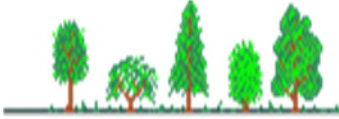


TOWN OF CARRBORO
CLIMATE ACTION TEAM



AGENDA
Climate Action Team

October 19, 2023; 7:00 pm
Zoom Virtual Meeting*

Time	Item	
7:00 pm	<u>Call to Order, Announcements</u> Approve 7/20/23 Minutes	Chair, All
7:10 pm	<u>Discussion Items</u> Climate Action Team Role & Impact Discussion	Staff, Chair, All
7:40 pm	Sign-Ups for Climate Action Tasks <ol style="list-style-type: none">1. Recipes2. Outreach materials	Staff, Chair, All Staff, Chair, All
8:00 pm	Discussion Topics: <ul style="list-style-type: none">• Green Neighborhoods Outreach	Staff, Chair, All
9:00 pm	Announcements, Adjourn	Chair, All

*To attend this virtual meeting, please use the link below:

Join Zoom Meeting

<https://townofcarrboro.zoom.us/j/83903308631?pwd=KFDBJrLblhQvk5LLPUg3mDFWv28fwJ.1>

Meeting ID: 839 0330 8631

Passcode: 166732

One tap mobile

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Dial by your location

- +1 305 224 1968 US
- +1 309 205 3325 US
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- +1 646 931 3860 US
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- +1 301 715 8592 US (Washington DC)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
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- +1 253 205 0468 US

Meeting ID: 839 0330 8631

Find your local number: <https://townofcarrboro.zoom.us/j/kc6qTvRcE9>

***TOWN HALL IS ACCESSIBLE FOR PERSONS WITH DISABILITIES. For more information, contact
Laura Janway at (919) 918-7326.***

**TOWN OF CARRBORO
CLIMATE ACTION TEAM– SUMMARY**



Meeting on October 4, 2023, 7:00 pm

Board Members	Board Members	Town Council Members	Staff	Guests
Lauren Nyland	Kathy Kaufman	Sammy Slade	Laura Janway	Alesia Bregu (CAT Applicant)
Rob Pinder	Jane Danielewicz	Randee Haven-O’Donnell		
Tilly Pick	Riz Rashdi			
Greg Randolph	Meg Molloy			
Heidi Paulsen				
Nick Stover				

Note: Absent/Excused: Chrissie Schalkoff, Caroline Zhou

Call to Order, Announcements

The meeting was called to order at 7:04 pm by Co-Chair Pick.

Approve 7/20/23 Meeting Minutes

Molloy motioned to approve the 7/20/23 meeting minutes, seconded by Nyland. All voted in favor. **AYES: (10) Nyland, Pinder, Pick, Randolph, Paulsen, Stover, Kaufman, Danielewicz, Rashdi, Molloy; NAYES: (0)**

Discussion Items

Green Neighborhoods Grant Program – FY22-23 Debrief

Staff member Janway introduced the topic and stated that staff would like the CAT members to provide feedback on the rubric and scoring of the grant proposals. Nyland mentioned that scoring the equity questions was difficult based on the information asked of the applicants. Danielewicz stated that she felt there were too many scorers and the rubric should be made shorter in length. Members agreed that more outreach this year was needed in order to increase the number of applicants for FY23-24. Staff member Janway brought up the topic of the scoring panel. Molloy stated that the Environmental Advisory Board (EAB) would be great option for the panel so that CAT members could work on outreach to each neighborhood. Council Member Haven-O’Donnell recommended that the CAT send a memo to the Town’s Race and Equity Commission to ask if they can recommend some strategies for representing equity in the rubric. She mentioned checking with the Town’s Economic Development Director to ask about the rubric used for loans to businesses during the pandemic. She would not recommend the EAB for scoring as they have had recent issues making quorum for meetings. Stover joined at 7:20 pm. Randolph suggested that a subset of CAT members could score the applications and the rest could act as community liaisons to help with outreach. Pick stated that the program’s scoring was a bit complicated and more planning and outreach time needed to be allotted.

Sign-Ups for Climate Action Tasks

1. Recipes

Staff member Janway explained that the Town is looking for recipes from residents to begin creating a climate-friendly cookbook and asked CAT members to each share a recipe. Motion was made by Molloy for CAT members to send their recipes by October 18th, seconded by Paulsen. All voted in favor. **AYES: (10) Nyland,**

2. Outreach materials

Staff member Janway shared a draft annual climate action outreach calendar with CAT members and explained that she would like each member to sign up for a topic to help draft educational materials for Town News Flashes. Applicant Bregu joined at 7:45 pm. Members discussed their preferred topics and management of the calendar. Member Stover mentioned that he was working with a local graduate student who could help spread the word about Town outreach and volunteer events.

3. Availability

Staff member Janway explained that she would like CAT members to think about their availability throughout the year so they can start planning outreach, volunteer, and informational events.

Climate Action Team Role & Impact Discussion

Co-Chair Pick opened the floor to let members weigh in on how this discussion should be held. Member Randolph stated that they should prioritize items that have the most impact and are doable. Council Member Haven-O'Donnell stated that CAT members should distinguish between outreach items that are action-oriented and items that involve collecting data. Staff member Janway stated that CAT members could write down their project ideas for the group and Town staff would share them with the Town attorney for approval. Nyland offered to write down a list of the proposals and Molloy and Randolph offered to assist.

Discussion Topics:

- **Green Neighborhoods**
- **Food Choices**
- **Invasive Species**

Nyland described the Green Neighborhoods initiative and how it differs from the Green Neighborhoods Grant Program. She stated that the Green Neighborhoods initiative can bring together many of the CAT's outreach topics, including invasive species. She mentioned setting up communication pathways to make the work that they do stronger. Danielewicz suggested creating a list or touchpoint person for each neighborhood with a designated CAT member for outreach. Pick asked about the definition of neighborhood and Janway shared the draft Green Neighborhoods map. Pick asked Janway to share the map with CAT members. Stover mentioned that working with students is crucial.

Danielewicz and Kaufman asked how to get the Town involved with opportunities for funding through the federal Inflation Reduction Act (IRA). Janway stated that she could get them in touch with the correct staff person. Pick suggested that the CAT create an IRA workgroup and Kaufman said she would have capacity to lead this group after mid-November. Molloy discussed her idea for creating a CAT communications plan and said she would write it down for vetting by the Town Manager and Attorney. Pick stated they should add tangible goals and success metrics.

Council Member Slade stated that he heard that the Governor's office had surplus funding. Council Member Haven-O'Donnell stated she would follow-up with Council Member Slade to get more information.

Adjourn

Nyland motioned to hold a meeting on 10/19/23, seconded by Stover. All voted in favor. **AYES: (10) Nyland, Pinder, Pick, Randolph, Paulsen, Stover, Kaufman, Danielewicz, Rashdi, Molloy; NAYES: (0)**

Motion to adjourn by Stover, seconded by Randolph. All voted in favor. **AYES: (10) Nyland, Pinder, Pick, Randolph, Paulsen, Stover, Kaufman, Danielewicz, Rashdi, Molloy; NAYES: (0)**. The meeting adjourned at 9:08 pm.

Climate Action Team requests Town attorney review of proposed scope of members key activities to implement Carrboro's Climate Action Plan

1. CAT members research, write evidence based brief periodic e-news highlighting climate actions and resources available to Carrboro residents. Information is shared such as Town grants available for Green Neighborhood, Solarize program, tips you can take at home, workshops, workdays, stories of local people taking action on climate change, and ways to get involved. Drafts are submitted to staff to approve. Citizens can sign up to receive Climate Action News on the SignUp Carrboro Page under the News Flash section on the Town website.
Cost Estimate: \$0, all in-kind time
2. CAT members support staff in tasks that relate to the Planning Department/Climate Action Plan goals. Staff bring specific tasks to CAT meetings or to CAT members and the CAT member submits to staff. Ex: Email Green Neighborhood grant opportunity to community stakeholders; draft written materials for staff approval; CAT planning calendar where CAT members can sign up to volunteer for various educational booths, database support.
Cost Estimate: \$0, staff time to review, which will be less than content creation
3. CAT hosts four invasive removal days a year without requiring staff to be onsite. The Towns of Hillsborough and Chapel Hill do this, as does Orange County. The Town may need to adjust the insurance policy to cover volunteer workdays, or purchase a rider for four workdays depending on the best price and coverage.
Cost Estimate: Requested cost information from Orange Co and Town of Hillsborough.
 - Hillsborough: As long as our volunteers are working in town property, they are covered under our general liability. We only allow volunteers to use hand tools and they must follow our safety protocols.
 - Orange County workday insurance costs for volunteers. Annual insurance policy for Master Garden Volunteers. It is \$1/person/year. The insurance rider is \$0.30/person/day the last time I checked.
This would translate to a volunteer invasive team with 30 people costing \$30 a year and they could schedule as many workdays as they have interest. A rider for 4 workdays a year with 20 vols would run \$25.
4. CAT members act as liaisons to extend Town goals, resources through Green Neighborhoods (CAT members share information with one or two of the HOAs and landlords in the 21 neighborhood blocks), restaurants, and community groups. Examples of communication would be: outreach, ongoing communication on projects, support navigating through resources matching needs with solutions. Should we identify ourselves as Climate Action Team volunteers with the Town of Carrboro, or use other language?

Cost Estimate: nametag with appropriate language

DRAFT

CAT Engagement in Green Neighborhoods Plan to Encourage Climate Friendly Actions across Carrboro

Enactment of the Communication Plan is integral to support the Green Neighborhoods structure.

Green Neighborhoods Plan Component	Budget
<ul style="list-style-type: none"> Each CAT member selects one or two of the 21 neighborhood segments and does outreach to enroll lead HOA contacts and landlord contacts within each of the 21 segments. *this framework may change to allow for broader understanding of "neighborhoods" 	<p>No cost other than in-kind time and existing print budget.</p> <ul style="list-style-type: none"> CAT members and staff write any web/one-pager content. Staff review and upload to web.
<ul style="list-style-type: none"> Each HOA lead and landlord lead is invited to sign up to receive Climate Action NewsFlash and pass it onto their neighbors. 	
<ul style="list-style-type: none"> The CAT will share models of climate action to Green Neighborhoods through communications and workshops, such as the Fair oaks composting program, invasives workdays, promoting climate friendly eating, Solarize, choosing fossil-free transportation, and other elements of the climate action campaign. 	
<ul style="list-style-type: none"> The CAT will promote new cycles of the Green Neighborhood grants across the 21 Carrboro segments. CAT will review grant projects with an eye toward repeating and making projects sustainable, as well as promoting ideas in areas in the Carrboro Climate Plan not yet addressed. This information will cycle back into promotions of new cycles. 	<p>Laura Janway has a budget for the new grant cycle.</p>
<ul style="list-style-type: none"> The CAT will offer the Monarch and Hummingbird Sanctuary program to all neighborhoods as an easy/fun on-ramp way to engage in climate action and an opportunity to learn about and take additional climate actions steps that make a difference. 	<p>Meg Molloy has a budget for the Monarch hummingbird sanctuary.</p>
	<p>TOTAL: TBD when draft is more finalized</p>

