



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Sustainability Advisory Board

Wednesday, November 7, 2018

5:45 PM

Community Room

Call to Order

Roll Call

Approval of Agenda

Approval of Minutes from 10/3/2018 regular meeting

Public Comment

Member Reports

Monali – Earth Day / Arbor Day event

Trustee Liaison Report

Staff Report

Old Business

Electric Vehicle Pilot for the Town

Leaf Composting Event recap of 11/3 and discuss any takeaways for 11/18

New Business

Quarterly communication strategy

Other

Adjourn

Call to Order

Roll Call

Anna – Present

Coady – Present

Jeff – Present

Keith – Absent and excused

Monali – Absent and excused

Tom - Present

Approval of Agenda

Approved unanimously.

Approval of Minutes from 10/3/2018 regular meeting

Approved unanimously.

Public Comment

Janet McCabe, 2695 Odell Drive, gave comment that the leaf composting was great.

Member Reports**Monali – Earth Day / Arbor Day event**

Monali has sent an email with the list of vendors they are reaching out to. Anna suggested reaching out to local schools and she will email suggestion to Monali. Jeff suggested we have information on existing town initiatives and he will email Monali.

Tom – Master plan

Hannah Hippely was our town technical contact, but Raelynn has stepped in for the time being. Tom and Raelynn met to discuss liasons for each focus area. Rather than pre-determine liasons, she recommended we come up with 5-10 questions we have for the 10 for each focus area. She will then direct those to staff best suited to answer them and then can further coordinate as needed.

Tom reviewed documents on the Sustainability sharepoint site under the Input folder. He recommended that we read those documents, review relevant Town of Erie master plans, Partners in Energy, Town Sustainability document and other sample sustainability plans (other possible inputs were discussed in the September study session and are noted in the minutes from that session <https://erie.legistar.com/View.ashx?M=M&ID=631206&GUID=42459760-05DA-42C4-8C68-AB1A7B508305>).

On the sharepoint site there is a Area Sections folder with a document for each section in the agreed upon format. Tom prepopulated some of them with ideas the ad hoc committee had previously discussed. We should start to work on our sections.

The board agreed to target sending Tom a list of questions by 11/30 for our assigned focus area. That way he can organize them ahead of the December meeting. The primary person should work with the secondary person in regard to developing the questions. Then we can discuss next steps at the 12/5 meeting. Tom is also hoping to hear back on the town's bid for a grant writer soon.

Trustee Liaison Report

None

ShapeStaff Report

None

Old Business

Electric Vehicle Pilot for the Town

Tom met with others to discuss. Currently the town is leaning toward the recommendation to buy 1 electric vehicle and install 1 charging station as wiring is already out at the service center. There are several details to sort out still. As part of the larger master plan recommend larger grant and determine locations for charging stations.

Leaf Composting Event recap of 11/3 and discuss any takeaways for 11/18 Event was a big success. Better signage/boxes regarding clean bags that can be reused vs dirty bags that can't. Will try to do a better job of counting cars. Need to continue to consider how we might offer curbside pickup or more local drop off locations in neighborhoods.

New Business

Quarterly communication strategy

Need to reach out to Monali to make sure they plan to give the town communications/marketing department plenty of time to plan communications around Arbor Day/Earth Day. Recycling center changes would be another example of something we likely want to make sure is proactively communicated, which they are currently increasing the number of pulls.

Other

Jeff to add agenda item for December meeting to discuss what we should present to the board of trustees.

Adjourn