

Sustainable Litchfield Committee



Special Meeting

3:30 pm Wednesday, November 8, 2023

Bantam Annex

MINUTES

- Call to Order – 3:35 pm
 - In attendance: Dean Birdsall, Cathleen Wyse, Diane Field, Barbara Carr, and Carrie Szwed
 - Guest Emily Lupinacci – considering forming a sustainability group in Morris
- Approve 10/3/23 minutes
 - C. Wyse motioned to approve minutes WITH modifications. During our last meeting, we recorded a long list of Actions from Sus CT that had a gold icon next to them, which we assumed meant they were required for gold certification. Turns out we misinterpreted the meaning of that icon, and there are actually only 4 Action requirements for gold. C. Szwed seconded the motion to approve minutes with modifications. All in favor. Motion approved.
- Gold certification requirement review
 - Action Teams provide updates
 - C. Szwed, C. Wyse, M. Hunt, and D. Field met virtually with Jessica LeClair from SusCT to get clarification several matters:
 - According to our Silver Certification Report, there are **140 points of approved** Actions that were not accounted for in the Action Tracker that Jessica sent us (the one we called “Jessica's Action Tracker for Gold”). Jessica said that this spreadsheet was actually made by our last summer Fellow, and that he may have missed some points. She

said she would go back and check his work and re-send us an accurate Action Tracker of what points we have earned.

- We also discussed some ideas for what we could do to fulfill Action 8.6 – Collaborate with Other Municipalities - which is required for Gold.
 - Share a piece of heavy equipment between municipalities - Jessica said it might work, but what equipment are we considering, and is it part of a fleet improvement strategy?
 - Mutual emergency aid - will not count for 8.6, and it does not align with any of the Actions, unfortunately.
 - Provide regional services (like senior services) - it depends. Does the service align with one of the Actions? Is it a new service that has been started in the past three years? Has it been implemented?
 - Joint hires for Land Use Department roles - this would likely fit if the position was created in the past three years
 - Allow Goshen to compost at our facility - this could fit, as long as Goshen is promoting the service and there is some sort of awareness/agreement between towns. For Goshen to earn credit, they would need to be providing in-kind or financial support.
 - B. Carr suggested we also look into the collaboration of the towns of Litchfield and Morris on the treatment of the Bantam Lake.
- Jessica said that we have 3 of the 4 required equity Actions completed (as long as we update them to meet 2024 requirements), but we need a 4th project. Could we use the broadband project? Or do we need to brainstorm a new project? Need to discuss this further.
- C. Szwed and C. Wyse met with Michael-Lyn Cappello and Erin Kennedy with Social Services to talk about Category 12 – Effective, Compassionate Homelessness Prevention. At least 5 points in this Category are required for Gold. We can effectively complete 12.1.a for 5 points if:
 - We “designate a municipal employee...to serve as the liaison for homeless services in your municipality,” which would clearly be Michael-Lyn and/or Erin, and have their names posted on the Town website.

- We make sure there is a clear link to the Social Services page from the Town website. Right now, the only link to it is through the “Government” tab. Perhaps add a link to the “Life: Home and Family” page. The new Town Administrator, when hired, will need to do this.
 - On the Social Services page, there is already a list of Local Services, but a category should be added to that list for “Homelessness Aid,” which would then guide people to dial 2-1-1 or visit 211ct.org. Erin and Michael-Lyn said they have the ability to do that without the help of the Town administrator, and that they would make those changes.
 - As of today’s meeting, the changes had not been made yet, so C. Wyse will email Michael-Lyn to remind her about these updates.
- Agree on timeline for strategic mosaic of Actions.
 - Before our next meeting in December, we need two important documents from Jessica: the updated and accurate Action Tracker and the 2024 updates on the SusCT Action List. C. Szwed will email Jessica to remind her to send both of these documents ASAP.
 - Once we receive the documents from Jessica, the subcommittee of C. Wyse, D. Field, and M. Hunt (along with B. Carr) will meet to analyze the documents more closely and disseminate a summary of where we stand points-wise and what we still need to get for Gold.
 - We ALL need to look over their summary and the Action List and *come to the next meeting with each of our choices for which Actions we want to focus on moving forward*. We need to get going if we’re going to submit for Gold certification in August 2024. But, remember, we want to think beyond the points and pick the projects that are truly going to do the most good for our town.
- Adjournment and next meeting date
 - C. Wyse motioned to adjourn the meeting at 4:32pm. C. Szwed seconded. All in favor.
 - Next meeting will be on Tuesday, December 5th at the Bantam Annex at 3:30pm. We hope to use the projector and screen in the room to project the Action Tracker for all to see together.