



Sustainable CT Community Certification Report

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

Windham was certified on October 28, 2019 with 400 points. Listed below is information regarding Windham's Sustainable CT efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable CT contact for Windham is:

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Title/Position:	COUNCILMEMBER / TOWN COUNCIL
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Actions Implemented

Each approved action and supporting documentation for which Windham 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 Windham, 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

1.1 Support Redevelopment of Brownfield Sites

30 Points

Approved Information: 1.1.1: Brownfield Inventory (5 Points), updated 8/12/19 1.1.2: Brownfield Map - KMZ File and PDF Screenshot (5 Points), updated 8/12/19 1.1.4: Prepare a grant proposal for a site assessment/ cleanup (10 Points) 1.1.5: Assessments and Remediation Plans for 1248 Main St Site (10 Points)

Supporting Documentation:

EXCEL: [1.1.1 WINDHAM BROWNFIELD INVENTORY.XLSX](#)

PDF: [1.1.2 WINDHAM BROWNFIELDS MAP KMZ.PDF](#)

PDF: [1.1.2 WINDHAM BROWNFIELDS MAP.PDF](#)

PDF: [1.1.4 BROWNFIELD REMEDIATION GRANT PROPOSAL.PDF](#)

PDF: [1.1.4 RECIEVED GRANTS.PDF](#)

PDF: [1.1.5 HAZARDOUS BUILDING MATERIALS ASSESSMENT.PDF](#)

PDF: [1.1.5 PHASE I ASSESSMENT.PDF](#)

PDF: [1.1.5 REMEDIAL ACTION PLAN.PDF](#)

1.3 Inventory and Promote Local Retail Options

20 Points

Approved Information: Action 1.3.1, 20 points (2 sectors: restaurants and producers), with special designation for all of locally-owned

Supporting Documentation:

PDF: [BUYLOCAL.PDF](#)

PDF: [FOOD MAP.PDF](#)

PDF: [PARTNER LETTER.PDF](#)

1.4 Provide Resources and Supports to Local Businesses

5 Points

Approved Information: 1.4.2 Support Main Street Programs, (5 points) - Supporting Thread City Development

Supporting Documentation:

PDF: [1.4.2 SUPPORTING THREAD CITY DEVELOPMENT.PDF](#)

PDF: [1.4.2 THREAD CITY DEVELOPMENT BYLAWS.PDF](#)

PDF: [1.4.2 VIBRANT MAIN STREETS SUPPORT.PDF](#)

PDF: [1.4.1 TOAST TO THE TOWN MINUTES.PDF](#)

Additional Information: The document titled "1.4.4 Thread City Development Bylaws" shows in Section 2.2 Members that it is required that a member of the Board be from the Town of Windham Class- only the Town of Windham is eligible for membership in the Town of Windham Class.

1.6 Participate in and Promote the C-PACE Program

5 Points

Approved Information: 1.6.3: Approved C-PACE projects (5 Points)

Supporting Documentation:

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

PDF: [1.6.3 C-PACE PROJECT LIST.PDF](#)

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

PDF: [1.6.2 C-PACE BUSINESS EDU. EVENT.PDF](#)

PDF: [NEW C-PACE RESOLUTION](#)

Documentation Details: We updated resolution last night

Partners: None

Additional Information: Need link to CPACE on municipal website

2. Well-Stewarded Land and Natural Resources

2.1 Provide Watershed Education

5 Points

Approved Information: 2.1.1: Education (5 points)

Supporting Documentation:

PDF: [WWW OPEN HOUSE FLYER 20181020.PDF](#)

Documentation Details: Program for the public explaining watershed

2.2 Create a Watershed Management Plan

20 Points

Approved Information: 2.2.1 Watershed Plan and Inventory (10 points) 2.2.3 Source water action plan (10 points)

Supporting Documentation:

PDF: [WATERSHED PLAN](#)

PDF: [2.2.3 WINDHAM WATER WORKS SOURCE WATER ACTION PLAN.PDF](#)

PDF: [WATERSHED INSPECTION REPORT - 2018.PDF](#)

PDF: [WATERSHED REGULATION REVIEW.PDF](#)

2.7 Provide Education on Water Conservation

5 Points

Approved Information: 2.7.1: Windham Water Works - Water Conservation Event 2.7.2: Outreach and public education materials

Supporting Documentation:

PDF: [WATER EDUCATIONAL RESOURCES ANNUAL 2016 _ CONSERVATION TIPS.PDF](#)

PDF: [WATER CONSERVATION POSTER.PDF](#)

WORD: [2.7.1 SCREENSHOT OF STORIES FROM EVENT ATTENDEES.DOCX](#)

PDF: [2.7.1 WINDHAM WATER WORKS OPEN HOUSE INFORMATION.PDF](#)

WORD: [2.7.2 WATER CONSERVATION TIPS LINK.DOCX](#)

PDF: [2.7.2 WINDHAM WATER WORKS OPEN HOUSE FLYER.PDF](#)

WORD: [2.7.2 WINDHAM WATER WORKS OPEN HOUSE OVERVIEW.DOCX](#)

PDF: [2.7.2 WINDHAM WATER WORKS OPEN HOUSE 10-20-18 NEWSPAPER POSTING.PDF](#)

Documentation Details: Residents were reached through the newspaper, town websites and town social media sites as well as Windham Water Works social media and website.

2.8 Implement Low Impact Development

15 Points

Approved Information: 2.8.1 (Education Component): LID Resources and Rain Garden Flyers (5 Points) 2.8.1 (Planning Component): LID in POCD (5 Points) 2.8.2 (Planning Component): LID in Zoning and Subdivision Regulations (5 Points)

Supporting Documentation:

PDF: [2.8.1 LID CONCEPTS IN POCD.PDF](#)

PDF: [2.8.2 LID CONCEPTS-ZONING REGULATIONS.PDF](#)

PDF: [2.8.2 LID CONCEPTS-SUBDIVISION REGULATIONS.PDF](#)

PDF: [2.8.1 LID RESOURCES FLYER.PDF](#)

PDF: [2.8.1 RAIN GARDEN RESOURCES FLYER.PDF](#)

PDF: [2.8.1 LID INFORMATION ON TOWN WEBSITE.PDF](#)

2.11 Implement Green Grounds and Maintenance Program

10 Points

Approved Information: 2.11.1: Grounds and Maintenance Inventory (10 Points)

Supporting Documentation:

PDF: [2.11.1 WINDHAM GROUNDS AND MAINTENANCE INVENTORY.PDF](#)

WORD: [FERTILIZER EVENTS AND SCHEDULE PER PUBLIC WORKS DIRECTOR.DOC](#)

Additional Information: The ball fields at Rec Park, Shetucket Park, Guild Field, Lauter Park, Memorial Park as well as the parcel at Jillson get fertilized at a rate of 4.13 lbs/1000 square feet once in the spring and at a rate of 4 lbs/1000 square feet once in the summer.

3. Vibrant and Creative Cultural Ecosystems

3.1 Map Tourism and Cultural Assets

5 Points

Approved Information: 3.1.2 Update CTVisit Profile (5 points)

Supporting Documentation:

PDF: [3.1 MUNICIPAL PROFILE- CTVISIT.PDF](#)

3.2 Support Arts and Creative Culture

15 Points

Approved Information: 3.2.1: Establish a Poet Laureate 3.2.7: streamline facilities request application 3.2.5: Arts Council Meeting Minutes Pg.2 3.2.6: Establish an Arts Liaison Meeting Minutes Pg. 2 (15 points)

Supporting Documentation:

PDF: [RESOLUTION_POET_LAUREATE.PDF](#)

PDF: [2. WINDHAM READS FLYER.PDF](#)

PDF: [3.2.7 STREAMLINED FACILITIES REQUEST FORM.PDF](#)

PDF: [TOWN COUNCIL MEETING MINUTES.PDF](#)

PDF: [FACILITY REQUEST FORM 416.PDF](#)

WORD: [FEE.DOCX](#)

Documentation Details: Fee document on what we changed is attached under fee

Additional Information: 1. Resolution Establishing a Poet Laureate: #1 2. Windham Reads Flyer: #10 Support Arts and Cultural activities offered at the local libraries. Distributed as a flyer bilingually to all Windham Public Schools. Councilperson Dawn Niles is the municipal contact for this event. 3. (Streamline permitting process) to come

4. Dynamic and Resilient Planning

4.1 Integrate Sustainability into Plan of Conservation and Development and Zoning

40 Points

Approved Information: 4.1.2: Sustainability Concepts in POCD (40 Points), POCD dated 2017

Supporting Documentation:

WORD: [4.1.2 WORKSHEET B.DOCX](#)

PDF: [PLAN OF CONSERVATION AND DEVELOPMENT 2017.PDF](#)

4.3 Develop Agriculture-Friendly Practices

20 Points

Approved Information: 4.3.1: Agriculture in subdivision regulations, special residential fowl regulations (5 Points), updated 6/20/10 4.3.2: CT Farmlink page with municipal land for sale for agriculture (5 Points), updated 6/19/19 4.3.6: Community Garden link and description (10 Points), updated 8/12/19

Supporting Documentation:

PDF: [4.3.1 SUBDIVISION REGULATIONS- AGRICULTURE.PDF](#)

PDF: [4.3.6 COMMUNITY GARDEN LINK.PDF](#)

PDF: [4.3.6 THREAD CITY-WAIM COMMUNITY GARDENS.PDF](#)

PDF: [4.3.2 CT FARMLINK.PDF](#)

PDF: [4.3.1 CHICKEN REGULATIONS.PDF](#)

4.4 Assess Climate Vulnerability

20 Points

Approved Information: 4.4.1: Climate Vulnerability Assessment with Eastern CT University (10 Points) 4.4.2 Identification of secondary impacts of climate change (5 points) 4.4.3: Special considerations taken for climate vulnerability assessment (5 Points)

Supporting Documentation:

PDF: [4.4.1 CLIMATE VULNERABILITY ASSESSMENT.PDF](#)

PDF: [4.4.3 CLIMATE VULNERABILITY SPECIAL CONSIDERATIONS.PDF](#)

4.5 Inventory and Assess Historic Resources

5 Points

Approved Information: 4.5.4: Achieve Certified Local Government Status (5 Points)

Supporting Documentation:

PDF: [4.5.4 CERTIFIED LOCAL GOVERNMENT STATUS.PDF](#)

5. Clean and Diverse Transportation Systems and Choices

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: [5.4.4 MUNICIPAL PROPERTY 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 11/04/16

Supporting Documentation:

PDF: [6.7.1 WINDHAM-EVERSOURCE LED STREETLIGHT CONVERSION.PDF](#)

6.8 Implement a Community Energy Campaign

10 Points

Approved Information: 6.8: Implement a community energy campaign - solarize Windham (10 Points)

Supporting Documentation:

PDF: [6.8 SOLARIZE WINDHAM CAMPAIGN.PDF](#)

PDF: [6.8 SOLARIZE WINDHAM METRICS.PDF](#)

7. Strategic and Inclusive Public Services

7.3 Train Municipal Representatives

5 Points

Approved Information: 7.3.1: Train Municipal Commissions (5 points), completed 8/28/19

Supporting Documentation:

WORD: [7.3.1 CHRO COMMISSIONER TRAINING.DOCX](#)

7.4 Encourage Healthy and Sustainable Food Networks

10 Points

Approved Information: 7.4.2: Community Food Security Assessment Report (10 Points)

Supporting Documentation:

PDF: [7.4.2 WINDHAM FOOD INDICATORS REPORT.PDF](#)

Additional Information: Partnership for 7.4.1 and 7.4.2: Jean de Smet, a member of the Windham Energy Commission and Sustainability Committee, is also a member to the Windham Community Food Network. The Windham Food Security Fact Sheet was developed by the Windham Community Food Network to which the town supports through membership as shown on the membership list. <http://www.windhamfood.org/our-community/>

7.5 Report Materials Management Data and Reduce Waste

5 Points

Approved Information: 7.5.1: Annual Solid Waste Report - Past 3 years Contact: Scott Clairmont - 860-465-3092

Supporting Documentation:

PDF: [7.5.1 MUNIPAL SOLID WASTE REPORT.PDF](#)

IMAGE: [PUB WORKS.JPG](#)

Documentation Details: "Recycling all plastic bags ordinance -meeting minutes." On page 13 under New Business, the city council voted to join Trex. Trex is a company that creates deck material out of unwanted plastics. They have a recycling program so they can collect plastics for their products. Learn more here: <https://www.trex.com/recycling/recycling-programs/>.

Additional Information: MISSING: Mattress Recycling Contract

7.7 Recycle Additional Materials and Compost Organics

40 Points

Approved Information: 7.7 Recycle Additional Materials . (40 Points) -Mattresses -Paint -Plastic bags TREX - (Section 13) -Textile

Supporting Documentation:

PDF: [7.7 RECYCLING ALL PLASTIC BAGS ORDINANCE-MEETING MINUTES](#)

PDF: [PAINT CARE CONTRACT.PDF](#)

WORD: [BYE BYE MATTRESS PICKUP IN WINDHAM.DOCX](#)

PDF: [MID- NORTHEAST RECYCLING COMMITTEE.PDF](#)

PDF: [PAINT RECYCLING FLYER.PDF](#)

PDF: [PAINT RECYCLING INFO.PDF](#)

PDF: [TEXTILE RECYCLING INFO.PDF](#)

Documentation Details: In the minutes please search for section 15.a. That is where they pass a motion to give plastic bags to Trex, a company that creates decking out of recycled plastic. Please refer to this website for more information on Trex:
<https://www.trex.com/recycling/recycling-programs/>

7.10 Improve Air Quality in Public Spaces

15 Points

Approved Information: 7.10.3: Tobacco Free Parks Policy (15 Points)

Supporting Documentation:

PDF: [7.10.3 TOBACCO FREE PARKS POLICY.PDF](#)

PDF: [7.10.3 TOBACCO FREE PARKS SIGNAGE.PDF](#)

8. Healthy, Efficient and Diverse Housing

8.1 Design and Implement a Housing Needs Assessment

25 Points

Approved Information: 8.1.1: PSC Housing Data Profile with completed analysis worksheet - Data presented at meeting (10 Points) 8.1.2: Housing Needs Assessment, supplemental narrative and Retrospective analysis (15 Points)

Supporting Documentation:

PDF: [8.1.1 PARTNERSHIP FOR STRONG COMMUNITIES HOUSING DATA.PDF](#)

PDF: [8.1.2 HOUSING NEEDS ASSESSMENT.PDF](#)

PDF: [8.1.2 HOUSING ASSESSMENT SUPPLEMENTAL NARRATIVE.PDF](#)

PDF: [8.1.2 RETROSPECTIVE ANALYSIS.PDF](#)

PDF: [8.1.1 HOUSING DATA ANALYSIS WORKSHEET.PDF](#)

WORD: [8.1.1 PSC DATA PRESENTATION - MEETING MINUTES.DOCX](#)

8.2 Grow Sustainable and Affordable Housing Options

10 Points

Approved Information: 8.2.1: Over 10% affordable Housing, 2018 (10 Points)

Supporting Documentation:

PDF: [8.2.1 2018 HOUSING APPEALS LIST.PDF](#)

9. Inclusive and Equitable Community Impacts

9.1 Optimize for Equity

30 Points

Approved Information: 9.1 - 7.7 Application (10 Points) 9.1 - 10.1 Town Re-branding (10 Points) 9.1 - 10.1 PRIDE (10 Points)

Supporting Documentation:

PDF: [9.1 APPLIED TO 7.7.PDF](#)

PDF: [10.1 TOWN OF WINDHAM BRANDING MARKETING CAMPAIGN \(1\).PDF](#)

WORD: [WINDHAM SUSTAINABLE EQUITY SUBMISSION DIVERSITY.DOCX](#)

PDF: [TOWN OF WINDHAM EQUITY TOOLKIT 3.4.PDF](#)

PDF: [ATTACHMENTS_TOWN OF WINDHAM BRANDING 9.1 AND 10.1 SUBMISSION.PDF](#)

PDF: [WINDHAM OPIOID PREVENTION OUTREACH.PDF](#)

10. Innovation Action

10.1 Implement Your Own Sustainability Action

20 Points

Approved Information: 10.1. Innovation. (1) Implemented Town of Windham marketing branding campaign, including a community engagement process (10 points), and (2) Through Windham PRIDE (Partnership to Reduce the Influence of Drugs for Everyone), the community's substance use prevention coalition, conducted opioid prevention education and outreach (10 points)

Supporting Documentation:

PDF: [1. MICROGRID_WINDHAM.PDF](#)

PDF: [2. MICROGRID CREATES A SAFE HAVEN.PDF](#)

PDF: [10.1 PLASTIC BAG BAN + APPROVAL MINUTES](#)

[FLOW OF PLASTIC FILM.PPTX](#)

IMAGE: [OUTREACH IMAGE.JPG](#)

PDF: [PLASTIC BAG BAN VOTE.PDF](#)

WORD: [PLASTIC BAG ORDINANCE - FINAL DOCUMENT.DOC](#)

PDF: [TREX PROGRAM DESCRIPTION.PDF](#)

PDF: [10.1 BRANDING-MARKETING CAMPAIGN.PDF](#)

PDF: [WINDHAM OPIOID PREVENTION OUTREACH.PDF](#)

Documentation Details: Pages 5-9 of the meeting minutes have the plastic bag ban ordinance. At the top of page five we see that the city council approved the ban.