

Task Force on the Climate Emergency

Agenda for meeting 7/12/2021, 3:30 PM.(note we now meet at 4pm)

1. Call to order: Tobin Peacock, Erin Cough, Norm Burdzell, Brian Booher, Ruth Poland, Sirohi Kumar, Kristen Murphy, Margaret Jeffery (at 4:20), Cornell (at 5:19)
2. Approval of Minutes-- Sirohi moves, all approve
3. Adoption of Agenda--Brian proposes movement to change agenda - elections will be held in August. Millard so moves, Tobin seconds, all agree
4. Public Comment. No public in attendance.
5. Regular Business
 - A. Nina St. Germain on Polco services:
 - i. Usually do 4 questions at a time. Decide on these questions with 4-5 people. Suggest we assemble a team to drill down to identify the questions on a single topic. Recycling/environmental questions and similar get a great response - people are excited to talk about these issues. Nina can vet questions for bias and put it on the platform. Can do longer surveys but get fewer responses. Look at it as a "funnel" series of questions - first with broad questions, then put out more based on the responses. Types of questions can be yes/no, percentages, grid setup (kinda like multiple choice), etc. Usually put questions out for 4 weeks. People in Town Hill tend to be more responsive/"passionate" - interesting to see that there are geographic trends in how/who responds. Turnaround time is about 2 weeks once questions are established. Freedom of Info Act (FOIA)-protected, so no names, addresses, etc. are visible, just demographic info that respondents provide.
 - B. Discussion: Tobin: we're looking for info on the tools at this point. We don't have specific questions quite yet. Sirohi: we're looking for feedback on a whole big CAP plan. I know you did a public forum on policing - what's that like vs. polco? Nina: a forum or workshop might be more appropriate for your needs. You would bring the question to the council to ask for a forum or workshop. A forum is more formal while the workshop is intended for folks to participate. It is best to define terms before the question and other info like statistics can be helpful too. Brain: What about need to keep meetings to under 3? Erin: we could just post it or assign just two of us and some outside folks to develop the questions. Sirohi: For a workshop, what's the best way to get feedback on a document? Nina: Come into the workshop attempting to look at the draft as a group and get feedback, then bring it back to your group to revise for a final draft. You can do a second workshop if you like, but sometimes you can get too much feedback. In running a workshop, things work best if you have very specific plans; questions, table facilitators, look at specific sections and ask for general feedback, then details. Are folks editing for grammar, content, etc? Really need to be clear on what feedback you're looking for. Millard: Seems like sequencing will be important - we might want to have a workshop first,

then develop questions based on the workshop feedback. Can we see past surveys on related topics? (Nina: yes) Since we're limited to 4 questions, seems like we would want to do the survey after the workshop. Nina: You could also do a "teaser" to help you frame your workshop, like, "of these options, which are you most interested in"? Norm: I see us using this on a quarterly basis. Could be a regular way to engage the community. Nina: It's a great way of reminding people that you're continuing to work and where you are in the process. It is broadcast through social media, the website and optionally as a press release. You could use money to send out flyers. You can put out surveys as frequently as you want, but recommended to do only every 4 weeks. Send any questions to Cornell and he will forward them to Nina as a subcontractor.

C. Continuing work on Climate Action Plan

- i. July 12 - supposed to do content review/ design thinking (what does wild success look like?) BUT, we do not have a projector, so it's difficult to work on the CAP unless we're doing Zoom.
- ii. Ruth: I suggest we identify dept. Heads to interview outside of our regular meeting time and develop some basic questions like, "what do you want to see in the plan? And what do you see as the biggest challenges?". I don't want to go to them with our plan yet so they feel we are authentically asking and not just looking for support for something we already developed. General agreement. Millard: let's make a list of who we want to talk with: Chief Bartlet, Chief Willis, Bethany Leavitt, Sarah Gilbert (new head of finance dept). Erin supports Norm's idea of inviting Sarah and Bethany to the CES presentation on the 26th as well. Norm: **We will need to remember to ask IT to set up Zoom conferencing for CES presentation**

D. Brainstorm Questions:

Call: Are you aware there's a climate emergency task force? (Explain what we do, our mission, etc). Give gist of Climate Action Plan and basics of the document (categories of emissions reductions we're prioritizing, etc). Could give some GHG audit info (?), just be sure not to put folks on the defensive.

- i. Are you already doing anything in your department that you want us to know about around these topics?
- ii. What would you like to see happen in your dept?
- iii. Where in your dept. Do you see the most ghg emissions?
- iv. Where do you see your department as having the best possible impact on reducing that?
- v. What concerns do you have about this work/the CAP and why? What do you see as the biggest challenges for your dept? (Financial, time, etc?)
- vi. We want to have as much impact as possible in as short a timeframe as possible with as few negative impacts as possible. What would be your short term goals and what might be your long term goals (low-hanging fruit vs. more extensive projects).
- vii. What information would you like to have in order to make these sorts of decisions? How can we help?

- viii. How/do you factor energy efficiency into your day-to-day purchases/equipment and operations?
- ix. Who else do you think we should contact?
 - E. Margaret: might need to modify some of these questions for the financial dept. Millard: \$ is such a show-stopper - would be good to ask folks to go beyond; "If money was no issue, how would you feel?".
 - F. Assignment of interviews:
 - i. Bethany Leavitt (Public Works) - Brian & Ruth
 - ii. Chief Matt Bartlet (Police & Harbor) & Chief Jim Willis (Fire) - Millard & Norm
 - iii. Sarah Gilbert (Finance) - Tobin
 - iv. Michele Gagnon (Planning) - Margaret & Kristen
 - v. Conners-Emerson (Barb Neilley) - Sirohi
 - vi. For the Future: High School (Nancy Thurlow) - Ruth
 - G. Cornell joined & said we can call folks. He will let them know at the staff meeting on Wed.
 - H. Future logistics:
 - i. Next meeting will be a 'workshop' meeting Monday, July 19th on Zoom at 4pm.
 - ii. Reminder of GHG audit presentation at Town Council meeting on July 20th.
 - *New data should be available soon.
 - I. Task Force Recommendations:
 - i. Brian: think about ideas around cost. At some point we'll need to decide as a town how much we're willing to spend to save the world. Norm: a good question for the survey would be "would you pay more to save ghg emissions"? Sirohi: We just need to remember that our goal is less emissions no matter what. Millard agrees; we have no control over money - our job is to say "you really really need to do this and how you fund it is your job".
 - ii. Millard: Report on solar ordinance: the question about lot coverage is the question we're going to have to deal with. Lot coverage is how much of the land is impervious - is it just the post or the whole panels? Some planning board members want to use the whole panel, which would effectively prevent a solar install and be inconsistent with everywhere else in Maine.
 - J. Sirohi motion to adjourn - all approve.