

**PUBLIC WORKS AND FACILITIES COMMITTEE MEETING
THURSDAY, JANUARY 28, 2021, 8:00 A.M.
MINUTES**

1. Call to Order

- A. Meeting was called to order at 8:03 a.m. by Councilor and Chair Ben Wenograd.
- B. Attendees: Councilor and Chair Ben Wenograd, Mayor Shari Cantor, Councilor Mary Fay, Town Manager Matthew Hart, Director of Public Works John Phillips, Director of Plant and Facilities Robert Palmer, Energy Specialist Catherine Diviney, and Recycling Coordinator Katherine Bruns.

2. Business Items

- A. Proposed Sustainability Task Force: Town Manager Hart explained the reasoning behind the proposed task force, explaining it would be a good way to combine resources, provide an opportunity to assess and make recommendations for the town's future sustainability efforts, and foster community engagement. Catherine Diviney added some context regarding the Sustainable Connecticut Project, emphasizing the broadness of the Program and its 13 sustainability categories. Mayor Cantor and Councilor Fay expressed their support of the program, and Councilor Fay additionally expressed a desire to see balanced political representation in the task force. Director Phillips mentioned the possibility of merging another sustainability group into the proposed task force.
- B. Update on CT Coalition for Sustainable Materials Management: Director Phillips gave context and information about the Coalition, as well as explained the action being taken within the Coalition to address things such as food waste diversion and increased recycling. Recycling Coordinator Katherine Bruns added that Commissioner Dykes did a lot of outreach to raise awareness on the topic of the town's current waste crisis. Chair Wenograd discussed that a summary of the document would be helpful to their discussions, and Director Phillips stated he could provide such a summary for the committee. Town Manager Hart echoed Recycling Coordinator Bruns' praise of Commissioner Dykes and her team on how they have raised awareness to the waste crisis.
- C. Recycling Education 2021 Outreach Campaign: Director Phillips prefaced a PowerPoint presentation on the Campaign by crediting Recycling Coordinator Bruns for pulling together the information presented. He then presented the PowerPoint presentation containing an in-depth look at some of the context, plans, and goals for the Campaign. There was a discussion after the presentation regarding general recycling practices within the town and what can be done to further improve recycling within the town.

3. Staff Reports

- A. Public Works: Director Phillips provided an update on Public Works. Public Works is continuing to keep up with their duties. Their work management system has been working well and has been well-received by the public. Public Works highlight notables included a high-impact December storm that took Public Works several days to deal with, all fall cleanup work on parks and town-owned properties has been completed on schedule and under budget, the Christmas tree collection worked well, implementation of a new Parks Management Solution System, implementing more paperless solutions in their work, expanding and extending the sustainability of the cemetery, and action being taken to make sure the Center Business District has what they need for parking space.
- B. Plants and Facilities: Director Palmer stated there have not been any issues with buildings and everything is running well. They are currently working to make sure the buildings are prepared for the incoming cold weather. He summarized the continuing measures being taken in response to the COVID-19 pandemic and said they have been adjusting well to the new measures and doing well overall. Projects have been scaled back this past year but are planned to be rebooted in Summer 2021. Cornerstone locker room floor replacement has been completed and elevator control modernization at the Police Station is about halfway complete. Chair Wenograd asked about the progress of a town-wide assessment of property, and Director Palmer said he is approximately 80 percent finished with that and will have it ready for the next meeting. Catherine Diviney gave an overview of the town's utility use as well as discussed multiple projects being put in place to help increase the town's renewable energy generation such as utilizing solar power and participating in virtual net metering. She also discussed a new solar array at King Phillip Middle School that should generate about 600,000 KWh per year.

Chair Wenograd asked about how they might go about revisiting a past zoning ordinance, and the general procedure for that was explained by Town Manager Hart and Mayor Cantor. Mayor Cantor expressed she believes the new Task Force should also review the Clean Energy Plan. Catherine Diviney explained that the Clean Energy Commission are putting final touches on the Draft Energy Plan that will then be presented to the Town Manager and the Committee.

4. Adjournment

- A. The meeting was adjourned at 9:20 a.m.

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