

# Sustainable Litchfield Committee



## Special Meeting

3:30 pm Tuesday, February 15, 2022

Remote Zoom

### MINUTES

- Call to Order 3:33pm  
Present: Carrie Szwed, Dean Birdsall, Margaret Hunt, Diane Field, John Post, Jeff Zullo, Ben Buck  
Guest: 1<sup>st</sup> Selectman Denise Raap. Absent: James Keithan, John Morosani
- Approve 1/18/22 Minutes
  - M. Hunt motioned, D. Birdsall seconded. Motion approved with two slight modifications suggested for future minutes: 1) putting "guest" next to D. Raap's name when listing who is present, and 2) using the first initial and last name to identify someone each time a name is listed.
- Committee Vacancy Update
  - Max MacIntyre did not respond to D. Raap's inquiry about whether he was interested in joining the Committee.
  - Sean Mullen was suggested as a possible candidate for the vacancy. He is also a member of the SMART Task Force, which would help with our "cross-pollination." D. Birdsall will reach out to Sean Mullen.
  - Caroline King and Anthony Zuffeetto were also mentioned as potential candidates. M. Hunt will reach out to Caroline King and D. Raap will reach out to Anthony Zuffeetto.
- Next steps coordinating with SMART
  - HS students joining team
    - D. Birdsall reported that two of his students from his Environmental Studies class have joined the SMART Task Force. They are working with SMART to hopefully offer lessons on composting to 5<sup>th</sup> or 6<sup>th</sup> grade students at Litchfield and possibly Region 6.
    - The students will also help with SMART's education "campaign" on composting through social media and other avenues.
    - Lastly, D. Birdsall reported that Litchfield High School will be re-establishing an effort to compost at the school.
  - 2/9/22 meeting report
    - SMART Task Force mentioned at their meeting on 2/9 that they would also like to do an Earth Day event. J. Zullo made a motion that Sustainable Litchfield and SMART Task

Force team up to hold an Earth Day celebration event on Sat, April 23, and that a Sustainable Litchfield/SMART Task Force Collaboration Sub-Committee be formed. Dean and Carrie will represent SusLitch on that Sub-Committee, along with TBD members of SMART.

- Community Awareness and Celebration Event
  - John Post details from original launch plan
    - See attached document of original launch plan, with updates to reflect our ideas for the event on April 23, 2022. It will take place at Litchfield High School, most likely from 1-3pm. We agreed that the event should be an overall celebration of Earth Day in Litchfield, hosted by Sustainable Litchfield and SMART Task Force. It will include guest speakers, current/potential partners with tables set up, activities for children, perhaps give-aways, etc. We will continue to brainstorm in our sub-committees, which are listed below.
  - Communications/Materials/Use of Logo
    - A Promotions/Marketing Sub-Committee was formed, which includes D. Field, M. Hunt, B. Buck, and C. Szwed
  - Activities/Venue
    - A Partners/Programs/Venue Sub-Committee was formed, which includes J. Post, D. Birdsall, and J. Zullo.
- Targeted New Actions
  - There are four Actions that we submitted for Silver Certification points, but were not approved, so revising and re-submitting those Actions should be a priority. Those Actions are 6.1, 6.6, 9.3, and 9.4
  - J. Post suggested that, while we can continue to work on various Actions, we should wait to actually submit anything again until Sustainable CT comes out with their revised Actions Master List, which will likely be in January 2023 (or at least wait until we can speak with our SusCT Fellow this summer).
- Review letter to partners
  - M. Hunt has been working on this letter, but it will need to be revised in light of our proposed Earth Day event and our partners' participation in it. J. Post and M. Hunt will meet "offline" to make those revisions.
- Presentations to key partners (tabled from previous meeting)
  - Again, we would like to get them involved in the Earth Day event, so we will focus our efforts in that direction for now.
- Adjournment and next meeting date
  - We will need to meet more frequently in order to plan for the Earth Day event. We will now meet every two weeks. Our next meeting will be in-person on Tuesday, March 1 at the Litchfield Firehouse at 3:30pm. The following meeting will be Tuesday, Mar. 15, same time and location. Earth Day sub-committees will also meet on a regular basis in between full meetings.
  - J. Zullo motioned to adjourn at 4:48pm; M. Hunt seconded.

Respectfully submitted,

Carrie Szwed, Secretary

Attachment:

**Town-wide *Sustainable Litchfield* Public Launch**  
**1-3 pm, Saturday, April 23, 2022**  
**Litchfield High School Cafeteria**

**Modified for possible April 2022 Event**

**Objectives**

1. Intro SustainableCT to town residents & Celebrate Bronze/Silver Certification
2. Introduce Partners; w/special SMART Team focus
3. SMART Team Composting Initiative
4. Tabling session where partners share actions completed/underway/planned and recruit new membership
5. Possibly - Hold an EV Fair outside the event

**AGENDA**

Introduction	Denise
Sustainable Litchfield Introduction & Certification Celebration	Dean
SustainableCT	
- Overview of statewide program	Lynn Stoddard
Intro to Sustainable Litchfield Partners & their Role	Dean
SMART Team Composting initiative	Jerry Geci
Partner Tabling Session	
- Partners share completed, current & planned actions	
- Sust Ltfd tables and collects suggestions/recruits partners	