



## Climate Smart Community Task Force

### Meeting Notes January 21, 2021;

5:30–6:45pm Via Zoom

Present: Kathy Chow, Jennifer Dowley, Matt Hartzog, Chris Kennan, Rhiannon Leo-Jameson, Claire Owens, Tom Parrett, Elliott Ramos, Andrew Stayman, Rich Stalzer.

Absent: Laurie Kerr

The minutes of 12\_17\_20 were approved.

Chow stated that we have achieved 44 points for submitting several completed projects to DEC. They included Complete Streets for the Town, our Social media work as well as general organizational actions.

Chow has been accepted as one of 6 CSC Coordinators to join a pilot program called Local Champions funded by the New World Foundation. It's an intense training program beginning on Feb 2nd and is intended to get all 6 CSC communities to Bronze status by August. She is foregoing the \$8000 fee and it go to a Climate Smart account with Townscape for the exclusive use of CSC projects. Jennifer issued a press release.

Jennifer explained that she is focusing on achieving 4 action items within NYSEDA's Clean Energy Community initiative in order to qualify for soon to be made available grant dollars.

**Unified Solar Permit** – tabled until next month

**Community Choice Aggregation** – Tom explained the effort to create an opt-out program whereby the Town and/or Village would agree to be part of an aggregation of communities to purchase 100% of their electrical needs from renewable sources. Rate would be cheaper than the current Central Hudson source and be secured for 2 years. Central Hudson would continue its present role of delivery and maintenance. Tom and Jennifer will research further.

**Village Street Lights**- conversion to LED. Laurie and Jennifer securing 2 proposals: Central Hudson and New York Power Authority.

**Energy Code Training** – NYSEDA to resume this spring for Ken and Mike in building dept.

**Solar for All Campaign** – Jennifer & Andrew to explore

**Benchmarking** – Andrew & Jennifer to explore

**Highway Garage** – Laurie met with the engineers (CPL) to pursue green strategies. RFP for construction of the main garage building will be issued in the coming month(s) to take advantage of winter booking cycles and low interest rates.

**Eddie Collins** – Laurie presented a series of green suggestions to Chazen to consider in its design work.

**PE9 Website** – Rich and Tom are building the website with 3 users in mind: Individuals & families; businesses & institutions; local & state government. They ask those who are writing to get the material to them soon. The site will go live in early April - before Earth Day.

**PE9 Social Media** – Rhiannon is coordinating the search for photographers. A few have responded through social media. The more the better. Instagram is going well; Facebook, less so.

**PE9.2 Earth Day** – Jennifer outlined a series of activities and partners including Oblong, Library, NECC, McEnroe's, Millerton Business Alliance, Buddhi Tribe. Claire reported that several farms she's contacted for farm tours on the 24<sup>th</sup> are game. Chris stated that the Eastern Dutchess Running Club may indeed organize a run on the new rail trail. Suggestions were made to contact the Moviehouse for a film, organize a lecture/panel discussion. All plans must be in place by March 1<sup>st</sup>. Ed Herrington sent a check for \$1000 for Earth Day purposes.

With approval from all, Jennifer will contact Webutuck to see if a High School student in the sciences would be interested in joining our meetings.

Meeting adjourned: 6:45

**Next meeting: Thursday, February 18, 2021 5:30-6:30**



## Climate Smart Community Task Force

### Meeting Notes February 18, 2021;

5:30–6:45pm Via Zoom

Present: Kathy Chow, Jennifer Dowley, Matt Hartzog, Chris Kennan, Laurie Kerr, Rhiannon Leo-Jameson, Claire Owens, Tom Parrett, Elliott Ramos, Andrew Stayman, Rich Stalzer, Chris Virtuoso.

Guests: Michelle Gluck, Cornell Extension Service; Patrick McKeever, lead Science teacher at Webutuck; Carrissa Whitehead and Paris Villalva, Webutuck students.

The minutes of 1\_21\_21 were approved.

Chow introduced Michelle Gluck from the Cornell Extension Service who will help us review all the Climate Smart Actions and help us make a plan for accomplishing the most relevant and realistic of them over the coming years with an eye to achieving bronze level by August. Michelle shared an extensive spread sheet that she will use over the next 5 months to make her final prioritized assessment report.

The next step is an in-depth review meeting with town and village stakeholders. She is working with us as part of Chow's engagement with the Champion's Program.

Jennifer reported that the EV Charging Station's contract will be sent to the Village soon and work begun on its installation on Century Blvd.

Chow mentioned the HVA meeting to review their upcoming Tenmile River Watershed report. The meeting was well attended. Partnerships are possible with Amenia, Dover, and Pawling. County Brad Barclay is very supportive.

PE9 Website: Tom asked that all copy be completed by March 1st. April 2nd is the deadline for the launching of the website with a live link on both the Village and Town's website. Matt and Chris will forward instructions to the necessary web administrators. Rich reported that the construction of the site is going well. We just need the content. Chris K is willing to write.

PE9 Social Media: Rhiannon reported that 209 people saw the post about the EV Charging station coming to town. Traffic is much higher for specific local announcements than for general climate change articles.

PE9.2 Earth Day – Jennifer stated that everything is firming up. March 1<sup>st</sup> deadline. Main Street magazine will give us a one-page article. Claire stated that she has several farms set up for tours. They are clustered in general neighborhoods for two time slots Saturday afternoon. Chris Virtuoso is working with North East Ford to see if an exhibition of EVs is possible – maybe at the site of the proposed EV Charging station. We have \$1000 to spend on a poster/flyer and some

advertising. Patrick stated that he'd be happy to share information about Earth Day with Webutuck families and that some of his students will be joining NECC's teams.

Earth Day PR launch plan will include: Newspaper and Main Street articles and ads, website, social media, posters, shop signs, and town and village calendar announcements. Jennifer and Chris V to discuss.

CEC Update: Chris K stated that the Unified Solar Permit will go on the Town Board's agenda for its March meeting. Laurie expressed interest in working on Benchmarking with Andrew. Village Street lights are still in the works. Laurie and Jennifer working with NYPA. The Village's bank is SBT – possible source of lower interest loan than what NYPA offers.

Eliot will contact Mary Lynn to help with the Pollinator Garden.

Rhiannon will look up the vendor and price of the bench she got for the library. (guessed it was \$700-ish)

Chow introduced and welcomed Patrick, Carissa and Paris from Webutuck to our work.

Meeting adjourned: 6:45

**Next meeting: Thursday, March 18, 2021 5:30-6:30**

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Prior to the meeting Chow shared in a Jan 30 email:

We got word that our EV Charger grant will come through (special thank you to ANDREW - you worked hard on this).

We also heard from the DEC OCC that our ORIGINAL CSC Contract / Grant (applied for in 2018 with help from HVA) is going forward. That is the big matching grant that will help pay Housatonic Valley Association for the (nearly done) Road Stream Crossings work and for the Review of Policies and Procedures. It also includes the GHG Inventory work - not yet begun.

The website committee (Tom, Rich, Chow) updated the CSC logo with an oak leaf.



# Climate Smart Community Task Force

## Meeting Notes March 18, 2021;

5:30–6:30pm Via Zoom

**Present:** Kathy Chow, Chris Kennan, Laurie Kerr, Rhiannon Leo-Jameson, Tom Parrett, Eliot Ramos, Andrew Stayman, Rich Stalzer, Patrick McKeever, Carrissa Whitehead.

**Absent:** Jennifer Dowley, Matt Hartzog, Claire Owens, Chris Virtuoso, Paris Villalva

**Guest:** Michelle Gluck, Cornell Extension

The minutes of 2\_18\_21 were approved.

**Social Media** - Rhiannon gave a report on which social Media posts are viewed the most:  
FB: Photo volunteers, Road Stream Crossings, charging stations, GM goes electric, Food Waste  
Instagram: Sharpen Garden Tools, EV charger, Native Plant Finder, bulk trash day, Atlantic currents. Some users even bookmarked Native Plant Finder.

Local stories, local people & faces are always popular.

Chow's Local Champs colleague identified two different "voices": Traditionalists: "I like it the way it is / save me money" and Progressives: "Go green make / it happen". Rhiannon agreed. FB is an older user.

**Reminder to Send posts to Rhiannon**

**Eliot: Pollinator Garden** - March 30 at 9AM is spring launch / volunteers & plants wanted. Rhiannon will post that.

**Andrew: EV Charging Station** – in process; it's OK to use Rob Cooper. Permit is needed. There is a fee.

**Chow: CSC Assessment update** - Had 2 meetings with Michelle Gluck of Cornell. Attended by Chris, Matt, Debbie Middlebrook, George Kaye, Edie Greenwood, Jennifer, Andrew, Laurie

### **Michelle: new County Organics Composting initiative**

Discussion meeting next week - Michelle Gluck will add interested members to Listserve. McEnroe is welcome. (They didn't accept residential a couple years ago when last contacted.) Chow will reach out to Erich McEnroe.

There is a new law about large scale (hospital size) requirements that goes into effect in 2022: NYS Food Waste Reduction Law [https:// www.dec.ny.gov/chemical/114499.html](https://www.dec.ny.gov/chemical/114499.html)

Chris asked about yard waste v food scraps. Michelle said it's BOTH

Eliot mentioned last years trial and village yard waste pick up. Chris wants to do it somehow; but new garage site is tight for that. Pipe dream would be a couple more acres for a transfer station.

**Laurie: NYSERDA CEC**

**Unified Solar Permit** passed! Ready to submit ☺

**Benchmarking** in process with Andrew. Going smoothly

**LED streetlights** - slow going

Laurie is looking into NY Stretch - it's a maybe for us

**Chow: CSC Submissions** - Deadline is April 2. It's unclear IF we can submit but 2 are ready to go: Unified Solar Permit and Website

**Road Stream Crossings** – The survey is done but additional steps are needed to satisfy action requirements for CSC and our DEC grant. HVA will help - there will be a mtg. next week with Michelle to review. **Reminder to follow instructions carefully DURING the process.**

**Village Actions** are not ready, need set-up paperwork first

**DEC OCC grant.** Now have missing insurance updated - should move along quickly

**Tom: Website Intro:** Tom reviewed the origin and purpose of the new site. All local, change behavior. Climate change is a global issue.

Articles have been written by from Andrew, Chris, Eliot, Rhiannon photo editor, Launch April 1.

**Rich: Website demo**

Showed Homepage, menus & navigation, sample pages, extensive content.

Earth Day site, event calendar & map. QR code links to that page.

Looking for testers - especially on different machines / browsers. Andrew, Rhiannon, will test.

**Chow: Earth Day:** showed Main St ad

Asked all to check latest (final) schedule

There will be a Main St article and Ad

Rhiannon will do SM / w Claire

Jennifer will coordinate partner email listings

Andrew will distribute Posters and Flyers

Eliot will drop off flyers at Dutchess Tourism Poughkeepsie office

Chris: Concerned about big events in the village. Parking is problem.

BUT There hasn't been a Rail Trail North ribbon cutting yet. Chris wants to Invite the County Exec. and have a low-key Rail Trail opening. Bring attention to the opening.

Need volunteers to man a CSC table for Earth Day.

## COMMENTS

Andrew - can any Dutchess COVID funding available? Chris said most goes to water: culverts & wastewater.

Eliot - Should we encourage parking at the supermarket? Chris will ask Bob Trotta

Tom - RT bridge exhibit: State is reviewing text - will need (state) RFP for design firm. Chris explained that it's complicated: town, county, state all have to weigh in on RT. Chris working on parking at 3 north crossings - eg Whithouse Crossing.

Laurie - asked about bike stands in village. Ped plan and Complete Streets mention it.

**Michelle Gluck suggested a new PE6 Action: Planning & Infrastructure for Bicycling & Walking**  
<https://climatesmart.ny.gov/actions-certification/actions/#open/action/75>

Meeting adjourned: 6:30

**Next meeting: Thursday, April 15, 2021 5:30-6:30**



# Climate Smart Community Task Force

## Meeting Notes April 15, 2021.

5:30–6:30pm Via Zoom

**Present:** Kathy Chow, Jennifer Dowley, Chris Kennan, Laurie Kerr, Rhiannon Leo-Jameson, Claire Owens, Tom Parrett, Andrew Stayman, Rich Stalzer, Carrissa Whitehead, Michelle Gluck

**Absent:** Matt Hartzog, Elliott Ramos, Chris Virtuoso

The minutes of 3\_18\_2021 were approved.

Chris expressed enthusiastic appreciation for the power point that Chow presented to the Town Board on April 8th explaining CSC.

### Earth Day: April 24th

Jennifer reported that 20 posters were distributed by Andrew and Chris V to Village area stores April 2-3. 500 flyers with details of the schedule have been printed and will be distributed to merchants this weekend. We will have a table at the Farmers Market 10am – 2pm and welcome volunteers to help. Ad is in Main Street & M News. Main St is doing boost stories on McEnroe's, North East Ford and a farm (TBD). M News will do a story and an editorial next week. Rhiannon is running into problems advertising anything that includes the words: Climate Change. Facebook considers that a political ad. Claire will help her deal with that. Instagram and Facebook ads are planned over the course of the week announcing each event. The Webutuck Honor Students are a last-minute addition as is the Moviehouse's virtual cinema showing "The Race to Save the World". Marc Molinaro & Greg Pulver will officially open the Rail Trail on Thursday the 22<sup>nd</sup> at 11am.

### Clean Energy Community work w NYSERDA

**Unified Solar Permit** – has been uploaded 😊

**Benchmarking** - Laurie & Andrew have finished the preliminary work. Chris K plans to take the Resolution to the Town Board on May 13. Everything will be able to be uploaded to the CEC site and it aligns with PE3 for CSC work. The Town website will list all the completed CSC and CEC actions and link to [climatesmartmillerton.org](http://climatesmartmillerton.org) that will have details & documents pertinent to each action.

**Village Street Lights** - conversion to LED. Laurie and Jennifer securing 2 proposals: Central Hudson and New York Power Authority. Laurie has done a terrific power point that is being reviewed by NYPA in preparation to showing to the Village.

### CSC Projects

**Charging Station** – Suzanne Bressler, Deputy Village Clerk and Jennifer are scheduled to meet with John Wimbush soon to get the project started.

**Village resolutions** – the Village will review a resolution on Monday night to appoint a CSC Task Force and request the Mayor to appoint Chow as Coordinator, enabling us to log points for the Village's work.

**Unified Solar Permit** WAS submitted to CSC but Michelle Gluck explained that the tally is only a tracker. Doesn't mean that the action has been approved - Chow will check W/ Michelle about the PE1 Action: Partnership and add Michelle as add her as a user so she can review submissions

**Website** – The site launched on April 1<sup>st</sup>. Tom stated that we need no more writers at the moment. Rich made a report of the users. 184 unique users right around the time the posters went up in early April. The average time on the site is 3.5 minutes. Most are visiting the Earth Day section. Great start!

**Social Media** – Rhiannon reported 110 Instagram users / 158 individuals and 29 Facebook users but reaching 294 through FB sharing. 112 engagements. She recommends we all log on and share the posts. Website announcement was the most popular post

**Pollinator Garden** – no report.

**Bulk Trash Day** – Chris K suggested that it be held on June 12 in order to collect hazardous trash and bring it to the County on June 19<sup>th</sup>. Chow and another volunteer - TBD - will sign up for a spot in Poughkeepsie once registration opens on May 19<sup>th</sup>.

Chow will put pressure on Welsh to give us a tour of the Wingdale station in advance of bulk trash day.

**County Composting** – Michelle Gluck discussed a Dutchess County meeting regarding composting and how to respond to a law to take effect in Jan '22 that mandates reduction in food waste. McEnroe's Matt Hamm took part in this call. Recording will be available. Carrie Russell said the county will be doing feasibility

### Subjects to look into:

#### **Summer Interns**

Chris has a possibility for a part time intern - e.g. for 6 weeks.

Carrissa will talk to Student Council, National Honor Society, and Class

Carrissa - is interested in something outside e.g. tree planting

#### **Pollinator gardens**

Andrew - advocates a stop mowing campaign, plant natives -

E.g. group of interested teens can demo the front yard of town hall / plant natives - then move onto neighboring house lots / other sites

Tom - there are sites on the rail trail

Rhiannon - 2 garden beds behind Library are available

#### **Recycling projects**

Rhiannon - tap Wassaic Project and do a found art project display along rail trail?

Izzy works with teens often.

#### **Repair Café**

Tom & Andrew will explore - and loop in Rich?

Rhiannon has the book by founder John Wackman

Need location, skills, outreach. It's done through Repair Café.

Chow can post on CAC Listserv & show off Local Champs slides



OK to use library annex Rhiannon. Or Outdoors. .

Chris - very labor intensive. Rhinebeck did it 5-ish years ago

Tom - should be outdoors e.g. Pavilion at Eddie Collins. In the fall. Different weekends for different skills - household goods & sewing on one weekend, electrical on another.

Can be really messy, oil, rolling carts.....

Michelle gave resources: [www.repaircafehv.org](http://www.repaircafehv.org) as well as [lauriehusted@gmail.com](mailto:lauriehusted@gmail.com), Chair of Red Hook CAC.

Chow announced that the **State DEC contract was finally signed by Chris on March 19, 2021.**

This is a major threshold - we now need to track in-kind time for grant matched projects - specifically GHG and CAP.

**Tracking Time** – Andrew and Laurie and anyone else involved with benchmarking (Jennifer and Lorna) need to keep track of their time for all the work done on benchmarking after March 19, 2021. It should apply to GHG inventory as well as Benchmarking.

Clockify is a popular timekeeper app. Andrew will get the app.

**Road Stream Crossings** – Chow & Chris will meet with HVA to finalize its work on this action. Good chance there are other HVA Watershed initiatives that might apply to CSC actions too.

### **Submitting Actions**

Chow - actions are getting completed and are ready to submit for points. Andrew for Benchmarking, and Rich for the website are doing this now. Reminder to read the requirements carefully. Showed screenshot of the submission interface - it calls for a description that addresses the requirements and has a space file uploads. CEC is similar.

Michelle explained For CSC PE3 Action Benchmarking for Gov't Buildings, upload the CEC submission with screenshot of CEC public portal for CSC points.

**Meeting adjourned: 6:45**

**Next meeting: Thursday, May 20, 2021 5:30-6:30**



## Climate Smart Community Task Force

### Meeting Notes May 20, 2021.

5:30–6:30pm Via Zoom & in-Person at Town Hall

**Present:** Kathy Chow, Jennifer Dowley, Matt Hartzog, Chris Kennan, Laurie Kerr, Rhiannon Leo-Jameson, Elliott Ramos, Andrew Stayman, Rich Stalzer, Chris Virtuoso, Carrissa Whitehead.

**Absent:** Claire Owens, Tom Parrett

**Guest:** Emma Benardete

The minutes of 4\_15\_2021 were approved.

#### Millerton Earth Day 2021

Jennifer surveyed the partners who participated, and most are interested in continuing in future years. Farm tours less successful. No visitors to McEnroe's composting facility or Moonwake yoga session. Antique stores, the Dig, Oblong, the library all reported brisk business. The wine shop, not much. No data from the Moviehouse. Suggestions for 2022: hold event over the weekend – April 22, 24. Appoint a committee to begin work in the fall. Centralize activities on Main Street. Century Blvd not visited. Deepen educational component and connection to CSC

#### Website

Rich reported updating the website by moving Earth Day section off front page. Instagram/FaceBook posts about EVs will link to the relevant section of website. Asked members to share your social media networks with ours.

**Social Media:** Rhiannon reported. Facebook: we had 681 post reactions. 389 of which were from one post about our table during Earth Day with pictures of the group. Instagram followed along the same lines 166 people reached most coming from our Earth Day posts.

#### CSC Projects

Michelle Gluck was unable to attend but will send Chow priorities. Chow committed to uploading everything by July 2nd so we can get to bronze this fall! It appears that NYS uses CSC certification (bronze) as an eligibility criterion for other grants.

**Town:** the RFP for the Greenhouse Gas Inventory has been posted: ads in the M News, Poughkeepsie Journal. It has also been posted on a NYS website as well as to a list of NYSERDA approved consultants.

**Village:** Tom and Andrew will get the language for the sign to be hung on the fence for the Village's solar array to Debbie for the Village Board's approval. Also, someone needs to check with Cole on repairs to the solar panels.

### CEC Projects

**Town:** Benchmarking - Andrew reported on this project. The Resolution will go to the Town Board for approval on June 10th.

**Village:** LED Streetlights – Laurie reported that she is pursuing 2 good options for transitioning existing sodium vapor streetlights to LED that will both save the Village money and provide better lighting through control nodes.

**EV Charging Station:** Andrew reported that Rob Cooper will help with installation. Location will move slightly to the front of the H&R Block building to stay clear of the new stations to be installed by the Millerton Inn.

**Visit to Welsh:** will be arranged by Andrew for himself, Eliot, Rhiannon, and Chow.

**Bulk Trash:** June 12 at South Center Street Garage. It will include the usual along with electronics to be taken to the County's Hazardous Waste Collection point on the 19th. Publicity will focus on social media. Helpers: Chow, Chris K, Rich, Rhiannon, George K & possibly John Midwood.

**Meeting adjourned: 6:30**

**Next meeting: Thursday, June 17, 2021 5:30-6:30**



## Climate Smart Community Task Force

### Meeting Notes June 17, 2021.

5:30–6:30pm in-Person at Town Hall

**Present:** Kathy Chow, Jennifer Dowley, Chris Kennan, Laurie Kerr, Rhiannon Leo-Jameson, Elliot Ramos, Andrew Stayman, Rich Stalzer, Chris Virtuoso

**Absent:** Matt Hartzog, Claire Owens, Tom Parrett, Carrissa Whitehead

The minutes of 5\_20\_2021 were approved.

The group approved of meeting in person for the summer months. Jennifer suggested adding Griffin Cooper to the group.

Chow congratulated Laurie for being voted onto the Village board.

A discussion followed about recycling election lawn signs for CSC events.

Bulk Trash day, part of our public education effort, was a success. Great volunteer support. Andrew reported that people learned about it via Instagram, the Supervisors eblast and WOM emails. Next time: prepare a longer timeline - we missed deadlines to announce through the Village's monthly water bill mailing and newspaper.

#### CSC Projects

Next CSC submission cycle is January 7, 2022. Reviews are twice yearly and only if submit with more than 120 points. We'll prepare for January.

Rhiannon reported on completing the Complete Streets plan. Ideas: A solar powered cross walk will be installed at the Rail Trail crossing over Bielke Road. Make a map of safe bike routes through the Village/Town as building a bike lane is prohibitively expensive and cyclists don't trust them anyway. Eleanor Peck, our contact at Hudson Valley Regional Council, has agreed to review all our work pre submittal. She gave significant input on Complete Streets and on the Innovation Action (which we anticipated would be our HW Garage move). Her comments tipped the scales that led to our decision to delay going for bronze in July.

Chow will distribute Task Force instructions for submission components for each action item that will be housed in the Dropbox.

Chow reported that she and Chris Kennan are meeting with Tighe & Bond to review the assessment on CSC actions done by Michelle Gluck and other items on the Town/Village wish list. They have 90 minutes of advice about feasibility and funding.

The RFP for Green House Gas inventory will be reissued since there was no response to the first one. September 1 will be the new due date. This will be reviewed by the Town Board on July 8

and publicized after that July 15.

Chow showed all a map of houses most vulnerable to flooding by the Webutuck Creek in the Village/Town that also is a map of our most vulnerable population. This was developed as a final part of the HVA Road Stream Crossings report after meeting with Christine Sergent of NECC and Village Trustee, Josh Schultz, and Chris.

#### CEC Projects

Laurie presented a power point on considerations for transitioning to LED streetlights for the Village. There are 4 options: 1) Do Nothing; 2) Pay Central Hudson to convert; 3) pay NYPA to convert and the Village take ownership of the fixtures; 4) pay RealTerm Energy to convert and the Village take ownership of the fixtures. The group recommended having a slide to indicate comparative annual costs for the options. Next step? Review with Mayor Jenn Najdek and Matt to determine how/when to propose to the Village Board.

Social Media - Rhiannon reported that our numbers are going up.

Pollinator Garden - Tuesday at 10am volunteers are needed to help. Chris V and Eliot signed up.

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Meeting adjourned: 6:35

Next meeting: Thursday, July 15, 2021 5:30-6:30



## Climate Smart Community Task Force

### Meeting Notes July 16, 2021

4:00-5:00pm Zoom meeting

**Present:** Kathy Chow, Jennifer Dowley, Matt Hartzog, Chris Kennan, Laurie Kerr, Tom Parrett, Eliot Ramos, Andrew Stayman, Rich Stalzer, Carissa Whitehead

**Welcome:** Griffin Cooper

**Absent:** Rhiannon Leo-Jameson, Claire Owens, Chris Virtuoso

Minutes of the June 17th meeting were approved.

Griffen has offered to assume note taking from Jennifer. Thanks to both!!!

#### **Policies and Procedures:**

Chow mentioned a special meeting regarding the Town's Policies and Procedures with CSRP and gap analysis / prioritization in an upcoming workshop with the Housatonic Valley Association. This will be a joint Town Board/CSC Task Force meeting possibly on August 26th.

#### **Tighe & Bond Meeting with Brandee Nelson-**

Chow stated that Tighe & Bond will write a grant proposal to do a masterplan for the site of the old Town Highway Department site on South Center Street. It has great potential given its proximity to Webutuck Creek and the HVRT. Since the Town board rejected bids for the new Highway Maintenance Building because of cost on 7/15/21, leaving the old site may be further off than expected but it's good to plan ahead.

Chow and Chris held a conference call with Emily Dozier from the County Highway Department to discuss a potential bike map to guide Rail Trail cyclists on connecting roads and streets.

Further analysis will yield an extensive map for residents and visitors for a bike trail map. Some possibilities include future phases with parking lots and other amenities.

Chris suggested a mapping system to designate ecologic points of interest as well as historic markers.

**Bike Map committee volunteers:** Andrew, Tom, Eliot, Laurie, Griffin.

#### **Cornell, Michelle Gluck Assessment-**

Chow presented a summary of Cornell's assessment of the actions that seem feasible for us to take to submit for Bronze in January.

#### **Projects:**

**Pollinator garden:** Eliot is researching possibly installing a 1,000 sf garden on Town property.

There are two gardens publicly visible now, but they are on private property (so only 1 CSC pt.)

**Fleet Inventory:** Andrew will work with Chris K and Bob Stevens

**Waste Reduction Campaign: Griffin and Rich** volunteered to work with **Rhiannon**

**Outdoor Lighting Reduction (government buildings). Andrew and Eliot** volunteered to take the lead. They were encouraged to reach out to Bill Kish for his lighting expertise.

**Climate Change Education and Engagement program Tom volunteered to lead..** The theme is preparedness and resilience related to flooding - as suggested by the vulnerable populations meeting from the Road Stream Crossings project.

Policies:

**Purchasing Green Power AND**

**Green Building Standards: Laurie and Chris** with Lorna will develop policies

Write Up:

**Public Events: Jennifer** will write up Earth Day events.

**Website: Rich** will write up

**Culverts and Dams: Chris** will work with Ray to secure a completion report on the town's Mill Road Bridge work detailing before, after, and the engineering specs.

**Greenhouse Gas Tracking System: Andrew** volunteered to write up documentation

Chow will get ICLEI membership for the Town. Paid by the Local Champs Grant.

Step 1 is training from Kyle. Then task force members can use the tool to inventory emissions even before a consultant is hired to do the Climate Action Plan. This can be a 2021 Action.

Laurie feels the tracking system might be fast-tracked with knowledge of sources.

Chow reminded that everything related to GHG must be time-tracked.

**Tom offered to develop a standard form** so that committees can get a handle on what needs to be done. It would include existing conditions and strategies to achieve each action. The form would be used in conjunction with the specific requirements for each Action

**Chow will send out a system for organizing submissions** on Drop Box. The Task Force member leading each action is responsible for completing all requirements for the action as described on the CSC Action site. Chow will upload through the town login.

Rich delivered his summary of website updates and Chow encouraged more ideas for social media. Send ideas and photos to Rhiannon!

FYI Chris Virtuoso does gorgeous sketches - possibly for our communications.

Chow reported that bulk trash day was a great success. It also yielded a modest profit. Seven items with coolants were taken, 1.27 tons of metal and 2.29 tons of bulk trash was recorded.

Next Bulk Trash Day will be September 25. A volunteer is needed to drive hazardous materials to Poughkeepsie on October 2nd...preferably someone with a truck.

Matt and Griff are potential volunteers. Important to do more extensive press.

**Matt will find out when Village Water Bills will be mailed out.**

## Village and Town Submissions

Jennifer will lead CEC priority action work for the Village.

Matt will arrange a system for getting started with the first Village CSC submissions.

Most task Force effort will focus on the SPRINT to get the TOWN to Bronze by year end 2021.

Meeting adjourned at 5:05pm

Next Meeting: August 19. 5:30 - 6:30 ZOOM

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[Dropbox Link](#)

[Actions Portal](#)

## Highlights from Cornell Assessment

**5.13 Waste Reduction Education Campaign** - Submit a description of the scope of the campaign and provide information regarding attendance at events. Submit documentation from town website for recycling, bulk trash day and refrigerants recycling information and Welsh visit.

### 9.1 Climate Change Education and Engagement

Provide a description of local gov't community engagement strategy (see action link). Provide documentation of at least two public education, outreach, and/or engagement activities focused on climate change within past year where the local gov't played a key role. Documentation may include meeting minutes, attendee sign-in sheets, summaries of information gathered from the community, photographs of events, copies of educational materials, presentations, etc.

- Task Force can develop a campaign about flood preparedness and resiliency. Highlighted in the Vulnerable populations meeting.

### 9.3 Climate Related public Events

Submit the topic, date, time, location, subject, and partners for at least related to climate change. Types of events could include seminars, workshops, conferences, summits, or fairs. Submit the CSC Task Force Earth Day event.

FYI This is the list of “policy actions” presented to the board in early April.

PE3: Energy benchmarking for government buildings (Done)

PE3: Green building standards for government buildings

PE3: Fleet efficiency policy

PE3: Environmentally preferable purchasing policy

PE4: Green power procurement policy

PE5: Construction and demolition waste policy





## Climate Smart Community Task Force

### Meeting Notes August 19, 2021

5:30–6:30pm in-Person at Town Hall

**Present:** Kathy Chow, Griffin Cooper, Andrew Stayman, Chris Virtuoso, Eliot Ramos, Claire Owens, Carissa Whitehead, Chris Kennan, Emma Bernadette, Matthew Hartzog, Rhiannon Leo-Jamison, Laurie Kerr, Jennifer Dowley, Thomas Parrett

**Absent:** Rich Stalzer, Chris Virtuoso

The minutes of 7\_16\_2021 were approved.

#### **Prep for August 26 Town Board Workshop / Task Force Meeting 6pm (via Zoom):**

Chris clarified the nature of the upcoming Workshop Meeting. It's informational - not a voting meeting. PE7 and policy resolution snapshots will be presented to the Town Board and we will be looking for town response and input.

Chow reviewed the draft for the Town of North East Climate Smart Resiliency Planning - Gap Analysis. Claire, Andrew, and Matt offered to help Chow review and prioritize the draft.

Policy Actions to consider - Laurie will select 2 of these 3

PE3: Green building standards for government buildings-Laurie

PE3: Environmentally preferable purchasing policy-Laurie

PE4: Green power procurement policy-

#### **Bike Map:**

Chow and Andrew will meet with Brandee from Tighe & Bond on 9/1 at 10AM.

Andrew asked a few cycling friends for a few routes for a prospective map with special stopping points and parking along the way. Dutchess County GIS (data) will be added to map i.e., dangerous markers or scenic locations. As well as tourist checkpoints. Chris explained that the map must be contained within the Town of North East. Chris and Andrew discussed recreational mapping versus a more extensive trail demarcation. It's important to include key locations along the rail trail into the bike map. HRVT doesn't have a good map like this, and they are enthusiastic that we are working on one.

#### **Actions updates**

- Social Media - Rhiannon mentioned that the most engaging posts are always related to initiatives taking place within our town rather than general advice on how to do something
- CEC Projects update - Jennifer mentioned Ken McLoughlin will be receiving certification from NYSEDA in October and the town will subsequently receive \$5,000.

- Pollinator Garden - Eliot mentioned she will propose a waterwise garden around the Town Hall - to be brought before the Board before January.
- Bulk Trash Day - Chris offered assistance with artwork/posters for the next bulk trash day on Sept 25. Chris will come up with sketches to replace clip art and update formatting. Chow noted that he is the lead for that event and will coordinate all. Griffin was voluntold as a driver for the October 2 Poughkeepsie drop off ;-)  
Andrew wants to start using reusable sign frames for Bulk Trash Day type signs. (taking a chance / asking forgiveness, not permission). Laurie and Claire have frames he can use. Town and Village websites can announce BTM as well as our SM and site.

### **Public Education and Engagement & Wetland Weekend - Emma / Tom**

Emma relayed information about an upcoming event called “Wetland Weekend” on 9/11 and 9/12 featuring special guests on Zoom. There will also be a walk led by Julie Hart that will bring folks to the wetland on the rail trail.

Emma and Tom are preparing a survey to be sent out soon via email to identify baselines for resident concerns. Emma presented the survey to the Committee. She encouraged using the electronic survey rather than paper because of ease of tallying.

Distribution is key:

- Jennifer: importance of village input on the survey.
- Carissa: getting students and teachers involved
- Rhiannon offered the library for folks to fill out the survey - with her help.
- Library bridge group, lunch group.
- Chris V.: farmers market for survey collection, and to get in front of people - emphasizing the importance of the human element in community response.
- Matt: offer the survey to businesses e.g., Herrington’s
- Chris has more village people than town residents on his email list.
- Village has no email list but village Facebook page has good reach.
- NECC mailing list
- Task force members personal email lists.

Mid October is the cutoff so that Eleanor can review the action in time for submission.

Chris stressed that the Education & Engagement is the most important thing CSC does. He suggested consolidating information from the State website onto the Climate Smart site. BUT it needs to be concise, understandable easy to follow. (fun)

PE9: will focus on 3 main subjects:

- Wetlands and flooding
- Emergency preparedness
- Home efficiency

Emma and Rich are working on preparedness section of the website. It will be updated in terms of emergency plans and services including social media graphics. Emma asked for advice / ideas for how to distribute them widely.

Eliot inquired about emergency sirens - Chris mentioned a push notification system that was recommended by HVA Policies & Procedures CSRP.

Chris wants to do direct mail (addressed to "Resident") especially for non-digital residents.: what you can do to improve home energy efficiency, where to get energy, etc.

Distributing through ALL our outlets - digital, events, Farmer Market table...

Laurie asked where the content comes from - home efficiency

Ready .gov is the official and NYSEDA. Tom has lots already on our website.

Chris emphasized that it should be snippets with links to "more". Consumer friendly!

Chris said Town has an emergency plan but needs translation for residents. We should look at CSRP policies to update as needed. The task force should updates suggest to the town

Emma reviewed her list of actions - to be circulated to the committee and the larger task force.

**Process for submission (on Dropbox) and Andrew's Hot List:**

Chow showed, in detail, the process of submitting actions through the Committee's dropbox including the Action Folder, Drafts folder and the CSC Submission Interface. Submissions include a short narrative description and attachments such as PDFs showing content.

Andrew's Path to Bronze Hot List chart was presented. The Hot List details specific actions to be submitted before the end of the calendar year. Andrew stressed the importance of submitting resolutions in the coming Town Board meetings. Chow sends any information to the Board regarding resolution proposals before each meeting.

Rhiannon / Chow need to revisit Complete Streets

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Meeting adjourned: 6:30

Next meeting: Thursday, September 16, 2021 5:30-6:30

**TOWN OF NORTH EAST  
TOWN BOARD WORKSHOP MEETING  
AUGUST 26, 2021**

**Councilpersons present:**

Supervisor Kennan  
Councilman Ralph Fedele  
Councilman George Kaye  
Councilman John Midwood  
Councilwoman Lana Morrison

**Councilpersons absent:**

*The August 26, 2021 meeting was held via Zoom web conference. Supervisor Kennan and Deputy Clerk Wheatley were present at Town Hall. Councilmen Fedele, Midwood, and Kaye as well as Councilwoman Morrison were in attendance from other locations via the Zoom web conference.*

**Call to order:**

Supervisor Kennan opened the meeting at 6:00 pm.

**Roll Call:**

Deputy Clerk Wheatley conducted a roll call.

SUPERVISOR KENNAN:	HERE
COUNCILMAN FEDELE:	HERE
COUNCILMAN KAYE:	HERE
COUNCILMAN MIDWOOD:	HERE
COUNCILWOMAN MORRISON:	HERE

**Introduction by Town Supervisor:**

Supervisor Kennan expressed his appreciation of the hard work of the Town’s Climate Smart Communities Task Force. He described the relevance and importance of the Town’s policies and procedures to both resiliency and mitigation strategies.

**Description of PE7 Climate Smart Resiliency Planning:**

Task Force leader Kathy Chow introduced the Climate Smart Resiliency Planning action (PE7) which is “designed to stimulate ideas & collaboration among local government staff & officials” to proactively plan for a changing climate.

This is one of three priority actions included in the 2018 DEC OCC grant that the Housatonic Valley Association (HVA) helped secure. That grant and the involvement of HVA launched North East and Millerton on their respective Climate Smart Community paths to bronze certification.

Once complete, the finalized report from HVA will be delivered to the Boards.

**Presentation of CSRP Tool, as developed by HVA for the Town of North East:**

Amanda Cabanillas from HVA explained the official checklist for the Climate Smart Resiliency Planning tool (CSRP) used to identify missing policies and procedures for community resiliency in five categories and their findings which are documented in the report.

1. Vulnerability and Risk Assessment
2. Public Outreach and Engagement
3. Integration of Municipal Plans
4. Disaster Preparedness and Recovery
5. Hazard Mitigation Implementation

Gaps in Town, Village, and joint plans and policies were identified, and opportunities were presented.

A brief discussion followed.

Supervisor Kennan showed the hardcopies of the 2018 County Hazard Mitigation Plan (which is online) and Town Emergency Operations Plan (which is not). He called out flooding and storms as the most frequent threats to be aware of and prepared for.

Kathy Chow reviewed some activities the Climate Smart Task Force is already doing and some suggestions for integrating the recommendations into other Town and Village processes currently underway. An example being the updating zoning and building codes per the 2019 Comprehensive Plan.

HVA has already done the big job of collecting and organizing the documents for review. Kathy Chow offered the CSC website as an available place to store those files online to be accessible to the Boards if wanted.

Supervisor Kennan suggested collaboration with fire district and ambulance services to further locate vulnerable populations on maps.

Councilmen Kaye and Fedele and Councilwoman Morrison each spoke about historical weather-related events that they have knowledge of. The Task Force will follow up with them. Councilman Kaye recalled the flood on South Center Street for the Hurricane of 1955. Other locals to interview would be Bernie Silvernail and Jim Campbell.

Mike Jastremski, a Certified Floodplain Manager, described the role and advantages of engaging a floodplain manager in planning and zoning. (The Town's Building Inspector Ken McLaughlin is also certified). Mr. Jastremski offered his expertise in those discussions. He warned to be sure to look at the effects that are amplified by climate change.

**Presentation of two possible action items:**

Laurie Kerr presented a snapshot of two suggested resolutions for consideration for the Green Power Procurement Policy for the Town of North East which entails

1. Purchase of green energy for Town owned buildings
2. Study for possible installation of solar power on the planned new Highway Garage

Green Purchasing Policy for the Town of North East stipulates buying green supplies in two categories. Some which are required to be green and others wherever possible/practical. She highlighted that the biggest category, road department materials, are not part of this policy.

Councilman John Midwood asked about the financial implications of using renewable power. Laurie agreed to investigate sources and provide a comparison.

Supervisor Kennan talked about the small impact that an individual town like ours might have, relative to the larger big climate change picture, but noted that the cumulative effect of all the smaller NY towns working together towards a shared objective can be significant.

Town of North East  
Town Board  
Minutes  
August 26, 2021

Kathy Chow reiterated that the Town mentality of sustainability is a model for residents - which is the next frontier and where the bigger impact is realized.

Supervisor Kennan thanked the Task Force and HVA for their hard work and Councilman Kaye for initiating the program.

**Adjournment:**

On a motion by Councilman Midwood, seconded by Councilman Kaye, the following was:

ADOPTED – AYES – (Kennan, Fedele, Kaye, Midwood, Morrison)  
NAYES – 0

RESOLVED, to adjourn the meeting at 7:00 pm.

Respectfully submitted,

/s/ Marcella Wheatley  
Deputy Town Clerk

Approved: October 14, 2021



## Climate Smart Community Task Force

### Meeting Notes September 16, 2021

5:30–6:30pm ZOOM

**Present:** Kathy Chow, Griffin Cooper, Andrew Stayman, Chris Virtuoso, Eliot Ramos, Chris Kennan Rhiannon Leo-Jamison, Tom Parrett. Rich Stalzer, Chris Virtuoso

**Absent:** Matthew Hartzog, Jennifer Dowley, Laurie Kerr, Claire Owens, Carissa Whitehead,

The minutes of 8\_19\_2021 were approved.

#### **PE9: Public Engagement Game plan**

Tom shared a plan document for PE9. There are ten actions that he needs volunteers for, individually and in teams. Additionally, CSC encourages inclusion of Regional Planning Organizations. E.g., calling organizations and documenting the call. Tom will put together team to write a script for these community organization talks.

Volunteers include: Griffin, Chris K., Andrew, Rhiannon

A resolution was passed during the Sept 9 Town Board meeting launching the program. Chris wants a monthly progress report for the board.

Tom also announced the CSC survey to gauge resident concern on climate change including info about the respondents so we can make comparisons about segments. Aim is 300 respondents. Chris V volunteered to make a standard communications plan for all marketing or promoting. EG a To-Do list including postings on websites, posters, emails, etc.

Chow asked for Farmer's Market volunteers to man a table for public education. Especially around refrigerants in advance of bulk trash day. Farmer Market Manager, John coordinates the market. Tom thinks Memorial Park tables are first come first served.

No Volunteers. Need to plan ahead next time.

Chris will make a survey distribution plan. Andrew stressed creativity on outreach.

Griffen said SM / interactive contests, encouraging comments.

Tile will be on Website homepage. Eliot suggested using the program called next door for spreading the word.

Tom really wants responses from wide ranging demographics.

#### **Bulk Trash Day-**

Chris V. reported that containers have been ordered for Bulk Trash Day on Saturday, September 25. Chris V. placed eight posters around the village. Will send pass along notices to TF members. Chris suggested it might be easier for folks to complete the survey during Bulk Trash Day.

Rhiannon offered the use of a library laptop. Chris K. emphasized the importance of asking folks

how they heard about Bulk Trash Day. Tom emphasized needing print surveys as well. Swap table will be repeated.

Chris K doubts willingness to do a survey at Bulk Trash Day.

Tire discussion: make a plan for next time.

Volunteers for Bulk Trash Day: Tom, Eliot, Rich, Chris K, Andrew, Chow.

Griffen and Rob Cooper will drive electronics to Poughkeepsie.

**Rhiannon said Instagram is far more effective than Facebook.**

#### **PE2 - GHG Inventory / Climate Action Plan- First Environment and ICLEI-**

Chow reported that the GHG consulting proposal was accepted for First Environment. ICLEI will be involved as it is their tool. Andrew and Laurie will be trained on how to properly complete the inventory. There were 6 proposals. 3 were within our budget. We interviewed 2.

Kickoff meeting will be the first step.

#### **PE7 - Policies & Procedures August 26 Town Board Workshop / Task Force Meeting-**

Chow reported there are many to-dos within the HVA CSRP document presented at the previous Town Board Workshop. Chow and Chris to follow up on what to recommend that the town do in response.

Chris will contact the Fire Department re: CSC 101 - using Tom's script.

Griffin will interview Town Board members for historical stories regarding climate events. George Kaye, Lana Morrison, Ralph Fedele, Ed Downey, Bernie Silvernail, Jim Campbell, Jen Najdek.

We want to know the whole range of disasters. Rhiannon said historical society has newspapers that can fill in the details.

#### **PE6 - PE:6 Infrastructure for Biking and Walking-**

Bike Map- Andrew will create an outline for the map.

Andrew / Tom will make the masterplan.

Parking and signage - Chris K. and Andrew will look over sign samples from Brandee. Town roads should be prioritized over county roads for now. First, Chris and Andrew will choose signs. HW dept will put them up. Two bike racks were suggested for placement at town hall and Coleman Station - and there is a picnic table.

Maybe also Rudd Pond Rd. (ON the trail).

For max points signs and bike racks need to be installed.

#### **PE3 - Fleet Inventory -**

Andrew has been doing research on mile per gallon (mpg) for vehicles as well as commercial trucks.

**Complete Streets and Waste Reduction Campaign drafts are in Dropbox. Chow & Rhiannon to review.**



### **PE3 - Outdoor Lighting Reduction**

Andrew raised concern about the number of lights left on during the night. He suggested an increased usage of LED and timer-controlled lights / motion sensors for security.

Andrew will coordinate with Bon Stevens as needed.

Stores on Main Street are a big concern. Good next steps - to help businesses conserve energy.

Website - Rich said 200 page views / 44 unique users. for Wetlands A quarter of web traffic came from the town and 15% from the village.

Direct type in CS Millerton OR QR code.

There may be more accurate ways of tracking where eyeballs come from. Rich & Rhiannon to investigate.

**PE9** - Chow thanked Rich and Tom for their efforts in the screamingly successful Wetlands Weekend.

Tom moderated the Panel discussion. Julie Hart with Amanda Cabanillas led the Rail Trail walk.

There were 20+ Participants on both the Zoom Panel and on the Rail Trail Walk.

Chow will sync the presenter slides to the recorded audio to post on the CSC website.

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Meeting adjourned: 6:30

Next meeting: Thursday, October 19, 2021 5:30-6:30



## Climate Smart Community Task Force

### Meeting Notes October 21, 2021

5:30–6:30pm ZOOM

**Present:** Carrissa Whitehead, Andrew Stayman, Kathy Chow, Rhiannon Leo-Jamison, Chris Virtuoso, Tom Parrett, Claire Owens, Rich Stalzer, Jennifer Dowley, Eliot Ramos, Chris Kennan, Griffin Cooper.

**Absent:** Matthew Hartzog, Laurie Kerr

The minutes of 9\_16\_2021 and of the 8\_26\_21 Town Board Workshop Meeting were approved.

**PE9: Public Engagement** - Tom / Andrew

Masterplan: Tom, with Chris V and Griffen, made a plan. 30-40% is done.

**CSC survey update-** Rich reported nine responses from the website. We want at least 300 responses. Tom relayed the importance of the survey for public engagement and a communications plan. Chow established a survey deadline for November 1. Tom suggested an email blast from committee members - he will send an email draft to forward.

Carissa will distribute to Webutuck.

Tom has an Idea for Rhiannon - will follow up

#### **Standard communications plan and Survey distribution plan**

Chris V. put together a communication distribution punch list for community outreach listing different outlets. It's on Dropbox: Communications Resource Guide\_rev4

Chris announced the new Town Clerk: Tilly Strauss.

Tom suggested using the American Legion signs for announcements/public outreach. Chow suggested a long-term communication partnership with the American Legion. Chris K. strongly supported this idea. Jennifer suggested presenting the survey to the representatives at the American Legion.

Public outreach - Andrew to follow up with John Scutieri re: power company brackets on power poles for (non-date specific) event reminders. E.g., Earth Day, bulk Trash Day.

#### **Town Bulk Trash Day recap** - Chris V

\$380 was collected. Welsh bill was less than previous bills: so only a \$300 - 400 loss. Probably best to do it once a year in Sept /Oct.

Poughkeepsie electronics drop off - Griffen did it - no problem. He had 1 truckload. Volunteered to do it again.

Chris K: wants to take tires in the future - we'd have to charge / pay for disposal. Reminder to hit the water bill schedule. Andrew suggested asking the village to make use of brackets on the telephone poles for advertising Bulk Trash Day.

Waste: Andrew recommends a video reporting that 7 wearings is average for apparel. 90% of Orange bin clothes are unsalable and go to landfills.

[https://www.youtube.com/watch?v=F6R\\_WTDdx7I](https://www.youtube.com/watch?v=F6R_WTDdx7I)

Idea for Bulk Trash Day - do a fiber collection event and take it to a responsible recycler (not landfill)

Chris K re: American Legion sign. Town CAN use it for communications. (Governor's emergency declaration has enabled this use - will be a grandfathered asset.) Opportunity to connect CSC with them. Do it (thoughtfully) in a way to inspire interest from them. Tom: let's start by listening to THEM.

Andrew: Shawn Clay has emailed the flyer for bulk trash (also Broadband). Chris K has good relationship. They want to be viewed as constructive part of the community. Chris: please make a date to listen and introduce CSC. Jennifer: ask them to do the SURVEY.

**PE6 - PE:6 Infrastructure for Biking and Walking** - Andrew - Summary of meeting with Dutchess County: we showed Emily Dozier & Devin our draft map. They told us they are updating the county map and want to use US as their model for other communities. Tom is doing a master plan that will include the wish list for new signage, parking, bike racks, etc.

**PE3 - Town Fleet Inventory** - Andrew made a spreadsheet of vehicles. Bob S will edit the procedures documents which will FINISH the project. Will be ready to submit. New gas facility enables Bob to see comparative efficiency of large (exempt) vehicles including both summer and winter (with snowplow equipment). He's enthusiastic about CSC. Yay!

**PE6 -Town Complete Streets revision** - Rhiannon has options, shared with Chris. Chow to ask Eleanor's advice.

Rhiannon has created a document to fill in some of the gaps missing in the town's previous resolution. Chris K. acknowledged Rhiannon's suggestions and didn't see any difficulties proposing these changes to the town board. Chow stressed the importance for Eleanor to see the changes as soon as possible. Jennifer suggests just sending to her, not "following the process". Town Board should approve FINAL. Timeline for implementation and evaluation.

**PE3 - Energy Code Enforcement Training** - Jennifer relayed that Ken McLoughlin and Mike spent a day training in Goshen NY earning the town NYSEDA points. Jennifer believes the town will receive \$5,000 when the document is uploaded. This earns BOTH CAC and CSC points for BOTH town and village!!! Ken moonlights for 3 towns in addition to full time for La Grange. So this is a HUGE impact. Ready to upload ☺

**PE3 - Town Outdoor Lighting Reduction** - Andrew took pictures. He quoted the action: only town hall and garage lights apply. If all are LED is unclear. Front porch and back door lights need confirmation from Chris. Looks like one light bulb needs to be changed. Then we're DONE. Andrew has a draft document to complete. Worth 2 points max. Bill K is advocate for dark sky. Follow up - find the relevant action?

Andrew observed LOTS of lights in village at 10:45 PM: Opportunity for Village merchants engagement program starting with LED Lights and plastics. Chris suggests to start with MBA before approaching individual merchants. Jennifer, Chris V and Tom go to MBA meetings. We should listen to them first to understand THEIR interests and opportunities-

Jennifer reported that MBA wants better weather for Earth Day.. Perhaps a Green Millerton event close to Memorial Day. Chris V will take the lead / get started NOW. They want to focus on 3 events per year, Festival of lights (Black Friday after Thanksgiving), Food Festival in September, TBD Spring event. Dana wants to include a Flea Market (re upcycling). Date TBD. CSC Earth Day could celebrate Earth Day separately in April with the rest of the world. Name: Green Millerton? Millerton goes GREEN. Change all signage to green?? :-0

**PE3 - Green Power Procurement** - Chris K. said the Town Board passed a resolution to seek renewable electric power - with enthusiasm,

**PE3 - Green Building Standards** - Gov't buildings - Laurie working on it

**PE3 - Environmentally Preferable purchasing** - Laurie / Chris will follow up with Lorna

**PE7 - Culverts and Dams** - Chow will contact George.

Ray will look in files for completion report.

Chow will FU with HVA about additional potential actions THEY are doing that WE are involved in and can claim credit for - RSCMP, Culverts & dams, Riparian Buffers, Watershed Plan -

Rich volunteered to plant trees with HVA / Trees for Tribs. Rhiannon announced the event on our SM. Meets at Willowbrook Farm Stand

Meeting adjourned: 6:30

Next meeting: Thursday, January 20, 2022 5:30-6:30



## Climate Smart Community Task Force

### Meeting Notes November 18, 2021

5:30–7:30pm ZOOM

### KICKOFF MEETING for GHG Inventory and CAP

PE2 Action- Government Operations GHG Inventory

PE2 Action- Government Operations Climate Action Plan

The regular monthly Task Force meeting was replaced by a GHG KICKOFF by our consultant First Environment's Phil Ludvigsen. Attendees included Town & Village Board and Green Team members in addition to the CSC Task Force.

**Present for Hour 1:** Phil Ludvigsen, Kathy Chow, Kelly Kilmer, Bill Kish, Chris Kennan, Andrew Stayman, Bob Stevens, Carrissa Whitehead, Dave Sherman, Laurie Kerr, Rich Stalzer, Tom Parrett, Rhiannon Leo-Jameson, Ralph Fedeles, Alicia Sartori, Jen Najdek

**Present for Hour 2:** Phil Ludvigsen, Kathy Chow, Kelly Kilmer, Bill Kish, Chris Kennan, Andrew Stayman, Bob Stevens, Carrissa Whitehead, Dave Sherman, Laurie Kerr, Rich Stalzer, Tom Parrett

**CSC Task Force Members Absent:** Chris Virtuoso, Claire Owens, Jennifer Dowley, Eliot Ramos, Griffin Cooper, Matthew Hartzog

#### Hour 1

##### Project, process, purpose

Phil Introduced First Environment and the project overview - starting Oct. 2021, ending with a final report April 2022

He explained the GHG Inventory and Climate Action Plan within the context of the greater CSC program and how the modeling can help in gov't decisions

#### Hour 2

##### Introduction to GHG inventories

##### Gases, Sources, effects, and target reductions

Quantifying, boundaries, calculating

Scope 1, 2, 3,

**Presentation Slides** are on the CSC site under Greenhouse Gas Inventory  
Town of NE-Village Millerton GHG Inventory Kickoff and Training 11-18-2021.pdf

Meeting adjourned: 7:15

Next meeting: Thursday, December 18, 2021 5:30-6:30



## Climate Smart Community Task Force Meeting Notes December 16, 2021

5:30–6:30 pm ZOOM

**Present:** Kathy Chow, Griffin Cooper, Christopher Virtuoso, Rhiannon Leo-Jamison, Eliot Ramos, Carissa Whitehead, Jennifer Dowley, Tom Parrett, Andrew Stayman, Rich Stalzer

**Guests:** Tilly Strauss, new Town Clerk, Steve Fahamie, lives along Rail Trail, Deborah Maier, interested in plastic waste programs, Phillip Ludvigsen, From First Environment

**Absent:** Matthew Hartzog, Laurie Kerr, Chris Kannan, Claire Owens

The minutes of 10\_21\_2021 and of the 11\_18\_21 Greenhouse Gas Kickoff Meeting with First Environment were approved.

Chow announced the new submission deadline of Apr. 8, 2022 due to DEC staff changes. Chow feels confident that bigger point 2022 projects will give enough cushion to hit the 120-point bronze requirement in the Spring.

Chow reviewed the CSC submission interface for the online portal - it's in the CSC Dropbox. Writeups, WIP drafts, and the action PDF are to be saved there.

### **PE2 - GHG Inventory / Climate Action Plan**

Phil described progress on the greenhouse gas inventory, including significant sources and formatting for calculations and economic modeling. Projects like the highway garage and the wastewater treatment facility will be modeled for emissions and costs that could be reduced. Andrew added that he should have all the info in Clear Path in two weeks. Phil speculated that a report is needed - not just an inventory statement. Ideally the project can be complete for the April 8 CSC deadline.

Chow said Chris K. will be gathering commuter information for those employed by the Town of North East. Highway vehicles will be evaluated as well for the Climate Action Plan.

Tom asked Phil if some of the highway vehicles were not being included in inventory. (The big gear like snowplow trucks over 8000 lbs. are exempt). Phil answered that the emissions will be based on consumption records rather than total number of vehicles. The pump at the new HW garage allows tracking by individual vehicle so much more detailed study is possible.

### **PE6 - PE6 Infrastructure for Biking and Walking**

Tom talked about how the master plan would include opportunities for how folks can use bikes around town for errands and activities rather than travelling by vehicle.

Andrew announced the production of a bike map in conjunction with Dutchess County including map markers and historic points of interest along with a few functional markers like parking and bathrooms. Steve identified some natural points of interest along the Rail Trail including Beaver

Slides and dams and some biodiversity thanks to the topography. The watershed divide between Hudson Estuary and Housatonic River drainage is visible. Water flows north and South from that point which is also the highest point of the train line.

NE / Millerton will be the county test case for other towns.

Tom reported that he has spoken with the Harlem Valley Rail Trail Association about signage and bike racks along the Rail Trail. Tom stated that route 22 is a State bike route according to Lisa DeLeeuw and might be amenable to putting signs up. Tom also got in touch with Jeanne Vanecko about bike racks for Eddie Collins Park. Next step: joint meeting with Townscape (and HVRT?) to spec bike racks. Bike racks could also be made by Izzy for the cost of materials.

### **PE9: Public Engagement**

#### **Library programs: Rhiannon, Deborah**

Rhiannon mentioned that the group is thinking about hosting a panel discussion based on the film The History of Plastic / the Story of Plastic. Deborah suggested some kind of art project for children that would relate to education.

Tom and Andrew are working on the Masterplan.

#### **Brainstorm: How to spend 5K and 8K- NYSERDA and Local Champs Grant money**

Jennifer announced the availability of two TOWN grants totaling 13 thousand dollars. 8K from Local Champions (for Climate related work), 5K from NYSERDA (to be applied to energy projects). Eleanor at Hudson Valley Regional Council can advise on how to use NYSERDA grant money. Feb 17 is the deadline for the NYSERDA grant spending plan. Examples are bike racks, electric landscape equipment, energy audit of a municipal building, municipal pollinator garden, convert lights to LEDs, brochures, tree planting, LED lightbulb giveaway for residents.

Andrew suggested supplying electric chainsaws, weed eaters, lawnmowers to the Highway Dept. for light duty work. The town will be replacing chainsaws.

Tom reported that the HVRTA commissioned the firm MKM to draw up concept schema for Railroad Plaza, but the county dropped this area from their current funding plans. Lisa and Dick of HVRT are still gung-ho on those plans though we can't use this Town money for village projects. The Village will also get a 5K grant once LED streetlights are installed. Ideas for TOWN (not Village) expenditures:

- Rich: \$600 yearly for Web hosting
- Chris K: Replacement windows for Town Hall.
- Budget for printing / signs
- Budget for event promotion
- Landscaping for new garage
- Andrew: Bike Racks
- Andrew: Bike safety signage
- Water bottle filling station
- Earth Day events
- Tom: Rail Trail habitat signs

- Fund the GHG study - First Environment (6250)
- Recycle bins (and Welsh Collection) for town hall & HW department
- Compost Bins for Residents
- LED Lightbulbs for residents

### **PE7: Water Smart Landscaping**

Eliot presented her plans for constructing a pollinator garden on the town hall property. (1 - 3 points for 2k or 5k square feet) that includes lots of natives and drastically reduced lawn. She also has a plant list of waterwise plants that don't require irrigation after the first year.

An onsite compost bin would add points. Next step - propose it to the town with a budget. Local businesses might want to participate as well.

### **PE5 Action: Compost Bins for Residents / PE5 Action: Organics Management Plan**

Eliot then presented her Neighbors for Compost program (with help from husband Nuno). Most applicable for the Village where houses don't have big back yards. For this pilot: one host family makes a backyard 3-bin compost bin for 4 households (or more - TBD) who are given compost bins. (e.g., \$40 Bamboo containers). The host manages / turns it. Very grass roots / hyper local. Next step: circulate the plan to Task Force, then propose it to the Village and Town. Perhaps an Earth Day launch.

### **Earth Day 2022: Chris V**

Chris V. mentioned that the village is planning to postpone "Earth Day" to May of 2022. Jennifer reported that the merchants want 3 events a year: Festival of Lights (after Thanksgiving), Fall Food Festival in September, and a spring event TBD (perhaps "Green Day" e.g., on Memorial Day), ideally with a flea market. They prefer the weather of May to April's official Earth Day, though we can still mark ED ourselves. Andrew stressed that one day in one place would concentrate Earth Day in the village. Chris V. wants to coordinate a large event with the farmer's market. Goal is to bring merchants, locals, and visitors together, make a strong CSC presence, and to get the kids at Webutuck and the NECC involved. Virtual events are effective too and can expand the celebration e.g., on April 22.

Next steps: Chris V to connect with Carrissa (National Honor Society and Student Council will want to participate) and Deborah (plastic recycling and art projects). See also October 2021 CSC notes for other ideas. Planning roundtable at the January meeting.

Reminder about the attendance requirement. Official Task Force members transition to Advisor if absent more than 3 times.

Chow congratulated Griffen on being elected to Town Board.

Meeting adjourned: 6:30

Next meeting: Thursday, January 20, 2022 5:30-6:30





## **December 16, 2021 CSC Task Force Meeting TOWN Grant Allocation Brainstorm**

How to spend NYSERDA and Local Champs Grants

V1 12\_20\_21

Jennifer announced the availability of two TOWN grants. Local Champions (for Climate related work), and 5K from NYSERDA (to be applied to energy related projects). Eleanor at the Hudson Valley Regional Council can advise on how to use NYSERDA grant money.

Electric chainsaws, weed eaters, lawnmowers for the Highway Dept.

Yearly CSC Web hosting / maintenance

Bike Racks

Bike safety signage

Budget for printing (e.g., bike map, brochures)

Budget for event promotion (e.g., ads in Main Street)

Earth Day events

LED Lightbulb or compost bin giveaway

Replacement windows for Town Hall.

Recycle bins (and Welsh Collection) for town hall & HW department

Rail Trail habitat / watershed signs

Pollinator garden at Town Hall on town property.

Landscape design for new garage

Fund the GHG study - First Environment