

**PRESENT**

**Casey LaLonde** *Township Manager*  
**Ashley Gagne** *Township Supervisor*  
**John Hellman** *Township Supervisor*  
**Robin Stunteback** *Township Supervisor*

**Henry Alexander** *Vice Chair*  
**Natalie Caruso** *Member*  
**Susan Charkes** *Member*  
**Cynthia Sheikh** *Member*  
**Dorothy Verdon** *Secretary*

**ABSENT**

**Melanie Vile** *Chair*

The first meeting of the West Goshen Township (WGT) Sustainability Advisory Committee (SAC) convened virtually via Go To Meeting was called to order by Township Manager Casey LaLonde (CL) at 7:00 p.m. on Tuesday, September 22, 2020.

Casey LaLonde opened the meeting with the Pledge of Allegiance.

**1. WELCOME AND INTRODUCTIONS**

CL invited those present to introduce themselves and convey their background and/or interest on the topic of sustainability.

**2. APPROVAL OF MEETING MINUTES**

This being the inaugural meeting of the committee, there were no minutes to approve.

**3. ELECTION OF OFFICERS**

In absentia, Melanie Vile (MV) was nominated by Henry Alexander (HA). A vote will be held when she is present at the next meeting. HA accepted the nomination by Dorothy Verdon (DV) as vice chairperson, and DV volunteered for and was elected secretary.

**4. COMMITTEE RESPONSIBILITIES**

- A. Basic responsibilities of the SAC are outlined in Section II of a letter from CL dated September 3 that was mailed to all members. [See attached.](#)
- B. Members agreed that a mission statement was desirable. Tinamarie Smith (TS) will send out a draft for review prior to the next meeting. She will also request sample mission statements from the borough of West Chester and East Goshen Township.

**5. 2020 – 2021 BUDGET**

- A. Discussion revolved around what activities are to be included in a budget and their estimated costs. CL stated that funding for actual projects comes out of WGT’s general or capital reserve funds.
- B. **Action Item:** Add “2020-2021 Goals and Cost” as an action item on next month’s meeting agenda. Intent is for committee members to identify activities and their associated costs in advance of the meeting and be prepared to discuss.

## 6. PRIORITIES AND INITIATIVES

- A. Various members referenced the emails dated September 19, 2020 sent by Township Supervisor Shaun Walsh, which addressed several initiatives concerning solar energy and electric vehicles. [See attached.](#)
- B. Additional suggestions by committee members included a hazardous waste drop-off location at the township building; electronics pickup; energy study; community engagement and education; and discourse with other stakeholders and unions.
- C. HA proposed that WGT's transition to electric and/or hybrid vehicles as the first initiative.
- D. TS summarized all the initiatives discussed to date from Shaun Walsh, John Hellman and committee.
- E. **Motion:** HA made a motion to collect information necessary to establish feasibility of transitioning to electric or hybrid vehicles. All were in favor and motion was carried.
- F. **Action item:** CL to provide for next meeting information pertaining to current WGT fleet composition (vehicle type, fuel type, age, planned retirement date) and quantities.
- G. Susan Charkes (SC) exited meeting. CL to provide [YouTube link](#) to recording of meeting.

## 7. COMMITTEE MISSION AND GOALS

- A. Further discussion about SAC's mission and goals ensued. TS read aloud a mission statement she had drafted and stated that she would forward it to the committee for review and invite comments at the next meeting.
- B. **Action item:** SAC to view WGT's sustainability goals in the 2019 [Comprehensive Plan](#) . See pages 57 and 58.

## 8. PUBLIC COMMENT

- A. There was no public comment.

## 9. MOTION TO ADJOURN

- A. On a motion by Henry Alexander, seconded by Dorothy Verdon, the meeting was adjourned at 8:17 p.m.

## 10. NEXT MEETING

- A. Future meetings will be held the fourth Tuesday of each month at 6:00 p.m. The next meeting of the SAC is scheduled for Tuesday, October 27, 2020 at 6:00 p.m. All meetings will be virtual until further notice.

Respectfully re-submitted on October 5, 2020.

Dorothy J. Verdon  
Secretary, SAC