

Arrowsic Climate Resilience Committee Kickoff Meeting
January 18, 2023, 5:30 p.m.–7:00 p.m.
Draft Notes

Attendees: Aleisha Khan (Co-Chair) Jody Jones (Co-Chair), Jack Carr, Tom Spear, Mona Schlein, Karin Sadtler, Dan Cassidy, Jennifer Geiger, Barbara Futter, Margaret Coughlin, Judy Colby-George (consultant), Madeline Tripp (consultant)

- **Introductions:**
 - Judy reviewed the agenda and goals for meeting, including adopting decision-making protocols, discussing the mission statement, and reviewing the project timeline.
- **Develop Decision-making Protocol**
 - Judy presented draft protocols for discussions & resolving disagreements for the consideration of the committee.
 - Discussion:
 - Appointments:
 - Margaret inquired about whether the committee could make appointments or whether the authority belonged to the Conservation Committee.
 - Jody reminded the group that the Arrowsic Climate Resilience Committee is an ad-hoc committee of the Conservation Committee. There are currently 13 members, all appointed and voted on by the Conservation Committee. The ACRC could hold votes to recommend new appointments or removals to the Conservation Committee, but the authority lies with the Conservation Committee.
 - Sub-committees:
 - Barbara suggested that recording formal minutes for subcommittee meetings would be redundant if the subcommittees report out in the full committee meeting. She suggested that the protocol be adjusted to require each subcommittee to give a progress update at each meeting, and that these updates be recorded in the minutes.
 - Chair Facilitation:
 - Margaret suggested that the chairs be in charge of running meetings and moderating discussions when necessary, to ensure that the conversation is not dominated by an individual.
 - Barbara added that chairs should also have the authority to call time and call for a vote.
 - Jody motioned to approve the update protocols, and Barbara seconded. All present members voted to approve the protocols (Appendix I, attached).
- **Mission/Vision Statement Discussion**
 - Madeline reviewed some suggested characteristics of mission statements, and started the group discussion Characteristics of Effective Mission Statements (concise, outcome-oriented, inclusive)

- Discussion:
 - Karin developed a draft Mission Statement and shared it with the group: “To identify and communicate steps the town of Arrowsic can take to mitigate impacts from climate change and to reduce carbon emissions.”
 - There was a discussion about adding “and its citizens” to make the statement more relatable to individuals, or whether the town automatically includes residents. It could increase how inspirational the statement is to make individuals feel included.
 - There was a discussion about whether including carbon emissions was too narrow, and whether the statement should also include mitigation and adaptation actions. On the other hand, including “reduce carbon emissions” could be seen as broad in that it addresses the cause of climate change.
 - There was a suggestion that the statement go beyond providing action steps and also mention that the group would find and provide resources to accomplish these goals.
 - The group discussed how to make the statement more inspiring, through making individuals feel included in the mission statement and through communicating a shared vision for the future. The group decided to add either “To create a more resilient and inclusive community...” or “To create a more resilient community for all...” at the beginning of the statement.
 - There was a discussion about whether to specifically state the development of a plan in the statement. Aleisha commented that the committee will hopefully continue beyond the current grant and the development of the plan. Keeping the statement broad could highlight the group’s utility beyond creating the plan.
 - The draft statement was read to the group, and there was a suggestion to break the statement into a vision and goals to accomplish the vision for the sake of conciseness.
- Jody motioned to designate a group to continue working on the Mission Statement and present a new draft to the committee at the next meeting.
 - Jennifer and Karin volunteered to work with Madeline on the Mission Statement.
 - Draft of the Mission Statement: “To create a more resilient & inclusive community through identifying and communicating actions & resources the town of Arrowsic and its residents can take to mitigate impacts from climate change and to reduce carbon emissions.”
- **Draft Timeline Review and Discussion:**
 - Judy reviewed the draft timeline with the group.
 - Discussion:
 - The group discussed moving the timeline up to have the plan ready as early as March or February to provide ample time to present the plan to the Conservation Committee and to make sure that the community is aware and supportive of the final plan ahead of the Town Meeting. This could be accommodated by switching the timing of the survey and the community

meeting, by using the survey to gather ideas for action steps and the meeting to refine those ideas.

- There was general support of holding the meeting over the late summer or early fall, similar to the previous community input session. This would push the survey to the summer.
- The group discussed potential outreach methods to make sure that the survey and meeting are well-attended. Tabling, distributing flyers by going door-to-door, and sending postcards or mailers were all suggested as outreach methods. There was also a suggestion for committee members to hold neighborhood meetings. Viewshed could provide meeting-in-a-box materials and flyers for these efforts. These efforts also must be balanced with the capacity of committee members.
- Judy requested that committee members email her at jcg@viewshed.net with their opinions and suggestions for the timeline, including the timing of the survey and community meeting. She will present the new draft at the next meeting.
- **Final Comments**
 - Jody discussed holding the next meeting on either Wednesday, February 15th or 22nd. She will send the group a Doodle Poll to determine the best date and time.
 - Jack reminded the group of the importance of coordinating and cooperating with surrounding communities and groups on shared concerns, like adapting 127 as the sea level rises.
 - Jody reminded the group that there are regional grants available this fall, and should talk to surrounding communities in the meantime. Representatives from other towns could be invited to meetings, and committee members could attend other conservation/sustainability committee meetings. Regional projects could also be suggested in the plan.
- **Meeting adjourned at 7:05 p.m.**
- **Agenda for next meeting:**
 - Approve Minutes
 - Subcommittee Reports
 - Mission Statement Discussion/Approval
 - Revised Schedule
 - Data Discussion
 - New Business