

# Sustainable Litchfield Committee



## Regular Meeting

3:30 pm Tuesday, August 3, 2021

Litchfield Fire House

### MINUTES

- **Call to Order** at 3:35pm
- **Present:** John Morosani, Diane Field, Dean Birdsall, , John Post, Ben Buck, Sustainable CT Intern Allie Smith, Margaret Hunt, Jeff Zullo, James Keithan. Visitors: Priscilla Jeffrys, Barbara Putnam, Denise Raap
- **Approve 7/7/21 Minutes:** Motion to approve, John M. Second Margaret, all approved
- **Public Requests/Comments:** John Post reported a vacancy due to a retirement. What is the profile of the person we want to invite in. Priscilla Jeffreys, who was on the equity writing team, is from CT, moved to Bantam, spoke. She is interested in being on committee. Is attending today per requirement of being approved by BoS. Barb Putnam representing the Farmers Alliance, reported that they reviewed the farming regulation and put together a Right-to-Farm ordinance related to the state-wide statute as an attempt to reflect fact that farming is a part of Litchfield history and needs support.
- **Silver Action Tracker**
  - Submitting for an Action # already approved for Bronze: John P shared that submitting an action that is already “preoccupied” on the dashboard can be tricky. Allie helped John submit such an action. The trick is to modify the status bar for the action on the dashboard by changing *completed* to *planned*. Then increase the number of points by the points of the added Silver action. Leave Bronze uploaded evidence in the dashboard and add newly uploaded files. Jeff suggested standardizing how we name our uploaded evidence by starting with the action number.
  - Heads up: Allie will be done interning with us by next Wednesday, August 11.
  - How close are we to 400 pts? Assess current point status. Current status points 485
  - Shooting for a buffer of 100 over the required 400 for our Silver Submission.

- Review Actions of Concern: Review uncolored actions in the Action Tracker. Can we get them done in time?
- Action 1:1 and 1.3 Equity Statement approved (15) and toolkit write up (10) is worth total 25 points
- Action 1.1 Optimizing for Equity: Town Facility Survey Jeff writing it up. Will have Dean review. 10 points
- Action 2.4.2 Support Small Business Development Centers Carrie emailed that this is under control. 5 points
- Action 3.8.1a Distribute educational materials on LED materials. Carrie emailed that this is under control 5 points
- Action 3.10.3 Dean said this one is a back up if we are desperate for Silver points. Prefers not to hurry it through. Consensus is to set it aside.
- Action 4.1.1 a-d Per Carrie's email. Under control. 10 points
- Action 4.2 Only can do two more. John submitted Arts Council. Allie will double check. Margaret will fix 4.2.3 from reviewer's feedback. Move 4.2.7 to Gold.
- Action 5.1b. All set for total 30 points. Allie will check to see if we can get any more points.
- Action 6.6.1-2. For resubmission of Fleet Management Plan: On BoS agenda for tonight. Documentation will be the Board meeting minutes. 10 points. Once evidence of BoS approval, John P will submit. Will also share w/Allie. 6.4.4 EV assessment. Jeff reviewed what John put together. 5 points
- Action 7 Leveraging the solar panels system for schools into points. Covering 100% of school's electrical needs. John talked to SustCT about changing the submission dates to cover when the schools' electricity was turned on. A bit tricky. So he conservatively reduced the potential points from 50 to 10. Working on getting paperwork that would document and validate our getting 50 points. If don't get full 50, we can submit increase for Gold as a rolling credit.
- Action 8: 8.2 a,b Move to Gold. 8.5.1 Mentoring and being mentored 20 points and 8.5.2 Mentoring and Mentorship at municipal level. Margaret will talk to Denise and work on up to 20 points.
- Action 9: 9.3.1 and 9.4.1. Smart Task Force Partner is Jerry Geci.. John Post thinks the write up should be done by the partner, not by us. James Keithan is ready to write them up, and he is a bit frustrated at having nothing to do. James will get together with Jerry and review his write up and do the submission. Total points 25.
- Action 10: Using Bronze points. Don't need actions in this one
- Action 11: Jeff said that the Housing grant now finalized. He needs the emails and data to document. Denise has another grant that can fit this action
- Action 12: 12.1.2 Allie doing a website for homelessness resources. We can post the link on town website and submit as an action for 5 points

- Action 13.1 Innovative actions: Margaret Logo Selection Committee 10 points  
Jeff: Facilities Review 10 points

Total adds up to our planned-for 500 points. We are in good shape for Silver.

- **New Business**

- Positioning of the Bronze Award: John Post, Margaret, and James working on a letter of appreciation that reflects the Bronze achievement back on the good work of the community and its partners. Logical next step is to have partners take over doing the write ups with assistance from Sustainable Litchfield. September meeting focus will be on the Sustainable Litchfield brand and official launch.
- Discussion of how to use Cares money that is coming in the town budget.
- Discussion of instituting school composting. Allie will get Dean in touch with Compost Officer at SCSU.
- Jeff emphasized the importance of the town reaching out to support residents who are excited about pursuing practices and projects to improve the town.

- **Announcements** repeat that we have a vacancy on the committee. Invite interested parties to attend next meeting. Then recommend one to the BoS for approval.  
Repeat: Barbara Putnam's request for support for the "Right-to-Farm" ordinance.  
Invite her to September meeting to make a pitch.  
Discussion: Dean, is it the place of our committee to endorse...

- **Next Meeting:** August 17, 3:30pm, Litchfield Firehouse.

- **Adjournment:** Jeff motion to adjourn. John Morosani second. All in favor. Adjourned at 5:16pm

Respectfully submitted,  
Margaret Hunt (recording for Secretary Carrie Szwed)

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

John Post, Chair