

CITY OF NEWARK
DELAWARE
CONSERVATION ADVISORY COMMISSION
MINUTES

July 14, 2020

MEETING CONVENED: 7:00 p.m. GoToMeeting

MEMBERS PRESENT: Chair George Irvine, Beth Chajes, Helga Huntley, Robyn O'Halloran

ABSENT: Co-Chair Bob McDowell, Sheila Smith, MaryClare Matsumoto

STAFF: Mike Fortner, Planner II
Jeff Martindale, Assistant to the City Manager
Nichol Scheld, Administrative Professional I

Dr. Irvine called the meeting to order at 7:00 p.m.

1. APPROVAL OF MINUTES FROM JUNE 9, 2020

Dr. Irvine asked for the approval of the June 9, 2020 meeting minutes. Ms. Chajes discovered a typo on page 3, item 4, and asked to change rooster to roster.

MOTION BY MS. CHAJES, SECONDED BY MS. O'HALLORAN: TO APPROVE THE MINUTES AS AMENDED.

MOTION PASSED. VOTE: 4 TO 0.

AYE – IRVINE, CHAJES, HUNTLEY, O'HALLORAN.

NAY– 0.

ABSENT– MATSUMOTO, MCDOWELL, SMITH.

2. PUBLIC COMMENT: None

3. SEIBERLICH TRANE ENERGY EFFICIENCIES/SOLAR PROJECT AND REQUEST FOR FUNDING – JEFF MARTINDALE

Mr. Martindale greeted the CAC and thanked those members who showed support for the project at the June 15th Council meeting where staff presented the project for Council feedback. He pointed out that Andrew O'Donnell offered support during public comment and informed that Council unanimously approved the endeavor. He reminded all that the project included:

- HVAC upgrades at the Municipal Building
- HVAC installation at the George Wilson Center (completed last month)
- LED lighting installation in various City buildings and streets
- Roofing repairs at the Municipal Building, George Wilson Center, and Maintenance Yard
- Installation of approximately 1,200 kilowatts of solar on various City building roofs and

fields, including expansion at McKees Solar Park

Mr. Martindale noted the price of the project, including loan interest, totaled approximately \$11 million dollars and the savings from the project, SRECs, and Green Energy Fund capital would offset most of the cost over the 20-year loan period. He reported with the immediate extra capital contributions to the project it would significantly reduce the cost of the loan over the next 20 years and given the project accomplished many of the requests for the which the CAC advocated and since the CAC had not yet spent any of its \$100,000 budget to date, staff requested \$80,000 in contributions from the CAC for the project.

Dr. Irvine asked the interest rate for the loan and wondered if it was a bond. Mr. Martindale replied that DNREC and the DSEU were unable to accommodate staff's request and suggested the City use a private lender. Staff met with several banks and chose to proceed with Bank of America ("BOA") who offered 2.345% over 20 years. Dr. Irvine asked which other lenders staff considered and Mr. Martindale replied Community Leasing Partners, Delaware Sustainable Energy Utility, DNREC, Fulton Bank, and Key Bank. Mr. Martindale explained staff wanted to include Fulton Bank because of its long-term association with the City. Dr. Irvine was surprised that BOA was involved and noted the low rate and Mr. Martindale agreed and explained that Seiberlich Trane obtained the financing for the City.

Dr. Huntley asked if the savings would offset the 20-year lifespan of the project or would exceed the cost of the project. Mr. Martindale replied that the numbers were only calculated for 20 years and staff expected savings to continue after the 20-year mark but could not take the savings into consideration because they needed to match the cost of the project. Staff wanted to be conservative for the sake of accuracy. Dr. Huntley asked if the project would be paid off in 20 years with no additional savings. Mr. Martindale confirmed it was a cost neutral project over 20 years. Dr. Irvine asked if environmental externalities were taken into consideration with the cost center analysis and Mr. Martindale confirmed there were non-financial considerations such as temperature regulation at City Hall, installing solar, and the completion of roofing upgrades.

Dr. Huntley asked why there was a request for funding from the CAC and Mr. Martindale replied that the project also included money from the Green Energy Fund so any additional contributions would reduce the loan amount and free up additional funding through other avenues. He explained it was not a 1:1 match in cost versus savings and staff did have to include other funding sources such as \$75,000 from the McKees Solar Fund and the SRECs. He shared that the loan would be finalized over the following two months because the project had only been approved by Council at the previous evening's meeting. Dr. Huntley asked for further clarification on the cost versus savings and Mr. Martindale explained that savings made up a portion, as did the Green Energy Fund and SRECs. Dr. Irvine interjected that the assumption was that the EDK would decrease the cost of financing over 20 years. He explained if the CAC contributed \$80,000, as the City projected, any additional near-term subsidy and the cost savings made fiscal sense over a 20-year period and did not consider any beneficial environmental measures. Mr. Martindale noted the total annual net savings was a negative amount and explained the Green Energy funding and the CAC contribution would be applied to the cost. He shared that staff was also seeking a grant from the Efficiency Smart Programs and anticipated receiving a minimum of \$60,000. He clarified that if the CAC committed to \$80,000, it would free up \$4,000 in Green Energy Fund capital each year over the course of the loan. Dr. Huntley asked for clarification about the Green Energy Funds. Mr. Martindale reiterated that staff was supplementing some of the shortage with Green Energy funding and SRECs so if there were additional contributions applied at the start of the project, then staff could free up more capital from the Green Energy earmarked for the project and apply it to other projects. Dr. Irvine further clarified that the more contributions staff received for the project, there would be more Green Energy

funds available for other purposes. He stated that subsidies were necessary to make the project viable and noted the amount was not large in the scheme of an \$11 million dollar loan and asked if Mr. Martindale was only requesting a one-time \$80,000 contribution. Mr. Martindale confirmed and explained that staff felt a one-time large contribution was more beneficial for long-term planning than a smaller yearly contribution.

Ms. Chajes asked if the \$80,000 was out of the \$100,000 budget and Mr. Martindale confirmed. He noted that the CAC had not yet made expenditures from the total budget and thought \$20,000 was enough for the remainder of the year.

Dr. Huntley said the numbers presented indicated the project was \$2 million dollars short and said the shortage would be made up by selling SRECs and funding from other sources. Mr. Martindale confirmed and displayed Seiberlich Trane's proforma showing the inflows and outflows of the project. Dr. Huntley noted the project would not be paid off by the savings over 20 years but would be paid off by 80% and Mr. Martindale agreed. Dr. Huntley asked what other expenses were competing for the \$80,000. Mr. Martindale explained the amount was staff's recommendation and he would defer to the CAC for the actual contribution amount. Dr. Irvine explained the CAC typically had around \$100,000 every year to use to catalyze projects that had environmentally beneficial impacts throughout the City and noted the CAC had used funds to front money to purchase LED street lights for the City in order to decrease the return on investment timeframe. He continued that purchasing in bulk at a lower price than the City's initial intent, the expenditure of the funds yielded brighter streets with less pollution and paid itself back more quickly. He also noted the CAC used its funds to light the trail in Fairfield Crest to the benefit of the environment and quality of life for residents. He shared that it was not the CAC's practice to decide how to spend the funds at the beginning of every year and was always a responsive use at the request of City staff or a third party or to use the funds to catalyze a project. Dr. Huntley asked if the CAC's budget came from the Green Energy Fund and Dr. Irvine confirmed. Dr. Huntley asked why the CAC would donate its funds versus money from the non-CAC-specific Green Energy Funds. Dr. Irvine replied that some of the Green Energy fund went towards supporting citizens to buy solar and to help the City purchase green energy and the third tranche was for industry. Dr. Irvine continued that some Green Energy funding was used to support CAC initiatives and the bulk of the CAC's funds for the fiscal year would be used to support the project. He suggested considering the request from a policy perspective to determine if the project was one that the CAC wanted to support and explained how the CAC recommended solar installation for City buildings, expanding McKees, and also requested that the City improve the energy efficiency of municipal buildings. He argued that the project was consistent with the CAC's previous recommendations and was impressed that Council wanted to move forward because since it was a project that would not be paid off by itself without additional subsidies such as the Green Energy Fund or SRECs. He was thankful that the City had the ability to sell SRECs to make up the difference. He supported using the fiscal funds for the project and noted that it was not likely for the CAC to be presented with other opportunities that year.

Mr. Martindale interjected that of the \$100,000 CAC funds in 2019, the Commission only utilized \$4,253, and believed the remainder of the funds for 2020 would be enough for the rest of the year. Ms. Chajes asked if the 2019 funds were spent on Community Day and trees. Ms. O'Halloran supported the contribution and did not feel the funds would be spent otherwise. Ms. Chajes wondered if what other initiatives the CAC intended to support and did not want to restrict the group's expenses. Dr. Huntley stated the CAC discussed helping Ms. Smith with the planting project at Curtis Mill and Ms. Scheld stated the Curtis Mill planting was on the agenda for later that evening. Mr. Martindale reported the 2019 CAC expenditures as miscellaneous for \$1,500, \$1,500 - \$2,000 for Community Day, and the remaining amount

was for plant materials for Redd Park. Dr. Irvine believed that \$20,000 was enough to cover educational pamphlets, trees and plantings for the rest of the year. Dr. Huntley supported the project and did not think there were alternative projects to support but admitted she did not think that \$80,000 would make much of a difference in an \$11 million project and said if another project did come before the CAC, they could request more Green Energy funds from Council to support it. Dr. Irvine reiterated his reasons for support the project and stressed that the contribution lowered the City's cost of borrowing and thought it possible that SRECs could be sold for more in the future so the projections could be variable. He hoped to have more solar on municipal buildings and properties to incentivize the University into making similar investments and hoped the visual impact of solar installation would catalyze other City-wide green energy investments.

Dr. Huntley asked Mr. Martindale how long it would take for the project to be completed and Mr. Martindale replied that Trane estimated completion in the third or fourth quarter of 2021 barring any COVID-related delays. Dr. Irvine suggested the topic be covered in the Conservation Corner for the Newark Post to explain the investments to residents. Dr. Huntley asked Mr. Martindale for the total amount of solar energy to be installed. Mr. Martindale replied that McKees expansion was not specifically locked in because staff overlooked including it in the initial project and Council recommended staff incorporate it at a Council meeting in June. He replied that McKees was estimated to have between 200 and 400 kilowatts, City Hall would have 111.5 kW, George Wilson Center 46 kW, the Maintenance Yard would have 56.9 kW on one building and 228.2 kW on the warehouse, and the Newark Reservoir would have 429.3 kW. He stated the City's solar output would increase by between 400% and 500%. Dr. Huntley asked if the estimates included all the parts the CAC discussed in the Sustainability Plan and Mr. Martindale confirmed and replied that the Trane team investigated the Sustainability Plan throughout the design process.

Dr. Irvine offered the following recommendation:

The CAC recommends that \$80,000 of its annual 2020 funding be expended to support the City of Newark's Seiberlich Trane Energy Efficiency Solar Project. This expenditure is in keeping with the CAC's priorities and recommendations to City Council over the last two years to support the generation of solar power on City buildings, energy efficiency in City buildings, and to do so in both an environmentally and financially sustainable manner. It will also demonstrate Newark's commitment to green energy, in both the near and long-term, as a viable energy source. This project also helps achieve major goals of the City's Sustainability Plan. We commend the City Manager's office's efforts to scope out and execute this project.

Dr. Huntley suggested using the verb "move" versus recommend and Dr. Irvine agreed it was a bolder statement. Mr. Martindale interjected that the recommended motion from Council was "that Council award the energy savings performance contract associated with RFP 19-01 to Seiberlich Trane Energy Services in the amount not to exceed" et cetera.

MOTION BY DR. HUNTLEY, SECONDED BY MS. CHAJES: THAT THE CAC WILL SPEND \$80,000 OF ITS \$100,000 2020 BUDGET ON THE CITY OF NEWARK'S SEIBERLICH TRANE ENERGY EFFICIENCY SOLAR PROJECT. THIS EXPENDITURE IS IN KEEPING WITH THE CAC'S PRIORITIES AND RECOMMENDATIONS TO CITY COUNCIL OVER THE LAST TWO YEARS TO SUPPORT THE GENERATION OF SOLAR POWER ON CITY BUILDINGS, ENERGY EFFICIENCY IN CITY BUILDINGS, AND TO DO SO IN BOTH AN ENVIRONMENTALLY AND FINANCIALLY SUSTAINABLE MANNER. IT WILL ALSO DEMONSTRATE NEWARK'S COMMITMENT TO GREEN ENERGY, IN BOTH THE NEAR AND

LONG-TERM, AS A VIABLE ENERGY SOURCE. THIS PROJECT ALSO HELPS ACHIEVE MAJOR GOALS OF THE CITY'S SUSTAINABILITY PLAN. WE COMMEND THE CITY MANAGER'S OFFICE'S EFFORTS TO SCOPE OUT AND EXECUTE THIS PROJECT.

MOTION PASSED. VOTE: 4 TO 0.

AYE – IRVINE, CHAJES, HUNTLEY, O'HALLORAN.

NAY– 0.

ABSENT– MATSUMOTO, MCDOWELL, SMITH.

Dr. Irvine asked that the City continue to search for opportunities and tasked the CAC with providing staff with more ideas. Mr. Martindale agreed and shared that Mayor Clifton had also challenged staff with the same goals.

4. NET COMMITTEE UPDATE – MICHAEL FORTNER

Mr. Fortner wanted to update the CAC on the Newark Energy Transition Committee (NET), get clarifications, and move forward with the presentation to the City Manager, Finance Director, and Council. He said that Ms. Scheld forwarded him the list potential NET members recommended by the CAC and asked if the group intended to recommend Mr. Hurd and Dr. Irvine thought it was a typo because Mr. Hurd was so involved with other projects. Mr. Fortner thought the suggestion of a CAC member on NET would be redundant and Dr. Irvine did not believe NET would be subordinate to the CAC and thought it would be a subcommittee of the CAC or an advisory to the CAC. Mr. Fortner interpreted that the NET would work with the CAC and he imagined it as an advisory committee to the CAC. Dr. Irvine thought the language meant that NET and the CAC were equals and Ms. Chajes agreed. Mr. Fortner pointed that members of NET should be individuals experienced with renewable electricity generation that would work with the CAC and thought members of the CAC could also serve on NET. Dr. Irvine said it could be interpreted as an advisory committee to the CAC and was worried that both parties could have different perspectives on the same public policy issue, and he did not think the Sustainability Plan intended it as such. Mr. Fortner then read language that said NET would work with the CAC to advise the City and believed it was a co-group. Dr. Huntley recalled that during the Sustainability Plan Steering Committee discussions, there was a desire for the CAC to be in charge of helping the City achieve its sustainability goals and there was concern that the members of the CAC did not have enough technical expertise to provide the adequate advice on the energy transition. She continued that the idea of the other committee was to be comprised of technical experts that could advise on the energy transition but could not recall if it was intended to be an advisory to the CAC or to the City. Mr. Fortner shared that the plan did not state NET would be an advisory to the CAC and that he had inserted the framework. He reiterated the plan said NET would advise the City and work with the CAC and thought it was possible for both parties to have opposing ideas. Dr. Irvine thought the Sustainability Plan intended the parties to work together and pointed out that technical experts often concentrated too much on technical issues or technical solutions and ignored the fact that sometimes the best technical solution was undermined by the people. He stressed that the membership mattered as much as how the Committee's relationship with the CAC was defined. He suggested that NET be an advisory committee to the CAC and the two would work together to give Council the best advice and would not compete against each other. Ms. Chajes concurred, and Mr. Fortner agreed.

Mr. Fortner suggested NET communicate with and submit reports to the CAC. He believed any meetings be public and NET and the CAC would form a consensus to give a recommendation to Council. Ms. Chajes wanted the CAC to be able to ask NET and Mr. Fortner like the idea of NET serving as a panel to be used as the CAC needed input. Dr. Irvine recalled that when Ajay Prasad served on the CAC, he was a civil engineer and served as an advisor, but the current composition of the CAC was different. He agreed it would

be helpful for NET to advise the CAC because it would give Council confidence in the CAC's recommendations. Mr. Fortner then asked if he should vet both Michael Chajes and Steven Hegedus and if they both worked for Solar Energy International (SEI) and Ms. Chajes said that Mr. Chajes had been on an advisory committee for SEI but did not think he was still connected with the company. Ms. Chajes explained that Dr. Hegedus was at the Institute for Energy Conversion. Mr. Fortner asked if Cory Budischak was with Del Tech and Temple University and if was a Newark resident. Ms. Chajes believed he lived in Wilmington. Dr. Huntley thought it would be beneficial if members were Newark residents but did not want to restrict the membership because technical expertise was more important. Ms. Chajes informed that Dr. Budischak's primary appointment was at Temple and he had been the chair of their energy committee at Del Tech. Mr. Fortner then said he would put Dale Davis, CMI Solar and Electric, Dr. Jeremy Firestone, Dr. Willett Kempton and Dr. Stephanie McClellan forward.

Mr. Fortner relayed the goals of NET as electric generation, distribution systems, energy markets, and energy justice and asked if the potential members could address energy justice. He also asked if the CAC was interested in having a member of DEMEC join NET and if Director Del Grande was an acceptable participant. Dr. Irvine did not think DEMEC would be suitable because they were a vested partner in the City's energy production and often met with the CAC and City staff, so they already had a way to share their perspective. He wanted members who were citizens, scholars, and experts who were not involved in the same capacity as DEMEC and did not think anyone listed addressed energy justice. Ms. Chajes recommended Jeffrey Richardson, president and CEO of Imani Energy, who developed roof top solar in low to middle-income communities while offering job training. Dr. Irvine was enthusiastic about the suggestion and stated that Mr. Richardson was heavily involved with the NAACP and helped to catalyze the establishment of the NAACP chapter on campus and was very aware of racial and diversity issues. Dr. Irvine was pleased with the suggested members and said it would be the CAC's job to efficiently mobilize expertise to help with policy questions.

Mr. Fortner said he would submit the list to Mr. Coleman and begin the process to establish the committee and asked that the CAC email him with any more suggestions. Ms. Chajes asked if it was possible to add to the list later and Mr. Fortner confirmed. Dr. Irvine did not think the by-laws listed a finite number of advisors. Dr. Huntley asked if the establishment of NET required Council action or if it was under the blanket approval of the Sustainability Plan. Mr. Fortner believed the Committee required Council approval and wanted to clarify with Ms. Bensley and Mr. Coleman. He noted the Sustainability Plan Steering Committee went to Council and was approved and Dr. Huntley pointed that Council approved the membership but not the establishment of the commission. Mr. Fortner agreed they were approving the members and the establishment with it.

5. CURTIS MILL PLANTING REQUEST FOR FUNDING – SHEILA SMITH

Dr. Irvine suggested pushing the agenda item because Ms. Smith was not in attendance. Ms. Scheld suggested the CAC discuss the amount previously requested by Ms. Smith and informed that Mr. Filasky forwarded her a memo to read into the record. She reminded that Ms. Smith was eager to address the request so that she could start planting by October for Reforestation Day. Dr. Huntley thought Ms. Smith intended to return to the CAC with specific estimates for costs for CAC approval. Dr. Huntley suggested pushing the agenda item until the end of the meeting to give Ms. Smith the opportunity to join and Dr. Irvine agreed.

(Secretary's note: this item was discussed further under New/Old Business)

6. COMMUNITY DAY DISCUSSION – ROBYN O'HALLORAN

Ms. O'Halloran said she was filling out the vendor application in case Community Day was not canceled but noted she did not get the resident discount fee and was unsure if the CAC was non-profit or commercial. Dr. Irvine instructed her to use the non-profit information category. Ms. O'Halloran asked that another member try to register in order to get the discounted rate. Dr. Irvine asked Ms. Scheld to research if the fee was waived and recommend that Ms. O'Halloran reach out to the organizer for further clarification. Ms. Chajes suggested speaking to the department to see if the event was going to proceed and if there were any contingency plans. Dr. Huntley asked Mr. Martindale if the plans were still to host an in-person Community Day and Mr. Martindale replied the situation was fluid but felt that plans would not be finalized until much closer to the date. He instructed Ms. O'Halloran to reach out to Sharon Bruen and cc Paula Martinson-Ennis, Deputy Director of Parks and Recreation. Dr. Huntley also pointed that UD may not host the event on their campus because of COVID concerns.

Ms. O'Halloran was hesitant to purchase any promotional gifts if the event could be canceled. Dr. Irvine asked what she had in mind and Ms. O'Halloran replied she was considering:

- 150 reusable bags - \$400
- Adhesive phone wallets with the CAC logo - 50 cents each in a bulk order
- 400 Silicone straws with key chain case - \$500

Dr. Irvine asked how long it would take to source the items and Ms. O'Halloran said she would research and forward the response but believed it would take a month. Dr. Irvine also informed that he had leftover promotional items from previous events to hand out and explained that he wanted to demonstrate environmental responsibility in the procurement of the items. He wanted to be mindful of where the products were manufactured. Dr. Irvine continued that the CAC did not typically meet in August so any authorizations for expenditures would need to be approved that meeting and wanted a motion to give Ms. O'Halloran a spending limit. Dr. Huntley asked Dr. Irvine for an estimate on the leftover items in storage and he replied he had 30 bags and 15 straws. Ms. O'Halloran estimated she would need \$1,300 for promotional items and Dr. Irvine noted that the CAC typically authorized up to \$1,500. Dr. Irvine suggested authorizing Ms. O'Halloran to spend up to \$1,400 if the event was still scheduled but nothing if the event was canceled. Dr. Huntley suggested purchasing the items without the date of the event so they could be used next year in case of cancellation.

Dr. Irvine asked Ms. Scheld if the City had recommended vendors and Mr. Martindale interjected that he was the Purchasing Administrator and would speak with Ms. O'Halloran regarding appropriate vendors. Ms. O'Halloran asked if approval was needed for her to use the CAC or City of Newark logo and Ms. Scheld told her to reach out to the Communications Department. Ms. O'Halloran asked for other suggestions and Dr. Huntley suggested purchasing metal straws with the silicone sleeve tops to help individuals with biting issues. Ms. O'Halloran explained she was considering full silicone straws for the same reason and wanted the keychain holder so they could be portable. Dr. Huntley said she would forward the phrase used on the last promotional item and asked if Ms. O'Halloran had considered the Community Day poll questions. Ms. O'Halloran said she would forward her questions to the group for suggestions. Dr. Huntley thought more people would be concerned with the pandemic and Ms. O'Halloran intended to emphasize what environmental benefits residents experienced as a result of the pandemic and would forward her plan when it was ready. Dr. Irvine stressed using locally sourced bag vendors. Dr. Ms. O'Halloran noted that Community Day was scheduled for September 20th and Dr. Irvine stated there was enough time to schedule manning the table.

7. MONTHLY CONSERVATION ARTICLE WITH THE NEWARK POST

Dr. Irvine was pleased with the article line up and suggested Dr. Huntley include the Seiberlich Trane project. Ms. Chajes suggested the new recycling facility be mentioned in September because residents could finally recycle Styrofoam. Dr. Huntley wanted to use her article to educate residents on how to recycle non-single stream items and Ms. Chajes stated the facility allowed for household hazardous waste drop off. Dr. Irvine asked where the center was located, and Ms. Chajes replied it was south of Newark on Corporate Boulevard.

Dr. Irvine referred to the Community Day discussion and asked Ms. O'Halloran to reach out the Newark Post to get reprints of the articles to have for the table. Ms. Scheld suggested one poster with QR codes to the articles to reduce waste. Dr. Irvine was pleased with feedback from readers and believed Josh Shannon was happy with the quality.

- August – Reforestation, Bob McDowell
- September – Recycling, Helga Huntley
- October – Stormwater/Runoff, Beth Chajes
- November – Sustainability Updates; Helga Huntley
- December – Health Effects of the Environment, Robyn O'Halloran

8. PLANNING AND DEVELOPMENT REPORTS

9. OLD/NEW BUSINESS

Dr. Irvine asked Mr. Martindale to update the CAC on the Plastic Straw Education flyer. Mr. Martindale noted that the discussion was originally slated for Council in the spring but was delayed because of COVID. He thanked Drs. Irvine and Huntley for their assistance and shared that the City's Creative Designer was working on a draft flyer which he hoped to have by September. He explained the plan was to have an eye-catching graphic on the front of the flyer and offer Newark-specific statistics on the back.

Dr. Irvine supported the intended layout and recommended that it be available digitally so it could be accessed on social media and hoped it could be ready in September for Community Day. Mr. Martindale agreed. Ms. O'Halloran asked if there was a slogan ready so she could have it printed on the straws she was purchasing for Community Day and Mr. Martindale indicated Dr. Huntley was serving as liaison. Dr. Huntley and Ms. O'Halloran both promised to brainstorm.

Mr. Martindale asked if Dr. Huntley was still willing to serve as the CAC contact and if the CAC was comfortable moving forward with her in that position. Dr. Irvine confirmed and Mr. Martindale said he would return to the CAC in September with Ms. Gravell.

Dr. Irvine said it was possible for the CAC to meet in August if necessary and all members present supported meeting in August. Dr. Irvine asked Mr. Martindale to have a draft available by August 11th.

10. NEXT MEETING – AUGUST 11, 2020

Dr. Irvine confirmed the next meeting on August 11th and informed the CAC that Kismet Hazelwood resigned. Ms. O'Halloran said she had a person interested in joining and Dr. Huntley suggested

the person reach out to Mayor Clifton directly until the new application process was initiated. Ms. Chajes asked if the new process was to address diversity concerns and Dr. Huntley confirmed that staff was formalizing the procedure. Dr. Irvine stressed that diversity was important as a participatory democracy to have representation for all citizens and noted the two available appointments on the CAC could help push the City towards its goal. Ms. Scheld explained that when she began her position in September, Ms. Bensley explained that she was creating a more formalized application process for the Boards and Commissions, but everything was put on hold with COVID.

Ms. Scheld referred to the Curtis Mill Planting agenda item and asked if there was interested to put a cap on the amount for Ms. Smith so there was not a month delay. Ms. Scheld read Mr. Filasky's memo into the record:

The Department of Public Works and Water Resources (PWWR) currently operates the Curtis Water Treatment Plant (CWTP) near the former Curtis Paper Mill and current site of the Curtis Mill Park.

I have personally met with Sheila Smith on several occasions to review the benefits of creating and enhancing bird habitat through native plantings and invasive species control around this site. As the beneficiaries of a well-rounded ecosystem, the Department supports the work that Ms. Smith is proposing, however, there are a few items that need to be considered while carrying out this plan. Below are a few comments that I would like to point out while you consider the merits of this project:

- This area is part of a Water Treatment facility and has very strict operating guidelines and processes. Any interference with these can be detrimental to the City water supply.
- The operation of the water facility is our foremost concern.
- We have discussed a limited pilot study confined to the areas generally shown on the attached map, which will be physically marked in the field by PWWR staff prior to starting any work.
- While our current operations do not require regular maintenance of this pilot area, future maintenance or capital projects may require the disturbance, reconfiguration, or complete removal of this area.
- PWWR and the Parks and Recreation Department will approve a planting and maintenance plan prior to starting any work.
- The planting plans must leave areas for access to the pond for other park users. Parks will continue to mow and maintain the area adjacent to the project area to allow for other park users to comfortably use the path and driveway.
- Use of chemical herbicides will be strictly prohibited.

Ms. Scheld then displayed the map provided by Mr. Filasky which showed the area for planting at the reservoir between the Mill Race Trail and 225 Paper Mill Road parking lot. Dr. Irvine assumed the City approved the planting as long as it did not interfere with operations. Ms. Scheld confirmed and noted the CAC would have to reconcile the possibility that the plants would be removed in the event an emergency. Dr. Irvine stressed that the plants would be native and pollinators and thought the chance of staff mowing down due to an emergency was low and the plants would provide more benefits. Ms. Scheld agreed and was only pointing out the City's perspective in the event of an emergency. Dr. Irvine thought it was a low

probability and was worth the investment and Ms. Scheld agreed and assumed Mr. Filasky chose the pilot area because the chance was minimal.

Dr. Irvine stated his support for the project and Ms. Chajes recalled the support for the project from the previous month. Ms. O'Halloran was hopeful that the small pilot area would provide change. Dr. Irvine asked if Ms. Smith was requesting \$300 and Ms. Chajes confirmed. Ms. O'Halloran recalled Ms. Smith was going to provide more specifics but recalled an estimate of \$300. Dr. Huntley wanted to authorize \$400 and if Ms. Smith required additional funding, the CAC could address it at a future meeting. She was hesitant to wait another month to prolong planting. Dr. Huntley wondered if the language specified planting meant that it could not be used for labor because she did not want to restrict the project. Ms. Scheld interjected that Ms. Smith would be doing the work herself and Ms. O'Halloran added that Ms. Smith would be using volunteers.

MOTION BY DR. IRVINE THAT: THE CAC AUTHORIZES THE EXPENDITURE OF UP TO \$400 TO PAY FOR THE PLANTING OF NATIVE PLANTS IN THE PILOT PLOT OF CURTIS MILL PARK.

MOTION PASSED. VOTE: 4 TO 0.

AYE – IRVINE, CHAJES, HUNTLEY, O'HALLORAN.

NAY– 0.

ABSENT– MATSUMOTO, MCDOWELL, SMITH.

Dr. Irvine also wanted to make the Community Day expenditures official.

MOTION BY DR. IRVINE THAT: THE CAC AUTHORIZE THE EXPENDITURE OF UP TO \$1400 TO PURCHASE ITEMS FOR DISTRIBUTION TO THE PUBLIC AT NEWARK COMMUNITY DAY IN ORDER TO RAISE AWARENESS ABOUT CONSERVATION ISSUES IN THE CITY. THE ITEMS INCLUDE RE-USABLE SHOPPING BAGS, REUSABLE STRAWS AND CAC-BRANDED PHONE WALLET, AMONG OTHER POSSIBILITIES.

MOTION PASSED. VOTE: 4 TO 0.

AYE – IRVINE, CHAJES, HUNTLEY, O'HALLORAN.

NAY– 0.

ABSENT– MATSUMOTO, MCDOWELL, SMITH.

Dr. Irvine was pleased with the investment of the Green Energy funds into the Trane project and wanted to actively support the project to garner interest with residents.

11. ADJOURNMENT

The meeting adjourned at 9:00 p.m.

Nichol Scheld
Administrative Professional I

/ns