

**TOWN OF EXETER
SUSTAINABILITY ADVISORY COMMITTEE
DRAFT MINUTES
August 5, 2019**

Meeting was called to order at 7:03 pm by Chetana Parmar.

Members Present: Beverly Tappan, Robin Tyner, Nina Braun, Chetana Parmar, and Kristen Osterwood

Staff Present: Dave Sharples, Town Planner

Philips Exeter Academy Student Representative: Liuxi Sun

Meeting not recorded - staff not available. Apologies from Chris Zigmont and Jennifer Brackett Piskovitz. Jennifer Brackett Piskovitz sent an email that will be included at the end of these meeting minutes,

1. Meeting minutes approval

-Meeting minutes from August 27th were amended as recommended to more accurately reflect Charter discussions. Bev Tappan made motion to Approve, seconded by Robin Tyner, all approved

2. Discussion of Job Description

- The basis of the job description is based upon work done from the SOA group
- Based on salary and benefits on conversation with Russ Dean
- Proposing 24 hours a week with no benefits
- Robin Tyner and Chetana Parmar worked on the job description based on templates from Town of Exeter. The content of the job description is based on job descriptions collected by SOA.
- Job description was read through
- Edited job description based comments - reordering of essential job functions
- Hiring process would be determined by Town Manager
- Location of office - potentially Parks and Recreation Department building
- UNH interns discussion of availability and requirements
- Comment and question from Dave Sharples: We have Energy Committee - should the job also be advised by energy committee
- Job description amended to be advised by both Sustainability Advisory Committee and Energy Committee
- Combined wetland waiver with performance metrics under essential job duties

- Discussion of process of getting budget for position and job description approved

- Robin Tyner motion to approve job description as amended, Kristen Osterwood seconded, unanimous approval

3. Public Comment Derek of Jady Hill

- Discussed participation in: Presidential climate debate event at UNH and project in Newmarket to enable resilience in the face of climate change

- As an Exeter resident that voted for the creation of a Sustainability Office, he thanks the committee for working so hard to enact the will of the voters.

4. Events and Updates:

- Coffee and Climate discussion at Me and Ollie's August 29th was well attended
- Book discussion group meeting on 26th of September to discuss The Uninhabitable Earth

- Electric vehicle event and Sustainability Fair 9-12 on Sunday September 15th
- Next Library meeting is the 12th of September at 3

- Global Climate Strike is 20th of September
- Sustainability Pot-luck the 22nd of September from 12 -2 on the Townhouse Commons. It is a plastic free event and Chetana Parmar and Robin Tyner will speak

- NH Coastal Flood Risk Tuesday September 10th at Seacoast Science Center and the 11th in Newmarket

- Email from Sara Devit - Main Street and Lincoln Street have replaced plastic spoons with metal. Teachers and Principles will be holding first Green Team meeting to discuss implementing composting in the schools. The middle school and Stratham elementary are also exploring composting.

- Grant submission update- they have requested a meeting to discuss grant in person with Chairperson Corson, Julie LeBranche, and Chetana Parmar

- The Climate Crisis Where to Begin, first in series of three, at the Robin Woods Center in Stratham Monday September 16th 7 to 9pm

- Paris to Pittsburgh film screening in Somersworth September 26 at 6:00 pm

- October 19th 2-4:30 Hearth in Hands - hand crafts

- October 27th, 4-7 Healing Pot-luck, thinking of needs of individuals and communities as holistic

Kristen Osterwood Motion to adjourn, 2nd Bev Tappan, all approved. Meeting adjourned 8:33

Respectfully submitted,

Kristen Osterwood

Statement

Dear Chair Pamar,

Once again, I am not able to attend the sustainability advisory committee meeting this week. My sincerest apologies. Personal matters are keeping me from attending but I hope to become a more active participant again in the coming weeks.

The work town officials and volunteers on this committee have before them in helping to fulfill the wishes of the voters who passed article 31, to establish a sustainability office for Exeter, is so important to the future of our Town.

While I will not be there to discuss and vote on this job description, I fully support the job description you have provided for review. Thank you to those who have worked on this. And thank you for your action and leadership throughout this process, Chair Pamar.

Warmest regards,
Jenn Brackett Piskovitz