

Location: Virtual (via Zoom)

Participants:

- Members Present: Debbie Bentley (chair), Christina Christodouloupoulos (vice-chair), Launa Zimmaro, Bob Zogg, Eric Balles, Dave Boettcher
- Members Absent: Glenn Reed, Kath Hardcastle, Dan Cook, Joeth Barlas
- Non-Members Present: Susan Thomas

Summary of New Action Items:

<i>Description</i>	<i>Resp.</i>
Discuss new police vehicle purchases with the new police chief	Eric Balles
Contact Ryan regarding state offer of road signage for new Vulnerable Road User Law	Eric Balles
Circulate to ESC the latest draft of co-branded HomeWorks Energy letter	Dave Boettcher
Check in with other local town’s positions on Hanscom expansion	Launa Zimmaro
Material for the upcoming Town newsletter	Christina C.
Circulate draft of community-based energy data needs for ESC review	Bob Zogg

1. Call to Order

- a. Debbie Bentley, chair, called the meeting to order at **4:48 pm**.

2. Prior Meeting Minutes Approval

- a. Motion to approve the 25 May 2023 meeting minutes, as amended, was moved by Bob Zogg, seconded by Dave Boettcher, and passed unanimously by roll call vote with Debbie Bentley abstaining.
- b. Approval of the 11 May 2023 was deferred till the next ESC meeting.
- c. Christina suggested future meeting minute drafts show changes in red to facilitate subsequent reviews by ESC members.

3. Grant Application for RTSD 2024 (by Debbie)

- a. Debbie described efforts in concert with Jennifer Gibbons related to submission of an application to the Massachusetts Cultural Council Festival Grant for RTSD 2024.
- b. Motion to approve the application submission was moved by Christina, seconded by Bob, and passed unanimously by roll call vote.

4. ESC 2024 Workplan Presentation to Select Board -- Updates and Discussion (by Debbie)

- a. Debbie and Christina met with Ryan McLane and Julie Mercer.
 - i. ESC’s 2023 work plan was never officially / administratively approved by the Select Board (SB). According to Ryan, this makes it difficult for Town Administration (TA) to initiate work supporting ESC efforts. Getting the SB to approve ESC’s work plan is high priority.
 - ii. Ryan does not recommend subcommittees for the ESC. Instead, he recommends using working groups that he can appoint.

- b. Debbie and Christina reworked the initial draft presentation with the biggest change being that the final page has a list of SB action items. This, in turn, guides what sustainability efforts Town Administration needs to work on. Also, this year's ESC achievements, linked to the Town's master plan, were added.
- c. Numerous suggested presentation additions or edits were offered during the discussion.
 - i. The hierarchy from SB to ESC to various sustainability topic areas was broadly discussed, with recognition that increased effort was needed related to Town governance and community outreach.
 - ii. Under Mobility, discussion emphasized that municipal vehicles include school buses and COAHS van – with the overall near-term emphasis being on developing a master planning document to guide future decisions (vehicle types, purchase timing, required infrastructure, etc.). Increasing anti-idling awareness / compliance at the school and other town departments (e.g., police dept) was also discussed.
 - iii. Under Built Environment, discussion included tracking renewable generation in general (rather than power); heat pumps have not been tracked well to date but changes in permitting should help that, other residential electrification (e.g., switching from gas to electric clothes dryer) will still be hard to track.
 - iv. Under Natural Environment, discussion included rough timeline of activities, added a category 'protecting trees and forests via tree warden, by-laws, and education', plus potentially a category for regenerative farming.
 - v. Under Town Governance, discussion included the need to establish an ongoing sustainability position and, more generally, a plan to achieve the Town's sustainability goals. Also clarified that only a portion of the Town sustainability funding goes to ESC (approx. \$8000 for RTSD),
 - vi. Under School, broad discussion for enhancing school relationships with a strong emphasis on collaborative efforts to advance sustainability topics (curriculum related as well as school operations).
 - vii. Under Outreach, no material changes were discussed.
 - viii. Final slide (suggested action items / next steps for SB, TA), no material changes were discussed.
 - ix. All members were in agreement the presentation document to the SB, as discussed, was a collaborative effort of the ESC.

5. Other Topics (by Debbie)

- a. Hanscom Expansion – not part of ESC's remit but the general feeling is that the SB should weigh in against the Hanscom expansion. Launa will check in on other town positions.
- b. Video recording of Bob Zogg's presentation is now available.
- c. Draft letter from HomeWorks Energy, to be co-branded with Town of Carlisle, will be edited by Dave and sent around to ESC members for review and comment.
- d. Eric will follow up and send a note to Ryan regarding pursuing signage from the State relative to the safe passing distance mandated by new MA state Vulnerable Road User law.
- e. Debbie will be participating in Race Amity Day.

- f. Debbie suggested a ‘washing line’ pinning of ideas of what Town folk have done in the spirit of sustainability.
- g. Christina will pull material together for the upcoming Town newsletter (potentially including the finalized letter from HomeWorks Energy via Dave).
- h. Bob will draft and circulate to ESC members a letter to the TUE for additional data needs related to gas and electricity consumption.

6. Sustainability Coordinator Update (by Sue)

- a. Looking into electric school buses on our behalf.
- b. Changes to permitting process so we can track heat pump installations.
- c. Applying for RTSD reimbursement from the Cultural Council.
- d. Working with Minute Man to finalize the RTSD video.
- e. Brief discussion of RTSD metrics.
- f. Brief discussion of Municipal Buy Recycle Products program.
- g. Specialized Stretch Code presentation is booked for 20 Sept 2023.
- h. Sue attended the National Grid forum and secured a 10% discount for the Town for future projects. Eversource, while not the sponsor, also participated and Sue understood the discount applies to both gas and electricity incentives (needs to be double checked).

7. Meeting Close

- a. Next ESC meeting will be on 22 June. The following meeting will be on 6 July.
- b. Debbie adjourned the meeting at **6:40pm**.

08 June 2023 Minutes:

- Minutes approved by the ESC on 22 June 2023.
- Minutes prepared and respectfully submitted by Eric Balles.

Attachments:

- Agenda and slides prepared for the meeting appear on the following pages.
- Chat from the Zoom meeting appears below.

Zoom Meeting Chat Log:

Dave Boettcher // Abode // (he/him) 01:22:08

moving to phone to drive home. Be back in a sec.

Eric Balles / W1ENB 01:30:12

eric is now participating via phone

Susan Thomas 01:30:35

Thanks Eric. Dave, are you the other phone

Launa Zimmaro 02:08:03

Sorry, but I need to drop off now.

Proposed Agenda for ESC meeting 08 June 2023

AGENDA

1. Public input
2. Minute approval:
3. Work plan 2024 and Select Board Meeting preparation
4. Transportation Update
5. Built Environment update
6. Natural Resources update
7. Governance: update on State issues.
8. Outreach and future events
9. Sustainability Coordinators update.
10. New Business.



Environmental Sustainability Committee.



ESC: FY 2023 ACHIEVEMENTS

Crafted a Work Plan	Linked to Masterplan and commenced with many actions.
Applied and obtained Grant funding	\$11,100 from 3 different sources.
House Doctor RFP	Added environmental sustainability requirements
CCA	Committee members were key Players with negotiating contract
Home Energy Assessments	Organized MOU with Homeworks Energy
Outreach	Mosquito, CITW Town Newsletter & COAHS Independent Webpage and Logos.
Events	Route to Sustainability Day, Heat Pump Seminar, and invasive plant walk.
Liaised with other Sustainability Groups	Sustainable Middlesex Conference. MCAN, HeatSmart Alliance. SuAsCo, BFRT + more
Raised awareness of the need for environmentally sustainable practice.	Invited town committees and groups to join Route to Sustainability Day
Raised awareness of the need for sustainability focused staff.	On going.
Attended almost every Select Board Meeting.	



SUSTAINABILITY COORDINATOR ACHIEVEMENTS

Green Communities	Updated 3 years of reports. Resolved glitches in MEI reporting data Submitted GCC grant.
CCA	Initiated need to renew contact. Part of CCA working group.
Sustainable advice to town admin.	Buy Recycled Deconstruction vs Demolition EV Charging and Solar Canopy Issues Library Renovation
Sustainable advice to residents	Monthly outreaching is COAHS and Town Newsletter Presentation to COAHS on State and Federal incentives.
RTSD	Grant Writing Assisted with organizing and presented Treasurer for RTSD.



ESC 2024

Proposal for
July 2023-June 2024.

Based off 2023 Workplan

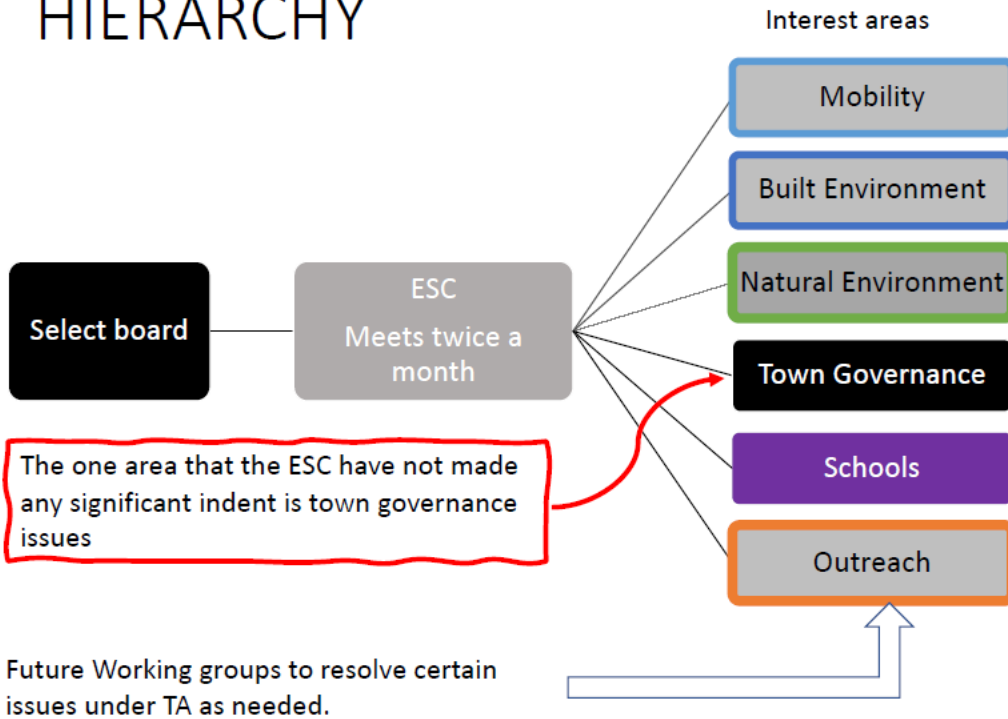
Gold boxes require town staffing

Purple Boxes require School Engagement

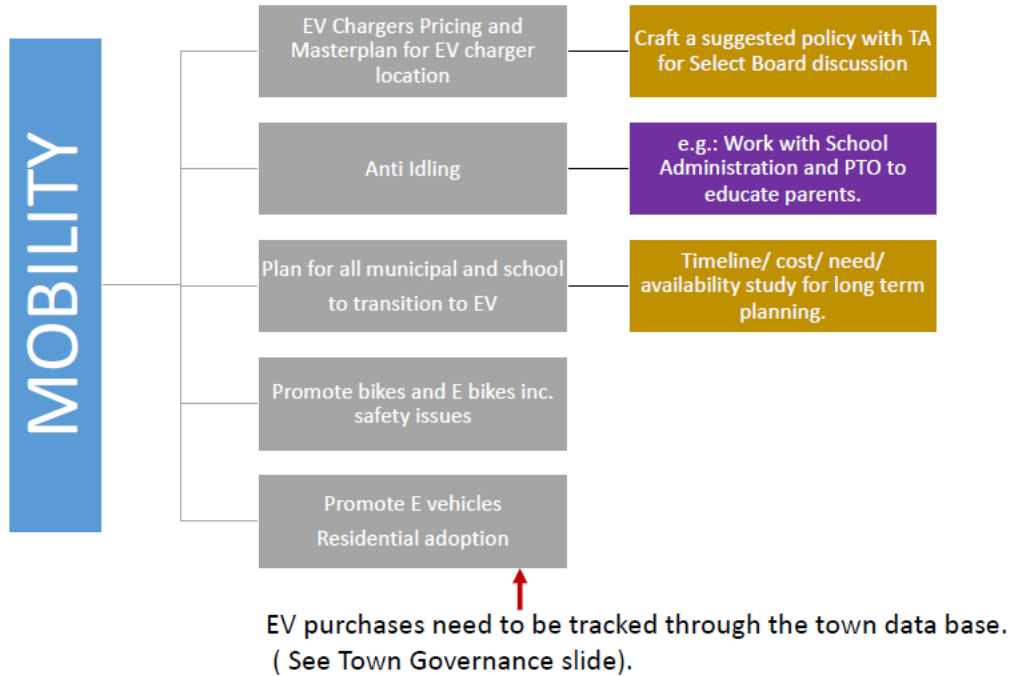
Black Boxes require Select Board action

Grey Boxes ESC actions

HIERARCHY

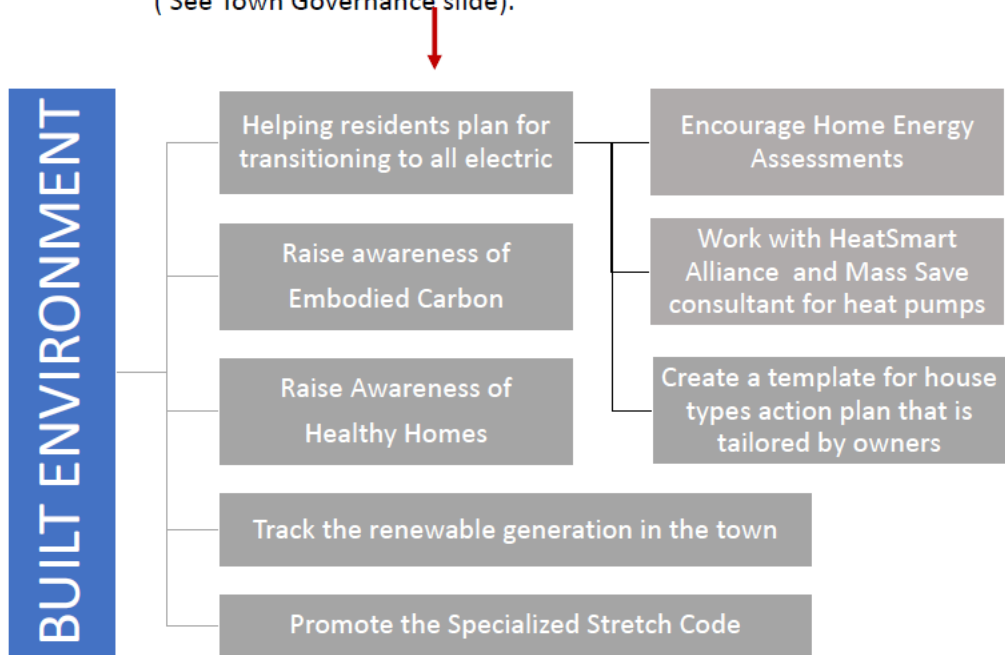


2024 WORK PLAN IN DETAIL

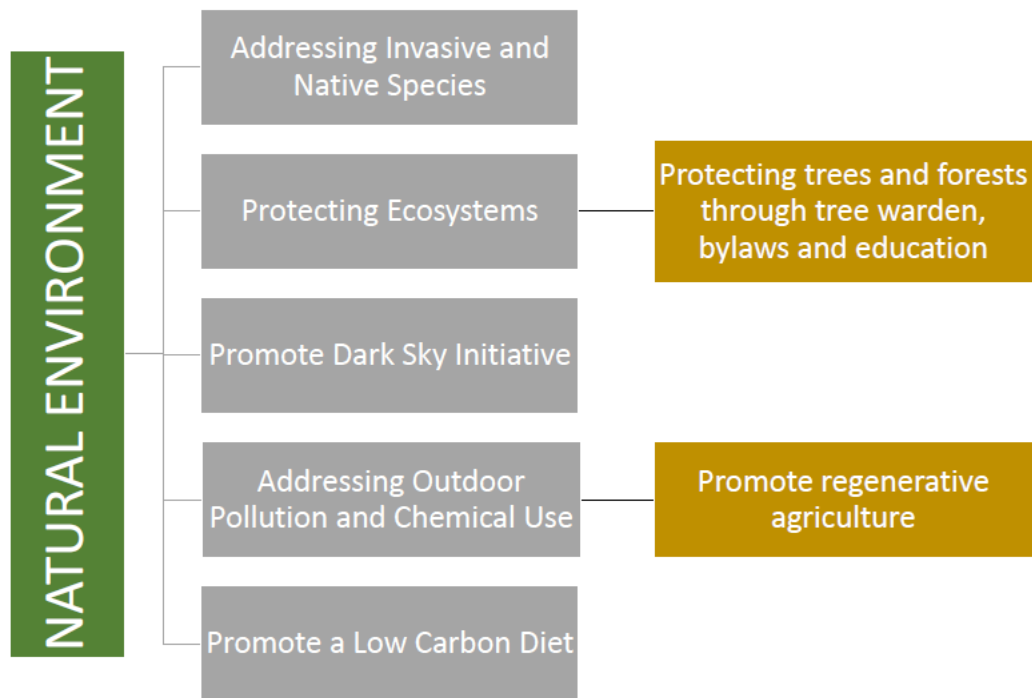


2024 WORK PLAN IN DETAIL

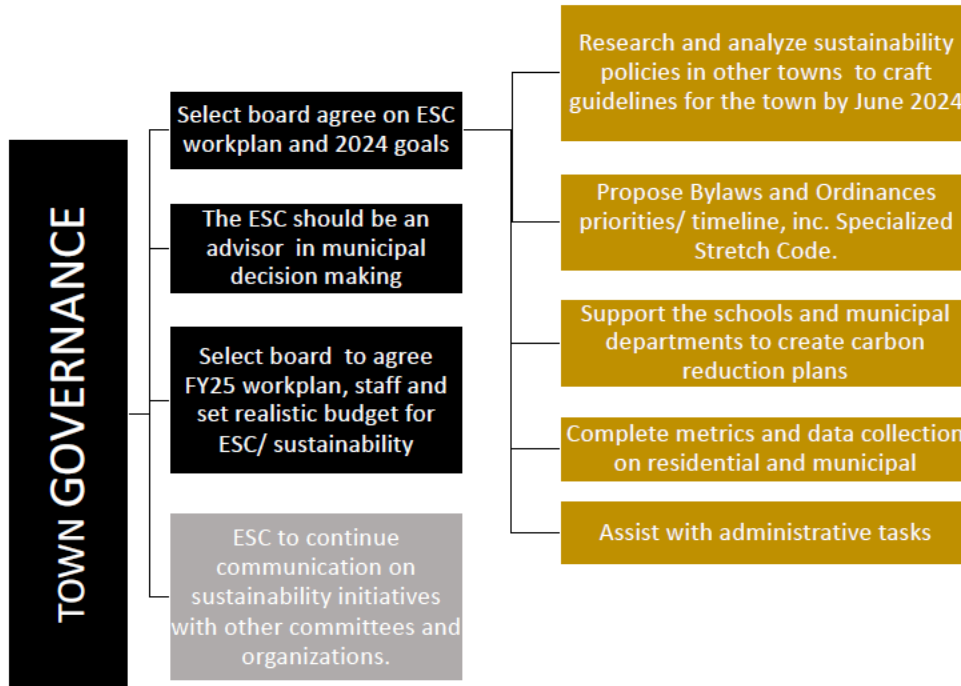
Transition to all electric need to be tracked through the town data base.
(See Town Governance slide).



2024 WORK PLAN IN DETAIL

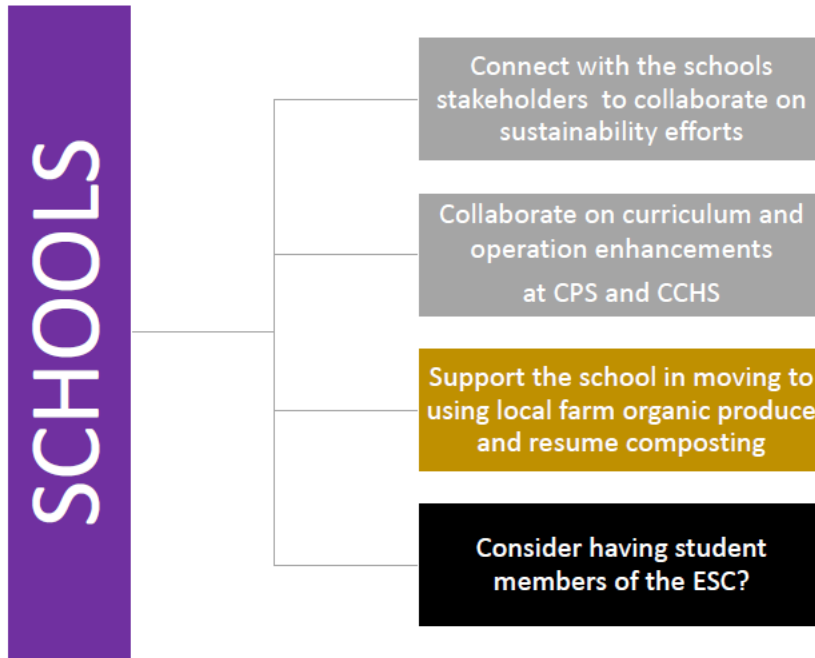


2024 WORK PLAN IN DETAIL



TOWN ADMINISTRATION WILL BE RESPONSIBLE FOR “GREEN COMMUNITIES” REQUIREMENTS

SCHOOL 2024 WORK PLAN IN DETAIL



WORK PLAN IN DETAIL

