

**Minutes of Meeting of  
Climate Action Advisory Committee (CAAC)**

**Date:** August 11, 2020

**Time:** 7:00 p.m.

**Place:** Via remote communications (Zoom)

**Present:**

**Members:**

Prassede Calabi	X
Sue Doubler	X
Tom Eid	X
Alan Field	X
Kim Roeland	X
Clara Santos	
Ruth Trimarchi	X
Laura Turenne	X
Frans Wethly	X

**Guest(s):**

Michael Bettencourt, Chair, Winchester Select Board  
Lisa Wong, Winchester Town Manager  
Craig Foley, Winchester resident

Ruth Trimarchi, Chair, presided and Frans Wethly, as Secretary pro tem, kept the minutes of the meeting. A quorum being present, Ms. Trimarchi called the meeting to order at 7:00 p.m., local time.

Ms. Trimarchi introduced Michael Bettencourt of the Select Board. Mr. Bettencourt thanked everyone for their service on the Climate Action Advisory Committee. He then moved on to describe the Select Board's current thinking on implementation of the new Winchester 2020 Climate Action Plan, which will involve the current Climate Action Advisory Committee being disbanded and a new committee bearing the same name being formed. This new committee will be composed of 7 to 9 newly-recruited members and various working groups, with a charge to implement the 2020 Climate Action Plan. The Select Board intends to solicit and review resumes and applications for membership on the new Climate Action Advisory Committee.

Mr. Bettencourt then introduced Lisa Wong, Town Manager. Ms. Wong echoed Mr. Bettencourt's sentiment about the town government's strong support for the 2020 Climate Action Plan and its implementation.

Mr. Eid asked Mr. Bettencourt about the timeline for establishing the new committee. Mr. Bettencourt stated the goal is to move forward as quickly as possible, and he views this action as a priority.

Mr. Field stated his desire to make sure that crucial time is not lost in the process.

Ms. Trimarchi mentioned three recent grants that the town has applied for. Mr. Eid asked for further information about those grants.

Ms. Doubler stressed the need for the town to be thoughtful and creative in leveraging the resources of the town and the expertise of town residents to support the implementation of the 2020 Climate Action Plan.

Ms. Wong addressed issues related to the state's Open Meeting Law and implications for the structure and organization of the Committee.

Ms. Calabi stated the need to strike a balance between, on the one hand, flexibility and, on the other hand, the transparency and process demanded by the Open Meeting Law.

Ms. Turenne stressed that the Committee members are all working towards the same goal, a sentiment echoed by Mr. Wethly and Ms. Roeland.

Mr. Field and Ms. Wong discussed issues regarding Open Meeting Law compliance.

Mr. Eid raised an issue with respect to the description of the Committee's charge as reflected on the town's website. Ms. Wong undertook to review the issue and make any corrections warranted.

Ms. Turenne inquired about the timing of hiring a Sustainability Director. Ms. Wong explained that the town has applied for a grant to fund the position, but that if the grant is not received there is not funding in the current year's budget for the position.

Mr. Bettencourt and Ms. Wong made clear that the formation of the new Climate Action Advisory Committee will proceed independent of the hiring of the Sustainability Director.

There being no further business to come before the meeting, Ms. Trimarchi adjourned the meeting at approximately 8:00 p.m.

Respectfully submitted,

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Frans Wethly, Secretary pro tem