Sustainable CT Community Certification Report

This is the Sustainable CT Certification Report of Bolton, a Sustainable CT bronze certified applicant.

Bolton was certified on September 29, 2023 with 215 points. Listed below is information regarding Bolton's Sustainable CT efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable CT contact for Bolton is:

Name:	PATRICE CARSON
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Actions Implemented

Each approved action and supporting documentation for which Bolton was approved for in 2023 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Bolton, and Sustainable CT makes no claims, promises or guarantees about the accuracy, completeness, or adequacy of the submission, beyond that an individual reviewer approved at least some elements of the action for certification. Further, standards for actions below may have changed, and the documentation listed may no longer satisfy requirements for that action. Finally, approved actions here may include some documents and descriptions in support of action elements that were not approved, in addition to elements that were approved. In preparing your own application, please rely only on the action write-ups for the current certification year to guide your submission. Please contact info@sustainablect.org with specific questions.

1. Inclusive and Equitable Community Impacts

1.1 Optimize for Equity — REQUIRED for All Certification Levels

10 Points

Approved Information: 1.1 Optimize for Equity (10 points)

Supporting Documentation:

WORD: **1.1: EQUITY TOOLKIT APPLIED TO ACTION 1.2.2**

Partners: 1.1: Daniel Penn & Associates conducted the equity training

Additional Information: More information about the acion can be found in Action 1.2.2.

1.2 Participate in Equity Training — REQUIRED for Gold Certification

5 Points

Approved Information: 1.2.2 Host Equity Training (5 points)

Supporting Documentation:

PDF: **1.2.2 DEI SESSION PARTICIPANT MANUAL**
EXCEL: **1.2.2 EQUITY TRAINING PARTICIPANTS**

Documentation Details: Participant manual includes what was covered in the training. Participant spreadsheet shows number of attendees and their departments.

Partners: 1.2.2: Training Entity was Daniel Penn & Associates, Naples, FL

2. Thriving Local Economies

2.3 Inventory and Promote Local Products and Services

10 Points

Approved Information: 2.3.2: Develop, implement and maintain an ongoing "buy local" campaign (10 points)

Supporting Documentation:

PDF: **2.3.2 DEVELOP IMPLEMENT MAINTAIN ONGOING BUY LOCAL CAMPAIGN.PDF**

Partners: 2.3.2: Members from the Connecticut's Countryside Agriculture Committee. The Committee has representatives from the towns of Bolton, Coventry, Mansfield and Tolland.

3. Well-Stewarded Land and Natural Resources

3.4 Develop an Open Space Plan

40 Points

Approved Information: 3.4.1: Complete an open space inventory (10 points) 3.4.2: Prioritize resources for protection (5 points) 3.4.3: Develop an open space plan (10 points) 3.4.4b: Increase preserved open space in your community (10 points) 3.4.4c: Improve open space (5 points)

Supporting Documentation:

PDF: **3.4.3 - PRIORITY AND PRESERVED LAND MAP 2019**

EXCEL: **3.4.1 TOWN OPEN SPACE INVENTORY 2023**

WORD: **3.4.2 WORKSHEET 1**

PDF: **3.4.4.B INCREASE OPEN SPACE - BOLTON OPEN SPACE MAP JANUARY 2023**

WORD: **3.4.4.C PROTECT OPEN SPACE IMPROVE OPEN SPACE PARCELS.DOCX**

PDF: **3.4.3 BOLTON POCD 2022 UPDATE**

EXCEL: **3.4.1 OPEN SPACE INVENTORY REVISED 230728.XLSX**

WORD: **3.4.3 PZC MINUTES 2022**

WORD: **ACTION 3.4.2 WORKSHEET PRIORITIZE RESOURCES FOR PROTECTION.DOCX**

WORD: **3.4.3 2004 OPEN SPACE PLAN PART OF ADOPTED POCD**

WORD: **3.4.3_WORKSHEET (1).DOCX**

WORD: **3.4.4.B PROTECT OPEN SPACE INCREASE PRESERVED OPEN SPACE IN YOUR COMMUNITY**

WORD: **3.4.4.C PROTECT OPEN SPACE IMPROVE OPEN SPACE PARCELS.DOCX**

Documentation Details: 3.4.3: Pages 5-6 of PZC minutes has approval of 2022 POCD update. Also, the worksheet references the page numbers in the standalone town open space plan. The plan is part of the latest adopted POCD by reference in the POCD. The Open Space Plan is also on the website: https://cdn.branchcms.com/EzoynNLyL2-1704/docs/boards/zoning/pocds/2004-Open-Space-Plan-Part-of-Adopted-POCD.pdf

Partners: Bolton Open Space Committee and Bolton Land Trust 3.4.4c: Bike Walk Bolton Committee and East Coast Greenway Members

Additional Information: 3.4.4c: Trail maps are listed on https://www.greenway.org/states/connecticut but need relinking as of 8/9/23. They are also available on the Bike Walk Bolton and Hop River Trail Alliance Facebook pages. https://www.bikemap.com/charteroak/

4. Vibrant and Creative Cultural Ecosystems

4.1 Map Tourism and Cultural Assets

5 Points

Approved Information: 4.1.2 Update Your Profile on CTVisit (5 points)

Supporting Documentation:

WORD: **4.1.2 UPDATE YOUR PROFILE ON CTVISIT.DOCX**

Partners: N/A

Additional Information: N/A

4.2 Support Arts and Creative Culture

15 Points

Approved Information: 4.2.1: Establish a Poet Laureate (10 points), 4.2.10a: Promote through municipal outlets, events offered at your local library (5 points)

Supporting Documentation:

PDF: **4.2.1 ESTABLISH A POET LAUREATE**

PDF: **4.2.10A SUPPORT ARTS AND CREATIVE CULTURE LIBRARY ACTIVITIES**

Documentation Details: 4.2.10: The Bentley Books & Bits is a monthly newsletter that goes out to a library subscriber list. The Bolton Bulletin is a separate email newsletter that goes out to a subscriber list of residents who sign up through the E911 system, which is about 90% of the town. Pages 8-57 show previous issues of Bentley Books & Bits promoting events. Pages 62-64 shows an example about library events being promoted through the Bolton Bulletin.

Partners: 4.2.1: None 4.2.10: Bentley Memorial Library

Additional Information: 4.2.10: The Library newsletter is posted on the town website (library page) and also goes out on Constant Contact (their e-newsletter platform) to library patrons. The information is also posted on Facebook and The Bolton Bulletin that goes out from the Selectmen's Office. It is also sent to the local Community Voice Channel (CVC) public access TV channel in Bolton, the Hartford Courant, and the Journal Inquirer. Some events are sent to the schools for posting as well.

5. Dynamic and Resilient Planning

5.1 Integrate Sustainability into Plan of Conservation and Development

35 Points

Approved Information: 5.1.1b: Include Sustainability Concepts in POCD (35 points)

Supporting Documentation:

PDF: **5.1.1B BOLTON POCD 2022 UPDATE**
WORD: **5.1.1B WORKSHEET 2**

Documentation Details: Worksheet B and Worksheet C outline the specific pages of the POCD and zoning regulations where sustainability concepts can be found. In Worksheet C, pages are listed as 3-15, for example. That means zoning regulations section 3, page 15.

Partners: N/A

Additional Information: N/A

6. Clean and Diverse Transportation Systems and Choices

6.1 Implement Complete Streets

15 Points

Approved Information: 6.1.6: Implement, repair and maintain specific projects that expand safe, connected, active transportation networks across all neighborhoods (15 points)

Supporting Documentation:

WORD: **6.1.6 COMPLETE STREETS WORKSHEET**

Partners: 6.1.6: Capitol Region Council of Governments Transportation Department who reviewed the project and helped us with our questions.

6.5 Promote Public Transit and Other Mobility Strategies

15 Points

Approved Information: 6.5.2 Conduct bicycle education program (5 points) 6.5.3: Conduct a pedestrian audit (10 points)

Supporting Documentation:

PDF: **6.5.3 BWB AUDIT PROCEDURE 8-9-2020**
PDF: **6.5.3 BWB AUDIT RECOMMENDATIONS 8-9-2020**
PDF: **6.5.3 COMMUNITY CONNECTIVITY SURVEY**
WORD: **BOLTON 6.5.3_WORKSHEET.DOCX**
PDF: **6.5.3 BOLTON AUDIT MAP 7-AUG-2023.PDF**
WORD: **6.5.2 CONDUCT A BICYCLE EDUCATION PROGRAM.DOCX**

Documentation Details: 6.5.3: The Bolton connectivity survey is in document "6.5.3 Community Connectivity Survey.pdf".

Partners: 6.5.2: The organization Bike Walk Bolton hosted the event, 6.5.3: The organization Bike Walk Bolton conducted the audit.

Additional Information: 6.5.2: The educational event took place at the Town of Bolton's Farm Day. The town (Farm Day Committee, Recreation Department, Heritage Farm Committee) provided the venue (Bolton Heritage Farm) along with the advertising for the Farm Day event. 6.5.3: The audit map was updated by Bike Walk Bolton members with the help of town staff member Patrice Carson, Consulting Director of Community Development & staff liaison to the Open Space Trails Committee

7. Renewable and Efficient Energy Infrastructure and Operations

7.1 Benchmark and Track Energy Use

5 Points

Approved Information: 7.1.1 Track Energy Use in Municipal and Board of Education Buildings (5 points)

Supporting Documentation:

EXCEL: 7.1.1 BOLTON BENCHMARKING REPORT

WORD: 7.1.1 RECEIPT FOR DATA REQUEST SUBMITTAL.DOCX

Documentation Details: Bolton's energy use data was downloaded from ENERGYSTAR Portfolio Manager in document "Bolton Benchmarking Report." Data request receipt email is also provided.

Partners: 7.1.1: Amy Thompson at the University of Connecticut assisted Bolton track their energy use and maintain their portfolio.

Additional Information: N/A

7.3 Achieve High Energy Performance for Individual Buildings

5 Points

Approved Information: 7.3.2 Achieve LEED Silver (or higher) certification for at least one municipal/Board of Education building (5 points)

Supporting Documentation:

WORD: 7.3.2 SILVER LEED CERTIFICATION FOR BOLTON HIGH SCHOOL

IMAGE: 7.3.2 WEBSITE SCREENSHOT.PNG

Partners: 7.3.2: US Green Building Council

8. Inclusive Engagement, Communication and Education

8.1 Hold a Sustainability Event

10 Points

Approved Information: 8.1.1 Support and hold a sustainability event (10 points)

Supporting Documentation:

EXCEL: **8.1.1 EVENT SPREADSHEET**

Partners: 8.1.1: Connecticut's Countryside (the towns of Bolton, Coventry, Mansfield & Tolland) held Earth Day events, UConn Home and Garden Center, Eastern Highlands Health District

8.2 Provide Effective Community Communications

15 Points

Approved Information: 8.2.1a and b, Provide Effective Community Communications (15 points)

Supporting Documentation:

WORD: **8.2.1.B COMMUNICATIONS STRATEGY IMPLEMENTATION.DOCX**
WORD: **8.2.1A_WORKSHEET.DOCX**
WORD: **8.2.1.A COMMUNICATIONS STRATEGY.DOCX**
EXCEL: **8.2.1A COMMUNICATIONS INVENTORY EXCEL WORKSHEET.XLSX**

Partners: N/A

9. Strategic Materials Management

9.1 Report Materials Management Data and Reduce Waste

5 Points

Approved Information: 9.1.1 Review materials management data (5 points)

Supporting Documentation:

WORD: 9.1 REPORT MATERIALS MANAGEMENT DATA AND REDUCE WASTE.DOCX
EXCEL: 9.1.1 WORKSHEET 1

Partners: 9.1.1: Advance CT assisted in filling out the spreadsheet data

Additional Information: People who worked on this: John Butrymovich, Building and Grounds Supervisor Suellen Kamara, Administrative Assistant to the Town Administrator/BLRWPCA Secretary Kathy McCavanagh, Executive Assistant to the Town Administrator/Emergency Management Director James Rupert, Town Administrator Patrice Carson, Consulting Director of Community Development & staff liaison to the Open Space Trails Committee

9.4 Reduce and Compost Organic Waste

5 Points

Approved Information: 9.4.1 Implement ongoing food waste prevention campaign (5 points)

Supporting Documentation:

WORD: 9.4.1 REDUCE AND COMPOST ORGANIC WASTE ONGOING EDUCATIONAL CAMPAIGN.DOCX

Partners: 9.4.1: A representative from CT DEEP presented at one of the library's events

Additional Information: Target audience: prevent residential food waste People who worked on this: Elizabeth Thornton, Library Director Trish Brudz, Assistant Library Director Rod Parlee, Conservation Commission Chairman Patrice Carson, Consulting Director of Community Development & staff liaison to the Open Space Trails Committee

10. Optimal Health and Wellness Opportunities

10.6 Plan and Prepare for Extreme Heat

10 Points

Approved Information: 10.6.2a: Inventory and assess existing cooling centers in the municipality (10 points)

Supporting Documentation:

WORD: **10.6.2.A PLAN AND PREPARE FOR EXTREME HEAT INVENTORY COOLING CENTERS.DOCX**

Documentation Details: Link to Bolton's webpage listing Warming and Cooling Centers: https://town.boltonct.org/services/emergency-management/warming-and-cooling-centers

Partners: 10.6.2a: Our partners are municipal in nature – the Library and the Senior Center – which are always our partners in opening up their buildings and providing their staff assistance. We do get local businesses occasionally donating items if our cooling or warming centers are open. We have had bottled water donated by businesses and food items donated from some of the local restaurants. For example, Fish Family Farm had sent ice cream and Munsons Chocolate had donated chocolate bars.

Additional Information: The centers were started before Sustainable CT, inspired by residents in need of electricity, cooling, warmth, food, water, etc, during a weather event. They might date back to the blizzard of 1976. What Sustainable CT did inspire is our advertising the events through Everbridge, social media, and our website notifications, as well as putting the center locations on our website.

11. Healthy, Efficient and Diverse Housing

11.1 Implement an Affordable Housing Plan

5 Points

Approved Information: 11.1.4 Distribute completed affordable housing plan (5 points)

Supporting Documentation:

PDF: **11.1.4 AFFORDABLE HOUSING PLAN DISTRIBUTE THE COMPLETED PLAN**

Partners: 11.1.4: Planning & Zoning Commission, Board of Selectmen, Senior Center and Social Services department.

Additional Information: N/A

12. Effective, Compassionate Homelessness Prevention

12.2 Increase Public Awareness and Support for Efforts to End Homelessness

5 Points

Approved Information: 12.2.2a-b: Develop and post information on your municipality's website for those experiencing homelessness (5 points)

Supporting Documentation:

WORD: **12.2.2 INCREASE PUBLIC AWARENESS AND SUPPORT FOR EFFORTS TO END HOMELESSNESS DEVELOP AND POST INFORMATION.DOCX**

Partners: 12.2.2: none