



# Sustainable Connecticut Community Certification Report

This is the Sustainable Connecticut Certification Report of Portland, a Sustainable Connecticut silver certified applicant.

Portland was certified on November 01, 2021 with 420 points. Listed below is information regarding Portland's Sustainable Connecticut efforts and materials associated with the applicant's certified actions.

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## Contact Information

The designated Sustainable Connecticut contact for Portland is:

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## Actions Implemented

Each approved action and supporting documentation for which Portland was approved for in 2021 appears below. Please enjoy this opportunity to view and learn from the information and materials provided.

Notes: Submission content was created by Portland, 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](mailto:info@sustainablect.org) with specific questions.

### 1. Inclusive and Equitable Community Impacts

#### 1.1 Optimize for Equity – REQUIRED

30 Points

**Approved Information:** 1.1 Equity Toolkit #1 on Action 11.1.2 Create, expand or maintain the community's housing data profile. (10 points), updated 8/12/19 1.1 Equity Toolkit #2 on Action 11.1.1 Create a Housing Committee with a diverse membership. (10 points) updated 7/27/21 1.1 Equity Toolkit #3 on Action 8.2.1 Provide effective community communications. (10 points), updated 7/27/21

#### Supporting Documentation:

PDF: [PORTLANDEQUITYTOOLKIT#2.FORACTION11.1.1](#)

PDF: [TOOLKIT#2.ATTACHMENT.FLYER.PUBLICITY.SLIDES](#)

WORD: [PORTLANDEQUITYTOOLKIT#3](#)

WORD: [TOOLKIT#3.ATTACHMENT1](#)

PDF: [TOOLKIT#3.ATTACHMENT.2.TASKFORCEONSOLIDARITY FINAL REPORT](#)

PDF: [TOOLKIT#3.ATTACHMENT3](#)

WORD: [PORTLANDEQUITYTOOLKIT#1](#)

PDF: [TOOLKIT#3.YOUTHFLYER.TASKFORCEONSOLIDARITY](#)

PDF: [TOOLKIT#2.ATTACHMENT.AGENDAS.MINUTES](#)

PDF: [TOOLKIT#1.HOUSINGDATA.PUBLICMEETING](#)

PDF: [TOOLKIT#1SUPPORTINGDOCUMENTS](#)

**Documentation Details:** See 1.1 \_Equity Toolkit #1 for Action 11.1.2 for the equity toolkit submission. See 11.1.2\_ Supporting Documents Portland" for documents referred to in the toolkit submission. In addition, information on the Public Meeting held on June 24, 2019 to discuss the Housing Data is attached. See 1.1\_ Portland Equity Toolkit#2 for Action 11.1.1 for the equity toolkit submission. See also AttachmentToolkit#2.Agendas.Minutes and Attachment Toolkit #2.Flyer.Publicity.Slides. The attachments are referred to in the toolkit. See 1.1\_ Portland Equity Toolkit#3 for Action 8.2 for the equity toolkit submission. See also Attachment #1.TaskForceon Solidarity, Attachment #2.TFS Final Report, Attachment#3 TownConcerns - addressed by the First Selectwoman. The attachments are referred to in the toolkit. Also attached is the YOUTH FORUM Flyer that was distributed via town website and facebook pages of TaskForce members, as well as through the Portland secondary schools.

**Partners:** EQUITY TOOLKIT #1 Partners: Grace & Mercy Church; Trinity Episcopal Church The Town of Portland staff, (Susan Bransfield, First Selectwoman, Mary Pont, the Director of Youth/Senior Services, Janet Nocek, the Portland Library Director, Philip O'Reilly, the Superintendent of Schools, Meg Scata, the Secretary/Vice Chairwoman of the Board of Education) attends the planning meetings of The Diversity

Group. The Town also provides the meeting locations. "The Diversity Group" of Portland is composed of many people and groups, including Portland residents, as well as residents of Middletown. The Group includes Caroline and Jeff Murray, Portland Residents, Susan Bransfield, First Selectwoman, Mary Pont, the Director of Youth/Senior Services, Janet Nocek, the Portland Library Director, Philip O'Reilly, the Superintendent of Schools, Meg Scata, the Secretary/Vice Chairwoman of the Board of Education, Pastor Donald Watson from Grace & Mercy Church and Philip Bjornberg, Pastor Trinity Episcopal Church, as well as many residents of Portland and Middletown. EQUITY TOOLKIT #2 Partners were the members of the Portland Social Justice Coalition. EQUITY TOOLKIT #3 Partners were the members of the Task Force on Solidarity, Portland Police Department, Youth Services and Board of Education, as well as Youth in Portland and Adult Members of the Community.

**Additional Information:** EQUITY TOOLKIT #1: The Diversity Group met May 16, 2019 to discuss Racial Identity Development (see attached handouts). They discussed the racial, ethnic, gender, sexual orientation of people in the Town of Portland. After a lengthy discussion, the group decided that it is important to have a broad spectrum of diverse groups, both from Portland and the neighboring Town of Middletown to meet and enjoy cultural, music, food, games and fun together. As its first event, the Group decided to hold a PotLuck Supper on June 19, 2019 in the Portland Riverfront Park, on Brownstone Avenue. A Town Proclamation naming 6/19/19 "Juneteenth" in Portland (see attached Proclamation) was issued; Djembe drummer Henry Strom performed; "Freedom Day" was read by DAmon Gibbs; the Grace and Mercy Choir performed songs. The Group has worked on Support Arts and Creative Culture - Name a Poet Laureate - with Caroline Murray -- Support Cultural Activities offered at the Portland Library (Harriet Beecher Stowe Center speaker on Inherent Bias) - Support Artists - CoffeeHouse every 2nd Friday of the Month; June 19th event in the Park, etc. EQUITY TOOLKIT #2: We partnered with the grassroots group, Portland Social Justice Coalition, comprised of representatives from many groups in Town. The Housing Forum was held via ZOOM in April, 2021. Another Forum is being planned for October 2021. EQUITY TOOLKIT #3: We partnered with the Town-appointed Task Force on Solidarity, Police, Youth Services, Board of Education, youth and adult members of the community. Their work on an online opinion survey, the production of a resource brochure, and public forums brought many different groups together to discuss important issues on racial equity, diversity and inclusion. The Task Force greatly improved communications in the Town, including the addition of Closed Captioning for all Selectmen's meetings - both live and taped. In July 2021 the Task Force was converted to a full Standing Committee that will report monthly to the Board of Selectmen.

### 1.3 Develop and Adopt a Statement on Equity

15 Points

**Approved Information:** 1.3.1 Develop and Adopt a Statement on Equity (15 points)

**Supporting Documentation:**

PDF: [1.3.1 A PROCLAMATION ON SOLIDARITY \(6/3/2020\) AND RESOLUTION CREATING THE TASK FORCE ON SOLIDARITY \(8/16/2020; REV. 9/16/2020\) MINUTES FROM BOARD OF SELECTMEN'S MEETING \(6/3/2020; 8/19/2020 AND 9/16/2020\)](#)

WORD: [RESOLUTION CREATING COMMITTEE ON SOLIDARITY.2021](#)

PDF: [BOS 07-21-2021 AGENDA](#)

PDF: [BOS 07-21-2021.MINUTES](#)

**Documentation Details:** The Town of Portland's Statement on Equity: The Town Selectmen adopted their Proclamation on Solidarity (attached). The 6/3/2020 Board of Selectmen minutes reflecting approval is on page 10 of the minutes. The Town Selectmen then appointed the Task Force on Solidarity, comprised of a diverse group of residents of the Town. The Resolution is attached. The 8/19/2020 minutes are attached, see page 3. The 9/16/2020 minutes are attached with approval of an amendment to increase the number of members on page 3. NOTE: An update to this proclamation and a resolution moving the Task Force to a full Committee was presented at the July 21, 2021 Board of Selectmen's meeting. The agenda and minutes reflecting approval are attached, (please see pages 4 and 5 of the minutes.)

**Partners:** None

**Additional Information:** N/A

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## 2. Thriving Local Economies

## 2.1 Support Redevelopment of Brownfield Sites

10 Points

**Approved Information:** 2.1.1 Brownfield Inventory (5 points) 2.1.6 Public Engagement (5 points)

### Supporting Documentation:

EXCEL: [2.1.1 BROWNFIELDINVENTORY](#)

PDF: [2.1.6 PUBLIC ENGAGEMENT SELECTMAN MEETINGS2019](#)

PDF: [2.1.2 MAP AND PICTURES..BROWNFIELDSITES](#)

PDF: [2.1.6PUBLICENGAGEMENT 2021](#)

PDF: [2.1.6 PUBLIC ENGAGEMENT2020](#)

**Documentation Details:** 2.1.1 The Brownfield Inventory is attached in an excel format. 2.1.2 The Map and Pictures of the Brownfield sites are attached. 2.2.6 Public Engagement at Selectmen's meetings held on June 25, 26 and 29, 2019 is attached. Agenda and minutes are included. 2.2.6 Public Engagement - 2020 - includes the results of a survey given to residents on the potential uses of the Brownfields once they are cleaned up. 2.2.6 Public Engagement - 2021 - includes a new survey presented on July 28 to residents on the potential uses of the Brownfields once they are cleaned up. This survey is to determine if there are changes in potential uses (post COVID).

**Partners:** After an RFQ process, the firm Tighe and Bond Associates of Middletown was hired to assist the Town in its analysis of the Brownstone Avenue Brownfield Properties. Tighe and Bond did the analysis and wrote the Phase I, II and III Environmental Site Assessments (ESA) on these 3 privately owned parcels. We have permission to list these parcels. I (Susan Bransfield, MPA, First Selectwoman) and Mary Dickerson, Town Development Planner work directly with Amy Vaillancourt, LEP from Tighe and Bond on this brownfield project. I also wrote the Inventory as attached. The Map was written by Tighe and Bond.

**Additional Information:** The Phase I ESA Report was issued September 2013. The Phase II and Phase III for the properties (222, 230 and 248 Brownstone Avenue) were issued July 2016 and April 2017, respectively. The Town purchased the properties in November 2019 in order to clean up the properties and support site redevelopment. The Town was awarded a \$750,000 grant from Department of Economic & Community Development (DECD) for the cleanup in June 2016. The Town is consistently searching for community input on the public's thoughts concerning how the properties can be re-purposed once they are cleaned up.

## 2.3 Inventory and Promote Local Products and Services

15 Points

**Approved Information:** 2.3.1 Inventory of Town Businesses on our website (5 points) 2.3.2 Buy local campaign (10 points)

### Supporting Documentation:

PDF: [SCREENSHOT.WEBSITE](#)

WORD: [2.3.2\\_WORKSHEET SUSTAINABLE CT 2021.DOCX](#)

PDF: [2.3.2\\_COVIDRETAILGUIDE](#)

IMAGE: [2.3.2\\_06480 TO GO PROMO.JPG](#)

IMAGE: [2.3.2\\_BUSINESS EXCELLENCE](#)

IMAGE: [2.3.2\\_06480 TO GO](#)

PDF: [2.3.2\\_FACEBOOKPOSTS.BUYSMALL](#)

**Documentation Details:** 2.3.1 The web addresses above are where the listing is included on the Town's website. A screenshot of the website is attached. The screenshot shows all of the categories of businesses that are included in the inventory. The Town inventory on our website (<https://www.portlandct.org/retail-sales>) incorporates 12 different designations. This information on the website is updated frequently by the Town Planning Office. The information is disseminated in hard copy in the lobby of the Town Hall, where patrons enter. 2.3.2 The Buy Local information is on the 2.3.2 Worksheet. The information as to why buy local is found on the Community Partners Information (Link is on the worksheet.)

**Partners:** N/A

**Additional Information:** N/A

## 2.4 Provide Resources and Supports to Local Businesses

10 Points

**Approved Information:** 2.4.1 Host business roundtables (5 points) - updated 8/9/2021 2.4.3 Public Events to Promote Business Recognition (5 points), updated 8/9/2021

### Supporting Documentation:

WORD: [2.4.1\\_WORKSHEET](#)

PDF: [2.4.3EVENTSTHATPROMOTEBUSINESS](#)

WORD: [2.4.1.DETAILS](#)

PDF: [2.4.1\\_MORESUPPORTINGDOCUMENTATION](#)

**Documentation Details:** 2.4.1 Worksheet is attached. 2.4.1 Also attached is More Supporting Documentation i.e., the online invitation/agenda to the Business Round Tables. 2.4.3 Events that promote businesses was updated 8/13/2021, attached.

**Partners:** Middlesex County Chamber of Commerce - The Town of Portland is very active in the Middlesex County Chamber of Commerce. Mary Dickerson, Portland Economic Development Planner is a Board Member of the Middlesex County Chamber of Commerce (MCCC). She attends and participates in all meetings. In addition, she is the Chairwoman of the East Hampton-Portland Division of the MCCC, which Susan Bransfield, the first selectwoman, attends every month as well.

**Additional Information:** N/A

## 3. Well-Stewarded Land and Natural Resources

## 3.4 Develop an Open Space Plan

30 Points

**Approved Information:** 3.4.2 Prioritize Resources For Protection (5 points) 3.4.3 Develop an open space plan (10 points) 3.4.4c Improve open space parcels (5 points) 3.4.4.d Establish an open space acquisition fund (10 points)

### Supporting Documentation:

PDF: [3.4.3 DEVELOP AN OPEN SPACE PLAN](#)

PDF: [OPEN SPACE MAP](#)

EXCEL: [3.4.1 OPENSOURCE INVENTORY.JULY.2021](#)

PDF: [3.4.2 2016-2026 PLAN OF CONSERVATION AND DEVELOPMENT](#)

WORD: [3.4.3 WORKSHEET](#)

PDF: [3.4.4C PORTLANDAPPLICATION.GREENWAY2021](#)

PDF: [PORTLANDGREENWAYDESIGNATION.USGSMAP](#)

PDF: [DEEPPRESS.RELEASEGREENWAYDESIGNATION.PORTLAND](#)

PDF: [3.4.4D OPENSOURCE&RECREATIONALACQUISITIONFUND.ORDINANCE](#)

WORD: [3.4.2 WORKSHEET](#)

**Documentation Details:** 3.4.1 Open Space Inventory - Excel spreadsheet is attached. 3.4.2 Prioritize Resources for Protection - 2016-2026 Plan of Conservation and Development : Page 4, C. 3.2 &3 Page 7, F .3.6 Page 8, G.1...1-11 Page 9, G.2...1-11 3.4.3 Develop an Open Space Plan - 2016-2026 Plan of Conservation and Development Pages 36-38; Map is also included. See 3.4.3 Worksheet, completed and is attached. 3.4.4c. Improve open space parcels - The 22 acre Air Line Trailhead was dedicated as a Greenway by the CT Greenway Group/DEEP in June 2021. See Portland Greenway Application, Portland Greenway Designation US Geological Services Map and the DEEP Press release announcing the Greenway designation for the 22-acre parcel in Portland. 3.4.4 d Establish an Open Space Acquisition Fund - see attached Open Space& Recreational Acquisition Fund - This is a Town of Portland Ordinance. Every year the Town is required to add \$50,000 to the Fund. Since its inception in 1999 the Town has made this contribution. As an example of its use, the 22 acre Air Line Trail Spur was purchased by the Town in 2015 using dollars from this Fund.

**Partners:** 3.3.4 c - Partnered with CT Greenway Association and the DEEP to designate the 22 acre Trailhead as a CT Greenway.

**Additional Information:** N/A



### 3.5 Create a Natural Resource and Wildlife Inventory

20 Points

**Approved Information:** 3.5.1 - Develop a natural resource and wildlife inventory. (10 points) 3.5.2 - Integrate your NRW into municipal planning documents (10 points)

**Supporting Documentation:**

PDF: [3.5.1 CHARACTER RESOURCE MAP](#)

PDF: [3.5.1 NATURAL RESOURCE MAP](#)

PDF: [3.5.1 OPEN SPACE MAP](#)

PDF: [3.5.1 LAND USE PLAN](#)

PDF: [3.5.2 PLAN OF CONSERVATION AND DEVELOPMENT](#)

PDF: [3.5.2POCD IMPLEMENTATION ELEMENT](#)

PDF: [POCD.IMPLEMENTATIONCMTEEAGENDA.MINUTES](#)

**Documentation Details:** Plan of Conservation and Development lists the inventory of resources in the following sections: Section F: Protect Natural Resources - see description of inventory on page 34; see map on page 35 Section G: Preserve Open Space - see description of inventory of open spaces on page 37; see map on page 39 Section H: Support Farms and Farming - see description of inventory of farms on page map 40; map on page 41 Conclusion - Future Land Use Plan - see areas identified for natural resources, open space and farms. page 86; map onpage 87 Plan of Conservation and Development Implementation Element identifies the following as the planning and decision making going forward: o Page 6, F.1 -protect water o Page 7, F.2, F.3 - protect water resources and other natural resources o Page 8, G.1 - preserve open space o Page 9, G.2 - enhance preservation tools o Page 10, H.1 - support farms and farming

**Partners:** None

**Additional Information:** N/A

### 3.12 Enhance Pollinator Pathways

40 Points

**Approved Information:** 3.12.1 Provide education to residents & businesses to improve pollinator habitat , etc. (5 points) 3.12.2 Create Pollinator Gardens & provide education on the gardens' importance. (15 points) 3.12.3 Pass a Pollinator Friendly Community Resolution (20 points)

#### Supporting Documentation:

IMAGE: [3.12.2\\_PICTURE: RECCOMPLEX IMAGE](#)

IMAGE: [3.12.2\\_PICTURE: RIVERFRONTPARK IMAGE](#)

IMAGE: [3.12.2\\_PICTURE: PORTLANDAIRLINETRAIL IMAGE](#)

PDF: [3.12.1\\_WEBSITE: POLLINATORPATHWAYS.](#)

PDF: [3.12.1\\_FACEBOOKPOSTING: SUSTAINABILITYEVENT.TOWNCONCERTJULY27,2021](#)

PDF: [3.12.3\\_RESOLUTION: 07-21-2021 POLLINATOR PATHWAYS.PDF](#)

WORD: [3.12.2\\_DOCUMENT: POLLINATORGARDEN.78.82 MIDDLEHADDAMRD](#)

PDF: [3.12.2\\_MINUTES.BROWNSTONEQUORUM7.12.2021](#)

PDF: [3.12.2\\_MINUTES: AIR LINE TRAIL COMMITTEE](#)

PDF: [3.12.2.PICTURES.BRANSFIELDPARK.EMAIL.DESRIPTION](#)

WORD: [3.12.2DOCUMENT.MOREPOLLINATORGARDENS](#)

**Documentation Details:** 3.12.1 Provide education to residents and local business to improve pollinator habitat. Website: PollinatorPathways from Town website. Link: <https://www.portlandct.org/> Facebook Posting: Sustainability Event, Town Concert: Facebook posting describing the July 27, 2021 - tabling education event at Town concert . 3.12.2 Create pollinator gardens; educate the public about the importance of pollinator gardens Document: "Pollinator Garden 78.82 Middle Haddam Rd." - creation of a new pollinator garden Document: "More Pollinator Gardens" - creation of new gardens at the Recreational Complex and the Riverfront Park. Pictures: RecComplex, Riverfront Park, Portland Air LineTrail for pictures of pollinator gardens. Facebook Posting: Sustainability Event.TownConcert for Facebook posting and pictures of the Sustainability Event. Website: PollinatorPathways from Town Website. Link: <https://www.portlandct.org/> MINUTES: Brownstone Quorum endorses the Pollinator Gardens MINUTES: Air Line Trail Committee plans for the pollinator garden, and plants one in May 2021. E-mail&PICTURES- Pollinator Garden (new) as of August 2021 at Bransfield Park, Rose Hill Rd., at the Portland Community Garden 3.12.3 Pass a Pollinator Friendly Community Resolution - RESOLUTION: 07-21-2021 Pollinator Pathways

**Partners:** 3.12.1 We partnered with the Brownstone Quorum, Inc., a nonprofit dedicated to the history, care and upkeep of the Portland Brownstone Quarries and Riverfront, as well as Portland Parks & Recreation. At the 7-27-2021 Town Concert we all provided education and information together. Brownstone Quorum has endorsed the Pollinator gardens, as documented in their minutes. 3.12.2 We partnered with Brownstone Quorum, Air Line Trail Committee and the Portland Parks and Recreation - in the creation of the Pollinator Gardens - at the Riverfront Park, 78-82 Middle Haddam Rd., Air Line Trail Trailhead, and the Portland Recreational Complex, respectively. In August 2021 a Portland resident sent an email letting us know she was planting a new pollinator garden at Rose Hill Rd. (Bransfield Park Community Garden. The email and the pictures are attached.) 3.12.3 Board of Selectmen Resolution passed 7-21-2021.

**Additional Information:** N/A

## 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), updated 8/01/19

### Supporting Documentation:

PDF: [4.1.1D\\_MAINTENANCE\\_PLAN\\_PORTLAND](#)

PDF: [4.1.1\\_OVERVIEW.SUMMARY](#)

WORD: [4.1.1\\_WORKSHEET](#)

**Documentation Details:** See "4.1.1 & 4.1.2\_Overview\_Portland" first for details on supporting documentation. CT Visit site was updated 08-01-2019. (The corrected Action number is also included in an attachment.)

**Partners:** CTVisit hosts the Town of Portland's visitor page

**Additional Information:** N/A

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## 4.2 Support Arts and Creative Culture

10 Points

**Approved Information:** 4.2.1 Establish a Poet Laureate 4.2.7 Streamline Permitting System 4.2.10.a. Promote, through municipal outlets, events offered at the Local Library

### Supporting Documentation:

PDF: [07.21.21SELECTMENMTGMINUTES.POETLAUREATE](#)

PDF: [STREAMLINEPERMITTINGPROCESS](#)

WORD: [SUPPORTARTSCULTUREATLOCALLIBRARY](#)

PDF: [4.2.2\\_LETTERTOEDITOR](#)

PDF: [4.2.10SUPPORTLIBRARYEVENTSTHROUGHMUNCIPAL\\_OUTLETS](#)

**Documentation Details:** 4.2.2 07.21.21 Selectmen's Minutes - See Page 9 for establishing the Poet Laureate. 4.2.2 See Letter to the Editor. Rivereast News Bulletin asking for volunteers for Poet Laureate. 4.2.7 Streamline Permitting Process - The Parks and Recreation Department has a simple process for renting the Pavilion at the Riverfront. Events such as music performance concerts, arts and crafts shows, Antique Car Shows and other events are held here. A simple Ordinance was passed April 21, 2021 (attached), by the Board of Selectmen. This allows Parks and Recreation to simply process the requests for renting the Park. The Ordinance and the Application with the fee structure is attached. The Parks and Recreation Department can be contacted via the website [www.portlandct.org/departments](http://www.portlandct.org/departments) or by phone 860-342-6757. 4.2 10 a. Option 1. Support Arts and Cultural Activities by promoting, through municipal outlets, events offered at your local library. Please see attached description of how the Municipal Town government assists in the publicizing of these events. Also attached are copies of the Library's newsletters that highlight arts and cultural activities.

**Partners:** N/A

**Additional Information:** N/A

## 5. Dynamic and Resilient Planning

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### 5.1 Integrate Sustainability into Plan of Conservation and Development

25 Points

**Approved Information:** 5.1.1.b Integrate Sustainability Concepts into POCD (25 points)

**Supporting Documentation:**

PDF: [POCD STRATEGIC ELEMENT](#)

WORD: [5.1.1WORKSHEET](#)

PDF: [2020.RIVERCOGHAZARDMITIGATIONPLAN.PORTLAND](#)

**Documentation Details:** Pages to look at for POCD Strategic Element are all listed in 5.1.1.b Documentation.

**Partners:** None

**Additional Information:** N/A

## 5.3 Develop Agriculture-Friendly Practices

15 Points

**Approved Information:** 5.3.1 Adopt land use policies and regulations that allow and support active agricultural uses (5 points) 5.3.2 Provide outreach on CT Farmlink (5 points) 5.3.4 Hold a farmer forum (5 points)

### Supporting Documentation:

PDF: [5.3.1\\_ZONING REGULATIONS\\_PORTLAND](#)

PDF: [5.3.1\\_SUBDIVISION REGULATIONS\\_PORTLAND](#)

PDF: [5.3.4\\_FARMSUMMITPUBLICITY](#)

PDF: [5.3.4FARMSUMMIT.REVIEWTOPOCDIMPLEMENTATIONCMTEE](#)

PDF: [5.3.2FARMLINK2019](#)

WORD: [5.3.2.FARMLINK.2021.PORTLAND](#)

PDF: [5.3.1OVERVIEW](#)

PDF: [5.3.4\\_FARMSUMMITBROCHURE.2020](#)

**Documentation Details:** 5.3.1: Overview of relevant sections in "5.3.1\_Overview of Documents\_Portland" Portland Subdivision Regulations in "5.3.1\_Subdivision Regulations\_Portland" Portland Zoning Regulations in "5.3.1\_Zoning Regulations\_Portland" 5.3.2: CT Farmlink listing is attached in CTFarmlink Listings\_Portland.2019 and 2021 5.3.4: See Farm Summit brochure, Farm Summit's Publicity- see page 2; and the Farm Summit Review summarizes the event that was held on 2/24/2020.

**Partners:** CT Farmlink for Action 5.3.2 hosts the website with the listings of farms available to farmers

**Additional Information:** N/A

## 5.4 Assess Climate Vulnerability

20 Points

**Approved Information:** 5.4.1 Climate Vulnerability Assessment - (10 points) 5.4.2 Secondary Impacts Assessment - (5 points) 5.4.3 Special Considerations/Priorities - (5 points) --See Attached "Community Resilience Building Workshop - Summary of Findings"

### Supporting Documentation:

PDF: [5.4 COMMUNITY RESILIENCE BUILDING WORKSHOP - SUMMARY OF FINDINGS](#)

**Documentation Details:** 5.4.1 Climate Vulnerability Assessment (Pg 2 - Overview) (Pg 4 - Top Hazards and Areas of Concern) 5.4.2 Secondary Impacts Assessment (Pg 6 - Current Strength of Assets) 5.4.3 Special Considerations/Priorities (Pg 7 Thru 11 - Recommendations to Improve Resilience) (Pg 16 Thru 20 - Maps)

**Partners:** The Nature Conservancy

**Additional Information:** N/A

## 6. Clean and Diverse Transportation Systems and Choices

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### 6.1 Implement Complete Streets

50 Points

**Approved Information:** 6.1.3 Adopt a Complete Streets policy (20 points), updated 09-24-16; reviewed 3/14/2019 by CSG, no changes suggested; again on 6/26/2019 policy was reviewed by Board of Selectmen, and no changes were suggested 6.1.6 Implement Complete Streets projects (30 points), updated July 2019; projects 1-3 still eligible for new action credit

#### Supporting Documentation:

PDF: [6.1.1 6.1.3 6.1.6 OVERVIEW\\_PORTLAND](#)

PDF: [6.1.4 REVIEW OF PLANNING AND DESIGN](#)

WORD: [6.1.3 WORKSHEET](#)

PDF: [6.1.1 CSG SELECTMAN MEETING 06-26-19\\_PORTLAND](#)

PDF: [6.1.6 WORKSHEET](#)

WORD: [6.1.1 CSG MINUTES 03-14-19\\_PORTLAND](#)

PDF: [6.1.1 CSG STAKEHOLDER MEETING 12-19-19\\_PORTLAND](#)

PDF: [6.1.3 CSG DISTRIBUTION LETTER\\_PORTLAND](#)

PDF: [6.1.3 CSG POLICY 09-24-16\\_PORTLAND](#)

**Documentation Details:** See "6.1.1, 6.1.3, 6.1.6\_Overview\_Portland" for submission documentation details as well as the 6.1.6 submission. 6.1.3 Worksheet is attached. 6.1.6 Worksheet is attached. For 6.1.1, the stakeholder meetings are attached and see the highlighted and bracketed information in "6.1.1\_CSG Stakeholder Meeting 12-19-19\_Portland" that discuss opportunities and barriers associated with the adoption of a Complete Streets policy. 6.1.3 Complete Streets Policy. We have attached the Policy, a distribution email - documenting that the Policy has been shared with staff. The analysis of the Policy is documented in the 6.1.3 Worksheet (attached). 6.1.4 (CSG Review of Projects) The CSG reviewed and reported on progress concerning the connection needed between Portland's Air Line Trail and that of East Hampton's Air Line Trail. This connection is deemed critical by CSG to the need for the 2 trails to connect (see pages 1-3). The CSG also reviewed placement of the Rectangular Rapid Flashing Beacons - and commented on where they should be placed by the CT-DOT - to be in keeping with Complete Streets concepts, (see page 5). The results from the CT DOT are pending. The DOT has not made a decision public as of this date (8/17/2021.) The CSG reviewed the goals of the Policy on 3-14-19 (minutes of their meeting are attached). 6.1.6 Implement specific area-wide improvements Four (4) projects are presented for area-wide improvements. 6.1.6 Worksheet is attached

**Partners:** Kent and Frost prepared the Complete Streets Priority Area map Jonah Center in Middletown - assisted with the review of the Air Line Trail connector - from E. Hampton Trail to the Portland Trail CT-DEEP

**Additional Information:** N/A

## 7. Renewable and Efficient Energy Infrastructure and Operations

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### 7.6 Install Efficient Exterior Lighting

10 Points

**Approved Information:** 7.6.1 Street light inventory and LED Conversion (10 points)

**Supporting Documentation:**

EXCEL: [7.6.1 STREET LIGHT INVENTORY PORTLAND](#)

PDF: [7.6.1 AGREEMENT FOR THE ADDITIONAL LED LIGHTS PORTLAND](#)

WORD: [STREET LIGHT ASSESSMENT](#)

WORD: [7.6.1 INSTALL EFFICIENT STREET LIGHTS UTILITY-OWNED PORTLAND](#)

**Documentation Details:** "7.6.1\_Install Efficient Street Lights\_Utility-Owned\_Portland" is an overview "7.6.1\_Street Light InventoryPortland" is a supporting document for documentation of utility-ownership of street lights "7.6.1\_Agreement for the additional LED lightsPortland" is a supporting document for documentation of utility-ownership of street lights The Street light assessment identifies the places and uses of street lights in Portland.

**Partners:** Eversource Energy

**Additional Information:** The LED's were offered to the Town of Portland by Eversource. We agreed in writing to have Eversource install the LED's. Residents and businesses have reported improved lighting on the streets (several streets; listing of all streets is attached). The Town has also seen a 6.42% decrease in the cost of streetlighting - from \$132,500 to \$124,000. Lessons learned - LED streetlights - means reduced energy usage; saving money and improvement in the lighting safety for our streets and sidewalks.

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## 8. Inclusive Engagement, Communication and Education

## 8.1 Hold a Sustainability Event

5 Points

**Approved Information:** 8.1.1 Support and hold a sustainability event (5 points)

### Supporting Documentation:

EXCEL: [8.1.1C CWWA SUSTAINABILITY WORKSHOP ATTENDANCE](#)

WORD: [8.1.1B CWWA SUSTAINABILITY WORKSHOP DOCUMENTATION](#)

WORD: [8.1.1A CWWA SUSTAINABILITY WORKSHOP AGENDA](#)

PDF: [POLLINATORPATHWAYS.FROMTOWNWEBSITE](#)

IMAGE: [8.1.1A SUSTAINABLEEVENT.7.27.2021.TOWN.CONCERT](#)

IMAGE: [8.1.1B SUSTAINABLEEVENT.7.27.21TOWN.CONCERT](#)

EXCEL: [8.1.1C TEMPLATE](#)

**Documentation Details:** On Sept. 24, 2019 the First Selectwoman and the IT/Water specialist participated in the CT Water Works Association meeting and panel discussion on water conservation and other issues related to public needs in the area of drinking water. We have included the agenda, attendance names and general description of the meeting's content. 50 people were in attendance. On 7/28/2021 we held the sustainable event at the Town Concert (free/held on Town property). The concert is co sponsored by the Town Parks and Recreation Department, the Brownstone Quorum, Inc and Town businesses, who donate to pay the cost of the bands. The handouts included a copy of the Pollinator Pathway information available on the Town website, and general information on Sustainable CT. The 2 pictures (SustainableEvent.7.27.2021.town concert) document the event. Susan Bransfield, First Selectwoman was at the table to discuss the pollinator pathways, and provide handouts from the Town of Portland. There were approximately 400 people at the event, with approximately 20 people coming to the table and to view/discuss the pollinator pathways.

**Partners:** 8.1.1 Sustainability Event - partnered with the CT Water Works Association at their meeting held to inform the attendees about water conservation and other issues related to providing quality and clean public drinking water. **NEXT STEPS:** The Town will consider a water conservation ordinance. **LESSONS LEARNED:** Partnering with a Statewide organization like the CT Water Works Association allows Towns to share lessons learned and promote sustainable actions together. The support is helpful as Towns move forward in their sustainable efforts together. 8.1.1 Sustainability Event - partnered with Brownstone Quorum, Inc. and Portland Parks and Recreation - the theme of the event is how individuals and the Town can protect its outdoor environment. The Brownstone Quorum is an organization dedicated to the preservation of the Historic Brownstone Quarries and the CT Riverfront Park (Town owned). The Pollinator Gardens are in the park - endorsed by the Town's Selectmen and also planted and cared for by the Brownstone Quorum volunteers. The Parks and Recreation Department oversees the care and upkeep, along with issuing permits for the use of the park for events such as concerts, picnics and nature walks along the CT River. **NEXT STEPS:** The Pollinator Garden at the Riverfront will be cared for by the Brownstone Quorum volunteers on Town property (Riverfront Park). The Town and the volunteers will provide each other with support to keep the garden cared for. **LESSONS LEARNED:** By holding an event during the Riverfront Concerts we can reach many people and promote sustainability.

**Additional Information:** 8.1.1\_Template Worksheet is completed and attached.



## 8.2 Provide Effective Community Communications

15 Points

**Approved Information:** 8.2.1 Provide effective community communications (15 points)

### Supporting Documentation:

WORD: [DEVELOP OUR COMMUNICATION STRATEGY](#)

PDF: [EQUITY TOOLKIT # 3](#)

PDF: [TOOLKIT#3ATTACHMENT](#)

PDF: [UPDATES BOARD OF SELECTMAN AGENDA](#)

PDF: [TOWN RESOURCESBROCHURE](#)

WORD: [8.2.1 WORKSHEET](#)

PDF: [TASKFORCE SOLIDARITYMINUTES.FEBRUARY2021](#)

WORD: [DEVELOPAND IMPLEMENTCOMMUNICATIONSSTRATEGIES](#)

PDF: [TASKFORCEMINUTES.MARCH2021](#)

**Documentation Details:** The Develop and Implement Communications Strategy is attached. We have included a Inventory, Evaluation and Summary of the Communications Strategies we use. The 8.2.1 worksheet is attached. The Equity Toolkit #3 is attached here - the Toolkit worked on the 8.2.1 action. The Toolkit Attachment includes some improvements to Communications, in particular of the hearing impaired. The Board of Selectmen's Standing Agend (example is attached) includes 2 opportunities for Public Comment; An update on Communications and correspondence; and a Status Update of items happening in the Town. These meetings are live on YouTube, and taped on YouTube, with closed captioning for the meetings. The Town Resources Brochure (Issued in May 2021) is available both on the Town Website and in hard copy at Town Hall and Portland Library. The Town's Communications Strategy is documented - there is an inventory, a review of various media's effectiveness and a summary of how we engaged with the community to improve our Communications with them. The Task Force Minutes illustrate the Task Force's work on improvements to Town communications to ALL residents; reaching out to those who may have been disassociated with Town institutions and efforts.

**Partners:** N/A

**Additional Information:** Upon reviewing the Town of Portland's Communications Strategies - both by looking at our electronic media viewing numbers and the results of our Opinion Survey issued by the Task Force on Solidarity - we have included a NEW Resources Brochure on our website and at Town Hall and the Library, and we have enhanced the use of online media videos and enhanced the use of PODCASTS.

## 9. Strategic Materials Management

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### 9.3 Recycle Additional Materials and Compost Organics

10 Points

**Approved Information:** 9.3.1: Recycle additional materials (10 points) - Mattress recycling looked up 7/24/19

**Supporting Documentation:**

PDF: [9.3.1\\_RIVERCOGPAPERSHREDDINGINVOICE\\_PORTLAND](#)

PDF: [9.3.1\\_RECYCLINGFLYERS\\_PORTLAND](#)

PDF: [9.3.1\\_PAINTCARE CONTRACT\\_PORTLAND](#)

PDF: [9.3.1\\_DEEP ANNUAL MUNICIPAL RECYCLING REPORT\\_PORTLAND](#)

PDF: [9.3.1OVERVIEWPORTLAND](#)

PDF: [DEEP RECYCLINGREPORT2020](#)

PDF: [PORTLANDRECYCLINGBROCHURE](#)

**Documentation Details:** See "9.3.1\_Overview\_Portland" first for evidence of implementation and what to look for in the supporting documents.

**Partners:** Bye Bye Mattress provides mattress recycling at the Portland Transfer Station, ProShred provides paper shredding at the RiverCOG events, Take2 provides electronics recycling, and Paintcare provides paint recycling.

**Additional Information:** N/A

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## 10. Optimal Health and Wellness Opportunities

### 10.3 Improve Air Quality in Public Spaces

15 Points

**Approved Information:** 10.3.3 Adopt one or more policies designed to reduce tobacco use in the municipality (10 points)

**Supporting Documentation:**

**WORD:** [NOSMOKINGVAPINGOTHERTOBACCOPRODUCTSPOLICY](#)

**PDF:** [BOS 08-04-21 MINUTES](#)

**Documentation Details:** The Board of Selectmen unanimously revised its policy from a Smoking Ban to a Smoking, Vaping and Other Tobacco Products Ban on August 4, 2021. Please see page 6 of 7 for the Policy and the decision of the Board of Selectmen (BOS 08-04-21 minutes).

**Partners:** N/A

**Additional Information:** N/A

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### 10.4 Develop and Promote Community Growing Spaces

15 Points

**Approved Information:** 10.4 .1 Develop and Promote Community Growing Spaces (15 points)

**Supporting Documentation:**

**PDF:** [PARKS AND RECREATION.SPRINGBROCHURE 2020](#)

**PDF:** [PICTURESOFPORTLANDCOMMUNITYGARDEN](#)

**PDF:** [PICTURESOFCOMMUNITYPOLLINATORGARDEN](#)

**PDF:** [RESIDENTEMAIL.POLLINATORGARDEN](#)

**WORD:** [OVERVIEW.TOWNOWNEDCOMMUNITYGARDENS.](#)

**Documentation Details:** Please see page 8 of the attached brochure, where you can find the instructions to access the garden space. The spaces are 10' x 10' plots at the town-owned Bransfield Park on Rose Hill Rd. The cost is \$30 per plot. The Portland Parks and Recreation Department is in charge of reserving the garden plots for the residents. We notify residents of the availability of the plot on the Town Website, on the Park and Recreation page. The Parks and Recreation brochure is available in hard copy at the Parks and Recreation office, Town Hall and online as well. Pictures of the community garden are attached. The plants in the gardens include such plants as string beans, lettuce, tomatoes, summer squash, basil, marigold flowers and broccoli, among other plants as well. In addition, a resident has agreed to start a Community Pollinator Garden at the Community Garden space. Her email and pictures of the progression of the pollinator garden are attached. She volunteered to complete this project, in honor of Covid-19 victims and all who have worked to help others in the fight against the pandemic. The plantings include such plants as lupine and asters, among other plants.

**Partners:** N/A

**Additional Information:** N/A

## 11. Healthy, Efficient and Diverse Housing

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### 11.1 Design and Implement an Affordable Housing Plan

20 Points

**Approved Information:** 11.1.1 Create a Housing Committee with Diverse Membership (created Housing Committee in 2020) (10 points) 11.1.2 Expand Portland's Housing Data Profile (10 points), updated 7/29/19, public meeting 7/24/19 (10 points)

**Supporting Documentation:**

WORD: [11.1.2\\_WORKSHEET\\_2\\_PORTLAND](#)

PDF: [11.1.1HOUSINGCOMMITTEEMEMBERSHIP](#)

PDF: [11.1.2ADDITIONALHANDOUTS\\_PORTLAND](#)

PDF: [11.1.2PUBLICMEETING.JUNE24.2019](#)

**Documentation Details:** See "11.1.1 Housing Committee" The names of the Members of the Housing Committee are listed on Page 1. On pages 2-7 there are details concerning the work of the Housing Committee. See "11.1.2\_Worksheet 2\_Portland" for required worksheet 2" See "11.1.2\_Additional HandoutsPortland" for the Partnership for Strong Communities Housing Data Profile and additional material that was distributed at the public Board of Selectman's meeting on 7/24/19.

**Partners:** 11.1.2 The Diversity Group of Portland 11.1.1 The Portland Social Justice Coalition

**Additional Information:** N/A

## 12. Effective, Compassionate Homelessness Prevention

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### 12.4 Provide or Mobilize Resources to Address Homelessness

10 Points

**Approved Information:** 12.5.3 Funding to Address and Prevent Homelessness (10 points)

**Supporting Documentation:**

WORD: [12.5.3 WORKSHEET](#)

PDF: [2020PORTLANDAWARDLETTER](#)

PDF: [PORTLAND SC20 CDBG-CV FINANCING PLAN](#)

**Documentation Details:** 12.5.3 Worksheet - completed with information concerning the Small Cities granted to the Town of Portland in 2021 2020 Portland Award Letter from Commissioner Seila Mosquera-Bruno informing Portland of its \$306,800 award for Shelter Diversion Portland Finance and Budget Plan for the Shelter Diversion Plan is also attached.

**Partners:** Portland is partnering with the Coalition on Housing and Homelessness, (consultant) located in Middletown, CT, the Middletown-Meriden-Wallingford Coordinated Access Network, (consultant) located in Meriden, CT, the Connecticut Resource Management, LLC of Hamden, CT (grant administrators) and Mercy Housing and Shelter of Hartford, CT (managers). Portland is contracting with Mercy Housing and Shelter of Hartford, CT to administer and manage the Shelter Diversion Program. Mercy will hire the staff, provide shelter diversion services, collect data and find housing for applicants in the greater Middletown-Meriden-Wallingford Coordinated Access Network.

**Additional Information:** N/A

## 13. Innovative Strategies and Practices

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### 13.1 Implement Your Own Sustainability Action

25 Points

**Approved Information:** 13.1: Created a resilience plan (10 points) and built a 2.3-mile extension of the Air Line Trail in Portland to East Hampton (15 points).

**Supporting Documentation:**

WORD: [13.1 DESCRIPTION OF AIR LINE TRAIL PROJECT](#)

PDF: [13.1 AIR LINE TRAIL PICTURES](#)

PDF: [13.1 AIR LINE TRAIL PHASE II PROPOSAL](#)

PDF: [13.1 PRESS RELEASE FOR OPENING OF AIR LINE TRAIL](#)

PDF: [13.1 AIR LINE TRAIL COMMITTEE MEETING MINUTES](#)

PDF: [13.1 PORTLAND QUARTERLY REPORT APRIL 2019](#)

PDF: [13.1 COMMUNITY RESILIENCE BUILDING WORKSHOP](#)

WORD: [13.1 CRB WORKSHOP DESCRIPTION](#)

**Documentation Details:** N/A

**Partners:** The Nature Conservancy

**Additional Information:** N/A