



Groton Sustainability Commission

Meeting Minutes

Date: August 12, 2008
Time: 7:30 p.m.
Location: Nashua River Watershed Association, River Resource Center
592 Main Street, Groton, MA

Attendees:

Commissioners: Carl Canner, Chase Duffy, Chris Christie, Leo Laverdure, Mike Roberts
Liaisons: Mark Archambault
Other: Anna Eliot, Steve Webber

Commissioners absent: Al Collins, Carl Flowers, Michael McCarthy, Richard Hewitt

Minutes taken by: Leo Laverdure

GENERAL

- This report is augmented by the Commission's Action Item Status spreadsheet.

HANDOUTS

The following handouts were distributed:

1. Agenda (Mike Roberts)
2. Action Status Sheet (Mike Roberts)
3. The Community Sustainable Development Action and Knowledge Inventory (V2, Sep 2005, 59 pp.), published by the International Institute for Sustainable Development, <http://www.iisd.org/publications/pub.aspx?id=725> (Mike Roberts)
4. Sustainable Measures, 2006, 19 pp., <http://sustainablemeasures.com/>
5. Information packet for the Groton School "Boiler House" biomass heating project, 20 pp. (Mike Robert on behalf of Robert Collins)
 - Note: this includes Chapter 3 of Wood Chip Heating Systems, revised 2004, <http://www.biomasscenter.org/pdfs/Wood-Chip-Heating-Guide.pdf>
6. Idea map for goals and plans of the Sustainability Commission Communications Work Group, 1 p. (Leo Laverdure)

DISCUSSION

Agenda Item #1: Introductions

- Anna Eliot as an interested citizen

Agenda Item #2: Review of Minutes from 29-Jul-08 Meeting

- **Clarified Action (Communications WG): Create a primer/FAQ on “Groton as a sustainable community” for use on web site as well as hardcopy documents (flyers, folders, etc.)**
- **Clarified Action (Steve, 8/26): Create a Contact database for everyone interested in sustainability**
- **Clarified Action (Mike, 8/14): Formally invite Groton School to present to the Commission. Explain that it is an open meeting.**

Agenda Item #3: Review of Action Items

Newly completed actions:

- **Action (Leo): Update and send contact information for all active Commission participants to the SustainableGroton Google group**
- **Action (Leo): Send SustainableGroton email addresses to Steve for initial population of the public sustaining@townofgroton.org email list**
- **Action (Leo): Create a table showing membership of all Work Groups**
- **Action (Michelle): Set up Town Hall mailbox for Commission**
- **Action (Leo): Invite Hiroko Sato of the Lowell Sun to participate in our meetings and to consider a regular column that includes Commission topics**

Progress on open actions:

- **Action (Richard): Draft letter to town departments for liaison candidates**
 - Done, but some letters seem simply to be moved to the Sustainability Commission in-box without having been read by the addressees.
 - **Follow-up Action (2008-812-19, Richard): Resend liaison invite with “To” highlighted.**
- **Action (Communications WG): Invite Press to Commission Meetings**
 - Done for Lowell Sun only.
- **Action (Leo): Request that the Commission be invited to GrotonFest “sustainability corner”**
 - Partially complete. Invited. Need info on participation.
- **Action (Chris, Al, Chase): Research grants available to the Commission**
 - There are many. Mike sent name of state agency. Need to match what we want to do with sources.
 - May be able to get \$\$ for the sustainability plan, baseline assessment, primer, other?

New actions:

- **Action (#2008-812-1, Chase, 8/19): Publish a press release on the scheduled Groton School presentation.**
- **Action (#2008-812-2, Leo): Contact School Committee and GDRSS for liaisons to the Commission.**

Liaisons

- New liaisons:
 - Accounting & Finance: Val Jenkins
 - Town Clerk: Mike Bouchard
- Question: Would the Selectmen like to have a liaison to the Commission?

Agenda item #4: Work Group Reports and Schedules

1. Sustainability Plan
 - o Mike passed around a copy of a favorite book, "Planning for Seven Generations: Guideposts for a Sustainable Future" by Mike Nickerson. The copy is donated to the Commission.
 - o **Action (2008-812-8, Chase): See if the GPL will make a special space for books on sustainability. Will they take donated books?**
 - o Handouts 3 and 4 offer two approaches to developing sustainability metrics
2. Communications
 - o Met to discuss responsibilities and ideas
 - o Discussed the idea map, including some open questions. WG will update the map and forward to the SustainableGroton Google group.
 - o Will be responsible for organizing both outbound and inbound communications
 - o Education will be a major effort
 - o Priorities will come from the overall Sustainability Plan
3. Things each of the 3 "leg" WGs (environment, economy, social/community) need to do:
 - a. Study sustainability from their perspective
 - b. Review documents, proposals, actions and projects from their perspective
 - c. Contribute to the overall Sustainability Plan
 - d. Come up with leg-specific sustainability measures
 - e. Come up with leg-specific communications content
4. Chairs for each WG were identified.
 - a. Action (2008-812-9, Leo): Update WG matrix to list chairs

Actions from Other Discussions:

Action ID	Action	Who	When
2008-812-6	Contact Connie Sartini	Mike	26-Aug-08
2008-812-7	Create presentation of Commission's plans & progress	Comms WG	GrotonFest?
2008-812-8	Contact GPL for Sustainability section	Chase	
2008-812-9	Update WG lists to show chairs	Leo	26-Aug-08
2008-812-10	Forward Freakonomics article link	Leo	26-Aug-08
2008-812-11	Invite Jeff Ritter back	Mike?	
2008-812-12	Invite Haynes Turkle to present 23-Sep conclusions from Station Ave market study	Leo	26-Aug-08

FUTURE MEETINGS

The next meeting is scheduled for Tuesday, August 26, 2008 at 7:30 p.m. in the offices of the Nashua River Watershed Association (NRWA).

Meetings are held the 2nd and 4th Tuesday of each month at the NRWA. A schedule for WG schedules is still TBD.

The schedule for future meetings is the 2nd and 4th Tuesday of every month.