

Minutes are considered "Draft" until approved by the Committee. Please contact the Planning and Zoning Office for a copy of final minutes.

Minutes  
**Joint Green Efforts Committee**  
April 3, 2018  
**6:30 p.m.**

Present:

In attendance:

Patti Boye-Williams  
Cate Grady-Benson  
Greg Hall  
Katy Perry  
John Tucker

Shannon Rutherford, Assistant Town Planner

- A. Call to Order – 6:33pm.
- B. Public Comment  
None
- C. Administrative / Communications
  - 1. Meeting Minute approval for:
    - a. March 6, 2018 – motion to approve: K. Perry, second: J. Tucker, vote: all approve
  - 2. Explore Farmington:  
Shannon and Cate provided an update on the status of the blogs and having them posted to the Explore Farmington website. The Clean Up Day Blog has been posted; there is also an Event posting for the day.

Below is the schedule of the blog postings and topics. Posting are to be ready by the 1<sup>st</sup> of the month.

|          |        |  |
|----------|--------|--|
| April    | Cate   | Annual Clean Up Day                                |
| June     | Patti  | Textile Recycling                                  |
| August   | John   | CT Water Planting Area/Invasive Species Management |
| October  | Rodger | Harvesting / Growing cycle                         |
| December | Katy   | Energy Savings projects – household focus          |
| February | Andrea | Energy Saving / Recycling efforts for students     |

- D. Waste Reduction
  - a. Old Business
    - 1. 2018 Annual Clean-Up Day
      - a. Annual Clean Up Day is scheduled for April 21, 2018 from 8am to 1pm.
      - b. The Sign Up Genius is up and ready for individuals and groups to sign up to clean up certain areas of town.
      - c. The Sign Up Genius for hosting a check-in site is also up and ready for individuals to Sign-up to assist with the event.
      - d. Notifications about Clean Up Day have been sent to principals, school Friday Folders and local businesses. Shannon to coordinate having

Everbridge announcements sent out. Katy noted that the event is on the group's Facebook page and encouraged all to 'like' and 'share' the event.

- e. Cate is ordering 'grabbers' to assist with trash pickup on roadside edges, tall grasses, and brush. The grabbers will be labeled and volunteers can sign them out at each location and will be asked to bring them back when they are finished.
- f. Shannon to submit Temporary Sign application.
- g. Cate has coordinated with the Highway and Grounds Superintendent for trucks to be placed at each check-in location for waste disposal.
- h. Katy has proceeded with the t-shirt design and ordering:
  - i. Color – Lime Green
  - ii. Quantity – approximately 200
  - iii. Logo – Katy has selected a logo for the T-shirts – printing will be in navy blue
  - iv. Cost Not to Exceed \$2,000.00 for t-shirts and logo design
  - v. shirts are free to participants
- i. Cate indicated that food will be provided by Highland Park Market, and Dunkin Donuts
- j. Cate and Katy explained what is required for hosting a site – checking in individuals and groups, weighing trash, providing supplies, etc.
- k. West Woods students are doing a news article on the event.
- l. Shannon will provide Stormwater information for the tables for those that may be interested.
- m. The list of donations received or being requested is as follows:
  - i. Highland Market (in kind donations) – Cate
  - ii. Naples / 4 Eat & Drink – Rodger
  - iii. Dunkin Donuts – Cate
  - iv. Mini Golf – Cate
  - v. Georges – Betty
  - vi. Stop and Shop – Betty
  - vii. Taprock – Cate
  - viii. Cure – Rodger
  - ix. Five Guys – Rodger
  - x. Panera – Rodger
  - xi. Butchers and Bakers – Andrea

## 2) Textile Recycling

- 1) Shannon noted that the Curbside Simple Recycling program was positively received by the Town Council at the March 13<sup>th</sup> meeting. The next steps include further contract review and negotiations.

## b. New Business - None

## E. Open Space Management / Invasive Species Reduction

### a. Old Business

- i. CT Water Planting Area Update: The planting day has been scheduled for May 8th with the CT Water volunteers. Shannon will follow up with dates / times to work at the planting area prior

to May 8<sup>th</sup> to remove knotweed. Shannon to provide the planting plan to all members.

b. New Business - None

F. Other Items

- 1) Green Efforts Committee Logo
  - 1) Katy provided options for the Committee to review and discuss. The pros and cons of various designs were reviewed. The members voted to move ahead with the following:
    1. Horizontal Design: page 1, Upper Left - Farmington in blue, Green Efforts in green and two wavy lines underneath in blue and green.
    2. Stacked design: page 2 or 3 in lower right – Farmington, Green and Efforts will be centered rather than left justified, 2 wavy lines underneath. Same colors as the horizontal design.
    3. A motion made and seconded (C. Grady-Benson / J. Tucker) it was unanimously voted to approve the logo designs as noted above.
- 2) Town Council Strategic Plan
  - 1) Patti made the Committee aware that the Town Council will be working on the Strategic Plan for the Town over a number of work sessions throughout May. Patti encouraged members to think about the focus of the committee and initiatives that the committee would like to advance over the next two years. Such ideas as Sustainable CT and developing a Climate Action Plan were discussed.

Adjourn 7:45 pm (K. Perry / G. Hall)

cc: Kathy Eagen, Town Manager  
Kathy Greider, Superintendent of Schools  
Chris Fagan, Board of Education  
Tim Harris, Director of School Facilities  
Mary Paganini, Administrative Assistant  
Rose Ponte, Director of Economic Development  
Russ Arnold, Director of Public Works  
Erica Robertson, Assistant Town Manager