

Location: Virtual (via Zoom)

Participants:

- Members Present: Debbie Bentley (chair), Christina Christodoulopoulos, Joeth Barlas, Launa Zimmaro, Eric Balles, Bob Zogg, Glenn Reed
- Members Absent: Dan Cook
- Non-Members Present: Ryan McLane (Town Administrator), Susan Lavigne Thomas (Sustainability Coordinator), Alan Lewis, Kath Hardcastle
- Non-Members Absent: Barney Arnold (liaison from Select Board)

Summary of Action Items:

<i>Description</i>	<i>Resp.</i>
Follow up on EV charging rate	TBD
Follow up with MassEnergize to set up 15 minute meeting with ESC	Launa
Next round of edits on Master Plan tracking spreadsheet	Eric w/assistance from Debbie and Sue
Joeth will move forward on development of ESC webpage. She will compile and collate content and feedback.	Joeth
Joeth will make edits to Introductory text and circulate a 4 th version for feedback	Joeth
Joeth will proof Debbie’s meeting presentation prior to it being formally included with this meeting’s minutes	Joeth

Chair Debbie used visual aids to guide meeting facilitation (see attached).

1. Call to Order and Public Input

- a. Debbie called meeting to order at 4:30
- b. Public Input: None provided

2. Discussion with Ryan McLane and FinCom Submission [Agenda order revised to accommodate Ryan’s availability]

- a. Working to coordinate Town’s land use efforts
 - i. Allow for all decisions to be considered through relevant Town land use “layers” including ConsCom, BOH, ESC, SB initiatives, Master Plan, etc.
 - ii. Delays occur when Committee/Board is seeing it for the first time.
 1. Trying to get land use departments better coordinated.
 - iii. Sustainability needs additional attention per the Master Plan and discussions with town officials.
- b. ESC will need additional resources, i.e., maintaining Sustainability position.
 - i. Ryan: How do we make sustainability effort successful?
 - ii. Bob: What would constitute success of Sustainability position?

- iii. Ryan: Permanency of the Sustainability position is key. On par with other staff, though not all parties agree due to resource constraints.
 - iv. Conversation with the Select Board (SB). What are the goals? Who does what? Acknowledge the ESC workplan, but not all of it can be completed by this June and probably not by June of 2024. Need for SB input to prioritize goals.
 - v. Where does this position nest within our land use “department”? What does this Committee want in terms of staff support? Support can also come from other departments which may reduce staff demands.
 - vi. Launa: Question re: viewing ESC as “another layer” vs. having all departments charged with considering climate change impacts of their efforts.
 - vii. Ryan: Agreed. Yes, each department needs to consider land use implications, but there needs to be coordination through a land use/town planner position, but this is often difficult in small towns where much of the work is done by volunteers where there is no such land use coordination. Though most of our needs will need to be residential-focused to meet our goals.
- c. Debbie: How do we influence policy and plug into what’s going on in Town Hall? What types of policies need to change? How do we do this w/o stepping on toes in Town Hall?
- i. Ryan: Used Greenough Barn as an illustrative example. An SB priority is for it to come down for public safety concerns. It is a liability. Would like to address sustainability concerns, but they can’t delay the SB’s principal focus. Need to be forward-looking in how these new policies are applied. Moving forward, these considerations need to be established to inform future planning and procurement efforts.
 - ii. Debbie: Is there a list for us to consider? How do we avoid playing catch-up?
 - iii. Ryan: We need to get ahead of these opportunities. Need to have a tool so that sustainability can be better integrated into capital planning and procurement. Probably need to forget about “tomorrow stuff”. Mostly talking about FY 2025 and beyond. Looking to develop an integrated, townwide 10-year capital plan.
 - iv. Susan: Need to integrate assorted state directives and guidelines, e.g., building standards, grant funding requirements, and related best practices. Then need to embed these so that they are not add-ons; they are “part of doing business”. Susan is trying to develop this list so that we “don’t miss the boat”.
 - v. Ryan: We need tools to ensure that sustainability is a consideration in capital planning; otherwise, the cheapest option will be the default.
 - vi. Bob: Sustainability should be part of department considerations and decision making independent of the ESC. Sustainability is not just an ESC goal; it should be a Town goal.
 - vii. Launa: I concur with Bob’s characterization. “Needs to become part of the fabric.” Do we need to work directly with other Committees?
 - viii. Ryan: I’m on board. How do we make the process easier and better integrate these considerations? We should be “an initial filter”.
 - ix. Launa: But we have near-term goals that we’d like to meet.

- x. Ryan: A challenge every time we add a layer. Need to find ways to better integrate our considerations upfront.
 - xi. Launa: Ryan: You've spoken to FY 2025. How do we meet our 2024 goals?
 - xii. Ryan: We can meet some of them, but we can't fully address everything right up front. Need to loop in Julie, our Town Planner. She already works a lot with Susan Thomas.
 - xiii. Debbie: We need to give the Departments the tools they need to consider sustainability.
- d. Debbie (after Ryan left for FinCom meeting): Any further thoughts or feedback?
- i. Bob: Ryan is being reasonable. We'll need to ramp up and deal with the cultural changes. Very impressed by Ryan.
 - ii. Debbie: We need to bring in policy without hitting resistance. It will be difficult bringing everyone on board.
- e. FinCom submission
- i. Debbie: Any further comments before Debbie and Bob make FinCom presentation?
 - ii. Bob: Does anyone have any insights as to how decisions are ultimately made, particularly related to Sustainability staff we had recommended? Does public have an opportunity for input on the need for a Sustainability Director?
 - iii. Debbie: Believes that Ryan is trying to make the case for us with FinCom so that it won't be as much a shock as our first request for staffing.
 - iv. Bob: Cited Mosquito article that noted that the funding for this position was removed by Town Hall staff. Not sure exactly what that means.
 - v. Debbie: At one point Ryan was trying to fund this position through ARPA, but don't know the current status of that. Version F is the most recent version of our budget.
- f. Vote on Motion to approve Version F of FinCom Budget submission.
- i. Motion: Eric moved to approve Version F of our FinCom Budget submission
 - ii. Seconded: Bob seconded
 - iii. In Favor: All
 - iv. Against: None
 - v. Abstain: None

3. Minutes Approval

- a. Joeth proposed the following amendment to the draft minutes for the 12/19/2022 meeting: "Clark Farm" is not plural.
- b. Launa moved to approve the 12/19/2022 minutes, as amended by Joeth.
- c. Christiana seconded the motion. There was no further discussion.
- d. Vote on 12/19/2022 minutes:
 - i. In favor: All except Glenn
 - ii. Opposed: None
 - iii. Abstained: Glenn
 - iv. The 12/19/2022 minutes were approved, as amended.

4. Updates

- a. We have \$600 for Sustainability Day from Carlisle Cultural Council.
- b. Debbie sent synopsis of ARPA meeting. Debbie needs to present ARPA request to joint SB/ARPA meeting on 1/31 for us to get possible ARPA funding which SB would need to approve.
- c. Debbie and Eric attended the end of the recent MCAN meeting.
 - i. Debbie: Most important takeaway was MCAN's efforts to include embodied carbon in the next round of building codes. Would be pursued through legislation. MCAN has three pieces of legislation it's working on.
- d. Christiana has met with Land Stewardship, Garden Club, Trails Committee, and others per her report regarding RTSD.
- e. Upcoming FinCom meeting.
- f. Debbie will update SharePoint but hasn't had time to fully do so.
- g. Debbie: Susan needs help with COAHS meeting presentation.
 - i. Susan: Actually, just would like to offer ESC involvement. Doesn't need any direct assistance. COAHS is interested in incentives available to reduce carbon footprint at home.
 - ii. Launa: I'd be interested.
 - iii. Susan: It's in-person on February 28th
- h. EV charging costs
 - i. Not sure exactly who to follow up with to resolve. Bill Rizzo and one of the facility managers? Needs to be resolved with Town Hall.
- i. Vehicle inventory: Sue is working on this.
- j. Community Choice aggregation (CCA): Town buys electricity as a group and residences can purchase electricity cheaper. It is an opt-out program.
 - i. Bob: In addition to cheaper electricity, the other goal of the CCA effort is to offer greener electricity.
 - ii. Our least-green CCA offer is 15 percentage points more than state minimum.
 - iii. Bob, Susan and Glenn are working as a separate working group directly under Administrator McLane
 - iv. Launa: We have three offers that differ in green content, correct? Most residents don't choose the greenest option. Should it be a goal of ESC to increase participation in 100% Class 1 RECS option?
 - v. Bob: Yes, we have three green options and we should expect that we would have three similar options from our next procurement.

5. Master Plan Submission

- a. Master Plan Tracking Excel Spreadsheet
 - i. Debbie: Due Friday 1/20 to SB.
 - ii. Need to review all assignments to ensure that they are relevant and have been properly assigned. And are there other items that we should have ownership of? And what are our resource commitments?
 - iii. Looking for volunteer to fill in spreadsheet. Debbie didn't have enough time to complete it.

- iv. Eric: I'll work on it if someone else helps out
 - 1. Debbie and Susan will assist
- v. Debbie: It's a first run and it won't be perfect.

6. Community Dashboards

a. MassEnergize

- i. Launa: Two conversations. Initially spoke to Brad. Also then met with Brad Hubbard-Nelson of MassEnergize and the new MassEnergize Executive Director Nathan Scott on 1/3. Looking to sign up communities to offer support to help them meet their sustainability goals.
- ii. Do we want to work with them? Launa suggested that we meet with them.
- iii. Brad and Nathan have said that getting folks to show up has been a challenge.
- iv. Monthly Community Practice meetings to share information.
- v. Launa: Doesn't see anything unique, but it's a home grown effort. Doesn't think there is a newsletter. She is interested in seeing push out not just push in.
 - 1. They can help us set it up, but we will need internal resources to maintain it.
- vi. Bob: Knows a couple of the Board members/players, but it not that familiar with the offer. Likes the idea of the platform that multiple communities can use.
- vii. Launa: Can track actions from individuals, but not seeing a lot of buy-in.
 - 1. \$1000 to set up and a \$450 annual fee.
- viii. Eric: Would save us effort to develop the platform. But has concerns re: getting people to track actions. A big lift for people to do. Don't think we can accurately track actions from a household perspective.
 - 1. Launa: seeing single digits for participation in some towns.
- ix. Christiana: Can we use it to track municipal level efforts?
 - 1. Sue: Not that easy to do.
- x. Glenn: Some concern with accuracy and consistency of content and the statements being made about the impact of the actions being taken.
- xi. Launa: Can we use it as a means to share information rather than focus on tracking individual actions? What are the alternatives?
- xii. Debbie: Likes local content, but is also concerned about having households tracking their efforts.
- xiii. Bob: Not the type of thing I'd respond to. Is this mostly an easier way for us to build our website? Does this website have other components that we'd want to incorporate into our website?
- xiv. Joeth: Concerned about costs given that we can't get tracked results.
- xv. Launa: Is tracking individual actions the primary reason we want a website? What is it that we want from our website?
 - 1. Joeth: Concord is claiming very high participation.
- xvi. Debbie: The tracking may be less critical.
- xvii. Joeth: Having someone do a presentation would be a good idea.
 - 1. Eric was in favor of the idea.

- xviii. Debbie asked for a sense of the Committee re: having MassEnergize come and present to us.
 - 1. There was agreement that this would be appropriate.
- xix. Launa: Before anyone comes in, we need to have a clear idea as to what we want from our website.
 - 1. Eric: But we don't need to fully communicate our needs with them prior to their presentation.
 - a. Launa: Agreed
 - b. Bob: Yes, but we should be open to what they have to offer.
 - 2. Launa will follow up with MassEnergize.

7. Webpage and Monthly Subjects

- a. Debbie screen shared (see below) and discussed proposed tab structure. If people agree to the structure, Joeth will begin to fill out content. Any disagreement? None stated
 - i. In response to a question from Joeth, Debbie clarified that residential "grants" referred to incentives such as those from Mass Save.
 - ii. Christiana expressed some concern with the content listed under the tab headings.
 - 1. Are we voting on the headings?
 - iii. Bob: We should also look to other communities' webpages to inform our structure and content. Don't need to start from scratch.
 - iv. Debbie: We need a website/webpage with RTSD looming. Who is going to move this forward?
 - v. Joeth raised questions.
 - 1. Asked for clarification for what we mean by a "home" page.
 - a. Launa: call it residential.
 - 2. What to use for intro text. Debbie: We can reuse intro text.
 - vi. Debbie: We can reuse much of the "silent" Energy Task Force web content. It was never launched.
 - 1. Will resend link. Joeth wasn't certain where this content was.
 - vii. Joeth: What else should be covered?
 - viii. Christina: Can we add new pages/content fairly easily?
 - 1. Joeth/Debbie: Yes
 - ix. Joeth: What will be our approval process? Joeth will try to collate feedback – which should go directly to Joeth – and then the compiled product can be subject to initial ESC approval vote.
 - 1. Debbie, Joeth and Christiana have talked to the Garden Club about their participation in Route to Sustainability Day.
 - x. Joeth: Debbie has created Gmail account for people to respond/reply to website.
 - 1. Debbie: Its's esc.carlislema@gmail.com
 - xi. Who will respond to emails?
 - 1. Debbie can share password. It's been easier to set up webpage with Gmail account
 - 2. This will be a temporary address.

3. Group was OK with Joeth moving forward

8. Introductory Text

- a. Launa: Is this intro for the Town webpage or for the work plan?
 - i. This is for the Town webpage, though previous minutes said workplan
- b. Three versions have been circulated.
 - i. Some initial questions/confusion re: which version is which?
 1. Tied to the order in which they are presented in the email.
 - ii. Joeth likes the third version. She wants to revise the second paragraph and then send it out a revised 4th version for approval.
 1. Bob: Questioned the inclusion of “food systems” given that food systems are not mentioned in our charter or the Master Plan. “Agriculture” was deemed acceptable.
 2. Glenn: Change “the state” to “Massachusetts”.

9. Route to Sustainability Day

- a. Limited time before Debbie and Bob need to leave to attend FinCom meeting. Need to move on to vote on RTSD logo which Debbie presented.
 - i. The logo was well received by the Committee
- b. Tabling outreach for a future meeting.
- c. Confirmed that Alan Lewis was not going to present today.
- d. Christiana moved to approve the RTSD logo as presented by Debbie.
- e. Joeth seconded the motion. There was no further discussion.
- f. Vote on RSTD logo:
 - i. In favor: All
 - ii. Opposed: None
 - iii. Abstained: None
 - iv. The logo was approved, as presented.

[Christina took over responsibility for chairing the meeting as Debbie and Bob prepared to leave for the FinCom meeting]

- g. Christina: Should vendors be allowed at RTSD?
 - i. Launa: Typically see vendors at these type of events. Joeth concurred.
 - ii. Christina: We’re OK with vendors as long as the primary goal is to share information.
 - iii. Group was OK, though no formal vote was taken

[Debbie and Bob left for FinCom meeting]

[Launa had to leave at this point]

- h. Christiana: What are we going to do if it rains:
 - i. Move inside or reschedule? Don’t need to decide now
 1. Eric: Rain dates are hard to deal with as others have already planned. We should try to run it on the scheduled day.

10. New Business

- a. None

11. Public Input

- a. None

Next Meeting: 1/26 at 4:30

Adjournment: Eric moved to adjourn. Glenn seconded. Christiana adjourned the meeting at 4:35

- a. Joeth will clean up Debbie's presentation prior to it being included in the minutes
- b. Sue: Recording won't be posted until late tonight

Minutes:

- Minutes prepared and submitted by Glenn Reed
- Minutes approved by the CESC on January 12, 2023

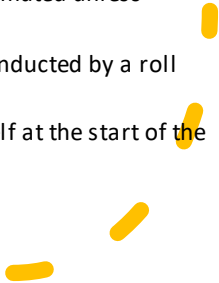
Attachments:

- Meeting presentation

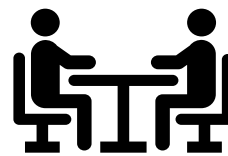


12th January 2023 Meeting:4.30-6.00pm

- I am Debbie Bentley chair of the Environmental Sustainability Committee and I call this meeting to order.
- This committee meeting is convening by Zoom as posted on the Town’s website identifying how the public may join.
- Committee Members present remotely are Christina Christodoulou, Bob Zogg, and Launa Zimmario, Eric Balles and, Joeth Barlas, Glenn Reed,
- Dan Cook and Barney Arnold (Select Board) are absent.
- Staff member, Sue Thomas, is also present remotely.
- This meeting is being recorded, so be aware that other participants may be able to hear you and anything that you broadcast may be captured by the recording. All audience members should keep their microphones muted unless recognized by the chair.
- Each vote taken in this meeting will be conducted by a roll call vote.
- Audience members please identify yourself at the start of the meeting for the minute taker.



PUBLIC COMMENT



The Agenda is full today and we will have to move diligently through the agenda to finish on time. If you would like to comment on the please use the chat function and we will review this at the end of the meeting.



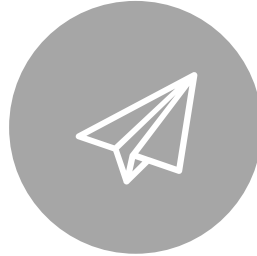
Agenda Running Order.

1	Ryan McLane and FinCom Submission	4.30-4.55pm
2	Minutes 12/19/22	4.55-5.00 pm
3	Updates	5.00-5.05pm
4	Master Plan Submission	5.05-5.10pm
5	Community Dashboards	5.10-5-15pm
6	Webpage and monthly subjects	5.15-5.30pm
7	Route to Sustainability Day and Outreach	5.30-5.45pm
8	Public Input	5.45-5.55pm

TOWN ADMINISTRATION ISSUES



MEETING WITH RYAN MCLANE



FINCOM SUBMISSION

Any points to raise
Before we meet FinCom

19th December 2022 Minutes

- Motion to Approve
- Second
- Any Discussion
- Vote
- Bob to issue approved minutes to the Town Clerk.



Vote to request the Select Board appoint Kath Hathaway to the ESC.

UPDATES

ROUTE TO SUSTAINABILITY DAY:

Cultural Council has awarded the committee \$600 towards the day ARPA meeting- Update from Christina.- Select Board 31st January?

MEETING WITH COMMITTEES

MCAN-Debbie. Eric
 Garden Club.
 Land Stewardship
 Transfer Station Action Committee next week
 FinCom 12th January at 6pm

GREENOUGH BARN: See updates in SharePoint file. Sue to update on Land Meeting on Wednesday.

COAHS : Sue presenting in February. Committee member needed for that presentation too.

EV CHARGING COSTS: Still needs to be resolved.

VEHICLE INVATORY: Sue is preparing so we can help Ryan with a plan for transitioning to EVs

CCA: Bob, Glenn and Sue have formed a working group for the new contract.

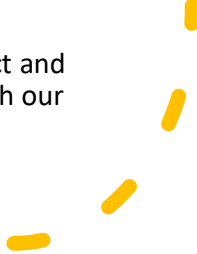
SPECIALIZED STRETCH CODE voted for in Brookline and Watertown.

SHAREPOINT UPDATES

FOLDER	UPDFATE
DECONSTRUCTING GREENOUGH BARN:	Additional correspondence updated in file.
POLICY	ConsCom existing policy. Stretch Code PowerPoint with voiceover. What don't you comprehend: Feedback required.
TRANSPORTATION	Hanscom <i>Environmental Status & Planning Report</i> Public consultation late 2022
FINCOM	Submission uploaded to FinCom folder
MACIC	Climate resilience report
WORK PLAN	Master Plan schedule uploaded
CCA	Info uploaded into SharePoint.



MASTER PLAN TRACKING

- Yellow highlights are ESC remit.
 - Please review the assignments and make suggestions to include:
 1. The relevance of the item assigned to ESC
 2. Items not assigned to ESC that you feel ownership for
 3. Resources needed to take on these recommendations
 4. Potential obstacles
 5. Success stories or work completed!
 - Need someone to offer to correct and complete the tracking in line with our workplan.
- 

COMMUNITY DASHBOARDS

Launa to Update:

- Discussion on What are the pros and cons of:

Behavior Tracking Dashboard

- MassEnergize:
- Could the monthly talking points remind people to update their dashboard?

Advocacy Dashboard

- Climate Change Makers

Next steps?

WEB PAGE:

Tabs	Home	Mobility	Municipal	Get involved	News and Events
Content	Home Grants Utilities Garden Diet	Walking E bikes EV's & charging. Public Transport	Buildings Vehicles Land Use School	ESC Sign up for RTSD.	Monthly talking points/ Newsletter. Route to Sustainability Day List of sustainable achievements thus far.

Vote on this layout

1. We need content.
Please offer to write text or review the Sustainable Carlisle text and revise.
2. Send text to Joeth, who will review it and send it the Aubrey.
3. If you have photos or drawings to illustrate an item, add this link/ jpeg.

[VOTE ON INTRODUCTION ON TOWN WEB PAGE](#)

OUTREACH



MONTHLY TALKING POINTS

See attached sheet

We need people to write articles/ content.

Vote to run with this



TOWN NEWSLETTER

Aubrey needs content Tomorrow.



[COAHS NEWSLETTER](#)

Someone to write press release needed For RTSD by mid Feb.

Christina will update on the progress



New Logo without the chimney on the house.



New Business

Any Public input?

ESC meeting January
26th at 4.30pm.

