



# Goal Setting For Environmental Commission Success

How to Set and Achieve Your  
EC Goals

DREAM BIG

SET GOALS

TAKE ACTION

# ANJEC's Mission

To promote local action to protect and restore New Jersey's natural resources and ensure equitable, healthy communities.

ANJEC advances its mission by engaging in diverse and inclusive practices through leadership, partnerships, education, advocacy for strong public policy and support of environmental commissions, public officials and communities throughout New Jersey.



*ANJEC Staff Fall 2025*



# ANJEC Membership

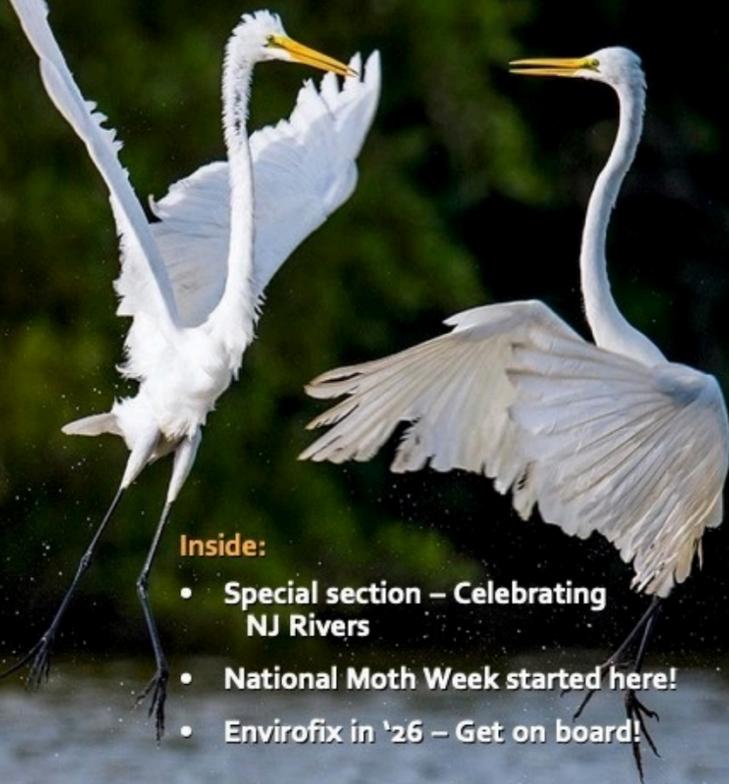


**ANJEC Membership Information & Forms**  
**[anjec.org/memberships](http://anjec.org/memberships)**

As a nonprofit organization, ANJEC relies on the generosity and support of donors like you to continue our vital work in protecting New Jersey's natural resources and promoting sustainable practices.

Go to [www.anjec.org/donate](http://www.anjec.org/donate) for more details

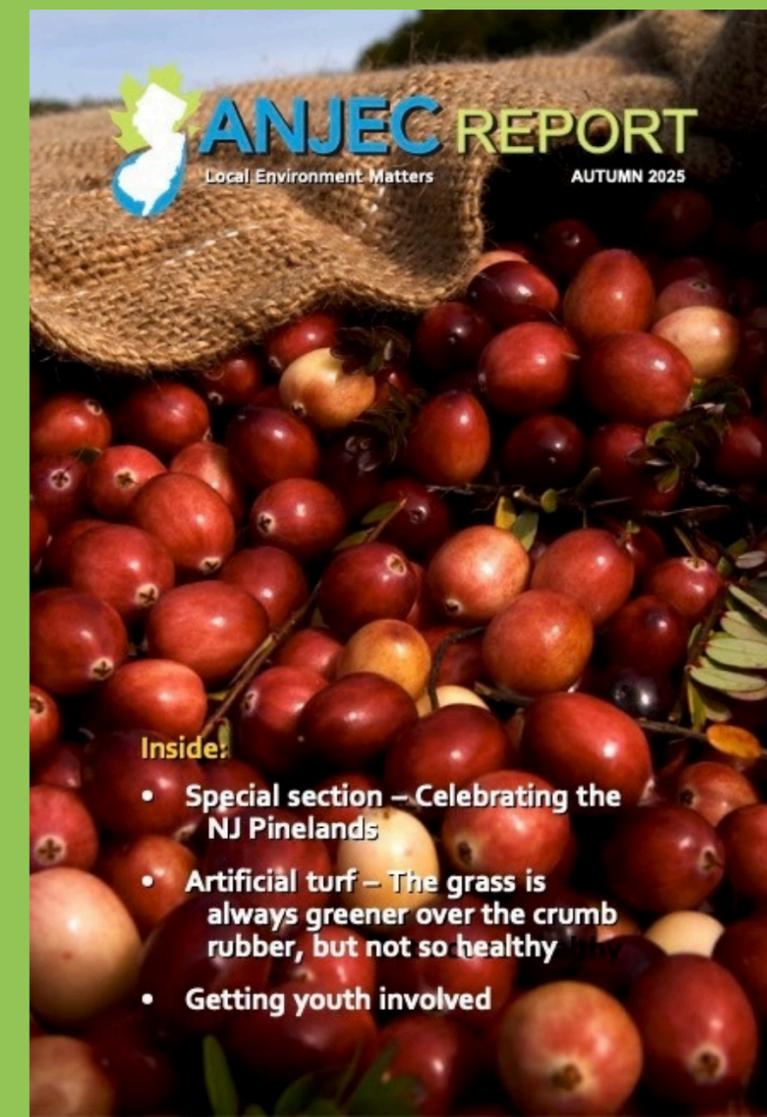




**Inside:**

- Special section – Celebrating NJ Rivers
- National Moth Week started here!
- Envirofix in '26 – Get on board!

# Check out the Resource Center at <https://anjec.org/resources-and-tools/>



**Inside:**

- Special section – Celebrating the NJ Pinelands
- Artificial turf – The grass is always greener over the crumb rubber, but not so healthy
- Getting youth involved

# Displays and Games

Available to borrow:

- EQ Energy Challenge
- Habitat Protection
- Green Infrastructure
- Plink the Plastic
- Passaic River
- Stormwater
- Climate Change Pinball
- Wheel of Knowledge (stormwater or carbon footprint)



# ANJEC INFORMATIONAL BROCHURE SERIES



## Warehouses

E-commerce has exponentially increased the demand for warehouse development. This has created a whole string of problems including increased truck traffic, toxic air pollution from diesel powered trucks, flooding caused by poor site design and more impervious cover, loss of natural habitats and farmlands. Both NJ rural and urban areas are feeling the pressure, as are overburdened communities.



## Managing Stormwater



Stormwater (SW) runoff is precipitation rain, snow, sleet) that runs off hard surfaces like pavement, sidewalks, and roofs. As a result SW carries and transports pollutants (trash, motor oil, fertilizers, pet droppings, etc) into storm drains which generally are NOT treated before draining directly to rivers, streams, and lakes.



## Reduce your Carbon Footprint

Your carbon footprint is the sum of all the byproducts that come from using fossil fuels to manufacture and move goods, build structures for homes and businesses, provide food, and travel.

Carbon dioxide, methane, nitrous oxide, and ozone, are called greenhouse gasses (GHG) because they trap heat in the atmosphere, raising the average temperature of earth.

Reducing your carbon footprint means changing how you approach and participate in activities that contribute to climate change.



## Reduce Food Waste



## WHY SHOULD YOU CARE ABOUT PLASTIC POLLUTION?

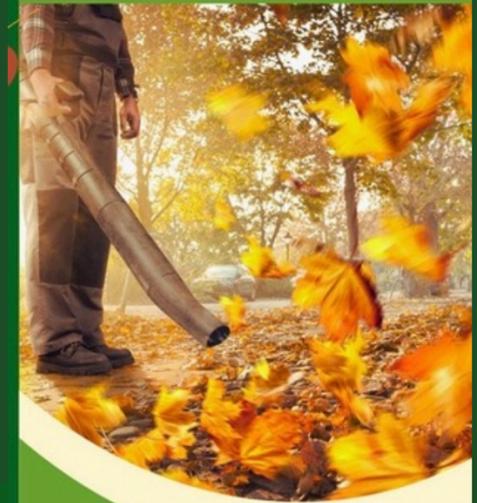
Plastic is connected to health, climate change and wildlife. Single-use plastics take an enormous amount of water, energy, and chemicals to produce and dispose, yet are only used for mere minutes and can persist in our environment for more than a millennium.



## NATIVE PLANTS



## TRANSFORM YOUR OUTDOOR SPACE USING NATIVE PLANTS



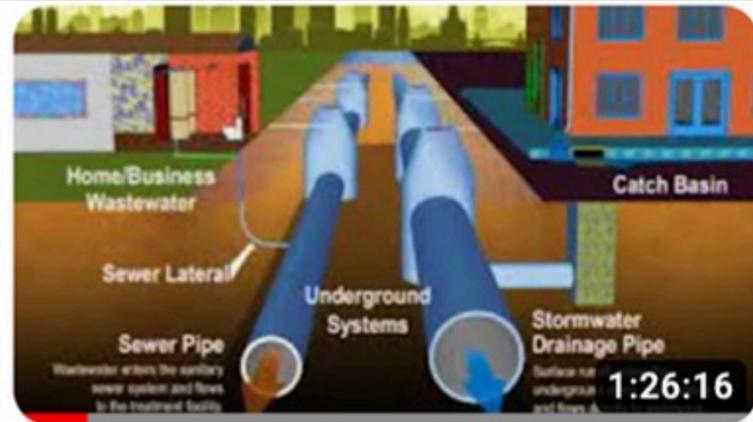
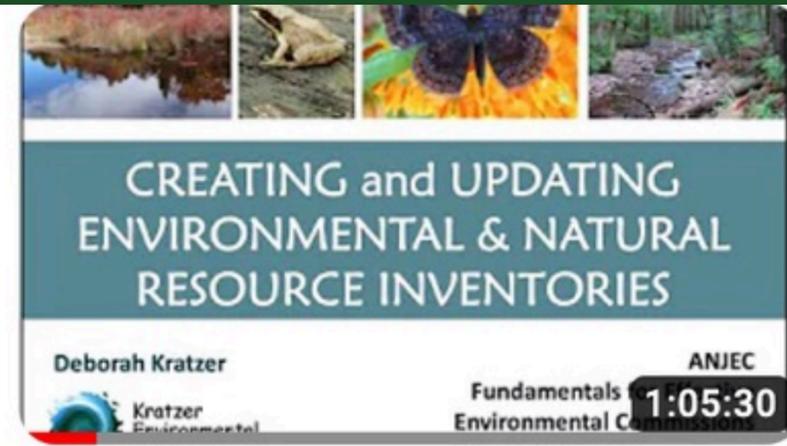
## Gas-powered Leaf Blowers

Why are they so harmful?

What can be used instead?



# ANJEC Views YouTube channel



Stormwater Utility Information Session

64 views • 6 months ago



Roundtable: Community Engagement Strategies, Supportin...

16 views • 6 months ago

2022 Fundamentals for Effective Env. Commissions-Land Use...

56 views • 10 months ago

2022 Fundamentals for Effective Env. Commissions:...

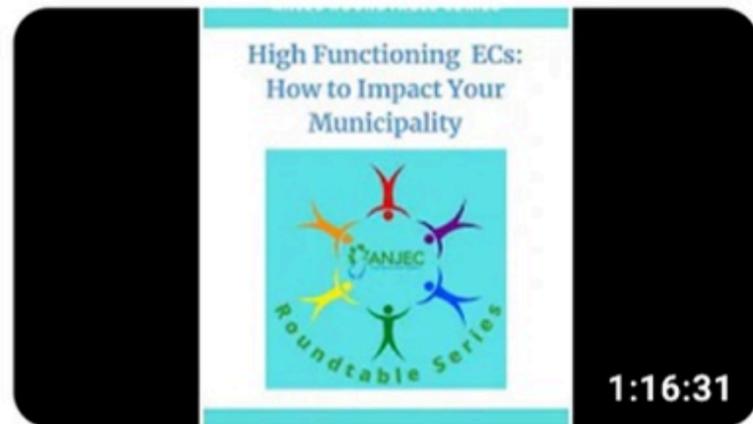
89 views • 10 months ago

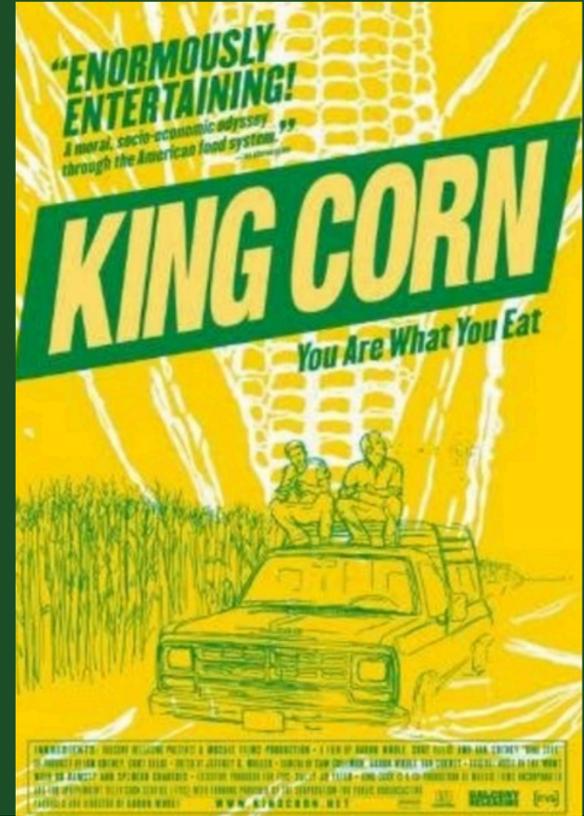
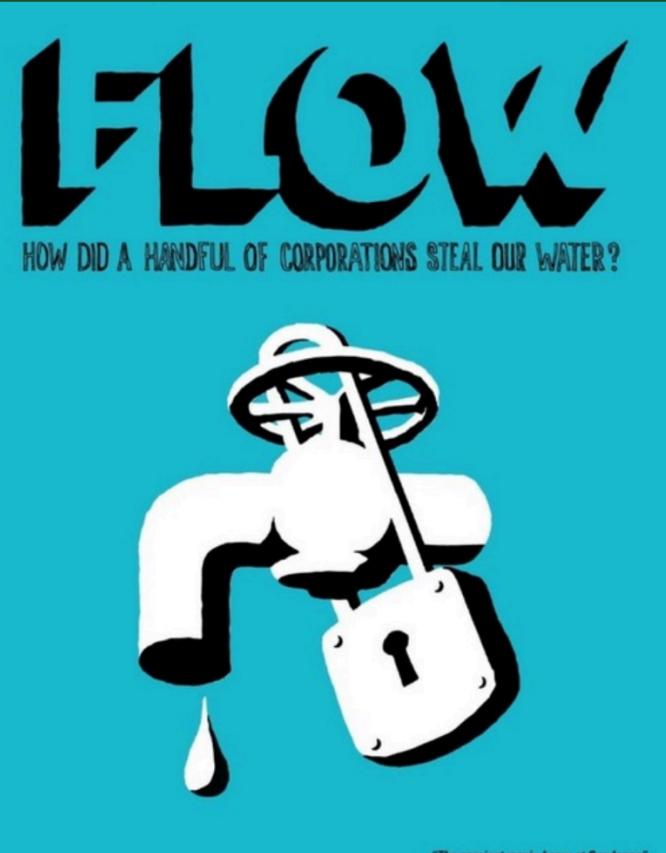


Local Planning for Climate Change, com/watch?v=9scZnHT2gFk



Essex County Environmental Commission Roundtable 11 30 21





**groundswell RISING**  
 protecting our children's air and water

POISONED WATERS



DVDs to borrow from  
**ANJEC**  
[info@anjec.org](mailto:info@anjec.org)



# Resource Papers and Manuals

- Acting Locally: Municipal Tools for Environmental Protection – 2002
- Electrifying Transportation in NJ and Your Town- 2024
- Environmental Commissioners' Handbook - 2017
- Environmental Resource Inventory - 2013
- Handbook for Public Financing of Open Space in New Jersey - 2001
- Land Use Planning in Your Community - 2024
- Municipal Environmental Commissions in New Jersey - 2001
- Municipal Options for Stormwater Management - 2011
- Municipal Techniques: Long term control plans, stream daylighting and combined sewer overflow programs – 2020
- Open Space is a Good Investment - 2014
- Open Space Plan, Charting a Course for Your Town's Green Assets – 2021
- Pathways for the Garden State - 2004
- Protecting Our Streams - 2005
- Remediating and Redeveloping Brownfields - 2021
- Sample Ordinances for Protecting Coastal Habitats - 2007
- Septic System Management for Clean Water - 2017
- Site Plan Review - 2022
- Stormwater Management for Municipalities: Green Infrastructure designs and options – 2020



# EC Goals



**What do we plan to accomplish this year?**

# Tools to Help ECs

- **EC Checklist**
- **EC Self-Assessment Tool**
- **Community Environmental Survey**
- **EC Volunteer Job Descriptions**
- **EC Volunteer Form**
- **EC Volunteer Youth Form**



*Tools can be found at <https://anjec.org/ec-assessment/>*

# ANJEC's EC Checklist

## Items to Review Annually

<https://anjec.org/wp-content/uploads/2026/01/ANJEC-EC-Checklist-2025.pdf>



ACTIVITY	PLANNED	ACCOMPLISHED	NOTES/RESOURCES
<b>ITEMS TO REVIEW ANNUALLY</b>			
Review and/or make recommendations on the stormwater ordinance			
Review and/or make recommendations on the tree ordinance			
Review other Environmental ordinances, make recommendations			
Review and make recommendations on the MS4 Permit Public Engagement			<a href="https://www.njfuture.org/wp-content/uploads/2023/09/NJF_MS4PermitPrimer.pdf">https://www.njfuture.org/wp-content/uploads/2023/09/NJF_MS4PermitPrimer.pdf</a>
Update ERI (Environmental Resource Inventory)			<a href="https://anjec.org/wp-content/uploads/2019/07/ERI-2013.pdf">https://anjec.org/wp-content/uploads/2019/07/ERI-2013.pdf</a>
Review site plans (is everyone trained?)			<a href="https://anjec.org/wp-content/uploads/2022/09/ANJEC-Site-Plan-Review-updated-6-2022.pdf">https://anjec.org/wp-content/uploads/2022/09/ANJEC-Site-Plan-Review-updated-6-2022.pdf</a>
Review municipal zoning			<a href="https://anjec.org/wp-content/uploads/2022/09/ANJEC-Site-Plan-Review-updated-6-2022.pdf">https://anjec.org/wp-content/uploads/2022/09/ANJEC-Site-Plan-Review-updated-6-2022.pdf</a>
Outreach materials – language needs			
Build on effective communication (and shared goals) with municipal officials, other committees/commissions (Open Space, Tree protection, Green Team)			
Follow ANJEC on social media -- A good way to get the most up-to-date resources and information for your projects			Facebook Instagram YouTube

# ANJEC's EC Checklist

## Items to Review Monthly

<https://anjec.org/wp-content/uploads/2026/01/ANJEC-EC-Checklist-2025.pdf>



MONTH BY MONTH TO-DO LIST			
<b>January</b>			
Committee reorganization			
Set meeting dates for the year, give info to township administrator to post on website			
Set annual goals - coordinate with local ECs, watershed organizations?			
Go before governing body and present your annual report on the EC's past year's activities (read it into the minutes)			<a href="https://anjec.org/wp-content/uploads/2019/07/EnvCommissionersHandbook-2017.pdf">https://anjec.org/wp-content/uploads/2019/07/EnvCommissionersHandbook-2017.pdf</a>
Begin spring cleanup planning			
Send updated commissioners list (with contact info) to ANJEC (info@anjec.org)			<a href="https://anjec.org/wp-content/uploads/2023/11/2024-MembershipContactListBlank.pdf">https://anjec.org/wp-content/uploads/2023/11/2024-MembershipContactListBlank.pdf</a> ANJEC accepts member contact information in alternate format, please email member lists or updates to info@anjec.org
<b>February</b>			
Begin planning Earth Day/Earth week activities			
Sign up for ANJEC Fundamentals for Effective Environmental Commissions Course (each commissioner should take this entire course at least once during their tenure)			
Request displays & games for upcoming festivals - email info@anjec.org			
<b>March</b>			
Take ANJEC Fundamentals for Effective Environmental Commissions course			

# *What are your goals?*

## Goals

- To maintain a healthy community and populations.
- To identify, protect, and preserve open space.
- To create and expand awareness of natural systems.
- To provide educational information that will increase awareness of issues and concerns.



## Goals

### ● Water and Waterways

#### Musconetcong River & Delaware River

- Promote the “Wild and Scenic” designation as a reason for using the rivers for recreation.
- Continue to participate in the Musconetcong River Management Council and Lower Delaware River Wild & Scenic Councils and give feedback to the EC.
- Promote access, responsible use and clean up.

#### Stormwater:

- Promote understanding and adoption of best practices and compliance with NJ State Mandated Tier A designation for stormwater.

### ● Wildlife & Plants

- Recognize the value of and encourage use of native plants as part of a larger ecosystem.
- Provide information about invasive plants and discourage the purchase and installation of invasives.
- Protect and promote wildlife-friendly habitats.



## ● Trails

- Promote use of Township trails.
- Support upkeep and maintenance of trails such as Holland Highlands Preserve Trail, and provide volunteer support for Milford Bluffs Trail.
- Continue placement of Birds and Trees Checklists at trail kiosks and on Holland Website.

## ● Trees

- Identify trees with signs and facilitate public learning about Township trees.
- Continue to implement activities included in the Community Forestry Plan.
- Encourage the planting, protection and care of native trees on private and public property for the benefit of the entire community.



# Community Education and Outreach

- Update the Environmental Website.
- Continue the Environmental Commission Speakers Series.
- Provide articles for Holland Happenings.
- Seek publicity in local media by issuing news releases and utilizing social media.
- Support community participation through partnerships with volunteers and agencies focused on improvements within the Township.
- Increase public knowledge about proper maintenance of septic systems.



# EC Goals What do we plan to accomplish this year?



**MANCHESTER**  
**TOWNSHIP**  
OCEAN COUNTY, NEW JERSEY

- GOAL 1: Continue working with the Manchester Green Team to achieve Sustainable Jersey Bronze or Silver Certification; participate in "Green Day" event and attempt to include it in a larger Township event; and organize a cleanup of open space; consider partnering with Pinelands Preservation Alliance.
- GOAL 2: Continue to provide timely recommendations to the Planning Board on Development Applications and Areas in Need of Redevelopment.
- GOAL 3: Improve communication and develop a relationship with the Zoning Board of Adjustment.
- GOAL 4: Continue to hold regular educational presentations on topics of public interest at our meetings.
- GOAL 5: Promote recreational use of open space in Manchester and develop a relationship with the Township's Open Space Committee.
- GOAL 6: Review and make recommendations on the Township's Master Plan.
- GOAL 7: Review and make recommendations on the Township's updated Storm water Management guidelines, and continue educating the community on the importance of Green Infrastructure.



Working to preserve and protect our precious natural resources and quality of life in all parts of the Township

## GOALS AND OBJECTIVES

### Promote Environmental Awareness and Communicate Environmental Issues to the Public

1. Continue to support the Community Gardens in Naaman Williams Park and at the Pine Grove Manor School. Support the planned new Community Garden at Catalpa Park.
2. Continue the Environmental Stewardship Awards program for outstanding environmental contributions by a citizen and a group or local business
3. Update and maintain the Environmental Commission website
4. Sponsor a "Build a Rain Barrel Workshop" by the NJ Water Supply Authority in the Spring
5. Sponsor and participate in a stream cleanup in April
6. Participate in appropriate community events
7. Publish articles in the Franklin Times on timely environmental issues
8. Serve as an advocate for expanded use of renewable energy within the Township
9. Serve as a resource for residents regarding environmental questions and issues
10. Search out opportunities to advise and encourage one or two youth oriented environmental groups
11. Maintain and update the Environmental Resource Inventory (ERI) as necessary
12. Update and reprint the the Environmental Commission flier



# Annual Report

## What should it include?

- Roster of members
- Meeting dates for the year
- List of activities and accomplishments
- Consider including goals for the coming year

# Annual Report

## Contents

- Mission Statement
- Membership
- Relationships & Partners
- Communication & Social Media Strategy
- Programs & Events
- Certifications
- Grants & Funding
- Self-Assessment & Total Volunteer Hours



SOMERVILLE  
ENVIRONMENTAL  
COMMISSION

Annual Report 2023

SOMERVILLE, NJ  
ENVIRONMENTAL COMMISSION

BOROUGH HALL  
SOMERVILLE  
SETTLED 1683 · INCORPORATED 1909



# Volunteer Hours & Goals

Total Volunteer Hours: 981  
*equivalent to \$33,177*

## Summary of Environmental Commission and Green Team Goals and Efforts

### 2023 Goals Progress

- ✓ • Submit our Sustainable Jersey application
- ✓ • Maintain a volunteer list
- ✓ • Maintain and improve our Community Garden
- ✓ • More community engagement
- ✓ • Further engagement with the Borough and Council
- C • Champion an updated Environmental Resource Inventory (\$)
- C • Update our Community Forestry Plan (\$)

### 2024 Goals

- Continued engagement with the Borough and Council
- Creation of a Budget
- Increase Tree Canopy in Borough
- Champion Green Infrastructure
- 2023 Goal Completion

# Poll Questions

**Do you have annual goals that you review together?**

**Do you share the annual report widely?**



POLL

Yes

No

Other

# Relationships build success



Town Council,  
administration,  
departments, boards,  
commissions

General public

Schools, businesses, clubs,  
organizations, watershed  
organizations/ambassadors



Adopt a Drain, BH!



Help Keep Our Town Clean!



# Creating trust



- **Seek alliances**
- **Find common ground, shared needs**
- **Be open to new ideas**
- **Pool resources**
- **Share credit liberally**
- **Demonstrate value**



***Our Expert***

***Rayna Laiosa***

***Chair***

***Hawthorne Environmental  
Commission***

***President***

***ANJEC Board of Trustees***

