

Sustainable Litchfield Committee



Regular Meeting

3:30 pm Tuesday, April 5, 2022

Litchfield Fire House

MINUTES

- Call to Order – 3:38pm
In attendance: Margaret Hunt, Dean Birdsall, Carrie Szwed, Jeff Zullo, John Morosani, Ben Buck (joined late). Guests Denise Raap (1st Selectman), Gerry Geci from S.M.A.R.T. Task Force
- Approve 3/14/22 Minutes – M. Hunt motioned to approve, D. Field seconded. All voted in favor except J. Morosani who abstained.
- Committee Vacancy Update – no updates
- “Litchfield Celebrates Earth Day” Community Awareness/Celebration Event (Saturday, April 23)
 - Partners/Program/Venue Task Force report
 - Partners that have confirmed to set up a table: White Memorial (also doing a formal program), Litchfield Greenway, Ripley Waterfowl Conservancy, Litchfield Land Trust, Chanticleer Acres, Litchfield Historical Society, Oliver Wolcott Library, Sustainable Litchfield, Temporary Committee on Regionalization, Litchfield Hills Audubon, Litchfield Housing Trust, LHS Enviro. Sci. class, S.M.A.R.T., Wisdom House, St. Michael’s, Social Services, USA Recycling (with truck? Do they need a table?), Housatonic Valley Association, Aquarion Water Co., Friends of Topsmead
 - still waiting on a few others to confirm and reaching out to a few more who have not been contacted yet – refer to Action Tracker for most up-to-date list and who is responsible for making contacts
 - every Committee member needs to put the contact emails of their respective

partners into Action Tracker so that D. Birdsall can send all partners a confirmation email laying out some details and logistics of the event.

- Electric Vehicle Fair is coming along (Superintendent Chris Leone plans be there with his vehicle).

- Opening Remarks (first 15 minutes of the event) will be made by Denise Raap, Dean Birdsall, Gerry Geci, and Lynn Stoddard (of SusCT). The idea was mentioned to also invite the new Town Poet Laureate to read a piece of original poetry.

- Marketing/Promotion Task Force report

- C. Szwed will update the event flyer with more details and also write up a text description that can be used for publicizing the event.

- When D. Birdsall sends the partners the confirmation email, he will attach the flyer and ask partners to help spread the word with it.

- Sustainable Litchfield T-shirts will be here on April 21st.

- The marquee board outside Town Hall already has a message publicizing the event, and we also have approval to have a message displayed on LHS's electric board.

- PhotoArts (in Torrington) quoted us a very reasonable price for the notepads and SusLitch banner, so they are currently in the process of printing both.

- M. Hunt is going to get in touch with WZBG about morning interviews to publicize the event, and also with John McKenna to get publicity in Litchfield.bz and the Republican American.

- Pre-Event Task Assignment List

- see above for some assignments

- Also, D. Field will "clean up" the Action Tracker

- Event Day Coordination and Assignments

- M. Hunt will be at the Sustainable Litchfield table.

- C. Szwed will be running the White Memorial booth.

- J. Morosani will be running the Temporary Committee on Regionalization booth.
- J. Zullo will be running the EV Fair
- Roles for other Committee members still unassigned?

- Announcements: Several Committee members have been working on the ACEEE project and we will release our data to Jessica at SusCT, who will forward it on to ACEEE
- Adjournment and next meeting date
 - Special meeting on April 19 at 3:30pm at the Litchfield Firehouse
 - C. Szwed will not be able to make it, so another Committee member will need to take minutes
 - M. Hunt motioned to adjourn at 5:11pm, J. Zullo seconded.