



Sustainable CT Community Certification Report

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

Burlington was certified on October 28, 2019 with 215 points. Listed below is information regarding Burlington's Sustainable CT efforts and materials associated with the applicant's certified actions.

Contact Information

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Actions Implemented

Each approved action and supporting documentation for which Burlington 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 Burlington, 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. Thriving Local Economies

1.3 Inventory and Promote Local Retail Options

20 Points

Approved Information: 1.3.1: List and map of local restaurants and retail businesses (10 points), created July 2019 1.3.2: Burlington Buy Local Brochure & Worksheet (10 points), distributed August 2018

Supporting Documentation:

PDF: [2.BURLINGTONBROCHURE.PDF](#)

PDF: [1.3.2 BUY LOCAL WORKSHEET.PDF](#)

WORD: [1.3.1 LOCAL BUSINESS INVENTORY.DOCX](#)

Documentation Details: "2.burlingtonbrochure.pdf" is a booklet that is distributed to citizens emphasizing the importance of local businesses within the town. See page 9 for the emphasis of buying local. It also lists some local businesses and their contact information as well as different town offices available for contact. "1.3.2 Buy Local Worksheet.pdf" is the Buy Local Worksheet applied to the buy local campaign emphasized in the Burlington brochure. "1.3.1 Local Business Inventory.docx" is a document which links an online, interactive map that was created this summer to list and map the local businesses in Burlington.

Partners: N/A

Additional Information: N/A

1.6 Participate in and Promote the C-PACE Program

5 Points

Approved Information: 1.6.1: Signed municipal resolution opting in to C-PACE (5 points), adopted 01/25/2016 1.6.1: Legal agreement with C-PACE, signed 01/12/2016 1.6.1: Image of C-PACE Link on Municipal Website, posted 7/22/19

Supporting Documentation:

PDF: [1.6.1 C-PACE LEGAL AGREEMENT.PDF](#)

PDF: [1.6.1 C-PACE MEETING MINUTES.PDF](#)

IMAGE: [1.6.1 C-PACE LINK ON TOWN WEBSITE.PNG](#)

Documentation Details: Information regarding adoption of C-PACE Resolution can be found in document "1.6.1 C-PACE Meeting Minutes" in Item #3 on page 2. "1.6.1 C-PACE Link on Town Website.png" is a screenshot of the Burlington town website where the link to C-PACE can be found. The link can be found at: <https://www.burlingtonct.us/board-selectmen>

Partners: Burlington has partnered with C-PACE to encourage businesses to use more green energy.

Additional Information: N/A

2. Well-Stewarded Land and Natural Resources

2.1 Provide Watershed Education

5 Points

Approved Information: 2.1.1: Agenda and minutes from BOS meeting hosting watershed education event, meeting on 8/27/19 2.1.1: Five sentence overview of the educational event, event on 8/27/19 2.1.1: Handout from educational event, event on 8/27/19

Supporting Documentation:

PDF: [2.1.1 WATERSHED EDUCATION AGENDA.PDF](#)

WORD: [2.1.1 EDUCATIONAL EVENT OVERVIEW.DOCX](#)

PDF: [2.1.1 NATURAL LAWN CARE HANDOUT.PDF](#)

WORD: [BOS 08-27-19 MEETING MINUTES.DOCX](#)

Documentation Details: "2.1.1 Watershed Education Agenda.pdf" is the agenda from the Board of Selectmen meeting which the Farmington River Water Association presented at. "2.1.1 Educational Event Overview.docx" contains the five sentence description of the educational event which occurred at the Board of Selectmen's meeting on 8/27/19. "2.1.1 Natural Lawn Care Handout.pdf" is one of the materials which the FRWA handed out at the Board of Selectmen meeting where they gave their talk about watershed awareness and health. "BOS 08-27-19 meeting minutes.docx" contains an overview of what occurred at the Board of Selectmen meeting where the watershed education event was held.

Partners: Farmington River Water Association: FRWA is a citizen-based nonprofit 501 (c)3 organization. It was founded by concerned citizens in 1953 to address critical water quality (and water quantity) problems of the watershed area. Today FRWA still leads in addressing Farmington River issues such as water quality, water allocation, habitat restoration, recreation, open space and wetland and floodplain protection. We work with federal, state and local governments, business and industry, and with people in the watershed's 33 communities to protect the river and its surrounding landscape. With a wide range of research, education and advocacy programs, and with the help of members, supporters and partners, we look after the river that connects us all.

Additional Information: This event was a part of a new initiative in Burlington called the "Selectman Speaker Series". It began with a very well attended talk about black bears in town, and has led to this watershed event, an event about invasive species, and the farmer forum. The town hopes to continue this speaker series and use it as a platform to discuss issues facing Burlington, including sustainability ones.

2.10 Facilitate Invasive Species Education and Management

10 Points

Approved Information: Municipal Removal - 2.10.1: Before and After Photos of Burlington Removing Invasive Plants (5 points), photographed 7/3/19 - 2.10.1: Explanation of removal practices currently occurring in Burlington, written 8/19/18 Resident Education - 2.10.1: Invasive Species Handout from Educational event posted online - 2.10.2: Invasive Species Education Event (5 points), held 8/13/19 & 8/14/19

Supporting Documentation:

IMAGE: [2.10.2 INVASIVE SPECIES EDUCATION EVENT.JPG](#)

PDF: [2.10.1 SPRAYING JAPANESE KNOTWOOD.PDF](#)

PDF: [2.10.1 JAPANESE KNOTWOOD DYING.PDF](#)

WORD: [2.10.2 INVASIVE SPECIES HANDOUT AT EDU EVENT.DOCX](#)

PDF: [2.10.1 INVASIVE PLANT MANAGEMENT STRATEGY.PDF](#)

Documentation Details: Municipal Management - "2.10.1 Spraying Japanese Knotwood.pdf" is the before photo. - "2.10.1 Japanese Knotwood Dying.pdf" is the after photo. - "2.10.1 Invasive Plant Management Strategy.pdf" is an explanation of how the Town of Burlington manages and removes invasive species in their town. Residential Education - "2.10.2 Invasive Species Education Event.JPG" is an advertisement on the town website for the invasive species workshop held on 8/13/19 at the Burlington Town Hall. It describes what was covered in the talk. - "2.10.2 Invasive Species Handout at Edu Event.docx" is the handout from the educational event held at Town Hall. - The document "2.10.2 Invasive Species Handout at Edu Event.docx" is also posted on the Town Website on the Board of Selectmen page under the Invasive species tab.

Partners: N/A

Additional Information: N/A

2.11 Implement Green Grounds and Maintenance Program

10 Points

Approved Information: Inventory - 2.11.1: Grounds Inventory (10 points), completed 8/12/2019
Best Management Strategies -2.11.1: Organic Lawn Care Strategy (5 points), last done 7/23/19

Supporting Documentation:

EXCEL: [2.11.1 GROUNDS INVENTORY.XLSX](#)

PDF: [2.11.1 ORGANIC LAWN CARE STRATEGY.PDF](#)

Documentation Details: "2.11.1 Grounds Inventory.xlsx" is the completed inventory of grounds which the town manages. "2.11.1 Organic Lawn Care Strategy.pdf" is an explanation of how the town collects and uses leaf mulch to fertilize the town lawns.

Partners: N/A

Additional Information: N/A

3. Vibrant and Creative Cultural Ecosystems

3.2 Support Arts and Creative Culture

10 Points

Approved Information: 3.2.5: Establishment of an Arts & Culture Council, Voted on 7/24/2018
3.2.5: Arts Commission Mission Statement 3.2.9: 1st Annual Juried Art Show Flyer, art show on 10/23/19 3.2.9: Judging Criteria and Information Disseminated 3.2.10: Children's Arts Program at Library, held October 2018 - February 2019 3.2.10: Pictures of Final Projects from Children's Arts Program

Supporting Documentation:

PDF: [3.2.5 BOS MINUTES ESTABLISHMENT OF ARTS COMMISSION.PDF](#)

PDF: [3.2.5 ARTS COMMISSION MISSION STATEMENT.PDF](#)

IMAGE: [3.2.10 DESCRIPTION OF ARTS PROGRAMS AT LIBRARY.JPG](#)

IMAGE: [3.2.10 KIDS WITH THEIR FINAL PIECES.JPG](#)

IMAGE: [3.2.10 ARTISTS' CREATION INSPIRED BY KIDS.JPG](#)

PDF: [3.2.9 ART SHOW FLYER.PDF](#)

WORD: [3.2.9 JURIED ART SHOW WEBSITE INFO AND JUDGING CRITERIA.DOCX](#)

Documentation Details: 3.2.5: - Board of Selectmen establishment vote for Burlington Visual & Performing Arts Commission can be found in Part 5 of the meeting minutes "3.2.5 BOS Minutes Establishment of Arts Commission.pdf". - "3.2.5 Arts Commission Mission Statement.pdf" is the mission statement for the Arts Commission created in Burlington. 3.2.9: - "3.2.9 Art Show Flyer.pdf" is the marketing material for the 1st annual art show which the town of Burlington is hosting. The event is for high school students where their art will be displayed for a month in the public library and judged by 3 artists. The awards will be distributed on October 21st at the reception. - "3.2.9 Juried Art Show Website Info and Judging Criteria.docx" contains the statement which will be posted on the town website that states specific information about submitting art for the art show, as well as the criteria that the judges will be determining the winner on. 3.2.10: - "3.2.10 Description of Arts Programs at Library.jpg" is an email between the librarian and first selectman describing the children's program which the library hosted this winter. - The following 3.2.10 documents are photos of the art created by both the children and the artists leading the program.

Partners: N/A

Additional Information: More information about the art show criteria is posted on: <https://www.burlingtonct.us/board-selectmen>

4. Dynamic and Resilient Planning

4.1 Integrate Sustainability into Plan of Conservation and Development and Zoning

50 Points

Approved Information: 4.1.2: Integrate Sustainability Concepts into POCD (50 points for concepts 1, 2, 3, 4, 5, 7, 8, 9, 11), completed 8/15/2019

Supporting Documentation:

PDF: [BURLINGTON POCD 2009.PDF](#)

WORD: [4.1.2 WORKSHEET.DOCX](#)

Documentation Details: "Burlington POCD 2009.pdf" is the Plan of Conservation and Development for the Town of Burlington for 2009-2019. Please see the "4.1.2 Worksheet.docx" for important section.

Partners: N/A

Additional Information: N/A

4.3 Develop Agriculture-Friendly Practices

5 Points

Approved Information: 4.3.4 Farmer Forum (5 points), occurred 8/27/19

Supporting Documentation:

PDF: [4.3.4 FARMER FORUM AGENDA.PDF](#)

WORD: [BOS 08-27-19 MEETING MINUTES.DOCX](#)

Documentation Details: "4.3.4 Farmer Forum Agenda.pdf" is the agenda from the Board of Selectmen meeting where the farmer forum was hosted. The date of the forum is August 27, 2019. "BOS 08-27-19 meeting minutes.docx" contains an overview of who attended the farmer forum and what was discussed.

Partners: N/A

Additional Information: N/A

5. Clean and Diverse Transportation Systems and Choices

5.1 Implement Complete Streets

5 Points

Approved Information: 5.1.2: Complete Streets Training Attendee and Agenda (5 points), attended 8/15/19

Supporting Documentation:

WORD: [5.1.2 COMPLETE STREETS TRAINING ATTENDEE.DOCX](#)

PDF: [5.1.2 COMPLETE STREETS TRAINING AGENDA.PDF](#)

Documentation Details: You will find the name and contact information of the official who attended the training in "5.1.2 Complete Streets Training Attendee.docx". More information on the Complete Streets presenters can be found in "5.1.2 Complete Streets Training Agenda.pdf".

Partners: The event was hosted by the Northwest Hills COG and the Northwest Conservation District. Other members from Burlington's town hall attended as well, such as Selectman Salsedo.

5.4 Support Zero Emission Vehicle Deployment

5 Points

Approved Information: 5.4.4 Host an EV charging station on Municipal property (5 points)

Supporting Documentation:

PDF: [5.4 LIBRARY EV CHARGING STATION.PDF](#)

6. Efficient Physical Infrastructure and Operations

6.7 Install Efficient Exterior Lighting

5 Points

Approved Information: 6.7.1 Install Efficient Street Lights (5 points), completed January 2018

Supporting Documentation:

IMAGE: [6.7.1 STREET LIGHT CONVERSION CONFIRMATION.PNG](#)

Documentation Details: “6.7.1 Street Light Conversion Confirmation.png” is a screenshot of an email which the 1st Selectman’s Office received from Eversource explaining how and when the Burlington streetlights were converted to energy efficient lights.

Partners: Eversource provides electricity to the town owned streetlights, and were the ones who physically converted the lights.

7. Strategic and Inclusive Public Services

7.1 Hold a Sustainability Event

15 Points

Approved Information: 7.1.1: Eleven Sustainability Events (15 points), September 2018 - August 2019 - 1: Tavern Day 2018 - 2: Stratosphere Balloon Launch and STEM Day 2019 - 3: Black Bear Discussion at Board of Selectmen May 2019 - 4 - 11: Burlington Farmers' Market, every Thursday July through August

Supporting Documentation:

PDF: [EVENT 2 STRATOSTRAR AND STEM DAY.PDF](#)

PDF: [EVENTS 4-11 FARMERS MARKET FLYER.PDF](#)

PDF: [EVENT 3 BOS AGENDA INCLUDING BLACK BEAR DISCUSSION.PDF](#)

EXCEL: [7.1 EVENT SPREADSHEET.XLSX](#)

PDF: [EVENT 1 TAVERN DAY FLYER.PDF](#)

Documentation Details: "7.1 Event Spreadsheet.xlsx" includes information on all sustainability events held in Burlington which promote local businesses and food as well as building community feeling. "Event 2 Stratostar and STEM Day Sustainability.pdf" is the flyer for the annual event held by Regional School District 10. "Events 4-11 Stratostar and STEM Day.pdf" is the flyer for the farmers markets which were held in Burlington over the summer. "Event 3 BOS Agenda Including Black Bear Discussion.pdf" is the Board of Selectmen agenda that shows the discussion held about managing black bears in town. "Event 1 Tavern Day Flyer.pdf" is the poster advertising Tavern Day 2018, which is an event which celebrates the town and local businesses in it.

Partners: Lewis Mills High School hosts the Stratostar event and the town provides policing and tents for the event. Boy Scouts/Girl Scouts help town events run smoothly by providing volunteers to man tables and hand out flyers, specifically at Farmers Markets.

Additional Information: N/A

7.3 Train Municipal Representatives

5 Points

Approved Information: 7.3: List of commissioners and training (5 points), training on 8/15/19
Picture from LID training

Supporting Documentation:

WORD: [7.3 MUNICIPAL COMMISSIONER TRAINING.DOCX](#)

IMAGE: [PICTURE FROM LID EVENT 1.JPG](#)

IMAGE: [PICTURE FROM LID EVENT 2.JPG](#)

Documentation Details: "7.3 Municipal Commissioner Training.docx" contains the names of commissioners who attended an LID training.

Partners: The Northwest Conservation District hosted the LID training.

Additional Information: N/A

7.7 Recycle Additional Materials and Compost Organics

40 Points

Approved Information: 7.7.1: Additional Recyclables Information (40 points), distributed for 2018-2019 - All plastics #1-7 - Simple Recycling - E-Waste Recycling - Mattress Recycling - Used anti-freeze recycling - Used motor oil recycling

Supporting Documentation:

PDF: [7.7.1 RECYCLING BROCHURE 1.PDF](#)

PDF: [7.7.1 2018-2019 RECYCLING GUIDE 2.PDF](#)

PDF: [7.7 SIMPLE RECYCLING AGREEMENT.PDF](#)

PDF: [E-WASTE RECYCLING.PDF](#)

PDF: [7.7 SIMPLE RECYCLING BROCHURE.PDF](#)

PDF: [MATTRESS RECYCLING.PDF](#)

PDF: [7.7 ANTI-FREEZE RECYCLING.PDF](#)

PDF: [7.7 USED MOTOR OIL RECYCLING.PDF](#)

Documentation Details: "7.7.1 Recycling Brochure 1.pdf" contain information on what can go into curbside recycling bins and what cannot. See that the towns accept all plastics #1-7 while the state only mandates PET/PETE and HDPE according to Section 22a-241b-2. "7.7.1 2018-2019 Recycling Guide 2.pdf" shows the extra recyclables that Burlington accepts at the Transfer Station, such as mattresses and box springs. "7.7 Simple Recycling Agreement.pdf" is the legal agreement between Simple Recycling and the Town of Burlington. "7.7 Simple Recycling Brochure.pdf" is the brochure which was sent to residents informing them of the new recycling program in town for textiles. "E-Waste Recycling.pdf" contains a write up from the public works director about the e-waste program, the amount recycled on pages 2 & 3 (highlighted in yellow), pictures of the recycling bin, and the schedule of services provided by the company which collects the e-waste (page 10). "Mattress Recycling.pdf" contains a write up from the public works director about the mattress program, the amount recycled on page 2, pictures of the drop off location (pages 3 & 4), and the online registration agreement between Burlington and the Mattress Recycling Council. "7.7 Anti-Freeze Recycling.pdf" contains a write up from the public works director about the anti-freeze program, an invoice from the company which collects it, and images of the drop off location. "7.7 Used Motor Oil Recycling.pdf" contains a write up from the public works director about the motor oil program, how much is collected (page 2 highlighted in yellow), and images of the drop off location.

Partners: Simple Recycling partnered with the Town of Burlington to provide a new curbside textile recycling program. The town has distributed materials informing citizens of this program. Take 2 Inc. is a certified Woman Owned Small Business Enterprise in Waterbury, CT, which collects electronic waste from Burlington. The Mattress Recycling Council provides mattress recycling for the Town of Burlington. They entered into an agreement in 2015 and mattresses are now collected at the transfer station.

Additional Information: Please note that in "7.7 Used Motor Oil Recycling.pdf" the waste oil collected is burnt at the Public Works garage for heat.

8. Healthy, Efficient and Diverse Housing

8.1 Design and Implement a Housing Needs Assessment

15 Points

Approved Information: 8.1.1: Most recent housing data from Partnership for Strong Communities, updated 2018 8.1.1: Additional data for worksheet 1 (15 points), completed August 2019 8.1.1: Agenda for meeting where data was presented, meeting on 8/22/19 8.1.1: Worksheet 2, completed 8/20/19

Supporting Documentation:

PDF: [8.1.1 2018 HOUSING DATA.PDF](#)

PDF: [8.1.1 WORKSHEET 1 ADDITIONAL DATA.PDF](#)

PDF: [8.1.1 P&Z AGENDA PRESENTING HOUSING DATA.PDF](#)

PDF: [8.1.1 WORKSHEET 2.PDF](#)

Documentation Details: "8.1.1 P&Z Agenda Presenting Housing Data.pdf" is the agenda from the August 22, 2019 Planning & Zoning Meeting where the Partnership for Strong Communities Data was presented.

Partners: N/A

Additional Information: N/A

9. Inclusive and Equitable Community Impacts

9.1 Optimize for Equity

10 Points

Approved Information: 9.1: Equity Toolkit (10 points), applied to 2.10 Invasive Species Education Event

Supporting Documentation:

PDF: [SUSTAINABLE CT 9.1 EQUITY TOOL KIT NARRATIVE.PDF](#)

Documentation Details: "Sustainable CT 9.1 Equity Tool Kit.pdf" is the written narrative for how Burlington applied the Equity Toolkit to action 2.10.2 - Host an Educational Event on Invasive Species. See 2.10 submission page for more information about the event.

Partners: The community group hb4diversity has greatly helped the Town of Burlington and Harwinton become more equitable towns that focus on diversity. The group provides insight and guidance on how to increase the inclusiveness of the towns.

Additional Information: N/A