



**Town of Atherton  
ENVIRONMENTAL PROGRAMS COMMITTEE  
APPROVED MINUTES**

**July 16, 2020  
1:00 p.m.**

**Regular Meeting**

*This meeting was held virtually.*

**1. ROLL CALL**

**Present:** Kelly Davis  
Diana Hawkins Manuelian  
Emily Conn

**Absent:** Elizabeth Lewis  
Holly Joseph, Chair

**Staff Present:** Stephanie Bertollo Davis, Principal Planner  
Jake Garcia, Associate Planner

**2. PUBLIC COMMENTS**

**3. COMMITTEE AND STAFF MEMBER COMMENTS:**

Associate Planner Garcia informed committee that all meetings will be held virtual until further notice.

Associate Planner Garcia informed the committee that the Earth Day Event has been cancelled until further notice.

Associate Planner Garcia informed the EPC of committee vacancy.

Associate Planner Garcia shared fellow Committee Member Hawkins Manuelian feature in the Athertonian.

Committee Member Davis inquired whether the EPC could meet more often than the current every other month schedule.

Principal Planner Davis highlighted considerations needed to make a change to the regular meeting scheduled.

The EPC expressed interest in exploring schedule change options, Staff indicated they would agendize it at the next regularly scheduled meeting.

#### **4. APPROVAL OF MINUTES**

##### **a. Approval of Minutes from the February 27, 2020 regular meeting.**

The minutes were approved as distributed.

**M/S Davis / Conn Aye: 3 Noes: 0 Excused: 0 Absent: 1**

#### **5. NEW BUSINESS**

##### **a. Home Energy Analytics Presentation**

Assistant Planner Garcia introduced HEA representative James Tuleya.

James Tuleya presented to the EPC HomeIntel program information.

Committee Member Hawkins Manuelian described details regarding the virtual reality experience and coordination.

Committee Member Conn asked what information a homeowner must provide to participate in the program.

Mr. Tuleya responded that data is gathered remotely from PG & E data with the permission of the homeowner. HEA may ask the homeowner a few follow up questions regarding specific types of energy usage within the home.

Committee Member Hawkins asked what the EPC can do to help share the information presented.

Mr. Tuleya shared that the program has been advertised through multiple formats within the town and local organizations.

Principal Planner indicated that the Town does have HEA information available on the Town's Sustainability website and that contact information is available at the Permit center counter.

Mr. Tuleya indicated that he is constantly looking for new opportunities to advertise the program.

**b. Can I Recycle This, Inc. Presentation,**

Associate Planner Garcia introduced Can I Recycle This, Inc. representatives Katherine Shane and Kristen Baskin.

Can I Recycle This, Inc. representatives Shane and Baskin presented to the EPC the Can I Recycle This service.

Committee Member Hawkins Manuelian asked how the city is involved.

Ms. Shane indicated that the City provides recycling information, and is responsible for informing residents of the program.

Committee Member Hawkins Manuelian indicated that she is in support of the Can I Recycle This service.

Ms. Shane shared that they are looking to make the service accessible to everyone.

Committee Member Conn asked how the App is accessible now?

Ms. Shane indicated that the App is available on platforms that allow the artificial intelligence (AI) to function including Alexa, Facebook and Twitter. Ms. Shane further shared that a Can I Recycle This App is expected to be launched in early 2021.

Committee Member Conn communicated that this type of public outreach could be beneficial to Atherton residents.

Committee member Davis expressed that this would be beneficial to students.

Ms. Shane shared that they have Curriculum materials that accompany the Can I Recycle This platform.

Committee Member Diana Hawkins asked if the information for Atherton would be the same as neighboring community.

Ms. Shane responded that most of the information will be the same but there would be specific information relative to waste disposal sites.

Committee Member Hawkins asked how much the platform cost?

Ms. Shane indicated that the service is by fee and that Atherton would be charged the minimum fee based on its population size.

The EPC indicated that they would like to see the program be successful in the Bay Area and noted that the service fee would be a majority of the EPC budget.

Committee Member Hawkins Manuelian asked Staff if the committee could communicate interest to Recology to find funding sources.

Principal Planner Bertollo Davis indicated that the item has been agendaized as a discussion item and that the EPC can ask staff to provide a more in depth analysis of the service at the next regularly scheduled meeting at which time the EPC may decide how they would like to proceed.

The EPC has requested that Staff provide further analysis of the Can I Recycle This service at the next regularly scheduled meeting.

## **6. REGULAR AGENDA**

### **a. Discuss the Ad Hoc Sub Committee Green Building Awards Program**

Associate Planner Garcia presented the memo.

Committee Member Hawkins Manuelian asked Staff if the EPC may nominate individuals and buildings in Atherton?

Associate Planner Garcia responded that the EPC could decide to nominate individuals and buildings and that a Ad Hoc subcommittee can fine tune approach to promoting the Awards programs.

Committee Member Hawkins Manuelian asked how architects and contractors are contacted.

Associate Planner Garcia indicated that the Town has a contact list as well as applicant contact information.

An Ad hoc Subcommittee of Committee Members Hawkins Manuelian and Conn were appointed to further discuss awards program promotion.

### **b. Discuss Implementation of Approved Climate Action Plan (CAP) Greenhouse Gas (GHG) Reduction Measures – Green Building Educational Materials the Ad Hoc Sub Committee Green Building Awards Program**

Associate Planner Garcia presented the memo.

EPC Committee Members communicated that they would like to continue the item to the next regularly scheduled meeting to incorporate other EPC members not present into the conversation.

## **7. SET/ CONFIRM NEXT MEETING**

The next regularly scheduled meeting is scheduled for September 17, 2020 from 1-3 PM at the Main House in the Holbrook Palmer Park.

**8. ADJOURN**

The meeting adjourned at 2:51 pm.