

CETF 4/11/22  
4-5:30pm, Virtual

1. Call to order:
2. Attendance: Approval of [Minutes from 3/28/22](#) (V):
3. Adoption of Agenda (V):
4. Public Comment?
5. Regular Business--
  - A. Quick Updates: (~15min)
    - i. EV Event planning update (Norm)
    - ii. Energy Benchmarking & ICLEI (Ruth)
    - iii. Suggested [Action Steps & Resources List from ACTT](#)
    - iv. CETF Position openings; any applicants?
    - v. REC Recommendations to Council idea (Tobin)
    - vi. COA Class Projects - sub-committee volunteers to meet with communications outreach group?
  - B. CAP v.2
    - i. Topics for Discussion:
      - 1.
    - ii. Next Steps: who to share with & how to collate feedback? How to get feedback from the public as well as from dept. Heads and committees?
  - C. Current CAP Actions Timeline
    - i. 4/11:
    - ii. 4/25: Review feedback from Department Heads & Committees that has been received so far.
    - iii. 5/9: Review final feedback and prepare the presentation to Town Council
    - iv. 5/17: Present to Town Council
  - D. Review the [Gantt Chart from CAP v.1](#) - what have we accomplished? What are we behind on? What should our next action steps be?
6. Review & assign "to do" list. **Get comments back to Laura in the next week.**
7. Adjournment: Brain moves to adjourn, Margaret seconds. All in favor.

Join Zoom Meeting

<https://us02web.zoom.us/j/81549835363?pwd=T2IFRHhwSnU2bWRMSGGE3THZKcGRiQT09>

Meeting ID: 815 4983 5363

Passcode: 699063

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)