



West Hartford Sustainability Advisory Group's  
**RECOMMENDATIONS**

March 3, 2022

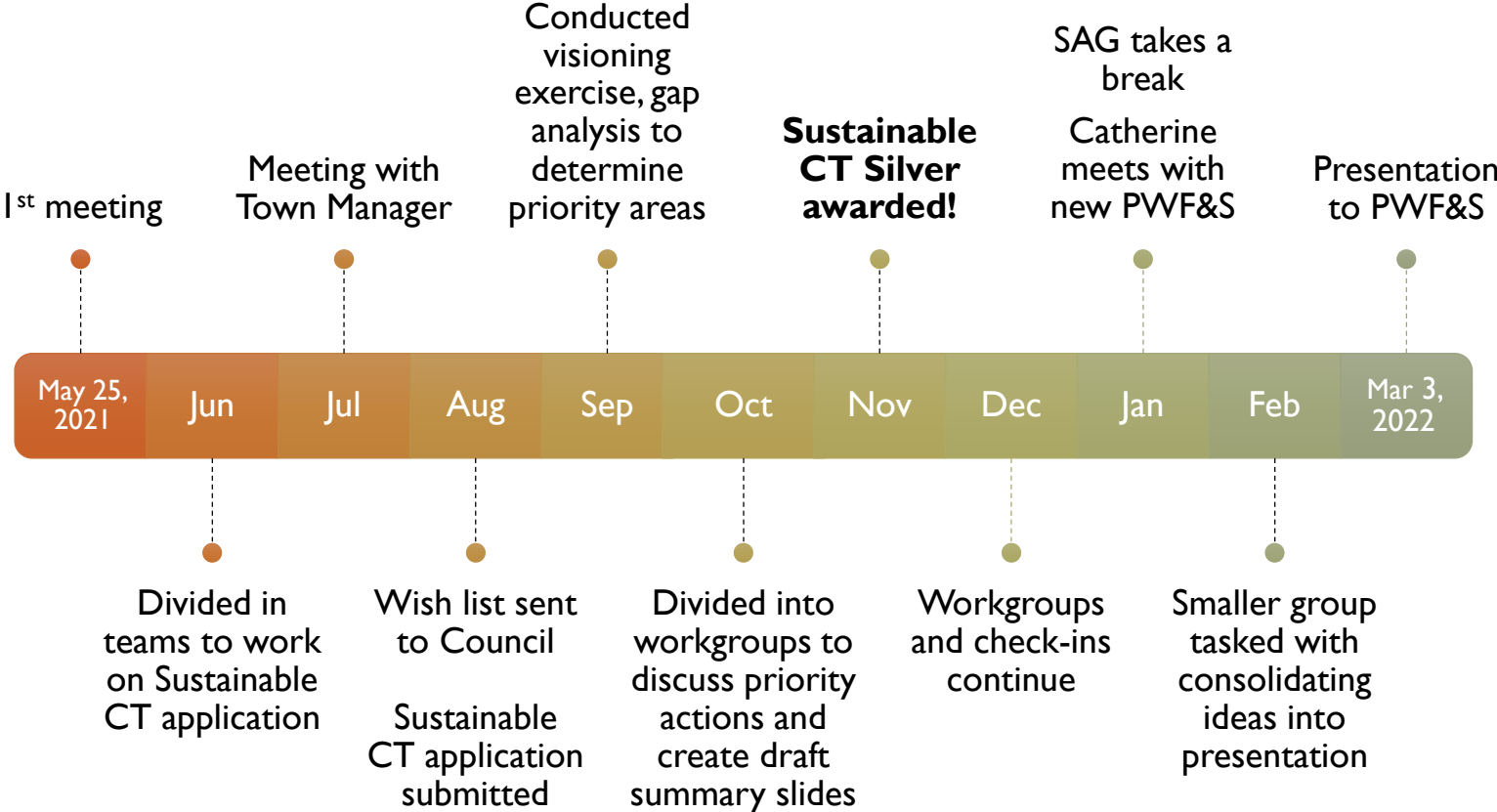


# SUSTAINABILITY ADVISORY GROUP (SAG)

- Created by resolution on February 23, 2021 to:
  1. Assist in completing the Town's 2021 Sustainable CT application
  2. Make recommendations and propose strategies and objectives for sustainability related initiatives
- Should be “comprised of West Hartford residents reflecting a diversity of voices and interests from across the community”
  - About 60 people applied (~30 selected, including 2 students)

# WHAT HAS THE SAG DONE?

## 9-10 MONTHS



# WHAT IS SUSTAINABILITY?

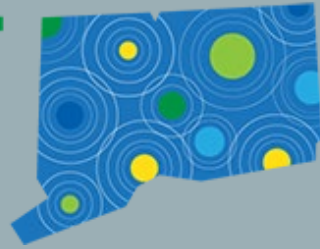
*Meeting the needs of the present without compromising the ability of future generations to meet their own needs.*

– United Nations Brundtland Commission, 1987



- 3 pillars; triple bottom line; 3 E's; 3 P's
- Social Equity, Environment, Economy
- People, Planet, Profits

**Sustainable CT**  
Local Actions. Statewide Impact.



Sustainable CT is a voluntary certification program that fosters inclusive, resilient, and vibrant Connecticut municipalities by providing a menu of sustainability actions that build local economies, support equity, and respect the finite capacity of the environment.

Municipalities choose Sustainable CT actions, implement them, and earn points towards certification. The program also provides technical assistance, funding, and encourages opportunities for partnership, peer learning, and collaboration at all levels.

## 13 Action Categories

1. Inclusive and Equitable Community Impacts\*
2. Thriving Local Economies
3. Well-Stewarded Land and Natural Resources\*
4. Vibrant and Creative Cultural Ecosystems
5. Dynamic and Resilient Planning
6. Clean and Diverse Transportation Systems and Choices\*
7. Renewable and Efficient Energy Infrastructure and Operations\*
8. Inclusive Engagement, Communication and Education
9. Strategic Materials Management\*
10. Optimal Health and Wellness Opportunities\*
11. Healthy, Efficient and Diverse Housing\*
12. Effective, Compassionate Homelessness Prevention\*
13. Innovative Strategies and Practices

\*SAG priority

# TAKE AWAYS

#1

*We must push forward on sustainability with a sense of **URGENCY.***

In today's world, sustainability is not optional. It is everyone's responsibility and must be embedded into everyday decision-making, action, and operations.

West Hartford has made good progress, but we can do more. Current issues (e.g., pandemics, climate change, systemic racism, and affordable housing) demand that we must actively push forward on sustainability with a sense of **URGENCY.**

#2

*We need a Sustainable West Hartford team to provide **COMMUNICATION & COLLABORATION** on future sustainability work.*

The work of the SAG was a critical first step. But, we must move beyond an advisory role to establish inclusive **COMMUNICATION** and organizational capabilities that align with the cross-cutting nature of sustainability.

It requires **COLLABORATION** by a team of leadership, staff, and residents. It also requires taking stock of our existing structures to ensure that they support future sustainability work.

#3

*The work of Sustainable West Hartford will require continued, visible support of town **LEADERSHIP.***

“Lead by example” starts at the top – setting expectations and providing a clear, consistent message that sustainability is a priority.

Our **LEADERSHIP** has taken positive steps and must continue to build upon this work by taking advantage of new opportunities – small and large – to use their positions and influence to foster a sustainability mindset in our government and in our community and to encourage sustainable choices everyday.

*#1  
WE MUST, PUSH FORWARD ON  
SUSTAINABILITY WITH A SENSE OF  
URGENCY.*

Example: February 28, 2022 – UN scientists on Monday delivered a dire warning about the impact of climate change on people and planet. These impacts are real, are intensifying, and are being felt locally too.

Gen. Stat. §13-153f. Connecticut's **Complete Streets law** requires pedestrians, cyclists, and transit users to be routinely considered in the planning, designing, construction and operation of all roads.



The 2020-2030 POCD reflects a vision for the next ten years to sustain, enhance, and celebrate the Town of West Hartford. But it can only come to pass through continued **dedication and participation by all of our community stakeholders.**



Public Act 21-29, expands the **responsibility of zoning commissions in protecting the water quality** of Long Island Sound from 24 coastal municipalities to a **169 municipalities.**

**SOME OF OUR COMMITMENTS & REQUIREMENTS**

BE IT FURTHER RESOLVED that **it shall be the policy of the Town to assess the climate change impacts of all future Town actions**, to achieve net-zero carbon emissions from Town activities as quickly as practicable, and to encourage residents to do the same;

### RESOLUTION DECLARING A CLIMATE CRISIS



# WEST HARTFORD

Executive Order No. 3. Connecticut commits to being **100% carbon neutral by 2040.**

NO OTHER REFERENCE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST HARTFORD THAT the Town Council adopts the Energy Plan attached hereto and the Town Manager to implement such plan; and  
BE IT FURTHER RESOLVED THAT the Town Council extends its appreciation to the Clean Energy Commission for its good work, dedication and commitment to the promotion of energy efficiency and conservation and the use of clean and renewable energy resources in the Town of West Hartford.



I certify this to be a true copy of a resolution adopted by the Town Council of West Hartford on June 22, 2021, which remains unchanged and in effect as of this date, June 28, 2021.  
*Essie S. Labrot*  
Essie S. Labrot, Town Clerk

RESOLUTION ADOPTING A COMPLETE STREETS POLICY  
NOW, THEREFORE, BE IT RESOLVED...that the attached Complete Streets Policy is adopted and shall **be applicable to the planning and design of all new transportation.**



Gen. Stat. §8-30, requires all Connecticut towns to **create an Affordable Housing Plan by spring 2022.**

**MS4 General Permit Requirements** for Municipal Stormwater



RESOLUTION DECLARING RACISM A PUBLIC HEALTH CRISIS  
The Town shall [establish] clear goals and objectives to assess progress and capitalize on opportunities **to further advance racial equity.**

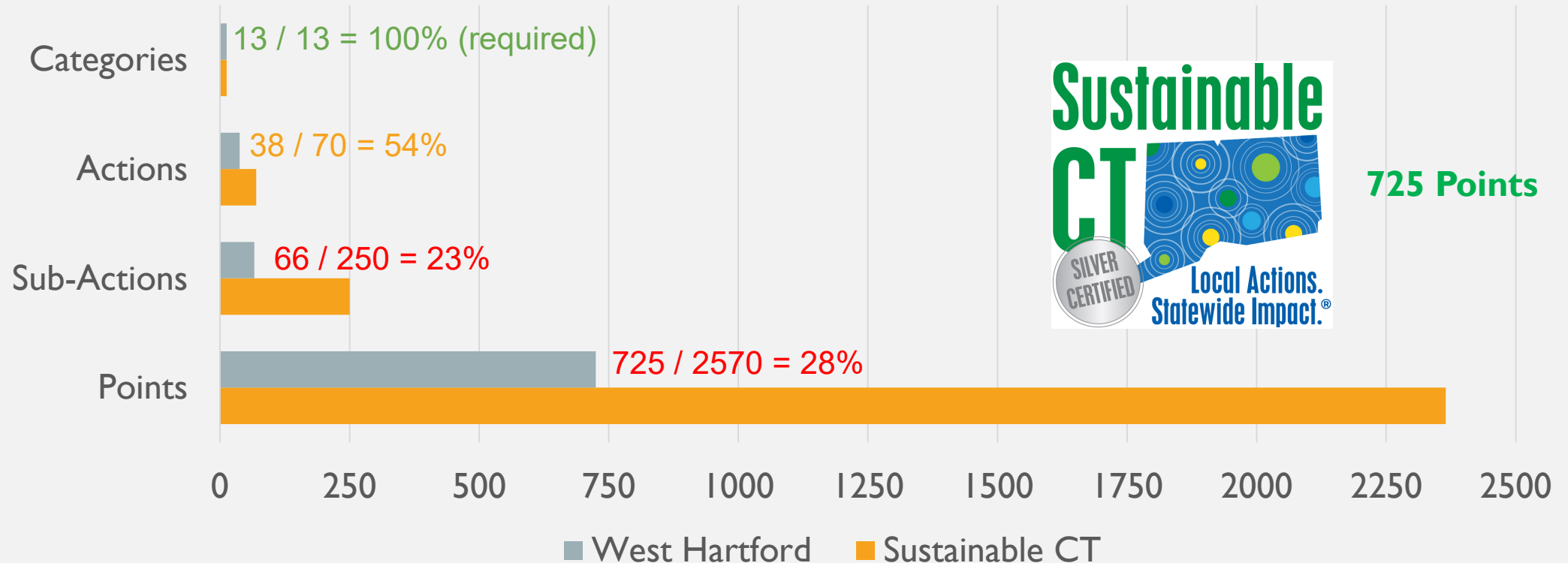
Public Act 14-94, Connecticut to **divert 60% of municipal solid waste (MSW) from disposal by 2024.**



We aspire for our entire community to use **100% clean energy by 2050.**  
RESOLUTION IMPLEMENTATING THE WEST HARTFORD ENERGY PLAN

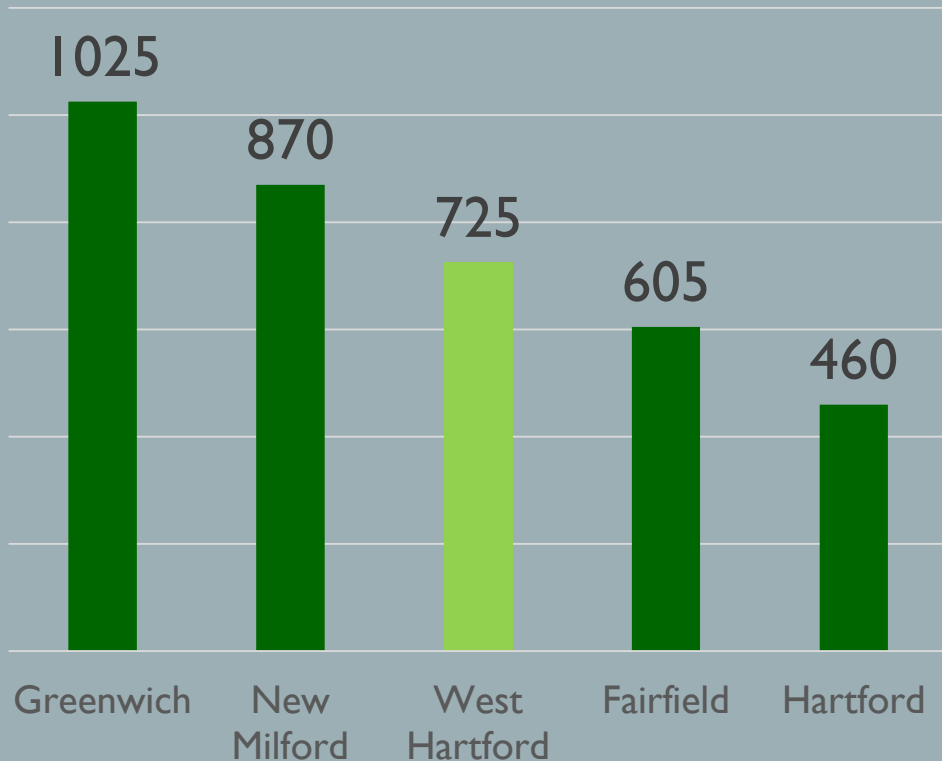


# WEST HARTFORD IS SILVER-CERTIFIED, BUT WE CAN DO MORE...



## WEST HARTFORD COMPARED TO OTHER TOWNS

### Sustainable CT: Points



- 128 participating communities – 64 certified, 38 bronze & 26 silver
- Greenwich earned 1,025 points – including points for outreach & education related to watershed protection, water conservation, invasive species management, and public transit, areas where **West Hartford earned 0 points.**
- New Milford earned 870 points – including points for a sustainable purchasing policy and an affordable housing plan, which **West Hartford does not have yet.**
- Fairfield's 605 points include points for a tree canopy study, and Hartford's 460 points include points for its Office of Sustainability's focus on environmental justice and equity.
- In 2022, Sustainable CT will pilot a **Climate Leader Designation. West Hartford qualifies to submit for this.**
- In 2023, Sustainable CT will introduce a **Gold certification level. West Hartford should start planning for this now** (2-3 years out) so there is ample time to complete additional actions, *including the equity toolkit process.*

# 13 ACTION CATEGORIES: GAP ANALYSIS

Category	Earned / Possible points	Strengths/Weaknesses
1. Inclusive and Equitable Community Impacts	55 / 80 points	Leadership should attend Sustainable CT equity training; Equity toolkit applied proactively to all actions. Hire equity officer.
2. Thriving Local Economies	25 / 235 points	Local biz support strong; weak in brownfields (applicable?), sustainable purchasing, green jobs/workforce development.
3. Well-Stewarded Land and Natural Resources	60 / 445 points	POCD is a starting point but need to develop policies and execute. Need additional planning staff? Weak in outreach education; need to focus on grounds practices and irrigation. Work with MDC.
4. Vibrant and Creative Cultural Ecosystems	25 / 80 points	Arts Commission active. Need to execute POCD. Likely more going on than know about (e.g., library).
5. Dynamic and Resilient Planning	65 / 230 points	POCD is a starting point, but need to develop policies and execute. Weak in climate & resilience planning, solar streamlining, recovery.
6. Clean and Diverse Transportation Systems and Choices	100 / 265 points	Weak in public transportation, electrification plan for municipal fleet. Need to start thinking about this more holistically, multi-modal/EV ready community. Ped Bike → Multi-modal, transportation?
7. Renewable and Efficient Energy Infrastructure and Operations	110 / 540 points	New Energy Plan; weak in energy campaign/education outreach. Town needs to invest in building new/construction/renovation plan (vs band-aid) and renewable energy transition plan. Need to push residential and low-income EE adoption. Clean Energy → Climate?
8. Inclusive Engagement, Communication and Education	95 / 105 points	Weak in formal Communications Plan (2 ways) - How/where do we educate/seek input so we reach everyone? Need to get partners on board - WHPS, Library. Too many competing interests. Continual messaging.
9. Strategic Materials Management	55 / 190 points	Metrics just started, food waste and SMART discussion must be in future.
10. Optimal Health and Wellness Opportunities	25 / 120 points	Community Gardens only, otherwise weak area? Need more info (Prevention Council) - Focus on healthy sustainable food systems not just hunger prevention? Need to develop air quality/noise focus in community? Weak in health assessments?
11. Healthy, Efficient and Diverse Housing	70 / 175 points	New Advisory Group. Affordable Housing Plan in future. Need to address barriers - nimby and developer issues.
12. Effective, Compassionate Homelessness Prevention	10 / 65 points	Homeless is new Sustainable CT category. Need to understand better what are we doing. Needs collaboration with Social Services (on energy too).
13. Innovative Strategies and Practices	30 / 40 points	n/a – Town's choice of action not captured elsewhere in Sustainable CT.
<b>TOTAL</b>	<b>725 / 2570 points</b>	

#2

*WE NEED A SUSTAINABLE WEST  
HARTFORD TEAM TO PROVIDE  
**COMMUNICATION &  
COLLABORATION ON FUTURE  
SUSTAINABILITY WORK.***

Examples: As a group of all residents, the SAG felt its effectiveness was diminished. SAG members voiced desire for: (i) better information about rules/process for participating on a commission or providing public input, (ii) clear point(s) of contact within the Town for outside project or ideas, (iii) more coordination with West Hartford Public Schools / BOE on sustainability.



# Sustainable West Hartford

Our Town, Our Planet, Our Future

24 people



- A Sustainable West Hartford team would be a **mix of leadership, staff, commission reps (residents) and residents at large, including youth.**
- It would **meet 4 times a year** (manageable).
- It would have a community (external) Chair (TBD), and a municipal (internal) Chair (Town Manager).
- It would be responsible (every 3 years) for preparing the Town's Sustainable CT application.
- It would provide a **forum for communication and collaboration between members on current action items and or gaps / opportunities for future work.**
- It would maintain a master list of action items and work cooperatively together (and with extremal partners) to implement or enable implementation of items. These items could be Sustainable CT actions or others -- see Action Recommendations (appendix).
- It would be responsible for tracking **2 metrics: (i) Sustainable CT certification and (ii) GHG Inventory(?)**.
- It would NOT replace any commissions; commissions and departments would still be where a lot of the “work” happens.
- It would serve as an additional community outreach arm (e.g., Sustainable West Hartford Facebook, etc. ).

# CREATING SUSTAINABLE WEST HARTFORD

1. **Convene a joint meeting of relevant commissions with Town Manager, Town Clerk, and Corporation Counsel** to discuss the concept of Sustainable West Hartford.
2. At same meeting, also introduce idea of an associated commission “review/refresh” (next slide).
3. Revise or add ordinances and resolutions, as needed.
4. Use Town Manager’s authority from 2018 Sustainable CT Resolution (2018) and Climate Crisis Resolution (2022) to form Sustainable West Hartford – potential start date Sept 2022, per Climate Crisis Resolution?
5. Consider hiring additional staff – another Planner and/or a Sustainability Officer – to add capacity and to better coordinate cross-cutting sustainability initiatives.

## COMMISSION REVIEW / REFRESH – IDEAS

- **Conservation & Environment** Commission is by statute, but has not been revised since 1972. Potential to realign focus on natural resources and land/water based issues, such as watershed, water conservation, landscaping, open space, gardens, green infrastructure, local healthy food systems, forests.
- **Clean Energy** Commission is by resolution and has 2 staff members, which needs to be corrected.\* Potential to expand membership and maybe add “Climate?”
- **Pedestrian Bicycle** Commission is by resolution which needs to be corrected.\* Potential to rename and expand focus to include a complete streets, multi-modal approach that includes public transportation (current gap). Also, examine relationship with external organizations (e.g., Bike West Hartford).
- Create a **Waste Reduction & Materials Management** Commission. Recycling, food waste diversion/composting, SMART/PAYT, etc. are increasingly important issues and we need a group to take responsibility for them. There is staff already (Recycling Specialist).

\*Per Corporation Counsel, commissions must be by ordinance and comprised of electors of West Hartford.

## COMMISSION REVIEW / REFRESH – THOUGHTS

- A commission “review/refresh” affords the Town an opportunity to update its commissions and to **make them more effective and productive.**
- In present day, we should take time to **(re)think what we want commissions to do** – e.g., advisory versus education, outreach, and projects.
- Thinking through what we want commissions to do, will also inform their structure (e.g., commission, task force, etc.).
- Having an assigned staff person may help commissions be more effective.
- The right commission model can help leadership and staff accelerate sustainability goals and community engagement.
- Residents and key stakeholder groups need to be better informed about how they can participate.
- West Hartford has engaged residents; **if commissions have purpose and people feel their participate is meaningful, they will volunteer** (e.g., 60 people applied for the SAG). Some of these residents may be good candidates.



#3

*THE WORK OF SUSTAINABLE WEST  
HARTFORD WILL REQUIRE CONTINUED,  
VISIBLE SUPPORT OF TOWN LEADERSHIP.*

Example: As evidenced by our awards (e.g., Mayors Climate Protection Award, Sustainable CT) and the renaming of the Public Works, Facilities & **Sustainability** Committee, our leadership is committed and taking positive steps. This continued support is key to future success.

## TOWN LEADERSHIP 9 TO-DO'S

Little things can have a big impact right away.

1. Implement **#1: We must push forward on sustainability with a sense URGENCY.** When Sustainable CT unveils Gold-level certification in 2023, publically announce that West Hartford will be working towards this as a Town and ask community members to join.
2. Implement **#2: We need a Sustainable West Hartford team to provide COMMUNICATION & COLLABORATION on future sustainability work.** Track progress on this initiative by adding it to the PWF&S Committee agenda.
3. Convene a joint meeting of the 4 relevant commissions to discuss interest in Sustainable West Hartford and a commission “review/refresh.”
4. Ensure that sustainability is a key criteria used in the job description, interviews, and hiring of the new Town Manager.
5. Use your position of influence to *continually* talk about and ask about sustainability as a priority – at public meetings, to the press, with your constituents, on your social media.
6. Circulate the adopted Climate Crisis Resolution to all Department Directors and staff.
7. Change the Agenda Item Summary (AIS) form that is used by Council to include sustainability/equity reviews to ensure that every decision and action is screened through these lenses.
8. (One of you) complete Sust CT Action 1.3 – attend 3-day Sustainable CT equity training with one resident and one high-level staff (new Equity Officer).
9. Rename Public Relations to be the Office of Community Engagement (& Equity) as a start to being more inclusive, reimagining communication as a two-way process, and facilitating connections to bolster community work.

## SAG TO-DO

A farewell contribution.

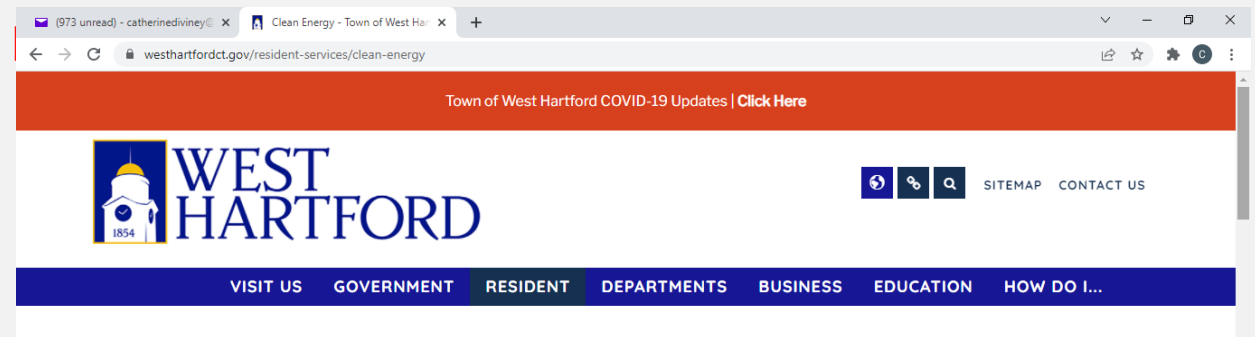
10. Build out a new Sustainability section on the Town's website.

**Education is paramount.** The SAG sought opportunities to take action. As such, the group is working to building out content for the Sustainability section on the Town's website – which Catherine & Katherine have started – to provide access to information and resources on key sustainability topics all in one place.

As a central and trusted resource, the Town's website can play a key role in visible leadership and enabling continued progress on sustainability in our community.

Simple format for each sustainability topic (e.g., solar):

- (i) what the Town is doing,
- (ii) what you can do,
- (iii) resources (links) to get started.
- (iv) a point of contact.



# ACTION RECOMMENDATIONS (APPENDIX)

As a starting point for future sustainability work, we combined Sustainable CT actions and additional SAG ideas into a long list. These actions come in all shapes and sizes: some require money, others require only time and effort; some need Council approval, others do not.

**We envision this list as a valuable tool for the next phase of West Hartford's sustainability work.** The list requires additional input, consideration, and prioritization by the Sustainable West Hartford team, as well as many key players.

We offer it to you as a comprehensive look at what the West Hartford Sustainability Advisory Group (SAG) believes our town should be focusing on and is capable of achieving.

# I. INCLUSIVE AND EQUITABLE COMMUNITY IMPACTS

*Deeply embedding equity considerations into municipal operations, building inclusiveness, community cohesion, and shared decision-making.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Hire Equity Officer (13.1)</li> <li>Have one elected leader, new Equity Officer, and one a resident (SAG volunteer?) attend Sustainable CT Equity Training (1.2)</li> <li>Add sustainability criteria to Council's AIS (agenda Item summary) form (13.1)</li> </ul>	Town Manager Town Council Equity Officer Town Clerk Corporation Counsel Public Relations Human Rights WHCi WH Public Library Noah Webster House GARE Partners (WHAASCO, CPCWH, etc.)
Medium	<ul style="list-style-type: none"> <li>Distribute example Land Acknowledge language and encourage Town Council, Committees, Boards and Commissions to consider starting their public meetings with one (13.1)</li> <li>Organize a public information session (thru library) to inform residents how they can get involved in local government (e.g., commissions, public comments, etc.) and what the process is (13.1)</li> <li>Organize addition "Community Conversations" type-workshops or educational sessions on equity and inclusion. (8.1)</li> </ul>	
Long	<ul style="list-style-type: none"> <li>Evaluate existing and future Town policies and actions through a anti-racism/equity lens</li> <li>Support internship and employment programs for professionals who are BIPOC and programs that support BIPOC-owned business</li> <li>Consider integrating the Sustainable CT Equity Toolkit process into Town planning on a routine basis (1.1)</li> <li>Consider compensation as a way to increase participation/representation in Town decision-making (e.g., lived experience input or commissions, etc.)</li> </ul>	

## 2. THRIVING LOCAL ECONOMIES

*Supporting local businesses, increasing local jobs and revenues, and fostering energy-efficient and renewable energy-powered commercial and industrial buildings.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Develop and implement an ongoing “buy local” campaign (2.3)</li> <li>Provide education and information to businesses on town’s website, etc.</li> </ul>	Econ Development WH Chamber Purchasing Corporation Counsel Public Relations Econ Development Town Council Recycling Coord Waste & Mat Mgmt
Medium	<ul style="list-style-type: none"> <li>Create Adopt a Sustainable Purchasing Policy (2.2)</li> <li>Support and encourage the redevelopment of brownfield sites, start by inventorying and mapping all brownfield sites in town (2.1.1 &amp; 2.1.2)</li> </ul>	
Long	<ul style="list-style-type: none"> <li>Invest in attracting sustainable, green businesses and jobs to West Hartford.</li> <li>Work with businesses to educate, analyze and support adoption of a circular economy to reduce waste via waste-feedstock loops.</li> </ul>	

Note: The SAG did not spend as much time discussing this area; need input from key players.

# 3. WELL-STEWARDED LAND AND NATURAL RESOURCES

*Establishing policies and practices that recognize our finite resources and that strive to achieve a balance of many users while preserving and increasing ecosystem health and resilience.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>• Conduct a Tree Canopy Study to establish a baseline (3.9)</li> <li>• Continue to provide space for planting by West Hartford Tree Project (3.9)</li> <li>• Apply for state grants to fund forestry program (3.9)</li> <li>• Create town website with info on green landscaping, invasive species, pollinator garden, tree/arborist videos and resources, etc. (3.10)</li> <li>• Fix West Hartford link on <a href="https://www.pollinator-pathway.org/">https://www.pollinator-pathway.org/</a>; join if not member (3.12)</li> <li>• Create Natural Resources and Wildlife inventory by consolidating information from different sources (3.5)</li> <li>• Revise Town’s basic MS4 flyer and ramp up watershed education through a workshop or speaker series</li> <li>• Install educational and interpretive signage (e.g., watershed walkway) (3.1)</li> <li>• Work with MDC to deliver education &amp; programs on water conservation (e.g., rain barrel sale, grants to install water bottle filling stations, irrigation) (3.7)</li> </ul>	Cons & Env't Leisure/Grounds WH Tree Project Westmoor Park Hartford Audubon WH Garden Club Town Planner TPZ Friends of Parks MDC
Medium	<ul style="list-style-type: none"> <li>• Create a Watershed Management Plan – including plan to meet MS4 requirement, inventory of resources, goals, and revision of existing regulations (3.2)</li> <li>• Establish an open space acquisition fund (e.g., x% of wetland permit fee) (3.4.4)</li> <li>• Create a Forestry Advisory Committee to preserve and grow of the native plant community and tree canopy and regulate the cutting of mature, healthy trees (3.9)</li> <li>• Install additional pollinator garden on Town properties (3.12)</li> <li>• Formally adopt a dark night skies policy and require compliant exterior lighting in Zoning ordinance (3.13)</li> <li>• Expand the Town’s green grounds practices into an official policy and program, inclusive of Town &amp; BOE, that goes beyond state IMP requirements, by documenting properties and Best Management Practices, (3.10 &amp; 3.11)</li> </ul>	Town Council Clean Energy WH Land Trust Grass Roots WH Natural Dividends
Long	<ul style="list-style-type: none"> <li>• Seek to activate West Hartford Land Trust and increase preserved open space (3.4)</li> <li>• Establish a program funded by grants and town budget that provides and plants appropriate trees for residents (3.4 &amp; 3.8)</li> <li>• Create a long term town strategy for replacement and preservation of mature trees and the replanting of young trees. (3.9)</li> </ul>	

# 4. VIBRANT AND CREATIVE CULTURAL ECOSYSTEMS

*Distinctive, engaged and livable communities that shape people-centered places, provide robust artistic and cultural opportunities, and consider environmental impacts.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Support local artists, especially those impacted by pandemic (4.2)</li> <li>Continue to support opportunities to integrate and expose residents and youth to various forms art (e.g., murals, barriers, concerts)</li> </ul>	Arts Commission Town Council Art League Leisure WH Public Library Partners
Medium	<ul style="list-style-type: none"> <li>Establish an Arts District (4.2.8)</li> </ul>	
Long	<ul style="list-style-type: none"> <li>Establish a % for public art program (4.2.4)</li> </ul>	

Note: The SAG did not spend as much time discussing this area; need input from key players.



# 5. DYNAMIC AND RESILIENT PLANNING

*Balancing human development and resource use with a wide range of factors, including livability, economic opportunity, biodiversity and natural systems.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Hire an additional Planner and prioritize implementation of the Plan of Conservation &amp; Development, including the adoption of relevant policies and regulations (e.g., transit-oriented development, low-impact development, electric vehicle charging, affordable housing) (5.1)</li> <li>Circulate the Resolution Declaring a Climate Crisis to Department Directors and staff to integrate into operations and planning</li> <li>With Assistance from Sust CT / GPI develop adopt EV changing zoning regulations or parking standards (6.5.5 &amp; 5.1)</li> <li>Participate in Sustainable CT / GPI technical assistance program for SolSmart to become Bronze-certified (5.6.1)</li> <li>Create set of factsheets to educate residents on different planning and zoning topics: permits, wetland, ADUs, dark night skies, solar, fence/sheds, storm water, etc. (5.1)</li> </ul>	Town Manager Town Council Town Historian Building Services Clean Energy Town Planner TPZ Plant & Facilities Engineering WHPD Fire CERT
Medium	<ul style="list-style-type: none"> <li>Provide low impact development (LID) educational materials and checklist to developers to start of permit process (3.8)</li> <li>Prioritize green infrastructure solutions to storm water management and push MDC to do the same (e.g., pervious surface, large trees, bio-swales, etc.) (3.1)</li> <li>Explore the use of Town incentives (e.g., reduced permit fees, streamlined system) to encourage adopt of solar and other related clean energy systems (5.6)</li> <li>Increase amount of pervious surface in Town</li> <li>Inventory and assess Cultural &amp; Historic Assets (5.5.1 &amp; 5.5.2)</li> </ul>	
Long	<ul style="list-style-type: none"> <li>Adopt a no fossil fuel standard for new construction</li> <li>Support dense development along transportation corridors through zoning and incentives (11.3)</li> <li>Review the Nature Conservancy's Climate Vulnerability Report for West Hartford and integrate climate change and resilience planning into disaster recovery and emergency management (5.4 &amp; 5.7)</li> </ul>	

# 6. CLEAN AND DIVERSE TRANSPORTATION SYSTEMS AND CHOICES

*Allowing enhanced health, safety and access for all roadway users—including motor vehicles, pedestrians, bicyclists and transit users—regardless of age, ability, income or ethnicity.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Implement Complete Streets: build protected N-S bike lanes from Town Center to Bishop’s Corner on N Main; coordinate with Hartford to create protected bike lane on Farmington E-W; and design non-motorized LaSalle Rd from Arapahoe to Farmington. (6.1.6)</li> <li>Publicize the use of 311 program to report infrastructure issues (e.g., speeding, sidewalks, crashes)</li> <li>Add public transportation to the scope of a Pedestrian Bicycle Commission and/or designate a Complete Streets Team (6.1)</li> <li>Include public transit directions for all public events and/or incentives with proof of ride (e.g., reduced entry fees, raffle ticket) (6.5)</li> <li>Prioritize snow clearing around transit stops</li> <li>Ensure that Bicycle Facilities Plan update is a “complete streets” plan, not just “bikes” and as part of this update use a process of community engagement to conduct a bicycle or pedestrian audit (6.5.3)</li> <li>Develop a written plan for municipal fleet electrification and installation of EVSE at Town and BOE facilities (6.4 &amp; 6.6)</li> </ul>	Town Council Ped Bike Public Works Public Relations Engineering Bike West Hartford Engineering Assessor Human Resources WHPS CT Rides CRCOG Greater Hartford Transit Authority Bike Walk CT Town Planner TPZ CDOT Clean Energy
Medium	<ul style="list-style-type: none"> <li>Implement Complete Streets: reconfigure LaSalle to prioritize non-motorized uses; add pedestrian crossings town-wide; expand protected bike lane network (New Britain-New Park) (6.1.6)</li> <li>Develop 4th grade street safety program in cooperation with Bike/Walk CT (6.5.2)</li> <li>Work with Sustainable CT, CTRides and CRCOG to organize a community or compensated living experience conservation on transportation (similar to affordable housing) (1.1 &amp; 6.5.5)</li> <li>Upgrade bus stops to include seating, rain and sun protection, maps, schedules, etc.</li> <li>Work with state elected officials on legislation allowing private, municipal, etc. employers to opt-in to U-Pass transit program (6.5)</li> <li>Provide easy connection from WH Center to CTFastrak and Union stations</li> <li>Investigate use of fines (e.g., Hartford) or municipal jurisdiction in a snow clearing ordinance to increase compliance</li> <li>Pursue a Destination Drive Electric community designation focused on the Center and Blue Back Square (6.4)</li> <li>Attain Silver-level status in the League of American Bicyclists Bicycle-Friendly Communities Program (6.1.5)</li> <li>Attain Silver-level status in CTRides Transportation Leaders program (6.3.1)</li> <li>Analyze possible town incentives to increase electric vehicle adoption (e.g., reduced tax rate)</li> <li>Purchase at least one municipal electric vehicle in FY23 (6.4.3)</li> </ul>	

# 6. CLEAN AND DIVERSE TRANSPORTATION SYSTEMS AND CHOICES (CONT.)

*Allowing enhanced health, safety and access for all roadway users—including motor vehicles, pedestrians, bicyclists and transit users—regardless of age, ability, income or ethnicity.*

Time	Action	Key Players
Long	<ul style="list-style-type: none"> <li>• Implement Complete Streets: design and build Core Non-Motorized Network and bring road repair into compliance with state Complete Streets law. In all design, consider vulnerable users and ADA guidelines; further expand bike lane network (Park E-W; Prospect N-S); install speed-reducing infrastructure on roads prone to accidents (6.1.6)</li> <li>• Encourage state to expand CTfastrak to serve a wider area (e.g., across river)</li> <li>• Pursue a e-scooter or bike share program (6.5.6)</li> </ul>	Town Council Ped Bike Public Works Public Relations Engineering Bike West Hartford Engineering Assessor Human Resources WHPS CT Rides CRCOG Greater Hartford Transit Authority Bike Walk CT Town Planner TPZ CDOT Clean Energy

# 7. RENEWABLE AND EFFICIENT ENERGY INFRASTRUCTURE AND OPERATIONS

*Including accessible municipal buildings with efficient operations, maintenance, and energy systems.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>• Continue to update and implement recommendations in the WH Energy Plan and consider expanding into a Climate Action Plan (7.1)</li> <li>• Provide meaningful follow-up after passing Climate Emergency Resolution by circulating policy and integrating climate into planning</li> <li>• Publish current utility data and building performance metrics on Town’s website</li> <li>• Update town’s website to include information on current energy efficiency and renewable energy programs for residents and business and continue to sponsor educational events with partners (7.7)</li> <li>• Finish conversion of decorative street lights to LED (about 200 remain) (7.6.3)</li> <li>• Continue to install solar on municipal rooftops, pursue solar carports, and virtual net metering (7.4)</li> <li>• Support state legislation to raise caps on commercial solar to increase adoption</li> <li>• Conduct a successful HeatSmart campaign and achieve a 10% increase in residential Home Energy Solution assessments (7.7)</li> <li>• Participate in Sustainable CT / GPI technical assistance program for SolSmart to become Bronze-certified (5.6.1)</li> <li>• Implement a campaign to encourage adoption of electric lawn care equipment (7.7)</li> <li>• Ensure that all residents are aware of how to connect to Energy assistance, weatherization and energy efficiency services, if needed</li> <li>• Ensure the every WHPS school has a green team or environmental club.</li> </ul>	Clean Energy Energy Specialist Plant & Facilities Public Works Town Council Social Services WH Chamber WH Public Library Town Planner TPZ WHPS EnergizeCT
Medium	<ul style="list-style-type: none"> <li>• Adopt a net-zero ready or no fossil fuel standard for all new construction, starting with Town properties (7.4)</li> <li>• Create GHG inventory</li> <li>• Revisit Town restrictions on ground mount solar and explore the use of Town incentives (e.g., reduced permit fees, streamlined system) to encourage adopt of solar and other related clean energy systems (5.6)</li> <li>• Ensure that the Clean Energy Commission and other relevant commissions are notified early about major new development and provide support for developers to make sustainable energy choices</li> <li>• Work with WHPS to encourage implementation of CT Green Leaf Schools program</li> </ul>	
Long	<ul style="list-style-type: none"> <li>• Use federal and state funding for major building capital improvements</li> <li>• Consider need for building consolidation, replacement or major renovations in capital improvement planning</li> </ul>	

# 8. INCLUSIVE ENGAGEMENT, COMMUNICATION AND EDUCATION

*Encompassing transparency, inclusivity, effective communication, appropriate events and training - civic engagement and regional collaboration.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>• Rename Office of Public Relations to be the Office of Community Engagement and reimagine Town communication as a 2-way process</li> <li>• Hire Equity Officer (13.1)</li> <li>• Revamp Town’s website to provide info on topics in one place. (The SAG is willing to stay convened to execute this action.)</li> <li>• Require all Commissioners and Councilors to attend at least one relevant training annually (8.3)</li> <li>• Encourage Commissions to increase education and outreach on sustainability topics to residents</li> <li>• Promote Sustainable CT’s Community Match Fund and set up mechanism for Town to donate to every West Hartford projects (8.4)</li> <li>• Continue providing a virtual option for participation in all town meetings to facilitate inclusion.</li> </ul>	Public Relations Town Manger Town Council Town Clerk Corporation Counsel Equity Officer WH Public Library
Medium	<ul style="list-style-type: none"> <li>• Engage with the Board of Education and develop more ways to work to together to reach community</li> <li>• Develop a Communication Plan (8.2)</li> <li>• Hold additional “Community Conversations” on topics TBD – including sustainability.</li> <li>• Organize a public information session (thru library) to inform residents how they can get involved in local government (e.g., commissions, public comments, etc.) and what the process is (13.1)</li> </ul>	
Long	<ul style="list-style-type: none"> <li>• Consider integrating the Sustainable CT Equity Toolkit process into Town planning on a routine basis (1.1)</li> <li>• Consider compensation as a way to increase participation/representation in Town decision-making (e.g., lived experience input or commissions, etc.)</li> </ul>	

# 9. STRATEGIC MATERIALS MANAGEMENT

*Encouraging thoughtful waste management and reduction that goes beyond plastics recycling to include additional materials and food waste.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Continue to report waste data (9.1)</li> <li>Create a new Waste Reduction &amp; Materials Management Commission to focus on important issues surrounding future of waste in Connecticut, including rising industry costs, and state reduction mandates, etc. (current gap) (9.2)</li> <li>Continue education and outreach on recycling and waste reduction thru West Harford Recycles, presentations, etc. (9.1 &amp; 9.2)</li> <li>Add educational information to town's website (9.1 &amp; 9.2)</li> <li>Apply for DEEP grant to conduct residential food waste program pilot (9.4)</li> <li>Reduce organics in both yard waste / landfill and trash curbside collection services by encouraging backyard composting (9.2)</li> <li>Increase food rescue through heightened awareness of organizations like <a href="#">Food Rescue</a> (9.4)</li> <li>Host town events (e.g., swaps, markets, tag sales) that encourage reuse (8.1)</li> <li>Send a letter to all town residents highlighting the impending waste crisis and other vital information</li> </ul>	Recycling Coord Public Works Waste & Mat Mgmt WHPS Nutrition Services Plant & Facilities Town Council CT DEEP WH Chamber Econ Development
Medium	<ul style="list-style-type: none"> <li>Start educating and building community support for SMART/PAYT (9.2)</li> <li>Establish kitchen and cafeteria food scrap diversion and/or food rescue (share table) program or in all public schools (9.4)</li> <li>Improve compliance on recycling in municipal buildings</li> <li>Explored municipal enforcement options for recycling (e.g., manpower, fines)</li> <li>Establish tool/equipment library or “buy-nothing” swap or lending program for residents which could also encourage electric options</li> <li>Provide educational resources to businesses and provide recognition for businesses that green their supply chain, services or products</li> <li>Investigate introducing a standard, reusable to-go container for local restaurants coupled with a “buy local” campaign</li> </ul>	
Long	<ul style="list-style-type: none"> <li>Implement PAYT (9.2)</li> <li>Implement residential food waste collection (9.4)</li> <li>Explore building local capacity for harvesting lower carbon energy from organics (e.g., anaerobic digestion)</li> <li>Work with WHPS Nutrition Services to examine the disconnect between waste reduction and state and federal school breakfast/lunch funding and nutrition requirements</li> </ul>	

# 10. OPTIMAL HEALTH AND WELLNESS OPPORTUNITIES

*Prioritizing the physical and mental health of all community members through air quality improvement, shared gardens and growing spaces, and stable food systems.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>• Conduct a anti-idling campaign and install signage in parks and fields (10.3)</li> <li>• Improve signage and web presence for the farmers markets that exist (8.1)</li> <li>• Continue educational campaigns in schools (e.g., anti-smoking, vaping, drinking, substance abuse) (10.3)</li> </ul>	Leisure/Grounds Clean Energy Cons & Envt Hunger Action Team WH Food Pantry Westmoor Park WHPS Health District Grass Roots WH Social Services Prevention Council WH Prevention Partnership
Medium	<ul style="list-style-type: none"> <li>• Expand focus on hunger prevention to include healthy sustainable food options and systems</li> <li>• Add more town community gardens; consider transform vacant municipal lots into edible and productive community gardens in the east side and center of the Town (10.4)</li> <li>• Conduct a Community Food Assessment to establish baseline (10.1.2)</li> <li>• Explore ways to deepen support for local farmers markets.</li> </ul>	
Long	<ul style="list-style-type: none"> <li>• Encourage all WHPS to embrace Connecticut Green Leaf schools program</li> <li>• Re-establish school gardens and education curriculum</li> <li>• Establish a community orchard in conjunction with community vegetable gardens</li> <li>• Try to replicate the recent farm-to-school successes in Hartford Public Schools</li> <li>• Examine and reform funding structure for food in public schools to prioritize healthy local options over junk food</li> <li>• Expand number of farmers markets, and hours/days of operation (8.1)</li> <li>•</li> </ul>	

Note: The SAG did not spend as much time discussing this area; need input from key players.

# 11. HEALTHY, EFFICIENT AND DIVERSE HOUSING

*Diverse in both type and affordability, and located in thriving, livable, connected neighborhoods.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Complete Affordable Housing Plan (11.1)</li> </ul>	Town Planner TPZ Affordable Housing Advisory Group Town Council
Medium	<ul style="list-style-type: none"> <li>Determine need to create Housing Commission to oversee once Affordable Housing Advisory Group has finished Plan.</li> <li>Adopt a mandatory inclusionary zoning requirement (e.g., 10%) affordable housing requirement for new development (11.2)</li> <li>Establish a state-approved incentive housing zone (IHZ) (11.3.1)</li> <li>Revise West Hartford's definition of family in Section 177.2 (currently capped at 6) to be more flexible (11.3.3)</li> </ul>	
Long		

Note: The SAG did not spend as much time discussing this area; need input from key players.



# 12. EFFECTIVE, COMPASSIONATE HOMELESSNESS PREVENTION

*Helping to build homelessness awareness and supports through compassionate outreach and thoughtful service coordination.*

Time	Action	Key Players
Short	<ul style="list-style-type: none"> <li>Expand focus on panhandling to include more emphasis on homelessness</li> <li>Engage with Connecticut Coalition to End Homelessness(12.1)</li> <li>Collect and share homeless data and provide better information to residents about this issue and what to do if they experience a homeless person/panhandler (12.2 &amp; 12.3)</li> </ul>	CRCOG Social Services CAN Connecticut Coalition to End Homelessness Prevention Council Town Council WHPD
Medium	<ul style="list-style-type: none"> <li>Organize community conversation or compensated living experience conservation on homelessness in our community (similar to affordable housing) (12.1)</li> <li>Assess potential for local services/response to homelessness in addition to regional Coordinated Access Network (CAN)</li> <li>Provide local warming &amp; cooling shelters, not just in weather emergencies</li> </ul>	
Long	<ul style="list-style-type: none"> <li>Consider passing a resolution or municipal call to action to end homelessness (12.2)</li> <li>Develop local options to house and serve affected people</li> </ul>	

Note: The SAG did not spend as much time discussing this area; need input from key players.

# 13. INNOVATIVE STRATEGIES AND PRACTICES (OTHER)

*Innovate and implement meaningful sustainability actions not yet listed on the Sustainable CT action list. Become a model for others!*

Time	Action	Key Players
Short		
Medium	<b>OUR CHOICE</b>	
Long		

# IN CONCLUSION

#1

*We must push forward on sustainability with a sense of **URGENCY.***

#2

*We need a Sustainable West Hartford team to provide **COMMUNICATION & COLLABORATION** on future sustainability work.*

#3

*The work of Sustainable West Hartford will require continued, visible support of town **LEADERSHIP.***

Please take additional steps forward.  
Please do not let the work of the Sustainability Advisory Group “sit on the shelf.”

# SPECIAL THANKS TO...

## **SUSTANABILITY ADVISORY GROUP MEMBERS**

- Maura Beaudreault
  - Daniel Becerra
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  - Preeti Dua
  - Michael Elfenbaum
  - Johannes Evelein
  - Julia Farber
  - Christine Feely
  - Grace Furia
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  - Heidi Green
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  - Denisse Gutierrez
  - Kim Hughes
  - Johnathan Humphrey
  - Dan Masciello
  - Hendree Milward
  - Ted Newton
  - Kevin Nguyen
  - Bernard Pelletier
  - Edward Perzanowski
  - Kathleen Roche
  - Jane Roth
  - Jay Stange
  - Rachael Virgin
  - Lindsey Whitcomb
- Staff Liaisons:
- Catherine Diviney
  - Katherine Bruns