

Borough of Doylestown

Environmental Advisory Council

Minutes of the meeting held Tuesday, October 20, 2020

Attendance: Joe Wallace, George Mullikin, Karyn Hyland, David Kapturowski, Kristin Winters, Adam Howell, Victoria Holderer, Wendy Margolis, Mayor Strouse

1) Call to Order: Joe W. called the meeting to order at 7:32 pm.

2) Approval of Minutes: David K. moved to approve the minutes of the last meeting, George M. seconded, and the minutes were approved as written with Joe W. abstaining.

3) Update on Single Use Plastics/Composting Presence at Farmer's Market

- George M., Victoria H., and Adam H. were at the market this past weekend, as well as two members of Council. They discussed composting and recycling and handed out some reusable bags. About 4-5 people asked about composting and picked up flyers. George M. said people were glad to see the recycling bins again and brought many bags to be recycled.
- The group discussed having a larger sign to get people's attention. The ones we have now are 8.5" x 11". The graphics from Joe W. can be scaled up. Perhaps a 24" x 36" sign with a picture of a reusable bag and logo might be good. Karyn H. said the Borough has foamboard, and Joe W. or the Borough engineer could plot it. Joe W. mentioned that some of the graphics companies in town could make a vinyl sign that would last in bad weather. We can continue to talk about options.
- George M. asked if maybe we should shorten our hours at the market; this was supported by Joe W., and the group agreed that a presence from 9 am -12 pm would be good, with just one group of volunteers. Karyn H. will adjust this on SignUpGenius.
- Victoria H. mentioned a chalkboard sandwich board she saw at the market and noted this might get people's attention as they walked into the market. The chalkboard stands on its own and would not need to be attached to anything. She looked them up and they are about \$50. The group agreed this was worth looking into; Victoria H. will look up some sizes and prices, then will give this to Karyn H. to compare to the budget.
- Victoria H. said we might need more reusable bags; there are enough for this weekend. Karyn H. noted that most of them were donated. We may be able to get more donations; Joe W. will ask at Dogs and Cats Rule and Adam H. will ask at Penn Community. Both businesses had seemed somewhat resistant to giving more the last time they were asked, and we had contributed a small amount of money for each bag from Dogs and Cats Rule, but we will ask them again. George M. will also ask around to see if he can get some for free. Wendy M. noted that Covenant Bank (now CNN) might have bags. Wendy M. asked Mayor Strouse if maybe the hospital might have some bags; he wasn't sure but thought Penn Community would be a good source. Karyn H. supported using local sources. Victoria H. asked if there is a protocol for speaking to companies about this. Adam H. said he visited Penn Community in person and explained what we were doing, and it went over well; they were willing to help. Karyn H. noted that a lot of businesses in town are familiar with our efforts, so it will probably not be a surprise.
- George M. called Weis to inquire about where to bring the recycled plastic bags, and the manager was very accommodating. She instructed him to bring them to the back of the store, and they will put them in a large carton. George M. hasn't taken them yet, but this sounds like it

will work. Regarding weighing the bags, George M. said the Trex representative doesn't seem concerned about a time restriction. The weight is self-reported, and George M. has been measuring them on a food scale. He said they're surprisingly light. Joe W. said he can help George M. drop them off at Weis. George M. reiterated and the group agreed that recycling bags is good, but our ultimate goal is to not use plastic bags.

- Adam H. noted that for the sign at the market we should have language that is inviting. He said it sometimes feels like people think we're going to sell something. Maybe "take a bag, give a bag, it's free," with an emphasis on it being free. The group agreed we should have a positive, inviting message.
- Mayor Strouse noted that a winter market is planned for 7 weekends in January, February, and March on every other weekend. We could plan to be present during a few of those weekends. The location will probably not be in Doylestown. Wendy asked if there is an EAC at the location where it will be, and if we would want to run it by them. Mayor Strouse said one of the places being considered is the Plumsteadville Fire Co. He thinks it would be good to have our EAC there to show that this is a Doylestown Borough event, but we are welcoming a broader community. Joe W. echoed this, and the group agreed. Victoria H. mentioned that St. Paul's Lutheran Church in the Borough has a large hall, and Kristin W. noted that other churches do too; Mayor Strouse will mention this to the market manager. Victoria H. also mentioned the Wrightstown indoor market; Mayor Strouse said this is run by the same group and is also worth looking into.
- George M. confirmed that for this weekend at the market all of the supplies are there. Wendy M. noted the bottom of the bin for plastic bags falls off. George M. said there are some wedges that support it that can be used to prevent this from happening.

4) Charging Stations

- David K. summarized that the state is granting money for clean energy sources. We would be seeking a grant for level 2 charging stations. The group had discussed putting stations at the new Borough Hall.
- Karyn H. showed us the lighting plan for the new Hall and oriented the group to the plan. There would be a sign on Doyle St. directing users to the stations, and the stations would be in a highly visible position directly across from the entrance. The entrance would be open 24/7. (The Broad St. entrance will always be open too but is for police.) The charging station parking would be in the lot for the Park and for Borough Hall. This would be one station with two chargers (dual connection station); the state would require a 7.2 KW charge per plug. Mayor Strouse noted that we will probably need charging stations for Borough owned vehicles. This grant requires that the plugs be available for public use 80% of the day, so it might not work to share these plugs; we'll have to look into it.
- Joe W. asked about an application deadline. Currently applications are being accepted on a rolling basis. David K. explained that this round of grants will cover up to 90% of the cost for a networking station (people would pay to charge). If we provide a free station, which has been the focus of our discussions, it will be covered 80%. The amount of coverage will step down with each round. The state is currently about halfway through the second round, and it will continue until it runs out.
- Mayor Strouse asked about Level 3 stations. David K. noted that these are much more expensive. Most recently produced vehicles can plug into level 3. Wawa is planning to install Level 3 stations; they are usually located at sites near highways (quick charge).

- David K. said that if we are putting a conduit into the ground, we may want to look into a couple of locations to serve as sources for future station installations. Karyn H. said we could put junction boxes in other locations, although this would require planning to decide where we'd want them. Right now we should work on pricing so we can get the application together. Mayor Strouse asked if we need a change order; Karyn H. said this is being addressed.
- Wendy M. asked how much we would need to match the grant. David K. explained that we would not need a match, but the Borough would need to cover whatever the grant does not cover. The grant would cover 80%. Karyn H. noted that we need the numbers for the actual units so we can figure out how much it will cost to run the conduit, install the units, etc. This would be combined with in-kind work from Borough Public Works. David K. summarized there are three important pieces of information that would all go into the grant application: 1) capital for units, 2) planned infrastructure (conduit, wiring for a future installation), and 3) contribution from Public Works to do tasks such as perhaps the concrete pad and the sign at the street entrance.
- David K. noted that we might need bollards to protect the units. Karyn H. said the lot will be curbed, so we would just need to figure out how far back the station would need to be set so it could still be reached. The other stations in town don't have bollards. David K. said when he walked in town with the electrician they did notice damage to parking meters. Karyn H. said bollards could be included if necessary.
- Joe W. asked if David K. needs anything from the group. David K. will keep researching the potential project. Karyn H. noted that the next step really is the cost; then we can determine if it seems like we will be able to do it. Karyn H. noted that someone at the DEP might be able to share success stories; David K. has contacts at the DEP he's spoken to.
- David K. said Bucks Co. is a priority area for the grant. The application is a very basic spreadsheet and we would need to do a separate one for each station.
- Mayor Strouse asked if we should move quickly; is the grant money for this round going to run out soon? David K. said we would need to pay up front and would be reimbursed. His sense is that we would need to submit the application before the end of the year. Karyn H. asked if we could use our construction as a match if it is ongoing (a retroactive cost component); she will look into this further. Sometimes retroactive costs don't count.
- David K. said his sense is that they just want to give these grants and it's fairly lenient. Mayor Strouse noted that it seems like we need to move along; the contractor has a fairly aggressive schedule. Karyn H. said we need to figure out the cost and whether or not that's doable within the time period. We'd like to keep the cost minimal. It would be good to find a unit that fits within the cap on the grant. The cap is \$8,000 per plug, with a minimum of two plugs.

5) Adjournment: David K. moved to adjourn the meeting and the meeting was adjourned by common consent at 8:31 pm.

6) Next Meeting: The next EAC meeting is scheduled for Tuesday, November 17, 2020 at 7:30 pm via Zoom.