

CETF 3/27/23

4-5:30pm, Town Hall, Council Chambers

1. Call to order: 4:09PM
2. Attendance: Jen Crandall, Tobin Peacock, Brian Booher, Margaret Jeffrey (had to leave at 4:50PM), Norm Burdzel (Anna Burdzel)
3. Approval of Minutes from [3/13/23](#) (Vote): Margaret moves to approve minutes, Norm seconds. All approve.
4. Adoption of Agenda (Vote): Brian moves that we accept agenda as presented. Margaret seconds. All in favor.
5. Public Comment: none at this time
6. Quick Updates? Anna Burdzel is here to update us about the EV show.
7. Regular Business
 - A. Town Project updates
 - i. Higgins Pit progress?
 - ii. ICLEI progress; where are we right now with data entry? Do we want to hire a contractor? Brian: connecting with ICLEI but not getting an email back to add new accounts. Key points about the process: they recommend a ghg audit done to internationally recognized standards for comparisons. We are focusing on municipal emissions. How do you look at everything in a municipal operation and decide what to count toward the ghg audit? What do we have operational responsibility or financial responsibility for? ICLEI recommends operation responsibility. We want to go back a couple of years worth of data to get a baseline. What is that date? That is the question. Margaret: could we just go back a year, and then add another previous year if we have time? Brian: not sure if you can do that. Baseline year needs to be a typical year. Pandemic years are not typical years. Jen: What about the data that Spencer started with? It is a few years old now. Tobin: or what about figure out a date when data is available? Is there a date that we can't get info for? Norm: Finding old data may be difficult. The year before the pandemic would be easy. Anything previous to now is going to be useful. Brian: The other piece is what to gather. We have been missing some pieces. Does the Town rent space from anyone/anyplace? If we rented space but have operational responsibility then we have to count it. Primarily focus on scope one and scope 2 emissions. Should count all emissions not just CO2, like methane and NO2 (the sewer plant would be a culprit). Heat pump refrigerants are also a source, and automobiles which put out more than just CO2. Jen: seems picayune. Norm: This is going to be difficult to gather for former years. Brian: We should also enter data on a calendar year rather than fiscal year schedule. Other things: street lights. If you purchase RECs to offset ghg emissions, do not subtract those when you figure your emissions so that you have an accurate reading. All of this info is from an ICLEI doc that was written in 2010. They also recommend we include solid waste.

They also give information on how to estimate numbers if actual data is not available. Tobin: went on website of Dept of Transportation Statistics that will give approximations of emissions from various classes of vehicles. Tobin: this is a lot of data gathering. Brian, are you up for this? Should we hire someone to help you? Brian: hard to know right now until we start to dig in. It might be good to hire someone to dig up the data sources for the inputs that are not available electronically. Brian: next steps-get ahold of ICLEI and get the other accounts set up and ask them to prioritize what data we really need. Then get in touch with Bethany for how some of the operations work like our wastewater systems. Norm: there are students who need community service hours/volunteer hours from the high school. Perhaps there is someone from the high school who could help out. **Ruth**, is there anyone from the ECO Team who has the chops to do this?

- iii. Review CAP Gantt chart and where we are at currently...Tobin forwarded the chart. He and Ruth will catch up with Town folks to see what we can do to help.
- iv. CAP 2.0 Outreach events (?)
- v. Discuss how we might educate staff and committees around “sustainability” and ID metrics to measure “success”...
- vi. Other?

B. Budget process updates-

- i. March 21st - Public Hearing update? Margaret was not able to attend due to a Covid scare and a schedule rearrange. Tobin will ask Val if there was anything of concern and if we should follow up with anything or anyone.
- ii. June Op-Ed?

C. Upcoming Events:

- i. April: Earth day 11-4 on Sat April 22 at COA. Needs for outreach documents? Trifold poster? Kaitlyn will reach out for whatever info she needs for the posters.
- ii. Drive EV updates: Anna- we have the church/Reel Pizza parking lots will be available. April 29, 2023, 10am-2pm. Norm has the ad updated and sent out. Anna’s email is the official email that will receive the registrations. We will reach out to have e-bikes, would like to invite the school’s e-bus (**Jen**-please ask, even if it could be left there), possibly the GEM vehicles. Seal Cove auto museum. We need a sponsor for water and will reach out to Hannaford. There is space for the audio equipment. It would be great if Reel Pizza is open for concessions. What about the ice cream truck from Darlings? Will reach out to Efficiency Maine to table about rebates, and all the vehicle dealers. The Town’s EV will be there. What about ACTT? Anna will make signage. Getting the info on the public sites will be important. Tobin will not be here that day but Val will drive their EV down. Spread the word to anyone with an EV to come. Also anyone with a plug in hybrid.

- D. Other Topics
 - i. Electrical supply contracts for schools-Sarah was going to look into this.
- 8. Closing-
 - A. Review & assign “to do” list.
 - B. Public Comment?
- 9. Adjournment: Margaret moves that we adjourn, Norm seconds. All in favor at 4:50 the meeting officially ends due to a lack of a quorum. We will continue to discuss upcoming events. Items in italics were not addressed.

“To Do” List:

- Ideas for where to put the extra gel batteries from GEM vehicles?
- Planning a public “Listening Session” on CAP 2.0 with ACTT?
 - ‘World Cafe’ table during Comp Plan session later this year?
 - We should all plan on participating in these.

____Sustainability Metric