

SUSTAINABILITY ADVISORY COMMITTEE (SAC) MEETING NOTES

Tuesday, October 20, 2015

Attending: Joe Coffey, Peter Fleischer, Jillian Kasow, Scott Kellogg, Shadi Khadivi, Kate Lawrence, Sandy Misiewicz, Peter Sheehan, Ewa Sobczynska, Jennifer Viggiani,

Absent: Randy Milano, Lori Quillen, Chris Spencer, Bill Trudeau, and Frank Zeoli

SAC October 20, 2015

1. MOE&S activities and other City updates

- Kate Lawrence provided an update on recent MOE&S activities, including identifying city buildings for energy efficiency upgrades. Interior lighting upgrades to LED have been completed in police and fire buildings, and are soon-to-be completed in City Hall, alongside a partnership with National Grid to promote energy efficiency in non-city buildings. City-owned streetlights are also being converted to LED. With the hiring of the new Energy Manager, Kevin Luteran, facility projects are being transferred to his portfolio.
- Kate explained that the City is continuing its discussion with NYSERDA and NYPA about city streetlights; working group is being created, with the staff of all agencies involved, regarding the next steps of the process.
- Kate indicated that work on bike trails is progressing, based on the Complete Streets Handbook. The working group just had a meeting and another is planned in the Spring.
- Kate provided updates on the MOE&S website (which now includes a Facebook feed).
- Joe Coffey updated the SAC that the Water Department will now be working more closely with the City Engineering office in 2016, with the City Engineer and staff reporting to the Water Commissioner as part of the 2016 budget.

2. Call to order and roll call, introduction of new Energy Manager, Kevin Luteran.

- Kevin Luteran introduced himself and explained his professional background and his plans as the new Energy Manager. He indicated that he plans to work closely with other Energy Managers, including in Syracuse, Rochester (Energy Analyst position) and Yonkers (forthcoming, position not yet filled). Buffalo has opted out of hiring an Energy Manager. His position is a 2-year contract with the opportunity to extend it up to 4.5 years (funding available).

- Kevin updated SAC on NYPA's plans to start doing bulk purchasing and establishing bulk procurement guidelines on products such as light fixtures (inc. LED lights).
3. Adoption of September 22, 2015 meeting minutes
 - A motion was made to adopt the September 22, 2015 meeting minutes. Motion was made by Joe Coffey and seconded by Jennifer Viggiani. The motion carried.
 4. No public comments
 5. No communications to the SAC
 6. Update from Outreach Sub-committee and update on annual report outreach
 - Ewa Sobczynska provided a short update on the Outreach Sub-committee activities. The Sub-Committee has started to work on a PPT that could be utilized by all SAC members as a way to introduce SAC, its mission and the recent Annual Report at neighborhood associations and beyond. The PPT will be shared for feedback and all members would be expected to participate (as time allows) in upcoming external meetings (to be announced). Outreach would include primarily neighborhood associations, locally-based universities, and other sustainably-minded local organizations.
 - A number of SAC members questioned what would be the primary goal of this initial outreach and suggested concrete messaging before initiating the outreaching.
 - Joe Coffey offered the opportunity of including any brochures, messaging, when ready and finalized, through the water bill.
 - SAC members suggested the use of Twitter as a potential tool for SAC. Ewa Sobczynska pointed out the importance of keeping such an account active and regularly updated to ensure interest in potential messaging.
 - Other SAC members suggested outreach to local BIDs, such as Central, Lark, and Downtown. Others also suggested the importance of outreach to K-12 public education system and the STEM coordinator.
 - Ewa Sobczynska reminded the SAC members about the upcoming movie night at the Madison Theater and the series, with involvement of SAC members.
 7. Prioritization Presentation by Ana Hagerup and Kari Hewitt of VHB
 - No minutes taken during the presentation
 - VHB to provide summary of the discussion and any follow up materials

8. Discussion of next meeting on December 8, 2015
 - Following the discussion during the prioritization presentation, Ewa Sobczynska promised to share the template for PPT messaging for each Subcommittee. The PPT would focus on key messages that each Subcommittee would like to share with the wider public, with focus on proposed initiatives and next steps.
9. Adjournment