



Lee Sustainability Advisory Committee Meeting

Minutes – March 1, 2022; 7 PM

1st floor Meeting Room, Lee Public Safety Complex
George Bennett Road, Lee, NH

Members Present: Dean Rubine (Chair), Paul Gasowski, Chuck Cox, Jennifer Messeder

Members Absent: N/A

Officials Present: N/A

Public Present: Sandi Jenkins

I. Call to Order: 7:03 pm

No one joined remotely.

Introductions, guests: N/A

II. Public Comments: N/A

III. Preliminary Actions

A. Approval of Agenda

Dean moved to approve the agenda. Chuck seconded. Approved 4-0.

B. Approval of Minutes

January 11, 2022 – Revisions were made via Google Drive. Dean moved to approve the minutes as amended. Jen seconded. Approved 4-0.

February 16, 2022 – Revisions were made via Google Drive.

A procedural question was raised as to whether the comments and suggestions made online should be kept in place and discussed at the next meeting rather than being accepted into the draft minutes between meetings.

ACTION: Dean to ask Denise Duval what the process should be regarding printing draft minutes with the comments in place for discussion at the next meeting. Approval of the February minutes is pending clarification.

C. Correspondence

- Dean, Chief Dronsfield, Cord Bloomquist regarding the old server and new IT Committee
- Paul, Dean, Denise Duval regarding the change in Chair; contact person on our town web page; town-based email access and ownership
- Jen, Paul, Dean regarding details of new committee roles and duties

D. Other: Committee roles and duties

There was some duplication of effort this month while preparing the agenda and printing drafts. Who does what between the Chair and the Secretary?

Jen reported that it's easier for her to draft the next meeting's agenda while cleaning up the draft minutes from the previous meeting.

DECIDED: The Secretary to prepare the draft agenda. The Chair to amend the draft agenda and send to Denise Duval. The Secretary prepares the draft minutes and makes them available to the LSC for review and comment. The Secretary finalizes the approved minutes and sends them to Denise.

Dean moved that Jen officially be the Secretary. Paul seconded. Approved 4-0.

Dean noted that the November and December 2021 minutes, though approved, have not been sent to Denise yet. Jen's happy to wrap those up, and the LSC approved this plan by consensus.

ACTION: Jen to prep the November 9, 2021 and December 14, 2021 minutes to be sent to Denise Duval.

IV. Updates on Old Business

A. Paul/Sandi – Made in Lee Artisan Fair; Sat May 7, 11-3 (setup 10-4) Mast Way

Sandi provided a draft flyer, floor plan and table assignments for the vendors.

Paul reported that he was having issues applying for the space and was denied at first because the ORCSD didn't receive the insurance certificate. That has been resolved and the application is in process. We don't anticipate any more obstacles with this.

Sandi reported that most of the vendors are bringing their own tables. We only need three school tables.

ACTION: Paul to finalize the application, including tables and chairs.

There is more room for more vendors, and the LSC feels it's fine to have as many artists as will fit, even if they overlap on art and products.

ACTION: Sandi will arrive early that day to map out who goes where in the gym.

Dean will be out of town on the day of the event, and suggested we have our May LSC meeting on May 3 instead of May 10. Approved by consensus.

Sandi reported that a couple of Lee Church members asked her if we'd notified the Church about the event in case there are parking needs.

ACTION: Dean will reach out to Georgia Kerns and Marianne Banks to let them know, though we don't think there will be a parking issue.

Have the other co-sponsors signed on? The Lee Library will consider our request at their next meeting on March 9. Chuck reported that the Agricultural Commission doesn't meet until the end of March.

Sandi passed along a suggestion that we set up a collection box for the Wilkinson Food Pantry at this event. More discussion and thought might be needed. Does the town typically take collections in town buildings? Does the ORCSD support other similar causes, like End 68 Hours of Hunger? Would doing this make the event more complicated than necessary?

ACTION: Dean to ask the town for input; Paul to ask the school for input.

When do we start advertising? When we hear from the Library, Sandi can start sending out the information we have – E-Crier, LSC Facebook group, flyers in town buildings and stores (see prior mins for the plan).

ORCSD COVID protocols are mask-optional now.

B. All – Artisan Directory

We have a lot of contacts now and will revive this work.

ACTION: Paul to send the most current draft directory application for review.

C. Dean – LSC Facebook Group

Dean set up the new public group. Some of the members of the old group have joined the new group. Now we need to post things. Dean offered to post LSC agendas and such each month. Approved by consensus.

ACTION: Dean to post the agenda and other meeting information in the new LSC Facebook group each month.

D. Jen – NHDES Composting Rules Revisions

Jen had nothing new to report.

E. Jen – Transfer Station Initiative – One Bin book to TS web site; print version

At the January 11 meeting, Jen was tasked with asking Steve Bullek if he'd agree to posting the One Bin eBook on the Transfer Station's web site. At the February 16 meeting, she reported that Steve thinks it would be a good idea and that he also wants to print out the book for residents to have at home.

Nothing further has been done because Jen needs to work with Steve (or someone who knows the current recycling guidelines) to revise the eBook before posting and printing it. For example, at one point, we were recycling plastic caps with #2 colored plastic, but this is no longer allowed. Jen doesn't know what else might have changed since the last revisions were done.

ACTION: Jen to send the current Word version to Steve to see if he has time to work through revisions with her. Or if there's someone he can delegate to this work.

F. All – Transfer Station Initiatives – “Show Us Your Bins”

Now that we have a public Facebook group, we can begin this initiative. It will need some sort of introductory post that explains what the initiative is and what we want people to do. We want to show the variety of organizational set-ups residents have and encourage others to post their pictures in response.

ACTION: Jen to compose the introductory remarks and make the first post. Other LSC members to post comments and pictures as desired.

G. All – Transfer Station Initiatives – Reduce consumption, increase recycling

The desire to reduce consumption revives the “use less” theme we pursued within the past couple of years.

The question was raised regarding the statement that 35% of Lee residents recycle currently. Where did that figure come from?

ACTION: Dean to ask Katrin.

When it comes to increasing recycling, we've mainly focused on recycling more of the materials we can recycle currently. Another option is to expand on the types of materials that we can recycle.

So this gives us three prongs to pursue – use less, recycle more of what we can and expand on the types of materials we can recycle.

This discussion will continue.

H. All – RCWG Final Report, presentation to Select Board

LSC members were to review the final version of the RCWG report, but we're not sure where it is.

ACTION: Dean to make sure we have it for review and we'll pick this back up next month.

Dean reported that about 5% of the food waste is getting composted via Mr Fox. We'd also like to look into Table to Farm.

We discussed options for presenting the report to the Select Board. It would probably be a good idea to present the report, then give the Board time to think about it for a while. Then we could go back and maybe do a workshop on the topic. More discussion is needed after we review the final report.

I. Paul – “Lee’s Trees: Then and Now” Final Update, reimbursement

Paul hasn't submitted the reimbursement form yet, but there's no rush (other than the end of FY22).

J. All – Options for remaining FY22 funds

We estimate we have about \$400 left, and we know that \$30 of that will go to Paul's reimbursement.

Chuck suggested another idea to add to our list– buy sustainability-themed books to donate to the Library.

K. Paul/Katrin/Dean – Dedicated Hard Drive, New IT Committee

Chief Dronsfield is on vacation. He put Dean in touch with Steve Gagnon.

Paul is shutting down his Google Drive on March 15. We need to move the LSC's files from there to somewhere else. Ideally, they should be on a town server, but we don't know when or if that will be resolved.

We have FY22 funds if a short-term solution costs something. If we can solve this issue for us in the short term, this might be a model for the town and other committees.

The fastest method might be to move the LSC's content to Dean's Google Drive.

Jen moved that Paul make sure all of his LSC content is in the shared folder. Dean to move that to his Drive and share his folder to the committee members. The goal is to complete the process by March 15.
Dean seconded. Approved 4-0.

ACTION: Paul and Dean to move the files by March 15.

Another idea is to set up a Google (gmail) account for the LSC with increased storage for a small fee. We'd need advice from Andy Robertson before creating such an account.

Dean moved that (upon approval from Andy), we set up a Google account for the committee, with increased storage that we'd pay for from the LSC's FY22 funds, and move Paul's files to that.
Paul seconded. Approved 4-0.

ACTION: Dean ask Andy for guidance on setting up a Google account for the LSC, as described above.

Sandi Jenkins departed

L. All – New Members and Current Membership Terms

Renewals are to be done after the March 8 election. Denise should be reaching out to Paul, Dean and Chuck.

M. Chuck – Backyard Farming Initiative 2022

Chuck reported that planning is moving ahead for the twilight visits to local homes with backyard "farms." The planning team is looking at the fourth Wednesdays starting in April. The team has lined up three households so far.

Donna Lee Woods is trying to arrange for discussions about nutrition, maybe led by someone from UNH.

The team's next meeting is on March 15 at 1 pm at the Library.

Dean offered to check with his wife about hosting one of the visits.

N. Paul – Sustainability within the ORCSD

Nothing to report at this time.

O. Other – New Group of Lee, Durham, Madbury Farmers

Chuck reported the beginning of a new group of local farmers with the purpose of communication and cooperation. LSC members agreed that this sounds like a good idea.

V. New Business

A. Paul – Moving LSC docs off Paul's Google Drive

This was addressed above with item IV.K.

B. Paul – Town-based email accounts for all LSC members?

Paul would like to look into whether committee members can/should have town-based email addresses to separate personal business from committee business. There's a concern that using personal email addresses exposes committee members' personal content to Right to Know requirements.

More information and discussion are needed. What are the Right to Know implications when committee members use personal email addresses for committee business?

ACTION: Dean to ask Andy Robertson and Denise Duval about this.

C. Other: N/A

VI. Public Comments: N/A

VII. Closing Actions

A. Future Meeting Dates: April 12, May 3

B. Agenda Planning for Next Meeting (including COVID status)

Agenda as above. In general, we will be in person and won't need to set up Zoom.

DECIDED: We will only set up Zoom upon request.

VIII. Adjournment:

Dean moved to adjourn. Jen seconded. Approved 4-0.

Meeting adjourned at 9:06 pm.

Respectfully submitted, Jen Messeder

Please email sustain@leenh.org if you have suggestions, comments or questions.