Sustainability Committee

Regular Meeting (Remote)
September 3, 2026 - 6:30 P.M.
Virtual Format Only; Watch LIVE streamed at www.facebook.com/TownofSimsbury

AGENDA (AMENDED)

Video Platform Change Only

Call to Order & Roll Call

1) Public Audience
   a. Participants may address the Committee virtually and have five (5) minutes to speak
   b. Email fbarrueco@simsbury-ct.gov by noon on Thursday, September 3, 2026 to register to address the Committee live through Zoom
   c. Written comments can be emailed to fbarrueco@simsbury-ct.gov. Comments will not be read into the record, but forwarded to the Committee via email

2) Approve August 6, 2026 Regular Meeting Minutes

3) New Business
   a. Approve September Newsletter
   b. Sustainability Plan Part 2 (Waste) Progress and Next Steps
   c. Discuss Connecticut Green Bank Switch Together Program
   d. Review Draft Update to the Rules of Procedure

4) Old Business
   a. New England Smart Energy (NESE) Update
   b. Efficient Lighting & Maintenance Inc. (EL&M) Update

5) Chair(s) Report

6) Ex-Officio Reports
   a. Town Manager's Office
   b. Board of Education
   c. Planning Commission
   d. Recycling Committee
   e. Economic Development Commission

7) Open Forum

Adjourn

Sustainability Committee

Regular Meeting (Remote)
August 6, 2026 - 6:30 P.M.

MINUTES

Members Present: Jami Lewchik, Chair; Bayard Faithfull, Vice Chair; Lydia Tedone; Brian Burkhart

Other Attendees: Joe Daly, Recycling Committee Ex-Officio; Nicholas Criscitelli, Planning Commission Ex-Officio; Franklyn Barrueco, Management Specialist; Marc Nelson, Town Manager; Tom Roy, Director of Public Works/Town Engineer/Tree Warden

Chair Lewchik called the meeting to order at 6:32 P.M.

Approve July 9, 2026 Regular Meeting Minutes

Ms. Tedone moved to approve the minutes as presented. Chair Lewchik seconded the motion. The motion passed unanimously.

Latimer Lane Elementary School and Simsbury High School Solar Power Purchase Agreements Update

Director Roy informed the Committee that the Town is under contract with Greenskies for a solar array at Latimer Lane and the High School. He outlined the terms of the agreement; at the High School, the Town will be paying 5 cents per kilowatt hour for electricity and at Latimer Lane, we will be paying 7.7 cents per kilowatt hour. By comparison, the Town shops around for electric rates yearly and the best recent (current) rate is 11 cents per kilowatt hour. These rates are set for the next twenty (20) years, which is notable with the safe assumption that electric rates will mostly increase over the coming years. At a conservative analysis and estimate of rates only going up 2.5 %, over the term of the agreement, the Town will be saving approximately $1.8 million.

Director Roy mentioned that the Town will not own the panels and is simply allowing Greenskies to install them. They are responsible for the maintenance and operation. As part of this agreement, the schools will have displays showing information related to the daily, weekly, and annual energy generation. Director Roy mentioned that both roofs are new and the solar panels help protect the roofs by stopping direct sunlight from drying and weakening the roof, making it susceptible to cracking and failure.

Vice Chair Faithfull asked about the different rates between the schools. Director Roy mentioned that this is most likely due to the difference in sizes of the solar array. The Latimer Lane array is about 40% of the size of the array at the High School. Vice Chair Faithfull asked about the construction timeline. Director Roy said this will start in 2027. Mr. Burkhart had questions regarding the size of the arrays. Director Roy mentioned the technical considerations in the Town's Request-For-Proposal.

Director Roy mentioned that the Town does not want to produce more electricity than needed in a year since the excess energy would be sold at commercial rate which is not profitable. Mr. Burkhart asked if the Town will be looking at the other elementary schools; Director Roy responded, since there is no current federal incentive, not currently. Ms. Tedone mentioned her support. Vice Chair Faithfull suggested reconvening for next steps regarding identifying the next locations for solar energy. Director Roy mentioned the Simsbury Performing Arts Center as a potential site. Mr. Criscitelli asked about harnessing the energy generated from one location to supply another location. Director Roy briefly discussed the concept of virtual metering. Mr. Criscitelli asked about utilizing parking lots. Director Roy described the potential benefits and consequences.

August Newsletter

Vice Chair Faithfull mentioned the newsletter topics in detail; specifically, the new farm, plug-in solar, and New England Smart Energy update. He mentioned that the September newsletter will highlight the new school solar arrays. Manager Nelson mentioned that a press release is being contemplated.

Sustainability Plan Part 2 (Waste) Progress and Next Steps

Chair Lewchik described the progress working on the Committee's goals in the Sustainability Plan and alignment with the Town's Plan of Conservation and Development (POCD). She mentioned looking at state regulations and proposals regarding food and municipal waste and recycling. Director Roy mentioned that Simsbury is a member of the Central Connecticut Solid Waste Authority working on addressing the state's waste crisis. He mentioned that the Town landfill has been taking food waste over the past year.

Chair Lewchik mentioned the conversations at the Board of Education regarding food waste collection through Simsbury Public Schools. Directory Roy mentioned that our Schools are below the threshold and globally, there is not enough food waste processing facilities. The school needs to be certain size and certain distance from a facility that can take it. The larger challenge is building capacity within the state. The Committee discussed gas cylinder recycling.

Chair Lewchik mentioned national producer responsibility laws and the free collection/disposal of batteries. The Committee discussed the Town's approach. Director Roy mentioned that the place you buy the battery would be the same place to properly dispose of it. He mentioned that the Town accepts smaller batteries at the three (3) scheduled Household Hazardous Waste Collection events

and the Town Landfill will waive the permit fee for electronics. Chair Lewchik and Director Roy discussed a newsletter topic, utilizing resources from the Department of Public Works Town website webpage, to inform the public where to properly dispose what.

New England Smart Energy (NESE) Update

Vice Chair Faithfull reported that the campaign is going extremely well. He collaborated with Simsbury Community Media to create a public service announcement video. NESE has tabled at Fitzgerald's Foods twice to distribute information, resources, and literature. The original mailing was sent out June 15th and the second mailing is scheduled for August 10th. As of today, one hundred twenty-nine (129) residents have reached out to NESE via their web portal. Forty-nine (49) home energy assessments have been scheduled. Twenty-five (25) energy audits have been completed already.

Vice Chair Faithfull described a potential future publicity campaign partnership with Efficient Lighting & Maintenance Inc. (EL&M) to engage with Simsbury businesses, offering free energy audits, in a similar manner that NESE did with residents and homeowners. The partnership is scheduled for Board of Selectmen consideration at their August 10th regular meeting. Mr. Burkhart asked about outreach to landlords since some business owners lease their space. Manager Nelson said that this is going to individuals who file paperwork for their businesses with the Tax and Assessor Offices. Mr. Criscitelli mentioned collaborating with the Economic Development Commission (EDC). Manager Nelson agreed, mentioned the Business Development Coordinator supporting the EDC, and creating the Town's first comprehensive Business Database. He said that outreach will first begin in Tariffville in conjunction with the Town's Tariffville Plan.

Chair(s) Report

Vice Chair Faithfull proposed a new Connecticut Greenbank campaign with Solar United Neighbors called the "Switch Together Program" to assist with getting solar energy for private residences. Similar to the NESE campaign, they send out mailings and set up a website page. They also organize a reverse auction. They gather homeowners and negotiate with solar contractors and ask them all to bid on solar pricing resulting in cost savings to the residents. He mentioned that he will send out additional information. Mr. Criscitelli asked if the solar installations were limited to rooftop or ground mount and Chair Lewchik asked if this covered businesses or residential. Faithfull mentioned that currently its exclusively rooftop and residential.

Chair Lewchik described Connecticut Greenbank's public private partnership with C-PACE (Commercial Property Assessed Clean Energy) a financing mechanism that allows commercial, industrial, and multi-family property owners to finance clean energy and energy efficiency upgrades without paying the full upfront cost. They host free educational sessions that cover low interest financing, the technical layouts, project application workflows, and answers questions. She suggested this being included with a future business roundtable in the Fall.

Ex-Officio Reports

Planning Commission - Mr. Criscitelli reported that the proposed car wash application has been referred from the Zoning Commission to the August 18th Conservation Commission/Inland Wetlands & Watercourses Agency regular meeting for a recommendation and the Zoning Commission will further consider this at their September 9th regular meeting. The car wash application left the Planning Commission with a neutral referral. In July, CT allowed plug-in solar, and he pondered on how to educate the public regarding this. Chair Lewchik if there was any consideration from a planning perspective on plug-in solar. Mr. Criscitelli said that the law doesn't afford municipalities any authority to further regulate; just that the solar needs to be on a dedicated outlet.

Economic Development Commission/Town Manager's Office - Manager Nelson reported that on August 10th the Selectmen are considering a reappointment and two (2) new appointments to the Economic Development Commission. He mentioned the Business Development Coordinator, Charter Revision Commission process, scheduled EL&M letter, and the new contact form the Information Technology Department created for the Sustainability Committee webpage. He also mentioned the Town's conversion to Microsoft 365, working with our auditors and the U.S. Department of Homeland Security to improve the Town's cybersecurity, and adding links to the Sustainability Committee from the Board of Education Simsbury Community Calendar.

Specialist Barrueco reported that the Office posted the July 15th New England Smart Energy Home Energy Assessment Tracker on the Sustainability Committee webpage, Facebook page, and Town Facebook page, the Selectmen approved the Community Boost Grant application, we reviewed and approved the NESE remail letter, we forwarded the Building Department's solar permitting data to the Chairs, and sent out the August Newsletter on Facebook and the Town's website.

Adjourn
Vice Chair Faithfull moved to adjourn. Mr. Burkhart seconded the motion. The meeting adjourned at 7:43 P.M.

Respectfully submitted,

Franklyn Barrueco
Management Specialist

SUSTAINABLE SIMSBURY

September 2026

NEWSLETTER

A Publication of the Simsbury Sustainability Committee

Solar Panels to Be Installed at Simsbury High School & Latimer Lane Elementary School Saving Simsbury an Estimated $1.8 Million over 20 Years

To meet its goals of fiscal responsibility and sustainability, the Town of Simsbury has contracted with Greenskies LLC to install solar systems on the rooftops at Simsbury High School and Latimer Lane Elementary School, an improvement that will produce one million kilowatt-hours of electricity in its first year, and over 20 years, save the Town an expected $1.8 million dollars.

The agreement with Greenskies is structured as a Power Purchase Agreement (PPA), for which the Town pays no money upfront. Greenskies will construct, own, maintain, and insure the systems over twenty years. While electricity rates are expected to rise, this agreement allows the Town to purchase the solar-generated electricity at a reduced rate that is fixed over a 20-year period. Installation is scheduled to take place in 2027.

Together, the solar systems-including over 1,200 solar panels- on the two schools will produce over one million kilowatt-hours of electricity in their first year of operation, equivalent to the electricity needed to power one hundred homes over the course of a year. The high school will save about $44,640 in the first year with solar, and Latimer will save about $10,700. Combined over a 20-year period, the Town will save an expected $1.8 million.

What is a PPA?

"The Solar Power Purchase Agreement (PPA) gives businesses and nonprofits an opportunity to go solar with no upfront installation costs, delivering immediate savings on electricity and offering peace of mind in knowing that an experienced third-party owns and operates your solar system to maximize its benefits."
-*Connecticut Green Bank*

Connecticut is a leader in school solar

Quantity of K-12 Schools with Solar

 # OF SOLAR SCHOOLS TOP 10 STATES

STATE	#
CALIFORNIA	2,815
NEW JERSEY	696
ILLINOIS	568
ARIZONA	411
CONNECTICUT	336
NEW YORK	325
MASSACHUSETTS	309
WISCONSIN	285
FLORIDA	280
MARYLAND	197

% OF SOLAR SCHOOLS TOP 10 STATES

STATE	%
HAWAII	30%
CONNECTICUT	27%
WASHINGTON, D.C.	24%
CALIFORNIA	22%
VERMONT	22%
NEW JERSEY	21%
NEVADA	19%
ARIZONA	15%
MASSACHUSETTS	13%
ILLINOIS	11%

Source: Brighter Future Report

Continued on page 2

School Solar, continued from page 1

“These projects will provide long term cost savings while having a positive environmental impact. We are excited to move forward with this initial project as we support efforts to promote a more sustainable future in our schools and community,” explained Simsbury Schools’ Superintendent Matt Curtis.

Nationally, Connecticut is one of the leaders in solar installations on schools with over 300 public schools with solar installations. Schools have adopted solar for multiple reasons, among them: reduced electricity cost, cost dependability, reduction in carbon dioxide emissions and harmful air pollution, and educational opportunities.

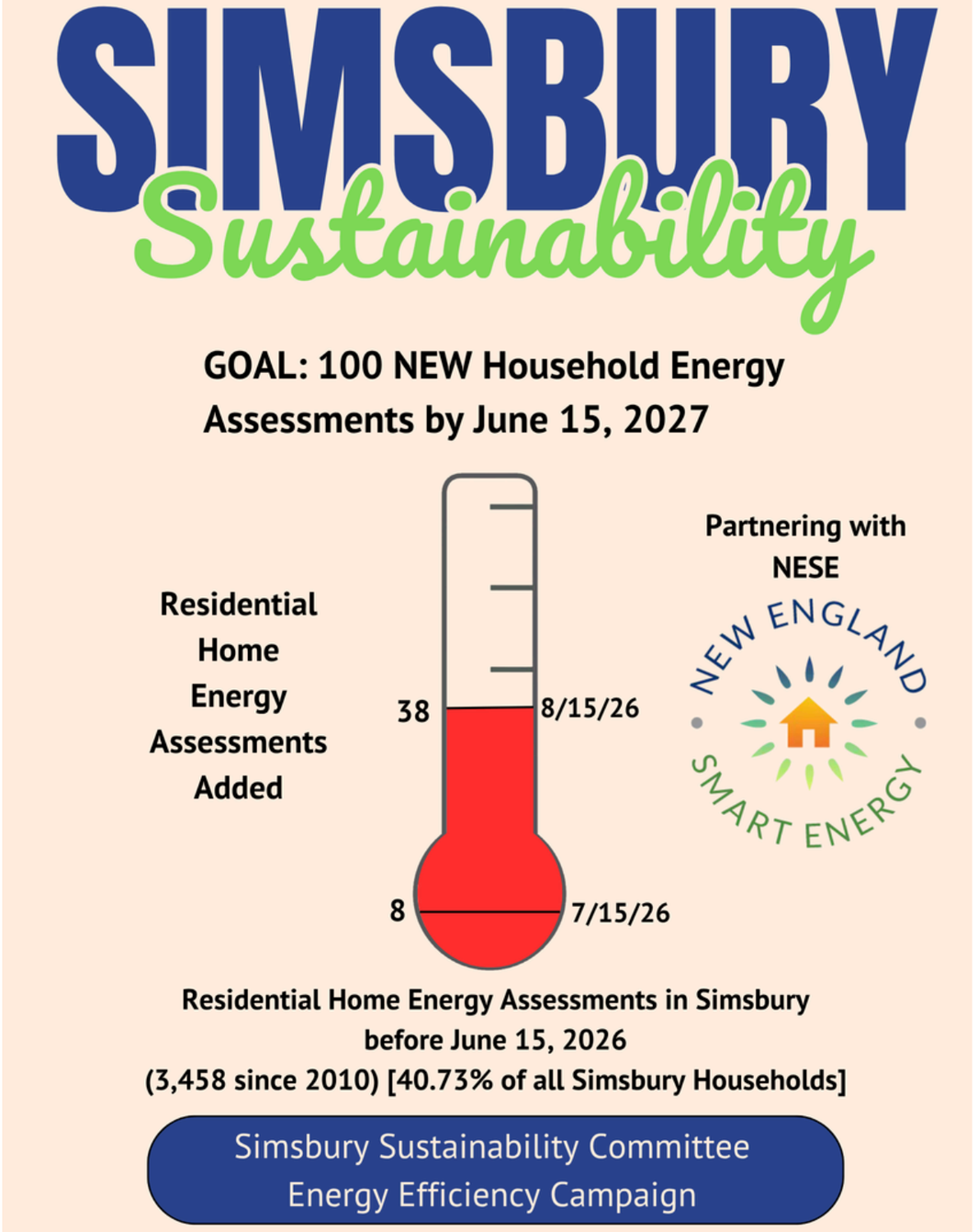
“With the signing of these PPAs, Simsbury joins the growing list of towns taking a proactive approach toward lowering their own utility rates and harnessing renewable energy, commented Town Manager Marc Nelson. “Solar panels on the roofs of two of our largest schools is just the beginning towards achieving the goals of our Board of Selectmen which were adopted in 2025 and updated as recently as last month.”

Students and staff will be able to see how much power is generated from their schools’ rooftops. Greenskies will install real-time monitoring displays at each school and provide access to a web-based dashboard, allowing students and staff to better understand the benefits of renewable energy in real time.

Discussing the significance of these projects, Tom Roy, Simsbury’s Director of Public Works said, “the benefits are twofold: fiscal responsibility and showing leadership to our students that green infrastructure can be part of their future.”

Make Your Home or Business More Efficient & Affordable

The Sustainability Committee encourages you to schedule a home energy assessment. Residents may access the service for a co-pay of just $40 (free for the income-eligible). To sign up, click here or call (203) 292-8088.



Do you have comments or questions for the Sustainability Committee?

We welcome comments or questions. We also invite community members to volunteer to help advance the Town’s sustainability goals. See our new “Contact Us” button at the top of our webpage.

switch together. SOLAR UNITED NEIGHBORS CONNECTICUT GREEN BANK.



Bringing affordable solar and storage to communities together.

We offer a free, trusted, turnkey solar and storage program for your residents backed by national group-buying power and nonprofit support.

Flexible, proven programming with shared support

- 15-25% discounts with group-buying through a vetted installer selected via competitive reverse-auction
- Educational webinars and branded outreach materials tailored to your community
- **Solar Help Desk** program supports your customer service needs — free of charge.
- Local partners amplify messaging and build community trust
- Custom landing pages make registration easy for you and your community

Tailored to your community

Switch Together
(SUN + iChoosr) **provides:**

- Full turnkey program - minimal lift for you
- Program promotion (direct mail & digital)
- Installer vetting, program management
- Educational content &. **Solar Help Desk**

Energy Storage Solutions program provides:

- Upfront and performance-based incentives for battery installations, providing passive income for years to come
- Reliable back-up power during power outages and extreme weather events

Green Bank provides:

- Access to flexible financing with the Smart-eLoan
- Support for community promotion of program

Why is Connecticut Green Bank supporting Switch Together?

Since 2011, Connecticut Green Bank has helped make clean energy more accessible and affordable. The Green Bank is partnering wwith Solar United Neighbors to continue this mission through Switch Together, providing homeowners in participating communities, easier access to solar and storage. By reducing barriers to affordability and making it easier to understand incentives and financing, more homeowners can make the switch to solar and storage!

Why partner with us?

- Work with strong, national nonprofit partner and a trusted, experienced local partner
- Help reaching your climate, equity, and energy goals
- Vendor-neutral, trustworthy guidance for residents
- Consumer protection with vetted installers & pricing
- Showcase measurable impact and resident savings
- Access to flexible financing with the Smart-e Loan
- Support for community promotion of program

Contact us

Solar United Neighbors: **info@solarunitedneighbors.org**
Switch Together (iChoosr): **scott.annis@ichoosr.com | fred.wu@ichoosr.com**
Connecticut Green Bank: **jayson.velazquez@ctgreenbank.com**

Learn more

solarunitedneighbors.org
switchtogether.com
ctgreenbank.com

Municipal Participation Checklist

Is your municipality interested, or already participating, in the Switch Together Program? Solar United Neighbors (SUN) and the Connecticut Green Bank work together to make municipal participation as easy, straightforward, and timely as possible. As we take the first steps towards engaging your homeowners, your municipal team has a few responsibilities to ensure a successful campaign:

Roles & Responsibilities

Solar United Neighbors & Connecticut Green Bank

- Creates communication materials & plan
- Provides website for registration & offers
- Provides customer service
- Organizes auction for qualified installers
- Oversees quality management
- Reports program results to the partner
- Assumes all costs for marketing, management, & customer care
- Coordinate with local organizations to support outreach functions
- Conducts mail and online marketing campaigns

Local Municipal Partner

- Approves municipal logo use
- Actively promotes the program on town/city communication channels
- Reviews and approves communication materials and plan
- Preps staff on the upcoming program (permitting office, etc.)

Municipal Next Steps

1. **Meet with Switch Together and Connecticut Green Bank**
    a. Discuss process and timeline for program
2. **Provide Municipal Letter of Support by October 2026**
    a. Complete the commitment process for an email of support, letter of support, or agreement to formalize the partnership (samples available upon request)
3. **Provide Logo Approval by October 2026**
    a. Provide Switch Together and Connecticut Green Bank with limited municipal logo approval
    b. Review partnership materials in preparation of program kickoff
4. **Participate in Campaign Kickoff and Municipal Staff Preparation**
    a. Campaign kick-offs in February 2027
    b. Coordinate with Switch Together and Connecticut Green Bank for staff trainings
    c. Assist where possible with outreach throughout campaign through July 2027

Contact Us

Solar United Neighbors: **corey@solarunitedneighbors.org**
Switch Together (iChoosr): **scott.annis@ichoosr.com | fred.wu@ichoosr.com**
Connecticut Green Bank: **jayson.velazquez@ctgreenbank.com**

Learn More

solarunitedneighbors.org
switchtogether.com
ctgreenbank.com

Sustainability Committee~~SIMSBURY SUSTAINABILITY COMMITTEE~~
Rules of Procedure~~STATEMENT OF PURPOSE AND PROCEDURE~~

Approved by the Board of Selectmen on April 17, 2023

Revised ~~XX~~ September XX, 2026~~February 14, 2022; MONTH DAY, 2026~~

1. Purpose~~Background~~

   ~~1.~~ Originally established as the Clean Energy Task Force in 2008, the Sustainability Committee has evolved in response to expanding state and local sustainability priorities and is currently supported by the Town Manager's Office. The Committee's purpose is to:

   A. ~~The Simsbury Sustainability Committee is~~ Advise the Board of Selectmen and Board of Education on sustainability policies, plans, goals, programs, and investments for the Town and Public Schools.~~a Committee of the Town and Public Schools, supported by the Simsbury Department of Public Works.~~

   ~~B.~~A. ~~The Committee was formed originally as the Clean Energy Task Force in 2008 to assist the Town in meeting statewide clean energy and efficiency goals as part of the Clean Energy Communities Program.~~

   B. Identify and evaluate relevant S~~s~~tate policies, regulations, programs, incentives, funding opportunities, technologies, and best practices that may affect or benefit Simsbury.~~Th~~

   C. Provide education, resources, and information to residents, businesses, and Town officials to support informed and practical sustainability actions.

   ~~C. e Committee advises the Board of Selectmen (BOS) and Board of Education (BOE) on policy that will make Simsbury a cleaner and greener town.~~

2. **Effective Date**

   This policy shall remain in effect until revised or rescinded, by the Board of Selectmen. The Town reserves the right to amend this policy from time to time~~as necessary~~.

~~2. Purpose~~

~~E. Advise the Board of Selectmen and Board of Education on sustainability policy for the Town and Public Schools, including the preparation and maintenance of a Clean Energy Plan.~~

~~F. Collaborate with the Simsbury Department of Public Works and Public Schools to provide education and resources to Simsbury residents and officials regarding sustainability initiatives and efforts.~~

G. Promote community awareness of programs and services to those who are interested in sustainable actions that can be done at their homes and businesses.

H. Support Simsbury's certification efforts in the Sustainable CT program.

I. Provide recommendations to the Board of Selectmen and Board of Education on long term energy or sustainable goals or initiatives for the Town and Public Schools to consider pursuing.

3. Goals

A. The goals of the Sustainability Committee are:

i. To support Simsbury's certification efforts in the Sustainable CT program.

ii. To assist in the preparation and maintenance of a Clean Energy Plan.

3.4.Composition/Voting

A. Membership onof the Committee shall consistmprise of five (5) at-large members from the Simsbury residentscommunity, approved by a majority vote of the Selectmen..

ii.A. The Board of Selectmen is the appointing authority for the (5) community members at-large.

iii.i. Membership terms will generally be two (2) years, and co-terminus with Board of Selectmen terms.

iv.ii. Each memberat-large Committee representative shall have one (1) vote at meetings.

v.iii. A quorum shall consists of at least three (3) at-large, voting members being present. Being present can include in-person, virtually, or by audio technology. A quorum must be present for formal action to be taken. A quorum is not needed to run a meeting if no action is being taken.

A. There may be will be five (5) liaisonsex-officio members assigned to the Committee by the Planning Commission, Economic Development Commission, Recycling Committee, Culture, Parks & Recreation Commission, Board of Selectmen, Board of Education, and Public Schools student body..

vii.B. The ex-officio members shall be from: the Planning Commission; Economic Development Commission; Recycling Committee; Culture, Parks and Recreation Commission, the Board of Education and the Public Schools student body.

viii. Liaisons are eEx-officio members withll have full participation rights, butrights but cannot voteare non-voting members.

ix.i. Ex-officio members do not count towards the quorum for the Committee.

x. The respective boards, commissions, and committees Committees and Commissions may assign their liaisonsex-officio members to the Committee.; Selectmen appointment to the ex-officio slots is not needed.

ii.

1. The liaison~~Ex-officio members~~'s role will include sharing information between the ~~Sustainability~~ Committee and~~with~~ their respective board, commission, or committee ~~Board or Committee~~ and supporting the ~~Sustainability~~ Committee with information and perspective from their respective board, commission, or committee~~e Board or Committee~~.

~~•~~iii. Pursuant to Town Charter Section 411, the First Selectman shall be an ex-officio member.

~~B.~~C. The Town Manager's Office~~Department of Public Works~~ shall provide staff assistance to the Committee. The Town Manager,~~Director~~ or their ~~staff~~ designee, will serve as staff support to the Committee~~liaison~~. The staff support~~liaison~~ will have full participation ~~rights, but~~rights but is a non-voting member.~~will not vote and does not count towards a quorum of members.~~

i. The ~~Department of Public Works~~Town Manager's Office shall be responsible for administrative tasks associated with scheduling and cance~~l~~ling meetings, ~~and,~~ recording minutes, coordinating meeting technology, and ~~s well as~~ other technical duties that may be necessary. Administrative duties may be delegated and assigned to Committee members by the Town Manager~~Director of Public Works~~.

~~i.~~

~~4.~~5.Organization/Reports

~~A.~~ The ~~A Chair and Vice Chair shall be elected by~~ Committee shall elect a Chair and Vice Chair at its first meeting following the Committee's reappointment.~~voting members of the Committee on an annual basis.~~

~~B.~~A. ~~A member of the Committee will act as secretary and record all minutes and actions.~~

~~C.~~B. On or before November 30th ~~of~~ each year, the Committee shall~~ould prepare and~~ submit ~~to~~ an annual report of its activities and goals for the upcoming year to the Boards of Selectmen and ~~Board of~~ Education ~~an annual report of its activities, and goals for the upcoming year~~.

~~5.~~6.Meetings

A. An annual~~Regular~~ meeting schedule~~s~~ shall be established ~~annually~~ and filed with the Town Clerk's Office in accordance with the Connecticut General Statutes, ~~currently~~ no later than January 31st ~~annually~~.

B. Meetings shall~~ould~~ be held at least four (4) times per year, but may be held more often if necessary to meet ~~its~~the Committee's purpose. ~~Attendance shall be recorded in the minutes of the meeting.~~

C. M~~Committee m~~eetings are open to the public and public comment, of up to three (3) minutes, may be heard at the discretion of the Chair., ~~and guests may make comments during the portion of the meeting agenda that permits public audience.~~

D. The Committee shall follow Robert'~~s~~s Rules of Order, ~~and~~ may establish additional rules ~~and/~~o~~f~~r procedures to govern the conduct of meetings, and may amend its rules from time to time~~review those rules and procedures on an annual basis~~. ~~All FOIA rules and regulations will be adhered to.~~

~~6.~~7.Removal of Members

A. Any member of the Sustainability Committee may be removed, for cause, by the Board of Selectmen ~~and/or Board of Education,~~ upon the recommendation of the Town Manager~~, for cause~~. Such member will be afforded an opportunity for a public meeting with the Board of Selectmen prior to a final decision being made regarding their ~~status for~~ removal. ~~The purpose of the public meeting is to give the member an opportunity to be heard in person before the Board of Selectmen prior to a final decision being made.~~

B. Any member who is absent from more than fifty (50) percent of ~~Sustainability~~ Committee meetings during any twelve (12) month period may be removed from the ~~Sustainability~~ Committee~~, and the vacancy shall be filled as outlined in Section 4A~~. An exception may be granted by ~~and at the discretion of~~ the Town Manager in the event of ~~due to~~ a member's illness or other extenuating circumstances.

~~7.~~8.Expenses

A. ~~**No Compensation, Reimbursement of Expenses.**~~ Members of the Committee shall receive no compensation for their services. However, members may~~shall~~ be reimbursed for necessary expenses incurred in the performance of their official duties, when such funds are available in the Town's approved budget and authorized in advance by the Town Manager~~Director of Public Works~~.

B. ~~**Commitment of Town Funds.**~~ In the performance of its duties, the Committee shall not incur any expense, or obligate the Town to pay any expense, unless funds have been appropriated by the Town specifically for the use of the Committee and authorized in advance by the Town Manager~~Director of Public Works~~.