

TOWN OF WOODSTOCK CLIMATE SMART TASK FORCE

Erin Moran, Coordinator
Kenneth Panza, Secretary

Environmental Commission Members (Term Expires)

Julia Blelock (12/31/2021)
Alex Bolotow (12/31/2021)
Mary Phillips-Burke (Emeritus)
Nick Foad (12/31/2020)
David Gross (12/31/2020)
Erin Moran (12/31/2020)
Arlene Weissman (12/31/2020)

Contributors

Jim Hanson, Woodstock Fire Company
Jonathan Heppner, Ulster County Legislator
Jess Lunt, Woodstock Farm Festival
Kenneth Panza, Net Zero-Carbon Initiative
Laura Ricci, Councilwoman
Grace Murphy, Chair, Complete Streets Committee
Kirk Ritchey, Chair, Comprehensive Plan Committee
Jerry Washington, GIS Technician
Maxanne Resnick, Exec. Dir., Woodstock Land Conservancy
Heather Eighmey, Secretary, Highway Department
Councilman Reggie Earls, Town Board Liaison

Minutes: Task Force Meeting of June 17, 2020

The regular meeting of the Woodstock Climate Smart Task Force was convened at 6:00 PM via Zoom video conferencing by Erin Moran, Coordinator. The purpose of the meeting was to review preparations for a July 3, 2020 submission of Woodstock's Climate Smart application to DEC for review. The coordinator announced Woodstock will be submitting an application with 145 points in anticipation of achieving Bronze status.

Councilman Reggie Earls was introduced as the new Town Board Liaison to the Climate Smart Task Force.

Update on Items Needing More Documentation

The following action items needed additional documentation. Woodstock has implemented these solutions, but a lack of supporting documentation prevents consideration by CSC and the forfeiture of about 40 CSC points.

PE8 Action: Farmers Market

The town board adopted a resolution supporting the Woodstock Farm Festival and authorized the Festival to use the town owned Rock City Rd parking lot with no charge. The Farm Festival has been requested to acknowledge the town's support on its website.

PE3 Action: Fleet Inventory

Heather Eighmey, Secretary, Highway Department, completed an inventory of all town owned vehicles, which has been uploaded onto the Climate Smart Portal.

PE2 Action: Government Operations Climate Action Plan

PE2 Action: Community Climate Action Plan

Nick Foad created a table of contents for the Green Guide and repaginated the resulting document. Alex Bolotow will identify the page numbers corresponding to each of the comments and questions identified in the task force's submission.

PE4 Action: Geothermal Installation

PE4 Action: Solar Energy Installation

Erin Moran, Coordinator, is posting on Facebook informational and performance information about the operation of the town's geothermal and solar energy installations.

Previously Completed Action Items

The following action items were announced as completed at the June 3, 2020 task force meeting. Woodstock submitted GHG inventory and tracking reports based only on carbon dioxide emissions. The CSC moderator asked that Woodstock include methane, nitrous oxide, and carbon dioxide equivalents in its reports. The items listed have been updated to reflect DEC's comments, uploaded to the CSC portal, and marked as complete.

PE2 Action: Government Operations GHG Inventory

PE10 Action: GHG Tracking System

Action Items for Future Consideration

Performance: Reduce GHGs from Government Facilities

This Climate Smart Communities (CSC) performance action focuses on reducing GHG emissions from government-owned buildings and facilities. These may include municipal office buildings, public works facilities, fire stations, police precincts, parks facilities, water treatment plants, Street lights, and traffic Signals.

Performance: Reduce GHGs from Government Vehicles

Having a low-emission, fuel-efficient fleet reduces GHG emissions, saves taxpayer money, and improves air quality. When local governments make measurable reductions in GHG emissions that are directly under their control, they demonstrate leadership and take responsibility for the emissions that cause climate change.

PE5 Actions: Composting, Recycling

Further investigation into the town's composting and recycling efforts is required. Mary McNamara, Saugerties organic recycling coordinator, and Jo Schwartz of Transition Woodstock Organic Waste (WOW) will be invited to explain these programs to the task force.

Adjournment

Meeting adjourned by the Coordinator at 6:35 pm.

Next Meeting

The next meeting of the Climate Smart Task Force will be held on

Wednesday, July 1, 6:00pm

Mary McNamara, Saugerties organic recycling coordinator, has been invited to present the Saugerties composting program at the July 1 task force meeting.

Application submission deadline: July 3, 2020

CSC Certification Action Checklist

The CSC certification checklist will drop many legacy action items on July 3, 2020, and is expected to add new action items for consideration. None of the expired action items will affect Woodstock, but it will be worthwhile to consider the new action items that become available.

Respectively submitted,



Kenneth S. Panza, Secretary



WOODSTOCK Climate Smart Committee Task Force

Agenda – June 17, 2020 6:00pm
via Zoom

Call to order, Attendance, guests.

Topics:

Application Status – see chart below - Erin

- 84 Points approved, have 145 completed, need 120 for Bronze
- Application Cycle – next review period Friday 7/3/20
(Notification 8/21/20)

Updates:

- PE 8: Farmers Market – TB passed resolution. WFF Website? Erin/Jess
- PE 3: Fleet Inventory – Complete
- PE 4: Geothermal & Solar Installations – Needs signage, Erin (14 pts ea)
- PE 2: Gov't Ops & Climate Action Plan - Status Also, Green Guide needs table of contents, Nick
- PE 2: Government GHG Inventory – Status, Ken
- PE 10: GHG Tracking System – Status, Ken
- PE 12: Performance: Reduce GHGs from Govt Facilities – Ken (45 pts)

New Business:

- Recycling & composting stations in town for residents

Next Meeting: July 1, 2020 at 6pm via Zoom

Submission

Deadline: 7/3/2020

Notified : 8/21/2020

Actions	Pts	
PE2: Gov't Operations GHG Inventory - KP completed 6/4	16	<i>Revised</i>
PE3: Fleet Efficiency Policy - TOWH	4	<i>Revised</i>
PE4: Geothermal Installation	14	
PE4: Solar Energy Installation	14	
PE4: Renewable Energy Feasibility Studies	5	<i>Revised</i>
PE8: Farmer's Markets	3	<i>Revised</i>
PE10: GHG Tracking System	5	
PE10: Updates to Strategies & Plans - (4) <i>Green Guide</i>		
PE12: Reduce GHGs from Government Facilities (45)		
PE12: Reduce GHGs from Government Vehicles (15)		
<i>PE2: Gov't Operations Climate Action Plan - Comp & Green(16p)</i>		Needs Revision
<i>PE2: Community Climate Action Plan - submitted Green Guide (16p)</i>		Needs Revision

Total: 61

Plus Previous Period: 84

145

Attendance
 Woodstock Climate Smart Task Force
 Meeting of June 17, 2020

Present		Present	
	Environmental Commission		Contributors
✓	Julia Blelock (12/31/2021)		Jim Hanson, Woodstock Fire Company
✓	Alex Bolotow (12/31/2021)		Jonathan Heppner, Ulster County Legislator
	Mary Phillis Burke (Emeritus))	✓	Jess Lunt, Woodstock Farmers Market
✓	Nick Foad (12/31/2021)	✓	Kenneth Panza, Town Board Liaison
	David Gross (12/31/2020)		Laura Ricci, Councilwoman
✓	Erin Moran (12/31/2020)	✓	REGGIE EARLS, TOW. COUNCILMAN
✓	Arlene Weissman (12/31/2020)	✓	MARJANNE PRSNICK

Guests (Please Print)	Affiliation

TOWN OF WOODSTOCK CLIMATE SMART TASK FORCE

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Kenneth Panza, Secretary

Environmental Commission Members (Term Expires)

Julia Blelock (12/31/2021)
Alex Bolotow (12/31/2021)
Mary Phillips-Burke (Emeritus)
Nick Foad (12/31/2020)
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Erin Moran (12/31/2020)
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Jim Hanson, Woodstock Fire Company
Jonathan Heppner, Ulster County Legislator
Jess Lunt, Woodstock Farm Festival
Kenneth Panza, Town Board Liaison
Laura Ricci, Councilwoman
Grace Murphy, Chair, Complete Streets Committee
Kirk Ritchey, Chair, Comprehensive Plan Committee
Stacey Anderson
Jerry Washington, GIS Technician
Maxanne Resnick, Exec. Dir., Woodstock Land Conservancy

Minutes: Task Force Meeting of June 3, 2020

The regular meeting of the Woodstock Climate Smart Task Force was convened at 6:00 pm via conference call by Erin Moran, Coordinator. The chair announced the CSC finished review of Woodstock's application for Bronze status. Woodstock achieved 84 points of the 120 needed for Bronze and did not meet the requirements to be designated a certified Climate Smart Community. The purpose of this meeting was to review CSC's comments and prepare for a July 3, 2020 application submission.

GHG Inventories Needing Revisions

The following action items were marked as needing revisions to reflect methane and nitrous oxide as GHG and to provide carbon dioxide equivalents. The items listed have been updated to reflect CSCs comments, uploaded to the CSC portal, and marked as complete.

PE2 Action: Government Operations GHG Inventory

PE10 Action: GHG Tracking System

Action Items Needing More Documentation

The following action items need additional documentation. Woodstock has implemented these solutions, but the lack of supporting documentation prevents consideration by CSC and the forfeiture of about 40 CSC points.

PE4 Action: Geothermal Installation

PE4 Action: Solar Energy Installation

PE5 Actions: Composting, Recycling

PE8 Action: Farmers Market

PE12: GHG Performance Items

These two performance items will be prepared and submitted for the July 3, 2020 CSC application cycle.

Performance: Reduce GHGs from Government Facilities

This Climate Smart Communities (CSC) performance action focuses on reducing GHG emissions from government-owned buildings and facilities. These may include municipal office buildings, public works facilities, fire stations, police precincts, parks facilities, water treatment plants, Street lights, and traffic Signals.

Performance: Reduce GHGs from Government Vehicles

Having a low-emission, fuel-efficient fleet reduces GHG emissions, saves taxpayer money, and improves air quality. When local governments make measurable reductions in GHG emissions that are directly under their control, they demonstrate leadership and take responsibility for the emissions that cause climate change.

Action Items Needing Major Revision

PE3 Action: Fleet Inventory

DEC Comment: The fleet inventory action for the Climate Smart Communities Certification Program is different than NYSERDA's CEC Clean Fleets High Impact Action.

The Town of Woodstock needs to submit a fleet inventory that includes all the 11 categories required by this CSC action in order to receive points. Please refer to the action description.

PE2 Action: Government Operations Climate Action Plan

DEC Comment:

This CSC action offers points for a CAP focused on reducing GHGs from gov't operations. The docs in this submission do not appear to focus on reducing GHGs from gov't operations. The town uploaded the following: 2018 Woodstock Comprehensive Plan (58 pages) and 2009 Woodstock Green Guide (39 pages).

If these docs meet the requirements of this action, the town needs to provide more guidance to reviewers, including page numbers where reviewers can find the relevant info. Both of the submitted docs are quite long and cover a wide range of topics, some of which are outside of the scope of this action. For example, this action requires the plan to include the results of GHG inventory and a quantitative GHG reduction target, among other requirements.

Please review the requirements of this action, revise this submission, and resubmit.

A. Why is this action important?

A climate action plan (CAP) is a strategy document that sets goals and outlines a set of initiatives that reduce greenhouse gas (GHG) emissions. Using a GHG emissions inventory as the foundation, a CAP defines GHG reduction targets and provides a framework for achieving those targets. The CAP identifies priority actions and facilitates coordination across government departments. In addition, the CAP supports effective action over time by establishing methods for assessing progress and adjusting the local strategy if GHG targets are surpassed or not fulfilled. By developing such a plan for their own operations, local governments take leadership roles and provide their communities with examples that help to inspire community-wide action.

F. What to submit

Submit a government operations CAP that was completed within 10 years of the application date. At minimum, the CAP must include the results of the government operations GHG inventory, at least one GHG reduction target specific to the local government, and a set of prioritized initiatives for reducing GHG emissions from government operations.

Provide documentation that the final CAP was officially adopted by the local government and released to the public. For example, the CAP could be posted on a government website or made available for review at a local library.

Adjournment

Meeting adjourned by the Coordinator at 6:34 pm.

Next Meeting

The next meeting of the Climate Smart Task Force will be held on

Wednesday, June 17, 2020 at 6:00 pm

Application Submittal, July 3, 2020

Respectively submitted,



Kenneth S. Panza, Secretary

Proposed Agenda Task Force Meeting of May 20, 2020 6:00 PM, by Zoom Video Conference

Old Business – Update on CSC Action Items

Although the DEC hasn't completed its review of Woodstock's application for Bronze status, comments have been provided on the items listed below. It's not clear if we will be achieve the 120 points needed for Bronze status, but if not, we'll be close. Revisions, updates, and corrections can be submitted for the **July 3, 2020** review cycle.

PE1 Action: CSC Task Force – Status Approved

DEC Comment: To receive points for this action, applicants must demonstrate that the task force includes representatives from the local government (staff and/or elected officials) and community members. The Woodstock list does not overtly include representation from the town government. It is clear that there is a Liaison to Town Board (Ken Panza), however. And it appears town board member Laura Ricci attended the November 2019 meeting. In future submissions clearly indicate which members are representing the town government.

Action Required: Update and revise the task force membership list for the July 3, 2020 submission.

PE1 Action: CSC Coordinator – Status Approved

DEC Comment: Woodstock submitted a Town Board resolution, from January 2020, appointing Erin Moran as the Coordinator for its Climate Smart Task Force. The responsibilities are described in a second resolution from February 2020, which also established the town's CSC task force.

PE1 Action: National/Regional Climate Program – Expiration Date August 2020

DEC Comment: While technically Project Drawdown is a global organization (not a national or regional one), this documentation shows that Woodstock has engaged with the Drawdown team in a way that is clearly connected to the local and regional scale (especially the town's role in planning and participating in the October 2019 – Drawdown Learn Conference at the Omega Center). And therefore town's activity is aligned with the intent of this CSC action.

The submission also documents the work of the CSC Task Force to implement Project Drawdown and includes meeting notes and the incorporation of Drawdown objectives into the Woodstock CAP.

According to the timeline that is included in this submission, it appears most of the activity took place in 2018 and through the fall of 2019; therefore the expiration date for this approved action is set to August 2020.

Action Required: Review national/regional climate programs for the July 3, 2020 submission.

PE1 Action: Partnerships with Other Entities – Status Approved

DEC Comment: The submission shows evidence of an active partnership with other municipalities that are part of the Ulster County CSC Committee. The submission includes several Town of Woodstock reports submitted to this committee; the most recent is from December 23, 2019.

PE2 Action: Government Operations GHG Inventory – Status Completed

PE2 Action: Government Operations Climate Action Plan – Status Completed

PE2 Action: Community Climate Action Plan – Status Completed

PE3 Action: Fleet Inventory – Status Must Revise

Action Required: The fleet inventory action for the Climate Smart Communities Certification Program is different than NYSERDA's CEC Clean Fleets High Impact Action. The Town of Woodstock needs to submit a fleet inventory that includes all the 11 categories required by this CSC action in order to receive points. Please refer to the action description.

PE3 Action: LED Street Lights – Status Approved

DEC Comment: Woodstock provided documentation showing that 32 of 129 (25%) street lights are now LED. This submission is eligible for 7 points.

PE4: Renewable Energy Feasibility Studies – Status Approved

DEC Comment: It is unclear what government operations would be served by the 2018 micro-hydro study. The solar and hydroelectric studies qualify this submission for 4 points. If the town can clarify that the micro-hydro study is for government facilities, this submission might be eligible for 5 points if it were revised and resubmitted.

Action Required: Amend micro-hydro description.

PE4: Geothermal Systems – Planned,

PE4: Solar Energy Installations – Planned

Both these items were originally submitted as completed, but the status was changed to planned, which means they are not eligible for review during this cycle.

Action Required: Submit as completed for the July 3, 2020 review cycle.

PE6 Action: Comprehensive Plan with Sustainability Elements – Status Approved

DEC Comment: Woodstock approved its comprehensive plan in 2018. The outreach process was discussed in the plan. The town provided the required documents including a memo that covered 5 of 5 required elements and 5 of 7 points-based elements. Elements not mentioned in the memo were the development of local food systems and minimizing solid waste. 5 x 3 points each = 15 approved points (It's not clear why the town requested 21 points.)

PE6 Action: Unified Solar Permit – Status Approved

DEC Comment: Woodstock submitted an email dated 5/3/2018 confirming approval of NYSERDA Unified Solar Permit CEC High Impact Action. A search of NYSERDA's database confirms the Town received approval for this action.

PE6 Action: Complete Streets Policy – Planned

PE6 Action: Alternative-fuel Infrastructure – Status Approved

DEC Comment: Documentation from Woodstock shows 2 dual port Level 2 EV chargers (for 6 points) that are available to the public (for 2 additional points). The NYSERDA CEC Clean Fleets HIA approval is from January 2019 and the ChargePoint Usage report is from September 2019; this documentation shows the chargers were active in the recent past.

PE6 Action: Natural Resources Inventory – Planned

PE8 Action: Farmers' Markets – Status Must Revise

DEC Comment: The submission shows an active farmer's market that runs weekly from May to October (more than 10 days/yr). However, the submission is missing documentation of how the town government organizes or supports the market, which is a requirement of this action. The town is not listed as a sponsor at <https://www.woodstockfarmfestival.org/sponsors>.

The submission does include a permit for the market issued by the town in May 2019 that shows it charged a \$250 fee for the permit. One form of support, for example, could be to waive this fee.

Please revise to include more info on how the town government supports the market and resubmit.

PE8 Action: Solarize, Clean Heating & Cooling, or Solar for All Campaign
Status Approved, Expiration Date: August 2020

DEC Comment: Woodstock submitted an email from NYSERDA on 1/19/2018 confirming approval of the relevant CEC High Impact Action, along with an article from Hudson Valley One. A search of NYSERDA's database confirms approval of the relevant High Impact Action. The newspaper article suggests the campaign was launched in 2015, hence the expiration date in 2020.

PE9 Action: Social Media – Status Approved

DEC Comment: The Woodstock Environmental Commission has an active Facebook page that posts about climate mitigation and adaptation regularly, including e.g., a post in April 2020 about the town's natural resources inventory process. Documents uploaded here include a screenshot of the Facebook account.

PE10 Action: GHG Tracking System – Status Approved

DEC Comment: Woodstock submitted a series of annual reports (one from 2019) documenting its pursuit of carbon neutrality, largely comprised of energy usage and emissions data. This submission also includes a description of the town's annual process for developing the reports and a list of presentations made on its accomplishments - this includes a presentation in March 2019, which meets the requirement that a report be shared with the public within the last year.

PE10 Action: Annual Progress Report – Status Approved

DEC Comment: The submission clearly shows that a tracking system is in place. The report shows at least 12 months data and the protocol for data collection.

PE10 Action: Updates to Strategies & Plans – Planned

Certification Application Cycle

The Climate Smart Communities (CSC) program reviews certification applications from local governments three times a year. Local governments seeking to be designated Certified Climate Smart Communities can upload action documentation at any point in time in the municipal dashboard, but the review of applications will occur on a set schedule each year; this schedule is referred to as the application cycle. (Points are not awarded on a rolling basis.)

The three yearly application deadlines fall near the beginning of each the first three quarters of the year. These deadlines are followed by a review period of about six weeks, after which applicants will be notified if they achieved certification. Local governments that do not meet the requirements after applying should review the feedback they received from reviewers, modify their action submittals, and re-apply before the next quarterly deadline.

See below for the CSC certification application cycle for 2020 and 2021.

Application Cycle for 2020 & 2021

PHASE	QTR1-2020	QTR2-2020	QTR3-2020	QTR1-2021
Application Deadline	Jan. 10, 2020	Apr. 3, 2020	Jul. 3, 2020	Jan. 3, 2021
Applicant Notification	Feb. 28, 2020	May 22, 2020	Aug. 21, 2020	Feb. 26, 2021

Attendance
Woodstock Climate Smart Task Force
Meeting of June 3, 2020

Present		Present	
	Environmental Commission		Contributors
✓	Julia Blelock (12/31/2021)		Jim Hanson, Woodstock Fire Company
✓	Alex Bolotow (12/31/2021)		Jonathan Heppner, Ulster County Legislator
	Mary Phillis Burke (Emeritus))	✓	Jess Lunt, Woodstock Farmers Market
✓	Nick Foad (12/31/2021)	✓	Kenneth Panza, Town Board Liaison
	David Gross (12/31/2020)	✓	Laura Ricci, Councilwoman
✓	Erin Moran (12/31/2020)		
✓	Arlene Weissman (12/31/2020)		

Guests (Please Print)	Affiliation

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Jonathan Heppner, Ulster County Legislator
Jess Lunt, Woodstock Farm Festival
Kenneth Panza, Town Board Liaison
Laura Ricci, Councilwoman
Grace Murphy, Chair, Complete Streets Committee
Kirk Ritchey, Chair, Comprehensive Plan Committee
Stacey Anderson
Jerry Washington, GIS Technician
Maxanne Resnick, Exec. Dir., Woodstock Land Conservancy

Minutes: Task Force Meeting of May 21, 2020

The regular meeting of the Woodstock Climate Smart Task Force was convened at 6:00 pm via conference call by Erin Moran, Coordinator. The chair announced that DEC did not approve Bronze status. The DEC approved 84 points in total, 120 points were needed for Bronze certification.

Due to a last minute cancellation of this meeting by the coordinator, there were only 3 people in attendance. Arlene W, Maxanne R and Erin M. There was a brief discussion of the application and that Bronze status would not be attained.

Arlene asked how many points were approved. 84 / 120. Arlene asked about how the points were declined, and if we could get them the next round. Erin stated that she felt confident that these points could be approved at the next cycle deadline of 7/3/20.

Erin stated that there was no update yet from Bill McKenna regarding the Fleet Inventory, Signage at the highway building and Farmers Market Sponsorship.

Adjournment

Meeting adjourned by the Coordinator at 6:17 pm.

Next Meeting

The next meeting of the Climate Smart Task Force will be held on **Wednesday,
June 3, 2020 at 6:00 pm**



WOODSTOCK Climate Smart Committee Task Force

Agenda – May 20, 2020 6:00pm
via Zoom

Call to order, Attendance, guests.

Topics:

Application Status – see attached summary - Erin

- 96 Points approved, need 120 for Bronze
- 15 comments from DEC

NRI project / Ingrid Haeckel from DEC - Julia

Solar Panels at Old Landfill - David

Planned Tasks:

- Recycling & composting stations in town for residents
- Farmers Market
- Fleet Inventory
- Geothermal & Solar Installations – need signage

Next Meeting: June 3, 2020 at 6pm via Zoom

Attendance
 Woodstock Climate Smart Task Force
 Meeting of May 21 2020

Present		Present	
	Environmental Commission		Contributors
	Julia Blelock (12/31/2021)		Jim Hanson, Woodstock Fire Company
	Alex Bolotow (12/31/2021)		Jonathan Heppner, Ulster County Legislator
	Mary Phillis Burke (Emeritus)		Jess Lunt, Woodstock Farmers Market
	Nick Foad (12/31/2021)		Kenneth Panza, Town Board Liaison
	David Gross (12/31/2020)		Laura Ricci, Councilwoman
✓	Erin Moran (12/31/2020)	✓	MARLAUNE DESNICH
✓	Arlene Weissman (12/31/2020)		

Guests (Please Print)	Affiliation

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Jim Hanson, Woodstock Fire Company
Jonathan Heppner, Ulster County Legislator
Jess Lunt, Woodstock Farm Festival
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Laura Ricci, Councilwoman
Grace Murphy, Chair, Complete Streets Committee
Kirk Ritchey, Chair, Comprehensive Plan Committee
Stacey Anderson
Jerry Washington, GIS Technician
Maxanne Resnick, Exec. Dir., Woodstock Land Conservancy

Minutes: Task Force Meeting of May 6, 2020

The regular meeting of the Woodstock Climate Smart Task Force was convened at 6:00 pm via conference call by Erin Moran, Coordinator. The chair announced DEC approved and commented on some of the action items on the task force's application for Bronze status. The full DEC evaluation is due by May 22, 2020. One purpose of this meeting was to review DEC's initial comments and prepare for a July 3, 2020 application submission.

DEC Comments, Climate Smart Application

DEC has not completed its review of Woodstock's application for Bronze status, but provided comments on the items listed below. Revisions, updates, and corrections can be submitted for the July 3, 2020 review cycle.

PE1 Action: CSC Task Force – Status Approved

DEC Comment: To receive points for this action, applicants must demonstrate that the task force includes representatives from the local government (staff and/or elected officials) and community members. The Woodstock list does not overtly include representation from the town government. It is clear that there is a Liaison to Town Board (Ken Panza), however. And it appears town board member Laura Ricci attended the November 2019 meeting. In future submissions clearly indicate which members are representing the town government.

Action Required: Update and revise the task force membership list for the July 3, 2020 submission.

PE1 Action: CSC Coordinator – Status Approved

PE1 Action: National/Regional Climate Program – Expiration Date August 30, 2020

DEC Comment: While technically Project Drawdown is a global organization (not a national or regional one), this documentation shows that Woodstock has engaged with the Drawdown team in a way that is clearly connected to the local and regional scale (especially the town's role in planning and participating in the October 2019 – Drawdown Learn Conference at the Omega Center). And therefore town's activity is aligned with the intent of this CSC action.

The submission also documents the work of the CSC Task Force to implement Project Drawdown and includes meeting notes and the incorporation of Drawdown objectives into the Woodstock CAP.

According to the timeline that is included in this submission, it appears most of the activity took place in 2018 and through the fall of 2019; therefore the expiration date for this approved action is set to August 2020.

Action Required: Review national/regional climate programs for the July 3, 2020 submission.

PE1 Action: Partnerships with Other Entities – Status Approved

PE3 Action: Fleet Inventory – Status Must Revise

Action Required: The fleet inventory action for the Climate Smart Communities Certification Program is different than NYSERDA's CEC Clean Fleets High Impact Action. The Town of Woodstock needs to submit a fleet inventory that includes all the 11 categories required by this CSC action in order to receive points. Please refer to the action description.

PE3 Action: LED Street Lights – Status Approved

PE4: Renewable Energy Feasibility Studies – Status Approved

Action Required: It is unclear what government operations would be served by the 2018 micro-hydro study. The solar and hydroelectric studies qualify this submission for 4 points. If the town can clarify that the micro-hydro study is for government facilities, this submission might be eligible for 5 points if it were revised and resubmitted.

PE4: Geothermal Systems – Planned,

PE4: Solar Energy Installations – Planned

Both these items were originally submitted as completed, but the status was changed to planned, which means they are not eligible for review during this cycle.

Action Required: Submit as completed for the July 3, 2020 review cycle.

Old Business

Farmers Market – Jess Lunt, Woodstock Farm Festival

Jess announced the Woodstock Farm Festival would open May 27 at a new location and under new rules. The festival will be located at the town's Rock City Rd parking lot, which will allow traffic control. In response to COVID-19, the following procedures are established:

- Only vendors handle product, no self-service
- All market attendees (vendors, shoppers, WFF team members) must wear face coverings
- Vendor tents will be properly spaced out; safe distances will be marked on the ground
- WFF will regulate and monitor market traffic
- Customers are encouraged to place preorders directly with vendors for efficient, quick market visits
- No entertainment of any kind
- No cooking demonstrations or workshops
- No social gathering or congregating at the market
- No product sampling of any kind

Adjournment

Meeting adjourned by the Coordinator at 6:34 pm.

Next Meeting

The next meeting of the Climate Smart Task Force will be held on

Wednesday, June 3, 2020 at 6:00 pm

Application Submittal, July 3, 2020

Respectively submitted,



Kenneth S. Panza, Secretary

Attendance
 Woodstock Climate Smart Task Force
 Meeting of May 6, 2020

Present		Present	
	Environmental Commission		Contributors
✓	Julia Blelock (12/31/2021)		Jim Hanson, Woodstock Fire Company
✓	Alex Bolotow (12/31/2021)		Jonathan Heppner, Ulster County Legislator
	Mary Phillis Burke (Emeritus))	✓	Jess Lunt, Woodstock Farmers Market
✓	Nick Foad (12/31/2021)	✓	Kenneth Panza, Town Board Liaison
✓	David Gross (12/31/2020)		Laura Ricci, Councilwoman
✓	Erin Moran (12/31/2020)		
✓	Arlene Weissman (12/31/2020)		

Guests (Please Print)	Email Address
<i>Mary Anne Jesulich</i>	
MAX ANNE JESULICH	Woodstock Fire Company

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Laura Ricci, Councilwoman
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Kirk Ritchey, Chair, Comprehensive Plan Committee
Jerry Washington, GIS Specialist

Minutes: Task Force Meeting of April 1, 2020

The regular meeting of the Woodstock Climate Smart Task Force was convened via conference call at 6:00 PM by Erin Moran, Coordinator. The primary purpose of the meeting was to continue work on action items identified at the March 4, 2020 meeting of the task force.

The coordinator announced that Woodstock's CSC application will be submitted by April 3 for the DEC's 2nd quarter review cycle.

PE6: Review of Comprehensive Plan Sustainability Items (Nick Foad)

Nick Foad agreed to review Woodstock's Comprehensive Plan and identify sustainability items, page by page.

Local governments are eligible for CSC points by completing and adopting a comprehensive plan within the last 10 years that addresses required and optional (point-based) sustainability elements. The plan must identify goals, strategies, and implementation actions for each of the required elements (individually) and for any of the point-based elements. Points are awarded according to the number of point-based elements that are part of the plan, over and above the five required elements. At minimum, the plan must include all of the sustainability elements listed as required and at least one point-based element from the list.

Nick Foad, WEC, presented his review of the Comprehensive Plan and identified sections and page numbers that meet all the required elements and five of the optional elements. Erin Moran submitted additional items from the Comprehensive Plan to be included in the submission. Erin will combine and edit the two lists in a format appropriate for submission to the DEC portal.

Composting

David Gross, WEC, reported that Woodstock had bought and installed recycling bins for government offices, but apparently they are not being used. Jess Lunt, Woodstock Farm Festival, report that the Farm Festival works with Jo Schwartz of Woodstock Transition to collect compost and recyclables at the farmers market. Woodstock Organic Waste (WOW) supports the separation of

organic waste for composting at including the weekly Woodstock Farm Festival and town sponsored holiday dinners.

Erin Moran, coordinator, will work to David Gross, Jess Lunt, and Jo Schwartz to document Woodstock's efforts in composting and recycling.

PE9: Social Media (Nick Foad)

Nick Foad is developing a Facebook page for the Woodstock Environment Commission that will be used for announcements and to inform the community of task force activities. The meeting reviewed and commented on the new Facebook page.

PE6: Natural Resource Inventory

The next meeting of the NRI working group will consider maps of Woodstock's water resources. Jerry Washington is providing Tim Koch GIS shape files of Woodstock's aquifers and proposed wellhead protection areas.

Next Meeting

April 29, 2020 at 6:00 pm.

Adjournment

Meeting adjourned by the Coordinator at 6:35 pm.

Respectively submitted,



Kenneth S. Panza, Secretary

Proposed Agenda Task Force Meeting of April 1, 2020 6:00 PM, by Conference Call

Preliminaries

Call to Order; Roll Call; Membership Updates, Announcements, Guests
Submission of Woodstock's CSC Application

Old Business – Update on CSC Action Items

Work items discussed at the March 4, 2020 meeting of the Woodstock Climate Smart Task Force.

PE6: Review of Comprehensive Plan Sustainability Items (Nick Foad)

Local governments are eligible for CSC points through completing and adopting a comprehensive plan within the last 10 years that addresses the required and optional (point-based) sustainability elements in the bulleted list below. The plan must identify goals, strategies, and implementation actions for each of the required elements (individually) and for any of the point-based elements. This is the case whether an applicant is adopting a new comprehensive plan or amending an existing plan

Points are awarded according to the number of point-based elements that are part of the plan, over and above the five required elements. At minimum, the plan must include all of the sustainability elements listed below as required and at least one point-based element from the list; such a plan would be eligible for the lowest tier of three points.

F. What to submit

Submit the following documentation to apply for points for this action:

- A copy of the approved comprehensive plan with sustainability elements, adopted within ten years prior to the application date
- A copy of the meeting minutes where the plan was formally approved by the local governing body, or where the amendments were approved
- A memorandum explaining how the plan reflects the sustainability elements, including the specific page numbers where the relevant information can be found (The memorandum should provide details on all of the required sustainability elements and any elements for which points are being requested. It should also note the page number(s) in the plan where the required public outreach description can be found.)

	POSSIBLE POINTS
Support alternative modes of transportation (including strategies for bicycles, pedestrians, public transit, and electric vehicles)	Required
Promote smart growth principles in land-use policies	Required
Conserve natural areas (including strategies to designate open space and protect it from development)	Required
Promote a healthy and safe community	Required
Foster equity (including strategies for housing, schools, transportation, recreation, food, and environmental exposures)	Required
Foster green economic development	3
Decrease dependence on fossil fuels and support energy efficiency and renewable energy production	3
Foster the efficient use of natural resources (e.g., water conservation)	3
Promote the development of (or the conservation of) local food systems	3
Minimize solid waste (including strategies to promote recycling and composting or anaerobic digestion of organic materials)	3
Protect drinking water sources from pollution	3
Promote adaptation to climate change (including strategies related to land use and public education and engagement)	3

Link to documentation for PE6 Action: [Comprehensive Plan with Sustainability Elements](#)

PE6: Natural Resource Inventory

The March 12 meeting reviewed the draft topography and geology maps that will be included in Woodstock’s natural resources inventory. The maps considered included: topology, steep slopes, bedrock geology, and surficial geology with glacial deposits. A soil survey map will not be provided – the inventory of soil types is provided in the soil survey documentation.

The next meeting will consider maps of Woodstock’s water resources. Jerry Washington is providing Tim Koch GIS shape files of Woodstock’s aquifers and proposed wellhead protection areas.

PE9: Social Media (Nick Foad)

Nick Foad is developing a Facebook page for the Woodstock Climate Smart Taskforce that will be used for announcements and to inform the community of task force activities.

New Business

Going over what the Task Force does and we will ask for volunteers to take on actions that need to be completed to get certified.

Next Meeting

Attendance
 Woodstock Climate Smart Task Force
 Meeting of April 1, 2020

Present		Present	
	Environmental Commission		Contributors
	Julia Blelock (12/31/2021)		Jim Hanson, Woodstock Fire Company
	Alex Bolotow (12/31/2021)		Jonathan Heppner, Ulster County Legislator
	Mary Phillis Burke (Emeritus)	✓	Jess Lunt, Woodstock Farmers Market
✓	Nick Foad (12/31/2021)	✓	Kenneth Panza, Town Board Liaison
✓	David Gross (12/31/2020)		Laura Ricci, Councilwoman
✓	Erin Moran (12/31/2020)		
✓	Arlene Weissman (12/31/2020)		

Guests (Please Print)	Email Address