

**SUSTAINABILITY COMMITTEE, CITY OF PORTSMOUTH, NEW HAMPSHIRE  
MEETING MINUTES**

**Date:** March 27, 2025

**Time:** 6:30 — 8:30 PM

**Location:** Conference Room A City Hall

**Committee Members in Attendance:** Effie Malley, Jessica Blasko, Fred Calcinari, Chas Sullivan, Rhianne Tallarico, Bill Lyons, Colleen Spear, Bert Cohen, Josh Denton, Maxson Ward (via Zoom)

**Excused Absences:** Nancy Clayburgh (School Board)

**Staff in Attendance:** Kate Homet, Kristin Shaw

**Guests in Attendance:** Ashley Drake, Tyler Garzo, Anka Vidacic, Sam (UNH), Neesa (UNH)

**Facilitator:** Colleen Spear

**Minutes:** Rhianne Tallarico

**Agenda**

1. **Acceptance of Minutes**
2. **Follow up on NH CAP**
3. **Status of Committee Ordinance Amendments**
4. **Rules and Procedures (Final Review)**
5. **Portsmouth CAP Planning Meeting**
6. **City Council Presentation Date**
7. **Community Engagement**

**1. Acceptance of Minutes**

- a. Motion to accept February 2025 Minutes
  - i. **Motion accepted**

**2. Follow up on NH CAP**

- a. Looking for ideas, not policies or plans and will be more communication than action
- b. Looking for volunteers to attend monthly meetings on each sector of the NH CAP
- c. It would be valuable for this committee to continue to talk about the NH CAP each month

**3. Status of Committee Ordinance Amendments**

- a. Second and third readings of proposed changes were accepted and are now part of Portsmouth's ordinance

**4. Rules and Procedures (Final Review)**

- a. Current draft states that City staff shall be responsible for the minutes. With the reduced minutes approach, Committee agrees it is fine to continue with Committee members as responsible.
- b. Motion to approve Rules and Procedures with minutes change and upon sending to legal
  - i. **Motion accepted**

**5. Portsmouth CAP Planning Meeting**

*Powerpoint slides were presented by Effie Malley and Jessica Blasko*

- a. Draft ideas for Committee priorities in the upcoming year were presented
- b. Committee members expressed their individual areas of interest (See table below)

Member	Area of Interest	Related CAP Items
Josh Denton	Electrifying the city's fleet	DTS-3, DTS-9
Bill Lyons	Bike and Pedestrian plan Expand Public Transit	DTS-3, DTS-4

Maxson Ward	Water loss	FR-3, FR-5
Jessica Blasko	Reduction of plastic use/waste, activities that are relatively easy for households to engage in	WM-1, WM-2, WM-3
Rhianne Tallarico	Reduction of food waste and consumption of consumer goods	WM-1, WM-3

- c. Suggestions made by Committee members
  - i. Consider engaging with community stakeholders (e.g. Pease)
  - ii. Take a systematic approach to connect both big and small scale actions
  - iii. Connect the City of Portsmouth's Plans
  - iv. At the City Council Presentation, include positive examples demonstrating the potential impact of the Portsmouth CAP
- d. Reminder that if a quorum of Committee members (7+) choose to meet outside of a Regular Meeting, it is considered an official meeting

#### 6. City Council Presentation Date

- a. **Action:** Kate to send out CIP schedule (Committee will chose date using this information)
- b. Target Dates
  - i. June: Drafts of Presentation
  - ii. July: Final Review
  - iii. August: Presentation
- c. **Action:** Add 'What are the results we want from these presentations' as agenda topic for April

#### 7. Community Engagement

- a. Sustainability Fair on Friday April 11
- b. Community Conversation on April 2

#### Next Meeting

**Date:** April 24, 2025

**Facilitator:** Effie Malley

**Minutes:** Colleen Spear