

**TOWN OF FAIRFAX
CLIMATE ACTION COMMITTEE (CAC)
REGULAR MEETING MINUTES**

DATE, TIME, PLACE:

Tuesday, April 14, 2015, 7:00 PM, Fairfax Community Center

PURPOSE OF MEETING:

Regular Meeting

ATTENDANCE:

CAC MEMBERS PRESENT: Chair Bruce Ackerman (GPIC); Secretary Cassidy DeBaker, (GPIC); Vice Chair Jody Timms (Community); Kiki La Porta (Community); and David Haskell (Community); Jennifer Hammond (Community); and Barbra Coler (Mayor).

CAC MEMBERS ABSENT: None

GUESTS: None

ACTIONS TO BE TAKEN PRIOR TO THE NEXT MEETING:

- J. Hammond to investigate cost and schedule for getting a street banner across Sir Francis Drake Blvd for MCE.
- D. Haskell to inquire if the Chamber is interested in co-sponsoring the GHG meter and Christmas tree LED lights work party.
- D. Haskell to draft recommendations regarding green building standards for the Town of Fairfax/consult with Mark Lockaby.
- C. DeBaker and B. Ackerman to work on revised mission statement.
- C. DeBaker and B. Ackerman to consult with Mark Lockaby about LED streetlights project.
- B. Ackerman and C. DeBaker to revise Mission Statement and email to members.
- K. LaPorta to revise the typesetting and layout of the flyer and add CAC logo.
- J. Timms to check with Good Earth regarding table rules and requirements.
- J. Hammond to send an email to the Chief Business Official for RVSD.
- J. Timms to consult with MCE about RVSD and possible outreach strategies.
- B. Ackerman to present snippet at next TC meeting.
- Future discussion point is why it costs more to retrofit an existing building to green building standards than to construct a new building?
- Future discussion point is to talk with Fairfax Liaisons to RVDS about MCE.

1. CALL TO ORDER

- Chair B. Ackerman called the meeting to order at 7:08PM.

2. APPROVAL OF AGENDA

- Approved April 14, 2015 Agenda.

3. APPROVAL OF PRIOR MEETING MINUTES

- Approved March 10, 2015 Meeting Minutes with no changes

4. PUBLIC EXPRESSION TIME

- None

5. COMMITTEE MEMBER COMMENTS

- B. Coler proposed that the TC designate an alternate to attend CAC meetings in the event that B. Coler is unavailable. CAC members agreed and B. Coler will add this item to the TC agenda at the next regular TC meeting.
- B. Coler reported that the smoking ordinance will consider an amendment to include E-cigarettes.
- CAC agreed to invite guest speakers to next meeting to further promote and discuss Deep Green and MCE initiatives (e.g., Katie Rice, Nancy Vernon, Mainstreet Moms, e.c.t.).

6. REPORT ON TABLING APRIL 4, 2015

- The following list includes feedback from CAC on the successes/failures of tabling with MCE in front of Good Earth on April 4, 2015:
 - Not enough people were attracted to stop by the table.
 - Easier to make contact with individuals than groups/couples.
 - Provided a great opportunity to talk with neighbors and acquaintances.
 - Wallet size sign up card was successful.
 - Consider having a link on the CAC website to allow people to sign up for MCE/Deep Green.
 - If CAC tables once a month and only two people switch to MCE/Deep Green, it is time well spent.
 - Next time use CAC backdrop or new signage with logo (i.e., tape banner along the table or from umbrella).
 - Design a costume banner for CAC with MCE.
 - J. Timms will check with Good Earth regarding table rules and requirements.
 - Consider tabling at Farmers Market from 4-8 with Sustainable Fairfax (invite Allison from MCE). J. Timms will email CAC members and coordinate event.
 - Consider tabling at Good Earth another Saturday from 9-1.
 - Consider lamenting the CAC logo for tabling events (town will reimburse). J. Hammond will verify costs/approval (i.e., 2x3ft approximately \$75.00).
 - There is a Town budget workshop at the end of May-CAC may want to explore getting a small budget allocation from the Town (would need to pay back, similar to FOSC).

7. DISCUSS MISSION STATEMENT

- B. Ackerman and C. DeBaker presented first draft of mission statement:

- “Our mission is to work sustainably and measurably to reduce the Greenhouse Gases produced by the citizens of the Town of Fairfax. We achieve this through educating businesses, residents, and elected officials and influencing Town policy, providing accurate and actionable information and direct awareness of our progress and accomplishments. We promote initiatives that build a joyous, meaningful community and empower and other communities, as we collectively navigate the changes required for climate stability and sustainable civilization.”
- Committee member’s sentiment was to simplify mission statement. “Our Mission is to reduce the Greenhouse Gases produced by the citizens of the Town of Fairfax.”
- B. Coler suggested adding bullet statements/initiatives under the mission statement, rather than a long narrative.
- C. DeBaker and B. Ackerman to revise and update mission statement for discussion at next regular CAC meeting. Send to members for review prior to next meeting.

8. UPDATE ON LED STREET LIGHNING

- C. DeBaker contacted Michele Gardner (Town Clerk) and received copies of Town documents regarding previous LED streetlights retrofit project. Documents included: Staff Report from December 2011 about streetlight project, google maps of LED replacement locations, spreadsheet on retrofit details/inventory, streetlight maintenance and rate schedule, and Town agreement with Republic Intelligent Transportation Services (dated June 19th, 2012):
 - CEC awarded Town \$38,000
 - A total of 48 lights were replaced on 21 steel poles
 - Pole length 16-19ft
 - Lamp type HP 7W, Circuit type 120v, Fixture type HAT
- C. DeBaker and B. Ackerman conducted an updated inventory for all streetlights located in the downtown area (i.e., Bolinas and Center) and recorded current LED status. Observed Christmas lights in downtown trees are not LED.
- Consider organizing a Chamber of Commerce work party to switch out Christmas lights with LED lights.
- C. DeBaker and B. Ackerman will consult with Mark Lockaby (Building Official/Public Works) to inquire about the current maintenance program for the LED lights and the process for completing the LED retrofit project in the downtown area.

9. REPORT ON WEBSITE

- The new Sustainable Fairfax website is not live yet.
- CAC website subcommittee to meet and discuss website details.

10. REPORT ON CAC FLYER

- K. LaPorta will revise the typesetting and layout of the flyer and add CAC logo.

11. REPORT ON ACTION PLAN ITEMS

- School participation in MCE:

- Manor is with PG&E and it appears that the Ross Valley School District (RVSD) is signed up with PG&E (not MCE).
- D. Haskell suggests that we draft a letter to RVSD to inquire about PG&E and MCE (agreed to hold off until we have more information).
- B. Coler suggested that we talk with Rene Goddard and John Reed (Town liaisons to RVSD) and get input on how this might be presented to RVSD.
- J. Hammond will send an email to the Chief Business Official for RVSD (i.e., Midge).
- J. Timms will consult with MCE about RVSD.
- MSS quarterly reports:
 - Commercial composting will now occur at Redwood Landfill (not Zamora).
 - Biodegradable plastics and plant-based products/bio bags are currently being marketed somewhat misleading (timing and conditions contribute greatly to breakdown/degradation).
 - Promote the importance of “clean compost” at next table event.

12. UPDATE ON COC-GREEN HONOR ROLL

- D. Haskell stated that the Chamber of Commerce will be offering a class in environmentalism and it would be good opportunity to bring up LED lighting for businesses.
- D. Haskell will discuss with the Chamber of Commerce the idea to help fund the Greenhouse Gas Meter. B. Ackerman has a connection for a donation to pay for the meter signage.

13. UPDATE ON STREET BANNER ACROSS SFD AND MCE

- J. Hammond reported that MCE will pay for the production of the banner and cost to hang it above SFD.
- J. Timms will ask Allison with MCE if they can add the CAC logo to the banner.

14. DRAFT RECCOMENDATIONS FOR GREEN BUILDING STANDARDS

- D. Haskell will consult with Mark Lockaby about green building standards and Cal Green. Also will discuss energy usage intensity and benchmarking buildings in town (energy usage per square foot).

15. PLAN EDUCATION SNIPPETS FOR TOWN COUNCIL

- Next snippet will focus on the following:
 - MCE and switching to Deep Green
 - Upcoming tabling at Farmers Market
 - Clean Compost/bio bags do not completely breakdown in home composts
 - B. Ackerman to present snippet at next TC meeting

NEXT CAC MEETING

- The next CAC meeting will be on the regular date of the second Tuesday of the month, May 12, 2015 at 7:00 PM, at the Fairfax Community Center.

12. ADJOURNMENT

- The meeting was adjourned at 8:55 PM.

RESPECTFULLY SUBMITTED by Cassidy DeBaker, CAC Secretary

DISTRIBUTION:

Draft minutes were emailed to: CAC members

Approved minutes will be emailed to: CAC members and Michele Gardner