14		26.49	
05/08/14 14-00489 4 shipping	Other	Budget C-02- -110-A12	Pd Ck: 2601 05/15/14		12.41	
05/08/14 14-00489 5 shipping	Other	Budget C-02- -110-A12	Pd Ck: 2601 05/15/14		18.26	
06/16/14 14-00489 6 shipping	Other	Budget C-02- -110-A12	Pd Ck: 2617 06/20/14	L33686230101	0.97	

Vendor # Name	Status	1099 Type	Tax Id	Invoice	Amount	1099 Excl
First P.O. # Item Description	Prch. Type	Status	Account Description			
Enc Date Contract Id Account Type Charge Account						
GLOBAL Global Computer			Continued			
04/29/14 14-00492 1 HP Laserjet Pro 400 H24-30357	Other	Pd Ck: 22973 05/15/14	L33724200105	349.99		
Budget 4-01- -120-233		Computer Expenses				
04/29/14 14-00492 2 Seagate 3 TB S130-8722	Other	Pd Ck: 2601 05/15/14	L33724200105	389.97		
Budget C-02- -110-A12		Unfunded				
04/29/14 14-00492 3 APC SurgeArrest H24-A805410	Other	Pd Ck: 2601 05/15/14	L33724200105	12.60		
Budget C-02- -110-A12		Unfunded				
05/12/14 14-00492 4 shipping	Other	Pd Ck: 2601 05/15/14	L33724200104	5.24		
Budget C-02- -110-A12		Unfunded				
05/12/14 14-00492 5 shipping	Other	Pd Ck: 2601 05/15/14	L33724200104	24.56		
Budget C-02- -110-A12		Unfunded				
05/13/14 14-00492 6 shipping	Other	Pd Ck: 2601 05/15/14	L33724200101	0.51		
Budget C-02- -110-A12		Unfunded				
05/16/14 14-00553 1 Forged Nickel Scissors 9" Blk	Other	Pd Ck: 23275 08/13/14	L35541710101	30.12		
Budget 4-01- -190-227		Office Supplies & Materials				
05/16/14 14-00553 2 Verbatim 50pk CD-R Printable	Other	Pd Ck: 23275 08/13/14	L35541710101	13.19		
Budget 4-01- -190-233		Computer Expense				
05/16/14 14-00553 3 Ultra RG58/U BNC M/M Cable	Other	Pd Ck: 23275 08/13/14	L35541710101	29.99		
Budget 4-01- -190-233		Computer Expense				
05/16/14 14-00553 4 Dell KM632 Wireless Key\Mouse	Other	Pd Ck: 23275 08/13/14	L35541710101	29.00		
Budget 4-01- -190-233		Computer Expense				
05/16/14 14-00553 5 windows 7 Professional 64 bit	Other	Pd Ck: 23275 08/13/14	L35541710101	134.99		
Budget 4-01- -190-233		Computer Expense				
05/16/14 14-00553 6 Vanguard 203AP Tripod 3way pan	Other	Pd Ck: 23275 08/13/14	L35541710101	84.99		
Budget 4-01- -190-232		General Supplies, NOC				
05/16/14 14-00553 7 Night Owl 4pk Outdoor Cameras	Other	Pd Ck: 23275 08/13/14	L35541710101	199.99		
Budget 4-01- -190-233		Computer Expense				
05/16/14 14-00553 8 Shipping	Other	Pd Ck: 23275 08/13/14	L35541710101	12.14		
Budget 4-01- -190-257		Postage				
08/05/14 14-00553 9 Shipping	Other	Pd Ck: 23275 08/13/14	L35541710101	14.79		
Budget 4-01- -190-257		Postage				
05/22/14 14-00568 1 night owl 16 ch 8 camera dvr	Other	Pd Ck: 2617 06/20/14	L3423743	649.99		
Budget C-02- -110-A12		Unfunded				
05/22/14 14-00568 2 night owl extension cable	Other	Pd Ck: 2617 06/20/14		19.99		
Budget C-02- -110-A12		Unfunded				
05/22/14 14-00568 3 MIMO USB Drive M15-0112	Other	Pd Ck: 23104 06/17/14		9.94		
Budget 4-01- -130-233		Computer Expense				
05/22/14 14-00568 4 Gearhead Keyboard & Mouse	Other	Pd Ck: 2617 06/20/14		36.66		
Budget C-02- -110-A12		Unfunded				
05/22/14 14-00568 5 APC Back-UPS A75-1500	Other	Pd Ck: 2617 06/20/14		199.99		
Budget C-02- -110-A12		Unfunded				
06/10/14 14-00568 6 shipping	Other	Pd Ck: 2617 06/20/14		37.09		
Budget C-02- -110-A12		Unfunded				
05/22/14 14-00568 7 correct charges	Other	Pd Ck: 2617 06/20/14		339.99-		
Budget C-02- -110-A12		Unfunded				
05/22/14 14-00568 8 correct charges	Other	Pd Ck: 2617 06/20/14		339.99-		
Budget C-02- -110-A12		Unfunded				
05/22/14 14-00568 9 correct charges	Other	Pd Ck: 2617 06/20/14		13.80-		
Budget C-02- -110-A12		Unfunded				
05/22/14 14-00568 10 correct charges	Other	Pd Ck: 23104 06/17/14		13.80		
Budget 4-01- -120-227		Office Supplies & Materials				

Vendor # Name	Status	1099 Type	Tax Id	1099
First P.O. # Item Description	Prch. Type Status	Account Description	Invoice	Amount
Enc Date Contract Id Account Type Charge Account				Excl
GLOBAL Global Computer	Continued			
05/22/14 14-00568 11 correct charges	Other	Pd Ck: 23104 06/17/14		339.99
Budget 4-01- -120-227		Office Supplies & Materials		
05/22/14 14-00568 12 correct charges	Other	Pd Ck: 23104 06/17/14		339.99
Budget 4-01- -130-227		Office Supplies & Materials		
05/28/14 14-00582 1 Dell Toner B2360dn (8,500 pgs)	Other	Pd Ck: 23179 06/20/14	L34586630103	362.90
Budget 4-01- -190-258		Printing & Binding		
05/28/14 14-00582 2 Brother Toner TN-750 Black	Other	Pd Ck: 23179 06/20/14	L34586630103	91.45
Budget 4-01- -190-258		Printing & Binding		
05/28/14 14-00582 3 Shipping	Other	Pd Ck: 23179 06/20/14	L34586630103	21.73
Budget 4-01- -190-258		Printing & Binding		
06/19/14 14-00582 4 Epson LX350 Printer	Other	Pd Ck: 23179 06/20/14	L34586630103	201.99
Budget 4-01- -190-258		Printing & Binding		
06/09/14 14-00607 1 HP Laserjet Pro P1606dn	Other	Pd Ck: 23104 06/17/14	L3466058	149.99
Budget 4-01- -115-233		Computer Expenses		
06/09/14 14-00607 2 H24-30206 Toner	Other	Pd Ck: 23104 06/17/14	L3466058	67.99
Budget 4-01- -115-227		Office Supplies & Materials		
06/09/14 14-00607 3 Portable External Hard Drive	Other	Pd Ck: 2617 06/20/14	L3466058	239.96
Budget C-02- -110-A12		Unfunded		
06/09/14 14-00607 4 Back-UPS CS Battery Backup	Other	Pd Ck: 2617 06/20/14	L3466058	89.99
Budget C-02- -110-A12		Unfunded		
06/16/14 14-00607 5 shipping	Other	Pd Ck: 23104 06/17/14	L3466058	31.86
Budget 4-01- -115-233		Computer Expenses		
06/20/14 14-00660 1 Brother Toner TN-360	Other	Open		56.99
Budget 4-01- -190-258		Printing & Binding		
06/20/14 14-00660 2 Brother Toner TN-450	Other	Open		59.99
Budget 4-01- -190-258		Printing & Binding		
06/20/14 14-00660 3 Brother Drum DR360	Other	Open		67.22
Budget 4-01- -190-258		Printing & Binding		
06/20/14 14-00660 4 APC UPS Backup (for MVR PC)	Other	Open		49.99
Budget 4-01- -190-233		Computer Expense		
06/20/14 14-00660 5 Shipping	Other	Open		12.74
Budget 4-01- -190-257		Postage		
06/24/14 14-00662 1 HP Laserjet Pro R1606dn	Other	Pd Ck: 23194 07/16/14	L35016930101	149.99 P
Budget 4-01- -115-233		Computer Expenses		
06/24/14 14-00662 2 Laserjet 78A H24-30206	Other	Pd Ck: 23194 07/16/14		135.98
Budget 4-01- -115-233		Computer Expenses		
06/24/14 14-00662 3 CD-R 100 pack C18-42016	Other	Pd Ck: 23194 07/16/14	L3501693-0101	19.99
Budget 4-01- -160-233		Computer Expense		
07/10/14 14-00662 4 shipping	Other	Pd Ck: 23194 07/16/14		23.19
Budget 4-01- -160-233		Computer Expense		
07/14/14 14-00704 1 AOC 23" LED Backlit Monitor	Other	Pd Ck: 10197 07/16/14		149.99
Budget T-93- -100-205		Fire Safety Penalties		
07/14/14 14-00704 2 Microsoft Office M17-3298	Other	Pd Ck: 10197 07/16/14		219.99
Budget T-93- -100-205		Fire Safety Penalties		
07/14/14 14-00704 3 Dell Inspiron 17R	Other	Pd Ck: 10197 07/16/14	L3550125	679.99 C
Budget T-93- -100-205		Fire Safety Penalties		
07/14/14 14-00704 4 TP Link Wireless Router	Other	Pd Ck: 10197 07/16/14		49.99
Budget T-93- -100-205		Fire Safety Penalties		
07/14/14 14-00704 5 Night Owl 100' BNC Ext Cable	Other	Pd Ck: 2619 07/16/14		49.98
Budget C-02- -110-A11		Funded		

Vendor # Name	Status	1099 Type	Tax Id	Invoice	Amount	1099 Excl
First P.O. # Item Description Enc Date Contract Id Account Type Charge Account		Prch. Type Status Account Description				
GLOBAL Global Computer		Continued				
07/14/14 14-00704 6 Security Labs BNC Extension Budget C-02- -110-A11	Other	Pd ck: 2619 07/16/14 Funded			32.86	
07/14/14 14-00704 7 Shipping Budget C-02- -110-A11	Other	Pd ck: 2619 07/16/14 Funded			15.30	
07/16/14 14-00731 1 Dell GX620 Desktop PC Budget 4-01- -190-233	Other	Pd ck: 23275 08/13/14 Computer Expense	L35662530103		299.98	
07/16/14 14-00731 2 ASUS BT1AD - USFF - 1 Budget 4-01- -190-233	Other	Pd ck: 23275 08/13/14 Computer Expense	L35662530103		595.78	
07/16/14 14-00731 3 Shipping and Handling Budget 4-01- -190-257	Other	Pd ck: 23275 08/13/14 Postage	L35662530103		31.77	
08/08/14 14-00798 1 Dell Toner Cartridge B2360dn Budget 4-01- -190-258	Other	Open Printing & Binding			362.98	
08/08/14 14-00798 2 Brother Toner TN-350 Black Budget 4-01- -190-258	Other	Open Printing & Binding			197.97	
08/08/14 14-00798 3 Brother Toner TN-750 Budget 4-01- -190-258	Other	Open Printing & Binding			188.98	
08/08/14 14-00798 4 Corsair Survivor 64GB Drive Budget 4-01- -190-233	Other	Open Computer Expense			64.99	
08/08/14 14-00798 5 Shipping and Handling Budget 4-01- -190-257	Other	Open Postage			11.28	
08/27/14 14-00859 1 APC RBC4 Replacement Battery Budget 4-01- -190-233	Other	Open Computer Expense			140.98	
08/27/14 14-00859 2 Shipping and Handling Budget 4-01- -190-233	Other	Open Computer Expense			11.28	
09/05/14 14-00878 1 APC BR1000G Back-UPS XS LCD Budget 4-01- -190-233	Other	Open Computer Expense			269.98	
09/05/14 14-00878 2 Power Module, 3 Outlets, 2 LAN Budget 4-01- -190-233	Other	Open Computer Expense			65.99	
09/05/14 14-00878 3 CD-R Discs, 700mb/80min, 100pk Budget 4-01- -190-233	Other	Open Computer Expense			39.98	
09/05/14 14-00878 4 Shipping and Handling Budget 4-01- -190-233	Other	Open Computer Expense			25.71	
Total Open P.O.: Bid:	0.00	State: 0.00	Other: 1,627.05	Exempt: 0.00	All: 1,627.05	
Total Paid P.O.:	0.00		11,047.91		11,047.91	
Vendor P.O. Total:	0.00		12,674.96		12,674.96	

Total Vendors:	1	Total Open P.O.:	1,627.05	Total Paid P.O.:	11,047.91	Total Open & Paid:	12,674.96
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# Commit to Zero™

## Electronic Waste Management

### Annual Sustainability Report 2013

This report highlights Borough Of Watchung's aggressive electronic waste management program and achievements for 2010. Through its Commit to Zero™ program Borough Of Watchung now uses an ISO 14001 zero-landfill reclamation and recycling solution for small (portable) electronic waste. Thanks to Borough Of Watchung's leadership and commitment to sustainability measurable positive impact and results have been achieved. Actual results by are listed below.

Borough Of Watchung  
Sustainability Achievements  
Imaging Supplies  
2013

	Q1 '13	Q2 '13	Q3 '13	Q4 '13	TOTAL
Landfill Waste Volume Reduction (pounds)	14.50	0.00	43.50	0.00	58.00
Oil/Petroleum Preservation (gallons)	2.37	0.00	8.72	0.00	11.09
Petroleum Preservation (gallons)	0.29	0.00	1.06	0.00	1.35
CO2 Emissions Reduction (metric tons)	0.04	0.00	0.10	0.00	0.14

**Landfill** – Total lbs of empty OEM and remanufactured ink and toner cartridges redirected to reuse and recycling.

**Oil** – Use of a remanufactured toner cartridge represents a .872 gallon reduction in oil otherwise used to manufacture a new cartridge.

**Petroleum** – Use of a remanufactured toner cartridge represents a .106 gallon reduction in petroleum otherwise used to manufacture a new cartridge.

**CO2 Emissions** – Use of a remanufactured cartridge represents a .01 metric ton reduction in CO2 emissions otherwise used to produce a new cartridge.

*Memberships and Affiliations.*



# Commit to Zero™

## Electronic Waste Management

### Annual Sustainability Report 2012

This report highlights Borough Of Watchung's aggressive electronic waste management program and achievements for 2010. Through its Commit to Zero™ program Borough Of Watchung now uses an ISO 14001 zero-landfill reclamation and recycling solution for small (portable) electronic waste. Thanks to Borough Of Watchung's leadership and commitment to sustainability measurable positive impact and results have been achieved. Actual results by are listed below.

Borough Of Watchung  
Sustainability Achievements  
Imaging Supplies  
2012

	Q1 '12	Q2 '12	Q3 '12	Q4 '12	TOTAL
Landfill Waste Volume Reduction (pounds)	25.29	0.00	0.00	0.00	25.29
Oil/Petroleum Preservation (gallons)	6.54	0.00	0.00	0.00	6.54
Petroleum Preservation (gallons)	0.80	0.00	0.00	0.00	0.80
CO2 Emissions Reduction (metric tons)	0.08	0.00	0.00	0.00	0.08

**Landfill** – Total lbs of empty OEM and remanufactured ink and toner cartridges redirected to reuse and recycling.

**Oil** – Use of a remanufactured toner cartridge represents a .872 gallon reduction in oil otherwise used to manufacture a new cartridge.

**Petroleum** – Use of a remanufactured toner cartridge represents a .106 gallon reduction in petroleum otherwise used to manufacture a new cartridge.

**CO2 Emissions** – Use of a remanufactured cartridge represents a .01 metric ton reduction in CO2 emissions otherwise used to produce a new cartridge.

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# Commit to Zero™

## Electronic Waste Management

### Annual Sustainability Report 2011

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**Borough Of Watchung**  
**Sustainability Achievements**  
**Imaging Supplies**  
**2011**

	Q1 '11	Q2 '11	Q3 '11	Q4 '11	TOTAL
<b>Landfill Waste Volume Reduction (pounds)</b>	0.00	0.15	3.88	1.18	5.20
<b>Oil/Petroleum Preservation (gallons)</b>	0.00	0.02	0.28	0.44	0.74
<b>Petroleum Preservation (gallons)</b>	0.00	0.00	0.03	0.05	0.09
<b>CO2 Emissions Reduction (metric tons)</b>	0.00	0.00	0.03	0.01	0.04

**Landfill** – Total lbs of empty OEM and remanufactured ink and toner cartridges redirected to reuse and recycling.

**Oil** – Use of a remanufactured toner cartridge represents a .872 gallon reduction in oil otherwise used to manufacture a new cartridge.

**Petroleum** – Use of a remanufactured toner cartridge represents a .106 gallon reduction in petroleum otherwise used to manufacture a new cartridge.

**CO2 Emissions** – Use of a remanufactured cartridge represents a .01 metric ton reduction in CO2 emissions otherwise used to produce a new cartridge.

*Memberships and Affiliations:*



# Commit to Zero™

## Electronic Waste Management

### Annual Sustainability Report 2010

This report highlights Borough Of Watchung's aggressive electronic waste management program and achievements for 2010. Through its Commit to Zero™ program Borough Of Watchung now uses an ISO 14001 zero-landfill reclamation and recycling solution for small (portable) electronic waste. Thanks to Borough Of Watchung's leadership and commitment to sustainability measurable positive impact and results have been achieved. Actual results by are listed below.

Borough Of Watchung  
Sustainability Achievements  
Imaging Supplies  
2010

	Q1 '10	Q2 '10	Q3 '10	Q4 '10	TOTAL
Landfill Waste Volume Reduction (pounds)	0.00	7.53	0.00	0.00	7.53
Oil Petroleum Preservation (barrels)	0.00	1.76	0.00	0.00	1.76
Petroleum Preservation (gallons)	0.00	0.21	0.00	0.00	0.21
CO2 Emissions Reduction (metric tons)	0.00	0.02	0.00	0.00	0.02

Landfill – Total lbs of empty OEM and remanufactured ink and toner cartridges redirected to reuse and recycling.

Oil – Use of a remanufactured toner cartridge represents a .872 gallon reduction in oil otherwise used to manufacture a new cartridge.

Petroleum – Use of a remanufactured toner cartridge represents a .106 gallon reduction in petroleum otherwise used to manufacture a new cartridge.

CO2 Emissions – Use of a remanufactured cartridge represents a .01 metric ton reduction in CO2 emissions otherwise used to produce a new cartridge.

Memberships and Affiliations.



# Watchung Environmental Commission

## Summary of Accomplishments

### Year 2013

Responsibility for the administration of Environmental consciousness in the Borough of Watchung is shared by five organizations: Public Works Department, Environmental Commission, Watchung Green Team, Traffic & Beautification and the Open Space Committee. The organizations meet periodically to discuss and delineate areas of responsibility for each element of the Plan. In addition to these organizations, the Watchung Engineering Department assists to assure compliance with the Borough's tree ordinance.

Some members of the four above-mentioned organizations have received the required the CORE training in order to meet the training criteria. The Environmental Commission takes great pride in our community forest and has taken a number of steps to insure its continuing benefits to the community. With the incorporation of a tree bank in its tree ordinance, the Environmental Commission has assisted the Borough with suggestions on how the money from the tree bank should be used insuring the need for a healthy community forest and replacement of those trees in public areas. The tree bank will also insure that funds are available to the Borough for the planting of additional trees in public areas. This is most important in these economic times. The Commission has made recommendations to tighten the requirement in the Tree Ordinance.

Accordingly, a concerted effort is made to incorporate articles concerning the care and maintenance of trees in the Borough Newsletter, which is distributed to all Watchung households. The Borough has changed the quarterly distribution of the newsletter from bi-annual. In light of the distribution changes, the commission has taken steps to incorporate tree related articles on the Borough's website. Articles that have been included in the Newsletter include the educating the public in recycling, When to prune trees, reinforcing the tree ordinance, supporting renewable energy and buying green energy to mention a few.

Arbor Day & Earth Day programs are conducted annually basis with the Third Grade Environmental Club at our Bayberry School with the ceremonial planting of trees at Best Lake. The Environmental Commission is actively looking at options to help enhance those programs. They will be joining a neighboring community in their Earth Day event for the coming year.

Each year a budget is prepared by each of the responsible organizations and includes requests for funding elements relating to our community forest and education. These are reviewed and submitted for approval to our Borough Council. The 2014 budget will not reflect an increase due to the economy.

In addition to the 2013 accomplishments above, other accomplishments include:

- ◆ Participation in Somerset County "Operation Secure Shed" sponsored by the Somerset County Board of Chosen Freeholders. The commission incorporated Styrofoam & metal recycling in the event.
- ◆ The commission has actively monitoring the legislation on Hydraulic Fracturing in NJ and its effects on the environment.
- ◆ Ongoing efforts by Public Works Department to identify and respond to calls to mitigate hazardous tree occurrences. The evaluation process is based on routine visual inspections performed concurrently with daily operational activities as well as citizen inquiries. Any trees affected by significant weather events are evaluated for obvious damage. These trees/limbs are recorded, prioritized and addressed accordingly. This has assisted PWD in light of recent super storm "Sandy".
- ◆ The Department of Public Works continues to provide an ample supply of wood chips from pruning and removal of tree/limbs to borough residents for their use.
- ◆ The Traffic & Beautification committee has identified public areas, which are in need of tree planting.
- ◆ A member of the Environmental Commission participates in the "Watchung Green team" in a coordinated effort to promote a more sustainable community.

- ◆ Information on the endangered species of trees in NJ was gathered. In addition, distributive a listing of recommended Native trees & shrubs. The native plants are adapted to the growing condition, soils and climate of their natural range. The recommended native plants of New Jersey offer wildlife support in the form of food and/or habitat.
- ◆ Research on other community ordinances limiting the size of the home based on the size of the property. Limiting the size of the home disproportionate to the lot size
- ◆ Invited to participate in the Warren Township Green Fair
- ◆ Researched and started to develop an education program that impacts our environment and our way of life. Several film trailers were viewed and evaluated for content, interest and view ability. Developed a plan based on a target audience.

We will continue to focus on issues that affect our community and the environment.

**2014 Schedule  
Municipal Shred Dates**

<b>2014 Pairing</b>	<b>Population</b>	<b>Group</b>	<b>Spring Date Event #1</b>	<b>Fall Date Event #2</b>
Hillsborough	37500		<b>June 7, 2014</b>	
Millstone	410			
Manville	10300			
Branchburg	14600	62810		<b>September 27, 2014</b>
Bridgewater	44000			
Bound Brook	10000			<b>September 20, 2014</b>
Somerville	12700			
Raritan	6300	73000	<b>June 21, 2014</b>	
North Plainfield	21800			
Green Brook	6200		<b>June 14, 2014</b>	<b>October 18, 2014</b>
Warren	15000			
Watchung	6200	49200		
Franklin	59000			<b>September 6, 2014</b>
South Bound Brook	4600			
Montgomery	24000		<b>May 17, 2014</b>	
Rocky Hill	660	88260		
Bedminster	8400		<b>June 28, 2014</b>	
Far Hills	900			
Peapack-Gladstone	2490			
Bernards	26000			<b>October 11, 2014</b>
Bernardsville	7400	45190		
County of Somerset			<b>April 12, 2014</b>	

## Minimizing Waste Disposal: Grass Clippings

*Peter F. Strom, Ph.D., Associate Professor of Environmental Science; James A. Murphy, Ph.D., Extension Specialist in Turfgrass Management; and Henry W. Indyk, Ph.D., Extension Specialist Emeritus in Turfgrass Management*

Since refuse disposal costs have dramatically increased, and some landfills no longer accept grass clippings, many individuals and governmental agencies are seeking alternatives for disposal of clippings. During the maximum grass growing period, the municipal refuse load in some New Jersey suburban communities may contain nearly one-third grass clippings. Collected clippings become anaerobic very quickly because of their high demand for oxygen. After becoming anaerobic they emit strongly unpleasant odors. Therefore, grass clippings (in quantity) are difficult to handle and to process.

From our own experience with the handling and disposal of grass clippings, and discussions with others such as lawn care professionals, we suggest considering the following methods to reduce landfilling:

1. **RETURN TO LAWN** — It is most desirable to leave grass clippings uncollected on the lawn so that they are recycled, contributing to soil organic matter and supplying part of the fertilizer needs of the lawn. Adopt a mowing schedule to keep clippings short enough to filter through growing grass and not remain as a mat on top of the lawn. Research and experience indicate that only 1/3 of the grass length should be removed during mowing. Never allow the lawn grass to double its height between mowings. This approach not only eliminates clipping collection and disposal problems, but also can contribute to improvement of the lawn.

Clippings are not a cause of thatch in lawns. Rather, thatch is formed primarily from a dense accumulation of grass roots and stemmy material. Returning clippings along with proper mowing frequency will not increase disease problems.

Use caution when removing collection bags from mowers. Some machines are not designed to operate safely without a bag or other attachment in place. If you are unsure, check with your equipment supplier.

2. **GARDEN MULCH** — Grass clippings can be used as a garden mulch. To minimize any tendency to protect slugs, clippings can be dried in the sun for a day prior to being used in this way. Clippings can be spread on garden soil to check weed growth, reduce soil spattering and crusting, moderate soil temperatures, etc. As a precaution, do not use grass clippings from herbicide-treated lawns until after two grass cuttings have been made.

3. **SOIL INCORPORATION** — Clippings can serve as a source of organic matter for soil improvement when incorporated into the garden.

4. **BACKYARD COMPOSTING** — Grass clippings can be composted, particularly when incorporated into a backyard leaf composting pile. However, grass has a high nitrogen content, a much higher demand for oxygen than leaves, and a tendency to mat, thereby greatly reducing the passage of oxygen. Composting piles containing



grass clippings thus readily become anaerobic. This, in turn, can produce strong, unpleasant odors. These odors are particularly noticeable when the pile is disturbed.

Because of these problems, grass clippings should not be composted alone, but rather mixed with composting leaves. The partially decayed leaves which now (6-9 months after leaf fall) have a low demand for oxygen, will serve as a bulking agent permitting more oxygen to reach the grass. Grass, which is high in nitrogen, will provide a more rapid decomposition of the remaining leaves as long as it remains under aerobic conditions. Grass clippings will also contribute to a better end product (higher nitrogen content) than that obtained from composting leaves alone. One must be aware, however, that an excess of damp grass in the pile will soon become anaerobic, produce very unpleasant odors, and reduce the rate of decomposition. The objective is to keep the material **aerobic**. Also, to ensure that excess nitrogen is not given off as ammonia, do not add more than 1 part fresh grass clippings to 3 parts partially composted leaves.

The resulting compost can be used as a soil amendment, as a mulch for gardens, flower or shrub beds, or as a potting medium.

**5. MUNICIPAL COMPOSTING** — Some grass clippings can be incorporated into a municipal leaf composting operation. However, problems that may be experienced with backyard grass composting could be greatly magnified at a municipal facility. Even grass stored for one day or less in plastic bags or the back of a lawn maintenance pick-up truck may emit very unpleasant odors when being unloaded at the site. For this

reason, grass clippings are banned at many leaf composting facilities, unless they are very isolated. Research is continuing in this area, but other problems include the high cost of collection and an inadequate supply of leaves for the amount of clippings.

Partially composted leaves should be mixed with the grass in a 3:1 ratio, or more. Because the leaves have already decomposed by the time the grass comes to the site, however, this means the ratio actually collected must be at least 6:1. For most towns this would be possible only if most of the grass clippings are handled directly by residents on their own property.

**6. CLIPPING REDUCTION** — Fertilizing and watering above the requirements of the grasses may be more detrimental than beneficial to the lawn. One of the effects is increased production of clippings. (Another is potential ground or surface water pollution.) Judicious and proper use of fertilizer and water can provide an attractive lawn with a reduction in the costs, effort, susceptibility to disease, and amount of clippings produced. A fertilization program should emphasize fertilizing the lawn in the fall season rather than in the spring. This can be effective not only in reducing the amount of clippings produced, but also in contributing to a better lawn.

Two related fact sheets: "Backyard Leaf Composting" (FS074) and "Using Leaf Compost" (FS117), and assistance with procedures covered above, may be obtained from the Rutgers Cooperative Extension office in your county. The telephone number appears under County Government in your local phone directory.

**RUTGERS COOPERATIVE RESEARCH & EXTENSION  
N.J. AGRICULTURAL EXPERIMENT STATION  
RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY  
NEW BRUNSWICK**



# Yard Trimmings Management Strategies in New Jersey

*Jonathan H. Forsell, Essex County Agricultural Agent*

## Introduction

Most yard debris consists of leaves, grass clippings, prunings, branches, trunks of trees, and their root systems. There are various options for managing these materials. The following are some guidelines to assist decision makers and others in determining best management strategies.

## Materials Management Guidelines

**Leaves:** In New Jersey, leaves were banned from landfills, transfer stations, and incinerators in 1988. Collected leaves are generally composted at municipal, regional, commercial, or farm sites in large windrows (elongated piles) using the Leaf Composting Manual for New Jersey Municipalities as a guide. Municipal, regional, and private facilities can use a Type 1.11 simplified New Jersey Department of Environmental Protection (NJDEP) permit, if fewer than 20,000 cubic yards of leaves are composted annually, or a more detailed Type 2.1 permit, if the volume is greater.

Farmers can accept leaves for composting with the simplified permit if the volume is less than 20,000 cubic yards or can receive leaves to

be mulched into the soil at no greater than a six-inch depth on the soil and within seven days from delivery without need of a permit. This requires that the leaves be incorporated into the soil no later than the next tillage season.

Backyard composting (household scale) is the most cost-effective method of leaf composting because of avoided collection costs, tipping fees, permits, equipment, and management costs. Refer to fact sheets FS074 and FS117. Further detailed information about composting and trimmings management can be obtained through Rutgers Cooperative Extension and the NJDEP, Bureau of Resource Recovery.

**Grass Clippings:** Ideally, lawns should be mowed frequently (about five-day intervals) removing only one-third of the grass blade. The clippings will biodegrade at the soil surface providing nitrogen and organic matter. Although any type mower may be used, mulching mowers or mulching attachments on traditional rotary machines can improve the results by chopping more finely. If clippings are long and clump on the lawn, the excess can be raked up and used as a nitrogen source in the backyard composting pile. Permits can be issued by the NJDEP to include a limited volume of grass clippings in large-scale leaf composting facilities, but the rules



are quite stringent to prevent odor problems, which are common, when grass is composting in an anaerobic (oxygen-deficient) environment. A one-year farm grass clippings demonstration permit is available to farmers from NJDEP to apply grass around seasonal crops under a nutrient management plan.

**Prunings:** Trimmings from trees, shrubs, hedges, and perennials are composted at some permitted facilities, but can also be composted in the backyard pile. A shredder-grinder is helpful to break down larger woody material to a more compostable size.

**Tree Limbs:** Limbs can be cut for firewood or chipped to make a mulch for landscape use. If finely ground, the product can be composted, but at a slower rate than leaves or grass clippings. Woodchips can be used as a carbon source, when composting sewage sludge.

**Tree Trunks:** Trunks are usually cut, split, and dried for use as firewood. Some desirable species are used to make furniture and cabinetry, and others are ground for mulch or pulp.

**Tree Root Systems:** Excavated tree roots are generally ground into mulch material. Massive root systems and trunks that are not made into firewood or mulch cannot be stockpiled at a site and are classified as Type 13 Bulky Waste, which

must be hauled away for grinding or other processing.

## Summary

Because yard trimmings are recyclable through composting or other means, it is prudent for government, businesses, farmers, and other people to avoid non-recycling avenues for managing this important fraction of the solid waste stream.

## References

1. **Backyard Leaf Composting**, FS074, Franklin Flower and Peter F. Strom, Dept. of Environmental Science, Cook College.
2. **Grass—Cut It and Leave It**, NJDEP Division of Solid Waste Management, Office of Recycling, in cooperation with Rutgers Cooperative Extension. 1991.
3. **Leaf Composting Manual for New Jersey Municipalities**, Peter F. Strom and Melvin Finstein, Dept. of Environmental Science, Cook College and NJDEP. 1989.
4. **Using Leaf Compost**, FS117, Roy Flannery and Franklin Flower.

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**RUTGERS COOPERATIVE RESEARCH & EXTENSION  
N.J. AGRICULTURAL EXPERIMENT STATION  
RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY  
NEW BRUNSWICK**

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BOROUGH OF WATCHUNG

NOTICE OF PASSAGE OF AN ORDINANCE

Take notice that Ordinance **OR: 14/13** entitled "**AN ORDINANCE REPEALING AND REPLACING SECTIONS 24-2, TITLED "DEFINITIONS" AS TO THE DEFINITION OF "TREE REMOVAL/REPLACEMENT", "TREE REPLACEMENT"; 24-6A AND B, TITLED "APPLICATION AND TREE REMOVAL/REPLACEMENT"; 24-6C, TITLED "DESIGN CRITERIA", CHECKLIST A, PARAGRAPH 14, AND CHECKLIST B, PARAGRAPH 7; 24-8, TITLED "DESIGN CRITERIA" (PARAGRAPH J); 24-10, TITLED "TREE REPLACEMENT AND REFORESTATION"; AND 24-11, TITLED "FEES AND BOND", OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF WATCHUNG.**" was introduced, read and passed on first reading at a meeting of the Mayor and Council of the Borough of Watchung held on June 5, 2014, with a public hearing and adoption at a meeting held on June 19, 2014. This ordinance becomes effective upon publication.

STEPHEN K. POTE  
Mayor

Attest: MICHELLE DEROCO, RMC  
Municipal Clerk

Adopted 11/10/11  
Published 11/17/11

(Revised October 13, 2011)

**EXPLANATION:** This Ordinance repeals and replaces Chapter XXIV of the Code of the Borough of Watchung titled "Tree Preservation."

**BOROUGH OF WATCHUNG  
ORDINANCE No. OR:11/14**

**AN ORDINANCE REPEALING AND REPLACING CHAPTER XXIV  
OF THE CODE OF THE BOROUGH OF WATCHUNG, NEW  
JERSEY, TITLED "TREE PRESERVATION."**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Watchung, in the County of Somerset and State of New Jersey, as follows:

1. Chapter XXIV of the Code of the Borough of Watchung, New Jersey, titled "Tree Preservation", is hereby repealed and replaced in its entirety with the following new Chapter XXIV titled "Tree Preservation":

**CHAPTER XXIV TREE PRESERVATION**

**24-1 Purpose**

A. The governing body of the Borough of Watchung finds and concludes that trees are a significant, historical, aesthetic and valuable ecological resource. Because of this, trees on public and private property are to be protected and preserved. Preserving and protecting the Borough's trees will counteract air pollution, minimize soil erosion and other related environmental damage, enhance the aesthetic environment of the Borough and preserve property values. This Ordinance is intended to maintain and enhance the general health, safety and welfare of the residents of the Borough by preserving and protecting one of the Borough's most valuable assets, its trees. This Ordinance provides that no trees shall be removed, cut down, or otherwise destroyed, unless a Tree Removal Permit has been issued by the Borough. Tree trimming and pruning are exempted from the permitting requirements unless the tree would be destroyed by the trimming or pruning.

B. The governing body of the Borough finds and concludes that tree removal in the Borough has a significant impact on the Borough because of the topography of the land; therefore, tree removal is limited and a one (1) to one (1) replacement is required for each live tree removed outside the primary building envelope.

C. The governing body of the Borough finds and concludes that the landform of the Borough is unique with a lower valley containing two (2) lakes and two (2) mountain ridges on either side. The land has steep slopes and many natural drainage ditches have carved their way toward the valley and the lakes. Because the Borough has a considerable amount of land that is sloped, significant tree removal leads to water runoff and drainage problems, erosion of the land, and sedimentation of the lakes and streams. The planting of replacement trees in critical areas on public property will be a contributing factor in the prevention of soil erosion. This replacement will benefit the Borough by reducing soil erosion and sedimentation of the lakes and streams because there is a direct correlation between tree removal on one property in the Borough and tree replacement on a different more critical area on another property.

D. The governing body of the Borough finds and concludes that the indiscriminate, uncontrolled and excessive destruction and cutting of trees upon lots and tracts of land within the Borough will result in increased municipal costs to control surface drainage, cause increased soil erosion, sedimentation, and decreased fertility of soil, all of which conditions are, and will in the future, be a deterrent to the public safety, health and welfare of the citizens of the Borough.

## **24-2 Definitions**

For the purposes of this Ordinance, the terms used herein are defined as follows:

**Applicant** - The owner or developer of land within the Borough of Watchung desiring to remove trees, including the duly authorized agent of the owner or developer.

**Developer** - The legal or beneficial owner of land within the Borough of Watchung to be included in a proposed development, including the holder of an option or contract to purchase, or other person having an enforceable proprietary interest in such land.

**Dripline** - A line connecting the tips of the outermost branches of a tree projected vertically to the ground.

**Endangered species** - Any species of tree threatened with extinction; including, but not limited to, species of trees so noted in State of New Jersey and/or national registers.

**Historic tree** - Any tree representing or approaching in girth the largest of its species in the State of New Jersey; or dedicated to or commemorating an individual or event.

**Preferred tree list** - The Watchung Environmental Commission list of trees recommended by tree specialists as best adapted to the climate, soil and topography of the Borough of Watchung and adopted by resolution of the governing body. This list shall be kept on file in the Borough Hall.

**Protective barrier** - The barrier constructed to protect the root system or trunk of a tree from damage during construction from equipment, soil or material deposits. Such a barrier may consist of a snow fence, sawhorses, or other such similar structures approved by the Borough Engineer and sufficient to protect the root system and/or trunk of a tree from damage.

**Replacement tree** - A nursery grown certified tree, properly balled, marked with a durable label indicating genus, species and variety and satisfying the standards established for nursery stock and installation thereof, as set forth by the American Association of Nurserymen.

**Specimen tree** - A tree, as determined by the Environmental Commission, which by nature, condition, size, location, and/or appearance imparts particular value to a property or landscape.

**Tree** - Any deciduous or coniferous species having a diameter of or greater than four (4) inches measured at a point four and one-half (4-1/2) feet above the ground; or any Dogwood, Birch or American Hornbeam having a diameter of or greater than two (2) inches measured at a point four and one-half (4-1/2) feet above the ground.

**Tree bank fund** - An account funded by an applicant in situations where the number of replacement trees mandated is in excess of practical planting parameters within the affected site.

**Tree replacement** - There is a one (1) to one (1) replacement ratio for each live tree removed. The replacement tree must be a minimum of 2 ½ inches in diameter, if replacing a tree of 18" diameter or less, or a minimum of 4" in diameter, if replacing a tree with a diameter greater than 18", measured four and one-half (4-1/2) feet from the ground. Replacement trees shall be selected from the preferred tree list. Other planned plantings require no specifications other than good forestry, with an appropriate selection of deciduous and evergreen.

**Tree removal/replacement plan** - A plan, prepared by the New Jersey Bureau of Forestry Management, a forestry consultant who is a graduate of a forestry school accredited by the Society of American Foresters, a landscape architect or similarly qualified person, identifying all tree(s) to be removed and/or replaced. A simplified tree removal/replacement plan prepared by the Applicant is permitted for an existing residence at the discretion of the Borough Engineer.

**Tree well** - Where fill is required around trees, the tree must be protected by an air well around the trunk, twelve (12) feet in diameter pursuant to formula provided by the New Jersey School of Nurserymen which will prevent the intrusion of soil. The top of the tree well must extend six (6) inches above the graded level.

### **24-3 Permit Required**

A. Unless exempt pursuant to §24-4, no person shall cut, remove, top, injure, or damage any tree upon any lands within the Borough of Watchung without having first obtained a tree removal permit in accordance with this Ordinance.

B. The tree removal permit shall be displayed in a prominent and visible place on the property. Tree company must have a copy of the permit in their possession while performing tree removal.

### **24-4 Exceptions to Required Permit**

The following shall be exempt from the tree removal permit requirements of this Ordinance.

A. Any tree cut or removed for purposes of logging or tree farming in accordance with a management plan of the New Jersey Department of Environmental Protection, reviewed and approved by the Planning Board or Board of Adjustment and filed with the Borough Clerk.

B. Any tree actively used as part of a commercial nursery, garden, orchard, or tree farm.

C. Trees directed to be removed by the Borough of Watchung, County of Somerset or State of New Jersey, with official notification kept by the Borough Engineer.

D. The pruning or removal of trees within utility rights-of-way by governmental organizations or utility companies for maintenance of utility wires or pipelines.

- E. The pruning of trees within sight easements.

### **24-5 Dead, Dying or Diseased Trees**

A. Any person desiring to remove trees, which are dead, dying, diseased, damaged or otherwise a hazard to structures or human life shall apply to the Borough Engineer for a tree removal permit. That person shall certify to the Borough Engineer that the trees to be removed are dead, dying, diseased, damaged or hazardous, and the Borough Engineer shall issue a tree removal permit based upon that certification if it is five (5) or fewer trees. A tree removal permit for six (6) or more trees shall be issued by the Borough Engineer only after approval of the application by the Environmental Commission. No fee shall be charged for the issuance of a tree removal permit under §24-5.

B. In the event that the Borough Engineer disputes that a tree is dead, dying or diseased, or hazardous the property owner will retain, at the property owner's cost, a Certified Tree Expert to inspect the trees and provide a report to the Borough on the condition of the trees.

### **24-6 Application and Tree Removal/Replacement**

Unless exempt pursuant to §24-4, any person desiring to cut or remove any tree(s), as defined in §24-2, shall apply to the Borough Engineer for a permit to remove such tree(s). The Applicant shall complete an application, submit a tree removal/replacement plan, if required by §24-6B, with the trees to be removed visually identified in the field.

A tree removal permit for five (5) or less trees shall be issued by the Borough Engineer. A tree removal permit for six (6) or more trees shall be issued by the Borough Engineer only after approval of the application by the Environmental Commission. Upon receipt of an application for a tree removal permit; the Environmental Commission shall have ten (10) business days to act on that application.

#### **A. Application Information.**

1. Provide the name, address, and telephone number of the Applicant who shall be the owner or duly authorized agent of the owner, where applicable.
2. Identify the premises by street, block and lot number.
3. Provide the name, address and telephone number of the contractor to perform the work.
4. Provide the quantity, species, diameter, condition and distance to nearest structure and reason for removal of the trees requested to be removed.
5. Provide replacement tree quantity, species and diameter.
6. The application shall be signed and dated by the Applicant.

#### **B. Tree Removal/Replacement: General Regulations.**

1. Every application for the removal of any tree or trees is required to submit a tree removal/replacement plan for approval.

2. The Environmental Commission shall review the tree removal/replacement plan submitted as part of the a subdivision or site plan application. In addition to the requirements of this Ordinance, all conditions imposed by the Planning Board or Board of Adjustment approval regarding land-clearing operations, tree removal and tree replacement shall be met.

3. The Borough Engineer may accept a simplified version of the tree removal/replacement plan when tree removal is not associated with land disturbance and/or the removal is on the property of an existing residence.

4. In the event it is not possible to replace the required number of trees within the existing lot and the lot has at least 50% of original tree coverage, an off-site contribution to the Watchung Tree Bank of an equal number of trees or cash equivalent of \$200.00 per tree should be placed in the Tree Bank Fund to be used for the purchase of future tree plantings on public property within the Borough as determined by the Traffic and Beautification Committee in consultation with the Department of Public Works. The future tree plantings will be located in areas such as steep slopes, stream areas, buffer areas and other areas to improve drainage and reduce soil erosion.

**C. Tree Removal/Replacement Plan, Information Required.**

Three (3) copies of a Tree Removal/Replacement Plan prepared in accordance with the appropriate detailed checklist below shall be submitted as part of the application. Follow Checklist A when tree removal is associated with land disturbance. Follow Checklist B when tree removal is associated with no or minimum land disturbance.

**CHECKLIST A**  
**Tree Removal/Replacement Plan**  
**For Tree Removal with Land Disturbance**

1. Prepare property survey at a scale of not less than 1-inch = 30-feet identifying the area of the lot and the limit of land disturbance.
2. Identify all slopes greater than ten (10%) percent where any tree removal is proposed.
3. Locate streams and wetlands within 150-feet of proposed tree removal.
4. Identify the primary residence construction envelope for all new single-family residential construction and additions (limit of foundation plus fifteen (15) feet).
5. Identify the location(s) of all principal and accessory building(s), septic systems, wells, roads and driveways, parking lots, and other structures or impervious surface areas.
6. Identify the proposed final grading (if applicable).
7. Individually locate all existing trees in the area and fifty (50) feet beyond the delineated limit of disturbance, except for new construction (wooded areas where no tree removal is requested may be delineated as "woods" and individual trees need not be located, but must be counted).

8. In the event of new construction, all trees four (4) inches in diameter and greater must be individually located on the entire lot.
9. Identify the location(s), species, and diameters of all existing trees(s) and clearly identify the quantity to be cut or removed.
10. Provide table of proposed tree(s) removal, including quantity, species and diameter.
11. Count Total number of existing trees four (4) inches or greater in diameter on entire lot.
12. Calculate proposed removal percent as number of trees proposed to be removed divided by total number of trees on lot. [Tree Removal % = # trees removed/total # trees]
13. Calculate tree percentage remaining. [Tree Remaining % = 100% – Removal %]
14. Specify tree replacement proposed on separate plan and in table format including species, quantity and size. (Total replacement count shall equal the number of trees removed).
15. Provide details of planting.
16. Identify name and address of owner on the plan.
17. Identify street location and block and lot in the title block.
18. Provide an approval block near the title block as follows:

Approved By:

\_\_\_\_\_

(Environmental Commission)

\_\_\_\_\_

(Date)

\_\_\_\_\_

(Borough Engineer)

\_\_\_\_\_

(Date)

**CHECKLIST B**  
**Tree Removal/Replacement Plan**  
**For Tree Removal with No or Minimum Land Disturbance**

19. Provide copy of existing survey of property or create a sketch of property.
20. Locate house, driveway, accessory buildings, streams, ponds and wetlands on survey or sketch.
21. Identify the location(s), species, and diameter of all trees(s) to be cut or removed.

22. Count total number of existing trees four (4) inches or greater in diameter on entire lot.
23. Calculate proposed removal percent as number of trees proposed to be removed divided by total number of trees on lot.  
[Tree Removal % = #trees removed/total # trees]
24. Calculate tree percentage remaining.  
[Tree Remaining % = 100% – Removal %]
25. Specify tree replacement proposed including species, quantity and size. (Total replacement count shall equal the number of trees removed).
26. Identify name and address of owner on the plan.
27. Identify street location and block and lot on the plan.
28. Provide an approval block as follows:

Approved By:

\_\_\_\_\_

(Environmental Commission)

\_\_\_\_\_

(Date)

\_\_\_\_\_

(Borough Engineer)

\_\_\_\_\_

(Date)

**D. Field Identification of Trees to be Removed**

1. For single-family residential construction, the primary residence construction envelope (limit of foundation plus fifteen (15) feet) must be marked on site by string line, caution tape or other readily discernable method at the time the application is made.

2. All other tree(s) requested to be removed must be marked individually on site with red or orange plastic tape at the time the application is made. Paint spraying or other permanent marking, damaging, or defacing of trees is prohibited.

**E.** Tree removal permits shall expire two (2) years from the date of issuance.

**24-7 Issuance of Permit**

A. In the event the application states that five (5) or fewer trees as defined in §24-2 are to be cut or removed from the lot or tract of land identified in the application, and the identified trees do not include historic, endangered species, or specimen trees, then, and in that event, the Borough Engineer shall follow the design criteria as defined in §24-8, after having inspected the site, issue a permit for the removal of said tree(s).

B. In the event the application states that six (6) or more trees as defined in §24-2 are to be cut or removed from the lot or tract of land identified in the application or in the event that the trees include historic, endangered species or specimen trees then, and in that event, the Borough Engineer shall only issue the tree removal permit with the approval of the Environmental Commission. The Environmental Commission shall inspect the site to determine

whether the plan for the removal of the trees meets the design criteria for approval as set forth under §24-8.

C. The Construction Code Official shall not issue a building permit until a tree removal permit has been issued and approved in accordance with the provisions of this Ordinance.

D. The Construction Code Official shall not issue a Certificate of Occupancy until there has been compliance with this Ordinance. If tree replacement has not yet been completed because of weather conditions, cash or other security may be submitted at \$200.00 per tree to ensure compliance.

### **24-8 Design Criteria**

A. In addition to the tree removal prohibitions contained in §24-12, only those trees necessary to permit the construction of new buildings, structures, streets, driveways, utility infrastructure and other authorized improvements shall be removed. Existing vegetation shall be preserved to the greatest extent feasible.

B. Trees in the area between the property line and the setback lines shall be preserved where feasible.

C. No more than fifty (50%) percent of the existing trees within the property boundaries shall be removed. The remaining trees shall be designated for preservation. The applicant is required to provide the tree count information on the lot.

D. The Environmental Commission or Borough Engineer shall have the authority to require the protection of any tree or tree canopy areas designated to be preserved on the site by requiring the erection of protective barriers.

E. No clear-cutting of easements. No tree removal for utility placement (i.e. sewer) until line is laid out and then tree removal +/- 5' on either side notwithstanding that the easement may be thirty (30') feet in width.

F. Tree removal from any slope in excess of ten (10%) percent is prohibited if it will contribute, as determined by the Planning Board, Board of Adjustment, or Borough Engineer, to the increased runoff of surface water onto adjoining property, increased soil erosion or the deposition of silt, increased dust and/or the decrease of soil fertility unless other means, approved by the Borough Engineer, are provided to prevent runoff and erosion.

G. If a tree designated to be preserved eventually dies because of root disturbance or a change in drainage, or if the owner prefers to remove the tree, it shall be removed and replaced it with another tree from the preferred tree list in the same or another area after all on-site fill and re-grading has stabilized.

H. To the extent that §24-8 does not conflict with buffer requirements of the land use ordinances of the Borough of Watchung, a buffer zone of trees and shrubs shall border three (3) sides of an industrial or commercial property. The Planning Board or Board of Adjustment may require a larger buffer zone when noise, size or height of a building or architectural design of the development require an increase, including a buffer of trees on all sides.

I. All residential, commercial and industrial development shall consider the use of treeless areas, if possible, for building sites. If it is necessary to develop wooded areas or to

remove trees for proposed building sites, the Planning Board, Board of Adjustment, and/or the Borough Engineer shall require tree planting in treeless areas as described in §24-10.

J. Tree replacement used in a required planting or to replace a damaged tree must be a minimum of two and one-half (2-1/2) inches in diameter, if replacing a tree of 18" diameter or less, or a minimum of 4" in diameter, if replacing a tree with a diameter greater than 18", measured four and one-half (4-1/2) feet from the ground. Trees shall be selected from the preferred tree list with an appropriate selection of deciduous and evergreens.

K. An Applicant shall make a contribution to the Tree Bank Fund of \$200.00 per tree if it can be shown that the current property cannot support the planting of additional trees, so that these trees would flourish and grow. The Borough Engineer may request that the Applicant hire a landscape architect to certify that the property cannot support the planting of the required trees and show that the critical areas on the property have been planted with new trees to reduce the effects of soil erosion on steep slopes, streams and drainage areas.

L. The cash equivalent of \$200.00 per tree should be placed in the Tree Bank Fund to be used for the purchase of future tree plantings on public property within the Borough as determined by the Traffic and Beautification Committee in consultation with the Department of Public Works. The future tree plantings will be located in areas such as steep slopes, stream areas, buffer areas and other areas to improve drainage and reduce soil erosion.

### **24-9 Erection of Protective Barriers**

A. Tree protection measures and the limit of disturbance line shown on the tree removal/replacement plan shall be provided in the field with snow fencing or other durable material and verified by the Borough Engineer or other designated official prior to soil disturbance.

B. Protective barriers shall not be supported by the plants they are protecting, but shall be self-supporting. Barriers shall be a minimum of four (4) feet high and last until construction is complete.

C. Chain link fence may be required for tree protection if warranted by site conditions and relative rarity of the plant.

D. Snow fencing used for tree protection shall be firmly secured along the dripline, but not less than six (6) feet from the trunk.

E. The grade of the land located within the dripline shall not be raised or lowered more than six (6) inches unless compensated by welling or retaining wall methods; and in no event shall welling or retaining wall methods be located less than six (6) feet from the trunk of a tree.

F. No soil stockpiling, storage of building materials, construction equipment or vehicles shall be permitted within the dripline or within six (6) feet of any protected trees, whichever is greater.

G. Any clearing within the dripline, or within six (6) feet of the trunk of a remaining tree, whichever is greater, shall be done by hand-operated equipment.

## **24-10 Tree Replacement and Reforestation**

A. All live trees removed shall be replaced on a one (1) to one (1) ratio. Where land clearing and/or construction operations on the site result in the removal of or severe damage (which will eventually result in the death) to any tree noted for preservation, the person or entity responsible for the removal shall replace the tree(s) with another tree of the same species or from the preferred tree list at a size of at least two and one-half (2-1/2) inches in diameter if replacing a tree of 18" diameter or less or a minimum of 4" diameter if replacing a tree with a diameter greater than 18" measured at a point four and one-half (4-1/2) feet above ground.

B. Replacement shall be completed within one (1) year of project completion, or if an existing property, within one (1) year of receiving a permit.

## **24-11 Fees and Bond**

A. At the time of filing of an application by a lot owner or the developer of the land, the Applicant shall pay a fee of twenty-five (\$25.00) dollars for the permit, inspection and application review.

B. Where the application involves a subdivision or site plan application, the Applicant shall pay a fee of one hundred (\$100.00) dollars per lot for the permit, inspection and application review. Except as provided in §24-7(a), upon receipt, the Borough Engineer shall immediately forward copies of the application to the Environmental Commission.

C. Where the application involves a subdivision or site plan application, new construction or demolition, the Applicant shall post a cash bond in the amount of two hundred (\$200.00) dollars per tree removed, with a minimum amount of one thousand (\$1,000.00) dollars per lot in the form acceptable to the Borough of Watchung to guarantee compliance with the approved Tree Removal/Replacement Plan. A final tree survey may be required by the Borough Engineer in order to determine if compliance has been met. The survey, at the discretion of the Borough Engineer, maybe required to be made by a licensed State of New Jersey land surveyor.

D. Whenever a tree has been replaced with another tree, the cash bond referred to hereinbefore shall not be released to the Applicant for a period of two (2) years, and only after the Borough Engineer has inspected the new tree and approved the release.

E. Where the application involves a subdivision or site plan application, the Applicant shall reimburse the Borough for all direct or indirect costs in connection with the review of the application.

## **24-12 Prohibited Tree Removal**

Tree removal is prohibited as follows:

A. Tree removal is not permitted when it will expose vacant land, billboards, utility substations, transmission towers, quarries, or other commercial structures or operations, except where trees are dead or diseased and/or endanger life or property.

B. A tree classified as a historic, endangered species or specimen tree shall not be removed.

C. Trees in public rights-of-way, parks, or public areas may not be removed without complying with this Ordinance.

### **24-13 Enforcing Officer**

A. The Borough Engineer or designee shall be the enforcing officer under this Ordinance.

B. The Borough Engineer may order any tree removal or other activity, which is carried on in violation of any tree removal permit or any provision of this Ordinance to be stopped forthwith. The order shall be issued in writing and a copy served upon the owner of the lot and the person engaged in tree work upon the subject lot. Thereafter, except for such work as is necessary to remedy the violation, any further work shall comply with the terms and conditions of any permit issued and the provisions of this Ordinance.

C. Prior to the issuance of a Summons, the Borough Engineer shall provide a notice of violation, which notice will provide for a thirty (30) day period to cure or remedy the violation.

### **24-14 Appeal to Mayor and Council**

If the request for a permit is denied, the Borough Engineer shall promptly notify the Applicant, setting forth the reasons in writing. The Applicant shall have the right to appeal any denial by the Borough Engineer to the Mayor and Council of the Borough of Watchung within ten (10) days of receipt of the Borough Engineer's decision. The appeal shall be by written notice of appeal to the Borough Clerk. The Mayor and Council shall hear the appeal within thirty (30) days after filing. The Mayor and Council may, in its discretion and upon complete review of the application, and after hearing testimony, modify, reverse or affirm the denial.

### **24-15 Violations and Penalties**

A. Any person who shall violate any provision of this Ordinance shall, upon conviction thereof, be punishable by one (1) or more of the following: a minimum fine of five hundred (\$500.00) dollars not to exceed two thousand (\$2,000.00) dollars or imprisonment for a period not exceeding ninety (90) days or to a period of community service not exceeding ninety (90) days at the discretion of the Municipal Court.

B. Each tree removed without a tree removal permit shall be considered a separate and distinct offense punishable by separate fines.

C. In addition to these fines and penalties, any person found guilty of violating this Ordinance shall be required to replace each tree removed without the required tree removal permit with another tree of the same species or from the preferred tree list at a size of at least two and one-half (2-1/2") inches in diameter measured at a point four and one-half (4-1/2') feet above ground. If the trees removed without a permit were greater than eighteen (18") inches in diameter, then the replacement tree shall be four (4") inches in diameter.

D. Any person who is convicted of violating this Ordinance within one (1) year of the date of a previous violation of this Ordinance and who was fined for the previous violation, shall be sentenced by the Municipal Court to an additional fine as a repeat offender. The additional fine imposed by the Municipal Court upon a person for a repeated offense shall not be

less than the minimum or exceed the maximum fine fixed for a violation of this Ordinance, but shall be calculated separately from the fine imposed for the violation of this Ordinance.

E. Except as otherwise provided, each and every day in which a violation of this Ordinance exists shall constitute a separate violation.

### **24-16 Severability**

If any section, subsection, paragraph sentence, clause, phrase or word contained in this Chapter shall be declared unconstitutional or invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Chapter, which shall remain in full force and effect, and to this end the provisions of this Chapter are hereby declared to be severable.

### **24-17 Effective Date**

This Ordinance shall take effect immediately upon final adoption and publication, all in accordance with law.

ATTEST:

BOROUGH OF WATCHUNG

By: Michelle DeRocco  
Michelle DeRocco  
Borough Clerk

By: Gerald M. Mobus  
Gerald M. Mobus  
Mayor

Introduced by: POTE

Passed: October 27, 2011

Published: November 3, 2011

Adopted: November 10, 2011