

Summary of Chester's Sustainable CT Silver Certification Actions Submissions

Deadline April 4/4/2023

For more information about Sustainable CT & Certification go to
[Home page \(sustainablect.org\)](https://sustainablect.org)

Action 1.1 Optimize for Equity – 3 Equity Toolkits required for Silver Cert.
Mandatory 5 questions per Equity Toolkit completed.

#1: 2021 Action 13.1 Implement Your Own Sust Action: Vaccine Project re-submitted.

#2: Action 6.5.4 - Create & formally adopt a bicycle and/or pedestrian plan that includes a vision statement, goals and objectives; an existing conditions analysis; recommendations on policy changes; and an implementation strategy. Included 6.5.4 Worksheet 2 – Submitted municipal-approved Chester POCD with referenced pages to bike-ped path plan items, along with page references to the results of the attached townwide bike-ped path survey and RSA (Road Safety Audit) final report. Also requested points for 6.5.4 re: the bike-ped plan in the Equity Toolkit.

#3 Action 4.2.10.a - Support arts and cultural activities offered at the local library(ies)
Option 1: Promoting, through municipal outlets, events offered at your local library.
Submissions included Chester Public Library Fall 2022 public survey, programming and more.

Action 2.3 Inventory and Promote Local Products and Services

2.3.1 - Develop and meaningfully distribute a user-friendly inventory of local businesses.

a. The inventory should include the name and address of each business in both list form and plotted on a map/list

b. Incorporate special designations in the inventory

2.3.2 - Develop, implement and maintain an ongoing "buy local" campaign.

Submitted: The reviewed & revised Buy Local Campaign Worksheet; First Friday ads, updated Rack Card, townwide emails, Chasing Squirrels, Visit Chester website print screens. 2 Special Designation Businesses - #1 Reboot Eco - Eco-friendly and woman-owned and #2 Honeycone Craft Ice-Cream - mother-daughter owned.

Action 3.10 Facilitate Invasive Species Education and Management

3.10.3a - On your municipal website, post invasive species education resources. Provide links to sources (may be external) outlining invasive species identification and removal techniques.

3.10.3b - Host or sponsor an educational workshop for residents about invasive species and management processes.

Submitted: Chester Land Trust Carini Japanese Knotweed project, its public education including poster & Chester Events article. Chesterct.org town website PDF attachment, under Conservation Commission/ Native & Invasive Plants are listed resident education resources that include fact sheets on locally occurring invasive plants.

Action 3.12 Enhance Pollinator Pathways

3.12.1 - Provide education to residents and local businesses to improve pollinator habitat, encourage native Connecticut plantings, reduce the use of insecticides on plants in flower, promote the addition of clover to

grass lawns, and encourage the reduction of lawnmowing to once every 2 or 3 weeks.

3.12.2 - Create native pollinator gardens and upgrade existing gardens to be pollinator friendly and educate the public about the importance of pollinators to society.

Submitted: Updated info and images of the Water Street Pollinator Garden, including images of new signage.

Action 4.1 Map Tourism and Cultural Assets

4.1.1 a - Identify potential tourism and cultural assets, including institutions, locations, programs, and organizations in your community. You may work regionally to complete any or all of the map. Please ensure that more than one type of cultural asset is accounted for in your map.

4.1.1 b - Identify the following information for each potential tourism and cultural asset: contact information, a general description of the asset, location of asset and website, a detailed description of the venue, and type of asset.

4.1.1 c - Create a useable and public online resource that enables the community to search, learn, and use the information generated on the assets.

4.1.1 d - Promote the resource through municipal communication channels

4.1.1 e - Create a maintenance plan for updating the dynamic tourism and cultural asset web resource defining how often the map will be updated (for instance, seasonally).

Submitted: Updated 4.1.1a & b 2023 Worksheet - Create a Tourism & Cultural Asset Map/List. Goal is to create a specific Tourism location on the newly revised municipal website.

Chester continues the Chasing Squirrels historical walking tour.

Chesterct.org print screen with links to the Visit Chester CT website, events, natural resources, attractions, etc. Also the Chester 2/3/23 weekly Townwide Email once again demonstrating promotion of downtown businesses, including the Feb. 2023 First Friday with a link to the Visit Chester CT website. Bekah W. will maintain the town website tourism information. Attachment explaining the maintenance plan for the Visit Chester CT website, merchants Facebook and Instagram sites updated by Mandy Carroll & merchants.

Action 4.1.2 Update CTVisit Profile

4.1.2 - Update and maintain the municipal profile on the CTVisit website. On the CTVisit Website, link relevant social media platforms for your city or town (like Facebook, Twitter, Pinterest, Youtube). Your CTVisit site may not be utilized to satisfy your cultural asset map. Maintain the content, images, and functioning links periodically and provide the date that your CTVisit profile was most recently updated.

Submitted: CTVisit Profile print screen- last updated on 3/27/23; 3/27 email from CTVisit.com to Mandy Carroll confirming requested changes made for Chester.

Action 5.5 Inventory and Assess Historic Resources

5.5.1 - Inventory Resources. Identify multiple priority historic assets within your community, and actions required to sustain their long-term viability...Actions should be specific to each asset listed. Please include a short description of each location and note if the location is privately or municipally owned.

6 Historical Assets Submitted: Updated Meeting House, United Church of Chester, Chester Public Library, Chester Fire Hose Co., Norma Terris Theater, Chester Museum at the Mill.

5.5.2 - Assess Viability of Assets. For one historic asset included in your priority list, assess its viability and long-term health. Include in the assessment the sustainability of each building present, possibility of energy retrofits, vulnerability to natural hazards and climate change, etc. You may assess the viability for up to three different assets.

Submitted Worksheet for 3 Assets – United Church of Chester, Chester Public Library, Chester Museum at the Mill.

Action 6.1 Implement Complete Streets

6.1.6 - Implement, repair and maintain specific projects that expand safe, connected, active transportation networks across all neighborhoods. Projects implemented as a requirement of compliance with the Americans with Disabilities Act or other legally mandated improvements are not eligible for points.

Submitted: North Main Street Reconstruction project Aerial Concept Design Plan and 1/5/23 BOS Town Meeting Minutes - funding approved.

Action 7.1 Benchmark and Track Energy Use

7.1.1 - *Track Energy Use in Municipal and Board of Education Buildings:* Maintain current data in ENERGY STAR Portfolio Manager account for all of the municipal and Board of Education buildings listed in the action as defined by ENERGY STAR. You must have at least two full years of benchmarking data within the past three years.

Submit the report generated through the SCT (Sustainable CT) Portfolio Manager data request and follow the instructions within the data request on how to submit for points under this action. You must use ENERGYSTAR Portfolio Manager to complete this action.

Rick Holloway completed in 2021 for Bronze and in 2023 for Silver. Maintained by Rick.

Action 7.9 Participate in and Promote C-PACE Program

7.9.1 - Pass a municipal resolution to opt-in to C-PACE, sign a legal agreement with C-PACE, and post a link to information about C-PACE on your municipality's website. After passing your C-PACE resolution, ongoing events and education initiatives qualify for additional points.

A certified copy of your municipality's legal agreement with C-PACE. Please also submit a screenshot of a link to <https://www.cpace.com/Building-Owner> on your municipality's website.

Submitted: 2013 town resolution re-attached and chesterct.org Energy Team print screen with link to C-PACE. (C-PACE allows building owners and developers to access the capital they need to make energy-related deferred maintenance upgrades in their existing buildings, support new construction costs, and make renewable energy accessible and cost-effective.)

Action 8.1 Hold a Sustainability Event

8.1.1 a - Hold a sustainability event.

8.1.1 b - Provide municipal support for the event. Municipal support can include one of the following: financial support, use of a municipal building to hold the event, municipal staff support, or meaningful public outreach provided by the municipality.

8.1.1 c - Track the number of event attendees. Identify the highlights, lessons learned, or next steps. Identify partners, if relevant (e.g., community organizations, other municipalities).

The Hold a Sustainability Event Template, which includes the date of the event, a description of the event that identifies the sustainability focus or practice, a description of the municipal support provided, the number of participants; highlights, lessons learned, and/or next steps; and event partners (if relevant)

Submitted: Template including 5 events – 12/6/22 “What’s In, What’s Out” co-sponsored by DR & Chester Sustainability Teams, CLT Earth Day Clean-Up Events 2021 & 2022, 10/16/22 “Dams: Treasure or Trouble?” presentation (CCC, CLT, CHS) and 3/22/23 Masonicare Chester Village Walk-Through for education on their food scraps program. Arranged by Lisa Wahle including 5 Sustainability Team members, Lisa W., and Cat C., Dietary Manager at Apple Rehab/ Chesterfields.

Action 8.5

8.5 Engage in a Sustainable CT Mentorship with Other Municipalities

8.5.1 - Mentor to, or seek a mentorship with, other towns on implementation of specific Sustainable CT actions.

To receive points, your municipality must demonstrate some meaningful role in mentoring to, or seeking advice from, another town(s) on action implementation.

Submitted: Completed Worksheet 1 with 2 Chester Sustainability Team mentored entrepreneurs, both re: food scraps programs in 2021 & 2023. Mentors – Deep River & Essex Sust. Teams.

Action 9.3 Recycle Additional Materials

9.3.1 - Create infrastructure to recycle additional materials that Connecticut law has not designated as mandatory recyclable items and provide education to promote participation in these recycling programs. Non-mandated items include rigid non-HDPE and non-PETE plastic containers, textiles, non-mandated batteries, and items covered under the Connecticut Product Stewardship program. You may target education and implementation to specific populations, such as residents or schools being mindful of any potential barriers to participation.

(a) Evidence of implementation of a program for each non-mandated material recycled, which could be in the form of a municipal ordinance, contract, or approved meeting minutes of your legislative body, (b) If you collaborated with a nonprofit or business to collect or recycle the recycled material, submit a partnership letter or alternative documentation of the partnership. Alternative documentation could include a website hyperlink and screenshot of the website or annual report of the partner organization which lists your town as participating in the recycling program.; and (c) Examples of outreach materials, such as flyers, articles, events, or links to town website pages that clearly describe how your constituents can participate in the program to recycle the material.

Submitted: Chester's 6/2022 - 6/2023 bulky waste agreement with Deep River for use of Transfer Station. Transfer education materials attachments, including those provided by the Town Clerk/ Town Clerk Assistant when obtaining a Transfer Station sticker and upon request. Municipal website links to waste disposal, hazardous waste, etc. RiverCOG link to 2023 hazardous waste schedule, link to DR Transfer Station info, including hours of operation. Also included images and explanation of downtown Reboot Eco refilling station and recycling bins for candy & snack wrappers, coffee capsules, disposable masks and pens/pencils/markers.

Action 10.3 Improve Air Quality in Public Spaces

10.3.2 - Implement or maintain a smoking and tobacco use reduction campaign. For example, conduct ongoing smoking and tobacco reduction education in schools, or place smoke-free and tobacco-free signage in public recreation areas.

Submitted: In addition to 2021 No Smoking signs, submitted images of new No Smoking signs that were placed by the CLT & CHS at various locations. Replaced sign at N. Quarter Park includes smoking prohibition. 2021 email communications between Cindy L./ Sust Team & CLT & CHS re: posting of signs.

10.3.3 - Adopt one or more policies designed to reduce tobacco use in the municipality.

Submitted: BOS adopted a No Smoking resolution on 3/22/23. "...no smoking permitted anywhere in town buildings, properties or parks..." Resolution & meeting minutes attached.

Action 11.1 Implement an Affordable Housing Plan

11.1.2 - Create, expand or maintain your community's housing data profile, starting with information in municipal housing data profiles produced by the Partnership for Strong Communities (required).and potential additional data points outlined in this worksheet 1 (optional for 5 additional points). Analyze the data and describe the implications of the data for your community's housing future by filling in worksheet 2 (required). Present and discuss your municipality's housing data profile and your analysis of it as a part of a community conversation.

Submitted: 2022 Chester Data Profile from the Partnership for Strong Communities.

11.1.3 - Implement strategies identified in the Affordable Housing Plan adopted by your municipality and submitted to the CT Office of Policy and Management (as required by state statute).

Submitted: Print screens of notifications and/or presentation materials for 5 affordable housing plan (Regional and Chester's) Chester public presentations provided by RiverCOG &/or Chester. Chester's AHP, adopted ADU reg & related P & Z meeting minutes.

11.3.3 - As required by the Fair Housing Act, allow unrelated people to live in a single household, pursuant to your municipality's maximum occupancy limitation understanding it provides for a diverse array of alternative living arrangements such as roommates and housemates cooperative housing, and groups that meet the definition of disability found in the Fair Housing Act, while still ensuring health and safety.

Submit: A pdf of your municipality's officially adopted zoning regulations, with the relevant portions highlighted and/or described, a description of/comparison to what the prior definition of family and/or prior maximum occupancy limitation, and the date your municipality's zoning implemented these changes.

Submitted: 8/12/21 P & Z public hearing/ meeting minutes demonstrating adoption of the ADU reg and the adopted ADU reg. Section 58 - excerpt from chesterct.org P & Z regs.

Action 12.1 Strengthen Municipal Workforce Capacity to Address Homelessness

12.1.1a - Designate a municipal employee, elected leader, other individual officially designated by the municipality to serve as the liaison for homeless services in your municipality.

Submit: A hyperlink and screenshot of the webpage that shows your designated municipal liaison for homeless services, a pdf of the screenshot of the website, and a brief description of the relationship between your Sustainability Team and your designated point of contact for homeless services.

Submitted: Municipal homelessness designee per First Selectman is the Director of /Human Social Services. Tri-town Youth Services Bureau and United Church of Chester are involved with individual/ family assistance for resources. Chester's networks, partners and processes are being evaluated and refinement initiated, including connection with CT Coalition to End Homelessness (CCEH)/ CAN (Coordinated Access Networks) to End Homelessness.

Deep Gratitude for assistance from:

Rick Holloway, Sustainability & Energy Teams

Mandy Carroll, Facilitator, Chester Merchants' Group

Jenny Kitsen, VP Chester Historical Society (CHS), VP Chester Land Trust (CLT), RiverCOG CT Gateway Commission

Bill Myers, President Chester Land Trust

Pat Bandzes, Economic Development Commission, Chester Affordable Housing Liaison

Lisa Wahle, Chester Conservation Commission

Rob Bibbiani, Sustainability Team & TTYS Bureau Board

Gail Stanton, Sustainability Team & TTYS Bureau Board

Bekah Wright, Chester Tourism Liaison

Charlene Janecek, First Selectman, Ed Meehan & Tom Englert, Board of Selectmen

Jenny Watrous, Administrative Assistant to First Selectman

Kate Hair, Town Clerk & Sharon Echtman, Assistant Town Clerk

Stephanie Romano, Chester Library Director & Emily Miller, Assistant

Susan Hotkowski, Sunday Farmers' Market, Duck Race Coordinator

Carol Lewitt, Chester Leadership Fund, Sunday Farmers' Market Co-Founder

Katie Digianantonio, Essex Sustainability & Lenore Grunko, Deep River Sustainability Teams

CL 4/9/2023