

**MINUTES  
DOWNINGTOWN BOROUGH  
SUSTAINABILITY ADVISORY COMMITTEE  
FEBRUARY 2, 2023**

**CALL TO ORDER**

The Sustainability Advisory Committee monthly meeting was called to order at 7:00pm. The meeting was held in the Annex Building at Borough Hall.

**MEMBERS PRESENT**

Caroline O'Connor  
Susan McCreadie  
Suzanne Webster

**OTHERS PRESENT**

Cole Farrand, EV Connect

**REORGANIZATION**

To elect Ms. O'Connor as Chair and Secretary (McCreadie/Webster) Passed, 3-0

To elect Ms. McCreadie as Vice-Chair (Webster/O'Connor) Passed, 3-0

**PUBLIC COMMENT**

None

**MINUTES**

Approval of December 28, 2022 meeting minutes (McCreadie/Webster) Passed, 3-0

**OPEN DISCUSSION**

▪ **EV Charger Project**

Ms. O'Connor introduced Mr. Farrand from EV Connect to the committee. Mr. Farrand gave a presentation on how their company can work with the Borough on their EV charger project. EV Connect sells EV chargers, works with contractors to install the chargers, and also hosts the network services to run the chargers. By using EV Connect the Borough could complete the entire project with one company. EV Connect is also a part of Sourcewell, which is a purchasing program that the Borough can participate in which complies with municipal purchasing procedures. Mr. Farrand reviewed the different types of dual port chargers that are available, and mentioned that their company is non-proprietary, which gives the Borough more options for maintenance and networking through the life of the charger. The committee reviewed prices for products, maintenance, and services and Mr. Farrand said he would provide quotes for the Borough to review. Mr. Farrand also stated that his company is familiar with the grant program the committee is investigating for this project, and they can make sure what they provide complies with the grant. After Mr. Farrand's presentation the committee discussed the DEP EV charger grant program. Items of note were the timeframe to complete the project after the grant is awarded is 180 days; a member of Borough staff

will need to submit the grant; make sure that the Borough is in compliance with the provisions of General Conditions including no outstanding obligations to the Commonwealth and PA prevailing wage requirements. Ms. McCreadie will review the grant application for any areas where the committee would need to provide more information to the Borough to apply. Ms. O'Connor has scheduled a meeting with Jack Law, Interim Borough Manager, to walk the proposed site to find the best place to put the charger. The committee will discuss their findings at the next meeting.

▪ **PA Municipal League – Sustainability Certification**

Ms. Webster wanted to mention that she heard of this program and was wondering if the committee should investigate it further. Ms. O'Connor stated that she has heard of this program and from what she understands is an initiative that would need to be undertaken by a Borough staff member. To obtain the Sustainability Certification the Borough would need to participate in several layers of sustainable practices within their daily operations to qualify. The committee decided to table this topic for now.

**FOR THE GOOD OF THE ORDER**

Ms. McCreadie said the Repair Café on January 14 was very successful. She mentioned that the next repair café would be held on March 11. Open to the public. She will be posting information on the Sustainable Downingtown Facebook page.

Ms. O'Connor informed the committee that the contract for the Planning Commission consultant will be signed in early March. Because she is the commission liaison to the consultant, she will make sure that the concepts of the Energy Transition Plan are incorporated into the new Comprehensive Plan.

**ADJOURNMENT**

Seeing no further business, the meeting adjourned at 8:12pm.  
Next meeting Thursday, February 16, 2023 at 7:00pm at Borough Hall.

Respectfully submitted,



Caroline O'Connor