

Town of Waynesville, NC

Environmental Sustainability Board Meeting

Public Services Training Room, 129 Legion Drive, Waynesville, NC 28786

Date: November 6th, 2025 Time: 4:30 p.m.

- 1.) Call to Order
- 2.) Approval of 10/2/2025 minutes
- 3.) NCDEQ Helene Recovery Recycling Infrastructure (HHRI) Grant Program
- 4.) Mission, Vision, and Values Discussion-Reid Conway
- 5.) C-LEAP TA Deliverables Update: Aparna Keshaviah/Case Brown
- 6.) Dogwood Foundation Innovation and Collaboration Grant Update: Aparna Keshaviah
- 7.) Clean Fuel Advanced Technology (CFAT) Project Grant Update: William Hite
- 8.) ESB Strategic Planning Retreat January 2026
- 9.) Other Business
- 10.) Next ESB Meeting: December 4th, 2025 at 4:30pm in Public Works Building
- 11.) Adjourn



ENVIRONMENTAL SUSTAINABILITY BOARD

Regular Meeting- October 2nd, 2025

The Waynesville Environmental Sustainability Board held a regular meeting on Thursday, October 2nd, 2025, at 4:30 pm. in the Public Services Training Room located at 129 Legion Drive Waynesville, NC.

Members present:

William Hite (Chair)
Price Berryhill
Kipp Sutton
Paul Carlson
Kay Kirkman
Reid Conway (Vice Chair)
Buffy Queen
Aparna Keshaviah
Case Brown
Chuck Dickson

Members Absent:

David Henderson
Betsy Wall
Mary Kayler

Staff Members Present:

Rob Hites, Town Manager
Laura Yonkers, Deputy Director Public Works-Sustainability

A. CALL TO ORDER

Chairman William Hite called the meeting to order at 4:30pm.

B. APPROVAL OF 9/4/2025 MEETING MINUTES

A motion was made by Chairman Hite, seconded by Vice Chair Reid Conway, to approve the minutes from the September 4th, 2025 meeting as presented. The motion passed unanimously.

C. ANNOUNCEMENTS/OPPORTUNITIES

Board Member Kipp Sutton discussed the upcoming Energy Efficiency Day event being held at the Shelton House grounds during the Farmer's Market. He mentioned that representatives from three utility companies will be present offering programs and rebates. The Town of Waynesville utility donated LED bulbs and Haywood EMC will be handing out information. Board Member Sutton also discussed the Energy Saver's Network will be signing people up for Haywood Workdays while providing additional information. He also went on to highlight the partnership with Energy Saver's Network for home efficiency upgrades and noted the first workday was successful. Volunteers replaced incandescent bulbs with LED bulbs and assisted in

sealing cracks. Chairman Hite shared his experience about the home he worked on, including weatherization and duct sealing. Board Member Sutton requested the need for additional volunteers for the upcoming workdays. Chairman Hite provided an update on the CFAT award, noting the delay in the final review committee's requesting verification of each site's power capabilities with local utilities.

D. MISSION, VISION, AND VALUES UPDATES

Vice Chairman Reid Conway did not have any updates on the Mission, Vision, and Values.

E. C-LEAP TA DELIVERABLES UPDATE

Board Member Case Brown discussed that there were no new C-LEAP updates apart from being able to leverage the NREL reports to apply for the Dogwood Foundation Grant.

F. DOGWOOD FOUNDATION INNOVATION AND COLLABORATION GRANT UPDATE

Board Member Aparna Keshaviah shared details about the Dogwood grant application and being chosen as the top twenty-five percent of applicants. She discussed being invited for an interview with Chairman Hite, Town Manager Rob Hites, and the grant representatives. During the interview, ESB members were able to ensure commitment to maintaining the system following grant award and the potential for Winslow to be a model for the community region.

G. URBAN ECOLOGY GROUP

Board Member Kay Kirkman discussed the potential for a vote to approve the town's tree ordinance regarding tree removal and enforcement pending member review. Town Manager Rob Hites suggested using first-class mail for specific violation notices to save on costs while referencing 6240-D of the proposed Tree Ordinance. He also discussed the importance of the DSC approving the ordinance and submitting it to the Town Council. Multiple members questioned if the wording, for the section discussing enforcement, needed to be more specific. Town Manager Hites explained that the NC state statute that governs the penalty and fee enforcements would clarify any ambiguity. Board Member Chuck Dickson suggested a presentation about the ordinance at the October 28th Town Council meeting. The group discussed the logistics of issuing citations and collecting fines through the finance department.

A motion was made by Board Member Kirkman, seconded by Chairman Hite, to approve the Tree Ordinance as presented, and recommend to the town council that it be adopted. The motion passed unanimously.

H. NATIONAL ENERGY EFFICIENCY DAY (OCTOBER 4TH, 2025) TOW FARMER'S MARKET

Discussion for this item occurred under *ITEM C: ANNOUNCEMENTS/OPPORTUNITIES*. No further discussion was held.

I. OTHER BUSINESS

Board Member Conway mentioned the upcoming Public Power Week and the town's status as a public power community. Board Member Keshaviah shared information about an upcoming

classical dance and live music performance at the Folkmoot Friendship Center that is open to the public, happening on Thursday, October 16th at 7:30pm. Town Manager Hites shared the roof bids will be coming in on October 16th for the first of the year. Deputy Director of Public Works Laura Yonkers informed that Public Works employee, Bill Skelton, is moving forward with obtaining the arborist certification. Town Manager Hites discussed the water transfer project between Waynesville and Clyde to Canton. He informed the group that the town was awarded a \$10 million grant for the project that involves building a 10-inch line and a one-million-gallon storage tank behind Haywood Community College. He also noted the benefits for cost savings and increased water supply for the town and surrounding areas.

J. GROUP BREAKOUT SESSION

Board members broke out into subgroups- Electronic Transportation, Urban Ecology Group, and Energy.

K. NEXT ESB MEETING: NOVEMBER 6th, 2025 AT 4:30PM IN PUBLIC WORKS BUILDING

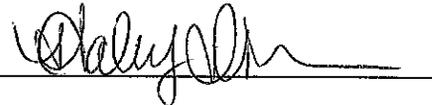
L. ADJOURN

The meeting was adjourned at 6:05pm.

ATTEST:



William Hite, Board Chair



Haley Dickerson, Public Works Coordinator

