

**Town of Hartford Climate Advisory Committee  
August 11, 2021 Meeting**

Erik Krauss called the meeting to order at 5:07 pm. The meeting was held at Hartford Town Hall, in Room 2, and remotely via TEAMS platform.

**Present:** Committee Members Erik Krauss, Courtney Williamson, and Jack Spicer; Town Staff Lori Hirshfield; and Climate Action Plan Team Member Carolyn Hooper,

**Additions/Changes to the Agenda:** Erik suggested moving item IV(c), which is the discussion on recommendations to the Selectboard, up to the first item on the agenda. Jack and Courtney agreed.

**Climate Action Plan: Recommendations to the Selectboard:** Erik presented six draft recommendations to be made by the committee to the Selectboard at the Selectboard Meeting on August 24, 2021.

There was a discussion about the first recommendation, which was for the Selectboard to “adopt” the Climate Action Plan (CAP) as presented. Lori began the discussion by asking what is meant by the term “adopt” - is the committee asking the Selectboard to “adopt” and implement all the recommendations in the CAP or rather to accept the essence of the plan. Carolyn offered that the plan itself says it is a living document. Erik believes that the Selectboard “adopting” the plan is stronger. Jack asked what the approach was for the Energy Plan and Lori said she would have to go back and look. There was no decision on whether to use “adopt” or “accept” but the committee decided to move forward with the substance of the recommendation, which is for the final draft CAP to be the Town of Hartford’s CAP.

Jack asked what the Selectboard has the particular power to do, and if these recommendations could be presented to the Selectboard for action in the form of a resolution (“Whereas..” and “Therefore be it resolved that the Town Manager shall...”). Erik had questions about the ability of a resolution to bind the Town. Lori suggested that resolutions can be binding, depending on the wording of the resolution. -. There was recognition that a resolution allows the recommendations to be presented as a package. The committee decided to present the recommendations to the Selectboard in the form of a resolution.

There was a discussion on the recommendation to encourage the Town Manager to create teams that involve stakeholders. Lori asked if this was too particular for a recommendation, if it was already covered by the second recommendation, or if it could be incorporated into the second

**Commented [LH1]:** Jack, I’m not clear what you are saying here and how relates to the rest of the sentence. Also the remainder of the sentence was very long so I revised and hopefully captured the essence.

recommendation if it was not. Jack suggested that this recommendation adds stakeholders to the decision-making process. Members agreed to keep this recommendation as a separate and distinct recommendation.

There was a discussion about the second recommendation, which directs the Town Manager to work with staff, committees, and commissions to create an implementation plan. Jack suggested that this is a natural and necessary second recommendation and Carolyn and Courtney agreed. Erik noted that the second recommendation is getting more specific. The committee decided to move forward with the recommendation.

There was a discussion about the recommendation to direct the Town Manager to report on progress towards meeting climate goals and town-wide Scope 1 emissions every three years, ; report on meeting Scope 1-3 emissions for municipal infrastructure and equipment annually; and include these reports in the annual Town Report beginning with the 2022 edition. Lori noted that what will be in the 2022 edition has already happened because the Town Report is for the preceding fiscal year (which ended June 30, 2021). Members decided to keep the recommendation but to clarify that the recommendation should be to report on the fiscal year beginning July 1, 2021.

There was a discussion on the recommendation to require Selectboard approval of, and GHG estimates for, all purchases of \$10k or greater. Lori stated that the Selectboard has adopted a procurement policy which currently requires Selectboard approval of expenditures of \$20k or greater and suggested keeping the recommendation consistent with the current policy. Jack suggested recommending the Selectboard amend the procurement policy to incorporate scope 1-3 considerations in purchasing decisions. The committee generally agreed to recommend incorporating scope 1-3 considerations into existing policy.

There was a discussion on the recommendation to put cost saving generated from implementing climate actions into the Climate Action Reserve Fund. Lori noted that certain savings from these actions are already earmarked. Jack suggested that this recommendation could be divisive and perhaps create the unwanted perception that climate actions are to be self-funded, which could be detrimental if there are no savings in a particular year. Erik stated that there is 60k earmarked for the fund available July 1, 2021 that is supposed to come from the local option tax pursuant to Article 25 of this year's town meeting. There were questions whether this actually happened. Members agreed to recommend that the Selectboard continually contribute to the fund and perhaps identify sources of funding.

Courtney moved to accept the substance of the recommendations as amended during today's meeting. Jack seconded the motion.

Erik and Jack agreed to draft a resolution to present to the Selectboard. Courtney agreed to briefly present the resolution at the August 24 meeting after Ted from paleBLUEdot and members of the Climate Action Team present the plan. Jack and Erik agreed to be in attendance to answer questions following the presentations.

Erik suggested that the remaining items on the agenda be addressed at a subsequent meeting and Courtney and Jack agreed.

The meeting was adjourned at 6:52 pm.

Respectfully submitted: Jack Spicer, Clerk