

**TOWN OF WASHINGTON  
Sustainability Committee  
Minutes  
December 29, 2020**

**Meeting held via Video Conferencing**

**Minutes are subject to the approval of the Sustainability Committee**

Present: Jay Hubelbank, Monique Gil-Rodgers, Carrie Rowe, Carole Matteo, Chris Charles  
Absent: Susie Payne  
Public: Michelle Gorra

Jay Hubelbank called the meeting to order at 5:00 pm.

**Committee Update:** Jay Hubelbank updated the membership of the Committee and asked the current members to consider new members. A discussion of potential new members took place and the committee members agreed to identify potential new members.

Jay also explained that the Committee currently lacked a chairperson. He explained that the State required a member of the Board of Selectmen to be a member of the Sustainability Committee. While he is happy to serve on the Committee, he stated given his other responsibilities he did not want to serve as chair. He agreed to chair the committee until someone steps forward.

**Update on Sustainable.org:** Jay explained that the action items required to become certified as a sustainable community have been updated. Jay had emailed the update to members prior to the meeting. Additionally Jay had distributed a summary of the steps needed to become state certified.

The Committee discussed the process to become certified and agreed to review the new action items and be prepared at the next meeting to go through them in order to identify those action steps we can complete. Monique agreed to contact the former chair of the committee to determine if she has any documents the committee can use.

Chris Charles also recommended that the committee be assigned a clerk to help with the required committee paperwork and to assist with completing the necessary information on the state website. Jay agreed to talk with Jim Briton about funding for a person to help the Committee and to report back at the next meeting.

**Other Issues to come before the Committee:** The members discussed a schedule for meetings and agreed to meet on the second Wednesday of each month at 5:00 pm. Jay agreed to put together a schedule that the Committee can review and approve at its next meeting.

There being no further business, the Committee adjourned at 6:35 pm