

# Sustainable Litchfield Committee



## Special Meeting

**3:30 pm Tuesday, March 14, 2022**

**Litchfield Fire House**

### MINUTES

- Call to Order at 3:35pm  
In attendance: Diane Field, Margaret Hunt, Dean Birdsall, Carrie Szwed, Jeff Zullo (on speaker phone), 1<sup>st</sup> Selectman Denise Raap as Guest
- Approve 3/1/22 Minutes – D. Field motioned to approve, C. Szwed seconded, all in favor
- Committee Vacancy Update
  - D. Birdsall spoke with high school student Anthony Zuffaletto about the vacancy. Anthony expressed interest. Dean will invite Anthony to the next Sustainable Litchfield meeting.
- Composting/SMART Task Force report
  - Students in LHS's AP Environmental Science class met with LHS cafeteria manager and head janitor to discuss more eco-friendly practices and materials, namely composting and silverware. We discussed that there needs to be a push to educate students on how to dispose of waste responsibly and not throw away reusable items like silverware.
  - The AP Env. Students plan on going into the 6<sup>th</sup> grade classrooms and lead an assembly for the 7<sup>th</sup> graders that would help address this need for education.
- Earth Day
  - A town-wide clean-up will be taking place Saturday morning, April 23, from 9am-12pm, with the homebase at the Community Field Pavilion. Pre-registration is going through Litchfield Park and Rec. Organizers will encourage clean-up volunteers to head over our Celebration event that starts at 1pm.
- "Litchfield Celebrates Earth Day" Community Awareness/Celebration Event (Saturday, April 23)
  - Partners/Program/Venue Task Force report (JP, JZ, DB)

- Had a discussion about the location of speakers / tables / programs inside LHS in case of rain. C. Szwed asked if D. Birdsall could reserve another space inside that is separated from the main Cafeteria...possibly the chorus room. This space would be used to run 2-3 guided programs during the event. White Memorial can do a program on endangered species. D. Field is going to ask Jessica Russell (from Art Room Atelier and the Arts Council) if she would like to lead kids in a guided art program, or if she'd rather just have an ongoing art activity at her exhibitor booth instead. C. Szwed mentioned that Ripley Waterfowl Conservancy might be good organization to ask to do a program. Or perhaps SMART Task Force would like to do an abbreviated version of their Let's Talk Trash program. There's not enough time to do all though.
- D. Birdsall is going to looking into a source for rectangular tables so that exhibitors don't have to bring their own.
- The guest speakers will be Lynn Stoddard from Sustainable CT, D. Birdsall representing Sustainable Litchfield, Jerry Geci representing SMART Task Force, and 1<sup>st</sup> Selectman Denise Raap. They will each be giving 3-5 minute comments, rather than full speeches.
- Community partners that have already signed on to have exhibit booths include: USA Recycling, Tim Abbott (HVA), Meraki, Aquarion Water Co. (selling rain barrels and having a raffle to give away a rain barrel), Litchfield Land Trust, Friends of Topsmead, Chanticleer Acres, White Memorial, Litchfield Arts Council, Litchfield Food Council, and SMART Task Force, w/ students from AP Environmental Science class
- We will all continue reaching out to the partners we assigned ourselves to in the Action Tracker
- Marketing/Promotion Task Force report (DF, MH, BB, CS)
  - The Earth Day Celebration flyer that C. Szwed created was approved by the Committee members present, apart from two changes: mention that food will be available and edit the "guest speaker" bullet point. C. Szwed and D. Raap will work on publicizing the flyer. C. Szwed will also share it with Colleen Kinkade at Park and Rec. so she can help publicize too.
  - Sixty Sustainable Litchfield T-shirts were ordered from "4-Imprint." Shirts will have the color logo of Sustainable Litchfield on them. Committee members will wear these at the Celebration and we will also give them out to community partners. Any leftover shirts could potentially be sold.

- M. Hunt is finalizing the design for a “Let’s To-Do This” notepad give-away that has the Sustainable Litchfield and SMART Task Force logo on it. We will hand these out to the public at the Celebration.
  - D. Raap will help us advertise for the Celebration on both the LHS digital sign and the Town Hall sign.
  - M. Hunt will work on getting a Sustainable Litchfield banner made that can be used repeatedly, and can be hung up or used on tables.
- Event Day Coordination and Assignments
  - J. Zullo will be in charge of coordinating and setting up the parking lot for an EV Fair – trying to have 6-7 vehicles there.
  - C. Szwed will be in charge of scheduling and running the “program room.”
  - D. Birdsall will be charge of collecting images and putting together a slide show of Litchfield’s sustainability accomplishments so far (C. Szwed will email everyone a partial list of accomplishments she has compiled).
  - Everyone on Committee will need to be available on the day of the Celebration to be greeters and facilitators wherever needed.
- Adjournment and next meeting date
  - D. Field motioned to adjourn meeting at 4:57pm. M. Hunt seconded. All in favor.