

# Sustainable Litchfield Committee



## Regular Meeting

**3:30 pm Tuesday, February 7, 2023**

**Litchfield Fire House**

**Draft M I N U T E S**

- Call to Order – 3:34 pm  
In Attendance: Kay Winter, Diane Field, Cathleen Wyse, Margaret Hunt, Dean Birdsall, Jeff Zullo, Carrie Szwed, James Keithan (standing in as voting member)  
- Guests: Barbara Putnam (representing St. Michael's Church and Litchfield Conservation Commission), CeCe Stowe, Ian Hahn, and Maebel Haynes (students from LHS Environmental Club), Kyle Harris (LHS Staff Representative for LHS Env. Club), Naomi Boccio (Publics Works Highway Supervisor)
- Approve 1/3/23 minutes – C. Wyse motioned to approve, M. Hunt seconded.  
Amendments: Change the word "neat" to "near." All in favor.
- D. Birdsall made a motion to change the order of the agenda to discuss Earth Day first.  
M. Hunt motioned to approve; J. Keithan seconded. All in favor.
- Earth Day, 4/22/23, Coordinated Townwide Celebration
  - Venue and timing
    - Litchfield Community Center and St. Michael's Church both offered their facility to host the event; After discussion of both options, J. Zullo motioned to have event at LCC, D. Field seconded. All in favor.
    - Event 12-2pm? 3pm?
  - Participants, activities, coordination
    - Formed a Food Committee (K. Winter, C. Wyse) – will work to find a plant-based, locally sourced, zero-waste food truck

- We considered the use of a bounce house from ACE to attract children, but then decided that it didn't fit in well with the theme of our event; other children's activities that were mentioned included some sort of a sports tournament (cornhole, basketball, etc.), game stations run by LHS students, live animals from White Memorial/Ripley, interactive activities at as many booths as possible
- B. Putnam said she could spearhead the participation of the houses of worship in the event; she also said that St. Michael's plans on having an EvenSong event at sunset that evening.
- Promotion
  - Definitely want to market the event more towards families and specifically children.
  - D. Birdsall will send out an invitation email to all the orgs. that participated last year to see if they want to participate again.
  - Formed a Marketing/Messaging SubCommittee (C. Szwed, K. Winter, with help from K. Harris) – will work on marketing the event and also developing a SusLitch booth that helps the community understand our group's role and the importance of not only sustainability, but responsibility.
- Earth Day Street Clean-up
  - The Earth Day event will start at noon, immediately following the townwide clean-up event (from 9-12), which will be based out of the same location; hoping to attract the families that participated in the clean-up to the event
- LHS Environmental Club Subcommittee Report
  - LHS Env. Club would like to help us market the event, and could also hopefully run stations at the event, such as kids' games, crafts, etc. One of them also knows a band that could play, and another whose father runs a Facebook group with many followers and could help us advertise.
- Climate Leader Designation
  - Action item status reports
    - 5.6.2 - Achieve Bronze status in SolSmart program
      - We need to have a landing page on the town website devoted to solar information for residents; C. Wyse and D. Field have been working with L. Callahan and E. Dobos on this.
      - Also need to have two permitting checklists: one that shows the steps

our town has taken to meet SolSmart standards, and another that provides steps to follow for residents who want solar installed on their properties; D. Field developed a preliminary draft of both documents, which she gave to J. Zullo to review.

- 7.6.1 - Beth King from Eversource gave D. Field and C. Wyse an inventory of all exterior lighting uses on the public streets in Litchfield; J. Zullo will talk to Public Works Director, Raz Alexe, on what his process is for assessing exterior lighting needs.

- 6.4.3 - J. Zullo is still in talks with R. Alexe about this

- 3.4.3 - D. Birdsall reported that Stacy Demming (from HVA) put together a map that fills the requirement for an Open Space Inventory. D. Birdsall will send that to SusCT.

- 6.1.3 – The “Complete Streets Policy” that M. Hunt wrote was reviewed by the Traffic Safety Committee and Sustainable CT, and will now go to the Board of Selectmen this evening to hopefully be adopted by the town.

- 6.1.6 – M. Hunt went through the list of the town’s implemented traffic projects that she will submit for this Action.

- Tree Dedication for John Post (Founder and First Chair of Sustainable Litchfield)
  - We will work with Berta Andrulis from LCC to acquire and plant five trees in honor of each of John Post’s grandchildren; they will be planted at the Community Garden. J. Zullo will talk to John Baker, the manager of Litchfield Audubon’s chestnut plantation, to see if hybrid chestnuts would be a good option.
- Website Update
  - Guest B. Putnam noted that our SusLitch webpage needs to be more catchy and promote all of our accomplishments so far; it should also include the list of Actions from SusCT and any other documents we’ve been using to guide us.
- New Business
  - The Litchfield Conservation Commission is hosting a presentation by Tim Abbott from HVA - Litchfield County Greenprint on Tuesday, March 28, at 7pm. Several town entities related to land use will be invited to attend.
- Adjournment and Next Meeting Date
  - M. Hunt motioned to adjourn at 4:55pm. C. Szwed seconded. All in favor.

- Next full Sustainable Litchfield Committee meeting is on Tuesday, March 7 at 3:30pm at the Litchfield Firehouse. In the meantime, SubCommittees should meet on their own.

Respectfully submitted,

Carrie Szwed

Feb. 8, 2023