



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Sustainability Advisory Board

Wednesday, September 19, 2018

5:45 PM

Community Room

STUDY SESSION

STUDY SESSION ON SUSTAINABILITY MASTER PLAN

1. Call to Order
2. Roll Call
 - Keith Barr – Present
 - Anna Clark – Absent & Execused
 - Tom Doyle – Present
 - Monali Mujumdar – Present
 - Jeff Percell – Present
 - Coady Skelley – Present

3. Approval of Agenda

4. Study Session – Town of Erie Sustainability Master Plan

Tom reported that Raelynn is working on a grant for a professional writer and asked what do we want/need? Potentially a need for administrative / coordination to help with soliciting feedback from residents. In addition to a professional writer to polish the Master Plan. We want to make sure that we solicit feedback from community on the plan. Create the materials for community open houses and the board presentation.

In regard to the town staff liasons, Tom indicated the town is asking what do we expect from them? Likely some amount of research, identifying current state in Erie, review plans, assist with feasibility of opportunities, and potentially help with providing contacts for other municipalities, etc. Over next 6 months likely ballpark of 10 hours a month depending on the area of focus.

We discussed scope as the outline for an area of focus. Tom made updates to the document as we discussed.

We discussed approach as what we should be utilizing as inputs to the area of focus and came up with the following:

- Town liason(s).
- Sustainability plans from other municipalities. We should likely consider up to 3 sustainability plans to use as examples.
- Existing master plans for the town of Erie.
- Industry experts.
- Community input – survey results, open house.
- Board review & feedback via sharepoint & email.
- Strategies & vision from brainstorming session (as needed).
- PiE report & other existing town initiatives.
- Other boards & commissions

We discussed who would be the primary member and secondary member

for each area of focus. (Primary listed first)

- Buildings – Monali, Tom or new member
- Transportation – Keith, Anna
- Recycling and Composting – Anna, Jeff
- Community Outreach – Coady, Tom or new member
- Water – Tom or new member, Monali
- Parks, Trails and Pedestrian Friendliness – Jeff, Coady
- Energy creation – Tom or new member, Keith

Jeff to send notes & post proposed agenda for 10/3 meeting to sharepoint.

Tom to send final agenda to Jessica by 9/27 as Jeff will be out of town.

Arbor Day/Earth Day – looking for a co-chair to work with Tree board on organizing. Monali volunteered.

5. Adjourn