Sustainability Committee

Regular Meeting
October 1, 2026 - 6:30 P.M.
Board of Education Conference Room, Town Hall (3rd Floor)
933 Hopmeadow Street, Simsbury, CT 06070

AGENDA

Call to Order & Roll Call

1) Public Audience
   a. Participants may address the Committee in-person and have three (3) minutes to speak
   b. 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 September 3, 2026 Regular Meeting Minutes

3) New Business
   a. Approve October Newsletter
   b. Discuss Annual Reports for the Boards of Selectmen and Education
   c. Discuss FY2025-2026 Board of Finance Annual Report Submission
   d. Discuss Connecticut Green Bank Switch Together Program
   e. Discuss Solar Map+ Program
   f. Discuss Charging Smart Program

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)
September 3, 2026 - 6:30 P.M.

MINUTES

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

Other Attendees: Jen Weymouth, Recycling Committee Vice Chair; Nicholas Criscitelli, Planning Commission Ex-Officio; Franklyn Barrueco, Management Specialist; Marc Nelson, Town Manager; Stephen O'Brien, Board of Education Ex-Officio; Mark Scully, Former Sustainability Committee Member

Chair Lewchik called the meeting to order at 6:38 P.M.

Public Audience

Mr. Scully invited the Committee to attend the Peoples Action for Clean Energy (PACE) Electric Vehicle (EV) Readiness Workshop event in New Haven on October 16th at Hotel Marcel. He invited someone to champion the effort to get Simsbury to Charging Smart's Bronze designation level.

Approve August 6, 2026 Regular Meeting Minutes

Ms. Tedone joined the meeting at 6:45 P.M. Mr. Burkhart moved to approve the minutes as presented. Ms. Tedone seconded the motion. The motion passed unanimously.

Approve September Newsletter

Chair Lewchik mentioned that the Committee will vote on the newsletter and discuss newsletter topics in the future. Mr. Burkhart moved to approve the September Newsletter as presented. Ms. Tedone seconded the motion. The motion passed unanimously.

Sustainability Plan Part 2 (Waste) Progress and Next Steps

Chair Lewchik and Ms. Weymouth reported on Recycling Committee initiatives. They spoke about the USA Waste contract with the Simsbury Transfer Station, and with the Town, and asked for waste and tonnage stats from USA Waste. Manager Nelson informed the Committee that his office

can acquire that information and he mentioned that the Town meets semi-annually with the Chief Operating Officer and Vice President of the company. Ms. Weymouth shared details of the Plan; expanding education and outreach on materials diversion, recycling, and reuse. Expanding municipal and school specific diversion programs, expanding food scrap collection, backyard composting, rain barrel distribution, and improving messaging regarding collecting textiles.

She also spoke about promoting plastic film recycling and appropriate outlets and eliminating single use products at the municipal level and restaurants Some communities ask restaurants to make single use materials an "opt-in" for customers. She said that she will get additional feedback from Committee members and will reach out to stakeholders such as Department of Public Works and Town Manager's Office. Chair Lewchik mentioned that it would be preferable to collect feedback and get the Plan to the Selectmen before the end of the year.

Discuss Connecticut Green Bank Switch Together Program

The Committee discussed the Program. Mr. Scully mentioned that this is similar to SolarizeCT where both programs raise awareness on solar. He mentioned this has been successful in Virginia. Vendors vet solar installers and then gather customers who are interested in solar and present the customers as a package to a vendor. Group purchasing leads to better prices. They would handle Town mailing. Mr. Scully mentioned that the Program is brand new and will start in the Spring.

Review Draft Update to the Rules of Procedure

Manager Nelson and Specialist Barrueco spoke about the Rules of Procedure and recommended the Committee vote on the document. Manager Nelson mentioned that the First Selectman and Deputy First Selectman approved putting this agenda item on their September 14th meeting agenda. Ms. Tedone was impressed with the document and moved to accept the Rules as presented. Mr. Burkhart seconded the motion. The motion passed unanimously.

New England Smart Energy (NESE) Update

Chair Lewchik mentioned the live counter graphic. Mr. Criscitelli said that the letter is not a scam and had a home energy assessment done himself. He also had furnace work done and EnergizeCT has rebates on smart thermostats. Specialist Barrueco mentioned that people have come into Town Hall asking if the letter was legitimate and the Town Manager's Office put NESE as an authorized vendor under the Sustainability Committee webpage. The campaign exceeds goals, with 38 assessments scheduled as of August 15th and total sign-ups likely surpassing 50.

Efficient Lighting & Maintenance Inc. (EL&M) Update

The Committee discussed partnering with Efficient Lighting and Maintenance (EL&M) to provide energy audits for business owners. Manager Nelson reported that the letter is finalized and the business mailing address database has been transmitted to EL&M.

Chair(s) Report

Chair Lewchik spoke about the Business Roundtable and workshop. She connected with CPACE (Commercial Property Assessed Clean Energy) and mentioned presenting this to the Economic Development Commission. Chair Lewchik also mentioned a potential partnership with the Open Space Committee, Simsbury Grange, or Simsbury Public Library to host the "Iconoclast" film with it's filmmaker.

Ex-Officio Reports

Town Manager's Office: Manager Nelson spoke about the rules of procedure change. He outlined continued efforts to boost e-subscriptions to the Sustainability Committee. He mentioned that he will do similar outreach to the Library as he did with the Board of Education. His proposed budget to the Selectmen is due early next year. He would like to invite some boards and commissions to request funding. He would need a written proposal by the first week of November. Manager Nelson spoke about some home businesses being duplicated in the EL&M business database since NESE did a mailing distribution to residential homes. Manager Nelson mentioned the DEI Council and Juneteenth Celebration. Specialist Barrueco reported that Simsbury has submitted a partial SustainableCT application with a full application scheduled for next Spring.

Board of Education: Mr. O'Brien mentioned that the Board has not met all summer long; not much to report. He said he will relay the information on the Solar PPAs at the next Board meeting.

Planning Commission: Mr. Criscitelli reported that the Commission is going through and evaluating state mandated requirements that became active on the first of July. He mentioned that he is going to speak with the Capitol Region Council of Governments (CRCOG) regarding affordable housing. The final vote on the car wash from the Zoning Commission is scheduled for Wednesday, the 9th of September. He also mentioned Willow Arms' sustainability efforts. Chair Lewchik asked who the right stakeholders would be to chat with Greenbank. Mr. Criscitelli said that the Planning Director would be the person to talk to about affordable housing solar energy.

Economic Development Commission: Manager Nelson said that the Commission is excited to work with the Committee. He reported that the Selectmen appointed two (2) new members to achieve full membership and they reappointed Vice Chair Arthur. He mentioned Chair Seavy's term expiration.

Open Forum

Ms. Weymouth mentioned coordinating with the Board of Education on waste initiatives and eliminating single use products in the public schools system. She spoke about standardizing the recycling collection across all schools and spoke about the carton recycling program. Mr. Scully mentioned how thrilled he is to hear that the Committee is pursuing the Town's SustainableCT designation.

Manager Nelson mentioned that State Senator Honig was able to secure State Bonding Authority consideration for $1.65 million to Simsbury for Eno Memorial Hall renovations including HVAC and heating and cooling upgrades. He mentioned that all the work for much needed repairs to Eno is $4 million. He mentioned that the Sustainability Committee has to report to the Selectmen before the end of November.

Adjourn

Mr. Burkhart moved to adjourn. Ms. Tedone seconded the motion. The motion passed unanimously and the meeting adjourned at 7:32 P.M.

Respectfully submitted,

Franklyn Barrueco
Management Specialist

i. Liaisons are ex-officio members with full participation rights but cannot vote.
ii. The respective boards, commissions, and committees may assign their liaisons to the Committee.
    1. The liaison's role will include sharing information between the Committee and their respective board, commission, or committee and supporting the Committee with information and perspective from their respective board, commission, or committee.
iii. Pursuant to Town Charter Section 411, the First Selectman shall be an ex-officio member.

C. The Town Manager's Office shall provide staff assistance to the Committee. The Town Manager, or their designee, will serve as staff support to the Committee. The staff support will have full participation rights but is a non-voting member.
    i. The Town Manager's Office shall be responsible for administrative tasks associated with scheduling and canceling meetings, recording minutes, coordinating meeting technology, and other technical duties that may be necessary. Administrative duties may be delegated and assigned to Committee members by the Town Manager. Through the Town Manager's Office, technical expertise from departmental subject matter experts, such as the Department of Public Works, shall be made available to the Committee as needs arise.

5. Organization/Reports

A. The Committee shall elect a Chair and Vice Chair at its first meeting following the Committee's reappointment.
B. On or before November 30th of each year, the Committee shall submit an annual report of its activities and goals for the upcoming year to the Boards of Selectmen and Education.

6. Meetings

A. An annual meeting schedule shall be established and filed with the Town Clerk's Office in accordance with the Connecticut General Statutes, no later than January 31st.
B. Meetings shall be held at least four (4) times per year, but may be held more often if necessary to meet the Committee's purpose.
C. Meetings are open to the public and public comment, of up to three (3) minutes, may be heard at the discretion of the Chair.
D. The Committee shall follow Robert's Rules of Order, may establish additional rules of procedures to govern the conduct of meetings, and may amend its rules from time to time.

TOWN OF SIMSBURY BOARD OF FINANCE FY 2025-2026 ANNUAL REPORT

Department or Board/Commission
Simsbury Sustainability Committee

Mission Statement/Overview
The mission of the Simsbury Sustainability Committee is to: ● Advise the Board of Selectmen and Board of Education on sustainability policies, plans, goals, programs, and investments for the Town and Public Schools, including implementation and periodic revision of the Simsbury Sustainability Plan; alignment with relevant priorities in the Plan of Conservation and Development; and implications and opportunities arising from state policy, regulations, programs, incentives, and funding ● Collaborate with Town and Public Schools staff to advance sustainability initiatives and identify opportunities to improve energy and resource efficiency, reduce greenhouse gas emissions and waste, and strengthen community resilience ● Provide education and resources to Simsbury residents and businesses that help them reduce energy use and costs, access available incentives and programs, and take practical actions that advance community sustainability ● Support Simsbury's certification efforts in the Sustainable CT program

FY 2025-2026 Adopted Budget
None

FY 2025-2026 Full-Time Equivalent Positions or Number of Volunteers
Currently we have 5 At-Large members (volunteer), 4 Ex-Officio members (volunteer), and an additional core group of 3 part time volunteers.

FY 2025-2026 Initiatives/Accomplishments

TOWN OF SIMSBURY BOARD OF FINANCE FY 2025-2026 ANNUAL REPORT

FY 2025–2026 Initiatives/Accomplishments
(July 1, 2025 – June 30, 2026)

Simsbury Sustainability Plan Part 1: Energy
The Sustainability Committee completed and presented the first section of the Simsbury Sustainability Plan, focused on energy, to the Board of Selectmen in October 2025. The Board approved the Energy Plan in November 2025. The Plan establishes near- and long-term goals for reducing energy use and costs, increasing local clean-energy generation, and advancing energy efficiency across Town and Public Schools operations.

Supporting Solar at Simsbury High School and Latimer Lane Elementary School
The Committee supported the Town Manager, Department of Public Works, and Board of Education in advancing agreements with Greenskies for new solar installations at Simsbury High School and Latimer Lane Elementary School. The projects are expected to expand local clean-energy generation while saving the Town an estimated $1.8 million over the 20-year agreements.

Community Energy-Efficiency Campaign- Saving Money and Lowering Energy Use
With support from the Board of Selectmen and Town Manager, the Committee coordinated a residential energy-efficiency campaign with New England Smart Energy, an EnergizeCT-authorized contractor. Two townwide mailings generated more than 149 resident responses, with more than 50 households completing home energy assessments by the end of the fiscal year. These assessments help residents identify opportunities to lower energy use and utility costs and connect them with available incentives and rebates that can reduce the cost of efficiency improvements. The Committee also began planning a second phase focused on helping local businesses identify energy-efficiency and cost-saving opportunities.

Simsbury Sustainability Fair
On May 2, 2026, the Sustainability Committee and Simsbury Public Library hosted the third annual Simsbury Sustainability Fair, co-sponsored by the Avon Clean Energy Commission and Bloomfield Conservation, Energy and Environment Committee. The event brought together 35 sustainability-focused businesses, nonprofits, and public organizations and attracted more than 1,200 residents from Simsbury and surrounding communities, up from more than 900 attendees the prior year.

Sustainable CT Recertification Preparation
Working with Sustainable CT summer fellows, the Committee identified more than 200 potential points toward Simsbury's next Sustainable CT recertification in spring 2027. This work provides a roadmap for documenting existing Town efforts, identifying gaps, and prioritizing actions that could strengthen Simsbury's certification.

Sustainability Input on Zoning Regulations
The Committee participated in the Zoning Commission's review and revision of its regulations, recommending language intended to strengthen sustainability considerations in future development and construction.

Community Education and Resources
The Committee continued publication of its monthly sustainability newsletter, providing residents with timely information on Town initiatives, state and local programs, incentives, events, and practical opportunities to reduce energy use and costs, conserve resources, and take sustainable action.

Sustainability Plan Part Two: Waste
The Committee developed a draft of Part 2 of the Sustainability Plan, focused on waste reduction and diversion. The draft is being prepared for stakeholder review in the fall of 2026.

DRAFT

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

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

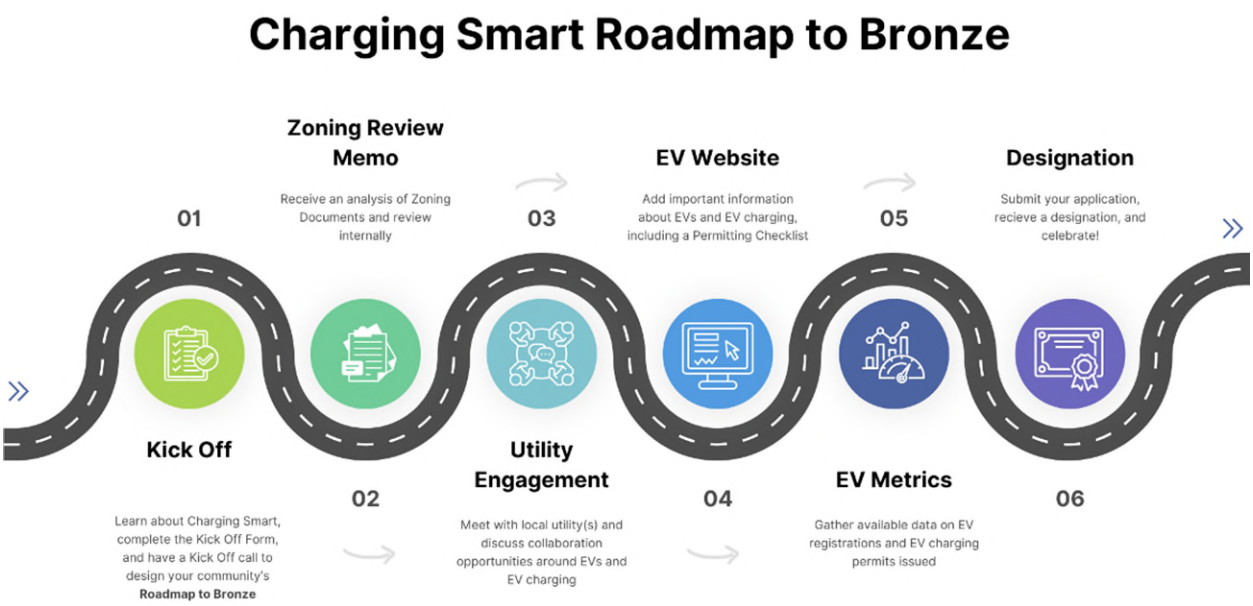
Solar Map +

This program offers technical assistance to municipalities looking to start a project but are unsure how to proceed.

Video Explaining Solar Map + with Katie Shelton and Jayson Velazquez from the CT Green Bank
https://www.youtube.com/watch?v=rWt0FJFQVMw

List of schools that Solar Map+ could give technical assistance with:
https://drive.google.com/file/d/14y9LLX9MpdkseFO5QPt_zZNBRcWaFoBn/view?usp=sharing

List of RRES Tier 1 List
https://docs.google.com/spreadsheets/d/1T7EQedoEHubMMN_DG3jqbbOqKoB16ciG/edit?usp=sharing&ouid=110183106847933349159&rtpof=true&sd=true



What is required?

- An interest in accelerating EV adoption by the municipality and residents.
- Signing a non-binding letter of intent.
- Completing actions to earn designation.

What the program offers:

- A comprehensive set of resources developed by the Interstate Renewable Energy Council that can help guide your efforts and save time.
- Vetted best practices.
- Solutions that address your goals.
- The program offers a lot of support from IREC and the local organizations (PACE, EV Club of CT, the 3 CT Clean Cities & Communities coalitions, and Sustainable CT) offering it.
    - Free technical support by a local person. That person has access to additional resources through IREC if needed.
    - The local organizations working with IREC bring content and data that help fulfill requirements.
    - Sustainable CT and Charging Smart have mapped the programs and where there is overlap, credits can be earned for both programs. There is

a lookback, so relevant actions previously taken for Sustainable CT can earn points. Attending the conference in New Haven is eligible for Sustainable CT points.

- Public recognition - Completion of actions leads to designation as a Charging Smart community with PR support provided.
- The Path to Bronze designation graphic is below. It is focused mostly on planning and getting the basics organized.