

**Conservation Commission
Meeting Minutes
Monday, March 2, 2020
7:30pm Clifford B. Green Building**

Present: Diane Wimmer, Jeannine Noel, Dana Heilemann, Carolyn Teed-Ives, and April Lamothe; Recording Secretary

Also Present: Jessica LeClair

- 1) **Call to Order:** Diane Wimmer called the meeting to order at 7:31pm.
- 2) **Approval of Previous Minutes:** Carolyn Teed-Ives made a motion to approve the February 3, 2020 minutes. Dana Heilemann seconded the motion. No discussion. Motion passed.
- 3) **Budget 2020:** No new information.
- 4) **New Business:**
 - a) **Subdivision Reviews:** None
 - b) **Other:** None
- 5) **Old Business:**
 - a) **Sustainability:** Jessica LeClair attended the meeting to answer the Commission's questions about Sustainable CT and their website. Jessica LeClair informed the Commission that April 28th is the feedback deadline, which is when the actions that have been marked as completed will be reviewed, notes left, and will be marked as approved or must revise. August 25th is the certification deadline. Discussion ensued on what actions would apply to events the Town has held since August 2019 (attached).
 - **Equity Toolkit:** Jessica LeClair said that each Equity Toolkit is 10 points and the it be would apply to another action the Commission is working towards. The goal of the Equity Toolkit is to layout a process of inclusion so that all people who live in Town can see themselves in the decision-making level. The Equity Toolkit makes the Commission aware of all who live in the community and work with them on an action that they need. The main thing is to find out what the residents need, rather than guessing what they need. Work with the Community not against them. Ask people what they need. Jessica LeClair suggested having a survey for residents to participate in asking them how they would like to be notified of information pertaining to the Town.
 - ◆ Diane Wimmer asked if the Health Fair the school is putting on would count for this action; Jessica LeClair said that it should count since the parents were asked for their input on what was needed. The parents being surveyed would be what is documented for the Equity Toolkit.
 - ◆ **Examples:** Jessica LeClair gave the example of the Equity Toolkit that Scotland, North Stonington, and Groton completed; they did a walk audit having people of different mobility levels (wheelchair, walker, crutches, strollers, children, elderly, etc.) walk in an roadway of concern to see what could be improved. This example covered 9.1 - Equity Toolkit and 5.5 - Promote Public Transit and Other Mobility Strategies.
 - Dana Heilemann suggested having a survey at Family Fun Day to see where the public has the greatest concern when walking on/near a roadway and then have the walk assessment there.

- **Walkthrough of the Sustainable CT website:** Jessica LeClair provided a walkthrough of the Sustainable CT website. Discussion ensued. She suggested that the Commission look at the Towns that were certified in 2019 for examples of their actions. She mentioned that there are resources under each action to help complete the action. She recommended that the Commission take snapshots of a website, rather than link, in case the link breaks or the information changes.
- The Commission thanked Jessica LeClair for attending the meeting and helping them with the website.

b) **Other:** None

6) **Public Comment:** None

7) **Adjournment:** Carolyn Teed-Ives made a motion to adjourn the meeting at 9:36pm. Dana Heilemann seconded the motion. No discussion. Motion passed.

Sincerely Submitted,
April Lamothe
Recording Secretary

Events Already Taken Place

Action	Sub Action	Event
2.1 Provide Watershed Education	2.1.1a - Sponsor or host a program to educate citizens and business owners in your community about the value of watersheds	Brooklyn Fair and Walktober Event
2.11 Implement Green Grounds and Maintenance Program	2.11.2 d - Land Use Practices BMP: • Native Planting and Pruning Policy OR • Education Program.	Pruning of Riverside
3.2 Support Arts and Creative Culture		Music in the Park
5.5 Promote Public Transit and Other Mobility Strategies	5.5.2 - Conduct a bicycle education program that teaches participants how to safely operate their bicycles in varied settings and improve bicycle riding and handling skills.	Car Cruise and Bike Rodeo
6.7 Install Efficient Street Lights	6.7.1 - If a utility company owns the street lights, initiate the conversion process with the utility.	Street Lights
7.1 Hold a Sustainability Event		Music in the Park, Walktober, Farmer's Market
7.2 Provide Effective Community Communications		Newsletter

Future Events

Event	Action	Notes
Earth Day		
Pollinator Garden	10.1 - Implement Your Own Sustainability Action	Sustainable CT is planning on adding Pollinator Garden its actions soon.
Family Fun Day	7.1 - Hold a Sustainability Event	
Health Fair	10.1 - Implement Your Own Sustainability Action 9.1 - Equity Toolkit	
Solar Panels at the School	6.4 - Increase Use of Renewable Energy in Municipal Buildings or 6.5 - Develop a Municipal Energy Plan	The panels need to be installed and running in order to complete the action because actual numbers are needed.
Pruning of Riverside	2.1.11.2d	
Farmer's Market	7.1 - Hold a Sustainability Event	

Suggested Actions

Action	Sub Action	Notes
3.1 Map Tourism and Cultural Assets		Visit CT website
3.2 Support Arts and Creative Culture	3.2.10	Promote a Library event in the Newsletter
3.2 Support Arts and Creative Culture	3.2.11	Library Event
4.3 Develop Agricultural-Friendly Practices		Agricultural regulations
4.7 Plan for Long Term Recovery		LEOP, Homeland Security/Emergency Management, No Freeze Shelter
6.1 Benchmark and Track Energy Use	6.1.1 - Track Energy Use in Municipal and Board of Education Building	Need to contact Eversource Representative
6.6 Manage Municipal Fleets	6.6.1 and 6.6.2	Inventory of Town vehicles
6.7 Install Efficient Exterior Lighting		Streetlights
10.1 - Implement Your Own Sustainability Action		No Freeze Shelter

Ideas

- Survey for residents of how they would like to receive information
- Work with the Regional Poet Laureate of Windham, Daniel Donaghy