

**Town of Concord
Climate Action Advisory Board
Meeting Minutes
October 21, 2020**

Pursuant to a notice duly filed with the Town Clerk, a virtual public meeting of the Climate Action Advisory Board (CAAB) was held on October 21, 2020 at 6:00 pm via Zoom.

Members present: Jake Swenson (Chair), Brian Crouse, Courtney Eaton, Jake Swenson, John Bolduc, Michael McAteer, Ruthy Bennett, Warren Leon.

Staff: Kate Hanley, Director of Sustainability

Guests: Alice Kaufman, Jane Hotchkiss, Dean Banfield, Linda Nieman, Cynthia C, Gilda Gussin, Laura Davis, Shelly Karlin.

1. Welcome

Jake Swenson welcomed visitors to the meeting.

2. Minutes

Michael McAteer moved to approve the September minutes. Brian Crouse seconded. The board voted to approve.

3. Chair's Report

Jake Swenson reported that he attended the Chair's Breakfast for the first time. Town Meeting 2021 will be pushed back to the second Sunday in June due to concerns about COVID and being outside in April. Brian Crouse asked about the deadline for warrant articles. Jake said it was moved to February.

The Chair proposed the Board adopt a set of ground rules for future meetings which consisted of 9 bullet points. The Board voted to adopt.

The Chair shared that Pam Hill and Brian Foulds have both left the committee and are joining the Light Board. CAAB's charter calls for 9 members and we are now at 8 members, including a member who is out sick for the time being. Jake said he would get a list of green cards for CAAB from Town Manager's office and discuss adding members with Town Manager and Select Board. There was interest among the Board in adding more members to meet a total of 9 members.

4. Director's Update

Kate Hanley shared that the town finished climate preparedness week at end of September. The video "climate reality and how to speak to your children about it" is on Youtube. The town hosted a virtual EV roundtable with local dealers, advocates and presentations and live Q&A.

Kate also shared an update on the Library Corporation's Sustainability Planning. Two community input sessions were hosted and there is a temporary website.

Kate shared that she has been meeting with Town staff to opt into the state's PACE program. PACE is property Assessed Clean Energy. Select Board needs to sign a resolution to opt in to PACE. Lastly, the Town did not receive META grant for a fleet electrification study, but Town is prepared to move forward regardless.

5. RMI Accelerator for Building Electrification Policies Update

Alice Kaufman shared that the RMI Accelerator has been helpful in providing documents for cities and towns to meet a mandate on electrification of buildings. Two meetings were held recently with valuable information including the following:

- Options to provide incentives through zoning
- Nonbinding resolution for the 24 towns participating in the RMI process which would be submitted to the legislature
- Special legislation so that towns would be exempt from rule 164- which mandates how construction is mandated relative to building codes

Each community participating in the accelerator has 5 people on the RMI group who collaborate with the community.

6. Volunteers for liaisons

Jake Swenson transitioned the discussion to how to support other boards/committees in implementing the climate action plan. He shared a list of other boards that could have impact and influence on implementing the plan and suggested the board consider having liaisons to these groups.

Kate Hanley suggested that board members could volunteer to attend a few meetings and see if it's valuable to have a permanent liaison from CAAB.

The board discussed this idea. Michael McAteer suggested this could help get a sense of other leaders in Town committees and identify any intersections. John Bolduc suggested another option would be to have a discussion with other board members, as opposed to attending other meetings. Courtney Eaton suggested the board research the different committees before meeting with them to discuss how CAAB could intersect with them and implement the climate action plan. Warren Leon suggested a few other committees that could be added to the list. Michael asked about the middle school building committee. Kate Hanley is on that committee. Jane Hotchkiss cautioned that there are 67 town committees and climate has an overlap with most, if not all, and it could result in a lot of additional time for the committee. She suggested looking at past minutes to understand committees might save time. Brian Crouse suggested CAAB get its priorities in order before deciding on which committees to liaise with. John Bolduc suggested using emissions as a guide.

7. 2020-21 CAAB Workplan

Jake Swenson transitioned the group to a discussion of planning for CAAB's meetings and activities for the next year. He suggested the group prioritize which topics we want to focus on, which would help narrow the list of committees. Jake shared a list of potential priorities pulled from the climate plan where CAAB is listed as champion or partner. He noted that CAAB's job is to flesh out the policies and opportunities in the plan.

The board discussed their preferences for where to focus. There was a discussion of PACE and how it will be promoted if the town opts in. John Bolduc suggested that the board add transportation as a priority to the list of potential activities. Jake Swenson suggested the group consider where CAAB can add expertise that doesn't already exist or focus on actions that otherwise won't have a champion to move them forward. Warren Leon noted that they should learn what the transportation committee is doing. Courtney Eaton asked how sustainability standards are incorporated into the town's decision-making and suggested developing a framework.

Jake Swenson asked how realistic it is for individual members to take on further work or if CAAB should work as a group to dive into specific topics/activity. Michael McAteer asked how we tackle these next steps as a board and whether we are building an operations plan. Jake Swenson clarified that the suggested approach is that individual members would research topics and then the Board could support different parts of Town governance to take action to implement the action/activity.

The board discussed topics for the next few meetings and agreed to focus the November meeting on the RMI accelerator and invite CMLP for a discussion in December.

John Bolduc agreed to work on energy disclosure ordinance research. Warren Leon offered to get up to speed on the transportation committee and report back. Jake Swenson volunteered to bring research on time-of-sale home energy scores. Jake noted that if other members are willing to engage with and get to know other committees to let him know.

8. Public comments:

Alice Kaufman comments that the RMI work is on an accelerated track and it would be helpful to have CAAB's support on any warrant articles. February is deadline for warrant articles.

Laura Davis asked if the RMI group is tackling existing homes and deep energy efficiency? Alice responded that the RMI work is focused on new construction. Laura suggested that CAAB focus on the challenge of reducing emissions from existing building stock and how we manage retrofits for existing homes. She also noted that the town needs to accelerate progress, for

example, Concord needs more than 4 electric buses, and more leadership from CAAB about how the Town can get this done.

Gilda Gussin commented that it was a great meeting. She suggested that it should be required of every committee to work on reducing emissions and that should come from Town Manager and Select Board. She offered to participate in a brainstorming meeting about energy efficiency.

Alice Kaufman also commented that it was a good meeting and thanked Jake Swenson for his skillful facilitation. Alice asked about the status of the letter from CAAB to the legislature supporting the climate bill. Jake Swenson replied that he heard the Select Board adopted the written letter but needed to find out if it had been sent to the legislature.

The meeting adjourned at 8:00PM.

Minutes prepared by Ruthy Bennett.