

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

Date: April 24, 2025

Time: 6:30 — 8:30 PM

Location: Conference Room A City Hall

Committee Members in Attendance: Effie Malley, Jessica Blasko, Fred Calcinari, Rhianne Tallarico, Bill Lyons, Colleen Spear, Bert Cohen, Josh Denton, Peter Britz

Excused Absences: Chas Sullivan, Nancy Clayburgh

Staff in Attendance: Kate Homet, Peter Britz, Kristin Shaw (zoom)

Guests in Attendance: Tyler Garzo, Catie Jantzi (Zoom), Molly Matthews (Zoom)

Facilitator: Effie Malley

Minutes: Colleen Spear

Agenda

1. Acceptance of Minutes
2. Portsmouth Climate Action Plan – committee roles
3. City Council Update Planning
4. Community Engagement

Topic/Time	Commentary	Final/Vote/Motion s/Actions
Acceptance of Minutes - 6:35pm	<p>Bill Lyons – below bike and peds plan, include a note on expanding public transit; under C.4 insert ‘potential’ before ‘positive impact of Portsmouth CAP’</p> <p>Effie – future minutes should note which attendees are on zoom, as it impacts the quorum; sustainability fair date on minutes should be corrected to the 11th; wasn’t clear that method of city council presentation was a slide deck and minutes should present it as something less agreed upon</p>	<p>Bill – move to accept minutes with changes</p> <ul style="list-style-type: none"> - below bike and peds plan, include a note on expanding public transit; under C.4 insert ‘potential’ before ‘positive impact of Portsmouth CAP’ - future minutes should note which attendees are on zoom, as it impacts the quorum; sustainability fair date on minutes should be corrected to the 11th; wasn’t clear that method of city council presentation was a slide deck and minutes should

		<p>present it as something less agreed upon</p> <p>Fred – seconded</p> <p>All agreed</p>
Portsmouth Climate Action Plan – committee roles – 6:40pm	<p>Presented by Jess and Effie</p> <ul style="list-style-type: none"> - Review of slides and context of discussion - Need for formalization of process so we can look back next year and see accomplishments as well as challenges and what decisions were made <p>Bill – does ‘we’ in this context mean the committee or the council or the city as a whole?</p> <p>Effie – we are advising and guiding the council on the CAP</p> <p>Bill – we have a collaborative implementation role as well</p> <p>Peter – there are CAP items for the community as well as city staff and functions</p> <p>Effie – review of CAP roles on sustainability committee</p> <p>Jess – review of CAP committee chart, need for committee to understand context of past sustainability actions like the plastic bag ban</p> <p>Bill – need to identify connectivity between activities and recommendations</p> <p>Colleen – how does the committee relate to non-city advising?</p> <p>Effie/Bill – there is some language in the CAP to encourage this. City buildings have a green building policy</p> <p>Josh – we do not have a statutory role. Could we go to committees that do have this responsibility?</p> <p>Peter – have members attend public meetings, this would be beneficial earlier in the process. Any board that has a public comment session, can also be direct reach out to other boards</p> <p>Bill – there is opportunity for making sure developers and other stakeholders</p> <p>Jess – educating other boards and stakeholders would be valuable</p> <p>Peter – boards are limited and guided by their ordinance in what they can take on from us, vs us just encouraging actions from developers, we need more community engagement</p> <p>Colleen – need development to be long term aligned with the CAP, we need cross priority stakeholder engagement</p>	<p>Presented by Jess and Effie</p> <p>Review of chart and slides</p> <p>Themes and commentary</p> <ul style="list-style-type: none"> - Committee members take on the topics and roles that interest them, reflected in the chart - The role of the committee is to advise and guide the council on the CAP. We do not have a statutory role. - There is opportunity for engagement with other boards, staff, and stakeholders. <p>Kate will send out the more comprehensive, internal CAP.</p>

	<p>Josh – C PACE is evolving and could be of interest in this conversation</p> <p>Effie – there are a number of priorities related to transit</p> <p>Josh – there are funds that exist for EV charging infrastructure</p> <p>Bill – the public transit and mode shift items on the chart should be paired. The criteria across the top are good.</p> <p>Effie – further review of chart, agreement on responsibilities</p> <p>Bill – the NH CAP may include city fleet electrification priorities</p> <p>Peter – the planning board is going to look at an amendment to allow for private solar arrays</p> <p>Josh – there are recommended solar array spots for city property. There will be updates at next renewable energy committee.</p> <p>Effie – we should do an updated GHG inventory.</p> <p>Peter – using ICCLI program for GHG inventory is preferred (clearpath). We are not current members but could be.</p> <p>Kate – capital budget request is needed to get an intern or professional to do this</p> <p>Jess – we are right now at a cadence of every five years. Does that need to change?</p> <p>Peter – why exactly do we want to do it? It is not as much of a benchmarking tool but more of a point in time analysis. Many cities have moved away from it because of the amount of change over time in technique and data.</p> <p>Bill – we do it to set a baseline and figure out sources of GHG. We can use it when updating the plan, but there is greater value in monitoring results of plan than trying to capture GHG data. We need more monitoring of CAP success.</p> <p>Bert – there is urgency and a need to scale. The CAP is meant to give us specifics to move us forward. We should have a community climate conversation about the CAP.</p> <p>Bert's skills relate to helping people understand the CAP.</p> <p>Colleen – mass vs. targeted stakeholder engagement. The committee is good at mass stakeholder engagement and have captured the engaged and aware. What we need now is more direct, facilitated, proactive relationships with primary stakeholders on different selected priorities. Use the partnerships list as a starting point. Emphasis on the interdisciplinary, systemic approach to sustainability.</p>	<p>General agreement on chart layout, with further discussion for the next month.</p>
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	<p>Peter – we need more engagement on master plans on community outreach, so we can bring in sustainability in that as well.</p> <p>Jess – we need to find alternate spaces for engagement and be present in.</p> <p>Kate – there is a more comprehensive CAP plan available that will be sent out.</p> <p>Effie – close topic for now. Revisit next month</p>	
City Council Update Planning – 8pm	<p>Josh – August is council CIP working session. September 20th is the deadline for citizen request submissions on CIP. Department submission deadline is September 27th. Adoption of CIP is December 2nd. Best time to give findings is August. This doesn't mean give a presentation, but it is possible. We should also take advantage of public comment sessions throughout this process.</p>	<p>August is council CIP working session. September 20th is the deadline for citizen request submissions on CIP. Department submission deadline is September 27th. Adoption of CIP is December 2nd. Best time to give findings is August. This doesn't mean give a presentation, but it is possible. We should also take advantage of public comment sessions throughout this process.</p>
Community Engagement – 8:05pm	<p>Jess – final count is 1000 people attended sustainability fair. Pre-planning for next year has begun.</p> <p>Peter – there was more regional representation, lots of groups outside of Portsmouth, which was a goal last year</p>	<p>final count is 1000 people attended sustainability fair. Pre-planning for next year has begun. There was more regional representation, lots of groups outside of Portsmouth, which was a goal last year</p>

Student Rep	Effie – because we don't have an assigned name with that position, we should be able to count a quorum without that person.	Because we don't have an assigned name with that position, we should be able to count a quorum without that person.
Next Meeting	May 22 nd 6:30-8:30pm is the next meeting. Effie will be absent. Rhianne will take minutes and Josh will facilitate.	May 22 nd 6:30-8:30pm is the next meeting. Effie will be absent. Rhianne will take minutes and Josh will facilitate.

Motion to adjourn. All approved.