

Location : Virtual (via Zoom)

Participants :

- Members Present: Debbie Bentley (chair) (DB), Bob Zogg, Eric Balles, Christina Christodouloupoulos (CC), Joeth Barlas, Kath Hardcastle, Dave Boettcher, Launa Zimmario
- Members Absent: Dan Cook, Glenn Reed
- Non-Members Present: Sue Thomas, Barney Arnold, Sara Dunleavy

Summary of Action Items:

Description	Resp.
Produce google Doc list of emails, volunteers, and SMEs	Kath
Pass on Sustainable Wellesley Newsletter	Launa
Collate Survey Responses	CC
RTSD Handbook	CC
Minute Man Video follow up and set up time to review	Sue
Timeline Plan for key tasks/events	Debbie

Call to Order and Public Input:

- Debbie called meeting to order at 4:33pm
- Public Input: Sara Dunleavy present.

Prior Meeting Minutes approval:

Dan needs to issue minutes for the 4/13 meeting, Debbie may do this.
 Motion to approve minutes for the April 27th 2023 from Debbie, moved by Christina C., seconded by Bob Zogg. Motion passed unanimously via roll call vote.

Agenda Items

• **How should we address "attacks" on the committee?**

This item referred mainly to recent emails from a specific individual on the City in the Woods (CITW) email group.

Christina: In general feels that CITW and other social media is not a good platform for ESC debates. Attended a TSAC meeting recently, they, decided as committee they would not respond. Maybe good approach?

Debbie: Answered emails on CITW largely about RTSD – kept pointing to mission statement of committee.

Bob: agreed not a good platform for committee comms other than announcements Joeth; also agreed and noted that the CITW debate was beyond the ESC charter.

- **How will we set up the process of ESC "helpers" or advisers?**

Greg Peterson – thanked for article. How do we engage people with key skills or expertise.. expert adviser conservation and land use.

Discussion on formalizing lists.

Committee format will change in 6 weeks, need smooth transition.

Bob- legal advice, well advised to go to town counsel.

Discussion on email list, volunteer list, Subject Matter Expert (SME) list, good for communications, newsletter: Google – doc, list KH can do this.

Launa; mentioned sustainable Wellesley newsletter, targeted and helpful – can Launa pass on to committee.

- **Promoting Home Energy Assessments.**

Debbie: How is this going?

Dave: 9 sign ups from RTSD, less traffic than usual for type of event but HomeWorks Energy (HWE) thought it was successful, meeting tomorrow to talk about an outreach campaign, Bob and Eric invited. HomeWorks letter to be sent out to community

CC: Keep HWE meeting to fewer than 6 committee members to avoid OML violation

DB: Advice sheet on how people should prep houses for electrification, ensure adequate power

Dave: 200Amps generally enough, thinks most houses will have this, encourages plan before electrical upgrade, can do it alongside electrical install hesitate to say step 1 upgrade electricity,

Launa: tip sheet, simple, once a month, with items such as; stop idling.. agrees with Dave, get people into process rather than just prep electric, start with appliance upgrades, knows person who needs emergency appliance replacement, how to do that quickly. depends on what you are going to put in for what electric service you need

Christina: upgrading electrical can seem daunting– might prevent people making baby steps

Dave: every home is different hard to do electrification road map.

Bob: agree, core topic, need a sub-committee, ok to do little things info but info alone is for home decarbonization. It's complex, even on heat pumps side only, lots of considerations, need a plan, or some basic generic plans for standard types of houses. Very daunting task. Tip sheet not enough.

Sue: provides resources for specific items, newsletter for Westford, will share

Dave: should be working with subcommittee and leverage existing documents, and resources. Lots of groups working on this.

Available resources include:

🔗 <https://electrifynow.net/electrify-your-home>

🔗 <https://www.rewiringamerica.org/electrify-home-guide>

Launa would like to be on subcommittee

- **Upcoming Events.**

1. Sustainable Middlesex (16th and 20th May)
DB: Letter in mosquito this week
2. Heat Pumps 101 (24th May)
Bob
3. Race Amity Day presence? (10th June?)
DB: Do we want a table to promote ESC? Would be good to increase diversity on committee.
4. Old Home Day/ Music Festival presence? (24th and 25th June)
DB: Table penciled in – requires vote since \$25 fee, Christina volunteered to man table, def do Saturday maybe Sunday.

Christina: Bumble bee webinar this eve, 18th May native plant walk, Debbie can attend to rep ESC

- **Other June Events that need listing on the webpage** – tell Debbie who can post

- **Transferring the Webpage onto the Town platform.**

DB: We need to migrate our Weebly site platform to the Town Website. Debbie will speak to Gretchen about it,

- **May/June newsletter.**

Bob's May 24th heat pump event

HomeWorks will be at event

Discussion on whether to include further items.

Launa: don't want to blast on lots of things, focus. Bob's thing, and HomeWorks enough.
Kath and Bob agreed. Christina felt that more information could be included.

RSTD round up and Raffle drawing.

How long should the survey be open?

Decided to close survey now since no one has responded for a while. Need to compile responses, Christina will do it.

Raffle.

1. No:28– Sara Dunleavy – Sambucus plant
2. No: 17 – Donna Vienneau - honey
3. No: 22 – Sharon Heart – bat box

Put winners on website and thank prize donors (Barney)

CC: Prize donors were she and Dan Cook—probably don't need to thank publicly.

- **Financial report**

Christina; not totally finalized but \$4830 spent on RTSD event only.

DB: we have to use the ARPA grant within approx. 18 months, can use remaining funds for spin off events through Dec31 2024

Barney: FY24 Town budget for environmental sustainability is \$44,925, but this amount is not earmarked for the ESC alone. The Select Board and ESC will jointly decide how to spend. This budget includes estimate of \$8k for RTSD in town budget approved for next year.

Christina moved to spend \$25 for table at OHD, Launa seconded. Motion passed via roll call vote, all in favor.

Barney/Debbie: need to decide what new terms for ESC will be, need to make a suggestions, 1/2/3yr terms

- **Handbook for next year's RTSD organizers?**

Christina has spreadsheets but can work on putting it together. Not urgent task.

Christina: need to finish up video from Minute Man Media, decide if we want voiceovers etc.

Sue will follow up and set up time to review

DB: need to list donors of funds

Christina: deadline for ARPA, and town budget, maybe we don't need to go for a grant for RTSD next year.

DB and Bob; Town money not used will go back to town.

Christina: can we use left-over RTSD money from Town budget for other ESC purposes?

Barney: select board would need to review and discuss. Overall allocated funds are an estimate, so if estimates are incorrect, then select board will direct decision on where funds will go.

DB: so, more money from grant is better

DB: more information on town financing would be great – info/cheat sheet from Select Board would be very helpful. Standardized process for how committees should work/handle finances

Barney agreed. SB might do a workshop for all board chairs annually to go over town committee basics.

Launa Left Meeting

Select Board Matters.

The Select board are discussing roads and sidewalk contracts,

Sue Bob and Glenn win " Best in Show" award. Congratulations. (see TA report)

- Feedback on what it has been like as a new committee be an advisory committee to the SB. How can the process be improved? (The SB are discussing Committees on 5/8/23 meeting and 6/13 meeting- see attachment)

Discussed a little as above.

- Preparation for meeting with SB to discuss the work plan and staffing help is on 6/13 agenda. (Agenda attached).

DB: work plan, do we want to adjust?

Discussion on subcommittees (SCs) Should we have more SCs? Small enough that you do not need OMLs

Christina said if 2 or more committee members meeting regularly, need to post the meeting

Bob: Anytime 2 or more committee members meet "periodically", it can be considered a de facto subcommittee subject to OML. "Periodically" is not defined well.

Bob: Suggests no net increase in meetings. Switch to monthly committee meetings if we add SC meetings. Suggested an RTSD subcommittee.

DB: need to think about what other SCs are needed

Bob: need to know who is willing to lead a SC, what can be focused on? Possibly transportation SC

DB; helping town to transfer to EVs important

Christina: maybe one for outreach or events SC and one for ecological issues

Bob: what are people passionate about? That will determine SCs

Sue: Specialized stretch code – a push, may need a SC?

Members brainstormed the following SC possibilities:

☐ RTSD/Outreach

☐ Residential Electrification (could be combined with residential transportation)

☐ Transportation

☐ Natural Environment (Christina, Joeth, perhaps others)

o Include native plantings on Town properties?

- **Dates (Plural) for the Selectboard to comprehend the Specialized Stretch Code and reach a decision for Fall Town Meeting.**

DB: has contacted Barney and Ryan to move this along. Harder to get people's attention in summer about this. Shae and Glenn are already a small sub group. Need to start running webinars.

Sue: suggest planning out events/actions into calendar now.

Bob: Suggest starting outreach no sooner than 2months in lead up to fall town meeting,

DB: need a list of when outreach should start for certain programs

Bob: need to recruit non-member participants in SCs

Christina : question about legality of that

DB/Bob: ok but non-members cannot vote

Kath: perhaps there is a model where we form SCs and when task complete they disband and come back to main committee, so SCs form and complete tasks all through year

DB; will put together a list of timelines for main tasks/outreach calendar and possible associated SCs

The ESC after Term Ending June 30th

- Who intends to continue with this committee next year, and preference for terms. (1,2 or 3 years). This would stagger committee turn over.
- Who would like to be the chair.
- Who would like to be the vice chair.
- Who would like to be the treasurer?

DB: Inquiries for those seeking re-appointment will be coming from TH (Jen Gibbons). Spaces will be available on ESC. Do not currently have a treasurer.

Dave: thanked Debbie for all her efforts and work for this year.

All agreed.

Bob indicated he may have higher value as a non-member contributor, carefully considering.

18:00 Barney Left

18:04 Dave left

Some further discussion on Select Board actions and communications with ESC and building relationship.

Sustainability Coordinators update.

- Green Communities Submission

Sue submitted a Green Communities grant application for the spring block which included building operator training for both facilities directors (town and school) weatherization of the Carlisle School, weatherstripping of the library doors and weatherstripping of the Town Hall doors. Guardian Energy estimated costs for the work. Weatherization is required both by Green Communities Program and Mass Save as a first step to further electrification. Sue chose to pull these 4 projects together for this application because they provide the foundation for future carbon reduction goals, are relatively easy to achieve with little staff of committee involvement and should position the town well for the next grant round and future reductions in carbon, energy use and expenditures.

Sue had to do some last-minute corrections to data problems in Mass Energy Insight, and she submitted the paperwork to National Grid for rebates on all of the projects. Carlisle should hear late summer (August/September) if the grant is awarded, work likely to begin November, completion by March in time for the next grant round.

Sue will be working for Carlisle until approximately the end of July.

New Business.

Christina: subgroup investigate planting native plants in newly stripped Town Hall

DB: none in charge of civic planting

Christina: good opportunity for native plants in beds where people will pass by often

Sue: will try to find out care and custody individuals.

Next Meeting: May 25, 2023 at 4:30pm

Adjournment: Debbie adjourned meeting at 6:22 pm

11 May 2023 Meeting Minutes:

- Minutes initially prepared by Kath Hardcastle.
- Minutes (as amended during the meeting) were approved unanimously on 22 June 2023 by a roll call vote (Glenn Reed abstaining since was not in attendance on 11 May).
- Minutes finalized and respectfully submitted by Eric Balles.

Attachments:

- Zoom chat appears below.

16:54:27 From Dave Boettcher // Abode // (he/him) to Everyone:

<https://electrifynow.net/electrify-your-home>

16:56:53 From Dave Boettcher // Abode // (he/him) to Everyone:

<https://www.rewiringamerica.org/electrify-home-guide>

17:00:23 From Launa Zimmaro to Everyone:

The short(er) version:

17:00:25 From Launa Zimmaro to Everyone:

<https://assets.ctfassets.net/v4qx5q5o44nj/5LvyXjB8Quvn6tg9jRnJUV/555c4752969a6c906ad4b14aaa979c4b/electrifyeverything-handouts.pdf>


17:02:06 From Launa Zimmaro to Everyone:

Debbie, I'd like to be on the sub-committee working on material to put out to the community.

17:18:17 From Barney Arnold to Everyone:

Good app to thank the prize donors, too.

17:18:26 From Kath to Everyone:

Reacted to "Good app to thank th..." with 

17:18:33 From Barney Arnold to Everyone:

I meant good opportunity

17:19:08 From Barney Arnold to Everyone:

Thought it might be a business !

17:53:08 From Barney Arnold to Everyone:

If you are planning an ESC presence at Old Home Day, that's one avenue for continuing education about your key near term goals

18:00:08 From Barney Arnold to Everyone:

I have to leave. Have a great night.

18:04:40 From Dave Boettcher // Abode // (he/him) to Everyone:

I need to drop all. Sorry.