



Sustainable Jersey Certification Report

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

Oakland Boro was certified on October 16, 2018 with 155 points. Listed below is information regarding Oakland Boro's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Jersey contact for Oakland Boro is:

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Actions Implemented

Each approved action and supporting documentation for which Oakland Boro was approved for in 2018 appears below. Note: Standards for the actions below may have changed and the documentation listed may no longer satisfy requirements for that action. Additionally, points associated with actions prior to 2013 certifications may not be accurate.

Community Partnership & Outreach

Create Green Team

10 Points

 Bronze Required

Program Summary: The Borough of Oakland formally established its first Green Team on May 27, 2009 when the Governing Body unanimously adopted resolution 09-132. New members were appointed by Mayor Schwager to the Green Team in January 2018 (see membership roster attached) and new resolution 17-58-30 attached. Members have met generally once per month to discuss sustainability matters and plan projects. Subcommittees have been established as needed to

work on specific categories of actions, such as Trex bags to benches program and recycling Styrofoam. Also new this year, we have been participating in the amazing Bergen Sustainable Jersey Hub. A booth was set up every year at the town carnival event with Green Team and Environmental Commission information.

WORD: [GREEN TEAM MEMBERS](#)

PDF: [CREATE GREEN TEAM RESOLUTION](#)

Community Education and Outreach

10 Points

Program Summary: Through the efforts of the Public Events Committee a town carnival is planned for 6/21-6/24. The Environmental Commission and Green Team will share a booth and provide information to residents: recycling, 2017 Household Hazardous Waste Days, etc. Our main education event is the Green Film Festival which we partner with the EC's of Wyckoff and Franklin Lakes to organize. This is our 4th annual film event. In 2015, we received an Environmental Achievement Award from ANJEC. We meet twice a month for 3 months prior to the event, selecting films and planning guest speakers to go with the film that night. We hold 4 film nights, one per week, each on a different topic. This year we focused on electronic recycling, electric cars, honey bees, and drinking water conservation and protection. We averaged 50 attendees per film. A local store donates refreshments. We advertise with a save the date flyer, a complete event flyer and then individual flyers for each week. All distributed electronically by email to schools, town websites, eblasts, and past participants. A press release is also sent for the weekly events section of the Suburban news which goes to all three towns.

PDF: [FILM FESTIVAL](#)

PDF: [FILM FEST WEEK 3](#)

PDF: [FIL FEST WEEK4](#)

PDF: [FILM FEST WEEK 2](#)

PDF: [FILM FEST WEEK 1](#)

PDF: [PRESS RELEASE FOR FILM FEST](#)

Energy

Buy Electricity From A Renewable Source

10 Points

Program Summary: Oakland is a member of the Sustainable Energy Joint Meeting (NJSEM). This organization is comprised of municipalities that aggregate their purchase of electricity supply. As noted by Sustainable Jersey, the renewable content of the current NJSEM contracts is 20%, and all enhanced renewable contracts procured on behalf of NJ SEM have the renewable content coming from Class 1 PJM sources. Part of our electric supply is currently provided by Direct Energy through a contract awarded by the NJSEM in December 2015.

PDF: [BUY ELECTRICITY FROM A RENEWABLE SOURCE DOCUMENTATION](#)

Green Design

Green Building Policy/Resolution

5 Points

Program Summary: On April 13, 2011 the Governing Body passed resolution 11-91, adopting a Green Building Policy in accordance with Sustainable Jersey's requirements. A copy of the resolution is attached. The resolution is published on our website and can be accessed by going to: <http://www.oakland-nj.org/resolutions/Resolution%2011-91%20Adopt%20Green%20Building%20Policy.pdf>. The policy and goals were communicated to Department Heads by Richard Kunze, Borough Administrator, at a staff meeting held on April 14, 2011 and subsequently distributed to members of the Planning and Zoning Boards.

PDF: [GREEN BUILDING POLICY/RESOLUTION DOCUMENTATION](#)

Health & Wellness

Smoke-Free and Tobacco-Free Public Places

10 Points

Program Summary: The smoking ban ordinance was first passed in 2008. It was updated in 2015 to include electronic smoking devices and additional municipal park and recreation areas to be included in the ordinance. Information regarding the Smoke-Free areas can be found on the borough website and on rec-field use applications. This is being expanded to include signage at the municipal recreational facilities and recreation areas. All sports using the rec-fields will also have it on their application for team sign up. A memo will be sent to the police department and the health department reminding them of this ordinance. In the fall news letter that goes to all residents there will be an article on the ordinance.

PDF: [SMOKE-FREE AND TOBACCO-FREE PUBLIC PLACES DOCUMENTATION {A}](#)

Innovative Projects

Innovative Community Project 2

10 Points

Program Summary: The 2017 Oakland Bike Infrastructure Expansion is a project which will expand the network of public bike racks in our town, and make it easier for residents to travel by bicycle to popular locations and safely secure their bikes. This project is made possible thanks to Oakland receiving a \$2,000 small grant from Sustainable Jersey and PSE&G in May 2017. Oakland has ordered the new bike racks and are awaiting their arrival. Once here, they will be installed at various public locations in our town including recreation areas and alongside our downtown NJ Transit bus station. The cost of the order came out to exactly \$1,999.51, perfectly within the \$2,000 grant. Please see the attached purchase order form as proof of cost and order.

PDF: [BIKE RACK PURCHASE ORDER](#)

IMAGE: [SCREEN SHOT OF BIKE RACKS ORDERED](#)

Land Use & Transportation

Sustainable Land Use Pledge

10 Points

 Bronze Priority  Silver Priority

Program Summary: The pledge was unanimously adopted on August 9, 2017 by passage of resolution 17-232 after the Green Team recommended it. Elements of the policy fit well with our status as a Highlands community and our current land use goals of open space preservation and downtown redevelopment. Richard Kunze, Borough Administrator, discussed the pledge with staff members. Copies were distributed to the Planning Board, Zoning Board and Environmental Commission by the borough clerk. A copy of the resolution is attached. Since the resolution was originally passed in 2011, Oakland has invested in developing its open space for recreation, installed bike racks in town parks and installed or improved sidewalks leading to schools. All of these actions have enhanced Oakland's sustainable community for generations to come.

PDF: [SUSTAINABLE LAND USE PLEDGE 2017 WITH DISTRIBUTION](#)

Natural Resources

Natural Resource Inventory

20 Points

 Bronze Priority  Silver Priority

Program Summary: In July 2012, the Environmental Commission hired Kratzer Environmental Services to complete the Oakland Natural Resource Inventory (NRI). The NRI is being funded by the 2012 Sustainable Land Use Planning Grant being awarded to the Borough by the Association of New Jersey Environmental Commissions (AJEC) and the Oakland Municipal Budget. We were awarded \$8000 for the matching grant. Since July 2012 we have met with Ms. Kratzer several times to provide data for the report. We held a public comment period last summer and are in the final review stages of the Natural Resource Inventory. A link to the draft report is provided here: <http://www.oakland->

[nj.org/PDF/Oakland_NRI_FinalDraft_April_2014.pdf](https://www.oaklandnj.org/PDF/Oakland_NRI_FinalDraft_April_2014.pdf) At the Environmental Commission meeting on August 5, 2014 an update schedule for the NRI was approved (see meeting minutes). The NRI was presented to the Planning Board on 9/11/14 for inclusion in the Master Plan (see email).

PDF: [NRI UPDATE](#)

PDF: [NRI ADOPTION](#)

PDF: [NATURAL RESOURCE INVENTORY DOCUMENTATION](#)

PDF: [NATURAL RESOURCE INVENTORY RESOLUTION](#)

PDF: [NRI PLANNING BOARD MEETING MINUTES](#)

Environmental Commission

10 Points

Program Summary: Ordinance 2-7.3 created the Oakland Environmental Commission in 1972. This Commission is funded by the Borough's annual budget. In addition the Commission seeks grants from the state and other sources to fund specific projects. The Environmental Commission was created to: -Help protect and develop our natural resources -Encourage the acquisition of open space and green acres -Raise the consciousness and to educate all residents in daily conservation practices -Protect water resource management, to study and make recommendations concerning air pollution control, solid waste management, noise control, soil and landscape protection, environmental appearance to protect the flora and fauna of Oakland. -The Environmental Commission provides valuable input to the Oakland Planning Board and Oakland Zoning Board of Adjustment regarding commercial and residential developments. The EC members contribute in Environmental Education and annual town wide cleanups. For our latest endeavor we have started a quarterly newsletter, sample attached. A copy of the Commissions' 2017 annual report and a copy of the relevant code section are attached.

PDF: [BOROUGH CODE SECTION](#)

PDF: [ENVIRONMENTAL COMMISSION 2017 ANNUAL ACCOMPLISHMENTS](#)

PDF: [SAMPLE OF OUR QUARTERLY E-NEWSLETTER](#)

WORD: [ENVIRONMENTAL COMMISSION 2018 MEMBERS](#)

Environmental Commission Site Plan Review

10 Points

Program Summary: Oakland Environmental Commission is sent all upcoming projects monthly that may have environmental significance for review and comment. One of our members is also on the Planning Board and serves as the liaison to the Planning Board. Water quantity and quality is of the utmost importance in the borough, so issues such as run off, steep slopes, contamination, aquifer recharge, impervious surface coverage and tree removal are among the areas of focus. The Commission uses our Natural Resource inventory to keep comments science based and objective.

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

PDF: [2018 SITE PLAN REVIEWS](#)

Open Space Plans

10 Points

Program Summary: Oakland has long demonstrated a commitment to preserving and appropriately using open space, having acquired close to 100 acres in the last ten years. Our original Open Space and Recreation Plan was adopted in 2006 and a new plan is currently being developed that will guide future decision making. The Land Conservancy of New Jersey was retained for this project and the OSRP was adopted by the Planning Board in November 2017 (uploaded). The many goals of the report include: a) Promote the permanent conservation of the Borough's natural resources and scenic landscapes. b) Encourage the preservation and protection of steep slopes, high recharge areas, and forested land within the Borough. c) Remove the structures from the most vulnerable flood prone areas in town to allow the land to be returned to a more natural state, provide flood storage, remove people and property from harm's way, and mitigate the impacts of severe flooding events. d) Provide opportunities for "active" (facility-based) and "passive" (resource-based) recreational facilities to meet the needs of present and future Borough residents. e) Protect the ecological integrity of the Borough's landscape by stewarding and managing open space and recreation lands to ensure their long-term viability, health, and sustainability. f) Expand and encourage the use and accessibility of trails on public open space lands in the Borough. g) In partnership with others, support the development and protection of greenways and blueways to expand contiguous open space.

PDF: [OPEN SPACE PLANS DOCUMENTATION](#)

PDF: [OPEN SPACE PLAN RESOLUTION](#)

Tree Protection Ordinance

10 Points

Program Summary: For several years Oakland has actively maintained a strong Tree Protection Ordinance. Oakland's Shade Tree Commission carries out the ongoing review process, inspections and enforcement duties of this ordinance. They actively visit residential properties to review their applications for tree trimming and tree removal. The STC also monitors tree trimming, removal and planting requirements of the town along streets, schools, other public properties and on commercial properties.

WORD: [TREE PROTECTION CODE](#)

Public Information & Engagement

Online Municipal Public Service Systems

10 Points

Program Summary: In the fall of 2016 the borough of Oakland rolled out its update and much improved website. We have all the components listed in the checklist and more except the online payment portal. That should be up and running this fall. Check out the website at www.oakland-nj.org.

WORD: [ONLINE MUNICIPAL PUBLIC SERVICE SYSTEMS CHECKLIST ALMOST COMPLETE](#)

WORD: [ONLINE MUNICIPAL PUBLIC SERVICE SYSTEMS CHECKLIST - REVISED](#)

Waste Management

Prescription Drug Safety and Disposal

10 Points

 Bronze Priority  Silver Priority

Program Summary: Project Medicine Drop is an initiative involving the installation of "prescription drug drop boxes" at participating New Jersey police departments. The Oakland Police Department keeps the locked metal box inside the lobby with the "Project Medicine Drop" logo clearly visible and recognizable. It was installed on October 3, 2014. Project Medicine Drop allows the public to dispose of unused and expired prescription medications safely, securely, and anonymously. The opportunity is available seven days a week, 365 days a year. Project Medicine Drop provides the opportunity to discard unused expired prescription medications, every day throughout the year. Our department maintains custody of the deposited drugs, and disposes of them according to their normal procedures for the custody and destruction of controlled dangerous substances. We report the quantity of discarded drugs to the Division of Consumer Affairs on a quarterly basis. Information regarding the program and location of box is available to anyone at: a: <http://www.njconsumeraffairs.gov/meddrop/Pages/default.aspx> b: <http://rxdrugdropbox.org/> It has been advertised on the borough website (<https://www.oakland-nj.org/police-department/pages/project-medicine-drop>), at flyers given out at Environmental Commission events, and written up in the borough newsletter and Patch news (<https://patch.com/new-jersey/oakland/oakland-police-department-participating-project-medicine-drop-0>).

IMAGE: [PRESCRIPTION DRUG SAFETY AND DISPOSAL DOCUMENTATION](#)

PDF: [PRESCRIPTION DRUG SAFETY AND DISPOSAL DOCUMENTATION](#)

PDF: [FLIER](#)

Community Paper Shredding Day

5 Points

Program Summary: The recycling coordinator from the DPW for the Borough of Oakland organizes a Confidential Paper Shredding Event once a year. This year it was on Saturday May 13, 2017, 9:00 AM – 1:00 PM in Borough Hall Parking Lot Across From Library. Bergen County gives all their Municipalities one free paper shredding event per year. It is paid for by a grant given to them from State of NJ. Shred-It is the name of the company they contracted with and we schedule the date directly with them. In Borough Hall parking lot, we send two DPW workers to unload and handle the material for shredding. We get about 250 people and Shred about four tons of paper. Borough secretary gets the Suburban News to put a small article in the paper when it gets closer. It is advertised on the borough

website and have the flyer in Borough Hall vestibule, outdoor bulletin board, borough TV station, and on a portable electronic sign at the center of town on the day of the event. We do not allow businesses because they could fill up the truck fast while residents are still waiting in line with their own material. Once the truck is full that day it is all over and we want to make it to 1pm. Mobile Paper Shredding Truck for Oakland Residents Only. Observe All Personal Documents Immediately Shredded On Site. Accepted: Bills, Receipts, Tax Returns, Medical Records, Legal Documents, Etc. Paper Clips and Staples are acceptable. Not Accepted: Non-Confidential Papers, Newspapers, Magazines, Catalogs, Etc. (Recycle These Items for Curbside Pickup). No binders or binder clips. No X-Rays or Photographs.

PDF: [COMMUNITY PAPER SHREDDING DAY DOCUMENTATION](#)

Grass - Cut It and Leave It Program

5 Points

Program Summary: The Oakland Department Public Works is continuing its "Cut It & Leave It" program for all municipal properties including the schools. PSA advertising is posted on Oakland-NJ.org and aired on Oakland TV for general viewing. The townwide mailing recycling bulletin, on page 7 (uploaded below) is dedicated to "cut it and leave it program". Copies of the "Keep Oakland Greener and Cleaner Cut It & Leave It" brochure were available at Oakland Town Hall for residents to pick-up, made available in the Oakland Public Library, distributed to the town's retail landscaping and nurseries and distributed to the public at civic events (including our town carnival Green Team Booth).

PDF: [GRASS - CUT IT AND LEAVE IT PROGRAM DOCUMENTATION](#)

IMAGE: [SCREENSHOT OF BOROUGH WEBSITE ABOUT CUT IT AND LEAVE IT PROGRAM](#)

PDF: [CUT IT AND LEAVE IT PROGRAM ON PAGE 7 OF RECYCLING BULLETIN THAT IS MAILED TO EVERYONE IN TOWN](#)