

# Sustainable Litchfield Committee Meeting

3:30 pm, Tuesday, June 1, 2021

IN-PERSON meeting at the Bantam Annex

## MINUTES

**Call to Order** at 3:41pm

Present: Dean Birdsall, Diane Field, Jeff Zullo, Margaret Hunt, Carrie Szwed, and James Keithan, with new SusCT Fellow, Ally, joining as a guest

Absent: John Post on extended leave, John Morosani (James stepping in as voting member in John's absence), Raz Alexe, Ben Buck

**Approval of 5/4/21 Minutes:** Jeff motioned to approve. James seconded, with corrections (minutes stated wrong location when announcing next meeting). All voted in favor with corrections and the motion carried.

**Public Requests/Comments:** none

**Establish location and time for future meetings:** All agreed that the 3:30 time slot still works on Tuesday afternoons. Our meeting location will be in the Bantam Annex Meeting Room (unless meetings are virtual).

### **Bronze Application Status**

**We received Bronze Level Certification!!!** A congratulatory email was sent to us by Sustainable CT, along with a press release. We agreed we should tweak that press release to be more Litchfield-specific. Margaret is going to wordsmith a revised version and send it out.

### **Silver Action Tracker**

- We actually submitted 280 points for Bronze, but were only approved for 210, so there are 70 points that just need revisions and can then be re-submitted to count toward Silver. *Whoever originally submitted those Actions will need to follow up with whatever revisions are necessary.*
- We went through all the Categories on the Silver Action Tracker and updated which Committee members are assigned to each category:

Category 1. Inclusive & Equitable Community Impacts (Jeff, John P, Diane)

Category 2. Thriving Local Economies (Jeff, Raz, Carrie) – *The “Visit Litchfield” campaign that EDC got grant money for needs to be integrated for points – Carrie will work on figuring out where.*

Category 3. Well-Stewarded Land & Natural Resources (Carrie & Dean)

Category 4: Vibrant & Creative Cultural Ecosystems (Margaret, John M)

Category 5: Dynamic & Resilient Planning (Ben, James, John P.) – *35 of our 70 revision points have to do with revising the POCD! So, James is going to work with Ally to re-submit for those points.*

Category 6: Clean & Diverse Transportation Systems & Choices (Raz, John P, Jeff)

Category 7: Renewable & Efficient Energy Infrastructure & Operations (John P, Jeff)

Category 8: Inclusive Engagement, Communication & Education (Carrie, Margaret)

Category 9: Strategic Materials Management (Dean, James, Raz)

Category 10: Optimum Health & Wellness Opportunities (Diane, John P.)

Category 11: Healthy, Efficient & Diverse Housing (Jeff, Ben)

Category 12: not doing

Category 13: Innovative Actions (Broadband - JM, SusLitch logo - MH)

*Committee Members will need to communicate with their Category teammates to determine which Actions they want to focus on for Silver certification and how many points they think could be obtained in their Category – update the Action Tracker accordingly before next in-person meeting.*

- We also briefly went through the Actions that are currently listed in the Silver Action Tracker and changed several of the color codings from purple to yellow, as those Actions are already completed, but just need to be submitted. *When each Category subcommittee updates the Action Tracker, they should also color-code their Actions appropriately.*
- Based on our “calculations” on the Silver Tracker, we’ll have to decide if we can realistically achieve Silver by August. Most towns wait an entire year in between Bronze and Silver.
- Our Silver Equity Projects have been revised. Jeff does not believe the Facilities Review can be completed by August. Therefore, we are choosing the Broadband Project plus the Equity Statement and/or the Pedestrian Study (preferably both of the latter - good to submit 3 in case one doesn’t get approved).

### **Building Sustainable Litchfield Brand**

- Logo Contest Update: The final logo was still not quite ready yet, but should be very soon. It would be great if the new logo could be included in the press release about achieving Bronze, but not sure it will be ready in time.
- We went with Denise's suggestion to make our SusLitch webpage the 6<sup>th</sup> Shortcut "button" on the home page. Of course, we're also already listed as a Town Committee on the Government page, so that listing could be turned into a link to our webpage too. What do we want to "populate" our page with?

### **New Business**

- Ally is excited to be working with us as the NWHCOG Fellow. Her email is nwhcogfellow@gmail.com.
- We're going to have a special virtual meeting at 3:30 on Tues, June 15, to talk more about prioritizing Actions for Silver, since we can share the Action Tracker virtually and all go through it together.
- The next in-person meeting will be on Tues, July 6 at 3:30 pm in the Bantam Annex.

**Adjournment:** Margaret motioned to adjourn. Jeff seconded. Motion carried. Meeting adjourned at 4:51pm.

Respectfully Submitted,

Carrie Szwed  
Secretary