

Energy Committee Meeting  
Tuesday, April 22, 2025 - **Happy Earth Day!**  
Town Office and via Zoom @ 4:30 pm

In attendance in person: Victoria Boundy, Stephanie Gardner, Nick Whatley  
Zoom: Jackie Cressy; guest Jeanette MacNeille  
Staff: Joshua Franklin, Staff

### Agenda

Introductions - None. Selectboard may be approving a new member on 5/1.

Invitation for Public Comment: Application for Complete Streets was awarded by the state, for the full amount, and Jeanette thanks the Energy Committee for their letter of support.

Approval of [3-25-25 meeting minutes](#): Victoria motion; Jackie 2nd, AIF

- [Discussion of Draft Committee Policy](#): The Energy Committee has been invited to comment or provide input on this policy, which they hope to adopt on May 15. Input:
  - Someone asked the impetus for this; is it new? We are not aware of the impetus for this.
  - It is a good idea to have a policy in general.
  - It could be more succinct and be stated in a more positive way.
  - It seems like an “annual review” puts a lot of work on the Selectboard, given all the town committees. Perhaps the Chair can report to the Selectboard on an annual basis, with their annual report.
  - Add to the memo: If Town employees show up at a meeting, they should notify the appropriate Committee in advance. Josh will also pass word on to Town staff.
- Jackie will offer some wordsmithing suggestions (and Victoria will review) for use in a memo sent out on behalf of the Committee, for their consideration for their 5/15.
- Josh will get some clarity on how members work together outside of meetings (for things like these tasks).

### Old Business:

#### CAP Promotion

1. Blurb for library newsletter & Highlands newsletter - Library will include a blurb in their May newsletter. Jackie will take care of this one.
2. Cryer article update - Thank you Victoria & Jackie for the draft. It was submitted 4/14, no confirmation that it will be included yet.
3. Time Record update - Sent article to him too but no response yet.
4. Letter to interested parties (data input & scheduling of letters) Jackie sent draft to staff with request.

## New Business:

### 1. Draft new charges

#### a. Name of Committee:

- Josh has a note from Skye. If the name changes, it is basically creating a new committee. If we want to do this, we would need to reach out to the SB, and we would need to note that the CAP tasks/duties be transferred to this new committee.
- In the current cultural climate, do we want to name it “Climate Action Committee” or is that too much a “hot button”?
- Energy is too narrow and doesn’t easily cover the many different types of tasks we hope to accomplish.
- Suggestion made to change it to “Sustainability Committee” like Brunswick.
- If want to change the name, do it before the charge for the Energy Committee ends (June) so that it is seamless. So for now, perhaps focus on the charge and that will inform whether to change the name.

#### b. Priority Projects (reference [Matrix](#))

- To prioritize cost-effective solutions that are outlined under the new Climate Action Plan.
- To begin implementing cost-effective solutions.
- Regular communication with other town boards and committees that have responsibility for certain aspects of the Plan.
- Provide updates along the way to the SB and what is being implemented. (Ask the SB how often they would like to hear updates.)

## Homework Assignments:

1. Download the “Guiding Principles” document and each member take a stab at tweaking it.
2. Look through the matrix in the CAP factsheet and pick out the low-hanging fruit actions that we think we should tackle first as “easy wins.”
3. Also reference the community workshop priorities (the sticky dot exercise) to help us in deciding.
4. Have a working session in May where we discuss these two things.

2. It was suggested to set up a new Resource Materials folder in the Drive, organized by topic area (Stephanie has a renewable energy resource document that she would like to share.) This will help us in making decisions.

## Reference Materials

- [Work Plan](#)
- [Current Charges/Guiding Principles](#)

Reminders:

- Library Presentations of CAP (Thurs, May 8: 6:30 -7:30 & Saturday, May 24: 1-2pm)
- Highland Presentation of CAP (Monday, May 19: 2:30 -3:30)

2nd Invitation for Public Comment: The member of the public left early so no public comments.

The meeting adjourned at 5:56. Motion to adjourn: Jackie, Stephanie 2nd.