

Borough of Doylestown

Environmental Advisory Council

Minutes of the meeting held Tuesday, September 15, 2020

Attendance: George Mullikin, Karyn Hyland, David Kapturowski, Kristin Winters, Victoria Holderer, Wendy Margolis

1) Call to Order: George M. called the meeting to order at 7:34 pm.

2) Approval of Minutes: David K. moved to approve the minutes of the last meeting, Victoria H. seconded, and the minutes were approved as written.

3) Tree Planting

- George summarized the tree planting. It was great weather and the morning went well.
- Public Works did a nice job prepping everything. They encountered several rocks during prep, so they put the trees in the ground themselves.
- The EAC group et al. mulched and staked the trees, put on deer guards, and set up watering bags.

4) Sustainability Programs:

- This is related to our Sustainable PA certification. George M. noted we seem to agree that this would be a good framework for the Borough to take inventory of what has already been done and set goals for the future. It's a good platform to get the community engaged.
- The obstacle is in getting the certification paperwork done, since most of the work would fall on staff. George M. wanted to check if there's some way the EAC can assist. We could go out and look to see what other municipalities are using for documentation, and maybe collaborate on some aspects.
- Karyn H. noted that the mayor and borough manager have spoken quite a few times. The paperwork would be a large undertaking and staff are not available to cover it right now since they are already working on some big items.
- David K. noted that the group is understanding of staff limitations. Council supports this work. Maybe we could nibble at it right now rather than removing it from our tasks. The rest of the group agreed.
- George M. said we can look at the paperwork and see what parts we can take on for now. Perhaps we can put it on Google docs or a similar platform so we can all collaborate on it. We will have to be aware that Google edits in real time, so we should be careful. George M. will look into getting that set up. The paperwork is currently in an Excel sheet, which could be uploaded into Google sheets. George M. will send us a link.

5) Single Use Plastics/Composting Presence at Farmers' Market

- Victoria H. sent us a writeup for why to compost in town, how to compost, items that can and cannot be composted, options for apartment composting, different systems, and general tips. We can talk about the information at the market and have copies to give to people.
- Kristin W. suggested putting the info on a handout with our logo. Victoria H. said she could look into putting it on one sheet front and back. George M. said maybe the logo could be a watermark. Victoria H. will compress the info and send it back out for people to look at. Karyn H.

said we can print it out at Borough Hall. Karyn H. noted Joe W. has worked on graphics and could look at this, since we were working on graphics earlier this year. If Victoria H. sends it to Joe W. he can probably help put the graphics in. Karyn H. noted the mayor will temporarily give his compost bin for the market as a sample, and Kristin W. offered to provide a compost sample from her garden if that would be helpful.

- Victoria H. is able to spend some time at the market in October and George M. can put in some time as well. Having two people there would be a good number. George M. said he found about 50 reusable bags from before that we can hand out. He also has the recycling bins for plastic bags.
- Karyn H. will make sure a table and chairs are there for us. George M. said the table we had been using had been switched partway through last time for a much smaller one; we will want a larger one. Karyn H. can make sure the composting flyers are put there as well. The group agreed it would be good to have the composting bin there too, we just need to let Karyn H. know ahead of time so everything can be put in place.
- George M. remembered that last time we used a Sign Up Genius; Karyn H. said there was a mixed response to this, but there was always coverage. The group discussed perhaps sending out a weekly email to get two people each week; Wendy M. said she thinks the Sign Up Genius is a good trigger and the group agreed to use Sign Up Genius. Karyn H. asked if we should plan for the two volunteer to cover the entire time slot, since it might be tough to get 4 people to sign up for the day; the group agreed volunteers could do the entire time slot. Wendy M. noted that while people inside the market have to wear masks, we will be outside the market.
- George M. suggested we start at the market on 10/3; both George M. and Victoria H. are available that day. Karyn H. will send a Sign Up Genius to the EAC and Borough Council and will coordinate the table and chairs.
- Victoria H. will send Joe W. the info sheet so he can put on the logo.
- George M. will bring the bins to collect plastic bags. George M. will ask Joe W. to print up a few logos to attach to them.
- George M. said one of the vendors used one of the tables “just for the day” and then we never saw it again. This time George M. will bring the table home for storage so it doesn’t disappear again.
- Victoria H. asked if someone will contact the market to let them know we’ll be there; Karyn H. said we don’t need to since the Borough has a designated space. Wendy M. pointed out that people will need to know to bring their plastic bags for dropoff; Karyn H. said the Borough will send out a social media blast to alert the community.

6) Charging Stations

- David K. noted that there are two charging stations in town at Hamilton St. and Pine St. (As of today the Hamilton one is out of order.) The installation of the charging stations was facilitated by town business leaders. Karyn H. emailed public works during the meeting re: the repair for the broken one.
- The state of PA has a grant program that is geared towards cleaner air. One of the grants is for Level 2 charging stations. They are currently on their 2nd round of grants. The application is fairly basic, and they require an application for each proposed charging station location, with a minimum of 2 chargers per location (two plugs on the post). The location of the stations determines the level of funding. On government property they’d provide 90%. During each round the % of coverage will go down, so it might make sense to move on this now.

- David K. has gathered info and walked some potential locations with an electrical installer; if we can pick some sites, the electrician can get PECO involved to locate viable installation locations. (This is necessary because all of the electric in the center of town is buried.) If Council is interested in moving forward, the next step would be to pick some potential locations and go through this process with PECO to get a sense of installation costs.
- Some places David K. and the electrician (Rich) looked at were the parking lot behind Starbucks (the Dommel Way lot), the Hamilton lot, and the library lot. (Karyn H. noted the library is owned by the County.) We could upgrade stations that are already in existence and repurpose some existing ones – maybe move one to the new Borough Hall that is under construction.
- George M. asked if the electrician would be willing to give us some free estimates. David K. said he is very willing to work with us.
- George M. asked if we need to get approval from Council to move forward with this. Karyn H. said she assumed someone would need to authorize us to move forward. She said the new Borough Hall building might be a good location.
- David K. said the grant requires the charging stations be available to the public for 80 hours/week. Wendy M. noted the spaces at the new Borough Hall could be used by someone visiting the park. Karyn H. said that staff will have assigned spots, and a fleet vehicle would not be parked there. There could be an assigned stall for public use, such as for the park. Wendy M. said Council would want some data on how the spaces are being used now, e.g. who is responsible for maintaining them. Wendy M. also said Council might not support losing any public parking in town. The group discussed that the new Borough Hall might be an appropriate location.
- David K. said if we got the grant the Borough would need to cover the costs up front, and then would be reimbursed by the State. There would have to be budget money for the remainder. Wendy M. noted the Borough is not doing any large projects right now due to COVID. David K. said costs would depend on which vendor we go with and if we'd charge for use. The ones currently in town are free. This determines whether the stations are networked or stand-alone. David K. said the installation and equipment would total about \$8,000 – \$20,000.
- Karyn H. said Borough Hall is a good fit for this with the ongoing construction since they've been planning for things like this.
- David K. said one requirement of the grant is that the project must be completed within 6 months. Karyn H. said the 6-month timeframe might be tight for Borough Hall, but we might be able to stretch that out. Grantors like to see progress and letting them know our timeline going in might help. Since construction is underway, they would see that work is being done. The lot at Borough Hall will provide public parking for Borough Hall and the park, and others in the area could use it.
- David K. will send the info to Karyn H. The second round does not have a deadline (rolling) and will be available as long as funds last. Karyn H. suggested we should start preparing the application.
- Wendy M. noted we should make sure we can use the construction as a match for the grant since funds are tight. Karyn H. said she feels the wiring that is being done would be seen as a match. David K. said what he has researched supports this. David K. noted we'd need that info for the application; the contractor will need to break it out. Karyn H. asked David K. to email her the application, and he said he will. Karyn H. thinks we can find a way to make it work and will take a look at it.

Old/New Business:

7) Letter from the Borough to the State

- Karyn H. wanted the group to know that a letter was discussed at the last Environment and Rec meeting encouraging the State to do away with the moratorium on regulations re: single use plastics.
- Wendy M. said Penn Environment initiated the letter and the committee doctored it. It will go to the State.
- The group agreed they are behind the letter.

8) Adjournment: David K. moved to adjourn the meeting, Victoria H. seconded, and the meeting was adjourned by common consent at 8:37 pm.

9) Next Meeting: The next EAC meeting is scheduled for Tuesday, October 20, 2020 at 7:30 pm via Zoom.