



Sustainability Committee

Regular Meeting

~ Agenda ~

<http://www.townofboone.net/>

Jane Shook
828-268-6960

Thursday, August 13, 2020

5:30 PM

WebEx

This meeting will be held using WebEx, a video conferencing software. Information is provided below on how to either watch or participate in the meeting.

Watch the Meeting: Anyone can view the Sustainability Committee meeting live at: <https://townofboone.viebit.com/?folder=ALL>

Participate in Meeting: Individuals who wish to speak during public comment can do so through WebEx either online or by phone. To do so, please email Jane Shook, Director of Planning & Inspections at jane.shook@townofboone.net or call in at 828-268-6989 by the start of the meeting and you will be provided with an invite.

Staff will moderate the WebEx session to ensure all participants have an opportunity to speak. Individuals who require user assistance registering or joining the WebEx event on the day of the meeting can call 828-268-6960 for support. Note: to preserve bandwidth and to ensure an orderly meeting, only individuals who wish to speak should use the WebEx link. Anyone who wants to watch the meeting, but not speak, should view the livestream at the link above.

- I. Call to Order**
- II. Election of Chair**
- III. Adoption of Agenda**
- IV. Approval of Minutes**

July 9, 2020 Meeting Minutes

V. Toolkit Discussion

VI. Informal Discussion/Other Matters

VII. Public Comment

VIII. Adjournment

**TOWN OF BOONE
SUSTAINABILITY COMMITTEE
MEETING MINUTES
THURSDAY, JULY 9, 2020
5:30 P.M.**

Members Present:	Acting Chairperson Quint David, John Prickett, Joan Brook, Brooke Kornegay, Margie Mansure, Lee Ball, and Benjamin Scarboro (joined meeting at 5:39 p.m.)
Town Council Liaisons Present:	Nancy LaPlaca and Dustin Hicks
Staff Members Present:	Jane Shook-Director of Planning & Inspections, Christy Turner-Senior Planner, and Brenda Henson-Administrative Support Specialist
Others Present:	Anna Twigg-Town of Boone Intern, Allison Meade-Town Attorney

Call to Order

The Boone Sustainability Committee, held a virtual meeting via WebEx, a video conferencing software, on July 9, 2020 that began at 5:33 p.m.

Because Chair Ayers and Vice-Chair Scarboro were not present, Quint David agreed to act as the Chair for the meeting.

Board Training

Ms. Meade stated that Town Council had passed a gift policy that prohibited Council members and committee members from accepting gifts. She directed Committee members to the Code of Ethics found in Section 30.52 of the Town Code and briefly reviewed the changes to the Code regarding the acceptance of gifts. Ms. Meade encouraged Committee members to read through Section 30.52 and noted that she would send some materials to the Committee's secretary to send out to members regarding some items she would like to discuss at the next meeting.

Ms. Meade left the meeting at 5:46 p.m.

Adoption of Agenda

With no changes, the agenda was adopted by consent.

Approval of Minutes

Member Ball made a motion, seconded by Member Prickett to approve the June 11, 2020 meeting minutes as written.

Vote:

Aye – All

Nay – None

The motion passed.

Discussion of Toolkit

Town-wide Recommendations

Acting Chair David began by reviewing the Town-wide Recommendations contained in the draft toolkit.

Member Mansure suggested including a recommendation that all Town Departments patronize restaurants and places that are certified through the High Country Grown Program and purchase locally produced products for Town sponsored events. Council Liaison LaPlaca noted that Town Council had already passed a similar policy. Member Mansure replied that the policy passed by Town Council encouraged Town Departments to purchase 10% of their items locally.

Ms. Shook asked for clarification on what was meant by “Establish transportation plan for fleet”. Acting Chair David suggested changing the wording to say “Establish departmental level transportation plan to minimize fossil fuel usage.” Member Ball added that there should be further investigation and support for efforts for alternative transportation routes between department buildings.

Council Liaison LaPlaca suggested including a recommendation to hire a part-time or full-time Sustainability employee. Although Member Brook felt this should be a separate recommendation, there was general consensus among other members to include it in the Toolkit.

Member Ball felt the recommendations should be categorized as short, medium, and long-term goals.

Member Brook recommended that there be intersectionality in the hiring of Town staff as well as on committees.

Member Ball wished to include the review of HR and hiring practices to ensure equity. It was suggested to use language from the STAR Community Rating System.

Member Kornegay suggested including vouchers for local food in the bullet point about investigating housing and vehicle vouchers.

Planning & Inspections

Council Liaison LaPlaca wished to add that Level 2 car charging stations should be installed.

Member Ball suggested that parking alternatives and EV chargers should be added to the requirement of adequate parking for all new construction.

Ms. Shook noted that several of the bullet points seemed to be geared toward a community initiative and not an internal departmental policy.

Chair Scarborough suggested changing the encouragement to construct townhomes to encouraging the construction of family dwelling units. Ms. Shook replied that the wording would need to be something that the Town regulated. She noted that small home and/or 55+ districts could be encouraged.

Member Ball felt that the sentence that reads “Require sufficient drainage for all new construction to prevent local flooding.” should read “Explore the creation of policy to support stronger low impact development requirements.”.

Member Ball also suggested the addition of green building incentives.

Town Hall

Member Ball suggested replacing “Put instant-on hot water heaters in town buildings in place of traditional tank systems.” with “Install on-demand water heaters in place of traditional tank systems.”.

There was some discussion regarding placing a “work tax” on Town employees that do not live inside the town limits. Member Ball felt the work tax went against their equity goals.

Cultural Resources

Member Ball felt the requirement to purchase local food should be placed in the Cultural Resources toolkit as well as the Town-wide toolkit.

Member Ball also suggested the addition of a permanent solar tree or solar music system to promote sustainability and solar use year-round.

Public Works

Member Ball suggested the creation of a zero-waste plan with civil penalties but felt this should be added to the Town Hall toolkit.

Police

Chair Scarborough suggested that Police officers be incentivized to live in town.

Council Liaison Hicks suggested a name change from the Police Department to Public Safety and also suggested a reduction in armed officer response. Council Liaison Hicks felt response protocols should be evaluated.

Member Brook stated that more than “Coffee with a Cop” was needed in order to achieve community cohesion.

Member Ball suggested the addition of community integration strategies to connect with local diverse community issues.

Fire

There were no changes to the Fire Department toolkit.

Other Matters/Informal Discussion

Public Comment

There were no other matters or public comment.

Adjournment

Member Ball made a motion, seconded by Member Prickett, to adjourn the meeting at 7:52 p.m.

Vote:

Aye – All
Nay – None
The motion passed.

Quint David, Acting Chairperson

Brenda Henson, Admin. Support Specialist

DRAFT

Communication: July 9, 2020 Meeting Minutes (Approval of Minutes)