



State of New Jersey  
DEPARTMENT OF STATE  
NEW JERSEY STATE PLANNING COMMISSION  
P.O. Box 820  
TRENTON, NEW JERSEY 08625-0820

PHILIP D. MURPHY  
*Governor*

THOMAS K. WRIGHT  
*Chairman*

SHEILA Y. OLIVER  
*LT. GOVERNOR*

DONNA A. RENDEIRO  
*Executive Director/Secretary*

**New Jersey State Planning Commission  
Plan Implementation Committee  
Minutes of the Meeting Held on February 17, 2021  
Zoom Video Conference**

**CALL TO ORDER**

Chairwoman Robinson called the February 17, 2021 meeting of the New Jersey Plan Implementation Committee (PIC) order at 9:35 a.m.

**OPEN PUBLIC MEETINGS ACT**

It was announced that notice of the date, time and place of the meeting had been given in accordance with the Open Public Meetings Act.

**ROLL CALL**

**Members Present**

Danielle Esser, Director of Governance, NJ Economic Development Authority  
County Commissioner Director Shanel Robinson, Chair, County Member  
Nick Angarone, Designee for Acting Commissioner Shawn LaTourette, Department of Environmental  
Sean Thompson, Designee for Lt. Governor Sheila Oliver, Department of State  
Susan Weber, Designee for Diane Gutierrez-Scaccetti, Commissioner, Department of Transportation

**Others Present through Video conference**

See Attachment A

## **PLEDGE OF ALLEGIANCE**

Chairwoman Robinson asked everyone to recite the Pledge of Allegiance.

## **APPROVAL OF MINUTES**

Chairwoman Robinson commented that the minutes for November 24<sup>th</sup>, 2020 and December 16<sup>th</sup>, 2020 will be approved on the next PIC meeting.

## **CHAIRWOMAN'S COMMENTS**

Chairwoman Robinson welcome everyone to the PIC meeting. Chairwoman Robinson referred to the Executive Director for the Director's report.

## **EXECUTIVE DIRECTOR'S REPORT**

The Executive Director spoke about items that will be coming in front of the PIC in the near future, including the PIA template, that it is being proposed to make the endorsement process moving forward more efficient. Additional items coming soon are a few updated checklists, and possibly the first endorsement may be presented to the PIC in March.

## **NEW BUSINESS**

### **Sustainable Jersey proposal presentation**

Director Rendeiro commented that the proposal was in discussion for some time, realizing the many synergies that both programs have. On the call today is the Executive Director of Sustainable Jersey, Randall Solomon and Anne Heasley who has been working along with Meghan Wren on this proposal.

Director Rendeiro commented that the goal is to help the municipalities that are participating in Sustainable Jersey to submit only one submission and work towards their credit to Plan Endorsement and Sustainable Jersey. Director Rendeiro referred the presentation to Meghan Wren. (Presentation available on the website).

Mr. Randy Solomon, Executive Director of Sustainable Jersey thanked Director Rendeiro, Meghan and the PIC members. Mr. Solomon commented that the municipalities would be very appreciative of this effort because there is a lot administrative effort to document their achievements and if we can streamline the process, the local officials will be very thankful to us for making their job go smoothly.

Mr. Solomon commented that they are committed to the effort of aligning the standards to receive more participation. Also, that part of our organizational DNA is to be cooperative with other agencies like NJDEP and NJBPU and if the agencies or OPA develop new actions, best practices, or better guidance, they are committed to make the effort to make sure to update the standards to be in performance.

Director Rendeiro commented that the proposal is a phased in approach to implement the short-term items and continually work towards the longer term, larger goals.

Chairwoman Robinson asked for any comments from the Commissioners.

Danielle Esser asked to go over the timeline for the proposal once more. Director Rendeiro commented that if the PIC agrees, the proposal will be presented to the SPC in March for their approval to move it forward. Implementing the short-term items first and as for the longer term and larger proposals, they will require more time to process including Sustainable Jersey board approvals and PIC and SPC approval.

Danielle Esser commented that the goal is to provide additional planning support benefits to the communities in New Jersey. Director Rendeiro added that the goal is to also take some of the administrative lift down from the municipalities. Also, that there will not be a change implemented until the appropriate Agency supports that change.

Danielle Esser asked if there is a need for a MOU as Sustainable Jersey. She commented that it will make more sense for State Agencies that are voluntarily collaborating with Sustainable Jersey to know programmatic specifics. Director Rendeiro and Mr. Solomon agreed to address the MOU.

Sean Thompson asked if there has been an MOU within other nonprofit organizations? Also, if there are other entities looking to execute an MOU to what is being proposed today? Director Rendeiro commented that she hasn't seen an MOU with a nonprofit entity and that she will consult with the DAG to see if it's applicable and possible. In terms of other entities, Director Rendeiro commented that she's not aware of any, other than Rutgers. The MOU could state that the SPC will ensure an agreement with the State Agency partners.

Danielle Esser asked if Sustainable Jersey is aligned with higher Education. Mr. Solomon commented that, yes, Sustainable Jersey was originally formed as a partnership with State Agencies. The SJ staff works out of the College of New Jersey. It is unlike Rutgers which is set up as an instrumentality of the State. The BPU give SJ a noncompetitive contract every year.

Mr. Solomon commented that SJ is a separate nonprofit with a board and that there is a long-term contract between the College of NJ and the nonprofit to implement the program. If an agency wants to fund SJ to work on something, they can just transfer money over to a noncompetitive within TCNJ. It will make more sense that the MOU be signed by SJ and not to TCNJ.

Director Rendeiro suggested to start by presenting a Resolution to the SPC and as one of the short-term goals, develop an MOU structure.

Nick Angarone asked Mr. Solomon if the SJ has MOU's with NJDEP and BPU? Mr. Solomon commented that there is an MOU with the Department of Education but not with BPU, only contracts that can be signed every year and nothing with NJDEP.

Commissioner Bruce Harris congratulated Meghan and Anne for a great job and expressed that since being a member of the Commission, he wanted to link the Sustainable Jersey to Plan Endorsement because his hope is to get more municipalities to endorse the State Plan or to become more familiar

with the state plan. A lot of municipalities who have been certified for a number of years still don't know much about the State Plan.

Commissioner Harris asked that if a Town is Silver Certified by SJ, how far away from PE will that town be? Also, with the idea of having a combined check list, is there a thought given to integrating the additional items that are required for PE into the tracking mechanism so that there will be one place where everyone can go to see how they are doing?

Director Rendeiro and Meghan commented that the website will be a major financial investment and that at this time is up to the planners to manually keep it updated. Mr. Solomon offered OPA staff access to their website to review the municipalities that are going through the application process with access to a very well-organized file containing all their documentation.

Nick Angarone commented that it's necessary to have access to some type of check list or an index that will help to verify if a municipality that is going through PE have all the required documentation.

Mr. Solomon commented that the State of New York bought their website and uses it for their Climate Smart Communities program which is a very extensive check list.

Meghan responded to Commissioner Harris' question about the Silver Certification, stating that it's different for each municipality in terms of arrangements of actions to make the 350 actions. Meghan offered to look more into Chatham's process.

Nick Angarone on behalf of NJDEP, expressed their support.

Chairwoman Robinson thanked Mr. Solomon, Anne Heasley and Meghan Wren for the presentation and all the hard work.

## **PUBLIC COMMENTS**

Chairwoman Robinson asked for a motion to open for public comments. Danielle Esser made the motion and was seconded by Nick Angarone. All were in favor.

With no further comments from the public, Chairwoman Robinson asked for a motion to close for public comments. Danielle Esser made the motion and was seconded by Sean Thompson. All were in favor.

Chairwoman Robinson asked to move forward with the recommendation to amend the proposal to include the exploration on the MOU within the short term.

## **ADJOURNMENT**

With no further comments from the Commission or the public, Chairwoman Robinson asked for a motion to adjourn. The motion was made by Danielle Esser and seconded by Sean Thompson. All were in favor. The meeting was adjourned at 10:35 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Donna Rendeiro". The signature is fluid and cursive, with a distinct loop at the end.

Donna Rendeiro, Secretary  
State Planning Commission

Dated: March 17, 2021

**ATTACHMENT A**

**NEW JERSEY STATE PLANNING COMMISSION  
PLAN IMPLEMENTATION COMMITTEE  
ATTENDEES**

**DATE: FEBRUARY 17, 2021    TIME: 9:35 AM**

Walter Lane – New Jersey Association of Counties  
Jonathan Sternesky – NJHMFA  
Dave DuMont – NJDEP  
Matt Baumgardner – NJDEP  
Margaret Cavanagh – NJDEP  
Soriano - Morris County, Planner Director  
Markian Borkowsky  
Randall Solomon - Exec. Director, Sustainable Jersey  
Anne Heasley - Sustainable Jersey  
Bruce Harris - SPC Commissioner  
Jason Kasler - NJPO (NJ Planning Officials)  
Rhyan Grech - Pinelands Preservation Alliance