

City of Biddeford
Climate Change task Force
May 8th 2023 6:00 PM Council Chambers & Zoom

1. Member Attendance

- Brad, Steve, Meaghan, Tim, Bev, Max, Jacob, Kiara, Bill
- Meeting commenced at 6:05 pm

2. Guest Recognition & Presentations

Kale Roberts of ICLEI attended to introduce himself as the new point of contact to the Task Force after Tom Herrod's departure, and suggest some ideas moving forward

- Kale has experience in drafting climate action plans, planning emissions reductions.
- Kale is interested in helping Biddeford use the forecasting and planning tools available on ClearPath.
 - ICLEI can focus on modeling high impact actions and how that will affect emissions.
 - ClearPath has a cost-benefit analysis tool. It's simple, and doesn't speak to every impact action, but there is some information on it.
- Kale also suggested looking into EPA climate reduction fund.

3. Adjustments to the Agenda

4. Staff Liaison Business

5. Approval of Meeting Minutes

6. Old Business and Discussions

- Internal discussion: the task force took time to answer questions in a memo sent by the committee chair.
 - 1. How are things going?
 - Brad expressed concern that members were experiencing fatigue.
 - Max thinks the group has done well, and issues come from lack of capacity, not fatigue.
 - Committee members clarified our role on the plan: we advise, but are not expected to work on the plan itself.
 - 2. Guest speakers: should we continue, or stop?
 - The committee decided to stop inviting new guest speakers for the interest of time, unless they are directly related to the climate action plan.
 - All speakers currently scheduled to attend a meeting will still be allowed to attend.
 - 3. Should we add new members?
 - Max suggested inviting Ally Demeule, supervisor of the parks department's teen center, who is currently expanding the task force's youth outreach for the CAP.
 - Steve suggested Patrick Conlan, who has worked to host bike ride events with the task force in the past.
 - Max suggested Alex Jeffers, who works in hospitality and would provide access to input from the private sector for the CAP.
 - The committee decided to allow the 3 members to apply to join. They will be asked to send a brief bio to the mayor, who will have the final decision.
 - 4. Should we form a new subcommittee?
 - Bev, Meaghan, Max and Brad expressed the need for more capacity to deal with the CAP.
 - "Most of the actual work gets done outside of the bi-weekly BCTF meetings."
 - Steve is worried another subcommittee will reduce transparency, and wants subcommittees to start providing minutes.

- Brad assures everyone that minutes for all committee and subcommittee meetings have been made available on sharefile weekly.
 - The Task Force agrees to create a “technical” subcommittee to guide general work on the CAP.
 - 5. Should we move to a monthly meeting schedule?
 - Meaghan is strongly against reducing the frequency of meetings, given how close we are to the deadline of finishing the climate action plan.
 - The group decided to maintain meetings on the second and fourth monday of every month.
- Community Outreach Subcommittee report-out
 - The outreach committee has focused on spreading information on surveys from Zoe Miller.
 - Current count is 179 responses online, and 8 paper responses.
 - Outreach video of the Mayor is done. A video of Councilor Eimheiser needs to be redone due to audio issues.
 - Zoe Miller is asking task force members to record a 30-second video with her.
 - Yard signs are coming by the end of the week.
 - The subcommittee is discussing paid ads on instagram to reach more young adults on instagram.
 - Future outreach events:
 - The subcommittee plans to table at the Pollinator Festival, May 13, for the entire event.
 - The subcommittee will table at the first art walk on May 19th.
 - The subcommittee is presenting on the CAP to the Heart of Biddeford on May 18th, and the Biddeford Pool Community Center on May 16th. They hope to reach out to the Conversation Commission next.
 - The Heart of Biddeford wants to have a climate-related music in the park event this year; Kiara will coordinate.
 - Kiara asked the Task Force for suggestions to make the Heart of Biddeford’s Riverjam event as “sustainable” as possible to help reduce waste and emissions.
- SMPDC/ICLEI cohort activities
 - A cohort leadership meeting was held on May 1st. Meaghan, Brad, and Steve attended.
 - Karing shared a figure outlining the timeline for the CAP moving forward, and the process for strategy development.
 - In a Biddeford-specific meeting, Karina of SMPDC proposed the task force develop a rubric for criteria of decision-making.
 - Brad and Meaghan are making a draft rubric. Meaghan suggests we prioritize working on this May 22nd.
- Recent public outreach events
 - Photovoice: turnout was great, approx. 50 people.
 - Earth Day table at Mcarthur: turnout was reasonable, Steve hopes to see more people stop by at the Pollinator Festival.
 - The outreach subcommittee is working on a list of summer events for the task force to plan to attend.
- Vision statement
 - Seeing no further input, Brad suggested finalizing the current draft of the vision statement.
- Pending agenda items
 - Next draft of vulnerability assessment tentative by end of May.
 - The task force is waiting for the city budget to finalize before working on a suggestion for ICLEI race to zero high impact action.

Adjourned at 8:08 pm