

# **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:	MICHAEL HARRIS
Title/Position:	ENERGY COORDINATOR / MAYOR'S OFFICE
Address:	245 DEKOVEN DRIVE MIDDLETOWN, CT 06457
Phone:	860-638-4854

# **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. Thriving Local Economies**

#### 1.4 Provide Resources and Supports to Local Businesses



**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: <u>1.4.2 BUSINESS DISTRICT AGENDA\_MIDDLETOWN</u> PDF: <u>1.4.1\_ROUNDTABLE FLYER\_MIDDLETOWN</u> WORD: <u>ACTION1.4\_OVERVIEW\_BUSINESS SUPPORT\_MIDDLETOWN</u>

Documentation Details: See overview document.

Partners: Middletown Downtown Business District, Middlesex Chamber of Commerce

#### 1.6 Participate in and Promote the C-PACE Program



**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)

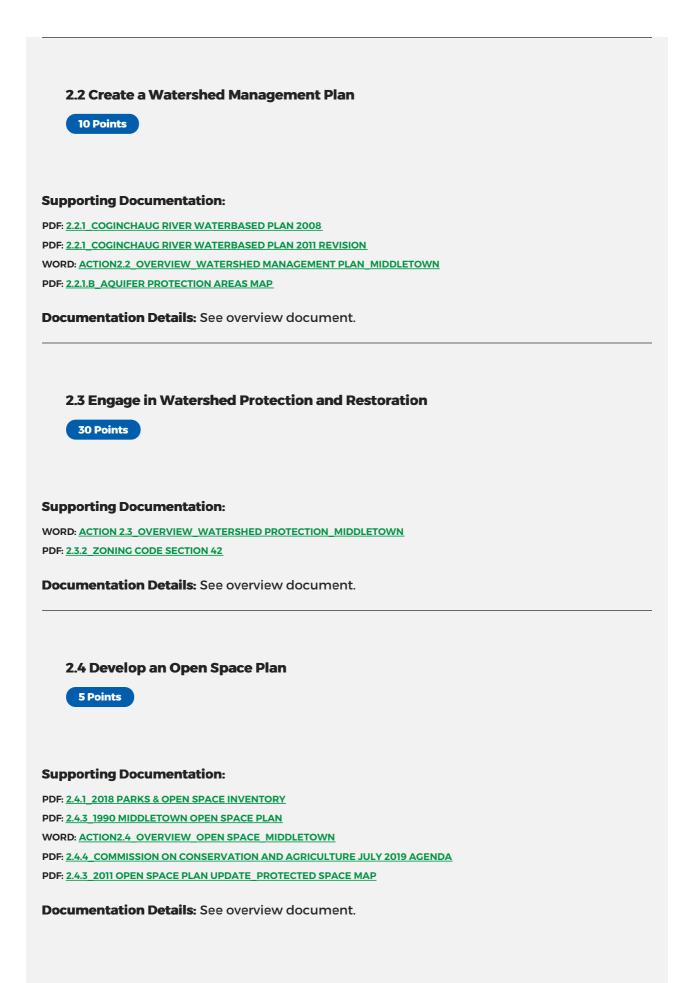
#### **Supporting Documentation:**

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

# 2. Well-Stewarded Land and Natural Resources



# 2.8 Implement Low Impact Development



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

# 2.9 Manage Woodlands and Forests



#### **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.

#### 2.10 Facilitate Invasive Species Education and Management



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

#### **Supporting Documentation:**

WORD: <u>ACTION2.10\_OVERVIEW\_INVASIVE SPECIES\_RESIDENTIAL EDU\_MIDDLETOWN</u> PDF: <u>2.10.2\_RESIDENTIAL EDU\_WORKSHOP FLYER</u>

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

# 3. Vibrant and Creative Cultural Ecosystems

#### **3.1 Map Tourism and Cultural Assets**



**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

#### **3.2 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: <u>3.2.2 NEWSLETTER</u> PDF: <u>3.2.2 MUNICIPAL BUDGET</u> PDF: <u>3.2.3 MUNICIPAL BUDGET</u> PDF: <u>3.2.5 ORDINANCE</u> WORD: <u>ACTION3.2 OVERVIEW\_ARTS & CULTURE\_MIDDLETOWN</u> PDF: <u>3.2.10 NEWSLETTER</u> PDF: <u>3.2.5\_MISSION STATEMENT</u>

Documentation Details: See overview document.

Partners: Russell Library, Oddfellow's Playhouse

#### **3.3 Develop a Creative Placemaking Plan**



**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.

4. Dynamic and Resilient Planning

**4.3 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

#### **4.4 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

# 4.6 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.

# 5. Clean and Diverse Transportation Systems and Choices

# **5.1 Implement Complete Streets**



**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: 5.1.3\_ORDINANCE WORD: 5.1.2\_TRAINING ATTENDEES

Documentation Details: See overview document.

Partners: The Jonah Center for Earth and Art

#### **5.4 Support Zero Emission Vehicle Deployment**



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

**Supporting Documentation:** 

WORD: <u>ACTION5.4\_OVERVIEW\_CHARGING STATIONS\_MIDDLETOWN</u>

Documentation Details: See overview document.

6. Efficient Physical Infrastructure and Operations

### 6.1 Benchmark and Track Energy Use



**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.

6.3 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

# 6.4 Increase Use of Renewable Energy in Municipal Buildings



**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 RENENERGYSUMMARY OF CALCS 2019 EXCEL: MIDDLETOWN RENEWABLE\_ENERGY\_CALCULATOR\_2019 FUEL CELL 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.

## 6.5 Develop a Municipal Energy Plan



**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

#### **6.7 Install Efficient Exterior Lighting**

15 Points

Approved Information: Plan and Convert, 15 points

**Supporting Documentation:** 

PDF: <u>6.7.1 RFP</u> PDF: <u>6.7.1 PROOF OF STREETLIGHT PURCHASE MIDDLETOWN</u> WORD: <u>6.7.1 ACTION SUMMARY</u>

**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.

# 6.8 Implement a Community Energy Campaign



#### **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 ADVERTISING AT CITY WELCOME SIGN IMAGE: 6.8.3 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

# 7. Strategic and Inclusive Public Services

# 7.1 Hold a Sustainability Event



#### **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

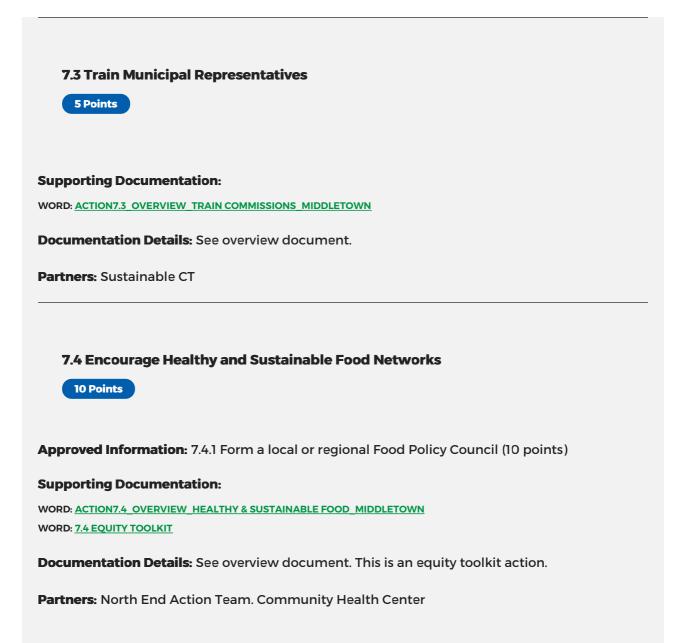
### 7.2 Provide Effective Community Communications



#### **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.



# 7.5 Report Materials Management Data and Reduce Waste



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

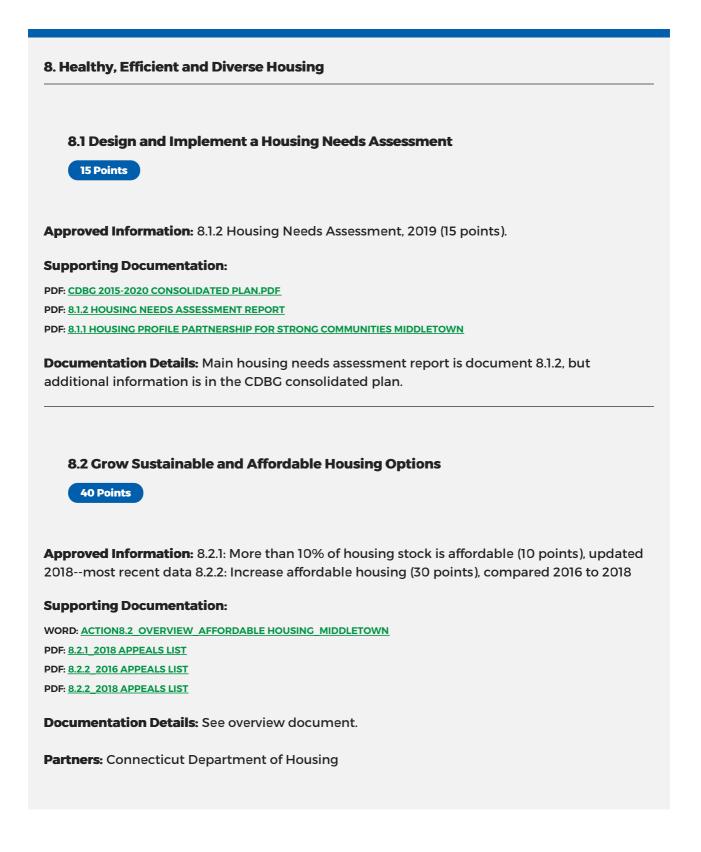
7.7 Recycle Additional Materials and Compost Organics



#### **Supporting Documentation:**

PDF: <u>SWAP SHACK FLYER</u> WORD: <u>ACTION7.7\_OVERVIEW\_RECYCLE ADDITIONAL MATERIALS\_MIDDLETOWN</u> PDF: <u>RECYCLING OFF THE CURB FLYER & MISCELLANEOUS ITEM FLYER</u>

Documentation Details: See overview document.



# 9. Inclusive and Equitable Community Impacts

# 9.1 Optimize for Equity

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: <u>6.8 EQUITY TOOLKIT.DOCX</u>

# **10. Innovation Action**

#### **10.1 Implement Your Own Sustainability Action**



**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: ACTIONIO.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