

# **Town of Hurley**

## **Climate Smart Communities Task Force**

### **Monthly Meeting Minutes**

**Date: January 18, 2022**

Present via Zoom: Task Force Members – Lynne Bailey and Kristen Schara (Coordinator); Visitors - Erin Nylen, Councilperson Michael Boms

### **Agenda**

New Business - None.

### Continuing Business

1. Fleet Inventory, Fleet Efficiency Policy, Advanced Vehicles and Alternative Fuel Infrastructure (PE3)
2. Government Operations GHG Inventory (PE2)
3. Student Internship
4. Government Building Energy Audits, Energy Benchmarking for Government Buildings (PE3) – RFP procedures
5. Social Media Procedures – Website, Facebook
6. Green Building Standard for Government Buildings (PE3)

### **Minutes**

#### New Business

1. New Board liaison assignments were recently handed down by Supervisor McKnight. However, no one was explicitly assigned to the CSTF. Lynne recommended that the Task Force request Mike Boms be assigned to the Task Force because we are already working together on an internship with one of Mike's students from SUNY. Kristen will send this request to the supervisor.
2. Erin Nylen volunteered to join the CSTF. (Welcome Erin!) Erin will submit her letter to the Town Board for appointment to the CAC and CSTF. Erin was asked to review Climate Smart program materials and decide what actions she would like to work on.
3. Unified Solar Permit (PE6) – The current Town law as written does not meet NYSERDA/CSC program requirements to earn points for this action. Lynne will follow up with the Zoning Task Force to see if it can be amended.
4. Mike Boms mentioned that the UC oversight board for UCRRA has 2 unfilled seats and is looking for volunteers.

#### Continuing Business

1. Fleet Inventory, Fleet Efficiency Policy, Advanced Vehicles and Alternative Fuel Infrastructure – Lynne and Kristen requested a meeting with Highway Superintendent Schultis and the department secretary to discuss the data needed to complete the Fleet Inventory. Lynne asked Mike Boms' assistance in getting this meeting set up.

2. Government Operations GHG Inventory – Kristen plans to send a letter to Central Hudson requesting electricity usage data. ICLEI training materials and data worksheets have been set up on the ClimateSmartHurley Google Drive account for Task Force member use. Kristen will send links for access.
3. Student Internship – Mike Boms secured approval for the internship from SUNY Ulster and selected a candidate. The semester starts on January 25<sup>th</sup> and Lynne and Kristen plan to meet with the intern ASAP to get started. The focus of their work will be on the GHG Inventory but other work, such as researching and drafting a Green Building Standard could also be assigned for downtimes when data is not available.
4. Government Building Energy Audits, Energy Benchmarking for Government Buildings – The group discussed the use of the \$5000 NYSERDA Grant for Energy Audits. Kristen will determine the procedure for awarding the contract with regards to whether an RFP is required, etc. We will try to get the Town Hall and the old library building audited.
5. Social Media Procedures – The Task Force would like to streamline the approval process required by the Hurley Social Media Policy so that information can be posted in a timely manner without burdening the supervisor. The previous supervisor required his approval for each post. Lynne created a blog post for the website and Facebook page detailing CSTF updates and accomplishments.