



Sustainability Committee

Regular Meeting

~ Agenda ~

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

Jane Shook
828-268-6960

Thursday, September 10, 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 828-268-6960 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. Adoption of Agenda**
- III. Approval of Minutes**

August 13, 2020 Meeting Minutes

IV. Toolkit Discussion

V. Next Assignments

VI. Informal Discussion/Other Matters

VII. Public Comment

VIII. Adjournment

**TOWN OF BOONE
SUSTAINABILITY COMMITTEE
MEETING MINUTES
THURSDAY, AUGUST 13, 2020
5:30 P.M.**

Members Present:	Vice-Chairperson Benjamin Scarboro, John Prickett, Lee Ball, Luanna Nesbit, Ballard Reynolds, Brooke Kornegay, Margie Mansure, Joan Brook and Terry Cirone
Town Council Liaisons Present:	Nancy LaPlaca and Dustin Hicks
Staff Members Present:	Jane Shook-Director of Planning & Inspections, Christy Turner-Senior Planner, and Marlene Crosby, Board Secretary
Others Present:	Allison Meade-Town Attorney and Lane Moody, Downtown Boone Development Coordinator and Former Sustainability Committee Member Quint David

Call to Order

Vice-Chairperson Benjamin Scarboro called the Boone Sustainability Committee, virtual meeting via WebEx, a video conferencing software, on August 13, 2020 to order at 5:32 p.m.

Discussion ensued on the nominating of a new Chairperson for the Sustainability Committee. Member Mansure said that she had not been on the Committee very long and felt like she should wait to be considered for the position of Chairperson. Member Brooke said that she felt like she should wait to be considered for the position of Chairperson. Former Member Quint David asked Ms. Christy Turner, Senior Planner about the nominating of Chairperson and Vice-Chairperson being done in January of each year. Ms. Turner told Former Member David that was correct but since Chairperson Harvard Ayers had told the Planning Staff that he wants to resign from the Committee which leaves the position of Chairperson open. Ms. Turner said because of the open position, a new Chairperson needs to be nominated. Former Member David suggested waiting until the next Sustainability Committee meeting to give the newer members a chance to decide if they would like to be nominated for the position of Chairperson. Ms. Turner said that would be alright. Former Member David asked if a motion and vote was necessary to support waiting until the next meeting to nominate a new Chairperson. Ms. Turner said yes.

Motion and Vote:

Vice-Chairperson Scarboro made a motion, seconded by Member Prickett to wait until the next Sustainability Committee meeting to nominate a new Chairperson for the Sustainability Committee meeting.

Vote:

Aye – All

Nay – None

The motion passed.

Council Liaison LaPlaca asked Former Member David, if he was able to still attend some of the meetings. Former Member David said he would continue to serve as long as we wanted him to. He noted that he would like to create a history book for the Sustainability Committee so that the new members would know what has been done in the past. He noted that he has been involved in the Boone Sustainability meetings since around 2014. Council Liaison LaPlaca told Former Member David that the committee can benefit from his knowledge and expertise.

Adoption of Agenda

Vice-Chairperson Scarboro made a motion, seconded by Member Ball to approve the agenda as amended by adding the topic of discussing Ms. Ella Jenkins possibly becoming as a non-voting honorary member of the Sustainability Committee.

Vote:

Aye – All

Nay- None

The motion passed.

Approval of Minutes

Vice-Chairperson Scarboro made a motion, seconded by Member Prickett to approve the July 9, 2020 meeting minutes as written.

Vote:

Aye – All

Nay – None

The motion passed.

Toolkit Discussion

Former Member David began discussion by noting that he had met virtually with Ms. Jane Shook, Director of Planning and Inspections and Ms. Turner to make the proposed changes to the draft toolkit document from the last Sustainability Committee meeting. He pointed out the major proposed changes that were made to the draft toolkit document. He noted that the Planning Staff added a cover page, formatted the Table of Contents; added an Executive Summary for the Star Community Rating System to define the rating system; the order of the departments were changed to be in order with how the department presentations were made; some of the recommendations were moved to Town-Wide recommendations from the individuals department recommendations; Former Member David's proposed changes were incorporated into the draft toolkit (permanently on file); the items that were listed under the topic of neutrality that did not fit were moved to the appropriate section.

Former Member David suggested reviewing the fifteen page Town of Boone Department draft Sustainability Toolkit found in the meeting packet. He said that reviewing the whole document would benefit the new Sustainability Committee members.

Member Ball pointed out that the draft toolkit looks really good and it will be a great start toward improving Sustainability in the Town. He said the tools that are in the draft toolkit are going to be a game changer for the Town of Boone, if approved. He said the information in the draft toolkit will be a great starting point.

Discussion ensued on when the draft Town of Boone Department Sustainability Toolkit will be presented to Council. Council Liaison LaPlaca noted that the August 2020 Council meeting agenda deadline has already passed and the next Council meeting agenda deadline is the first Friday of the month at 5 p.m. Former Member David explained that as the Sustainability Committee makes recommendations to Council an agenda item will be placed on the Council's agenda for the review of the recommendations. He further explained that when the recommendations are approved the Town Manager will work with Town Department Heads to implement the changes. He said it might be October or November of 2020 before you might begin to see any improved changes in the Town.

Background

Former Member David reviewed the background section of the draft toolkit and explained the sustainability goals for the Town.

Town Wide Recommendations:

Council Liaison LaPlaca talked about, "Establish a yearly energy reduction goal for each department. She said that this topic adds a layer of complexity for each department and she felt this recommendation should be a town wide recommendation. She further explained that it puts too much pressure on the departments to understand what they need to do to reduce energy. She suggested just having a goal to reduce the use of fossil fuel a couple of percent per year town wide would be easier. She suggested that the recommendation read: Establish a yearly energy reduction goal town wide. Vice-Chairperson Scarboro said that the committee has already established a percentage for reduction, when we adopted goals for 2030 and 2050. Council Liaison LaPlaca said that is not a yearly goal. Former Member David noted that some of the buildings already are using the energy star rating system and LED lights. Member Ball noted that he agrees with Council Liaison LaPlaca because education is a part of it and it will take the Town Staff some time to learn about climate, energy efficiencies and sustainability literacies. Member Ball suggested using Council Liaison LaPlaca's suggestion for the initial action item and then build in a follow up every time where they set individual goals because of the variety of building types. Member LaPlaca noted that she felt that more discussion is needed on goal setting. Member Brook agreed with Council Liaison LaPlaca suggesting this change to each department and she also suggested adding "with Committee guidelines" to be more specific with the recommendations in the future. Vice-Chairperson Scarboro reviewed the previous adopted language for goals surrounding 2030 and 2050 and he agreed that there needs to be further discussion on annual energy reduction. Vice-Chairperson Scarboro said he thought the fuel or

energy reduction was built in the proposed language; but it is not. Member Prickett said that he also agrees that we need to incorporate proposed changes as we go along on items that need re-evaluation.

Former Member David asked the Sustainability Committee if they thought there should be a committee that would discuss diversity type issues and noted that this topic would go into the equity and empowerment category, he said this topic is outside of the neutrality topic but it is related to resiliency and sustainability in the communities. He said he felt that every department should have a meeting to make sure that there is no inappropriate discrimination in Town activities that the Town is conducting. Member Lee also suggested adding inter-sexuality with climate justice along with the diversity topic. Former Member David suggested adding these topics to the bottom of the Town wide recommendations. There were four members in consensus to include this topic as a recommendation in the Human Resources category for all Town Departments.

Member Brook asked if Climate Justice Diversity Work Group should be more clearly defined since there are different types of climate. Former Member David said the STAR rating system uses the term “environmental justice” which has an evaluation measured by the communities. Member Prickett said that he thought that environmental justice is a better way to describe it. Member Ball agreed it is an accurate way to describe it. Member Brook suggested recommending the adding energy to the definition of climate.

Member Ball recommended adding a waste water plan to deal with water on surface lots to the Town wide recommendation category.

Member Ball recommended adding a waste plan to the Town wide category. He said these type plans usually start with an official audit and the University students can do it.

Discussion ensued on composting. Member Kornegay recommended adding composting for the Town wide category. Member Ball said the timing is good because the County is working on a composting facility. Member Mansure recommended that there be a Town and County type committee to discuss composting. Council Liaison LaPlaca noted that the Sustainability Committee wants to invite Mr. Cole Maxwell to a Sustainability Committee meeting in September of 2020 because he has knowledge about restaurant, neighborhood and individual composting. Member Ball said in the past there was a committee formed that discussed composting and another committee is being formed to discuss recycling and composting again. Vice-Chairperson Scarborough agreed with putting composting under the Town wide category for all daily operations and for when events are held. Member Brooke talked about having a composting bucket outside each Town department and Member Brook noted that the composting bucket have to be maintained. Member Ball said at Appalachian State University they do not force anyone to compost but encourage composting by putting clean composting bins outside of their buildings. He said they have a composting manager who services the bins and it works well with their departments. Member Ball said the University has created a Green Events Guide that explains how to make an event more sustainability.

Former Member David pointed out that the draft toolkit does not cover recycling and it should be added. He said that recycling bins and composting bins should be in every department. Member Kornegay said these topics are listed in the STAR Energy Rating System. The Sustainability committee was in consensus for adding recycling and composting to the draft toolkit. Member Kornegay asked if every Town department had recycle bins. Ms. Turner said she would check on it.

Town Hall

There was no changes discussed.

Cultural Resources Department

Discussion ensued on the solar tree at the Jones House. Former Member David noted that the solar tree is a real tree and not a plastic tree.

Former Member David noted that he would email the new Sustainability Committee members the Star Energy information for their review.

Fire Department

There were no changes discussed.

Planning and Inspections Department

There were no changes discussed.

Police Department

Member Brook talked about for educational purposes including health and safety information for regarding specifically Covid-19 that would include the CDC guidelines. Vice-Chairperson Scarboro recommended adding that the Town will draw on the Police Department experience when adding to the health and wellness process. Former Member David suggested using the emergency management and response language, when adding language. Member Ball said it could be a recommendation for all departments to review the STAR rating system information.

Public Works Department

Discussion ensued on a credit from New River Light and Power Company to the Town of Boone. Council Liaison LaPlaca noted that the Town did receive a check from NRLP because the Town was being over charged for electricity on non-LED lights after the LED lights had been installed in the Town.

Discussion ensued on having civil penalties for not recycling correctly. Former Member David talked about having a waster manager to be held the Town get to a point of zero waste. Former Member David suggested not pushing the civil penalty process unless the Sustainability Committee really was interested in doing it. Vice-Chairperson Scarboro suggested striking the civil penalty process until we confirm that we have a problem with it.

Discussion ensued on recycling plastic bags. Member Brook pointed out that plastic bags tear up the recycling machines. Former Member David talked about using re-usable shopping bags.

Ms. Turner explained that if the Sustainability Committee is ready to send the draft Town of Boone Department Sustainability Toolkit to Council for their review, they would need to make a recommendation in the form of a motion to add it to the September 2020 Council's meeting agenda. Former Member David asked the Sustainability Committee, if they felt comfortable with the draft toolkit. The Sustainability Committee was in consensus of sending the draft toolkit to Council.

Motion and Vote:

Member Ball made a motion, seconded by Vice-Chairperson Scarboro to recommend to forward to Council for their review the draft Town of Boone Department Sustainability Toolkit after the proposed changes have been integrated into it.

Vote:

All – Aye

Nay – None

The motion passed.

Other Matters/Informal Discussion

Council Liaison Nancy LaPlaca presented to the Sustainability Committee an opportunity to include Ms. Ella Jennings, an eighth grader from Two Rivers School as an informal, non-voting honorary Sustainability Committee member. Council Liaison LaPlaca noted that Ms. Jennings mother has verbally approved Ms. Jennings for the proposed Sustainability Committee position, if approved by Council. Member Brook and Member Ball supported including Ms. Jenkins on the committee. Member Kornegay suggested having two Sustainability Committee positions one for an elementary student and a high school student. Ms. Brook talked about Ms. Jenkins getting community service hours for attending the meetings of the Sustainability Committee. Member Brook asked how does, Ms. Jenkins apply for this position and how would it fit into her studies. Member Ball suggested that Ms. Jennings get credit by being a Town of Boone Sustainability Scholar, he said this way she could add her work on the committee to her resume. Ms. Turner pointed out that a motion and vote is needed to present this recommendation to Council.

Motion and Vote:

Member Ball made a motion, seconded by Vice-Chairperson Scarboro recommend to Council to allow Ms. Ella Jenkins from Two River School attend the Sustainability meetings as an honorary student and get credit for her work on the committee by being a Town of Boone Sustainability Scholar.

Vote:

Aye – All

Nay – None

The motion passed.

Vice-Chairperson Scarboro talked about adding an agenda item to the next Sustainability Committee meeting to discuss student liaison position on the committee.

Council Liaison LaPlaca pointed out that she and another teacher are teaching classes on electricity and energy policy. She said to let her know, if there are any students interested in these topics because she is looking for more students to attend the classes.

Member Ball said that two separate grants have been awarded as a part of Phase 1 of the grant program and Appalcart was the recipient of the grant. He said his office at Appalachian State University took the lead on writing the grant. He said there was enough funds to purchase one electric bus and one charger to be installed at the Appalcart facility. He said as part of the agreement Appalcart has to retire a bus. He said a hole is drilled through the engine block to prove that they have destroyed the bus and it has been taken off the road permanently. He said that Appalcart is looking for another bus or two and a fast charger which would be located in the Downtown area along an Appalcart route. He said in the meeting with Appalcart, there was some concern voiced regarding the use of the electric bus in winter weather in our hilly terrain. He said the electric bus will be implemented as a pilot; so we can learn from it. He said the electric bus would be used on the Appalcart Red route. He said the intent of the grant is about the health and wellness of our community and to improve the air quality for the rider experience. He said the new electric bus is scheduled to be here in about one year. He said that Appalcart wants to go ahead and install the charger. Council Liaison LaPlaca asked if the DC charger will be available for others to use. Member Ball said the charger is too big for others to use with possibly 480 watts. He said that more solar charger infrastructure is needed in the Town of Boone on campus.

Council Liaison LaPlaca talked about net metering and she referred to www.ratesofsolar.com to get more information on it.

Public Comment

There were no other matters or public comment.

Adjournment

Member Ball made a motion, seconded by Vice-Chairperson Scarboro to adjourn the meeting at 7:35 p.m.

Vote:

Aye – All

Nay – None

The motion passed.

Benjamin Scarboro, Vice-Chairperson

Marlene Crosby, Committee Secretary