

Freeport Sustainability Advisory Board: MINUTES 10/30/2023
Location: Town Council Chambers, 6:30 PM

In attendance: Josh Olins, Mandy MacPherson, Valy Steverlynck, Susana Hancock, Bob Stevens, Kristen Dorsey, Megan Shore, Jim Reinertsen, Meddy Smith (Sustainability Coordinator)

Taking minutes: Meddy

BEGIN MEETING 6:30 PM

APPROVE MINUTES: 5 min

- A motion was made by Josh to approve the meeting minutes of 10/16/23. Bob seconded the motion and the motion carried unanimously (6/0)

STAKEHOLDER ENGAGEMENT

- The group reviewed the stakeholder list to identify gaps and confirm sign up for names to contact. Meddy showed the stakeholder guiding questions list and Mandy walked through the materials she created that are available for stakeholder meetings (i.e., fact sheet). Next steps include FSAB members reaching out to engage stakeholders and recording their feedback to be incorporated into the planning process to refine action ideas.
 - Mandy noted that she invited several transportation-related professionals to the November 27th FSAB meeting.
 - Susana and Valy met with Alan Carans about business engagement.
 - Valy and Meddy are working with Tawni to schedule a business luncheon in December for input on the Climate Plan.

PUBLIC ENGAGEMENT

- The group signed up for tabling shifts for election day.
- The group discussed the date and time for the workshop event, noting that there are constraints with timing for fall evening events. After discussion, the group desired to keep the 6pm start for the Tuesday event and ask that Councilors who have a conflict come to another event. An additional workshop event is to be planned for Saturday November 18th in the morning to be inclusive of residents who may not be available in the week. The materials for the workshop events will be identical although GPCOG will not be able to support the Saturday event. Meddy to check if Cable is available on Saturday.
 - Meddy requested FSAB allow her to purchase refreshments for the events with the FSAB annual budget. Mandy made a motion in the affirmative, Susana seconded and the group voted to approve the motion (6/0).
- Meddy is to create flyers and other materials to advertise the events.
- The Council will be updated on a monthly basis to be transparent about the progress of the planning effort and the stakeholders and public opportunities for input.

OTHER ITEMS:

- Meddy reported that GPCOG is finalizing the Transportation Analysis project and she will send FSAB results when she receives them.
- Regarding implementation, Bob noted that it is important to have champions for each action and to not spread out responsibilities too far.
- The next meeting is scheduled for the day before the Tuesday workshop, and it will be decided over email if the group has capacity to meet that week or reschedule.

- **ADJOURN BY 8:04 PM**