

Yarmouth Climate Action Task Force (YCAT)

Meeting Agenda
Wednesday, May 3, 2023
6:00 PM – 7:30 PM
Community Room/GTM

Please join my meeting: <https://meet.goto.com/371715877>
You can also dial in : [+1 \(312\) 757-3121](tel:+13127573121)
Access Code: 371-715-877

Item	Agenda	Start Time
1	Call to Order:	6:00 PM
2	Approval of the 4.5.23 Meeting Minutes	6:05 PM
3	<u>Public Meeting Preparation: May 23rd</u> Background: The Task Force will review the draft agenda for its upcoming public meeting and plan for committee participation. Action Required: Finalize the public meeting agenda and Task Force roles.	6:05PM
4	<u>Guiding Principles Discussion</u> Background: Members of Task Force will review and prioritize a draft set of guiding principles. Action Required: Identify the priority guiding principles.	6:35PM
5	<u>Working Group Updates and Deliverables</u> Background: The Task Force will hear updates from the community engagement/outreach and the critical review and analysis subcommittees. <ul style="list-style-type: none"> - Project Website Edits - Survey Responses - Community Engagement Plan Update - Critical Review Committee Update - Connecting with the School Department Action Required: No action anticipated	6:55PM
6	<u>Adjourn</u>	7:30 PM

Additional Items:

- 4.5.23 Meeting Minutes
- Public Meeting Draft Agenda
- List of Guiding Principles



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Yarmouth Climate Action Task Force (YCAT)

Task Force Meeting Minutes
April 5, 2023
6:00pm – 7:30pm
Community Room/Virtual

Task Force Members Present

- Sally Slovenski Rebecca Sentementes Matt Gamache Jeff Bates
- Caroline Norden Vacant Mary Gallaudet Jen Waterman Danielle Hood
- Anna Siegel Ian Voparil Stephanie Watson Maya Faulstich Megan Hellstedt
- Abigail Grunewald Nancy Martin
- Scott LaFlamme (Staff) Meddy Smith (Staff) Kelly Rehberg (GPCOG)

Call to Order and Introductions

Megan Hellstedt brought the April 5, 2023, Yarmouth Climate Action Task Force meeting to order at 6:00pm. Ian Voparil made a motion to accept the March 1, 2023, meeting minutes, as presented. Jen Waterman seconded the motion, which was carried unanimously.

Before the following item, the Task Force was introduced to Meddy Smith, Yarmouth's new Sustainability Coordinator. Meddy's first official meeting will be on May 3.

GPCOG Update: Public Meeting Logistics and Initial Findings

- Kelly Rehberg, one of the Town's consultants through the Greater Portland Council of Governments (GPCOG), joined the task force to share details related to the group's upcoming public meeting.
 - o The Task Force agreed to schedule the greenhouse gas emissions baseline report and vulnerability assessment public meeting on Tuesday, May 23rd from 6:00pm-8:00pm at the Log Cabin.
 - o The group produced several ideas related to meaningfully engaging the public during the event and sharing the information in a way that was digestible.
 - o K. Rehberg requested volunteers to facilitate breakout group discussions.
 - o The group had questions on how this upcoming meeting paired with future public discussions regarding priority actions.

Working Group Updates and Deliverables

- Mary Gallaudet provided an update on communications and outreach efforts. Several events are planned throughout May and June, which are focused on Rewilding Yarmouth. The Task Force is also working to flesh out the list of possible stakeholders.
 - o The Task Force is especially interested in developing partnerships with the business community.



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- The communications group has also nearly completed a community engagement plan, using a template that GPCOG provided.
- Caitlan Vultaggio, the Town's Community Resiliency Fellow, recently completed a project website. S. LaFlamme asked that members of the Task Force review the site and suggest potential edits.
- The critical review subcommittee continues to review existing material to identify potential report sections. The upcoming public meetings will help to further refine their work.

New Business

No new business was discussed.

The Committee adjourned upon mutual consent at 7:36pm.



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Baseline Setting Workshop

Agenda (2 hours)

1. Welcome – Town Staff or Committee (5 minutes)
2. Presentation – GPCOG (30-45 minutes)
 - a. Climate Action Process
 - b. Purpose of this workshop
 - c. Climate Hazards and Impacts
 - d. Town Vulnerabilities
 - e. GHG Emissions Inventory Overview
 - f. How to provide feedback/description of stations
 - g. What comes next (survey link)
3. Explore stations and talk with staff and committee members (45 minutes)

Virtual members can interact with materials on the project website and ask questions via chat.
(Stations and materials detailed below)

Stations:

 - a. Emissions data and emissions reduction targets and pathways
 - b. Vulnerability Assessment
 - c. Table maps (what the community is telling us)
 - d. Priority action areas (stickers and comments)
 - e. General comment boards
 - f. GMRI – Citizen Science, Climate Ready Casco Bay
 - g. Kids activities
4. Report back (with Q&A) (30 minutes)
 - a. Staff and committee members will summarize comments from community members discussed during the breakout out time

Station Details

Each station will allow participants to comment (paper/post-its) and place stickers (red/green) to indicate preferences and provide feedback.

1. Emissions Inventory and Emission Reduction Targets
 - a. Graphs and tables showing results of GHG emission inventory
 - b. Options for emissions reduction targets and pathways
2. Vulnerability Assessment (What is the Data Telling Us)
 - a. Maps and tables showing sea level rise and flooding with infrastructure, ecosystem, and demographic vulnerabilities
3. Table Map Exercise (What are you telling us - locations)

- a. Map of town allowing people to comment on areas of vulnerability (flooding, certain demographics, etc.).
- 4. Priority Action Areas
 - a. Broad action areas for people to indicate priorities and comments on each area (i.e. Transportation, Land Use, Buildings, Education and Outreach, Public Health, etc.). What is important for the town to consider as we begin developing climate action strategies.
- 5. General Boards
 - a. Allow people to provide open-ended comments:
 - i. What concerns you (people, infrastructure, ecosystems)? What does sustainability look like in the town? What do you want to see in the future? How is the town resilient to climate change? What people, organizations, landscape, etc. currently reduce your vulnerabilities? What are you currently doing in your own home/business to reduce the impact of climate change?
- 6. Kids Activities
 - a. Climate action activity packet for kids

Additional Handouts:

1. QR Code for survey
2. Printed survey copies
3. General feedback form

Optional and for further discussion

- Set up tables for other organizations to talk with (GMRI, Wild Seed, etc.)
- Ability to provide translators or other accommodations

Hybrid/Virtual Component

The presentation and report-out can be streamed live or recorded and posted to the project website. All displays and materials will be available on the project website to allow online participation during the meeting and following. Town or GPCOG staff will be responsible for monitoring the virtual chat and interacting with virtual participants. Virtual questions will be discussed first during the report out period. Specific logistics will be discussed and adjusted on a town-by-town basis.

Roles and Responsibilities

Materials

Projector/Audio and Virtual/Hybrid set up	Town	Town will provide space for the workshop which will include a projector for the presentation and PA system. Town will also provide set up for a hybrid/virtual component, if using
Boards/Wall Space	Town	Town will provide large boards or wall space to hang posters, maps, and information

Tables	Town	Town will provide a minimum of 3 tables: 2 for placing maps and 1 for general comments
Chairs	Town	
Stickers (red and green dots), tape or pins, pens, markers, post-its, blank paper	Town and GPCOG	Town will provide materials where available and GPCOG will supplement
Maps, posters, displays	GPCOG (Town for printing)	GPCOG will develop all of the necessary display materials including maps, graphs, and handouts. The Town will help print the materials, if available

During the Workshop

GPCOG	Staff will give the presentation and then monitor the emissions and vulnerability stations to answer questions and report back
Committee	Provide welcome, staff the stations to talk with participants and hear feedback, report back on what they heard
Town Staff	Provide logistics support, talk with participants

Outreach efforts prior to workshop

GPCOG	<ul style="list-style-type: none"> • Update project website with information about workshop and workshop materials • Draft flyers and social media graphics for town to distribute • Draft press release (if desired) • Will post to GPCOG social media accounts and will connect with local partners as available
Committee	<ul style="list-style-type: none"> • Post information on social media groups and/or reach out to community groups asking them to share the town's social media posts • Email key stakeholders to attend the workshop (or if they can't attend, if they would be interested in talking further) • Talk with neighbors and spread the word through different community groups • Work with town staff to draft newsletter information • Work with town staff to consider food/drink at workshop • Optional: Communicate other organizations to set up tables at workshop
Town Staff	<ul style="list-style-type: none"> • Post to town website and social media pages (draft with GPCOG) • Distribute information in town newsletter (work with committee to draft if desired)

Draft Guiding principles

YCAT's role is to support the town of Yarmouth in creating a Climate Action Plan that positions the community and its residents to thrive as the climate changes.

YCAT will connect a diverse network from across the community, explore interconnections, recognize where there is tension, and harness creativity to proactively address the wide-ranging needs of community members.

YCAT members agree that reducing waste, increasing energy efficiency, moving toward GHG free energy sources and smarter land use planning are all important in their own right and have overlapping benefits.

YCAT members agree that bold actions are needed to address the urgency of climate change impacts on our community. We aim to identify ambitious, innovative and pioneering approaches.

YCAT recognizes that the obstacles to reaching our goal are not only technical, scientific and economic but also about adapting how we live and do business.

We welcome ideas from all sources including individuals, businesses, non-profits, and government. Some ideas will be greeted with consensus and others will require further dialogue.

A mixture of incentives, regulation and information sharing is necessary to address climate emissions and prepare our community to adapt to the changing climate. The Town should lead by example in all decisions, policies and investments.

Substantial community dialogue is needed to identify and encourage actions that empower individuals to make changes.

We recognize the need to convey information about climate change and emergency management in many different formats/languages for equitable distribution, making sure that we reach all community members, including low/moderate income households, elderly, and other vulnerable or marginalized groups.

The plan's recommended actions should be based on their GHG reduction potential, cost effectiveness, feasibility and sustainability co-benefits.

This is a huge job and we need to look for as many partners as possible, working together to accomplish common goals. Partnering will be essential to successful implementation of this plan.

The plan is a living document that should be updated with future needs and the progress made.