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Deputy Town Manager
Jackie Huffman

Assistant Town Manager
Bobby Williams

Town Attorney
Emily Sloop

Town Clerk
Janet Pierson

AGENDA

Environmental Sustainability Committee Meeting

December 11, 2025 - 3:30 PM

TOWN CENTER (105 Gilead Road, 3rd Floor)

Town Board Liaison: Mayor Pro Tem Jennifer Hunt

Advisory Board Members: Chair Diane McLaine, Vice-Chair Padma Priya Jayaram, Heiner Dornberg, Dan Fogel, Dana Hicks, Trisha Knight, Anne Marie O'Neill, Natalie Paavola, Tim Sanborn

1. Call to Order

2. Approval of Minutes

2.A. Consider approving minutes from November 13, 2025 ()

3. Public Comments, Requests, or Presentations

4. Business Items

4.A. Report from recent Pottstown Community Clean Up ()

4.B. Tree Ordinance Update – Brad Priest, Assistant Planning Director ()

4.C. Centralized Working Document Repository Location and Accessibility ()

4.D. Goal Status and Restructuring
Goal Next Steps for Completed 2025 Goals
Goal status updates (30 min)

- COMM-1 – Dan
- COMM-2 – Dan/Tim
- EWW-1 – Priya
- EWW-2 – Dana
- EWW-3 – Jeremy (no update)

- E&I-1 – Trish
- E&I-2 – Diane
- E&I-3 – Anne Marie

Future Goals Discussion ()

4.E. Review action items ()

4.F. Open discussion ()

5. Adjourn

General Meeting Information

Environmental Sustainability Committee:

This Committee advises and makes recommendations to the Town Board about Huntersville's environmental sustainability efforts. The committee does this by focusing on four priority areas: Community Education and Engagement, Green Building and Infrastructure, Reducing Greenhouse Gas Emissions, and Enhancing Natural Beauty and Livability. Each committee member is appointed for a term of not more than three (3) years. For more information, visit www.huntersville.org.

Meeting Time, Place and Agenda:

All meetings are open to the public and the public is invited and encouraged to attend. The Committee meets in the Town Center at 3:00 p.m. on the third Thursday of each month (unless otherwise posted). Agendas are published Mondays before the meeting on our website. The Commission reserves the right to deviate from the agenda.

Public Comment and Public Hearing Policy:

Persons desiring to address the Board during the public comment period or a public hearing shall sign up via the speaker sign-up sheet no later than five (5) minutes prior to the designated meeting start time. Once the meeting has begun, a person may not sign up to speak. Persons who have signed up to speak shall be allowed to speak for up to three (3) minutes. The Mayor shall have the discretion to shorten the allotted speaking time depending on the number persons registered to speak and in consideration of the length of the agenda. *(Public Comment and Public Hearing Policy - Amended February 19, 2024)*

Special Accommodations:

Please contact the Town Clerk, 72 hours prior to the meeting, for special accommodations to attend this meeting and/or if this information is needed in an alternative format. Janet Pierson can be reached at clerk@huntersville.org or 704-875-6541.

November 13, 2025 ESC Meeting

Members Present: Diane McLaine (Vice Chair), Dan Fogel, Dana Hicks, Tim Sanborn, Anne Marie O'Neill

Staff Present: Bobby Williams, Assistant Town Manager

Minutes:

Acting Chair Diane McLaine Called virtual ESC meeting to order.

Approval of October meeting minutes – Dan Fogel motioned to approve. Seconded by Anne Marie O'Neill. Motion carried unanimously.

No agenda changes

No public comment

Presentations

A presentation was made of the draft ESC sub pages discussed at the last meeting. Dan and Tim will be content leads for member contributions to things like *Sustainability Bites* and *Did You Know* sections. Tim noted this is a starting point. Anne Marie added that they need to add the Treasure Tree program info to the page with nomination form, etc.

Communications Manager Ethan Smith shared that there are multiple ways to get to these pages and walked members through.

Business Items

Appointment of Chair and Vice Chair – Brief discussion was had and acting chair and current Vice Chair Diane McLaine was nominated to be Chair and Priya Jayaram was nominated to be Vice Chair by Dan Fogel. Tim Sanborn seconded the motion. Motion carried unanimously.

Discussion on Treasure Tree Program Structure and Next Steps – Anne Marie shared that this is intended to be a community engagement program. There will be a nomination form and required photo for submission. She and Diane will be coordinating with Ethan on web placement. There was a question about criteria and interest shown in in verifiable cultural and historical significance, with an example being the strand of Willow Oaks by Burgess Supply that were planted by the students from the original Rosenwald School. Compared to others, Charlotte focuses on largest trees and Davidson does a mix of all with their programs. It was suggested that the Town do a Facebook live stream with any unveilings.

The goal is to identify five trees in the first year and celebrate at least one of them on Arbor Day, which is March 20th in NC and April 24th nationwide. A number of options have already been identified, including the oak tree at Grand Oak, which seems like a good opportunity to engage the students, but CMS will have a work day and be out. Natalie offered to help facilitate conversations with the school based on previous contacts. Mayor Pro Tem Hunt encouraged them to connect with the LKN Citizen. It was noted if the Town is going to become a Tree City USA, it will need to hold an Arbor Day celebration,

Diane suggested the program would operate as a subcommittee of the ESC and work through the process of reviewing nominations, in coordination with other ESC subcommittees, like Communications. A banner / signage was requested once the program gets underway (the Town will check on any funding for this request).

Anne Marie shared that there would be a December newsletter focus on the Treasure Trees program. Other newsletter topics are holidays for November and previewing the website launch in January.

Upcoming Events – no opportunities for ESC given size of holiday events.

Goal Updates

Related to goals, committee discussed an update to the Google doc and efforts to ensure all are on same page and correct version of document.

Goal Status Updates were reviewed from latest shared sheet

- COMM-1 – Dan shared this one is good to go. As of last meeting related to a future survey, Dan suggested add a date for sometime next year (3/31/2026).
- COMM-2 – Design complete, website is ongoing.
- EWW-1 – regarding a composting pilot, educational sessions and opportunities available through Crown Town Compost.
- EWW-2 – Dana Hicks gave an update on upcoming clean up opportunities and shared he has coordinated with Agustin Hinojosa for the Pottstown clean up – November 22, 8a to Noon. He mentioned needing help with contacts at Mecklenburg County regarding waivers at the N Meck Recycling Center. Hope for event is to clean up roadsides and around pond, pull tires out of woods, mitigate invasive species, etc. Volunteers will include ESC, Rotary, Pottstown Heritage Group, Augustin, etc. Meeting at Waymer Center parking lot that morning. First Quarter 2026, will aim to clean N Meck Park. Huntington Green will be second target and working on meeting with Sarah with Caterpillar Ministries to look at both ponds in community.

- EWW-3 – No Report as Jeremy resigned. Natalie offered to take over this goal.
- E&I-1 – Trisha absent, no report. that she's working on what needs to be presented to the town to move forward with the plan and needs to follow up with Jesse.
- E&I-2 – Treasure Trees item covered previously in meeting.
- E&I-3 – Anne Marie shared green building info (see attachment) and that Habitat has a deconstruction program to remove things like old cabinets. It was also noted that DEQ has a HOMES program with energy efficiency upgrades focus. Duke Energy also has rebates.

Action Items – 2 events added – Two Arbor Day events and clean up for Pottstown and N Meck Park.

Open Discussion

Chair McLaine asked the committee to look at the goals again and how we want to restructure the goals tracking document to clean things up heading into the December meeting and 2026. Vice Chair Jayaram let everyone know she would be in charge of the Google doc for tracking the goals and members were asked to introduce new ideas or changes to goals at the next meeting for the new year, with an emphasis on quick qins.

In wrapping up, Chair McLaine shared her slides and impressions from the board from her November 3rd update presentation.

Adjournment – motion made by Diane McLaine, seconded by Dan Fogel. Motion carried unanimously.

Next meeting is December 11, 2025.