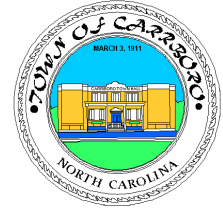
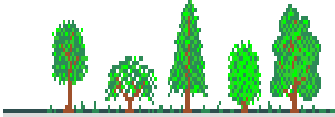


TOWN OF CARRBORO
CLIMATE ACTION TEAM



AGENDA
Climate Action Team

May 18, 2023; 7:00 pm
Zoom Virtual Meeting*

Time	Item	
7:00 pm	<u>Call to Order, Announcements</u> Approve 4/20/23 Minutes	Chair, All
7:10 pm	<u>Discussion Items</u> Proposed Amendments Relating to Attendance for Board and Commission Members	Staff, Chair, All
7:40 pm	Green Neighborhoods Grant Program Outreach Discussion	Staff, Chair, All
8:40 pm	Plan for Future Outreach Events	Staff, Chair, All
9:00 pm	Announcements, Adjourn	Chair, All

*To attend this virtual meeting, please use the link below:

Join Zoom Meeting

<https://townofcarrboro.zoom.us/j/82736170721?pwd=S3pVYm93SVFrN1FNMIBIMWVsNmU0Zz09>

Meeting ID: 827 3617 0721

Passcode: 928107

One tap mobile

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Dial by your location

- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 931 3860 US
- +1 929 436 2866 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US

Meeting ID: 827 3617 0721

Find your local number: <https://townofcarrboro.zoom.us/j/82736170721>

***TOWN HALL IS ACCESSIBLE FOR PERSONS WITH DISABILITIES. For more information, contact
Laura Janway at (919) 918-7326.***

**TOWN OF CARRBORO
CLIMATE ACTION TEAM– SUMMARY**



Meeting on April 20, 2023, 7:00 pm

Board Members	Board Members	Town Council Members	Staff	Guests
Heidi Paulsen	Jane Danielewicz	Randee Haven-O’Donnell	Laura Janway	Nicole LePetri (CAT Applicant)
Chrissie Schalkoff	Nick Stover	Sammy Slade		
Riz Rashdi	Greg Randolph			
Kathy Kaufman	Meg Molloy			
Lauren Nyland	Tilly Pick			
Rob Pinder				

Note: Absent/Excused: Caroline Zhou

Call to Order, Announcements

The meeting was called to order at 7:04 pm by Chair Kaufman. Chair Kaufman asked all attendees to introduce themselves.

Approve 2/16/23 Meeting Minutes

Danielewicz motioned to approve the 2/16/23 meeting minutes, seconded by Stover. All voted in favor with an abstention from Nyland who was not at the 2/16/23 meeting. **AYES: (8) Schalkoff, Rashdi, Kaufman, Danielewicz, Stover, Randolph, Molloy, Pick; NAYES: (0); ABSTENTIONS: (1) Nyland**

Elect Chair, Vice-Chair

Members Pinder and Paulsen joined at 7:28 pm. Staff member Janway provided an overview of the Chair and Vice-Chair positions. Members discussed the positions and asked staff to inquire whether co-chairs would be allowable under their current charter due to bandwidth limitations by CAT members. Danielewicz nominated Pick for Co-Chair, seconded by Stover. All voted in favor. **AYES: (11) Paulsen, Schalkoff, Rashdi, Kaufman, Nyland, Pinder, Danielewicz, Stover, Randolph, Molloy, Pick; NAYES: (0).**

Molly nominated Schalkoff as a second Co-Chair, seconded by Pick. All voted in favor. **AYES: (11) Paulsen, Schalkoff, Rashdi, Kaufman, Nyland, Pinder, Danielewicz, Stover, Randolph, Molloy, Pick (0).**

Pick and Schalkoff made a joint motion to nominate Molloy as Vice-Chair, seconded by Danielewicz. All voted in favor. **AYES: (11) Paulsen, Schalkoff, Rashdi, Kaufman, Nyland, Pinder, Danielewicz, Stover, Randolph, Molloy, Pick; NAYES: (0).**

Discussion Items

Draft FY23-24 Environmental Sustainability Work Plan

Staff member Janway provided a presentation of the Draft FY23-24 Environmental Sustainability Work Plan. Town Council Member Haven-O’Donnell requested that the tree species signage be considered for Dr. Martin Luther King, Jr. Park. Member Danielewicz mentioned her interest in the deer study and Pick mentioned his interest in curbside composting. Staff member Janway indicated she would share the Community Climate Action Plan, Energy and Climate Protection Plan, and the Town’s 2017 Solid Waste Study with CAT members. Schalkoff asked if the CAT could provide input on the next iteration of the Community Climate Action Plan Survey. Molloy asked about sharing

food waste reduction outreach. Kaufman asked if someone in the Town was looking at Inflation Reduction Act programs and if not, she could point them in the right direction. Molloy provided a suggestion for the CAT to set up a booth at the Farmers' Market with Inflation Reduction Act (IRA) information. Town Council Member Slade suggested that they could enlist High School students as volunteers to knock on doors with IRA outreach. Member Danielewicz mentioned that the visitors to the Farmers' Market are mostly white and they should think about how they can involve the entire town. Molloy mentioned an idea to create a translation plan for the CAT to outline the actions board members can take.

Nyland asked about how the CAT could participate in the Building Code Council and HB488 and S378. Town Council Member Slade said that the CAT could provide a resolution to ask the Council how to intervene or move forward as a Town. Nyland made a motion to approve the following statement: "We support revisions to the NC Building Code to bring it up to international standards, help citizens with rising energy costs, and protect our environment." Molloy seconded the motion. All voted in favor. **AYES: (11) Paulsen, Schalkoff, Rashdi, Kaufman, Nyland, Pinder, Danielewicz, Stover, Randolph, Molloy, Pick; NAYES: (0).**

Plan for Earth Day and Future Outreach Events

Staff member Janway provided an overview of planned events for Earth Day. Molloy suggested a quiz that homeowners could take about their carbon footprints. Town Council member Haven-O'Donnell asked if the Town was still participating and promoting No Mow May and staff member Janway confirmed that the Town had plans to participate again this year.

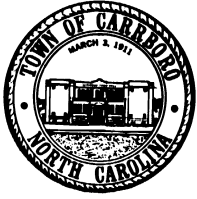
Discussion Topics

- **Weatherization**
- **Green Neighborhoods Program**
- **Invasive Species**

CAT members did not address this item at the meeting.

Adjourn

Nyland left the meeting at 9:10 pm. Motion by Kaufman to adjourn, seconded by Pick. All voted in favor. **AYES: (10) Rashdi, Stover, Randolph, Molloy, Danielewicz, Paulsen, Pinder, Kaufman, Schalkoff, Pick; NAYES: (0).** The meeting adjourned at 9:12 pm.



TOWN OF CARRBORO

Climate Action Team

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

MAY 18, 2023

Town Code Amendments Related to Attendance for Advisory Boards and Commissions

Motion was made by _____ and seconded by _____ that the _____ of the Town of Carrboro recommends that the Town Council _____ the draft ordinance.

VOTE:

AYES: ()

NOES: ()

ABSTENTIONS: ()

ABSENT/EXCUSED: ()

(Chair)

(Date)

AN ORDINANCE AMENDING THE CARRBORO TOWN CODE
TO MODIFY ATTENDANCE REQUIREMENTS FOR BOARDS
AND COMMISSIONS

DRAFT 4-28-2023

THE CARRBORO TOWN COUNCIL HEREBY ORDAINS:

Section 1. Section 3.7 (Human Services Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (b)(2) to read as follows:

(1) The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

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~~(2) Unless the chairperson waives the requirement, Members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 2. Section 3-24 (Transportation Advisory Board Established) of the Carrboro Town Code is amended by revising subdivision (b)(2) to read as follows:

(2) The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

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~~(3) (2) Unless the chairperson waives the requirement, Members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

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Section 3. Section 3-24.3 (Economic Sustainability Commission Established) of the Carrboro Town Code is amended by revising subdivision (d)(2) to read as follows:

(1) The chairperson or staff liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~(2) Unless the chairperson waives the requirement, Mmembers shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 4. Section 3-24.7 (Greenways Commission Established) of the Carrboro Town Code is amended by revising subdivision (d)(2) to read as follows:

(1) The chairperson ~~or staff liaison~~liaison shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

~~(2) Unless the chairperson waives the requirement, Mmembers shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.~~

Section 5. Section 3-24.14 (Carrboro Affordable Housing Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (f)(3)(c) to read as follows:

~~c. Unless waived by the chairperson, A all members shall be removed if they are absent without prior notice from three consecutive Commission meetings or if they miss more than thirty percent of the meetings during a twelve-month period. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this Section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice, then the Town Clerk~~

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~~will send a removal notice to the Commission member.~~ This removal shall be effective of such notice.

Section 6. Section 3-24.15 (Carrboro Stormwater Advisory Commission Established) of the Carrboro Town Code is amended by revising subdivision (f)(3)(c) to read as follows:

c. ~~Unless waived by the chairperson~~ Person, All members shall be removed if they are absent ~~without prior notice~~ from three consecutive Commission meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this Section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice, then the Town Clerk will send a removal notice to the Commission member.~~ This removal shall be effective of such notice.

Section 7 Section 3-24.16 (Climate Action Team) of the Carrboro Town Code is amended by revising subdivision (b) that read as follows:

- (1) The chairperson ~~or staff liaison~~ shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three ~~two~~ consecutive meetings ~~or events~~, if they miss more than thirty percent of the meetings during a twelve-month period, or for failure to participate in at least one outreach event during the calendar year. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal shall be effective on the date of such notice.

Section 8. Section 3-27 (Recreation and Parks Commission) of the Carrboro Town Code is amended by revising subdivision (c)(2) to read as follows:

(c) Commission members may be removed as follows:

- (1) The chairperson ~~or staff liaison~~ shall file or cause to be file with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty

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percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten day after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal shall be effective on the date of such notice.

Section 9 Section 3-41 (Arts Committee Established) of the Carrboro Town Code is amended by revising subdivision (c)(2) to read as follows:

(c) Regular members may be removed as follows:

(1) The chairperson ~~or staff liaison shall~~ file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

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(2) ~~Unless the chairperson waives the requirement, M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. ~~The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member.~~ This removal notice shall be effective on the date of such notice.

Section 10. Section 3-46 (Racial Equity Commission Established) of the Carrboro Town Code is amended by a new subdivision (d) that reads as follows:

(d) Commission members may be removed as follows:

(1) ~~(+)~~ The chairperson ~~or staff liaison shall~~ file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

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(2) ~~M~~members shall be removed if they are absent from three consecutive meetings or if they miss more than thirty percent of the meetings during a twelve-month period. This removal notice shall be effective on the date of such notice.

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Section 11. This ordinance shall be effective upon adoption.