

**Climate Action Task Force
Meeting Summary
June 6, 2013**

Attendance: Michelle Bergkamp, Gerald Berke, Emily Cook, Karen Corey, Michael Courtney, Melissa Everett, Emilie Hauser, Guy Kempe, Kevin McEvoy, Julie Noble, Sarina Pepper, Roberto Rivera, Casey Schwarz, Gregg Swanzey, Lowell Thing, Keith White

Marketing and Communications:

Marketing and Communications Committee members include: M. Everett, K. Corey, S. Pepper, G. Swanzey, and J. Schwartz-Berky.

Facebook: Prior to the meeting, a name had not been decided for the Facebook page, so it had not been created yet. By the close of the meeting, the name “Climate Smart Kingston” was decided (for Facebook). S. Pepper will be managing the Facebook page.

G.Swanzey had met with Kale Kaposhilin from Evolving Media who is helping develop a communication plan for the City of Kingston as a whole, with a Digital Roadmap, under which perhaps this initiative could be communicated also. It was discussed that Raleigh Green (who helped Kingston Land Trust develop branding) could also be involved to help with branding this initiative. Other suggestions for help included CMR Designs, CIXdesigns, K Media and Scott Tillet. Brand families were suggested, to tie many sub-themes into the main brand.

The importance of diversifying our communications was discussed (Facebook, email, web page, Monkey Chimp, Constant Contact, etc) to reach the greatest audience and to be sure that all messaging is consistent with the City’s Social Media and Communications Policies.

“Catchy Language” Team hadn’t met up yet.

Considerations for Implementation of CAP:

A committee (S. Pepper, J.Schwartz-Berky, K. McEvoy, K.Corey) has been working on how to integrate the recommendations and substance of the CAP into the Comprehensive Planning process and Plan. K. McEvoy reported that they first extracted summaries from the CAP and made a matrix with the info, including suggestions for Comp Plan and comments, thus simplifying the recommendations into a digestible chart. This is being modeled after other municipalities. They will send this to the full CATF to review and comment on before the next CATF meeting. This will also be shared with the Kingston Conservation Advisory Council (CAC) and will be posted in Google Docs. It was also suggested that CATF members attend the next Comprehensive Plan Steering Committee meeting, on June 17th, 6:00pm at City Hall. It was mentioned that there have been difficulties with making direct connections with the Comprehensive Plan consultants.

Sustainability

Energy/Sustainability Manager Justification and Proposals

A committee (G.Swanzey, B.Blair, C.Schwarz) will be working on looking at the Wendel Flex Tech Study done in 2007 to look for some recommendations for energy improvement upgrades that have not yet been completed, that can be implemented. It was expressed that by now, 6 years later, however, there are more efficient solutions than what may have been recommended in this report, and that the information might no longer be current (for example, more efficient, if economical, solutions for waste water treatment plant upgrades). The committee will continue to work on this. The goal is to create a list of quick paybacks, and justification for an Energy Manager position. This group will also work on creating proposals for the Mayor, funders and grants to fund this position.

Existing Policy implementation/Enforcement

It was reinforced that the cheapest way to achieve increased efficiency is to enforce existing policies (i.e. recycling in all offices, no idling, etc.) throughout city government and the city, and that we should keep this as a priority to advocate for these practices and policies to be followed. This can be achieved through enforcement, awareness, accountability and communications and can have quick paybacks.

Tracking Energy Use

In order to realize the benefits and savings in cost and energy reduction, the City needs to track energy use on an ongoing basis (rather than just a one shot data gathering). Facility Dude is being used by several municipalities locally, including Ulster County. J. Noble has gathered some info about this service from the provider and will follow up with Amanda LaValle (Ulster County Dept of Envi) about the County's experience with the service.

Climate Action Intern

There was a short discussion about the possibility of retaining an intern to assist with Climate Action Planning and that this might be most valuable if there is something specific, such as inputting account numbers into an energy tracking system, or some other similar project that wouldn't require much oversight. E. Hauser mentioned she might have a person from Dutchess County who could serve in this position.

Climate Smart Communities Pilot Program

Kingston has been selected to participate in the Climate Smart Communities Certification Self-Guided Pilot Project. For this project, we will review each Pledge Element section of the DRAFT Checklist and Guidance Manual for CSC Certification and determine which, if any, actions in that element have been completed by our community. We will then receive a provisional rating for certification. J.Noble will be facilitating this project for Kingston. The process is proposed to be complete in September. J. Noble will send out the ratings summary from the manual for reference to the CATF.