

Sustainable Litchfield Committee



Special Meeting

3:30 pm Tuesday, June 6, 2023

Bantam Annex

Minutes

- Call to Order at 3:35pm. Present—Dean Birdsall, Jeff Zullo, Cathleen Wyse, Keetu Winter, Diane Field. Carrie Szwed.
Absent: James Keithan, Mabel
Also present: Denise Raap
- Approve 4/4/23 minutes. Motion to Approve—J. Zullo. Second K. Winter. All in favor. M. Hunt abstain.
- Gold certification requirement review:
 - CLIMATE LEADER applies to achieving Gold. Discussion of how to spread the word on this achievement. D. Birdsall received communication package from Jim Hunt of SustainableCT. D. Birdsall will send communication package to M. Hunt who will formulate the press release for achieving CL Designation. D. Field's effort at the last minute with respect to achieving SolSmart bronze national recognition completed the final points needed for CLD. She will see if pursuing further SolSmart certifications will fit into Sustainable CT's requirements for Gold. Litchfield was one of 4 towns to achieve CLD. J. Zullo emphasized that the press release message should focus on Litchfield's achievement and leadership on CLD rather than nitty gritty technical stuff. For example, Litchfield leads the state in the percent of renewables for municipal power at over 90%. J. Zullo will send M. Hunt the data and C. Wyse will send list of current accomplishments to be included in press release. Another example of achievements is the inclusion of solar streamlining information on SL page on town website.
 - M. Hunt suggested adding PR/Marketing /Outreach as continuing agenda item.

- Action Tracker update: Gold tracker needs to be cleaned up and updated. Silver tracker should be reviewed and updated for any incomplete actions that could apply to Gold. D Birdsall and M Hunt will work on cleaning up the trackers.
- Procedures and strategy: Dean suggested that we need teams that meet more often because meeting once a month is not enough.
- Action #2--K .Winters: (J. Zullo and Raz?) Thriving Local Economies, 2.2.2and 2.2.3
- Action #1--J. Zullo: Move #13 Innovative Action broadband project up to #1 Inclusive and Equitable Community Impacts. J. Zullo will write up a summary of the broadband project as an Equity project and ask SustainableCT Jessica LeClair for feedback. C Wyse will work with J. Zullo on writing up the project.
- Action #7—J. Zullo and 7.4 Solar project
- Strategic community actions identified and assigned.
- Action #1: Optimize for Equity—C. Szwed read the process of the Equity Toolkit and John Post’s pdf of how the Equity toolkit process. Discussion to clarify understanding of the process.
- Action #1—C Szwed will ask Jessica LeClair of Sustainable CT if developing an after-school program would fit into Optimize for Equity. If not, it would apply under #13 Innovative Action
- Action #12—D. Field and C. Szwed will see what items in this action can be accomplished for Gold level.
- Action #8—Inclusive Engagement, Communication, and Education—8.6 “Collaborate with other Municipalities on Sustainability Actions” Required for Gold. C. Wyse will explore this item.
- Action #3—D Birdsall will work on this action

- Adjournment and next meeting date. M. Hunt moved to adjourn. J. Zullo. Second. All in favor. Meeting adjourned at 5:00pm
Next meeting cancelled because it is on July 4.
A special meeting will be scheduled.

Respectfully submitted,

Margaret Hunt, Secretary pro tem for Carrie Szwed, Secretary