

CETF 2/27/23

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

1. Call to order: 4:05PM
2. Attendance: Ruth Poland, Linneah Goh, Jen Crandall, Norm Burdzell, Joe Minutolo, Brian Booher, Kaitlyn Burke, Margaret Jeffrey.
3. Approval of Minutes from [2/13/23](#) (Vote): Kaitlyn moves to approve the minutes, Norm seconds. All approve.
4. Adoption of Agenda (Vote): Ruth moves that we add a discussion of the Regional Comp Transportation Action Plan , Brian seconds. All approve. Brian moves that we adopt the agenda as amended. Norm seconds. All approve.
5. Public Comment : Sarah– nice showing at the Council Meeting in support of the Budget.
6. Quick Updates? Warrant Committee meets tonight and then with the Council tomorrow night. It might be important to have someone from the task force attend that meeting. Joe: was glad to see that council members were in support of keeping the position of Sustainability Coordinator. But that could all change with the public vote. Kaitlyn is willing to attend the meeting tomorrow night and will report back. Michelle suggests someone attend tonight's meeting as well. Margaret will try to attend. Public comment open tonight but not tomorrow night.
7. Regular Business
 - A. Budget process updates– Council supportive of the Sustainability Coordinator position as well as the Housing person in the planning department. Jen: is there any other opportunity to influence the budget vote? Ruth: an Op Ed at least 2 weeks before the Town Meeting in June. Brian asks if the SC position gets cut, will the Town hire someone for the remainder of the contract? Sarah: Yes, either hire a person for the position or a contractor.
 - B. Review Laura's [project list](#) to recommend priorities for town staff to continue with, think about timelines and make delegation suggestions: Michelle: There are 30 tasks that were identified, but some can be removed because they are already done, being done or just part of the job— starting from the bottom→ cut items 30, 29, 28, 27, 26, 25 (23 and 24 comp plan and BH analysis will be done by Michelle). Those aren't tasks but part of the job. Ruth: let's go through the list and name the priorities and recommend who will do what and when. **Higgins Pit** project is under control by the planning dept. Sarah, Bethany and Chris Byers (facilitated the Gilbert Farm Rd project) met over Zoom for an hour. They will be in touch with Sundog Solar to get some questions answered. The plan was never brought to the planning dept for review and there are some problems with the plan and SDS is behind schedule in terms of permits etc. Norm: Sarah, if you need help with making sure the financials make sense, reach out to CES. The town has an agreement with them and they are experts on cost analysis. **Priority: CAP 2.0.** We left off needing public input. Ruth will ask ACTT if they have funding to help with outreach. Michelle wants a sustainability metric/rubric that every Town decision can be judged against. (Engagement, buy-in) The task force can help by increasing awareness of sustainability issues and get more public engagement. **CRP Grant and partnership:** must be continued. Sarah will be meeting with Johanna Blackman to keep this ball rolling. Who will do the reporting on the grant? DOT

Vulnerability Assessment: might be a good idea to talk with Bethany about this. Ruth will get more info. The Safe Streets for All is a grant that was applied for in May. EPA SWIFR grant: Sarah and Bethany applied for it and are waiting to hear back. EPR for Packaging: not a priority for the staff at this time. Compost: Bethany is on it. Solid Waste stream: Bethany is on it. Municipal Review Committee: Bethany is on it and we can't do anything about it. **Pellet Boiler**: Norm will contact Bethany if she needs any help. YMCA soil assessment: planning dept does on-going assessments. **C-E School**: We can serve as advisory group. Norm and Brian are available as resources for Eric Hann. Energy Transition Initiative: on hold; Fleet Electrification Planning: already a policy with the town. We can be advisors but it is on-going in the budget. **PD for EVChargers**: priority, we assume someone is on it. **GHG Audit**: yes to ICLEE and no to Brightly. Brian waiting to meet with Sarah. Facility Energy Auditing: we believe is a priority but it needs to be done by a SC. Electrification: **New CRP grant for building electrification**—priority. Also keep working on the items that the staff is already doing like the Comp plan etc. Ruth moves that we make these recommendations to Town staff. Margaret says we should include the fleet electrification as a policy that we support. Especially since a new Police cruiser is on the budget. Brian moves that we recommend that the staff continue Higgins Pit, Elec manag and contracting, Municipal building elec project, ghg auditing, PD EV charger, fleet elec planning, solid waste management , community wide composting , SWIFER grant, maintaining CPR partnership the first CRP grant, comp plan, BH analysis. Linneah seconds. All in favor.

C. Other Topics

- i. Pedestrian and bike ways
- ii. Waste management & compost
- iii. Electrical supply contracts for schools -

D. Upcoming Events:

- i. April: Earth Day, – we need to decide if we are going to be involved. Linneah: Earth day 11-4 on Sat April 22 at COA. Does the task force want to participate and do what? She needs to know before the end of the term in 3 weeks. We could have a table with info. Kaitlyn will help out with that.
- ii. Drive EV: Need a date, a venue etc. Brian and Norm will work on this, perhaps at the ball field. Joe: can bring a few e-bikes. Saturday, April 29 tentatively. Or April 30 to go with the movie at Reel Pizza?

8. Closing—

- A. Review & assign “to do” list.
- B. Public Comment?

9. Adjournment: Brian moves that we maintain twice a month meetings. Ruth seconds. All in favor. Next meeting on March 13th. Jen moves to adjourn, Margaret seconds. All in favor. 5:40PM.

“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