

**Climate Advisory Committee**  
**Special Meeting Minutes**  
**September 28, 2020**

Erik Krauss called meeting to order at 5:04 pm

**Present:** Erik Krauss, Ana Meija, Courtney Williamson, Jack Spicer, Matt Osborn, Staff; Mary Hutchins, Conservation Committee Liaison, Alan Johnson, Selectboard Liaison

**Act 92 Compliance:** Erik Krauss read the Act 92 compliance agreement.

**Additions/Changes to the Agenda:** Erik Krauss asked if there were any suggestions for additions or changes to the agenda. There were none.

**Review and approve meeting minutes from Aug. 12, Sept. 3, Sept. 10, Sept. 11, and Sept. 15:** Erik Krauss said we can review and approve the minutes as drafted altogether or changes to those individually. Ana Meija moved to approve all draft minutes before the committee. Courtney Williamson seconded and the motion passed unanimously.

**Prepare for CAP project kickoff:** Erik Kraus stated that he spoke to Ted Redman, who asked about what triggers the need for a warrant article, the granularity of decision-making process and budgeting, etc. Erik stated that we can be flexible with deadlines if we know what the important dates are and what must be accomplished by each important date.

Erik stated that Ted also suggested creating a Planning Team (CAT) of 9-18 individuals assembled from key City staff; associated public agencies like the County emergency management and public health, Watershed District, school district, and local Colleges/Universities; and representatives from the business community, environmental groups, social equity groups, and community residents.

Courtney Williamson asked if we should seek to fill the Planning Team with liaisons from existing committees. All agreed that we will reach out to existing committees. Ana Meija asked if we are limiting ourselves to outreach to Hartford residents. Alan Johnson said that we really cannot afford to limit our outreach in that way. Courtney stated that we will want to reach out to Dartmouth College as well. Ana suggested reaching out to existing regional groups. Alan reminded folks to reach out to stakeholders whose businesses may be challenged by the efforts under the Climate Action Plan.

The members discussed potential CAT team members and organizations to reach out to. Erik asked how we would approach outreach without excluding folks. Jack Spicer stated that we should publish through the Town resources and the do direct outreach. Courtney wants to expand general outreach beyond Town resources, including listservs. Erik agreed to draft the message for general outreach by Monday and send it to staff for approval and the committee for comments. The folks noted for direct outreach were assigned to participants in the meeting who volunteered.

**Recruiting (1 open committee seat):** Courtney Williamson has a friend who is interested and she will encourage her friend to attend the next meeting. Erik Krauss indicated that this is an ongoing discussion.

Courtney Williamson moved to adjourn the meeting and all were in favor. The meeting was adjourned at 6:46 pm.

Respectfully submitted: Jack Spicer, Clerk