

Sustainable Madison Advisory Committee Meeting Minutes April 20, 2021

Due to the coronavirus outbreak, this meeting is being conducted on Zoom. Chairperson Kathleen Caccavale called the meeting to order at 1:37 P.M.

STATEMENT IN COMPLIANCE WITH THE OPEN MEETINGS ACT:

“In compliance with the Open Public Meetings Act, adequate notice of this meeting of the Sustainable Madison Advisory Committee (SMAC) Meeting was provided by transmitting a copy of the meeting notice to the Madison Eagle and Morris County Daily Record, posting a copy on the bulletin board at the main entrance of the Hartley Dodge Memorial, and filing a copy in the office of the Clerk. This notice was made available to members of the general public.”

The following members acknowledged their presence:

Kathleen Caccavale, Chairperson/Regular Member

Peter Fried, Resident/Regular Member

Lisa Jordan, Resident/Regular Member

Marilyn Musielski, Resident/Regular Member

Angelique Devost, Resident/Regular Member

John Hoover, Borough Council Liaison/Regular Member

Judy Honohan, Shade Tree Commission Representative/Regular Member

Joan Maccari, Resident/Regular Member

Special Guest:

Claire Whitcomb, Resident/Chair, Madison Environmental Commission

Absent:

Sarah Fischer, School Board Representative/Regular Member

March minutes were unanimously approved. Minutes will be submitted to Rosenet.

We reviewed the action items from the last meeting, providing updates.

Rolling and new action items are as follows:

Action Item: Peter and Kathi went through the LGEA (local government energy audit) audit. Key follow up included: 1) A borough department head meeting that focused on lighting changes, 2) Hartley Dodge Memorial (HDM) meeting, with the hope for more Sustainable Madison interaction moving forward. [The gas boiler system at HDM needs work.] CW requested a write up on details related to heating systems in place in HDM and possibilities for renovations.

Action Item: If interested, consider attending the Sustainable Jersey water gold webinar this Thursday - April 22nd. More details are [here](#).

Updates on past action items include the following:

Peter is coordinating with Madison High School, and identified one intern for this summer [completed action item].

Regarding Sustainable Jersey's light pollution action, we believe the borough qualifies with an ordinance already in place. LJ will write up action, and examine possible updates to existing policy that match best practices and recommendations from Sustainable Jersey moving forward [completed action item].

All the town buildings have been loaded into the EPA database, which will help with future analysis and monitoring of energy use of municipal buildings.

Kathi explored becoming a regional hub with Madison and other members of the NJSMA. Morris County could qualify as a hub and other towns, such as Parsippany, are interested in participating. Sustainable Jersey would be willing to support the work by providing a basecamp account. [completed action item]

KC will share the notes from the department head meeting (Rachel Ehrlich took notes). [completed action item]

Chairs Report:

No ANJEC or Sustainable Jersey grants were submitted.

Update on solar systems:

Jim Burnet is exploring possibilities for solar canopy development in collaboration with a consultant who has provided updates on potential solar sites.

Update on climate action work:

Efforts to draft a climate action template are underway, which can be adapted into other documents. A first draft is expected this August.

Recorder newspaper is interested in a sustainability column. Help is welcome on both actions.

Council Liaison Report:

The mayor is aiming to restart hybrid meetings in September. Plans are underway for improvements to parks and open space. A demolition permit was approved for the theatre.

Madison Environmental Commission Report:

There are seven events happening this April. Composter sale ends tomorrow. A regional native plant sale is underway, and the Town Wide Yard sale was a success this past weekend.

May 3rd, ABCs of lawn care talk is scheduled. Bee keepers program is also planned for later this spring.

Sustainable Jersey Showcase:

Action Item: all green team members are to choose their favorite Sustainable Jersey Action and send a brief compilation of materials - info/photos/links - by the first week of May for Sustainable Jersey showcase, to be coordinated and presented by Kathi, pending mayoral approval.

We reviewed [Sustainable Jersey](#) action updates. (determining June - July - Sept submission dates)

Specific actions both ongoing and discussed include:

- Community Education & Outreach
 - Update: The planned rain barrel event would be suitable to include here. This event is being planned in collaboration with the AmeriCorps New Jersey Watershed Ambassadors. Another idea is a tour of the MEC, which could explain the role of the deer fences. Sarah also suggested Community House events, which might qualify, but we might need to explore the possible Borough connection. LJ agreed to read the action, and write up completed and upcoming events. She will also look to see if the MEC newsletter would help fulfill the action. (June submission)
- Diversity on Boards and Commissions (LJ) - LJ will coordinate with JoH on next steps
- Lead Education and Outreach (LJ) - will update this fall
- Vulnerable Population Identification for Emergencies (MM)
- Energy Tracking and Management (PF - June)
- Fleet Inventory (PF - updated! complete)
- Make Your Town Electric Vehicle Friendly; Meet Target for Green Fleets (PF will read the action)
 - Update: Make your town EV Friendly requires an EV awareness event.
- LJ agreed to read the Green Development Checklist.
- Community carbon footprint; municipal footprint - for September (PF)
- JuH will update the tree maintenance action. (June)
- JuH paper shredding action in progress - updated information identified.
- AD agreed to update several waste initiatives.
 - Update: Specifically, she will write up the changes to the recycling depot (June submission). She will also follow up on the backyard composting action. A possible upcoming event on zero waste might be suitable for the innovative demonstration action.

Peter announced the April 22 EV Expo - Sunday Motor Company event, 2-5pm, Earth Day.

The next SMAC meeting will be on May 18 at 1:30 P.M. [Zoom information can be found here.](#)

The meeting was adjourned at 3:05 P.M.

Minutes respectfully submitted by Lisa Jordan.