

TOWN OF WASHINGTON
SUSTAINABILITY COMMITTEE
MINUTES
July 14, 2021

5:00 P.M.

Meeting Held Via Zoom Conference

MEMBERS PRESENT:	Ms. Matteo, Mr. Charles, Ms. Gil-Rodgers, Mr. Hagenbuch, Mr. Hubelbank, Ms. Dyer
MEMBERS ABSENT:	Ms. Payne, Ms. Rowe, Ms. Armstrong
CLERK:	Mr. Buell, Ms. Gorra
OTHERS:	Ms. Smith

The Chair called the meeting to order at 5:00 P.M.

Consideration of June 9, 2021 Meeting Minutes

Mr. Hubelbank, Town Selectman, asked the Committee if they would like to put forth a motion to accept the minutes for the June 9, 2021 meeting. A motion was then passed by the Committee.

Motion:	To approve the minutes for the June 9, 2021 meeting as written by Mr. Hubelbank, seconded by Ms. Matteo. Passed unanimously.
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Review Status of Action Items

Mr. Hubelbank stated that he had met with the new intern from Sustainable Ct who had been assigned to the town to help with the sustainability application, Ms. Smith, to review Washington’s status in the application processes. Following this, he indicated that he had sent out an email to the Committee which listed all of the action items which had been completed, the points they could potentially gain for these items, and the points that he felt the town definitely gain for these items. *This list will be included at the end of the minutes.* Following this,

Mr. Hubelbank stated that the town would definitely be eligible for 390 points for their work which is 10 points shy of achieving silver certification. Mr. Hubelbank then informed the Committee that to get silver certification they would need to obtain the additional 10 points, and complete 3 equity items which will not be possible prior to the deadline for this certification.

Ms. Gorra asked if the Committee could reapply for this certification next year to become silver if 2 additional equity items were completed and the 10 points were gained by the town, and Ms. Smith indicated that they could.

Following a brief discussion regarding the Committee's desire to reapply for silver certification, the Committee spent nearly an hour discussing action items. The Committee determined that nearly all of these items have been completed, but found that several are incomplete, impossible to complete, and that some items will gain additional points which are not listed on Mr. Hubelbank's spreadsheet. Below is a brief description of these specific items.

Section 2.4.4

Ms. Gorra informed the Committee that they would be unable to obtain points for this section. She went on to state that work on this section had been started in 2019, and round table discussions had been planned, but she could find no evidence of these discussions ever having occurred.

Section 3.5

Mr. Hubelbank indicated that the maps for the Natural Resource Inventory had been updated, but that the narrative for the document will also need to be updated, which will not be possible prior to the deadline for the town's sustainability application.

Section 4.2.2

Ms. Gorra indicated that the town will be eligible for 20 points for this section opposed to the 10 that Mr. Hubelbank listed on the spreadsheet because she had submitted additional information to Sustainable Ct's website.

Section 5.3

Ms. Dyer stated to the Committee that a farmer's forum will be held in town, which will make the town eligible for 5 points in this section. She stated that this forum will take place at Waldingfield Farm at 6:00 on Monday 7/19/2021.

Section 6.2

Ms. Gorra informed the Committee that her work with effective parking in town is ongoing, but will not be complete by the deadline so points for this section will not be possible. She stated that engineers had been engaged to begin examining parking in the Titus area, but that no work will be completed within the next month.

Section 9.3

Mr. Hubelbank stated that the town will not be performing the work needed to gain points in this section at the transfer station because the town would prefer to have ownership of the land, or a long-term lease prior to investing more money on the area.

Section 12

Ms. Gorra indicated that resources for homeless prevention had been posted to the town website, and that the town's Social Services Director had been made the contact for homeless prevention and aid within the town.

Other Business to come Before the Committee

Mr. Hubelbank stated that Mr. Hileman, Chair of the Planning Commission had sent him an email regarding the upcoming POCD and that Mr. Hileman wished to have input from the Sustainability Committee for the sustainability section of this POCD. Mr. Hubelbank indicated that Mr. Hileman wished to attend a Sustainability Committee meeting to discuss the POCD in the future.

Adjournment

Motion: To adjourn the meeting at 6:01 by Ms. Gil-Rodgers, seconded by Ms. Dyer. Passed unanimously.



Dennis Buell
Sustainability Committee Clerk
7-19-2021

Below is a listing of the SustainableCT action items the Committee has agreed to explore to determine if we can submit completion to the State for our certification as a Sustainable Town.

Action #	Action	Notes	Status	Comm. Member	Possible Points	For Sure Points
1.1	Optimize for Equity	Michelle is applying the toolkit to the Housing Comm.	Will use the toolkit for the June 3 rd town forum	Michelle	10	10
1.2	Participate in Equity Training	Jay, Carol and Michelle attended training	Completed 3 of 3 training sessions.	Jay/Michelle, Carol	10	10
2.2	Implement Sustainable purchasing	Adopt a sustainable purchasing policy	Done, Allie is sending Jay a link to video training for another 5 points	Jay	20	20
2.3.1	Inventory and promote local retail options	Develop an inventory of local businesses	Done	Michelle	20	20
2.3.2	Inventory and promote local retail options	Develop and implement a buy local campaign	Done	Michelle	10	10
2.4.4	Provide Resources and Support to local business	Complete tool kit	Data submitted, need tool kit?	Michelle	15	15
2.6	Participate in C-Pace	Town resolution to opt-in to C-Pace	Done	Jay/Michelle	5	5
2.6.3	C-Pace project approved	Montessori school had a project approved	Done	Jay	5	5
3.1.1.a	Sponsor a watershed Education program	WEC did an education program	Done.	Monique	5	5
3.2	Create a Watershed Management Plan	Check with Steep Rock/HVA to see what they've done	No work done	Open	10	
3.4.1	Develop an Open Space Inventory	Map with open space land marked on it	Done	Jay	10	10
3.4.4.a	Legally protect town owned open space	Check with attorney to determine if our open space is legally protected	Done	Jay	10	10
3.4.4.c	Improve open space parcels	Document continuous improvement	Done	Brian	5	5
3.5	Natural Resource Inventory	Check with Susie if and when the 2001 document will be updated	We've updated the maps, need to update the narrative	Susie	10	
3.7	Provide water education	Sponsor a program and distribute information	Completed	Monique	5	5
3.10.2a	Invasive species	Engage in invasive species management	Town removed invasive species in front of town hall. Need to submit before and after photos	Jay	5	5
3.10.3a	Facilitate Invasive species education	On website, post invasive species educational resources	Up loaded links to education materials provided by Amy and Brian	Jay	5	5
3.10.3b	Facilitate Invasive species education	Host an educational workshop on invasive species	Has Steep Rock done any education in the last 3 years, or can it do a workshop by the end of August	Brian	5	

3.12.1	Enhance pollinator pathways	Provide education to residents	Program done	Amy	5	5
3.12.2	Enhance pollinator pathways	Create pollinator gardens	Completed	Brian	15	15
3.12.2	Enhance pollinator pathways	Pass a pollinator friendly community resolution	Completed	Jay	20	20
3.13.	Promote Dark Skies	Check current regulation	Completed	Chris/Jay	15	15
4.1 a-d	Map Tourism and Cultural Assets	Use explorewashington.org to meet this requirement	Completed	Michelle	10	10
4.1.2	Map Tourism and Cultural Assets	Maintain profile on CTVisit	Completed	Michelle	5	5
4.2.1	Support Arts and Culture	Appoint a Poet Laureate	Completed	Jay		
4.2.2	Support Arts and Culture	Include arts and culture in a publically available web site	Completed	Michelle	10	10
4.2.10	Support Arts and Culture	Support arts offered at public library	Completed	Michelle		
4.2.5	Support Arts and Culture	Establish an Arts Council	In progress	Michelle		
5.1.1.	Incorporate Sustainability into POCD	Check to see how the POCD aligns with SustainableCT	Completed	Carole	25	25
5.3	Develop Agriculture Friendly Practices	Hold a farmers forum	Amy discussed this	Amy	5	
5.6	Solar Permitting	Check with Susie to see if Conservation is working on this	Will not happen before August	Jay	10	
5.7	Long Term Recovery plan	Check with SustainableCT to see if our Long term recovery plan for Covid fits.	Does not apply to our Covid recovery team	Jay	0	
6.1	Implement Complete Street	Three options to meet this action item	completed	Michelle	5	5
6.2	Promote effective parking	Determine if Depot or New Preston projects comply	In progress	Michelle	5-15	
6.4	Support Zero Emission Vehicles	Document current station in the Depot.	Completed	Jay	5	5
7.1	Benchmark and Track Energy	Download software and use to track energy use	Need to submit report, waiting for help from Sustainable CT contact	Jay	5	5
7.6.1	Install Efficient Exterior Lighting	Inventory of street lights	Dennis is working on inventory, Jay will write up assessment once inventory is completed	Jay	10	10
7.6.2a/b	Install Efficient Exterior Lighting	Convert lights	Completed	Jay	20	20
8.1 a-c	Hold a sustainability Event	Must do all 3 parts of action item	Completed	Michelle	5	5
8.2.1 a-b	Provide Effective Communications	Identify town communications programs	Completed	Michelle	15	15

9.1	Report Materials Management Data	See Jeff regarding data he collects, post on website	Completed	Jay	5	5
9.3	Recycle Additional Materials	Check with SustainableCT and find out if the Transfer Station plans for a compost will be sufficient	Transfer station work not happening now	Jay	0	
10.4	Provide a space for residents to engage in farming or gardening	Determine if Judea Garden would qualify	Completed	Brian	15	15
11.1.1	Design and implement an affordable housing plan	Use plan being developed by Housing Commission	In progress	Michelle	10	10
11.1.2	Design and implement an affordable housing plan	Data from Housing Commission plan	In progress, complete worksheet	Michelle	15	15
12	Effective Homeless Prevention	Lisa indicated we can complete 12.1.2 by posting resources on our website	In progress	Michelle	5	5
13.1	Implement your own sustainable action	Three peaks challenge	Completed	Brian	15	15
		Gift it forward	Completed	Michelle	15	15
				Total Points	430	390