

Sustainable CT Community Certification Report

This is the Sustainable CT Certification Report of Middletown, a Sustainable CT silver certified applicant.

Middletown was certified on October 28, 2019 with 565 points. Listed below is information regarding Middletown's Sustainable CT efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable CT contact for Middletown is:

Name:	KRISHNA WINSTON
Title/Position:	CHAIR / RESOURCE RECYCLING ADVISOR COMMISSION
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Actions Implemented

Each approved action and supporting documentation for which Middletown was approved for in 2019 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Middletown, 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

30 Points

Approved Information: We are seeking points for equity toolkits for 6.8, 7.2, and 7.4. 6.8 equity workshop with Isa Mujahid held in April 2019 and work from it implemented in April/May 2019. 7.2 equity was incorporated into the 8/1/19 workshop planning and execution at Russell Library to solicit feedback for the community communications plan 7.4 equity discussions and recommended actions regarding the food policy council took place between April - July 2019.

Supporting Documentation:

WORD: <u>7.4 EQUITY TOOLKIT</u>
PDF: <u>7.2-9.1 REVISION.PDF</u>

WORD: 6.8 EQUITY TOOLKIT.DOCX

2. Thriving Local Economies

2.4 Provide Resources and Supports to Local Businesses

15 Points

Approved Information: 1.4.1 Host Business Roundtables (5 points) 1.4.2 Support Local Business Groups (5 points) 1.4.3 Invite Businesses to Events (5 points)

Supporting Documentation:

PDF: 1.4.2_BUSINESS DISTRICT AGENDA_MIDDLETOWN

PDF: 1.4.1_ROUNDTABLE FLYER_MIDDLETOWN

WORD: ACTION1.4_OVERVIEW_BUSINESS SUPPORT_MIDDLETOWN

Documentation Details: See overview document.

Partners: Middletown Downtown Business District, Middlesex Chamber of Commerce

3. Well-Stewarded Land and Natural Resources

3.2 Create a Watershed Management Plan

10 Points

Supporting Documentation:

PDF: 2.2.1_COGINCHAUG RIVER WATERBASED PLAN 2008

PDF: 2.2.1_COGINCHAUG RIVER WATERBASED PLAN 2011 REVISION

WORD: ACTION2.2_OVERVIEW_WATERSHED MANAGEMENT PLAN_MIDDLETOWN

PDF: 2.2.1.B_AQUIFER PROTECTION AREAS MAP

Documentation Details: See overview document.

3.3 Engage in Watershed Protection and Restoration

30 Points

Supporting Documentation:

WORD: ACTION 2.3_OVERVIEW_WATERSHED PROTECTION_MIDDLETOWN

PDF: 2.3.2 ZONING CODE SECTION 42

Documentation Details: See overview document.

3.4 Develop an Open Space Plan

5 Points

Supporting Documentation:

PDF: 2.4.1_2018 PARKS & OPEN SPACE INVENTORY
PDF: 2.4.3_1990 MIDDLETOWN OPEN SPACE PLAN

WORD: ACTION2.4_OVERVIEW_OPEN SPACE_MIDDLETOWN

PDF: 2.4.4_COMMISSION ON CONSERVATION AND AGRICULTURE JULY 2019 AGENDA

PDF: <u>2.4.3_2011 OPEN SPACE PLAN UPDATE_PROTECTED SPACE MAP</u>

Documentation Details: See overview document.

3.8 Implement Low Impact Development

5 Points

Approved Information: Education Projects 2.8.3 distribute education materials on LID (5 points)

Supporting Documentation:

PDF: 2.8.3 LID BROCHURE

WORD: ACTION2.8_OVERVIEW_LOW IMPACT DEVELOPMENT_MIDDLETOWN

Documentation Details: See overview document.

Partners: Sustainable CT Fellows Program

3.9 Manage Woodlands and Urban Forests

10 Points

Supporting Documentation:

WORD: ACTION2.9 OVERVIEW WOODLANDS & FORESTS MIDDLETOWN

PDF: 2.9.1_URBAN FORESTRY COMMISSION JULY 2019 AGENDA

PDF: 2.9.2 FORESTED LAND COVER MAP

PDF: 2.9.2_LAND COVER MAP

Documentation Details: See overview document.

3.10 Facilitate Invasive Species Education and Management

5 Points

Approved Information: 2.10 Residential Education; created 6/23/19

Supporting Documentation:

WORD: ACTION2.10_OVERVIEW_INVASIVE SPECIES_RESIDENTIAL EDU_MIDDLETOWN

PDF: 2.10.2_RESIDENTIAL EDU_WORKSHOP FLYER

Documentation Details: See overview document.

Partners: Coginchaug Area Transit, Wesleyan Sustainability Office, Town of Durham, Connecticut River Coastal Conservation District, Middletown Garden Club, Everyone Outside, The Jonah Center for Earth and Art

4. Vibrant and Creative Cultural Ecosystems

4.1 Inventory Tourism and Cultural Assets

15 Points

Approved Information: 3.1.1 'Create a Tourism and Cultural Asset Map' (10 points); 3.1.2 Update your profile on CTVisit (5 points)

Supporting Documentation:

WORD: ACTION3.1_OVERVIEW_TOURISM ASSETS_MIDDLETOWN

EXCEL: 3.1.2_TOURISM & CULTURAL ASSETS INVENTORY

PDF: 3.1.3_DISCOVER MAIN STREET BROCHURE

WORD: 3.1.4_MAINTENANCE PLAN

Documentation Details: See overview document.

Partners: Middletown Downtown Business District, CTVisit

4.2 Support Arts and Creative Culture

25 Points

Approved Information: 3.2: Support Arts and Creative Culture (25 points):3.2.1, 3.2.2, 3.2.3, 3.2.5, 3.2.9, and 3.2.10

Supporting Documentation:

PDF: 3.2.2_NEWSLETTER

PDF: 3.2.2_MUNICIPAL BUDGET
PDF: 3.2.3_MUNICIPAL BUDGET

PDF: 3.2.5_ORDINANCE

WORD: ACTION3.2_OVERVIEW_ARTS & CULTURE_MIDDLETOWN

PDF: 3.2.10_NEWSLETTER
PDF: 3.2.5_MISSION STATEMENT

Documentation Details: See overview document.

Partners: Russell Library, Oddfellow's Playhouse

4.3 Develop a Creative Placemaking Plan

10 Points

Approved Information: 3.3.1: Overview Riverfront Placemaking Plan Middletown (10 pts); created January 2014

Supporting Documentation:

WORD: ACTION3.3_OVERVIEW_RIVERFRONT PLACEMAKING PLAN_MIDDLETOWN

PDF: 3.3.2 MIDDLETOWN RIVERFRONT PLACEMAKING PLAN

Documentation Details: See overview document.

5. Dynamic and Resilient Planning

5.3 Develop Agriculture-Friendly Practices

15 Points

Approved Information: 4.3.2 Provide Outreach on Farmlink (5 points), updated 8/11/19 4.3.6 Community Gardens (10 points), updated 8/11/19

Supporting Documentation:

WORD: ACTION4.3_OVERVIEW_FARMLAND_MIDDLETOWN

Documentation Details: See overview document.

Partners: North End Action Team

5.4 Assess Climate Vulnerability



Approved Information: 4.4.1 Climate Vulnerability Assessment - 10 points 4.4.2 Identification of secondary impacts of climate change - 5 points 4.4.3 Identification of primary impacts on low and moderate income residents and vulnerable populations. - 5 points

Supporting Documentation:

WORD: ACTION4.4_OVERVIEW_CLIMATE VULNERABILITY_MIDDLETOWN

PDF: 4.4.1 MIDDLETOWN CLIMATE VULNERABILITY ASSESSMENT

Documentation Details: See overview document.

Partners: The Nature Conservancy, Sustainable CT

5.6 Streamline Solar Permitting for Small Solar Installations

10 Points

Approved Information: 4.6.1: Achieve at least Bronze statys in the national SolSmart community designation program (10 points)

Supporting Documentation:

WORD: ACTION4.6 OVERVIEW SOLARSMART MIDDLETOWN

PDF: 4.6.1_SOLSMART_FINAL PREREQUISITE SUMMARY

PDF: 4.6.1_SOLSMART_FINAL CREDIT SUMMRY

Documentation Details: See overview document.

Partners: The Connecticut Green Bank was extremely helpful to Middletown in reaching our Silver Certification.

6. Clean and Diverse Transportation Systems and Choices

6.1 Implement Complete Streets

85 Points

Approved Information: 5.1.2: Municipal Training (5 points), July 2019 5.1.3: Complete Streets Policy (20 points), effective 2016 5.1.6: Implementation projects (60 points, 15 points for each of 4 projects)

Supporting Documentation:

WORD: ACTION5.1_OVERVIEW_IMPLEMENT COMPLETE STREETS_MIDDLETOWN

PDF: 5.1.1_JULY 2019 COMPLETE STREETS AGENDA
PDF: 5.1.2_COMPLETE STREETS TRAINING FLYER

PDF: 6.1 ORDINANCE

WORD: 5.1.2_TRAINING ATTENDEES

Documentation Details: See overview document.

Partners: The Jonah Center for Earth and Art

6.4 Support Zero Emission Vehicle Deployment

5 Points

Approved Information: 5.4.4 Host an EV Charging Station for Public on Municipal Property (5 points), 2019

Supporting Documentation:

WORD: ACTION5.4 OVERVIEW CHARGING STATIONS MIDDLETOWN

Documentation Details: See overview document.

7. Renewable and Efficient Energy Infrastructure and Operations

7.9 Participate in and Promote the C-PACE Program

15 Points

Approved Information: 1.6.1 Opt In to C-PACE (5 points); 1.6.2 Hold Educational Event on C-PACE (5 points); 1.6.3 Earn Credit for C-PACE Projects (5 points)

Supporting Documentation:

WORD: ACTION1.6_OVERVIEW_C-PACE_MIDDLETOWN

PDF: 1.6.1_RESOLUTION

PDF: 1.6.1_LEGAL AGREEMENT

WORD: 1.6.2_FLYER

EXCEL: 1.6.3_C-PACE PROJECTS

Documentation Details: See overview document.

Partners: Middlesex Chamber of Commerce, CT Green Bank

7.1 Benchmark and Track Energy Use

5 Points

Approved Information: 6.1.1 Track Energy Use in Municipal and Board of Education Buildings (5 points), 2019

Supporting Documentation:

WORD: ACTION6.1_OVERVIEW_BENCHMARKING_MIDDLETOWN

EXCEL: MIDDLETOWN DATA REQUEST_SUSTAINABLE CT 2019 SUBMISSION FOR ACTIONS 6.1, 6.2, 6.3 (13).XLSX

Documentation Details: See overview document.

Partners: ENERGYSTAR. Eversource

Additional Information: Eversource assisted with data entry on EnergyStar. The City of Middletown is tracking all of our major buildings including schools. Streetlights and Water/Sewer energy use and demand tracking are separate initiatives. A few issues remain to be resolved with regard to energy reporting through EnergyStar. Most important is proper handling of fuel cell energy given that natural gas use is converted to electricity which is then consumed. There may be some double counting here that needs to be addressed. Other renewable energy systems include solar systems at Higby Water Treatment, Police Station and Moody School. An error was reported for the Senior Center, but when checked out, all meters were selected properly. However, the error persisted.

7.3 Achieve High Energy Performance for Individual Buildings

5 Points

Supporting Documentation:

WORD: ACTION6.3_OVERVIEW_LEED SILVER_MIDDLETOWN

Documentation Details: See overview document.

Partners: LEED

7.4 Increase Use of Renewable Energy in Municipal Buildings

30 Points

Approved Information: Four renewable energy calculators are submitted with this action - High School Fuel Cell (400 kW), Higby Solar (140 kW), Moody Solar (88kW) and Police Station (21 kW).

Supporting Documentation:

EXCEL: MIDDLETOWN_RENERGYSUMMARY OF CALCS 2019

EXCEL: MIDDLETOWN RENEWABLE ENERGY CALCULATOR 2019 FUEL CELL

EXCEL: MIDDLETOWN RENEWABLE ENERGY CALCULATOR 2019 HIGBY SOLAR

EXCEL: MIDDLETOWN RENEWABLE ENERGY CALCULATOR 2019 MOODY SOLAR

EXCEL: MIDDLETOWN RENEWABLE ENERGY CALCULATOR 2019 POLICE SOLAR

Documentation Details: Middletown RenEnergySummary of Calcs 2019 shows the adjustment to city-wide electric use to include renewable generated power. Also, this files shows summary of % contribution by the four systems (31% total).

Partners: Higby Solar is a PPA with Greenskies. High School Fuel Cell is a PPA with Constellation New Energy/Doosan.

Additional Information: The High School Fuel Cell operates virtually 24/7 and generates all of the electricity consumed by the building. However, some of this energy is stored in the grid when generated during night time hours, can consumed during normally operating in the day time. The Higby Solar System is located on site of our Higby/Bacon water treatment plant and serves the electricity use there. The timing of generation versus energy needs of the plant is dynamic in that the process energy needed can occur at any time of day or night, while the solar system production is diurnal. Thus the electrical grid provides important energy source/sink compensation for the normal misalignment of production versus need.

7.5 Develop a Municipal Energy Plan

20 Points

Approved Information: 6.5_Municipal,Residential,and Business_EnergyPlan (20 pts); Created August 2019

Supporting Documentation:

PDF: 6.5.2 MUNICIPAL COMMON COUNCIL JULY 2019 MINUTES

WORD: 6.5.2_MUNICIPAL_FISCAL IMPACT STATEMENT
WORD: 6.5.2_MUNICIPAL_ENERGY PLAN RESOLUTION

PDF: 6.5.2 RESIDENTIAL & BUSINESS COMMON COUNCIL JULY 2019 MINUTES

WORD: 6.5.2_RESIDENTIAL & BUSINESS_FISCAL IMPACT STATEMENT
WORD: 6.5.2_RESIDENTIAL & BUSINESS_ENERGY PLAN RESOLUTION
PDF: 6.5 MUNICIPAL, RESIDENTIAL, AND BUSINESS ENERGY PLAN

WORD: 6.5 MUNICIPAL, RESIDENTIAL, AND BUSINESS ENERGY PLAN APPENDICES

Documentation Details: The Energy Plan (including requirements for parts 1 and 2) was approved by Middletown's Common Council in July 2019. The appendices include: - The Energy Coordinator's letter to Clean Energy Task Force regarding the substance of the plan, - Eversource's 2017 Clean Energy Communities Municipal Action Plan (upon which much of the current energy plan is based), and - Middletown's original 2010 Energy Plan

7.6 Install Efficient Exterior Lighting

15 Points

Approved Information: Plan and Convert, 15 points

Supporting Documentation:

PDF: <u>6.7.1_RFP</u>

PDF: 6.7.1 PROOF OF STREETLIGHT PURCHASE MIDDLETOWN

WORD: 6.7.1 ACTION SUMMARY

Documentation Details: The Action Summary provides an overview of this action. Proof of Purchase of the streetlights is included. A copy of the RFP, together with descriptive text in the Action Summary, provides details of the plan.

Partners: City of Berlin, CT and City of Meriden, CT; reference check for selected vendor.

7.7 Implement a Community Energy Campaign

10 Points

Supporting Documentation:

IMAGE: 6.8.2 PLANNING THE SOLAR FOR ALL CAMPAIGN

IMAGE: 6.8.3 SOLAR FOR ALL MIDDLETOWN KICKOFF DIGITAL INVITATION

IMAGE: 6.8.3 SOLAR FOR ALL MIDDLETOWN CHURCH BULLETIN DESIGN

IMAGE: 6.8.3 SOLAR FOR ALL ADVERTISING AT CITY HALL

IMAGE: 6.8.3 SOLAR FOR ALL KICKOFF PICTURE - REPRESENTATIVES FROM CITY OF MIDDLETOWN, GREEN BANK, AND

POSIGEN

PDF: 6.8.3 SOLAR FOR ALL CAMPAIGN FLYER UPDATED JUNE 2019 TO ADD ADDITIONAL WORKSHOPS
PDF: 6.8.3 MIDDLETOWN ARTS AND CULTURE NEWSLETTER W SOLAR FOR ALL ADVERTISEMENT

PDF: 6.8.3 ORIGINAL SOLAR FOR ALL CAMPAIGN FLYER

IMAGE: 6.8.3 SOLAR FOR ALL ADVERTISING AT RUSSELL LIBRARY

IMAGE: 6.8.3 SOLAR FOR ALL ADVERTISING AT CITY WELCOME SIGN

IMAGE: 6.8.3 SOLAR FOR ALL WORKSHOP AT MIDDLETOWN SENIOR CENTER

WORD: 6.8 SOLAR FOR ALL SUBMISSION OVERVIEW DOCUMENT

Documentation Details: See overview document. This is a equity toolkit action. Picture of kickoff includes

PosiGen, CT Green Bank, and Sustainability Team members

Partners: CT Green Bank, CHEER

8. Inclusive Engagement, Communication and Education

8.1 Hold a Sustainability Event

10 Points

Supporting Documentation:

WORD: 7.1.1 WEEDS IN WILCOX WOODS EVENT TEMPLATE

PDF: 7.1.1 WEEDS IN WILCOX WOODS EVENT FLYER

WORD: 7.1.1 RECYCLING EVENT TEMPLATES

PDF: 7.1.1 HOUSEHOLD HAZARDOUS WASTE AND PAPER SHREDDING BROCHURE

IMAGE: 7.1.1 COMPOST BIN SALE FLYER
IMAGE: 7.1.1 COMPOSTING 101 FLYER

IMAGE: 7.1.1 WHAT'S IN WHAT'S OUT EVENT FLYER

PDF: 7.1.1 REPAIR CAFE EVENT FLYER

PDF: 7.1.1 EARTH DAY PAPER SHRED EVENT FLYER

8.2 Provide Effective Community Communications

15 Points

Supporting Documentation:

WORD: ACTION7.2_OVERVIEW_COMMUNICATIONS_MIDDLETOWN

WORD: 7.2.1_INVENTORY

PDF: 7.2.2_PUBLIC FORUM FLYER
WORD: 7.2 EQUITY TOOLKIT

PDF: 7.2.3 MEDIA PLATFORM CHECKLIST

PDF: 7.2 INVENTORY AND COMMUNITY COMMUNICATIONS IMPROVEMENT STRATEGY

Documentation Details: See overview document. This is an equity toolkit action.

8.3 Train Municipal Representatives

5 Points

Supporting Documentation:

WORD: ACTION7.3_OVERVIEW_TRAIN COMMISSIONS_MIDDLETOWN

Documentation Details: See overview document.

Partners: Sustainable CT

9. Strategic Materials Management

9.1 Report Materials Management Data and Reduce Waste

5 Points

Approved Information: 7.5.1 Worksheet (5 points)

Supporting Documentation:

WORD: ACTION7.5_REPORT MATERIALS MANAGEMENT DATA AND REDUCE WASTE_SUB-ACTION1

WORD: MIDDLETOWN RECYCLING REPORT

EXCEL: MSW & RECYCLING INFORMATION 2013-2017 WORD: MSW & RECYCLING PER CAPITA INFORMATION

EXCEL: 7.5.1 WORKSHEET

WORD: 7.5.1 WEBSITE SCREENSHOTS

Documentation Details: 7.5.1 Contact Information: Kim O'Rourke Kim.ORourke@middletownct.gov

Partners: None

9.3 Recycle Additional Materials

40 Points

Supporting Documentation:

PDF: SWAP SHACK FLYER

WORD: ACTION7.7_OVERVIEW_RECYCLE ADDITIONAL MATERIALS_MIDDLETOWN

PDF: RECYCLING OFF THE CURB FLYER & MISCELLANEOUS ITEM FLYER

Documentation Details: See overview document.

10. Optimal Health and Wellness Opportunities

10.1 Encourage an Equitable and Just Food System

10 Points

Approved Information: 7.4.1 Form a local or regional Food Policy Council (10 points)

Supporting Documentation:

WORD: ACTION7.4_OVERVIEW_HEALTHY & SUSTAINABLE FOOD_MIDDLETOWN

WORD: 7.4 EQUITY TOOLKIT

Documentation Details: See overview document. This is an equity toolkit action.

Partners: North End Action Team. Community Health Center

11. Healthy, Efficient and Diverse Housing

11.1 Implement an Affordable Housing Plan

15 Points

Approved Information: 8.1.2 Housing Needs Assessment, 2019 (15 points).

Supporting Documentation:

PDF: CDBG 2015-2020 CONSOLIDATED PLAN.PDF
PDF: 8.1.2 HOUSING NEEDS ASSESSMENT REPORT

PDF: 8.1.1 HOUSING PROFILE PARTNERSHIP FOR STRONG COMMUNITIES MIDDLETOWN

Documentation Details: Main housing needs assessment report is document 8.1.2, but additional information is in the CDBG consolidated plan.

11.2 Grow Sustainable and Affordable Housing Options

40 Points

Approved Information: 8.2.1: More than 10% of housing stock is affordable (10 points), updated 2018--most recent data 8.2.2: Increase affordable housing (30 points), compared 2016 to 2018

Supporting Documentation:

WORD: <u>ACTION8.2_OVERVIEW_AFFORDABLE HOUSING_MIDDLETOWN</u>

PDF: 8.2.1_2018 APPEALS LIST
PDF: 8.2.2_2016 APPEALS LIST
PDF: 8.2.2_2018 APPEALS LIST

Documentation Details: See overview document.

Partners: Connecticut Department of Housing

13. Innovative Strategies and Practices

13.1 Implement Your Own Sustainability Action

30 Points

Approved Information: 10.1. Innovation. (1) Founded CHEER (Comfortable, Health, Energy Efficient & Renewable), a comprehensive program to improve housing (1-4 units) and health conditions for low- and middle-income residents of Middletown, creating one-stop shopping to support both landlords and renters and minimize historic anatogonism, ongoing (15 points); and (2) Selected Forest City Farms in mid-2015 to begin farming on city-owned property to offer reduced cost community-supported agricultural shares to low and moderate-income community residents, ongoing (15 points)

Supporting Documentation:

WORD: ACTION10.1_IMPLEMENT YOUR OWN SUSTAINABILITY ACTION_SUB-ACTION1_CHEER

PDF: CHEER BROCHURE

PDF: CT GREEN BANK LETTER OF SUPPORT FOR CHEER

PDF: MIDDLESEX HOSPITAL LETTER OF SUPPORT FOR CHEER

PDF: SUSTAINABLE CT LETTER OF SUPPORT FOR CHEER

WORD: CHEER PROPOSAL NARRATIVE

WORD: 10.1_OVERVIEW_INNOVATION_MIDDLETOWN

WORD: FOREST CITY FARMS OVERVIEW

PDF: MIDDLETOWN--10.1--FOREST CITY FARMS.PDF