

**TOWN OF WASHINGTON
SUSTAINABILITY COMMITTEE
MINUTES
June 9, 2021**

5:00 P.M.

Meeting Held Via Zoom Conference

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

The Chair called the meeting to order at 5:03 P.M.

Consideration of May 12, 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 May 12, 2021 meeting.

Motion: To approve the minutes for the May 12, 2021 meeting as written by Ms. Matteo, seconded by Ms. Gil-Rodgers. Passed unanimously.

Review of Action Items and Next Steps Forward for Certification

Mr. Hubelbank stated that the intern who had been assigned to the Town of Washington at Sustainable Ct would soon be replaced, and thanked Ms. Noriega for her help thus far in the application process. Following this, Mr. Hubelbank stated that he would like to review the list of action items which he had compiled and stated that according to the information he had, the town would be able to get 270 points through Sustainable Ct, and that there was the potential to get 395 points through additional items. The Committee then reviewed the status of these items section by section.

The list which Mr. Hubelbank provided to the Committee for this meeting is attached to the end of these minutes.

Section 1 Inclusive and Equitable Community Impacts

Mr. Hubelbank opened the discussion of action items by stating that for section 1, Ms. Gorra, Ms. Matteo, and himself had attended 2 of the 3 equity classes and that they planned to use the equity toolkit in the upcoming housing forum. Ms. Gorra indicated that one of their goals was to begin to involve members of the community who have not participated in community or town events or meetings, and went on to detail some of the ways that she intended to involve these community members.

Section 2 Thriving Local Economies

For Section 2, Mr. Hubelbank stated that he had worked to develop a sustainable purchasing policy which he would be discussed at the next Town Selectmen meeting. Then the Commission held a short discussion regarding other ways they would be able to gain points for section 2.

Section 3 Well- Stewarded Land and Natural Resources

Mr. Hubelbank stated that the town would be able to get points for sponsoring a watershed education program, and then shared a map with the Committee of open spaces in Washington. Mr. Hagenbuch stated that the map appeared to be missing information regarding easements owned by the Steep Rock Association and indicated that he would forward this information along. The Committee then discussed various land preservation projects in town and how these projects could be used to gain points through Sustainable Ct. Following this discussion, the Committee spoke about Ms. Dyer’s work regarding pollinator pathways and determined that she would need to upload a more information for this documentation to be accepted. Mr. Hubelbank indicated that he would reach out to Ms. Dyer regarding this, and the Committee then discussed actions they had taken to gain action points with pollinator pathways.

Section 4 Vibrant and Creative Cultural Ecosystems

Ms. Gorra reviewed the parts of Section 4 that she had completed, and the points that would be gained. The Committee then held a brief discussion regarding several aspects of this section.

Section 5 Dynamic and Resilient Planning

Ms. Matteo stated that she had filled out the worksheet to gain points for section 5.1.1. and indicated that she would need assistance with uploading this documentation to Sustainable Ct. Mr. Hubelbank indicated that she should reach out to the Committee's clerk, Mr. Buell, for help in this.

Mr. Hubelbank stated that they had previously proposed holding a farmer's forum, but that he doubted this would occur before the August deadline for sustainable Ct.

Mr. Buell informed the Committee that the Conservation Commission had discussed Solar Permitting but as of now, no recommendation has been drafted for the Zoning Commission to Review.

Section 6 Clean and Diverse Transportation Systems and Choices

Mr. Hubelbank indicated that Ms. Gorra had worked on section 6, and asked her to inform the Committee on this section. Ms. Gorra indicated that she had attended complete street training which would gain 5 points, and that she was trying to work on section 6.2 "promote effective parking" but was unsure that this section could be done by the August deadline.

Section 7 Renewable and Efficient Energy Infrastructure and Operations

Mr. Hubelbank stated that he had completed several parts of section 7. He explained that together with Mr. Hammond, he had undergone training and downloaded software called Energy Star Portfolio which enabled them to track energy, oil, and propane use for the town. He indicated that Mr. Hammond would upload the data for the last few years into the system within the coming weeks. Following this, Mr. Hubelbank explained to the Committee that he had a spreadsheet from Eversource showing all of the streetlights in town which he could use as an inventory, and then indicated that he had been informed by Eversource that by the end of the year all of these street lights would have energy efficient LED bulbs which would qualify Washington for more action points.

Section 8 Inclusive Engagement, Communication and Education

Mr. Hubelbank stated that the town would be able to gain points in this section through the Earth Day event and then the Committee then held a short discussion regarding other events that could be used to gain points under section 8. Following this, the Committee spoke about town communication programs. Ms. Gorra stated that she planned to work on this action item soon, and asked Ms. Noriega for more detail on this item.

The Committee then asked Mr. Buell to find out what committee members have had training for their positions.

Section 9 Strategic Materials Management

Mr. Hubelbank indicated that the town has a record regarding the tonnage of waste which has been brought to the transfer station, and indicated that to complete this section to gain points, he needed to research the number of residents in town who attributed to this waste. Following this, the Committee held a short conversation regarding the changes which would take place at the transfer station and how these changes would impact the amount of waste processed at this location.

Section 10 Optimal Health and Wellness Opportunities

Mr. Hubelbank stated that the Judea Garden will qualify for section 10.4 and Mr. Hagenbuch informed the Committee that he would post pictures to the Sustainable Ct website to complete this section.

Section 11 Healthy, Efficient and Diverse Housing

Ms. Gorra stated that 11.1.1, and 11.1.2 were completed and that the town would gain 25 points for these sections. She went on to state that though they were close to finishing 11.1.3, it was unlikely that her work in this section would be done before the deadline. The Committee then held a short conversation with Ms. Noriega regarding whether they could gain more points in this section, but it was determined that they could not because of the small percentage of affordable housing in Washington.

Section 12 Effective, Compassionate Homeless Prevention

Mr. Hubelbank stated that the Committee could gain points in this section by posting resources to the town website regarding effective homeless prevention. Ms. Gorra stated that the Social Services section of the website would be an appropriate place for this.

Section 13 Innovative Strategies and Practices

The Committee held a short discussion regarding several activities within the town which would apply to section 13. Mr. Hubelbank suggested using Steep Rock's 3 Peak Challenge, and the Committee then suggested the Earth Day road cleanup event held by W.E.C.

Other Business to Come Before the Committee

No other business was discussed by the Committee.

Adjournment

The Chair adjourned the meeting at 6:21 P.M.

Respectfully Submitted:

Dennis Buell
Sustainability Committee Clerk
6-16-2021

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 | Ms. Gorra is applying the toolkit to the Housing Comm. | Will use the toolkit for the June 3 rd town forum | Ms. Gorra | 10 | 10 |
| 1.2 | Participate in Equity Training | Mr. Hubelbank, Ms. Matteo and Ms. Gorra are attending training | Completed 1 st of 3 training sessions. Will be completed in June | Mr. Hubelbank/Ms. Gorra, Ms. Matteo | 10 | 10 |
| | | | | | | |
| 2.2 | Implement Sustainable purchasing | Adopt a sustainable purchasing policy | Mr. Hubelbank is drafting a set a policy to go to the BOS | Mr. Hubelbank | 20 | 20 |
| 2.3.1 | Inventory and promote local retail options | Develop an inventory of local businesses | In progress | Ms. Gorra | 10 | 10 |
| 2.3.2 | Inventory and promote local retail options | Develop and implement a buy local campaign | In progress | Ms. Gorra | 10 | |
| 2.4.4 | Provide Resources and Support to local business | Complete tool kit | In progress | Ms. Gorra | 5 | 5 |
| 2.6 | Participate in C-Pace | Town resolution to opt-in to C-Pace | Completed, need to submit documentation | Mr. Hubelbank | 5 | 5 |
| 2.6.3 | C-Pace project approved | Montessori school had a project approved | We have documentation from Tax Collector | Mr. Hubelbank | 5 | |
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| 3.1.1.a | Sponsor a watershed Education program | WEC did an education program | I shared the “Whose Water Is It” presentation with Lisa and she indicated we need a short overview of the program. | Ms. Gil-Rodgers | 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 | Town has a map we can use. Need to complete worksheet | Mr. Hubelbank | 10 | 10 |
| 3.4.4.a | Legally protect town owned open space | Check with attorney to determine if our open space is legally protected | Checked with Lisa, map will work | Mr. Hubelbank | 10 | 10 |
| 3.4.4.c | Improve open space parcels | Document continuous improvement | Brain, can you document work done at any Steep Rock Preserve over the last 3 years? | Mr. Hagenbuch | 5 | 5 |
| 3.5 | Natural Resource Inventory | Maps have been updated | Need to check if maps we updated are on the list | Mr. Hubelbank | 10 | |

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| 3.7 | Provide water education | Sponsor a program and distribute information | Completed | Ms. Gil-Rodgers | 5 | 5 |
| 3.10.2a | Invasive species | Engage in invasive species management | Need to document Steep Rock work over the last 3 years and provide link to town | Mr. Hagenbuch/Mr. Hubelbank | 5 | 5 |
| 3.10.3a | Facilitate Invasive species education | On website, post invasive species educational resources | Does Steep Rock have information on its website we can link to | Mr. Hagenbuch | 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 | Mr. Hagenbuch | 5 | 5 |
| 3.12.1 | Enhance pollinator pathways | Provide education to residents | Program done | Ms. Dyer | 5 | 5 |
| 3.12.2 | Enhance pollinator pathways | Create pollinator gardens | Steep rock has pictures | Mr. Hagenbuch | 15 | 15 |
| 3.12.2 | Enhance pollinator pathways | Pass a pollinator friendly community resolution | Draft going to BOS for approval | Mr. Hubelbank | 20 | 20 |
| 3.13. | Promote Dark Skies | Check current regulation | Spoke with Lisa, checking to see if this will work | Mr. Hubelbank | 15 | |
| | | | | | | |
| 4.1 a-d | Map Tourism and Cultural Assets | Use explorewashington.org to meet this requirement | Completed | Ms. Gorra | 10 | 10 |
| 4.1.2 | Map Tourism and Cultural Assets | Maintain profile on CTVisit | Completed | Ms. Gorra | 5 | 5 |
| 4.2.1 | Support Arts and Culture | Appoint a Poet Laureate | Completed | Mr. Hubelbank | | |
| 4.2.2 | Support Arts and Culture | Include arts and culture in a publically available web site | Completed | Ms. Gorra | 10 | 10 |
| 4.2.10 | Support Arts and Culture | Support arts offered at public library | Completed | Ms. Gorra | | |
| 4.2.5 | Support Arts and Culture | Establish an Arts Council | In progress | Ms. Gorra | | |
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| 5.1.1. | Incorporate Sustainability into POCD | Check to see how the POCD aligns with SustainableCT | Need to complete worksheet – touch base with Lisa | Ms. Matteo | 20 | |
| 5.3 | Develop Agriculture Friendly Practices | Hold a farmers forum | Ms. Dyer discussed this | Ms. Dyer | 5 | |
| 5.6 | Solar Permitting | Check with Susie to see if Conservation is working on this | | Mr. Hubelbank | 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 | Mr. Hubelbank | 0 | |
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| 6.1 | Implement Complete Street | Three options to meet this action item | Not sure which one we've done | Ms. Gorra | 5 | |
| 6.2 | Promote effective parking | Determine if Depot or New Preston projects comply | In progress | Ms. Gorra | 5-15 | |

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| 6.4 | Support Zero Emission Vehicles | Document current station in the Depot. | We have minutes from the meeting when we accepted the station. Need to take a picture | Mr. Hubelbank | 5 | 5 |
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| 7.1 | Benchmark and Track Energy | Download software and use to track energy use | Completed | Mr. Hubelbank | 5 | 5 |
| 7.6.1 | Install Efficient Exterior Lighting | Inventory of street lights | Completed | Mr. Hubelbank | 10 | 10 |
| 7.6.2a | Install Efficient Exterior Lighting | Convert lights | In progress. Waiting for Eversource to complete last 4 lights | Mr. Hubelbank | 15 | 15 |
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| 8.1 a-c | Hold a sustainability Event | Must do all 3 parts of action item | Using Earth Day events | Ms. Gorra | 5 | 5 |
| 8.2.1 a-b | Provide Effective Communications | Identify town communications programs | In progress | Ms. Gorra | 15 | 15 |
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| 9.1 | Report Materials Management Data | See Jeff regarding data he collects, post on website | In progress | Mr. Hubelbank | 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 | Mr. Hubelbank | 10 | |
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| 10.4 | Provide a space for residents to engage in farming or gardening | Determine if Judea Garden would qualify | Judea Garden does work. Mr. Hagenbuch will provide documentation | Mr. Hagenbuch | 15 | 15 |
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| 11.1.1 | Design and implement an affordable housing plan | Use plan being developed by Housing Commission | In progress | Ms. Gorra | 10 | 10 |
| 11.1.2 | Design and implement an affordable housing plan | Data from Housing Commission plan | In progress, complete worksheet | Ms. Gorra | 10 | 10 |
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| 12 | Effective Homeless Prevention | Lisa indicated we can complete 12.1.2 by posting resources on our website | | Open | 5 | |
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| 13.1 | Implement your own sustainable action | Steep Rocks 3 peak challenge will qualify | Need to upload flyer etc | Mr. Hubelbank | 5 | 5 |
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| | | | | Total Points | 395 | 270 |