

CETF Minutes 2/13/23

4-5:30pm, Town Hall, Conference Room

1. Call to order: 4:03pm
2. Attendance: Jen Crandall, Ruth Poland, Joe Minutolo, Brian Booher, Tobin Peacock, Norm Burdzel, Kaitlyn Burke, Linneah Goh, Margaret Jeffrey (4:16)
3. Approval of Minutes from [1/23/23](#) (Vote): Norm moves to approve the minutes from 1/23/23, Kaitlyn seconds. All approve.
4. Adoption of Agenda (Vote): Amendments: Ruth moves that the section titled "Laura's update" should be replaced with a discussion of Sustainability Coordinator position. A review of Laura's tasks. Linneah seconds. All in favor.
5. Public Comment? Mike Olson solar panels at home, bikes over cars, put solar panels on wife's business. Denied roof plan by town because the solar panels reach from edge to edge which does not allow fire dept to poke hole in roof in case of fire. However other systems are in place the supercede the need for a hole in roof. This is a rule that isn't always enforced in communities. The building was been cited with a violation (a rule is being enforced by code officer) that NFPA chapter 2018. Mike feels like this a step backwards in terms of our work in climate change.
Michele Gagnon responded that this is a code that has been adopted and it needs to be respected. It is unfortunate that the contractors didn't follow the code. Codes are meant to keep the largest number of people safe.
6. Quick Updates
 - A. Laura's Position: Sarah Gilbert is here. The position is funded through 6/30/23 and in the 2024 MOE budget. Jen: what will happen with the work that Laura was working on? Sarah, Michelle and Bethany will take on the in-process grants/work. Michelle: it will be helpful to get any info we might have so they don't miss anything. Ruth: not sure we have more than you have. We will do our best to go over budget items. Margaret: would it make sense to try to fill the position before 6/30/23? Sarah: not even talked about it. Norm: could that money be used to pay a consultant to do some work between now and June? Possibly. Michelle asked about ghg audit contractor. Ruth gave update on who Kevin and Laura were going to use. Brian: explained the ICLEE software subscription. The software and consulting really needs a person from the town to input data and keep it running. Municipal data and community data can be put in to establish a baseline so we can show how initiatives will help in the future. Brian is willing to help. Other priorities: Brian: we recommended that the town work with an energy broker to purchase 100% renewable energy. Sarah says we did enter into a contract with CES. Brian: not sure that we are actually getting the zero emissions energy.
Ruth is concerned that the Sustainability Coordinator position will be on the cutting block for the future budget. We need to make decisions as a group and what we are going to recommend to Council. Norm: we recommended this position initially. Margaret: there were a number of grants and ways to save the Town money. Can we continue with some of that work? Ruth: how can this position be more successful in the future? Sarah: being in another department might work better like public works or planning. **Ruth moves that we strongly recommend that we maintain this position and hire for it ASAP. Margaret seconds.** Ruth, Jen,

Linneah, Margaret, Tobin, Brian, Norm Kaitlyn approve, Joe abstains because he is on Council.

7. Regular Business

A. Budget planning– continue reviewing budget items to identify what the CETF would like to recommend to Council that they retain in the budget. Let’s prioritize because the budget is so big. Which things are absolutes and which things can we put off until next year. Joe: consider maybe recommending top 3 items that could be affordable in a year and that will move our agenda forward. Brian: The Council did say that they want the town to be carbon neutral by 2030. If we put off too much it will cost more in the long run. Joe: if Council is given a laundry list they will likely cut stuff. Put forth what we really want and don’t make the council choose what to cut. Ruth: disagree that we haven’t gotten a lot done. Lots of long term projects were initiated.

B. Support for budget items:

- i. Who can write an Op. Ed. for the MDIslander to support the changes to the Town Plan and additional staff?
- ii. Who can attend the upcoming Budget meetings with the Warrant Committee and town Council?

C. Other Topics

- i. Pedestrian and bike ways
- ii. Waste management & compost
- iii. Electrical supply contracts for schools -

D. Upcoming Events:

- i. April: Earth Day, Drive EV, add to next agenda.

8. Closing– Recommendations need to go out by Wednesday 2/15/23 to Liz Graves at 5pm. Next meeting at 2/27/23. Jen moves brian seconds all approve. 5:39PM.

9. Review & assign “to do” list.

10. Public Comment?

Adjournment:

“To Do” List:

- Ideas for where to put the extra gel batteries from GEM vehicles?
- Planning a public “Listening Session” on CAP 2.0 with ACTT?
 - ‘World Cafe’ table during Comp Plan session later this year?
 - We should all plan on participating in these.

Item	Description	Cost	Recommendation
• TM1 – Data Architect	New role working in part with SC getting clear what kinds of data we need to create our priorities in terms of sustainability.	\$47,369	Ruth moves to make this Level 2, Linneah seconds. All in favor, Joe abstains.

• TM 2 – Energy Management	ICLEE subscription and networking fees. Seperate out Brightly and pay for ICLEE with finds from CETF. (\$1200)	\$1,500	Jen moves that we make this a level 1 priority . Ruth seconds. All in favor (Joe is abstaining on all votes).
• TM 4 – Community Education and Outreach (not fully included in Manager’s recommended budget)	Could be used to support task force community outreach.	\$15,000	Ruth moves to make this a non-priority, Margaret seconds. All in favor.
• TM 8 – Sustainability (not included in Manager’s recommended budget)	Matching funds for grants that are often required for grants. Tobin: can this be met by discretionary funds?		Ruth moves that we make this a non-priority. Jen seconds. All in favor.
• TM 9 – Waste Reduction			Non-priority Ruth, Norm seconds. All approves.
• PL 2 – Housing and Community Planner	New position Joe: housing is no. 1 issue from all the forums.	\$100K	Level 1 priority.
• PL 3 – Staff Planner (not included in Manager’s recommended budget)	Michelle says these both positions are vital and will not choose one over the other.		Ruth moves to support at level 1, Brian seconds. All in favor.
• PL 5 – Comprehensive Plan	Deeper dive	\$50K	ignore
• PW 1 – Tree Management Plan (not included in Manager’s recommended budget)		23K	Ruth moves: Non-priority Norm: seconds. Majority in favor.