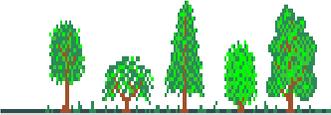


**TOWN OF CARRBORO  
ENVIRONMENTAL ADVISORY BOARD**



**AGENDA**  
**Environmental Advisory Board**  
**Special Meeting**

October 8, 2020; 7:00 pm  
Zoom Virtual Meeting\*

Time	Item	Presenter
7:00 pm	<b><u>Call to Order, Announcements</u></b> Approve 10/1/20 minutes	Chair, All
7:05 pm	<b><u>Action Items</u></b> Continue Work on Climate Advisory Board Work Plan	Staff, Chair, All
8:00 pm	Announcements, Adjourn	Chair, All

\*To view the advisory board meeting, please email Laura Janway at [ljanway@townofcarrboro.org](mailto:ljanway@townofcarrboro.org) to receive an invitation to view the meeting. If you wish to make public comment, at the time of the public comment, the staff person will be able to allow speakers to remotely enter the meeting one-by-one to comment. Please send any written statement or materials to the same email provided above. Requests to remotely attend the meeting shall be made within 24 hours of the meeting start time. The requester should also specify if they wish to make any comments in the email. All written statements and materials will be forwarded to the advisory board members

***TOWN HALL IS ACCESSIBLE FOR PERSONS WITH DISABILITIES. For more information, contact Laura Janway at (919) 918-7342.***

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**TOWN OF CARRBORO**  
**ENVIRONMENTAL ADVISORY BOARD – SUMMARY**



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Meeting on October 1, 2020, 8:00 pm, Virtual Zoom Meeting

<b>Board Members</b>	<b>Town Council Liaison</b>	<b>Staff</b>
Tim Turner (Chair)	Randee Haven-O'Donnell	Laura Janway
Namdi Brandon	Sammy Slade	
Chrissie Schalkoff		
Namdi Brandon		
Kathy Kaufman		
Alfonso Blanco		

Note: Absent/Excused: María Julia Echart

**Call to Order, Joint Review**

The Joint Review meeting was called to order at 8:00 pm by Planning Board Chair Catherine Adamson.

**Updated Bicycle Transportation Plan**

EAB Members heard a presentation from Zachary Hallock regarding the Updated Bicycle Transportation Plan.

EAB members left Joint Review to reconvene in the EAB virtual meeting at 9:12 pm.

**Approval of Minutes – September 3, 2020 Meeting**

Schalkoff motioned to approve the minutes from the September 3, 2020 meeting. This motion was seconded by Blanco.

**AYES: (5) Brandon, Kaufman, Blanco, Schalkoff, Turner; NAYES: (0)**

**Prepare Review Comments for Updated Bicycle Transportation Plan**

EAB members prepared review comments for the Updated Bicycle Transportation Plan. In their comments, the EAB commended the work completed on the Plan. EAB members also noted concern that greenways were treated as potential future plans and therefore would not be included in this Updated Bicycle Transportation Plan. EAB noted the importance of greenways to connect the northern and southern parts of Town and recommended that the Town Council discuss greenways and their environmental impact soon. They EAB also requested that they, along with the climate advisory board, have the opportunity to provide input on this decision.

The EAB also noted appreciation for the Plan's Equity Map but wanted to ensure the Town has utilized it to its fullest extent by ensuring connections to neighborhoods. The EAB stated that some of the top ten priority projects should be from the higher need areas on the Equity Map.

The EAB also recommended pairing transportation projects with environmental projects and requested that the Town enforce parking rules within bicycle lanes, such as on Pathway Drive.

**Nominate Member for Comprehensive Plan Task Force**

Staff member Janway introduced the Comprehensive Plan and discussed the commitment required as a member of the Comprehensive Plan Task Force. EAB member Schalkoff volunteered to be a member of the Task Force if no others wanted the position. Chair Turner volunteered to be on the Task Force. Schalkoff motioned to appoint Chair Turner to the Task Force, seconded by Brandon. All voted in favor. **AYES: (5) Turner, Kaufman, Blanco, Brandon, Schalkoff; NAYES: (0).**

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**Continue Work on Climate Advisory Board Work Plan**

Staff member Janway discussed the proposal for the climate advisory board presented to the Town Council on September 8, 2020. EAB members discussed the late hour and Chair Turner called a Special Meeting for October 8<sup>th</sup> to finalize the work plan for the Climate Advisory Board.

**Adjourn**

The motion to adjourn was made by Brandon and seconded by Schalkoff, with all members voting in favor. **AYES: (5) Blanco, Kaufman, Turner, Brandon, Schalkoff; NAYES: (0).** The meeting was adjourned at 10:07 pm.

DRAFT



# TOWN OF CARRBORO

**TRANSMITTAL**

**Manager's Office**

**DELIVERED VIA:**  *HAND*  *MAIL*  *FAX*  *EMAIL*

**To:** David Andrews, Town Manager

**From:** Laura Janway, Environmental Planner  
Rebecca Buzzard, Project Manager

**Date:** May 14, 2020

**Subject:** FY20-21 Environmental Sustainability Work Plan

During FY20-21, staff will continue work on current sustainability projects while introducing several new comprehensive initiatives. Work throughout the fiscal year will address recommendations in five of six sections of the Community Climate Action Plan (CCAP): Ecosystem Protection and Enhancement, Community Integration, Food Choice Measures, Transportation Measures, and Building Energy Efficiency Measures. Staff will research grant funding for projects related to the Renewable Energy Measures section of the CCAP.

## Ecosystem Protection and Enhancement

### *CCAP Policy Connections*

- Ecosystem Recommendation #4: Tree Preservation, Protection and Conservation
- Ecosystem Recommendation #5: Improve Regulations and Community Capacity to Discourage Invasive Plants and Encourage Native Plants
- Ecosystem Recommendation #6: Pursue Watershed Restoration Actions to Protect Local Streams from Changes in Rainfall Due to Climate Change

Project	Activities	Timeline	Goals
<b>NC Urban Forest Council Grant Proposal</b>	Obtain \$5,000 for tree saplings for creation of pollinator garden in Anderson Park through grant proposal written in collaboration between Manager's Office and Stormwater Utility	<ul style="list-style-type: none"> <li>• May 15: Proposal due</li> <li>• Fall 2020 (pending success of proposal): Hold tree planting volunteer event(s)</li> </ul>	<ul style="list-style-type: none"> <li>• Restore water quality buffer in Anderson Park</li> <li>• Create wildlife and pollinator habitat</li> <li>• Sequester carbon through tree growth</li> </ul>
<b>Anderson Park Pollinator Garden</b>	<ul style="list-style-type: none"> <li>• Plant native pollinator seed mix and/or seedlings with trees from NC Urban Forest Council Grant</li> <li>• Install outreach signs/kiosk</li> </ul>	Fall 2020: Hold volunteer event to plant seedlings and spread seed	<ul style="list-style-type: none"> <li>• Increase and enhance native pollinator habitat</li> <li>• Meet goals of Bee City USA participation</li> <li>• Raise awareness of the roles of pollinators and water quality buffers</li> </ul>

Project	Activities	Timeline	Goals
<b>Bee City USA</b>	<ul style="list-style-type: none"> <li>Recognize National Pollinator Week</li> <li>Hold outreach events</li> <li>Increase and enhance pollinator habitat in Carrboro</li> </ul>	<ul style="list-style-type: none"> <li>June 22-28, 2020: National Pollinator Week</li> <li>Membership renewal due February 28, 2021</li> </ul>	Meet annual requirements of Bee City USA participation to renew membership for 2021
<b>Managed Natural Landscape Ordinance</b>	Finalize amendments to Town Code to allow for Managed Natural Landscapes	Spring 2020: Draft is nearly complete; can be referred to the Town Council upon completion	Enhance wildlife habitat, improve water quality, improve stormwater retention, increase biodiversity
<b>Invasive Species Removal Volunteer Initiative</b>	<ul style="list-style-type: none"> <li>Continue monthly volunteer events at Wilson Park</li> <li>Restore cleared areas with native vegetation</li> </ul>	<ul style="list-style-type: none"> <li>Once-monthly events</li> <li>Potential to expand program with additional events</li> </ul>	Remove invasive species to improve habitat for native vegetation and wildlife

### Community Integration

#### *CCAP Policy Connections*

- Community Integration Recommendation #3: Create Participatory Green Neighborhood Budgeting Program to Reduce Carbon Emissions, Build Community, Save Money, and Reallocate Savings to New Green Project Initiatives
- Ecosystem Recommendation #3: Accelerate/Expand Organic Waste Collection/Composting

Project	Activities	Timeline	Goals
<b>Green Neighborhoods Initiative</b>	<ul style="list-style-type: none"> <li>Hold outreach meetings throughout community</li> <li>Create meeting locations map</li> </ul>	<ul style="list-style-type: none"> <li>TBD based on COVID-19 meeting precautions and guidelines</li> <li>Staff have held two initial meetings and are prepared to hold additional meetings</li> </ul>	<ul style="list-style-type: none"> <li>Introduce program to potential community champions</li> <li>Allow community champions to meet and discuss project ideas with staff and other residents</li> </ul>
<b>Green Neighborhoods Grant Program</b>	<ul style="list-style-type: none"> <li>Design grant program for residents to initiate neighborhood emissions reduction projects</li> <li>Hire intern to help administer program</li> <li>Utilize FY19-20 and FY20-21 Grassroots Partnerships Funding</li> </ul>	<ul style="list-style-type: none"> <li>Spring/summer 2020: design program</li> <li>Fall 2020: Open application period</li> <li>Winter 2020-21: Begin grant administration and projects</li> </ul>	<ul style="list-style-type: none"> <li>Provide residents with funding to reduce emissions and build community within neighborhoods</li> </ul>
<b>Composting Bin Sales</b>	<ul style="list-style-type: none"> <li>Sell composting bins at Town Hall and potentially at Carrboro Farmers' Market</li> </ul>	<ul style="list-style-type: none"> <li>TBD based on COVID-19 precautions and guidelines; staff have most protocols in place</li> </ul>	<ul style="list-style-type: none"> <li>Increase backyard composting in Carrboro to reduce greenhouse gas emissions</li> </ul>

Project	Activities	Timeline	Goals
<b>Every-Other-Week (EOW) Garbage Collection Pilot</b>	<ul style="list-style-type: none"> <li>• Design and conduct EOW pilot program</li> <li>• Use Green Neighborhoods Grant Program to select pilot neighborhood</li> </ul>	<ul style="list-style-type: none"> <li>• Fall 2020: Open application period</li> <li>• Winter 2020-21: Begin grant administration and projects</li> </ul>	<ul style="list-style-type: none"> <li>• Increase backyard composting in Carrboro to reduce greenhouse gas emissions</li> <li>• Reduce emissions related to garbage transportation in Carrboro</li> <li>• Reduce cost of garbage collection program</li> <li>• Gauge success to evaluate the potential for EOW garbage collection on a larger scale</li> </ul>
<b>Multifamily Composting Pilot</b>	<ul style="list-style-type: none"> <li>• Work with Orange County and composting service to initiate a multifamily composting pilot</li> <li>• Use Green Neighborhoods Grant Program to select pilot neighborhood</li> </ul>	<ul style="list-style-type: none"> <li>• Fall 2020: Open application period</li> <li>• Winter 2020-21: Begin grant administration and projects</li> </ul>	<ul style="list-style-type: none"> <li>• Allow residents of multifamily housing the opportunity to compost</li> <li>• Increase composting in Carrboro to reduce greenhouse gas emissions</li> <li>• Gauge success for future programs in multifamily residences</li> </ul>

### Food Choice Measures

#### *Policy Connections*

- Food Choice Recommendation #1: 50% Challenge
- Food Choice Recommendation #2: Develop Local Dietary Consumption and Associated GHG Profile

Project	Activities	Timeline	Goals
<b>Food Choice Events</b>	<ul style="list-style-type: none"> <li>• Hold events to promote plant-based food choices in Carrboro</li> <li>• Hire intern to help coordinate events</li> </ul>	<ul style="list-style-type: none"> <li>• Spring/Summer 2020: Begin event planning and design</li> <li>• Summer/Fall 2020: Hire intern</li> <li>• Winter/Spring 2021: Begin holding events</li> </ul>	<ul style="list-style-type: none"> <li>• Educate Carrboro residents on emissions related to food choices and benefits of plant-based diets</li> <li>• Reduce emissions related to food choices in Carrboro</li> </ul>
<b>Build Dietary Greenhouse Gas (GHG) Emissions Profile</b>	Analyze results of CCAP Survey to build baseline dietary GHG emissions profile for Carrboro residents to add to Community GHG Inventory	<ul style="list-style-type: none"> <li>• Final CCAP Survey was delivered to staff in early 2020</li> <li>• Baseline profile will be complete Spring/Summer 2020</li> </ul>	<ul style="list-style-type: none"> <li>• Create baseline profile to use for benchmarking and tracking success of food choice initiatives</li> </ul>

## Transportation Measures

### Policy Connections

- Transportation Recommendation #4: Further Promote Walking, Biking, Transit
- Transportation Recommendation #1: 50% Challenge, Reduce Greenhouse Gas Emissions from Motor Vehicle Use by 50% by 2025

Project	Activities	Timeline	Goals
<b>Partnership with Piedmont Electric Membership Corporation (EMC) for Electric Vehicle (EV) Charging Station at Carrboro Plaza</b>	Partner with Piedmont EMC to provide 30% of Piedmont's match for a grant from the Volkswagen (VW) Emissions Mitigation Funding	<ul style="list-style-type: none"> <li>• Spring 2020: Grant awards announced</li> <li>• Funding recipients have two years to complete projects from the date of a signed, executed contract with NCDEQ</li> </ul>	<ul style="list-style-type: none"> <li>• Promote EV use in Carrboro to reduce emissions from transportation</li> </ul>
<b>Partnership with Center for Advanced Hindsight for Transportation Demand Management (TDM) Grant Proposal</b>	<ul style="list-style-type: none"> <li>• Design welcome packets for Carrboro residents outlining alternative transportation options to reduce single-occupant vehicle (SOV) trips in Carrboro.</li> <li>• Center for Advanced Hindsight will research the educational campaign's effectiveness</li> </ul>	<ul style="list-style-type: none"> <li>• April 2020 (Tentative): Notification of awards</li> <li>• Summer/Fall 2020: Project design and implementation</li> </ul>	Help grant partners learn to incentivize and motivate residents to explore transportation options and find alternatives which suit their needs

## Building Energy Efficiency Measures

### CCAP Policy Connections

- Buildings Recommendation #1: Reduce Emissions Attributed to Carrboro Buildings by 50% by 2025
- Buildings Recommendation #2: Energy Audit/Performance Rating
- Community Integration\_Recommendation #4: Integrate Climate Action with Local Living Economy:
- Community Integration\_Recommendation #6: Facilitate Low Cost Financing for Energy Efficiency and Renewable Energy Projects

Project	Activities	Timeline	Goals
<b>Energy-Efficiency Revolving Loan Fund (EERLF)</b>	Provide loans for energy efficiency improvements in commercial buildings	<ul style="list-style-type: none"> <li>• Spring/Summer 2020: Staff discusses program administration and determines schedule moving forward</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce greenhouse gas emissions from buildings in Carrboro</li> <li>• Reduce utility bills for Carrboro businesses</li> </ul>

## Additional Projects

### *Policy Connections*

- Energy and Climate Protection Plan (ECPP) Section 4: Measurement, Inventory, Assessment, and Reporting

Project	Activities	Timeline	Goals
<b>Municipal and Community Greenhouse Gas Emissions Inventories</b>	<ul style="list-style-type: none"> <li>• Complete 2018 and 2019 Municipal Greenhouse Gas Inventories</li> <li>• Staff or UNC PhD student complete 2019 Community Greenhouse Gas Emission Inventory</li> </ul>	<ul style="list-style-type: none"> <li>• Spring/Summer 2020: staff completes municipal inventories</li> <li>• May-August 2020: UNC PhD student works to complete community inventory</li> </ul>	<ul style="list-style-type: none"> <li>• Track emissions reduction progress for municipal and community climate action plans</li> </ul>
<b>Green Business Recognition Program</b>	Create program to recognize businesses in Carrboro for environmentally-friendly initiatives	<ul style="list-style-type: none"> <li>• Spring/Summer 2020: Project design</li> <li>• Fall 2020: Open period for award nominations</li> <li>• Winter 2020-21: Awards announced</li> </ul>	Recognize businesses for taking actions consistent with CCAP goals to reduce emissions or enhance ecosystems in Carrboro
<b>International Council for Local Environmental Initiatives (ICLEI) Membership</b>	Utilize ICLEI's Clearpath software to calculate municipal and community greenhouse gas emissions inventories	<ul style="list-style-type: none"> <li>• Spring 2020: staff works to complete municipal inventories</li> <li>• May-August 2020: Fellow works to complete community inventory</li> </ul>	<ul style="list-style-type: none"> <li>• Track ECPP and CCAP emissions reduction progress</li> <li>• Utilize other ICLEI tools to help reach CCAP goals</li> <li>• Network with other ICLEI members</li> </ul>

## EAB CCAP Implementation Work Plan

Objective: use the graphic organizer to develop a Climate Board work plan

<https://townofcarrboro.org/DocumentCenter/View/4116/Community-Climate-Action-Plan>

<b>Climate Action</b>	<b>CCAP Alignment Implementation Objectives</b>	<b>Climate Board Role</b>	<b>Actual Community Implementation</b>
Transportation and Emissions	Page 27 Section 3: Transportation Recommendations 1-6	<ul style="list-style-type: none"><li>• Educational outreach</li><li>• Work with public entities on biofuel portfolios</li><li>• Evaluate costs and benefits of connector road policy including bollards blocking one neighborhood from another</li><li>• Discuss greenways</li><li>• Transportation Demand Management – help provide input on welcome packet design, integrate with app</li><li>• Provide input on sidewalk and bike lane locations to promote walkability and bikeability</li></ul>	<ul style="list-style-type: none"><li>• Educational outreach-module and neighborhood engagement</li></ul>

<p>Energy Efficiency: Building</p> <ul style="list-style-type: none"> <li>• Equipment</li> <li>• Weatherization</li> </ul>	<p>Section 2: Building measures pages 19-26 Energy Efficiency Measures Recommendations 1-5</p>	<ul style="list-style-type: none"> <li>• Engage community in Energy Audits</li> <li>• Helping design and create educational outreach</li> <li>• Providing input to help revise the EERLF application</li> </ul>	<ul style="list-style-type: none"> <li>• Energy Efficiency Revolving Loan Fund – providing funds for residential and commercial energy audits and retrofits</li> <li>• Engage community in Energy Audits</li> <li>• Educational outreach-module and neighborhood engagement</li> </ul>
<p>Renewable Energy Measures:</p> <ul style="list-style-type: none"> <li>• Solar</li> </ul>	<p>Page 35</p>	<ul style="list-style-type: none"> <li>• Pursue potential for community solar projects</li> <li>• Educational Outreach: Solar leasing</li> <li>• Welcome packet</li> <li>• Modules – helping present or find presenters for topics</li> </ul>	<ul style="list-style-type: none"> <li>• Educational outreach-module and neighborhood engagement</li> </ul>

<p>Composting (Waste Diversion):</p> <ul style="list-style-type: none"> <li>• Neighborhoods</li> <li>• Community</li> <li>• Businesses</li> </ul>	<p>Ecosystem Page 45 Recommendation #3</p>	<ul style="list-style-type: none"> <li>• Educational outreach-module</li> <li>• Green Neighborhoods grant rubric evaluation and design <ul style="list-style-type: none"> <li>○ Ensure equitable outreach</li> </ul> </li> <li>• Help design composting outreach for multifamily housing</li> <li>• Expand Green Neighborhoods composting program to businesses</li> </ul>	<ul style="list-style-type: none"> <li>• Educational outreach-module and neighborhood engagement</li> <li>• Selling discounted composting bins</li> <li>• Pilot programs <ul style="list-style-type: none"> <li>• Multifamily composting</li> <li>• Every-other-week</li> </ul> </li> </ul>
<p>Ecosystem Preservation Protections:</p> <ul style="list-style-type: none"> <li>• Trees and canopy</li> <li>• Native species and Invasives</li> </ul>	<p>Ecosystem page 47 Recommendation #4: Tree Preservation, Protection and Conservation</p>	<ul style="list-style-type: none"> <li>• Educational outreach- provide feedback for native species module</li> <li>• Designing outreach for pollinator garden and water quality buffer restoration</li> <li>• Help to maintain pollinator garden on Hillsborough Rd.</li> <li>• Performing outreach to recruit volunteers for tree plantings</li> <li>• Helping design instructional materials for tree plantings</li> <li>• Designing social media outreach</li> <li>• Addressing environmental justice directly <ul style="list-style-type: none"> <li>○ Helping ensure tree planting is equitable</li> </ul> </li> <li>• Finding and suggesting new funding sources for projects</li> </ul>	<ul style="list-style-type: none"> <li>• Educational outreach-native species module</li> </ul>

		<ul style="list-style-type: none"> <li>• Applying for County climate funds to fund projects</li> </ul>	
Gardening and Food Choices	Ecosystems and Food Choices-page 54-55	<ul style="list-style-type: none"> <li>• Educational outreach-reduce GHG 50% by food choice challenge</li> <li>• Help design and promote outreach for local food, CSAs</li> <li>• Find ways to educate community</li> <li>• Find ways to make local food available to community</li> <li>• Suggest recipes to benefit immune systems</li> </ul>	<ul style="list-style-type: none"> <li>• Educational outreach-module and neighborhood engagement</li> </ul>
Food and Section 6:	Food Choice Measures Plant-Based Diets page 54	Educational outreach-module	<ul style="list-style-type: none"> <li>• Educational outreach-module and neighborhood engagement</li> </ul>

Stormwater	Ecosystem recommendation #1 page 41	Update the recommendation <ul style="list-style-type: none"> <li>• Establish Utility - accomplished</li> <li>• Educational outreach</li> </ul>	<ul style="list-style-type: none"> <li>• Educational outreach-module and neighborhood engagement</li> </ul>
Waste Diversion: Re-Purposing Stuff	*CCAP needs to be updated with this component.	<ul style="list-style-type: none"> <li>• Educational outreach - develop module</li> </ul>	<ul style="list-style-type: none"> <li>• Educational outreach-module and neighborhood engagement</li> </ul>