

MINUTES OF THE SUSTAINABILITY COMMITTEE

EXECUTIVE CONFERENCE ROOM

SEPTEMBER 20, 2018 6:00 P.M.

Committee members present: Scott Orzechowski, Chair, City Councilor Ed Levasseur, Sarah McGraw, Doug Watson, and Mike Bobinsky, Public Works Director.

1. APPROVAL OF MEETING MINUTES. Minutes of the July 19, 2018 meeting were considered. Levasseur motioned to accept the minutes, Bobinsky Seconded. Motion passed unanimously.
2. Correspondence: None
3. Unfinished Business:

-Member Handbook

Bobinsky and his staff helped put together the contents of the member handbook with recommendations made by McGraw and Sustainability Committee members. McGraw ran through the table of contents which included: Sustainability Committee Mission and Rules of Procedure, Social Media Policy, Meeting Schedule, Vision 2020 Sustainability Goals, Project Schedule, Projects Completed to Date, List of Planning Board Members, List of Other Relevant Boards and Committees, NH Organizations, Meeting Minutes Template. It was noted that the Committee Mission had been updated in 2016 (Resolution 35-16) and can be found on the Sustainability Committee webpage. It was decided members can print out the new version and add to their own handbook. McGraw suggested adding the document created by Doug Watson on Communication with the Public as well as the project worksheet, and current members contact information.

-EPA Energy Star Portfolio Manager Access

Orzechowski said he was adding people to the City of Somersworth account as they signed up. He also mentioned there is training available on the website on how to use the tools. Discussion ensued regarding past energy efficiency upgrades. Orzechowski said that past data moved with Dave Sharples when he left the Planning Director Position. McGraw asked to confirm that there was no previous data available from past projects. Bobinsky said that with the Waste Water Treatment Plant upgrades, new equipment and systems will be more efficient. Bobinsky also mentioned the LED project and continual savings from the upgrade. Watson mentioned that with City Hall upgrades there should be energy efficiency standards. Levasseur cited vision 2020 goals as guidelines. Watson clarified that there should be a process when an RFP is put before the City that there should be provisions for energy efficiency. Watson gave a recent example for proposed upgrades to one of the schools, that the contractor made no mention of energy efficiency as part of the plan. More discussion ensued about how to incorporate sustainability

policies from everyday purchasing to large projects at the City level. It was suggested that finance would be one place to start to inquire about current purchasing standards.

McGraw mentioned that education was also important to start changing policies. It was decided that purchasing plan best practices should be added to the following month's agenda.

Objectives and Methods for Public Communication

Monthly sustainability tips were due to for submission to the City newsletter by September 26.

4. NEW BUSINESS

-Other

Levasseur brought forth a draft resolution for the Committee to consider regarding single use plastics proposed by Mayor Hilliard. The resolution will encourage businesses to adopt policies to reduce and hopefully eliminate single use plastics. Some outcomes of the resolution would be to hold an event with the Chamber, highlighting businesses that adopt these recommendations. Bobinsky was asked about the City of Portland's process for banning plastics, Bobinsky said that it was a two-year process. Levasseur hoped to have a resolution prepared and ready to present by next month and asked if the Sustainability Committee could move its meeting up sooner in order to review the resolution. There was general consensus that this type of measure should move forward. McGraw suggested that the Committee take its time with this process in order to have a clean resolution prepared.

-Planning for public tree planting workshop with NH Urban Forestry Center

Bobinsky reported that the dying Oak Tree in the USS Somersworth Park was replaced by a tree donated by AJ Dupree from the Urban Forestry Center and planted on September 19. AJ provided training to DPW staff for tree planting best practices. McGraw noted that the Conservation Commission would like to plant another tree at Millennium Park.

The Committee decided to hold the next Sustainability Committee meeting on **October 11, 2018.**

Watson asked if Idle Reduction could be added to next month's agenda.

Levasseur motioned to adjourn, Bobinsky seconded. The motion was passed unanimously.

The meeting adjourned at 7:15 pm.

Respectfully Submitted

Sarah McGraw