



Sustainable Jersey Certification Report

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

Oakland Boro was certified on October 21, 2021 with 445 points. Listed below is information regarding Oakland Boro's Sustainable Jersey efforts and materials associated with the applicant's certified actions.

Contact Information

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Actions Implemented

Each approved action and supporting documentation for which Oakland Boro was approved for in 2021 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.

Animals in the Community

Pledge Supporting NJ Wildlife Action Plan

10 Points

Program Summary: On August 10, 2011 the Borough Council adopted resolution 11-152 in support of the New Jersey Wildlife Action Plan. This resolution was adopted again on 5/27/2020. This action and the important reasons for it was communicated to staff by the Borough Administrator at the following Department Head Meeting. Most importantly, the Department of Public Works, Planning Office and Code Enforcement Department were briefed on the goals of the action plan. In support of the wildlife action plan, the Sustainable Oakland Green Team, in partnership with the Oakland Elks, applied for

and was awarded in 2020 3 Roots for Rivers grants at 2 Oakland owned properties and one property owned by the Oakland Elks Club, for a total of 1284 trees and underbrush along the NJ DEP designated C1 Ramapo River at a Borough Owned Property on Roosevelt Blvd and the Elks Property, and Little Pond Brook Stream in Great Oak Park. Work for the grants included a series of invasive species removals performed by the Oakland Elks, coordinated with public volunteers in the three properties, and the installation of 1248 plants at all properties to be completed in July, 2020 due to Covid regulations delaying the project. . This is the 2nd year the Green Team has been awarded the Roots for Rivers grant, to give a total of 1745 trees and underbrush in Oakland. Bat and Bird Boxes - The Sustainable Oakland Green Team received a donation of 60 bat and bird habitat boxes to be placed in Oakland's Great Oak Park. We developed a phased plan of installing the boxes over the spring of 2020 in areas that are least disturbed by the general public with the guidance of Bergen County Audubon Society President Don Torino. The Green Team and Volunteers look to install the boxes starting in July. This was again delayed due to Covid regulations.

PDF: [MEMO - 2020](#)

PDF: [RESOLUTION - 2020](#)

Arts & Creative Culture

Establish a Creative Team

10 Points

Program Summary: Bergen County, the most populous county in New Jersey, has a long history of attracting a diverse range of artists and creative people from all over the world. Because of its location as a suburban extension of Manhattan across the George Washington Bridge, the County has evolved a global cosmopolitan ambience and culture of its own. Many prominent museums, galleries, performing arts groups and theaters reside in Bergen County including the African Art Museum in Tenafly, the Hermitage Museum in Ho-Ho-Kus, Bergen Performing Arts Center in Englewood, Bergen Philharmonic in Teaneck, Adelphi Orchestra in River Edge, and Gallery Bergen in Paramus to name but a few. There are also organizations such as Arts Bergen, an initiative of the Northern New Jersey Community Foundation, dedicated to supporting art in the County. Some municipalities are undergoing a revitalization of art. An example is Ridgefield Park, a village that had an active arts association from the 1940's to the 1980's. To improve the quality of life for its residents and help stimulate economic growth for local artists and businesses, it formed a new arts association in 2017. In Bergen County, a number of municipalities are committed to working together in partnership to advance support for the arts. This group, Creative Bergen, held their first meeting on June 7, 2020. Its mission is to help implement county-wide creative actions to improve the quality of life in Bergen County and support mutual sustainability goals. Member municipalities thus far include Bogota, Fair Lawn, Leonia, Oakland, Oradell, Ridgefield Park, Ridgewood and Wyckoff.

WORD: [CREATIVE BERGEN MEETING MINUTES 06.07.20](#)

PDF: [CREATIVE BERGEN MEMBERS 6-13-2020](#)

WORD: [CREATIVE BERGEN 06.13.20 MEETING MINUTES](#)

PDF: [MAYOR SCHWAGER LETTER OF SUPPORT - 2020](#)

PDF: [RESOLUTION - 2020](#)

Creative Assets Inventory

10 Points

Program Summary: Creative Bergen created an open call and asked All Bergen County Artists to fill out a survey as part of our campaign to emphasize all the great artistic things happening in Bergen County. We wanted to get a better picture of who's doing Art around our community, and are looking for information on local artists, cultural activities and events, buildings/venues/galleries/artist spaces, arts and community organizations, school arts programs, and businesses. Also included in the information we are collecting is resources like parks, local historic buildings, theaters, galleries, restaurants, etc. that also host the arts within the greater cultural context of the community. We're asked all Artists, Artist Organizations, and Artist Businesses living or working in the Bergen County to fill out a short survey giving us information about you or your organization, and give us their Ideas on what we can do to help promote Art in our community. The Survey can be found at <https://tinyurl.com/CreativeBergenSurvey> Access to the live Full Bergen County Creative Inventory can be found at: <https://tinyurl.com/CreativeBergenAssetsInventory> Attached is the sorted list of Oakland's assets, which as of 11/20/20 had a total of 22 listings, with some people listed multiple times ofr different types of work they do.

PDF: [BERGEN CREATIVE SURVEY FLYER](#)

EXCEL: [CREATIVE BERGEN ASSETS INVENTORY - OAKLAND.XLSX](#)

Brownfields

Brownfields Inventory & Prioritization

10 Points

Program Summary: Downloaded from NJDEP Dataminer Report and Sitemart lists of properties in Oakland. The properties were designated "Municipality Owned", "Residence", "School", "Utility" and "Industrial/Commercial". Completed Block, Lot, Acres, Zoning, and Ownership data from njactb.org for all non residences. Report Completed by Green Team Co-Chairs Carol Peterson and Alison Fleeson with the help of Borough Administrator Richard Kunze. Reviewed all addresses on the list with the Borough Administrator to confirm properties designations assigned and tax status. All sites that were designated residence, school, municipality owned or utility owned were considered to not be brownfields. A google map was create of all 20 Industrial/Commercial sites and Co-Chairs Ali Fleeson and Carol Peterson performed site visits of the list on 3.15.20 to determine current usage status. All industrial/commercial sites visited on the list are currently in use and not considered brownfields.

PDF: [OAKLAND BROWNFIELDS INVENTORY MAP.PDF](#)

EXCEL: [OAKLAND DATAMINER REPORT 2020.XLSX](#)

PDF: [BROWNFIELDS INVENTORY AND PRIORITIZATION CHECKLIST](#)

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 2020 new resolution 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. Sustainable Oakland Green Team also is a member of the Sustainable Bergen County Hub. A booth is set up every year at the town carnival, Choptoberfest, Fair Lawn Green Fair and other events. Members include: Nancy Krause, Dana Vodde, Alison Fleeson, Carol Peterson, Marisol Kozlovski, Dylan Warner, Linda Schwager - Mayor, Richard Kunze - Boro Admin, Michael Carelli - Asst. Admin, Pasquale Pignatelli - Councilman, Peter Havel - Librarian.

PDF: [CREATE GREEN TEAM DOCUMENTATION](#)

Community Education and Outreach

20 Points

Program Summary: The Science of Styrofoam was presented on 2/10 at the Oakland Public Library. This hands on science class explained the dangers of styrofoam to humans and wildlife. While the class was geared towards 1st - 5th grade, parents learned as much as the children did. Sustainable Oakland Green Team will participate in the 6th Flow Film Festival which will run from 3/14 - 4/4. In 2015, we received an Environmental Achievement Award from ANJEC. We hold 4 film nights, one per week, each on a different topic. 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, and social media. This is the first year Oakland will be hosting a night and it will be student lead. We included a plastic bag collection for Trex program in addition to student presentations and round table discussion. The invasive species removal event for Roots For Rivers project was lead by Restore Native Plants. The gentlemen lectured on why they are an issue, when to remove and how to remove different types chemical free. They showed different techniques, tools and how to remove root balls. The 30 volunteers put this knowledge to practice in an area of the park that would be reforested. Having Restore Native available to work with individuals when they faced removal problems provided hands on knowledge to be able to do this on their own property. Team up to Clean Up is an annual event that brings the community together at several parks to clean up and talk about litter. The Boro provides a light breakfast and communal lunch hosted at two different locations. Any material that can be recycled is separated from the garbage and all is disposed of by the DPW.

IMAGE: [SCIENCE OF STYROFOAM](#)

PDF: [EVENT GRAPHICS](#)

IMAGE: [INVASIVE SPECIES EVENT](#)

PDF: [SCIENCE OF STYROFOAM CHECKLIST](#)

PDF: [FLOW FILM FEST CHECKLIST](#)

PDF: [INVASIVE SPECIES REMOVAL CHECKLIST](#)

Emergency Management & Resiliency

Emergency Communications Planning

15 Points

Program Summary: A copy of the Oakland Borough Emergency Plan is attached below. Oakland Borough has an active, well-trained and effective Office of Emergency Management. It ensures that the Borough has a current Emergency Operations Plan in place and coordinates with all Borough Emergency Services the necessary response to protect lives and property in any emergency situations. They can all be contacted immediately should a disaster occur. The OEM communicates with residents via telephone and e-mail. The Emergency Notification System allows the OEM to call and text registered numbers and residents with Swift911 and the Borough e-blasts. The OEM also advises residents when the Emergency Stations in town are open and the locations of water and ice during prolonged incidents. The attached documents show how the Borough residents are made aware of the OEM and its services.

IMAGE: [OAKLAND EMERGENCY NOTIFICATIONS GRAPHIC - 2020](#)

IMAGE: [SCREENSHOT OF POST OF EMERGENCY NOTIFICATIONS - 2020](#)

IMAGE: [HISTORY OF SWIFT REACH NOTIFICATIONS JUNE - 2020](#)

WORD: [BOROUGH OF OAKLAND EMERGENCY OPERATIONS PLAN \(COMMUNICATIONS APPENDIX E\) - 2020](#)

WORD: [CHECKLIST \(REVISED\)](#)

Energy

Energy Efficiency for Municipal Facilities

50 Points

 Bronze Priority  Silver Priority

Program Summary: In late 2019 and early 2020, the Borough of Oakland has undertaken an Energy Efficiency Project for all Municipal Facilities. The Borough had NJ Direct Install Clean Energy audit of ALL Municipal owned Facilities, which includes the Library, Borough Hall, DPW Building, Recreation Storage Shed, Danny D'Elia Recreation Building, Firehouse 1, Firehouse 2, Firehouse 3, Senior Center, Municipal Court, Council Chambers, and the Police Department Headquarters. Each audit was completed and submitted to the Borough from Lime Energy, the State's Bergen County representative for Direct Install Program. Each audit was taken into consideration, and the Borough decided based off the annual savings in electricity and gas, to pursue the project for ALL facilities in 2020. The Borough has received a utility analysis for each location which shows the percent savings in gas and electricity. The Borough's applications to the NJ Clean Energy Direct Install Program was received by the State and the State approved our applications to Firehouse 1, 2, 3, and the Police Station. The total project cost was \$119,386.06 with the incentive amount from the State of \$74,542.20, and the Borough was responsible for \$44,843.86. These installations are complete as of November 2020, and the Borough expects the real energy savings to kick in almost immediately. Wanting to pursue more energy efficiency upgrades, the Borough then applied for the PSE&G Direct Install Program for the Borough Hall, DPW Building, Buildings and Grounds Facility, Senior Center, and Recreation Facility.

On November 9th, the Oakland Governing Body approved the Borough's applications to PSE&G, and the Borough has since submitted those applications. This work is on schedule to take place in December/January of 2021. The total PSE&G upgrades project cost is \$102,808.62 with a \$71,966.04 incentive, and the Borough is responsible for \$30,842.88. This project includes lighting, HVAC, and boiler upgrades. The total energy % savings from this project is 45.91% as outlined in the attached spreadsheet which has been reviewed by Sustainable Jersey prior to uploading. As this project shows, the Borough of Oakland is committed to energy savings and a Sustainable future for the community.

PDF: [AUDITS FROM LIME ENERGY - 2020](#)

PDF: [BOROUGH FACILITY LETTER - 2020](#)

PDF: [PSE&G DIRECT INSTALL PROPOSALS, SCOPE OF WORKS, AND RESOLUTION - 2020](#)

EXCEL: [PROPOSALS SPREADSHEET REVISED - 2020](#)

PDF: [NJ CLEAN ENERGY DIRECT INSTALL PROPOSALS, SCOPE OF WORKS, AND RESOLUTION - 2020](#)

EXCEL: [EUI CALCULATOR SPREADSHEET - 2020](#)

Buy Electricity From A Renewable Source

10 Points

Program Summary: Oakland is a Region 2 member of the Sustainable Energy Joint Meeting (NJSEM). This organization is comprised of municipalities that aggregate their purchase of electricity supply. In February 2020 NJSEM awarded new supply contracts for Participating Member electric accounts. Under these contracts, service with the third-party supplier will commence effective with July 2020 meter reads for each account and will continue for a 23-month term concluding with June 2022 meter read dates. NJSEM bid included an Enhanced Renewable Energy Product and, as such, all NJSEM Members will be receiving power supply that has nearly 30% renewable energy content, and all enhanced renewable contracts procured on behalf of NJ SEM have the renewable content coming from Class 1 PJM sources.

PDF: [NJSEM ABOUT FLYER 5.15.20.FINAL.REVISED](#)

PDF: [BID RESULTS -RECO \(BG 6 11\) 6-9-20](#)

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

Food

Community Gardens

10 Points

Program Summary: In 2019 the formed a Green Team subcommittee and began assessing several town properties to determine the viability of a community garden at each property. The sites were evaluated by determining centralized location, sun, access to water, and preparation required of the site and the first few properties were eliminated, and a site was chosen. The subcommittee then began reaching out to various town organizations to help determine the needs of the community. The senior center stood out as a part of the community that would utilize the the garden on a regular basis. The Green Team worked with the Senior Center director to come up with a design concept that

would accommodate those members with mobility issues by coming up with a plot design to be ADA compliant in addition to offering beds of various heights and sizes for accessibility for all ages and physical needs. In February 2020 the GT applied for the Sustainable Jersey/PSEG 20k grant and at award will began building the garden in June 2020, with a completion date of of July followed by an opening ceremony. The Sustainable Jersey/ PSEG grant allowed us to bring water to the lot, Build 27 annually purchasable plots including 22 4'x8' plots, 5 ADA tabletop plots and 2 community salad tables, and to surround the area with deer proof chain link fence. The GT has retained a teaching plot that is currently donating all food to Ponds Church Food Bank, and will members are offered a discount to future plots by donating to the food bank as well. Grant Press Release:

<https://www.oakland-nj.org/home/news/borough-oakland-awarded-20000-sustainability-grant-new-oakland-community-garden> Garden info on the borough website can be found here:

<https://www.oakland-nj.org/oakland-community-garden> Ribbon Cutting ceremony can be seen here: <https://youtu.be/ewbalzBy74o>

PDF: [COMMUNITY GARDEN PLOT MAP](#)

IMAGE: [RIBBON CUTTING FLYER](#)

IMAGE: [PLOT REGISTRATION](#)

PDF: [GARDEN APPLICATION AND MEMBER RULES](#)

PDF: [SUBMISSION QUESTIONNAIRE - 2021](#)

Buy Fresh Buy Local Programs

10 Points

Program Summary: The Borough of Oakland launched their Buy Fresh Buy Local campaign in May 2020 with flyers posted weekly on social media. This list was created in light of the Covid-19 pandemic and our initial flyer included pickup and delivery options for local farms to provide fresh produce to residents, with a complete list of farms, CSAs, local honey, farmers markets and local restaurants providing food from local farms available on our borough website. The flyer was also shared in the borough's monthly E-newsletter to remind residents to buy local to provide resident's with a link to the borough website. The list was achieved by searching on the Local Harvest and Jersey Fresh websites. The full list can be found on our Borough Website at: www.oakland-nj.org/buy-fresh-buy-local.

IMAGE: [BUY FRESH BUY LOCAL FLYER](#)

PDF: [COVID-19 BUY FRESH BUY LOCAL PICKUP/DELIVERY FLYER](#)

Green Design

Green Building Policy/Resolution

5 Points

Program Summary: On March 11, 2020 the Governing Body passed resolution 20-110, adopting a Green Building Policy in accordance with Sustainable Jersey's requirements. A copy of the resolution is attached. The policy and goals were communicated to Department Heads by Richard Kunze, Borough Administrator, at a staff meeting held on March 12, 2020 and subsequently distributed to

members of the Planning and Zoning Boards.

PDF: [RESOLUTION - 2020](#)

PDF: [MEMO 1](#)

PDF: [MEMO 2](#)

PDF: [MEMO 3](#)

Health & Wellness

Anti-Idling Education & Enforcement Program

10 Points

Program Summary: In 2019 we identified and created a map prioritizing anti-idling locations throughout the Oakland community, and created a photo log and matrix of existing signage locations for No-Idling signs. In prior submissions, we completed research on the car emissions and idling in our town, especially at schools. At that time, we put up standard 12x18 reflective aluminum no idling signs at the schools and Board of Education, which are still prominently posted. We coordinated with the Board of Education an Anti-idling week from Sept 23, 2019 - Sept 27, 2019. During that time we got a commitment from the schools and PTOs who will agree to reinforce carpooling and stress the importance of proper pick up and drop off procedures. During that week, members of the green team were at the elementary and middle schools speaking to parents directly about the impacts of idling on the health of the public, especially children according to NJDEP's handout Gasping for Breath. Green team members also handed out education packets, pens, keychains and bookmarks from the DEP's Stop the Soot campaign as a reminder. Additionally, teachers at all the schools spoke to the children about the harmful effects of idling in the classrooms, and distributed the No-Idling parent and citizen pledges which was collected at the end of the week back to the Green Team. On October 16, 2019, the Vice Chair spoke during the televised/streamed Mayor and Council meeting for 10 minutes about the anti-idling campaign, and went over the health effects of idling and a new resolution was adopted by the Mayor and Council to confirm the commitment of Oakland to reducing idling. At that time our town began distributing a reminder in our e-newsletter to eliminate idling. We also had gotten the Oakland Police Department to provide us a letter of commitment to continuing to enforce the no-idling laws of New Jersey. We also got a commitment from our recreational commission that they will stress the importance of car pooling as well, and have coaches remind parents who are waiting for kids to turn off vehicles and not idle more than needed. anti-idling week post: <https://www.oakland-nj.org/sustainable-oakland-green-team/news/anti-idling-week> Eliminate Idling Flyer <https://www.oakland-nj.org/sustainable-oakland-green-team/news/eliminate-idling> 10 things to do Flyer <https://www.oakland-nj.org/sustainable-oakland-green-team/news/sustainable-oakland-green-team-encourages-residents-reduce-air>

IMAGE: [ANTI-IDLING GENERAL FLIER SOGT-1](#)

PDF: [ANTI-IDLING SCHOOL PACKET](#)

PDF: [ANTI IDLING LETTER OAKLAND POLICE DEPT.](#)

PDF: [MAP, SPREADSHEET, AND PHOTOS COMBINED PDF](#)

PDF: [ANTI-IDLING RESOLUTION 2019](#)

Building Healthier Communities

Program Summary: The Borough of Oakland is dedicated to all four strategy areas of Building Healthier Communities Action Submission: Youth: The Borough of Oakland hosts a variety of programs geared towards the youth of Oakland. These programs are mostly sporting activities. The Borough of Oakland has a very active Recreation Program which includes sports such as football, soccer, cheering, lacrosse, wrestling, and much more. These programs allow for Oakland's youth to be active outside of school while making new relationships with fellow athletes. All Recreation programs are run on a voluntary basis by Commissioners and the Chairman of the Commission. Seniors: The Borough of Oakland hosts a variety of health and wellness programs for Oakland Seniors aged 55+. Programs are offered on a weekly basis at the Oakland Senior Center. Programs include yoga, zumba, tai chi, and health screenings. Furthermore, the Senior Center hosted a FREE Flu Clinic in 2019. The Senior Center also hosts financial and mental health programs, too. Employees: The Borough of Oakland has a very active Employee Wellness Program. The program was launched in 2019 and the program now has over 30 participants in 2020. Employees are required to complete a variety of tasks to earn points and then cash those points in at the end of the year for an incentive. These requirements include flu vaccine, physical, dental cleaning, biometric screening, nutritional counseling, walking clubs, educational seminars, and cooking classes. This program is funded by a grant and the Borough has an Employee Wellness Committee that oversees the program. Attached to this submission is the program announcement for 2020. Overall Community: The Borough of Oakland hosts a variety of programs offered for the entire Oakland NJ Community. The first program is the Franklin Lakes-Oakland-Wyckoff Living Healthy Journey. This is an 8 week fitness/wellness program which provides free classes and seminars to all residents of these 3 towns. There is a \$25 registration fee in which residents receive a t-shirt, journal, and stickers. The Borough also is participating in the Goals 4 Hope Soccer Tournament on March 21, 2020 at 9 a.m. This program is a fundraiser to benefit Oakland resident who was seriously injured. Lastly, the Borough and Valley Middle School PTO host the "Challenger 5k" which was in May 2019 and anticipated to take place again in 2020 as a virtual event. There were 125 runners/walkers in 2019. Mayor's Wellness Pledge: Signed New Jersey Healthcare Quality Institute Pledge attached to this submission. Signed February 25, 2020. The Borough of Oakland is committed to offering more health and wellness programs in 2020 as part of the Mayor's Wellness Campaign.

PDF: [SENIORS FORM - 2020](#)

PDF: [EMPLOYEES FORM - 2020](#)

PDF: [YOUTH FORM - 2020](#)

PDF: [OVERALL COMMUNITY FORM - 2020](#)

WORD: [EMPLOYEE WELLNESS WELCOME PACKET AND POINTS SCHEDULE - 2020](#)

PDF: [MAYOR'S WELLNESS PLEDGE - 2020](#)

Smoke-Free and Tobacco-Free Public Places

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: Oakland was a recipient of the Roots for Rivers Reforestation Grant and Technical Assistance Program. We reforested approx. 2 acre area surrounding Little Pond Brook, A C1 Trout Producing Stream with the help of DEP Watershed Ambassador's program, Restore Native Plants, Ramapo's One Step, Boy Scouts and community volunteers. All plants and trees chosen were native and Plantra stake and tube systems were installed for protection. We faced an exhausting amount of challenges including: thorn bush injuries, poison ivy reactions, plant list changing due to die off during the winter, macadam in very unexpected places (which we took pick axes to), proper tools due to restrictions operating within riparian zones and torrential rain. Despite every difficulty, we chose to have the plantings take place over 2 days. The Green Team with the help of Shade Tree was able to unload trailers of plants, flag all plants and planting area with a color coded system, set up registration / tool area and a demonstration area to show how to plant and install tubes. Day one finished with approx. 350 in the ground and a few Plantra systems installed. Sunday just poured but due to a plea on social media, nearly 40 volunteers came early and completed the planting and tube installation on time.

IMAGE: [PLANTING FLYER](#)

IMAGE: [SITE PHOTO](#)

IMAGE: [SITE PHOTO](#)

IMAGE: [SITE PHOTO](#)

IMAGE: [SITE PHOTO](#)

PDF: [SITE PLAN](#)

Innovative Community Project 3

10 Points

Program Summary: The Boro of Oakland has a single conference room which is used during the day for all staff meetings and at night for committee and commission meetings. Meetings use an excessive amount of paper for all agendas, meeting packets, schedules, and supplemental documents. The room is often used for meals which add to the waste production. Due to the heavy use of the room, we wanted to modernize standards for the biggest impact. The biggest impact to the room is from the addition of a large monitor. Situated above the conference table, all in attendance can now see agendas and digitized items without the need for printing. As paper is often used only for an hour and has a large carbon footprint for its time used, this modernization was critical. Sustainable Oakland Green Team, one of the smaller committees, saves approximately 48 pages per meeting using this system. Project meeting for EV charging stations contained 37 pages per individual packet which had been avoided because of this upgrade. In addition to the monitor, a recycling station was added. It includes bins for paper, commingled, trash and coffee pods which can be recycled through the Subaru partnership with Teracycle. A water cooler is available in the

room for those that bring reusable drinking containers and reusable cups are available for those without. Plants have also been added to the room to improve air quality. Spider plants are low maintenance and filter out contaminants and VOC's.

IMAGE: [CONFERENCE ROOM MONITOR](#)

IMAGE: [CONFERENCE ROOM K-CUPS](#)

IMAGE: [RECYCLE BINS](#)

Land Use & Transportation

Sustainable Land Use Pledge

10 Points

 Bronze Priority  Silver Priority

Program Summary: The pledge was unanimously adopted on March 11, 2020 by passage of resolution 20-110 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: [RESOLUTION - 2020](#)

PDF: [MEMO 1](#)

PDF: [MEMO 2](#)

PDF: [MEMO 3](#)

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 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. A sample of our newsletter is attached. A copy of the Commissions' 2019 annual report and a copy of the relevant code section are attached.

PDF: [BOROUGH CODE SECTION](#)

IMAGE: [ENVIRONMENTAL COMMISSION QUARTERLY NEWSLETTER](#)

IMAGE: [ENVIRONMENTAL COMMISSION MEMBERS 2019](#)

IMAGE: [ENVIRONMENTAL COMMISSION ACCOMPLISHMENTS](#)

PDF: [ENVIRONMENTAL COMMISSION 2019 ANNUAL ACHIEVEMENTS](#)

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](#)

PDF: [2019 OEC PLAN REVIEW](#)

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](#)

Community Forestry Management Plan and NJUCF Accreditation

20 Points

Program Summary: The volunteers of the Borough's Shade Tree Commission work closely with the Department of Public Works to help maintain the health of our tree stock, which we view as an important asset that has multiple environmental and quality of life benefits for the community. In 2018 the Borough received a grant to update our CFM P and created its second Community Forestry Management Plan. It was approved by the State in early 2019. Three Shade Tree Volunteers and one

DPW employee have attended the CORE training.

PDF: [COMMUNITY FORESTRY MANAGEMENT PLAN 2019-2023](#)

PDF: [NJDEP ACCREDITATION 2019 REPORT WEB OAKLAND ON PAGE 554](#)

Tree Maintenance Programs

10 Points

Program Summary: The Borough recognizes the importance of taking an integrated approach to maintaining our tree stock and has an active program to both prune trees and remove them when necessary. This keeps the overall tree stock healthier and reduces risks to people and property. The Shade Tree Commission inspects and identifies hazard trees, including those on private property that may be hazardous to the general public. Street trees are those trees approximately 10 feet from the curb onto a property are the trees we actively prune and remove if necessary. Residents must get a permit to have trees inspected for removal on the remainder of their property. If a live tree is removed residents are required to provide replacement trees on their own property for funding for planting elsewhere in town. Tree maintenance and removal are performed by DPW staff, private tree companies, and the local utility company as warranted. Attached are the tree removal receipts for 2018. 2019 had only emergency tree removal and some pruning. The RFQ that went out at the end of 2019 failed to get any bids and went out again in early 2020 successfully and is now waiting for the municipal budget approval to be awarded.

PDF: [TREE REMOVAL RECEIPTS FOR HAZARDOUS STREET TREES](#)

PDF: [2019 TREE CITY APPLICATION](#)

PDF: [2019-2020 WINTER RFQ REQUEST FOR TREE REMOVAL AND PRUNING](#)

Tree Planting Programs

10 Points

Program Summary: Through the Shade Tree Commission and Department of Public Works, the Borough has an active annual tree planting program and we are proud to have been designated a 'Tree city' for many years now. In 2020 we have set a high goal of having 100 new trees a year planted in town every year for the next 10 years and hopefully more. The experts on the Commission work to select cluster locations that our DPW employees plant and then maintain the young trees. In 2019 we did a spring and fall planting totaling \$6,417(see tree planting receipts) . Some trees are donated, some are funded through money paid by resident's tree removal permits, some by replacement tree fees for taking down live trees and the will be funded by the new adopt a tree program(see adopt a tree program flyer). Two of our Shade Tree members are professional landscape architects who donate their talent to select the proper trees for the proper locations (see tree planting plans). We then notify residents that (see letter to residents). We have a set the path for achieving this new goal with a revised ordinance that put more value on having to replace healthy trees.

PDF: [2019 TREE PLANTING PLANS](#)

PDF: [2019 TREE PLANTING RECEIPTS](#)

PDF: [ADOPT A TREE FLYER](#)

Public Information & Engagement

Municipal Communications Strategy

10 Points

Program Summary: The following forms of media are managed by the Borough Administrator Assistant and the Oakland Communication Commission: Twitter Facebook Youtube - Live streaming of Mayor and Council meetings plus library of all recorded meetings Print Monthly Newsletter Municipal Email Lists Recycle Coach - App Burbio - App Public Access Channel #77 Senior & School E-Blast Newly published calendar mailed to all residents with all committee communications listed

WORD: [MUNICIPAL COMMUNICATIONS STRATEGY DOCUMENTATION](#)

Improve Public Engagement in Municipal Government

10 Points

Program Summary: In the fall of 2016 the Borough of Oakland rolled out its updated and much improved website. Current actions for certification include the ability to sign up for e-mail announcements, publicizing meetings via e-mail and the online calendar, posting of agendas by the Friday before Council Meetings, holding a public comment period at the beginning of our Council Meetings and publicizing the e-mail addresses of Governing Body members on the website. Meetings are streamed on youtube.com and can also be watched after the meeting, Public Access Channel 77. Boro Hall has flyers with all of the meeting information posted for the year including date, time and location. Facebook and Twitter is also used for meeting notifications and announcements. Mayor Schwager has a Facebook page to communicate with the community and Councilmen have also reached out via facebook town groups. Sign up for emails - <https://www.oakland-nj.org/subscribe>

PDF: [SAMPLE AGENDA - 2020](#)

IMAGE: [MEETING CALENDAR - 2020](#)

WORD: [CHECKLIST 2020 \(REVISED\)](#)

IMAGE: [EMAIL ALERTS REGISTRATION - 2020](#)

Online Municipal Public Service Systems

10 Points

Program Summary: The Borough of Oakland has various online municipal public service systems in place. This includes online payment options for Recreation, Tax Bills, Utility Bills, and Permits. The Borough recently rolled out in 2020 Online Tax and Utility Payments for all residents. Detailed instructions for online tax and utility bills may be found here: <https://www.oakland-nj.org/home/pages/online-payments>. The Borough of Oakland also had a system in place where residents can submit a service request online (<https://www.oakland-nj.org/service-requests/webforms/service-requests>) which allows residents to submit a request to a Borough

Department and their request is then routed to the correct Department Head. Residents may also sign-up for non-emergency email blasts and notifications for Borough Departments in which a Department may announce a change in a service, new service, news announcement, event, etc. At this time, there is no tracking mechanism for service requests, but the Borough plans to have this in the near future using our website vendor Civic Plus.

WORD: [CHECKLIST - 2020](#)

IMAGE: [SCREENSHOT - TAX AND UTILITY PAYMENTS](#)

IMAGE: [SCREENSHOT - SERVICE REQUESTS](#)

IMAGE: [SCREENSHOT - NOTIFICATIONS](#)

Digitizing Public Information

10 Points

Program Summary: The Borough of Oakland has various means of reaching residents and offering services to residents in a digital manner. The Borough has an active social media presence, which includes Facebook, Twitter, and YouTube. The Borough keeps our website up to date and has various digital services as required by this action, which includes: Tax Maps Boards, Committees, and Commissions Terms, Agendas, Minutes, and Contact information Municipal Directory with email and phone numbers BIDS, RFP, and RFQ posted The Green Team has reviewed relevant information and coordinated with appropriate entities and Department Heads.

WORD: [CHECKLIST - 2020.DOC](#)

Waste Management

Recycling and Waste Reduction Education and Compliance

20 Points

 Bronze Priority  Silver Priority

Program Summary: Oakland has taken substantive efforts to utilize a multi faceted approach to promote recycling and waste reduction through education and enforcement. The Borough switched to dual stream recycling in 2018. The recycling code was comprehensively updated in 2014. Written warnings are given out and no fines have been issued. The recycling enforcement is performed during the Summer months when it is safer to be out in the roadway and easier to see violations from 5am-7am due to increased daylight. Education is a collaborative effort between the Recycling Coordinator, Borough Administrator's Assistant and Sustainable Oakland Green Team. The Recycling documentation, including all flyers is listed on the Boro Website, in print at multiple location. shared on social media via Facebook and Twitter and Oakland's public access channel. In 2018 the Borough also began using the Recycle Coach app, which has been a great tool for the community to use. App information is shared in the recycling newsletter and on the borough website and social media account. The Green Team shares information at all events including Carnival, Choptoberfest, Film Festivals, Speaker Engagements, etc <https://www.oakland-nj.org/public-works/pages/recycling> Sustainable Oakland Green Team had two programs for waste reduction: Backyard Composting and Grass Cut it and Leave it. Graphics were advertised in the monthly Borough Newsletter, Facebook, Twitter, Borough Website, town calendar and on Public Access TV. Sustainable Jersey

Bergen County Hub held a zoom class on backyard composting including how to compost grass clippings and how to obtain a compost unit sold by the Borough with delivery from the DPW. One member of Sustainable Oakland prepared slides and lectured on the call. This was promoted to watch via social media live and replayed on Youtube and Public Access TV.

WORD: [MUNICIPAL STRATEGY DOCUMENT - 2020](#)

PDF: [BOROUGH OF OAKLAND RECYCLING ORDINANCE - 2020](#)

EXCEL: [VIOLATION REPORT.XLSX](#)

IMAGE: [RECYCLE COACH APP HOMEPAGE \(DESCRIPTION IN STRATEGY DOCUMENT\) - 2020](#)

WORD: [RECYCLING EDUCATION AND OUTREACH - 2020](#)

WORD: [WASTE REDUCTION EDUCATION AND OUTREACH - 2020](#)

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 11, 2019, 9:00 AM – 1:00 PM in Borough Hall Parking Lot Across From Library located at 1 Municipal Plaza, Oakland, NJ 07436. 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. The event is well attended and in total we had 100 participants. 4 tons of paper is collected. The event is advertised in the Suburban Newspaper, Boro website, Boro Newsletter " Crossroads ", Local Access TV Station, Facebook, Twitter and paper flyers for the library bulletin board, senior center and Boro Hall lobby. 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.

IMAGE: [COMMUNITY SHREDDING DAY 2021](#)

Household Hazardous Waste

5 Points

Program Summary: Oakland collects additional hazmat material to include rechargeable and single use batteries, consumer electronics and florescent light bulbs. Batteries and florescent light bulbs are collected at the DPW, the municipal building, and consumer electronics pickup is monthly and curbside. Complete description of these programs is detailed in the recycling newsletter which is mailed to residents, available in print at Boro Hall, Senior Center and the Library, posted on the Boro Website, shared on Facebook and Twitter and programed into the Recycle Coach App. Page 4, 6 & 8 of the garbage recycling newsletter explains the florescent lightbulbs, electronic curbside pickup and battery programs. In 2020 the Boro also introduced a town calendar that listed all materials. Newsletter: https://www.oakland-nj.org/sites/g/files/vyhlif1026/f/uploads/2020_final_recy_newsletter.pdf

IMAGE: [FLUORESCENT BULBS](#)

IMAGE: [BATTERY PROGRAM](#)

IMAGE: [ELECTRONICS CURBSIDE](#)

PDF: [RECYCLING TONNAGE AUTHORIZING RESOLUTION - 2019](#)

PDF: [RECYCLING TONNAGE GRANT EXPENDITURES - 2020](#)

PDF: [RECYCLING TONNAGE REPORT - 2019](#)

Non-Mandated Materials Recycling

20 Points

Program Summary: Plastic Bags – This program began as a periodic collection during our Borough styrofoam drives in April 2019, the green team then added a permanent a small Trex box collecting plastic bags and film the Oakland Public Library in May 2019, but due to the program’s popularity and the large quantities the Green Team was collecting, the Borough purchased with our PSEG grant a bin to collect at the Oakland First Aid Squad. Collection at the First Aid Squad bin began January 2020. All of these programs were advertised on the Borough website, digital flyers in social media, in the Recycling Annual Newsletter, monthly Borough E-Newsletter, and by council at meetings. 185lbs were collected during 3 hour drive. We collected 244lbs in our first month. We average 10 - 25lbs a day. Styrofoam - Styrofoam Collection began as drives held periodically, but due to high volume and demand, it was decided to use PSEG grant money to purchase a bin and have it permanently collected at the Oakland First Aid Squad. Styrofoam Collection was advertised at council meetings, digital flyers on social media and Borough website and monthly Borough eNewsletter to residents and the Borough Annual Recycling Newsletter. Initial EPS Drive collected 85lbs. Textiles - The Borough of Oakland has been participating for 10+ years in the textiles collection program. Four Textiles Collection bins can be found at the Borough Municipal building. Program is advertised in the Borough Annual Recycling newsletter that can be found at this link https://www.oakland-nj.org/sites/g/files/vyhlif1026/f/news/2020_final_recy_newsletter_0.pdf. Crayons & Markers - This collection originally began in businesses, elementary schools, and the Oakland Public Library in February 2019. This was advertised through all of the school PTOs, council meetings, digital flyers on social media and Borough website and monthly Borough eNewsletter to residents. Collected 220lbs of crayons. Textile - Bins located at Municipal Hall. Textile Tonnage Report Trex - #4 Plastic bag recycling program - Plastic #3-7 Ongoing Library Collection Site. 185lbs collected during 3 hour drive. We collected 244lbs in our first month. We average 10 - 25lbs a day. Styrofoam - #6 - Plastics 3-7 Initial EPS Drive collected 85lbs. Ongoing collection bin located behind Oakland First Aid Squad. This was advertised at council meetings, digital flyers on social media and Borough website, Crayon - Other 220lbs of crayons.

IMAGE: [STYROFOAM INITIAL DRIVE](#)

IMAGE: [PLASTIC FILM FLYER](#)

PDF: [RECYCLING BINS 2020 FLIER](#)

PDF: [NON-MANDATED CHECKLIST AND EC LETTER](#)

PDF: [TEXTILES 2019 TONNAGE REPORT NJ - 2019 TONNAGE](#)

PDF: [CRAYONS AND MARKERS](#)

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, PD, FD, and First Aid Squad and has included in the townwide mailing of the recycling bulletin issued yearly to all residents and business every January, as shown on page 7, uploaded below, is dedicated to the program. Additionally, the municipality website, and the municipality social media account posted information about the Cut It and Leave it Program periodically starting in the early spring of 2019 through to the late fall, and continued again in March 2020. In April 2020 it was also shared in our town e-newsletter blast and shared monthly to all newsletter subscribers. The information shared on our social media and the boro website are the DEP Cut It And Leave It guide, and the Grasscycling Infographic, and valuable information regarding the program as well hard copies are available at information tables at all Environmental Commission and Green Team events including the Flow Film Fest held annually in March at the Oakland Public Library, Carnival Booth held annually in June, and Choptoberfest held annually in the Fall. This information shared on our town website can be found at <https://www.oakland-nj.org/sustainable-oakland-green-team/news/grass-cut-it-and-leave-it> and on social media <https://www.facebook.com/OaklandBorough/posts/1443673322460272>

IMAGE: [PAGE 1 OF 3 DEP GUIDE](#)

IMAGE: [INFOGRAPHIC - GRASSCYCLING](#)

Reusable Bag Education Program

5 Points

Program Summary: On June 2, 2018 during Oakland's Annual "Fever Pitch" baseball parade event, reusable bags were provided by the green team and environmental commission to attendees for free. In 2018 and 2019 at Oakland's carnival, the Environmental Commission & Sustainable Oakland booth gave away free reusable bags to attendees. An additional 45 bags were distributed during Chopperfest in 2018 and 2019. The Environmental Commission newsletter for Summer, 2018 features articles and infographics regarding the dangers of plastic bags. An article and instructions on how to clean your reusable bag has been posted to Crossroads, Oakland's online newsletter in November . In March 2019 the Environmental Commission and Green Team hosted the Flow Green Film Fest in Oakland and which streamed the movie "Bag It". Followed by a panel discussion lead by our junior Green Team members and High School environmental club. Plastic film was collected for the Trex bags for Benches program and we had a visit from the Bag Man The Green Team also created a facebook page to reach out to residents to educate and encourage them to ditch the plastic bag and go to reusable bags. In addition, at the 2019 Carnival and Choptoberfest, a pledge was created for people to sign either hard copies and online to pledge to reduce plastic pollution. Green Team encouraged residents, committee members and business owners to sign up to the pledge at all local town events. The facebook page is here: <https://www.facebook.com/Oakland-NJ-BRAVE-Enough-to-Make-a-Change-106312004071971/> and the pledge is here <https://forms.gle/CtpocVxc6frDgTnS7>

IMAGE: [REUSABLE BAG EDUCATION PROGRAM DOCUMENTATION](#)

PDF: [SUMMER NEWSLETTER WITH PLASTIC BAG INFO](#)

IMAGE: [BAGIT FLOW FILM FEST](#)