

The regular meeting of the Environmental Advisory Council (EAC) was held tonight. Members present were Dottie Baumgarten, Barbara Duffy, Deb Forman, David McVeigh-Schultz, and Lorna Rosenberg. Ex-officio member present was Sandra Cohen. Guest present was Jon Leshner, Montgomery County Planning Commission. Township liaison present was Nancy K. Gibson, Public Information Officer. (See attached attendance sheet.)

1. **Call to Order** – Chairman Schultz called the meeting to order at 7:35 p.m.
2. **Acceptance of Meeting Minutes** – Mr. Schultz asked for the following correction: Under Old Business: *A. Sustainability Plan Development*, paragraph 3, change “overlook” to “oversee.” Ms. Baumgarten made a motion to accept the July 17, 2012, minutes as corrected; seconded by Ms. Rosenberg. The motion was unanimously approved.

### 3. **Committee Reports** –

*A. Watershed Committee* – Ms. Duffy reviewed her written report. (See attached.) On August 15, 2012, Heritage Conservancy hosted a presentation of the Southeastern Regional Area Riparian Corridor Study Update, which will be available in a month or two. Montgomery County Planning Commission discussed the Montgomery County portion of the study, in which Cheltenham Township was highlighted.

Volunteers for various projects are needed. Ms. Gibson suggested contacting John Hoover regarding Scout groups. Ms. Rosenberg suggested Adath Jeshurun Congregation.

Mr. Schultz volunteered to make calls to invite supporters to the Community Outreach Meeting on August 23, 2012 regarding the draft Riparian Corridor Conservation District Ordinance.

Under TTF Watershed Partnership watershed education presentations for Cheltenham Township residents, suggestions regarding target audiences and neighborhood groups were made

as follows: Commissioner McKeown, Friends of High School Park, Melrose Park Neighbors Association, Wyncote Civic Association, Cheltenham Chamber of Citizens, Friends of Grove Park, Cheltenham Township School District, proposed York Road Model Neighborhoods, Cheltenham Area Multifaith Council, Kehillah of Old York Road and Salus University. Mr. Schultz suggested the Audubon Society to look at Renninger Park, Grove Park and Glenside Library.

Under Outreach, Ms. Duffy stated that she would contact Mr. Panzak about partnering with the Abington Shade Tree Commission regarding their Native Plant Sale on October 27, 2012.

*B. Transportation Committee* – Ms. Chadwick was not present to give her report.

*C. Building Committee Report* – Ms. Rosenberg reviewed her written report. (See attached.) Following discussion on energy impact and tracking for School District energy program, Mr. Schultz asked Mr. Leshner if the student intern who is working with MCPC as part of the Sustainability Plan would be available to input the School District's energy use data. Mr. Leshner indicated the intern must first complete his current project, so his availability is unknown. Ms. Rosenberg suggested a high school student may be able to input the information. Mr. Schultz also mentioned that an intern may be available from Philadelphia University.

*D. Energy Committee Report* – Mr. McHugh was not present to offer his report.

*E. Communications Committee* – Ms. Baumgarten presented a written report which was distributed and reviewed at the meeting. (See attached.) Ms. Baumgarten asked the EAC members to alert her about any information for the e-blast newsletter.

*F. Website Development* – Discussion on the website will be continued at the next meeting.

**4. Old Business:**

*A. Sustainability Plan Development* – Mr. Schultz introduced Jon Leshner, Planner for the Montgomery County Planning Commission, to continue discussion on implementation of Sustainability Plan and to seek EAC input on the draft monitoring action items outline. (See attached.) Mr. Leshner stated that the Sustainability Committee worked over a year to draft a plan with many opportunities provided for participation. The draft includes Executive Summary, Introduction, Community Goals and Objectives, Sustainability Resources, and Municipal Action Plan, with action items organized by goal with descriptions, justification, phasing, possible partners, estimated costs, funding sources, and report card. Mr. Leshner stated that after the plan is presented, the Sustainability Committee is hoping for input from residents with expertise. Discussion ensued. Mr. Schultz asked about resources and baseline measures. Mr. Leshner responded regional resources were based on Delaware Valley Regional Planning Commission (DVRPC) Energy Star tool kit and Energy Star Portfolio Manager, which includes street lights, traffic signals, and operations of wastewater treatment plants. Ms. Rosenberg suggested including baseline measures for water consumption via water meter readings. Mr. Schultz suggested including financial benefits, such as return on investment.

Mr. Leshner noted that the last implementation goal is monitoring. While establishing a non-profit might be the ultimate goal, the EAC has been suggested as a good starting point.

Mr. Schultz felt the plan was strong on duties but weak on resources. He sees the EAC's charge as oversight for the Municipal Action Plan (MAP) and doesn't believe the EAC has the resources for the broader role for the Community Action Plan (CAP). Ms. Rosenberg thought aspects of the CAP could be readily incorporated into the EAC's current subcommittee setup with some minor adjustments. Ms. Forman felt that resources were far and few between to establish another entity and agreed with Ms. Rosenberg about the feasibility of tweaking the

EAC subcommittee's for sustainability. Ms. Rosenberg thought some of the CAP could be achieved by gathering information from other groups (resources) in Township, rather than through direct action of the EAC. Several members felt that the EAC would need more volunteers to undertake that role, perhaps from the Sustainability Committee after it completes its mission. Clarification was sought about the EAC's mission, vis-a-vis municipal and/or community oversight.

Members agreed to meet on August 27, 2012, to discuss sub-committee structure and the CAP duties EAC may be willing to accept. Mr. Leshner volunteered to send more materials to assist in the discussion.

*B. Update on Community Outreach Meetings to Review the draft Riparian Corridor Conservation District Ordinance* - Meetings are scheduled for August 23, 2012, at 7:00 p.m. at Curtis Hall and on September 18, 2012, at Glenside Hall at 7:00 p.m. Ms. Duffy and Mr. Schultz will attend. Ms. Duffy noted that she had spoken to the Montgomery County Planner about her concerns about the mowing in Zone 1 and is awaiting his feedback.

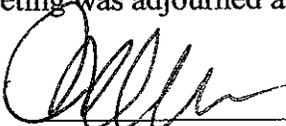
*C. DEP Educational Grant* - Ms. Baumgarten reported that educational programs have been planned for November 28, 2012, from 8:30 - 9:30 p.m. at Curtis Hall and March 5, 2013, from 8:30 - 9:30 a.m. at Glenside Hall for business owners regarding stormwater best management practices. Programs will be advertised via postcard mailings, email lists and website announcements. The first draft of the educational brochures has been completed and will be printed shortly. A power point presentation is being developed.

*D. Update on Curtis Arboretum Conservation & Landscape Management Plan* - Request for Proposals are due on August 21, 2012. The RFP can be found on the Township website under Departments > Purchasing & Bids. Ms. Mary Myers met with Mr. Haver to discuss the design studio associated with this project.

**5. New Business:** Ms. Gibson asked members to report back at the next meeting on requested items for the EAC's 2013 budget.

**6. Announcements - Upcoming Events:** The EAC was asked if they would like tables at Market Day or Harvest Festival. Ms. Duffy and Ms. Rosenberg agreed to host an EAC at the Harvest Festival Event to promote environmental education and sustainable information. Ms. Gibson will provide information to the Director of Parks and Recreation. Ms. Baumgarten reported that the International Coastal Clean-Up at Wall Park on September 15, 2012 was canceled by TTF and will be rescheduled at a later date.

**7. Adjournment** -- Ms. Rosenberg made a motion to adjourn the meeting; seconded by Mr. Baumgarten and approved by Committee. The meeting was adjourned at 9:35 p.m.

  
Bryan T. Havar  
Acting Township Manager

Submitted by:  
Kathryn McDevitt



## Watershed Committee Report: EAC Meeting August 20, 2012

\* **Watershed/flooding Ad Hoc Committee-** David Shultz and I met with Bryan Havir on Wednesday, August 1<sup>st</sup> to go over the township map to identify areas along the Tookany Creek and its tributaries that do not flood or cause damage during storm events. We found that there were very few areas that met this criterion especially within the 100 year flood zone. Even flooded public park areas sustain damage to stream banks during high water events.

David provided Bryan with an email that helped identify flood prone properties using previously gathered data from-

- A list of Cheltenham addresses designated as located in the 100 year federal flood zone (2010 update) which is posted on the Township website.
- Public Works Department reports, located in the Public Works Committee agenda, listing the addresses serviced for flooding problems during the months of August and September.
- Public Works Committee minutes from October and November meetings of the addresses of persons testifying about flood damage to their properties.

\***Riparian Corridor Conservation District Ordinance-** Met with Township staff, TTF Partnership and Montgomery County Planning on Tuesday, August 7<sup>th</sup> to plan for upcoming public education and outreach meetings. Eric Jarrell, Assistant Section Chief, Community Planning of the Montgomery County Planning Commission reported at the meeting that should this ordinance be adopted it will become a model ordinance for other built-out municipalities.

There are about 900 residents who will live along the Tookany Creek, or one of its tributaries, who could potentially be affected by this ordinance. The township, TTF Partnership, the watershed committee and Montgomery County Planning Commission are being proactive in outreaching to these residents by inviting them to educational meetings to review the draft ordinance and to have the opportunity to ask questions. Meetings are planned for this **Thursday, August 23<sup>rd</sup> (Curtis Hall) and on September 18<sup>th</sup> (Glenside Hall) from 7-8:30 PM.**

\***TTF Watershed Partnership** - We continue to work with TTF Partnership to create a watershed education program. Topics will cover the role stormwater plays in flooding in our neighborhoods and how BMPs can help. A list of community groups has been supplied to TTF Partnership. Aside from the above mentioned education groups related to watershed education around the proposed **Riparian Corridor Conservation District Ordinance** --there is another general watershed education presentation scheduled for **Tuesday, September 11th at Glenside Library** entitled "**Your Watershed is Your Home: An introduction to watersheds & stormwater management tools**" (Start time 7pm). This presentation will target West Cheltenham residents.

For future presentations we will be contacting East Cheltenham Library to include East Cheltenham residents, the Melrose Park Neighborhood Association for the Melrose Park/Elkins Park residents, Friends of High School Park for more EP residents and Wyncote Civic Association for Wyncote residents. Please let us know if there is a group who is interested in hosting a presentation. Stay tuned for more upcoming dates. Encourage friends, family and neighbors to attend one of these watershed education presentations.

\***International Coastal Clean-up at Wall Park on Saturday, September 15 from 9:00 a.m. to 11:00 a.m.**

Join a worldwide effort to clean-up our natural waterways. Volunteers and groups are invited to help clean up and tally trash along the Tookany Creek. Coffee and snacks provided. CONTACT: Molly Finch at 215-844-8100 or [molly@ttfwatershed.org](mailto:molly@ttfwatershed.org).

\***Outreach from Rita W. Stevens, Chair of Abington Township Shade Tree Commission.** They are planning a **Native Tree and Plant Sale on October 13th from 9am to 2pm at Grove Park (Abington)**. Rita would love to partner with Cheltenham EAC and Cheltenham Shade Tree Commission to get the word out, as well as possible collaboration on other future projects.

\* **Parkview Park Riparian Planting is set for Saturday, October 27th (9am to 3pm).** We will be creating a flier and getting it out to the community, as well as sending out email blasts and fliers to Cedarbrook MS and CHS as soon as school begins. We would like volunteers to distribute fliers to the direct neighbors of the Park!

\* **Native Plant ordinance-** this draft ordinance is completed and still needs to move onto the next step, but is on hold due to the focus on the flooding issues and Riparian Corridor Conservation District Ordinance.

Submitted by Barbara Duffy

## EAC – August 2012- Buildings Committee – Lorna Rosenberg

July 26 – Met with Cheltenham School District – Superintendant, Director of Facilities, Business Officer on the following:

- Creating District Wide Green Policy for District and administrative regulations for cleaning, purchasing, energy use and conservation
- Creating a District Wide – Green Team
- Application for 2013 Green Ribbon Schools Application
- Articles on Cheltenham School District Green Success Stories
- Continued work on Power Down Days at CHS
- ENERNOC – demand response system in the District, potential savings and education
- ENERGY STAR student updates
- Work with Susan O’Grady, Communications Director about Single Stream Recycling in Township education with parents
- Working with Cheltenham United Parents Group to provide an educational forum for ENERGY WORKS Philadelphia – in exchange – Cheltenham Schools and or students will receive coaching from a local energy auditor.

August 1 – Conversation, with Wyncote School architect Danielle Hoffer, on building design see see below and attached notes attached

August 8 – Contact with Tonya Morris of ENERGY WORKS and Sherry Hazelwood of UPG to coordinate an ENERGY WORKS educational program in October.

August 19 – Draft letter for David Cohen to review addressed to commissioners encouraging them to support the School District to create a comprehensive facilities plan, with public input, for remaining buildings, EP, Cedarbrook, CHS and the Administration building.

Note to Ray Bavi about conversation with Danielle Hoffer -August 1, 2012– Wyncote – Gilbert Architects

Hi ray, I did speak to her. I advocated for 2 stories @ Wyncote based on feedback from school administrators that have to manage flow and safety.

Also we spoke about:

- describing children's movement and exercise throughout the building, not just in the outside spaces to promote wellness.
  - considering grass pavers or some green infrastructure that would allow parking and green space
  - consider adding outdoor classroom
  - consider a "walking school bus program" that could cut back on bus transportation
  - not design for all buses to be staged on site at once. Keep some bus staging on rices mill
  - we also discussed a clear explanation of stormwater management system to the public with details
- Happy to work with the community or anyone else. Lorna

# DRAFT Monitoring Action Items for EAC Review

## August 20, 2012

### Monitoring

#### 1. Develop an implementation process

- A process should be created that will handle the following duties:
  - Represent the Plan at Township meetings to ensure the Goals and Action Items are being completed whenever possible
  - Represent the Plan at community events to raise awareness
  - Encourage coordination among the Township government and other organizations in the Township to help achieve the Goals and Action Items
  - Update the plan when necessary (when Action Items are undertaken and completed) and also manage the content of the Sustainability Resources Section
- Create a "Sustainability Committee" that will be responsible for these duties.
- Form a two year partnership between the "Sustainability Committee" and the EAC. At least one member of the Sustainability Committee should be a voting member of the EAC to allow a proper conduit between the Committee and the Township government.
- Work to create a non-profit group to manage the sustainability plan by the end of the second year. Sustainable Cherry Hill can serve as a local example of such a non-profit.

#### **Phasing**

The creation of the Sustainability Committee could be done very shortly. A member application process could be undertaken and the membership may be limited to a certain number to maximize the efficiency of the Committee. Meetings could be public so everyone can have input on the issues. The formation of the non-profit should begin immediately so that the organization can be fully functional within two years.

#### **Cost Issues**

There are costs associated with the creation of a non-profit. There are application fees and possible legal fees to prepare the necessary documents. There will be costs to maintain the existing websites and publish any materials for distribution. Though, these costs should not be exorbitant and can possibly be raised pretty quickly through fundraising efforts. The major cost will be in volunteer's time. There must be a dedicated group of citizens willing to work towards the goals of the Sustainability Plan. With enough dedication, the creation of a non-profit should be possible.

#### **Possible Partners**

The "Sustainability Committee" should have a strong relationship with the Township government, the EAC and all other organizations in the Township working towards sustainability.

## **Possible Funding Sources**

Donations and fundraising would be key to generating the start-up costs of the non-profit organization. Over the course of time grants opportunities will arise to fund the organizations activities.

## **2. Prepare an annual report to demonstrate progress of the sustainability plan.**

Each year the "Sustainability Committee" should produce an annual report that demonstrates the progress of the sustainability plan. The report can use the Sustainability Plan Matrix on the plan as a cornerstone for the reporting efforts and also use the Plan's Sustainability Resources as a tool to demonstrate any changes (such as updated maps, energy consumption data, etc.).

### **Phasing**

The annual report can be prepared the first year after the plan is adopted.

### **Cost Issues**

If the annual report is posted online, the costs involved should include Township staff time for data gathering and volunteer man-hours to create the report card.

### **Possible Partners**

The Sustainability Committee will have to work closely with the Township staff and other organizations in the Township to coordinate the progress on Goals and Objectives.

### **Possible Funding Sources**

Funding for the annual report can come from the same sources that fund all other Sustainability Committee activities.

## DRAFT Outline of the Cheltenham Sustainability Plan

This product could be compartmentalized, but still a cohesive package. The sections could be able to stand alone so that they can easily be printed and distributed, or placed in a website format.

### Executive Summary

Should be short and concise. About 1 page.

Describe the intent, the process, the product and the implementation. Roughly a paragraph each.

### Introduction

The need for the plan – global, regional, and on the township level

The value of sustainability

What the Township has done so far

The hopes for this plan

### Cheltenham Community Goals and Objectives

Just the goals and the objectives.

Use the format we currently have as a base.

### Cheltenham Sustainability Resources

“This section functions as a resource for Cheltenham Township to pursue the sustainability goals. For each goal, this section gives enough information so that the reader can understand the role of sustainability in Cheltenham. The information provided was gathered during the process of writing the plan. It is not a complete inventory of all the information that is relevant to sustainability in Cheltenham. Such an inventory would be massive because the scope of sustainability includes all aspects of life in Cheltenham. This inventory focuses on specific information relevant to the goals and may not be found in other sources or is so critical to understanding the goals that it must be included. When possible, we have included citations and links to relevant resources to help the reader learn more about the subjects.”

### Cheltenham M.A.P. (Municipal Action Plan) to Sustainability

Introduction and statement of purpose.

Action Items organized by goal and detailing the following information:

-Description of Action Item

-Justification for the Action Item

-Phasing. How long it would take to accomplish if started immediately. Could be near-term, mid-term, long term.

-Possible partners. Who in the community could assist the Township in these efforts.

-Estimated cost if possible.

-Possible funding sources.

Matrix entry for that item

Item

Goal & Objective(s) being met

Phasing (time it takes to get done: short, medium long term)

Possible partners

Funding

Overall Matrix (the report card)

Appendices (if needed)

August 20, 2012

Communications Committee Report:

An EAC Newsletter was sent on August 16, 2012 with these topics covered:

The Riparian Corridor Protection Ordinance meetings Augst 23, 2012 and September 18, 2012;

Household Hazardous Waste Collection at Abington Junior High, August 17, 2012;

Friends of Highschool Park website and newsletter link;

Tookany/Tacony-Frankford Watershed Partnership, Inc. Sept 11 Rainbarrel Workshop at Glenside Library, September 15 International Coastal Cleanup at Wall Park, 9 am -11 am; and other August volunteer dates for TTF;

Cheltenham Township Clean Water Tip: Pick up dog waste.

Deb Forman and Dottie Baumgarten met August 13<sup>th</sup> to work on the EAC website, and have established several google documents to continue collaboration/ talks about this project.

Respectfully submitted,

Dottie Baumgarten