

**BOROUGH OF MILLTOWN
ORDINANCE 17-1449**

AN ORDINANCE OF THE BOROUGH OF MILLTOWN, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AMENDING CHAPTER 2 OF THE BOROUGH CODE OF THE BOROUGH OF MILLTOWN, ENTITLED "ADMINISTRATION"

WHEREAS, the Mayor's Committee for a Green Future of the New Jersey League of Municipalities has promulgated and published a municipal certification program and organization called "Sustainable New Jersey" ("Sustainable Jersey"), and;

WHEREAS, the purpose of Sustainable Jersey is to enlist municipalities in a concerted and organized state- wide effort to improve the environment and promote sustainability, and;

WHEREAS, the Borough of Milltown Council ("Borough Council") initially supported participation in the Sustainable Jersey Municipal Certification Program pursuant to Resolution Number R09-093, and;

WHEREAS, the Borough Council wishes to establish the Green Team as a permanent advisory committee of the Borough of Milltown ("Borough"), and;

BE IT ORDAINED by the Mayor and Borough Council of the Borough of Milltown, County of Middlesex, State of New Jersey as follows:

SECTION 1. The Borough Code of the Borough of Milltown is hereby amended and supplemented so as to amend Chapter 2, entitled "Administration" so as to amend section 49 "Environmental Commission" and include the following:

§2-49.13 Establishment of the Milltown Green Team

The Milltown Green Team be and is hereby established as an advisory committee to the Milltown Borough Council and Milltown Borough Environmental Commission.

§2-49.14 Purpose

The general purpose for the Green Team shall include but may not be limited to:

- Managing Milltown Borough's participation in the Sustainable Jersey Program,
- Encourage the Borough staff to pursue sustainable practices where possible and implement the Borough Council's Environmental goals,
- Educate and encourage municipal employees, residents, local businesses and organizations to participate in green initiatives upon request,
- Facilitate opportunities for communication, brainstorming, planning and development and implementation of community activities and projects that foster sustainability, followed by post project assessment,
- Provide suggestions for further research and action to the Borough Council,
- Promote plans and practices for improving and beautifying the Borough of Milltown in ways in which preserve the natural environment and reduce the human footprint, while promoting health and general well being
- Make recommendations to the Borough Council, Environmental Commission or other organizations regarding any projects that the Milltown Green Team determines to be in the best interests of the borough and its residents.

§2-49.15 Membership

The Milltown Green Team will consist of five residents appointed by the Mayor made from the following classes:

- Class I: A member of the Governing Body
- Class II: One (1) of the officials of the municipality, other than a member of the Governing Body, to be appointed by the Mayor; provided that if there is an Environmental Commission, the member of the Environmental Commission shall be deemed the Class II member.
- Class III: Three (3) other citizens of the municipality, to be appointed by the Mayor. The members of Class III shall hold no other municipal office, position or employment. For the purpose of this section, membership on municipal board or commission whose function is advisory in nature, and the establishment of which is discretionary and not required by statute, shall not be considered the holding of municipal office.

The Green Team shall elect from among its members a Chair, Vice Chair and Secretary/ Treasurer. Information regarding the appointment must be submitted to the Municipal Clerk's Office.

§2-49.16 Terms of Office

All position terms shall run from January 1 of the year in which appointment was made, except as otherwise specified herein. No member of the Green Team shall be permitted to act or advise on any matter in which he/she has, either directly or indirectly, any personal or financial interest.

- Class I Members will have a term of one (1) year.
- Class II Members will have a term of one (1) year
- Class III Members will have a term of three (3) years. Initially, one member will have a three (3) year term, one member will have a two (2) year term and one member will have a one (1) year term

§2-49.17 Meetings

The Green Team shall meet monthly and will hold public meetings according to N.J.S.A. 10:4-6. The schedule of such meetings will be submitted to the Borough Council to adopt by resolution at the Annual Reorganization Meeting and notice pursuant to State Statute. Additional meetings may be scheduled at the

discretion of the Chair. The Chair must provide notice of the adjustment to the meeting schedule to the Municipal Clerk for proper noticing.

§2-49.18 Minutes, Records and Reports

Minutes will be taken at every meeting of the Green Team. The minutes must be submitted to the Green Team for approval within two months of the meeting. Minutes are a permanent record and must be maintained according to the State requirements.

Records, including but not limited to, grants, financial documentation, certifications, reports, correspondence, pictures and recordings must be maintained according the State Records Retention Schedule.

The Committee shall keep records of its meetings and activities and shall make an annual report on or before December 1 of each year and submit the report to the Borough Council, which report shall be comprehensive in detail concerning the operations and activities of the Committee during the preceding year.

§2-49.19 Removal of Members

The Borough Council shall have the discretion, upon recommendation from the Green Team, to remove any members appointed to the Committee who are not fulfilling their duties and responsibilities.

§2-49.20 Funds

The Green Team may submit a budget request to the Borough Administrator by November 1 of each year. The Borough Council may in each annual budget appropriate such sum as it may in its discretion determine to be necessary to accomplish the functions set forth herein and to implement those recommendations which the Council, in its discretion, determines feasible and appropriate.

SECTION 2. All ordinances or parts of ordinances inconsistent herewithin are hereby repealed.

SECTION 3. This ordinance shall become effective upon final publication as required by law.

Introduced: May 8, 2017

Recorded Vote

Motion made by Youth in Government Student Diana Rucinski representing Councilwoman Kerber
Second by Youth in Government Student Taylor Brown representing Councilman Ligotti

Roll Call

	Aye	Nay	Abstain	Absent
Council President Dixon	X			
Councilman Farkas	X			
Councilman Guthlein	X			
Councilwoman Kerber	X			
Councilman Ligotti	X			
Councilman Revolinsky	X			

Adopted on First Reading
Dated: May 8, 2017

Gabriella Siboni, RMC
Borough Clerk

Adopted: June 12, 2017

Recorded Vote

Motion Made by Council President Dixon
Second by Councilman Guthlein

	Aye	Nay	Abstain	Absent
Council President Dixon	X			
Councilman Farkas	X			
Councilman Guthlein	X			
Councilwoman Kerber	X			
Councilman Ligotti	X			
Councilman Revolinsky	X			

Adopted on Second Reading
Dated: June 12, 2017

Gabriella Siboni, RMC
Borough Clerk

Approval by the Mayor on this 12th day of June, 2017

Eric A. Streeber, Mayor