

**CITY OF NEWARK  
DELAWARE**

**NEWARK COMMUNITY SUSTAINABILITY PLAN  
STEERING COMMITTEE  
MEETING MINUTES**

**AUGUST 22, 2018  
WILMAPCO MAIN OFFICE  
850 LIBRARY AVENUE, SUITE 100  
NEWARK, DELAWARE 19711  
4:00 P.M.**

**Committee Members Present:**

Paula Ennis  
Tim Filasky  
Mike Fortner  
Susan Grasso  
Helga Huntley  
Sheila Smith  
Bill Swiatek  
Bahareh van Boekhold (Chair)

**Committee Members Absent:**

Michelle Bennett  
Mark Brainard  
Jeremy Firestone

**AECOM Staff Present:**

Scott Anderson  
Dave Athey  
Ann Terranova

**Others Present:**

Will Hurd, Planning Commission Green Building Work Group

**1. INTRODUCTIONS**

Bahareh van Boekhold opened the meeting at 4:15 p.m. and those present went around the room and introduced themselves.

**2. REVIEW AND APPROVAL OF THE MINUTES FROM JUNE 20, 2018 AND AUGUST 22, 2018**

Ms. van Boekhold motioned to approve the minutes from the June 20, 2018 and August 22, 2018 Newark Community Sustainability Plan Steering Committee meeting. Ms. Smith seconded the motion, and the minutes were approved.

**3. PRESENTATION AND DISCUSSION ON COMMUNITY DAY OUTREACH ON SEPTEMBER 16**

- 4. DISCUSSION AND PLANNING FOR THE “DROP IN” COMMUNITY WORKSHOP SCHEDULED FOR OCTOBER 16, 2018 AT THE GEORGE WILSON COMMUNITY CENTER**
- 5. CONTINUED PRELIMINARY DISCUSSION ON CONTENT OF THE SUSTAINABILITY PLAN**

Ms. van Boekhold opened the conversation by stating that she believed Agenda Items 3, 4 and 5 were all very related and suggested combining them for discussion purposes. There was no objection. Mr. Fortner provided a summary of the Community Day outreach event. The results of the penny poll indicated that promoting green sustainable buildings, infrastructure and land development ranked the highest with 47 pennies, advance green energy and reduce fossil fuel dependence was second, with 40 pennies, and local food systems was third, with 33 pennies. Results for the other categories did not fall much farther below the results of the top three, and the members of the steering committee agreed the community did not seem to show a strong preference or strong dislike of any one category. Mr. Athey agreed and stated the poll was pretty unscientific.

Steering committee members then discussed plans for the October 16 “drop-in” community workshop. Several ideas were considered, and the consensus of the group was to set up an “opening” table manned by 1-2 committee members to engage citizens and ask their thoughts on sustainability. Stations representing each of the eight themes would be set up around the room, manned by Steering Committee members who would engage community members on the theme, answer questions, and collect any additional information or comments. Before leaving, citizens would be provided with a slip of paper containing a City email address or website where they can provide additional comments. There will also be an activity table for children with a coloring activity.

Discussion on the content of the sustainability plan followed, including the vision statement for the plan, wording of the objective, and goals and objectives, among other things. Ms. van Boekhold added that there were items previously discussed which had been placed on a parking lot – economic development, research/homework by committee members, and the Victoria Transport Policy Institute matrix from Ms. Grasso – and the consensus of the committee was to continue the discussion and decision-making regarding plan content for the next scheduled meeting, allowing time for the additional research/homework needed.

#### **6. NEXT MEETING DATE**

At the recommendation of the group, Mr. Fortner stated he would send out a Doodle Poll to determine the next meeting date, with an early November timeframe.

There being no further business, the meeting adjourned at 6:19 p.m.

/mv