

Sustainable Litchfield Committee Meeting

3:30 pm, Tuesday, Jan. 5, 2021

Remote Meeting via Zoom

MINUTES

Call to Order at 3:32pm

Present: Dean Birdsall, John Post, Carrie Szwed, Diane Field, James Keithan, Jeff Zullo, Margaret Hunt, John Morosani, Raz Alexe, with 1st Selectwoman Denise Raap as Guest/Zoom Host.

Absent: Ben Buck, Patti Laurie

Approval of 12/15/20 Minutes: Margaret motioned to approve. John M. seconded. Motion carried.

Public Requests

- None

Comments

- SusCT published a new Master Action List, now known as the Action Overview Worksheet. It is color-coded to reflect revisions and additions to the 2020 List.
- John P. reported that we have submitted 125 points so far, covering 5 out of the 11 required Categories. Of those 125 points, 60 points have been approved. We are well on our way to the 200 points needed for bronze certification, but we still have work to do between now and April 6.

Action Tracker Update (limited to actions in development requiring assistance from group):

- **Category #1:** No updates
- **Category #2:** For 2..6.1, Denise and Jeff are still working with Helen (Tax Collector) to opt in to C-PACE, which could benefit several local businesses. The goal is to get the C-PACE opt-in on the agenda of the Feb. town meeting. Denise has been in discussions with Cleve Feussenich regarding a Post-Covid Business Recovery Plan, as well as the development of a business resource brochure or website link, both of which seem like actions that could fall under 2.3. These initiatives will be discussed at the next EDC meeting, and then Carrie will reach out to Lindsay Turner (EDC member), or vice-versa, to get the info necessary for submission.
- **Category #3:** No updates
- **Category #4:** The new town website is launching on January 8! The website developer is Evan Dobos, evan@civiclif.com, who we can contact with questions on how to post town events or other SusLitchfield-related items. Michelle Morelli continues to work on developing the Arts Council, which will not be a new Town Committee, but rather a Task Force under the EDC (4.2.5). Superintendent Leone has now started to look at Items 4.4.1.a-d. For 4.2.11.b, Dean has received 7 prospective designs for the plow from LHS students. He will follow up with Raz on how the winning design will be chosen.

- **Category #5:** Denise reported that the tentative date for the upcoming Farmer's Forum is on January 23 from 2-4pm.
- **Category #6:** No updates
- **Category #7:** No updates
- **Category #8:** Margaret and Carrie looked through the Category to find "back-up points" in case we need them. For 8.3, we discussed that several Commission members have attended various trainings in the past 3 years, so we'll look through the Minutes of those Commissions (EDC, Inland Wetlands, P and Z) to find the necessary info to submit for points. For 8.4, we asked if anyone knew of individuals/organizations that are currently trying to receive the SusCT Matching Grant Funds. There is the possibility that John Markelon is doing so for the Pollinator Pathway project, but we're not sure (Carrie can follow up there). There are several other matching grants that the Town has applied or been approved for, but they may not be applicable for points since they are not specifically the SusCT Matching Grant. For 8.5.2, we asked if the Town was collaborating on any regional projects or partnerships; we developed a list and will now look to see if any of those partnerships would apply for points.
- **Category #9:** We are waiting for James to clean up the Action Tracker for this category and identify 1, 2, or 3 Actions Items that we can pursue. John P. will follow up with James (who had to leave our meeting early).
- **Category #10:** We have one submitted Action Item, but no back-up.
- **Category #11:** Jeff will look at the full wording of Action Items 11.1 and 11.2 to see if we qualify for points, the question being whether we need to have 10% affordable housing. He will also meet with Jim and Jill at the housing developments to talk about a housing needs assessment.
- **Category #12:** Not doing this year
- **Category #13:** No update (I don't think...this category was not brought up). It is not a required category for certification.

Logo Development Plan

- We all agreed to the following timeline:
Finalize mission statement and discuss candidates for the logo review panel by Jan. 5 (which we did)
Launch logo development opportunity to the public by Jan. 15
Close public submission window by March 15
Convene logo review panel to decide on winner by March 31
Announce winning design in April (perhaps at our launch meeting, if we have one)
- After a productive review session of the drafted mission statement, Dean motioned to approve it, John M. seconded it, and the motion carried for a finalized mission statement.

New Business

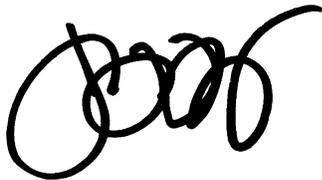
- Margaret mentioned that BLPA will be hosting a Polar Plunge in March and suggested that SusLitchfield form a team to participate, in an effort to raise public awareness of our Committee (she agreed to be on the team!).

Announcements

- SusCT will be resuming their monthly “Coffee Hours” and the next session is on Jan. 15 from 10-11am.
- John P. suggested that each upcoming meeting should include an “Equity Updates” item on the Agenda so that we can address and make progress on the 4 equity projects (1 for bronze, 3 for silver) that we are required to develop.
- Our next meeting will be a “special” meeting on January 19 at 3:30pm.

Adjournment: Margaret motioned to adjourn. Dean seconded. All in favor. Adjourned at 5:20pm.

Submitted by Carrie Szwed, Secretary

A handwritten signature in black ink, appearing to be 'John Post', written in a cursive style.

John Post, Chair