

**Freeport Sustainability Advisory Board: MINUTES 1/22/2024**  
**Location: Town Council Chambers, 6:30 PM**

**In attendance:** Mandy MacPherson, Valy Steverlynck, Bob Stevens, Kristen Dorsey, Jim Reinertsen, Megan Shore, Susana Hancock, Meddy Smith (Sustainability Coordinator) Eric Smith (Town Council Liason)

**Taking minutes:** Meddy

**BEGIN MEETING 6:30 PM**

**APPROVE MINUTES:** 5 min

- A motion was made by Valy to approve the meeting minutes of 1/8/24. The motion was seconded by Kristen and passed unanimously (7/0).
- Mandy read aloud the corrections to the Freeport Insider Newsletter that reported on the January 8<sup>th</sup> FSAB minutes. Corrections are copied at the end of these minutes and will be approved with 1/22 minutes at the next FSAB meeting (2/12).

**CONTINUE CLIMATE ACTION PLAN DRAFT REVIEW AND DISCUSSION**

- Since the last meeting, Meddy has adjusted the Plan document and actions with collective FSAB comments and review by Caroline. Meddy identified areas where FSAB comments conflicted in individual member review of the preliminary draft plan and brought them for discussion. Note this preliminary draft is still undergoing staff review and has yet to be copyedited.
  - Some members did not agree with current placement or wording of the land acknowledgement phrases included. The group discussed that inclusion of any length statement could be performative, if not included after comprehensive deliberation, collaboration, and attached to concrete action steps. At this time, the language will be removed from the current draft and the Board will revisit this topic at a later meeting with different options to consider. It was noted that perhaps the development of a land acknowledgement is better suited to an independent council process that could give it the time it deserves.
  - Megan noted that there should be a stronger tie to equity in the action language and implementation considerations, to ensure this focus is not lost or deprioritized.
- The group discussed how the draft action list was adjusted based on FSAB feedback and the last meeting, including:
  - A new action on anti-idling ordinance revision
  - A new action on branded recycling bins around downtown
  - Discussion on using the language 'phase in' for various proposed requirements in actions (building standards, waste item bans etc.). It was noted that requirements are the intended outcomes of the actions whether they are phased in or not. That will largely be up to the entity that implements the various actions – to determine what is feasible. Language on 'phasing in' can also appear in the implementation considerations list, rather than in the

action statement itself. The group will do a careful review of actions and send Meddy and major concerns at this point.

- There are many implementation considerations for each action that are being collected through this process (staff interviews, stakeholder conversations, public meetings) and there needs to be a place for these in the Plan document. It is proposed that the Action tables in the Plan body include a couple key considerations, and there is a matrix with the rest of them in an appendix. These will be lifted out and used during implementation. 5 actions will be selected to get more in-depth blueprints for implementation (similar to Downtown Vision charters). That can be a model/template if other entities or FSAB wishes to continue building out blueprints for other actions.

## CLIMATE ACTION PLAN ENGAGEMENT

- Meddy has worked with Town leadership to propose that the next 3 FSAB meetings be used as public comment opportunities. A week before each FSAB meeting a document will be made public in FSAB meeting materials. In between each meeting, Meddy will synthesize feedback and make proposed adjustments to the materials that FSAB will review the following meeting. The timeline for this process could take the following form:
  - **Feb 12<sup>th</sup> Meeting:** Full (professionally) designed draft Plan available (with undesigned appendices). Invite diverse stakeholder group and lead a discussion/take comments on actions. Our objective is to gather input while actions are in progress, but to have the context of the full plan to support the conversation.
  - **Feb 26<sup>th</sup> Meeting:** Designed Plan and designed Appendices available (GHG Inventory/Vulnerability Assessment/Transportation Analysis). Review how stakeholder input shaped the actions, and continue refining Plan materials (Implementation Blueprints, etc.). The Plan/appendices will be available for a pre-council public comment period where we advertise for more general input - this is where we can print out copies for comment and post online with feedback options.
  - **March 11<sup>th</sup> Meeting:** Board reviews public comments and comes to consensus on final adjustments for Plan and actions. Vote for Meddy to make authorized changes/finish with designer and recommend the Plan go to Council for their consideration.
  - **[Tentative] April 2<sup>nd</sup> - Town Council meeting** to present the Plan. All materials to be posted publicly (and advertised) by March 21<sup>st</sup> per council procedures. We can supplement by printing final Draft Plans and repeating engagement tactics.
  - **After this we are beholden to the Council process and how they would like to move forward.**

## OTHER ITEMS:

- Vally is planning two business events and asked the Board to approve that she use a small portion of the budget for refreshments, not to exceed a few hundred dollars. Vally made the motion, Bob seconded, and the motion carried unanimously
- Megan has coordinated to have an event with residents of the Freeport Housing Trust on Feb 6<sup>th</sup> at 10:30. As it stands, Meddy is able to attend and another FSAB

member is desired for backup in case Megan has a work conflict. This event will be to get feedback on the draft plan and actions, particularly the implementation considerations.

- The Community Action Grant will be an opportunity for action implementation in Fall 2024. Freeport is not eligible for the current round because they are prioritizing applicants who have not received funding (Sustainability Coordinator is funded through this grant award).
- Mandy mentioned that GMRI has an interactive game/workshop that the Comprehensive Plan group may be interested in partnering with FSAB on to put on. This will be discussed at a later date.

- **ADJOURN BY 8:06 PM**

## **Freeport Insider incorrect statements/quotes regarding FSAB 1/8/24 meeting**

### **Money FSAB allocated for more detailed traffic study from GPCOG**

FSAB did NOT pay \$14,000 for a traffic study from GPCOG. It was \$1400. (see 9/25/23 minutes)

### **FSAB board members met with LL Bean**

LL Bean's data does NOT cover shopper's cars. They did NOT tell us that they "know every single car that comes in here" as quoted in the Insider. They do know some of the commuting patterns of their own employees. We do NOT know if they have the emissions on "trucking in and out". We discussed ideas about safety with truck deliveries on Main St (brought up by other stakeholders) and they mentioned the idea of timed deliveries used in other cities and towns. LL Bean does have many years of data on their building emissions. It shows a drop in their building emissions due to their solar energy usage. They may be able to share this data with us. We could then include it as an example of progress from the 2019 baseline year (used in the GPCOG analysis) towards our town wide emissions targets.

LLBean did NOT say they have data about supplier emissions that they are hesitant to share because it is proprietary. California is asking businesses for more sourcing info. In the clothing/products industries this has been a longstanding issue due to subcontractors of subcontractors. LL Bean, like other businesses, is working on getting info from suppliers who do not have data. This asking for transparency from suppliers will make products more sustainable.

Also included in the Freeport Insider was a mobility metrics table from an early draft of the Action Matrix sheets that were still internal discussion documents for FSAB.

Notations were added by Freeport Insider, but no context given