

# MINUTES

## Climate Action Committee, Climate Action Plan Subcommittee

(Climate Action Plan Subcommittee)

7/13/11 - 6:00 p.m.

Room 214 Town Hall

Present: Werner Lohe (convener), Alan Leviton, Patricia Maher, Linda Pehlke

The meeting was convened at 6:05 p.m.

1. The CAP itself - There was discussion of Section VII of the draft plan, particularly the question of the time period the plan should cover. There was general agreement that as long as the planning process is not begun again from scratch, about two years after it is finalized would be a good time for a thorough reassessment of the plan. There was general agreement the full CAC should oversee implementation of the plan, and that the CAC should form some sort of Implementation Team. Three people seems like a good size for such a team. One person should be from the CAC itself, one a member of the Planning Department staff, and there was discussion as to whether the third should be from CCAB or another source (perhaps even a second CAC member). This will be discussed with the full CAC at its next meeting.

2. More work on Drafting of Narrative Sections - Linda Pehlke will do some preliminary drafting for Section IV of the plan.

3. Actions (§ VI – the Big Spreadsheet) - The great majority of the meeting was devoted to discussing how to set priorities among the nearly 200 possible action items identified for the plan. No final decisions were made, but after a great deal of discussion of methodology, the group went through the first two pages of the spreadsheet, identifying items to retain as action items.

Pat Maher will write up a short list of the items discussed today to be retained as action items.

Linda Pehlke will look at all of the transportation items, and consolidate them where possible.

Werner Lohe will reorganize the spreadsheet without making any substantive changes or establishing any priorities, but rather making the organization more usable and consolidating items and removing duplications where possible.

The subcommittee will report to the CAC at its 7/25/11 meeting. It will not meet before then, and will schedule its next meeting at that time.

The meeting was adjourned at 7:30 p.m.

Documents used during the meeting:

Climate Action Plan, "July 13, 2011 Rough Outline"  
CAP Actions Spreadsheet  
Climate Action Plan, two-page detailed outline