**MEETING MINUTES FOR NORTH TONAWANDA CLIMATE SMART TASK FORCE**

**Date:** Wednesday, January 10, 2024

**Attendees, In person @ City Hall:**   
Members: Austin Tylec, Tim Pieper, Emily Root, Deb Gondek, Erin Robinson, Jim Berry, Jason Kulaszewski (University at Buffalo Regional Institute)

Meeting called to order at 5:05 pm

**AGENDA TOPICS:**

1. **Approval of December meeting minutes**   
   Erin motion to accept; Jim 2nd. Carried.
2. **Elect Officers for 2024**
3. Austin nominated Emily as Secretary, Deb second. Carried.
4. Tim nominated Erin as Vice Chair, Emily second. Carried.
5. Austin nominated Deb as Chair, Jim second. Carried.
6. **2024 Initiatives**
7. State of the City - Feb (Deb to provide CSC info to Austin)
8. Source Water Protection Plan (Emily)
9. LWRP & Comprehensive Plan (Austin, Tim, Emily, Mike)
10. Solar Zoning (Erin, Jason)
11. Community Solar:  
        - Scoping document (requires NYSERDA approval)  
        - Vendor selection process (UBRI can assist in assessing vendors)
12. NYS Solid Waste Management Plan (Deb)
13. Fleet Inventory (Jason, Tim)
14. Natural Resource Inventory (TBD)
15. Silver CSC Certification: preparation to submit late 2026 / early 2027
16. **Climate Resiliency Plan**
17. Reviewed Tim’s status report with progress and next steps on each item.
18. Discussed promoting progress on the Climate Resiliency Plan on social media, CSC website, and through the Mayor’s weekly updates.
19. **Source Water Protection**
20. The City of North Tonawanda and City of Lockport DWSP2 Plan draft was submitted to the state for review on January 5th.  The state will take up to two months to review the plan and provide us with comments.  Ryan Bell from DOH will keep us updated on communications with the state.

1. **Renewable Energy Initiatives**
2. Unified Solar Permit: approved 12/19/2023 by Common Council
3. Community Solar Campaign / third-party vendor. Discussed the process through NYSERDA, and vendor selection process.
4. **Fleet Inventory**
5. Through the new NYSERDA framework we could be eligible for a grant through NYSERDA if we can provide a fleet inventory and complete a solar campaign, and would also receive points for certification.
6. **NYS Solid Waste Management Plan**
7. Deb to provide overview at February CSC meeting.
8. **Climate Smart Scoring: Bronze / Silver**
9. Reviewed Tim’s document on current and expiring points, as well as actions we are currently working towards. Our current certification expires September in 2027. Discussed waiting until late 2026 to re-apply. Need to determine if we want to pursue Silver or Bronze certification.
10. **2024 Communications & Outreach**
11. Annual Update to Common Council (Feb / March)
12. Rain Barrel Program
13. Household Hazard Preparedness
14. Solar Campaign (opt-in)
15. Residential Opportunities (funding, best practices, etc)
16. **Other Business**
17. Discussed potential future conversations with RENEW.
18. Town of Evans planning something in April to gather local CSC Task Forces.

Meeting adjourned at 6:15. Motion by Austin, second by Emily.

**Next Meeting:** February 14, 5pm @ City Hall.