

## Minutes of the June 24, 2009 Green Team Meeting

John Sloan gave a brief presentation on the intentions and goals of this committee. He talked briefly about the problems with the HVAC system and different ideas on possible corrective alternatives, such as going geothermal.

Dani Glaser spoke about her function as facilitator of this committee and how we need to get together outside of this meeting (either as an entire group or in smaller groups) to discuss and/or work on ideas for reducing our impact on the environment.

Each Green Team member introduced themselves and offered reasons why they are on this committee and suggestions to go 'green' both inside and outside of Town Hall.

Some of the reasons/suggestions are:

1. reduce energy
2. keep each department/division's productivity up (don't make changes that could impact the departments functions)
3. reduce consumption of supplies (bring paper use down)
4. reduce cost of office supplies
5. institute cost control measures (is it cost effective to have gas cards for stations that are limited in number and not convenient for access)
6. reduce fuel consumption (car pool)
7. increase the overall comprehensive view of going 'green'
8. raise awareness (post signs, have informative sessions on how to conserve)
9. review our aging vehicle fleet (is it cost effective to maintain older vehicles)
10. go outside of the Town to promote cutting back on waste, paper use and recycling (such as our local schools)
11. need to have a cost commitment to waste reduction
12. obtain grants to fund 'green' ideas
13. reduce water consumption, think of ways to conserve (aging water system evidenced by the watermain breaks occurring throughout the Town)
14. strongly support recycling in each department/division (recycle toner cartridges, print paper reports double-sided, install light sensors)
15. combine the Recreation, Sanitation & Water brochures
16. be an advocate for going 'green' (spread the word in the building to shut off lights and reduce paper use)
17. utilize GASB data
18. communicate intra department information (see how/what each department is consuming)
19. cut back on paper by doing more emailing and scanning of reports
20. educating seniors (some of our aging population isn't interested in learning about conservation and going 'green')
21. need to have 'green line' in budget packet (money is needed to do enhancements in each department)
22. a cost/benefit analysis needs to be done

23. staff needs to take ownership in their commitment to reduce energy/consumption
24. make Town committees/boards aware of trying to conserve (paper, etc.) If Town of Cortlandt is making applicants 'go green', then 'town' boards should also become environmentally productive.
25. sustainable development
26. HVAC needs to be dealt with
27. what is the end product of the 'green team' – ACTION
28. start by addressing the 'low hanging fruit' (reducing paper, shutting off lights, recycling)
29. can we measure how much paper we are using town wide so we can see how much we are reducing
30. there is a lot of waste going on in the Town (HVAC, vehicle fleet (are electric cars more cost efficient), the hosing down of the air conditioning system, etc.)
31. increase technology but where does the money come from
32. establish a 'green' purchasing policy (Pete has been looking at various procurement policies)
33. purchase 'green' cleaning products
34. have a centralized kitchen/employees lounge
35. setup a 'green' website for use by Town residents.
36. have a 'green' fair at the Town of Cortlandt
37. use unpaid interns on various projects (high school students)
38. make public aware of our quest to reduce 25% by 2012
39. children are one of our best influences, promote 'going green' throughout our camps
40. have a 'green' exhibit at Family Fun Day
41. establish a system of communication within the Green Team (having weekly or bi-monthly or monthly meetings, setting up sub-groups)

The Green Team needs to communicate, educate and motivate.