

Unitarian Universalist Congregation
in Milford NH (UUCM)

Application for Green Sanctuary
Accreditation

May 2012

Section 1. UUCM Overview

1.1 Congregation Information

Congregation name:	Unitarian Universalist Congregation in Milford NH
Address:	20 Elm Street Milford NH 03055
Web site:	www.uucm.org
Green Sanctuary contact:	Cathy Goldwater
Address:	149 Broad St Hollis NH 03049-6028
Phone number:	603/465-7933
Email:	cathy.goldwater@gmail.com
Minister:	Rev. Barbara McKusick Liscord

1.2 Congregation Profile

Background

Milford NH is located northwest of Nashua in the Souhegan Valley. UUCM has 230 members drawn from over 20 area towns. The largest member populations are from Milford (61), Amherst (52), Mont Vernon (15), Bedford (14), Hollis (11), New Boston (11), Merrimack (8), and Wilton (8). The communities served by UUCM are a mix of somewhat affluent and working class towns, most of which have been hard hit by the recession. Church staff includes a full-time minister, half-time DRE, half-time administrator, and part-time music director. UUCM is a Welcoming Congregation.

It is in the process of refreshing its 2009 long-range plan. We envision a future where UUCM:

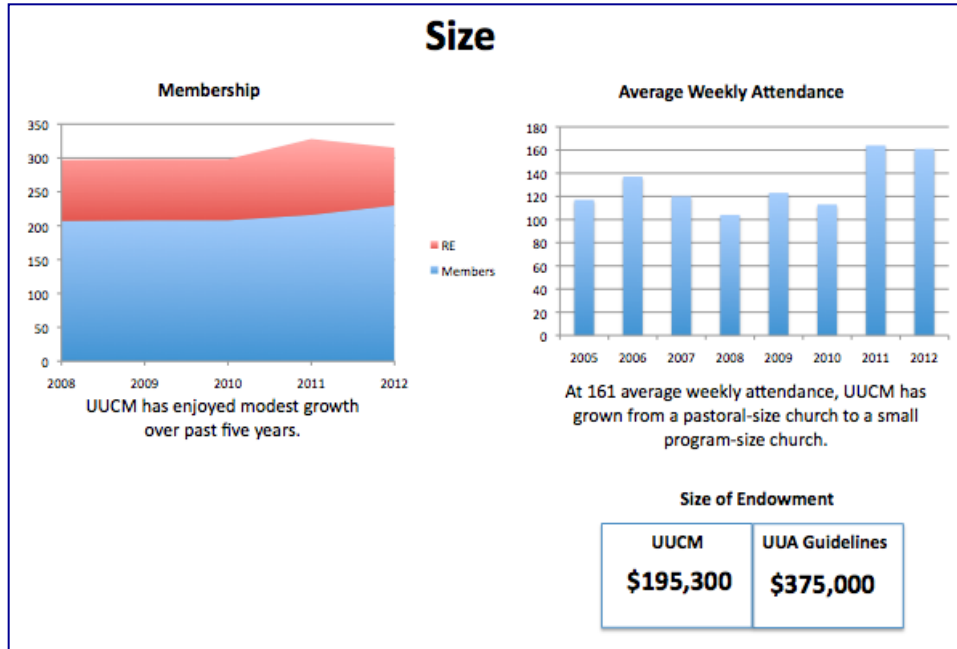
- Thrives in serving the needs of members and friends within this traditional congregation, so that they thrive, as well (*inreach*).
- Is a visible and respected part of the larger community. We attract and engage with like-minded people and organizations through our shared values. (*outreach*).

To support this vision, we have identified three key strategic goals that we believe we should pursue consistently for the next several years:

1. Ensure we are **staffed appropriately, and have the appropriate physical space**, to attract, welcome, serve, engage, and retain members and friends.
2. Put our financial house (of worship) in order so that we are **financially strong and stable** – and supported in a balanced fashion by *all* our congregants.
3. Through outreach projects and partnerships: **connect with others** (including other non-affiliated UU's and like-minded friends), **make a positive impact** on key social justice issues, **build a positive reputation** for UUCM, and make UUCM **more visible**.

UUCM has also completed the UUA’s Social Justice Empowerment Program and has formed a Social Justice Coordinating Committee to coordinate a number social justice initiatives (see <http://uucm.org/index.php?page=social-justice>).

The following information is drawn from UUCM dashboards used in our long-range planning.



History

Liberal Christian doctrines began taking hold in Milford NH and neighboring towns in the early 1800s. In 1824, a Unitarian church was begun in Amherst, and Wilton had a group of liberal thinkers also. The liberal thinking members of the Congregational church in Milford had been allowed a few Sundays each year for which to choose a preacher of their own views. This arrangement was not destined to work well for too long.

So, a liberal Christian minority of about 50 or 60 families in 1833 formed a Unitarian church, the Milford Unitarian Society. This number increased somewhat as anti-slavery became an issue. The Congregational church would not take a stand against slavery and so lost some members who were vehemently opposed to it.

The church operated on a pay-as-you-go basis, holding services when money was available. The Unitarian churches of Amherst and Wilton aided the Milford church when possible. As some families moved and some members died, the society underwent a slow decline and had ceased to exist by 1849. Yet religious liberalism persisted in Milford.

With the dissolution of the church, those remaining attended the Unitarian church in Wilton. The Milford Unitarian Society was gone, but the liberalism was there for good.

By 1870, while the Civil War was over, prejudice against blacks still persisted, and the war on hate had still to be won. Perhaps this was one of the reasons why, in 1870, a company of men

and women came together in Milford to form a new Unitarian Society. With the help of a benefactor that provided land for less than market value on which to build the church, and with support from the N.H. Unitarian Association (NHUA), the Unitarian movement in Milford, in 1878 began construction of a stone church fashioned after an English chapel. Work continued for a decade, until the church was completed and dedicated in 1888.

Religious Education Program

There are 85 children and youth registered in the UUCM Religious Education Program, and about 40 in church on any given Sunday. We offer six Sunday morning Circles for children from age 3 through 9th grade. Various UU curricula are used in these Circles, including *Celebrating Me & My World*, *Spirit Play*, *Faithful Journeys*, *Spirit of Adventure*, *Neighboring Faiths*, and *Coming of Age*. Every other month, all the children from Kindergarten through 5th grade gather with the DRE for Children's Chapel. Children's Chapel is a time for children to experience a worship service created especially for them, and then engage in an activity related to the worship theme. All children are also invited to multigenerational worship services with the entire congregation several times a year.

In addition to Sunday morning programming, we have a very active Middle School Youth Group, which meets monthly for social and social justice activities. Once in high school, youth may join the Young Religious Unitarian Universalists (YRUU). YRUU generally meets on Sunday nights, for social activities, educational experiences, social justice, and worship, according to the group's interests. They also create and lead a Sunday morning worship service annually.

1.3 Congregational Vote

The Green Sanctuary certification process was introduced to the congregation during the Earth Day service in 2008, and the congregation expressed widespread enthusiasm and interest. Rev. Barbara McKusick Liscord has been strongly supportive of the Green Sanctuary process, and the UUCM Council gave official recognition to the Green Sanctuary Committee in 2008.

1.4 Green Sanctuary Mission

To increase understanding of our planetary environment and our effects on the Earth, through education, experience, and spiritual development. To inspire ourselves and others to work towards positive changes that will conserve and protect our earthly home and result in sustainable existence for all living beings.

1.5 Green Sanctuary Team

The Green Sanctuary team includes: Cathy Goldwater (program coordinator), Mike Akillian, Rick Davis, Sandy Frades, Lara Grabazs, Ruth Heden, Erna Johnson, Kristin Kos, Paul Liscord, Rev. Barbara McKusick Liscord, and Debess Rogers-Grabazs.

Section 2. Environmental Audit

UU Congregation in Milford, NH Environmental Audit Conducted in 2008

I. Waste Reduction

- Newsletter now done online – saves paper, postage, and time.
- We recycle office paper.
- We recycle envelopes when possible.
- We almost always use both sides of the paper for printing.
- In printer and fax machine, we reuse one-sided paper.
- We try to buy recycled paper for office use.
- We use envelopes with windows.
- We use recycled colored content paper for Order of Service.
- We reuse folders except for presentation or new member information folders.
- We do save and reuse sheet music that has been inserted in the Order of Service.
- We reuse computer disks.
- We buy paper in bulk. This includes toilet paper, paper towels and copy paper.
- We recycle plastic, aluminum cans and glass.
- We use china coffee cups, plates and real silverware for coffee hour and congregational dinners.
- We use cloth tablecloths.
- We don't reuse the Order of Service cover.

II. Energy Conservation

- We do not have written procedures for turning off electricity for lights in an empty room. However, all of the staff do turn off the lights when they leave.
- Computer and copier turned off in office. Office printer and fax machine stays on.
- Carpooling is often arranged for offsite events.
- We use compact fluorescents throughout the building, even sanctuary
- Water heater heats water on demand (no hot water tank).
- Our thermostats are set @ 65 (because of pipe freezing problems), sanctuary is set @ 50 when not being used
- One or two lights burn 24 hours/day.

III. Water Conservation

- Installed water-efficient toilets when addition was made to church.
- Installed water-efficient, energy efficient commercial dishwasher when kitchen was remodeled (also uses little detergent).
- Minimal fertilizing of grass leads to less needed watering.

- Landscaping: most of the plantings are self-sufficient. But in a dry year or very hot one, additional water has to be provided. Landscaper is proposing a timed irrigation system to be set to water just once or twice a week and can be adjusted to turn off during rainy periods. Most of the irrigation would be done by drips rather than sprays to minimize evaporation. We put a light coat of bark mulch on the beds every other year. This helps with water conservation and weed control.

IV. Reduction of Toxic Substances

- We use some natural and some detergent cleaning products.
- The gardens: use a pre-emergent crab grass control with fertilizer in spring. Do not fertilize grass at all in the summer. No use of any other weed control or insect control on the grass. We do use an application of Round-Up on the walkways in mid summer as they become very weedy from weed seed blown in and germinating in the spaces between the bricks. (Landscaper considers it safe to use and not having a residual effect on the soil).
- After spring clean-up, the soil around perennials and shrubs is given a light sprinkling of all purpose chemical fertilizer scratched into the soil. (The landscaper would be glad to use compost if it could be provided on clean-up day).
- We do use a pre-emergent weed control in the beds. (this is used sparingly on areas that don't have a growing ground cover. We don't have people willing to weed all summer).
- We do not use any insect control on the plants.

V. Environmental Education

- Northwest Earth Institute workshop and discussion group meeting in January.
- UUCM Newsletter items with information from Grist, Sierra Club, etc.
- Guest speakers.
- Films with discussion following.

VI. Socially Responsible Investing

- Mandated in church by-laws that our endowment be kept in Vanguard Socially Responsible Mutual Fund.
- Invested in NH Community Load Fund.

VII. Use of organic products/ local foods

- Fair Trade coffee used for coffee hour.
- Potlucks include many vegetarian dishes.
- Congregation members often buy from local farmers.

VIII. Contact with Natural World

- Participation by UUCM members in local Community Sustained Agriculture farms.
- Ponemah Bog walk (Amherst, NH).
- Congregational members often make use of near-by ski areas, camping grounds, hiking trails, etc.
- Traditional Earth Day nature walk/litter pick-up.
- Hikes led by Rev. Liscord and members of UUCM.

Section 3. Completion of Action Plan

3.1 Worship and Celebration Projects (2 Required)

3.1.1 Step-It-Up Interfaith Service, Oct. 2009

Project Title: Interfaith Service to Raise Awareness of Climate Change

Objective: To work with religious and environmental organizations in the Region to create a meaningful worship service that emphasized the importance of acting as stewards for the Earth.

Action: The Unitarian Universalist Congregation in Milford, New Hampshire, hosted a multi-faith service, followed by a complimentary luncheon, on Oct. 24, 2009 for 350 Day. This event coincided with hundreds of events worldwide that drew attention to “350”, referring to the amount of atmospheric CO₂ that would help to halt the run-away global warming.

Rev. Barbara McKusick Liscord welcomed clergy and lay leaders from Milford, Amherst, Nashua and Brookline, NH. Several Protestant churches, a local Temple, and Milford’s St. Patrick’s Catholic church were represented. UUCM’s Green Sanctuary Committee worked with the NH Green Coalition to organize the service and luncheon.

The event began at 10:00 a.m. with a multi-faith service at the Unitarian Universalist Congregation in Milford at 20 Elm Street. A 10-foot 350 banner was hung from the church tower, flanked by "Tibetan prayer flag" style small flags on which UUCM congregants of all ages had written or drawn hopes and prayers for the earth. A number of nearby churches rang their bells.

Outcomes: Clergy members from several area churches participated in the service, sharing their thoughts or presenting readings about our role as stewards of our planet Earth. The 80 adults and children attending the service came from UUCM and the larger community. Following the service, the clergy led a procession with music, chanting, and posters around the Oval in downtown Milford, despite the damp, overcast weather. The procession circled back to UUCM where information tables were set up. Speakers and congregants alike shared a complimentary Harvest community meal, organized by UUCM member, Debbie Maloney (chef) and prepared by church members. Many of the ingredients in the meal were locally grown.

3.1.2 Earth Day Service, April 22, 2012 - “The Lorax Earthday”

This Multi-generational service revolved around Dr. Seuss’s book, The Lorax. The story, well-known to many UU’s, focuses on the disastrous results that occur when a greedy manufacturer, the Once-ler, uses up all the resources and pollutes the environment. The role of the Once-ler was read by 12-year-old Aaron Hill, and adult member Joe Guilfoyle played the Lorax.

Congregational involvement in the service was high. The congregation was invited to take the roles of various creatures in the story, by make appropriate sound effects and motions when their characters were mentioned. Mid-way through the service, children and adults alike were encouraged to join in the song, “My Roots Go Down” (S. Pirtle) by acting like the trees described in the song. Other hymns included “The Earth is Our Mother” and “Habitat”.

The Congregation affirmed their care for the earth in a spoken covenant:

DECLARATION OF COMMITMENT (from UN Environmental Sabbath)

We join with the earth and each other,

To bring new life to the land, to restore the waters, to refresh the air.

We join with the earth and each other,

To renew the forests, to care for the plants, to protect the creatures.

We join with the earth and each other,

*To clean the seas, to rejoice in the sunlight and rain,
to sing the song of the stars.*

We join with the earth and each other,

To recreate human community, and to promote justice and peace.

We join with the earth and each other,

For the healing of the earth and the renewal of all life.

3.2 Religious Education Projects (2 required, 1 for children and 1 for adults)

3.2.1 Menu-for-the-Future Discussion Series

Objective: To offer a six-week curriculum-based discussion group as an Adult Religious Education offering, that would center on issues relating to stewardship of the planet and sustainable living.

Action: Two members of the Green Sanctuary Committee facilitated a discussion group based on Menu for the Future, a six-session curriculum developed by Northwest Earth Institute <http://www.nwei.org>. The group met in Winter 2009 and drew 21 participants who explored how our food choices affect our planet. Members considered ways in which the production and distribution of food are social justice issues. The Green Sanctuary committee arranged to order the Menu for the Future curriculum books in bulk, thus getting a slightly reduced price and saving some postage.

Outcomes: “Ethical Eating” was one of the UUA Study topics adopted at General Assembly, so this discussion group was felt to be particularly timely. As the six-week program progressed, members reported making life-style changes related to the discussion topics. Most common were eating less red meat, eating more vegetarian meals, and eating more organic food. Members became more interested in supporting local CSAs and a number of families joined one of the two area CSAs.

3.2.2 Project Title: Use Speakers and/or Films to Educate about Climate Change

Description: To invite speakers knowledgeable about the subjects of climate change and peak oil to present at events open to the larger community, in order to raise awareness and perhaps move people to positive action.

Action: Dr. Stephen Nodvin gave an hour-long, thought-provoking presentation on March 7, 2007, about the effects of global warming on the earth in general and New Hampshire in particular. Dr. Nodvin (who died unexpectedly in 2010) was a professor of natural sciences at

Wentworth Institute of Technology in Boston, MA. He was also one of 1000 people who received special training by Al Gore's team to provide information to their communities about this crucial topic.

Photo of Dr. Nodvin speaking at the Step-it-Up Event

<http://www.flickr.com/photos/stepitup2007/1878868799/lightbox/>.

Outcomes: Over 50 people attended the lecture and slideshow in Emerson Hall, including people from the general community and church members. The hour-long discussion and Q&A session following Dr. Nodvin's presentation addressed many aspects of peak oil usage and climate change.

Lead: Dr. Nodvin and Green Sanctuary Team members

3.2.3 Project Title: Screened "Renewal" film, followed by discussion and dessert.

Description: To host a showing and discussion of the film, *Renewal* (DVD provided to all UU congregations).

Action: Notices were placed in the UUCM newsletter and printed weekly announcement publicizing the film. Residents of surrounding communities were informed about and invited to the showing by email and compiled mailing lists.

Outcome: *Renewal* was shown to 15 people including UUCM members and people not affiliated with the church. Following the film desserts and beverages were served, and a member of the Green Sanctuary Team facilitated a discussion in which most attendees participated. Several expressed feeling inspired by the film.

3.2.4 Project Title: UUCM Summer Day Camp

Description: In July 2009, UUCM offered its first Summer Day Camp to children ages 5-9.

Action: Our DRE, Kim Paquette, worked with the Children's Program Committee to develop a one week day camp for UUCM children and their friends. The purposes and activities were drawn primarily from the book *Journey for the Planet: A Kid's Five Week Adventure to Create an Earth-Friendly Life*, by David Gershon.

During the week, the children heard stories featuring the natural world and our role as stewards for the global environment. They did crafts using natural and recycled materials. Some outdoor activities blended community service with caring for the environment. For example, the group spent some time cleaning up litter at a park across from the church. They also did a car wash, using a water conserving method. The group took hikes in the forests and conservation areas in Milford and nearby towns.

Outcome: The children combined theory with practice and learned first-hand how they can mobilize to make a difference for the planet.



Caption Needed



Caption Needed



Caption Needed

3.3 Environmental Justice (2 required, 1 long-term that actively promotes justice for those affected by environmental injustices and creates relationships)

3.3.1 Project Title: The Garden Box Project

Description: In January 2012, UUCM began a new community service project – the Garden Box Project – the brainchild of Rev. Barbara McKusick Liscord and her husband, Paul. Children, youth, and adults from UUCM and the neighboring community met to launch the effort to assist local families in establishing raised gardens at their own residences. Martin Luther King, Jr., Day was chosen for the start-up of the project to honor Rev. King’s call for service to others.

Action: The initial meeting involved building the raised bed garden boxes frames for three families in UUCM’s neighborhood who have expressed their wish to grow some food as well as personal resiliency during these difficult economic times. Rev. Barbara worked with SHARE to identify interested families. Each family receiving a garden box has been matched with a mentor who will support them in the use of the boxes and provide support on everything from composting to harvesting.

Garden guru David Momenee of St. Patrick’s Church, will also be working with the families and, along with Reverend Barbara and other UUCMers, hopes to bring in more volunteers and more churches into the project over the next year.

The second Garden Project event occurred on March 17, 2012– Soil Day. UUCMers and participating families delivered soil and mulch to the boxes at home sites.

UUCM members got involved in the Garden Box Project in several ways: donating garden tools and funds to purchase supplies, working to move garden frames and soil, and assisting with administration and organization.

Outcomes: In addition to the garden boxes established by three area families, the children of UUCM have created their own garden box on the church property. They are growing vegetables that will be used in meals prepared for the UUCM Community Suppers in the summer and fall.

UUCM plans to expand the project to encompass more volunteers and families who look forward to growing some of their own food in an environmentally friendly fashion.

The Garden Box project was recently the topic of a story in the *Cabinet*, a local newspaper story (see Appendix A).

NEED PHOTO

Paul Liscord designed the boxes and directed construction of the Garden boxes. (photo: Bethany Poulin)

NEED PHOTO

Rev. Barbara McKusick Liscord watches Luke and Gino Scarano help with construction. (photo: Bethany Poulin)

NEED PHOTO

A youth from the community helps with construction. Her family is participating in the project and eager to have a garden box. (photo: Bethany Poulin)

NEED PHOTO

Cathy Goldwater, UUCM member, leads the group in singing “Inch by Inch” and other gardening songs prior to the construction activity. (photo: Bethany Poulin)

3.3.2 Project Title: “Button-Up 201” Weatherization Workshop

Description: On March 3, 2012, UUCM hosted “Button-up” – a Free Level II Weatherization Workshop.”

Action: This presentation by Andy Duncan, a professional home energy auditor, provided more than 60 attendees from UUCM and the larger community with state-of-the-art, hands-on advice on how to make a home more energy efficient and less expensive to run.

Mr. Duncan, a UU from Concord, NH, emphasized the role that reducing our energy consumption plays in lowering greenhouse gases. He also explained how making houses more airtight and insulated saves home-owners money.

The 2 1/2 hour event was co-sponsored by UUCM Social Justice/Green Sanctuary, NH Green Coalition, Monadnock Energy Resources Initiative (MERI), and Hitchiner Manufacturing Co, Inc. While UUCM has collaborated several times in the past with NH Green Coalition, this is the first event where UUCM has worked with MERI, a local energy buying cooperative.

UUCM provided space, technical support, custodial service, and some of the food served at the complimentary brunch during the event.



Outcome: More than 60 home owners listened to Andy Duncan's presentation on home weatherization principles. (photo: G. Ksander)

3.4 Sustainable Living (4 required, 1 that addresses energy conservation)

3.4.1 Project Title: Bulk Order of Environmentally-friendly Products

Description: To encourage UUCMers to try cleaning products and paper materials made with renewable materials (without petro-chemicals), by arranging for a bulk order of such products from a local business.

Action: In May 2009, the Green Sanctuary Committee arranged to make it easy for UUCM members and friends to purchase environmentally safe cleaning products, soaps, and some paper goods. Through collaboration with a local businesswoman of Salon 2000, UUCM members and friends could order products during coffee hour, and they were ready to pick up three weeks later at UUCM during coffee hour. We also made it easy for members to order an extra product (e.g. dish soap) for donation to the church kitchen, which resulted in enough donated dish soap to last for several months.

Outcomes: UUCM members gained ongoing access to environmentally-friendly products.

3.4.2 Project Title: Redesign Church Landscaping to Increase Sustainability

Description: To make changes in the landscaping around the church building, in order save water (used for watering) and conserve fuel (used for mowing).

Action: In 2007, the Green Sanctuary Team began to analyze the plantings around the church, and to explore ways to conserve water and energy related to the plantings. Claudia Everest, professional Landscape Designer and a UUCM member, provided initial input:

... "Drip system irrigation uses the least amount of water and wastes none. The hoses are buried and the drippers are calibrated to the size of the plants. If it is on a timer, it will be turned off after watering and not forgotten. Watering seldom and deep is the correct procedure to encourage deep rooting for grass and all other plants and get them through drier periods.

"Of course, planting the right plant in the right place is the first consideration. I will be designing the garden for the front of the church and will be using that maxim in the design. Of course the initial cost of using plants other than grass is expensive at first, but I expect we will be seeing more droughts in the future, and the front grass hasn't looked good for years."

(excerpt from an email from Claudia Everest)

Claudia designed landscaping for the grassy area between the church building and the road. The area would be planted with a variety of hardy plants appropriate for the climate. The ground between the plants would be covered with pebbles to control weeds. This removed the need for periodic mowing and thus eliminated the use of fossil fuels for the lawnmower.

Outcomes: The new landscaping was put in place in April 2008. About 15 church members planted bulbs and perennials, while others spread pebbles. An item in the church newsletter read, "Do you like to garden? Please sign up for the new Garden Task force that will maintain UUCM's gardens this spring and summer. Claudia Everest has designed a beautiful garden for

the street-front of our church, with aesthetics and the environment in mind. People are needed to plant and maintain this lovely garden.”

3.4.3 Green Sanctuary Guidelines for UUCM Purchases

Description: We developed a set of guidelines for the church’s purchase of most consumables. The goal was to have this accepted as church policy by the church council, and then to be publicized widely to church members and staff.

Action: The “Guidelines” were presented at a UUCM Council meeting in April 2010. Council members reacted positively and made suggestions for improving and clarifying the “Guidelines.” The Communications committee proposed posting the Guidelines on the UUCM website, which met with approval.

A copy of the Guidelines can be found in Appendix B. or at the UUCM website:
<http://uucm.org/uploads/PDF%20files/Governance/Green.Sanctuary.Guidelines.4.2010.pdf>.

Outcomes: UUCM has for two years purchased consumables following these guidelines.

3.4.4 Climate Summer Riders

Description: During the summer of 2011, our congregation hosted a group of college students who were traveling exclusively by bicycle through Northern New England. The “Climate Summer” riders were learning about green initiatives in different towns and carrying information about what they learned from one town to another. Below is the article from our church newsletter describing their visit.

The NH Climate Summer team bicycled into town and spent five days learning about local actions and initiatives that address climate change and promote sustainable living. The Climate Summer youth (self-dubbed “the Hampsters”) were hosted by the NH Green Coalition, a volunteer group in the Milford area that organized events for Step it Up day 2007 (an Environmental Fair in Town Hall), 350 day (2008), 10/10/10 day (2010), and other events and actions.

Action: The Hampsters were invited to use the Unitarian Universalist church as their base for eating, meeting, and sleeping. NH Green Coalition and friends provided some meals and introduced them to various environmental activists in the area. The group rode out to the Nomadic Farms CSA in Wilton, where they learned about biodynamic farming and did some farm work. Lincoln Geiger also showed them around Temple-Wilton Community Farm, sharing his long experience with organic farming. On another day, the bike riders met with local political figure Arnie Arnesen, who is interested in featuring the group on her new local radio station.

The NH Green Coalition, of which UUCM is an active member, had organized an evening of information about local sustainability activities and initiatives, using the presence of the Climate Summer riders as a motivation to pull people together.

Outcomes: An audience of about 50 people (hosted at Amherst, NH Congregational church) heard brief presentations from Nomadic Farms, Nadesha Edwards from Temple, NH Energy Committee; Steve Chase, a founder of Transition Town Keene, NH, and Dr. Tej Dhakar, who

spoke about Southern New Hampshire University's movements toward becoming carbon neutral. The Climate Summer bicyclers finished the evening, inspiring the audience by describing their journey and their mission.

At a farewell brunch, members of the NH Green Coalition expressed their admiration for the Climate Summer team. Adjectives such as "inspiring", "articulate", "mature", and "well-informed" expressed some of the feelings we (NH Green) had about the Hampsters. Their visit went incredibly smoothly, and they touched so many individuals in this area! Plans were made to stay in touch, and we look forward to seeing the State of the Movement report when it is available. NH Green Coalition will be happy to welcome another group of Climate Summer riders next summer!

PHOTO NEEDED

Climate summer riders relax on the UUCM church steps with members of the NH Green Coalition.

PHOTO NEEDED

The Climate Summer Riders rest after arriving at UUCM.

3.4.5 Project Title: Menu for the Future discussion series

Description: To offer a six-week curriculum-based discussion group as an Adult Religious Education offering, that would center on issues relating to stewardship of the planet and sustainable living.

Action: Two members of the Green Sanctuary committee facilitated a discussion group based on Menu for the Future, a 6-session curriculum developed by Northwest Earth Institute <http://www.nwei.org>. The group met in Winter 2009 and drew 21 participants who explored how our food choices affect our planet. Members considered ways in which the production and distribution of food are social justice issues. The Green Sanctuary committee arranged to order the Menu for the Future curriculum books in bulk, thus getting a slightly reduced price and saving some postage. "Ethical Eating" was one of the UUA Study topics adopted at General Assembly, so this discussion group was felt to be particularly timely.

Outcomes: As the six-week program progressed, members reported making life-style changes related to the discussion topics. Most common were eating less red meat, eating more vegetarian meals, and eating more organic food. Members became more interested in supporting local CSAs and a number of families joined one of the two CSAs that were in the area at that time.

Section 4. Accomplishment of Program Goals

5.0 Program Evaluation

Appendix A. Cabinet Article on UUCM's Garden Box Project

Church begins work on Garden Box Project

MILFORD – On the morning of Jan. 16, a small group gathered at the Unitarian Universalist Congregation in Milford to honor Martin Luther King Jr. in service and to act on an idea that had been percolating in the back of the Rev. Barbara McKusick-Liscord's mind for quite a while – The Garden Box Project.

The project aims to improve the quality of the food people are eating, to reduce our community's carbon footprint and to foster independence for families as the participants learn and practice sustainable gardening.

Though the goals may sound lofty, the project itself is simple enough: build a box and, under the guidance of an experienced mentor, learn to grow healthy food at home – affordably.

After a song led by Cathy Goldwater and a brief explanation of the process, the volunteers set to work building four 3-foot-by-6-foot frames that will become home to vegetable gardens for local families in need.

Liscord's husband, local contractor Paul Liscord, taught the volunteers to accurately measure and safely cut the lumber, as well as how to assemble the frames.

The key, according to Liscord, is to think food-safe, with no pressure-treated lumber and no chemically treated screws that might leach toxins into the soils, ending up in the vegetables.

Among the volunteers hard at work were Shylah Bogel and her cousin Kayla Katsikas, two teenage girls who will be receiving one of the garden boxes.

The girls, along with Shylah's mothers, Bonnie Barry and Jessica Bogel, will learn to grow vegetables in their garden box under the mentorship of Tricia Jalbert this spring.

Once everyone got busy building, taking turns with drills and tape measures, the project came together quickly. The small crew completed four garden frames in just over an hour.

Shylah and Kayla took turns measuring and fastening screws on their future garden's frame. When it was completed, Shylah proudly laid claim to the frame, signing her name in bold black letters across the side. Once on site at her home, the box will hold 8 inches of healthy, workable soil and compost.

As the growing season progresses, her family will learn to tend plants; amend the soil; and properly water, weed and care for their crops under the experienced and watchful eye of Jalbert, their garden mentor.

Throughout the spring, the mentors and the gardeners will meet to learn the finer intricacies of home gardening and sustainable living from each other and discuss their gardening successes and failures.

Though the current group of garden box families is small, Liscord and her garden guru, David Momenie of St. Patrick's Church, hope to bring in more volunteers and more churches over the next year, looking forward to expanding the number of families that they can serve together.

"Growing a garden can't happen in a day; building a community can't happen in a day," McKusick-Liscord said, commenting on the program's inaugural season.

But it appears that it can happen quickly, as she already has begun to receive calls from potential mentors, possible recipient families and another church, all eager to participate.

Liscord said she holds great hope that as folks in the Milford area move toward sustainability and independence, they also will find peace and equality.

As she sees it "In a very real way, planting seeds plants peace."

At 4:30 p.m. Feb. 15, the fledgling gardeners will gather in the Barnum Hall in the basement of the church to learn about composting, discuss gardening and share a meal with the volunteers. The program is open to the public, and anyone who wishes to come and learn more about composting, gardening or the project is encouraged to come.

If you would like more information or would like to find out how to participate in The Garden Box Project, call the office of Unitarian Universalist Congregation in Milford at 673-1870.

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Appendix B. Green Sanctuary Purchasing Guidelines

Adopted by the UUCM Council, April, 2010

Preface:

Members of the Green Sanctuary Committee have noted that consumable materials used at UUCM are not always the type of products that are least harmful to the environment. For example, people sometimes donate dish liquid and dishwasher soaps that are petroleum-based. There is currently no policy regarding the types of soap that should be purchased and/or donated.

Other products, such as copier paper, are currently ordered in bulk by the Church Administrator, who considers the impact on the planet by ordering paper with recycled content. However, without guidelines endorsed by the congregation, the quality of such items is dependent on who is purchasing them. If the Administrator were to leave UUCM, the next person might not consider the same values when purchasing office supplies.

For this reason, the Green Sanctuary Committee proposes the following guidelines for the purchase of some consumables at church, as we move forward toward becoming certified as a Green Sanctuary. Guidelines for those donating products, and recommendations for the conservation of paper, are also included.

Guidelines:

Purchases of certain products (specified below) with UUCM funds for use at UUCM will meet the following criteria whenever possible:

I. Consumable products

- **Dish liquids:** products that are plant-based rather than petroleum based. Example Brands: Seventh Generation, Ecover, Planet
- **Dishwasher soap:** powder or liquid that is plant-based rather than petroleum based.
- Example Brands: Ecover, Seventh Generation, Earth Friendly, Trader Joe's.
- **Hand-washing soap:** liquid soap without anti-bacterial additives.
- **Toilet paper:** made from 100% recycled paper, containing at least partly post-consumer paper.
- **Paper towels:** made from 100% recycled paper, containing at least partly post-consumer paper.
- **Copier paper:** with the highest proportion of recycled paper content that still allows for acceptable quality (quality to be judged by the minister and/or others designated by the minister).

- **Envelopes:** with the highest proportion of recycled paper content that still allows for acceptable quality (quality to be judged by the minister and/or others designated by the minister).

II. Donation of supplies: Members wishing to donate dish soap or paper products are asked to purchase products in accord with the guidelines above.

III. Paper conservation guidelines: All UUCM members using the copier are asked to consider carefully their use of copier paper, using the smallest number of pages needed and making double-sided copies whenever possible. Members are asked to use both sides of easel paper whenever possible.

Appendix C.
Unitarian Universalist Congregation
in Milford (UUCM)



Painting by Bob Lown

Green Checklist



21 May 2008

This checklist is meant to lend guidance and share ideas on how to manage a more environmentally sound church. It was put together by the UUCM Green Sanctuary Committee.

Use the following checklist and guidelines to assess where UUCM is on the path to being a Green Church, a subset of which is becoming a “Green Sanctuary”. Initially filling out this checklist provides us with a baseline from which we can develop a plan for improving our efforts as well as assuring that we do not backslide. Therefore, this checklist should be reviewed each year.

I. ENCOURAGE OURSELVES AND OTHERS TO BE GREEN

Part of our stewardship of the earth is to encourage and educate our Staff and Congregation on the subject and to otherwise promote being green and to encourage others in the wider community to be green. Do we do the following?

<u>No.</u>	<u>Encourage Others to be Green</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Working on an Earth Justice Project</u>		
<u>2</u>	<u>Make being Green part of performance evaluation criteria and job descriptions.</u>		
<u>3</u>	<u>Hold discussions at Staff meetings on how to be Greener.</u>		
<u>4</u>	<u>Have a Policy and Processes for being Green and improving (i.e., purchasing guidelines).</u>		
<u>5</u>	<u>Write articles for the UUCM Newsletter about issues relevant to being Green.</u>		
<u>6</u>	<u>Have a UUCM Green Website with links from the UUCM Home Page.</u>		
<u>7</u>	<u>Post steps we are taking to be a Green Church in the church.</u>		
<u>8</u>	<u>Hold or support workshops and events on global warming and other relevant topics.</u>		
<u>9</u>	<u>Offer letter writing opportunities to the Congregation in support of global warming and the environment.</u>		
<u>10</u>	<u>Make environmentally conscience investments when possible.</u>		
<u>11</u>	<u>Offer renters “green” service or amenities options.</u>		
<u>12</u>	<u>Have we made an assessment of whether we are “carbon-neutral”?</u>		
<u>13</u>	<u>Other:</u>		

II. CONSERVING PAPER

A. General

Everyone using paper for UUCM business, using the church office or communicating with the Congregation should consider the following recycling and waste reduction measures:

<u>No.</u>	<u>Recycling & Waste Reduction</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Make two sided printing and copying standard practice.</u>		
<u>2</u>	<u>Use electronic files rather than paper ones. Draft documents can be reviewed, edited, and shared on screen.</u>		
<u>3</u>	<u>Practice efficient copying - use the size reduction feature (e.g., two pages of a periodical or book can oftentimes be printed on one page) AND when possible set word processing defaults for smaller fonts and margins.</u>		
<u>4</u>	<u>Replace memos with e-mail messages and discourage the printing of messages.</u>		
<u>5</u>	<u>Design materials for distribution that require no envelope – simply fold and mail.</u>		
<u>6</u>	<u>Minimize printing by eliminating unnecessary reports and/or reduce report size or frequency.</u>		
<u>7</u>	<u>Use reusable name tags.</u>		
<u>8</u>	<u>Use overheads or slides in place of handouts.</u>		
<u>9</u>	<u>Use white boards or wipe charts instead of paper flip charts.</u>		
<u>10</u>	<u>Identify and eliminate unnecessary forms, double-side or redesign forms to use less space, or have forms on electronic media?</u>		
<u>11</u>	<u>Other:</u>		

B. Office

The Church Administrator and other Staff should consider the following recycling and waste reduction measures when conducting UUCM business or communicating with the Congregation:

<u>No.</u>	<u>Recycling & Waste Reduction</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Keep a stack of previously used paper near printers. Use it for drafts, scratch paper or internal memos or designate a draft tray on printers with multiple trays.</u>		
<u>2</u>	<u>Make two sided printing and copying standard practice by setting copier to default to duplex printing or manually feed to duplex.</u>		
<u>3</u>	<u>Reduce unwanted mail by the following:</u> <ul style="list-style-type: none"> • <u>Write to or call senders requesting removal from mailing list.</u> • <u>Return labels from duplicate mailings and subscriptions requesting all but one be removed.</u> • <u>Write “refused” on first class mail and return to sender.</u> 		
<u>4</u>	<u>Visit http://www.stopjunkmail.org for an on-line guidance and a downloadable PDF “kit”/brochure with six simple steps to take to reduce junk mail or write to: Mail Preference Service Direct Marketing Assoc, PO Box 3861, NY, NY 10163 to remove your name from junk mail lists.</u>		
<u>5</u>	<u>Purge the UUCM mailing lists to eliminate duplication and those no longer interested.</u>		
<u>6</u>	<u>Help minimize misprints by posting a diagram on how to load special paper like letterhead so it will be properly loaded.</u>		
<u>7</u>	<u>Do as much paying of bills using electronic billing.</u>		
<u>8</u>	<u>Recycle or reuse all of following fibers: cardboard (corrugated cardboard boxes); mixed paper (junk mail, scrap and colored paper); newspapers; office paper (white ledger, computer and copier paper).</u>		
<u>9</u>	<u>Other:</u>		

III. PURCHASING PRODUCTS

A. General

In general, try to purchase products that are produced by a company with a stated commitment to environmental stewardship and to minimizing ecological impacts and ensuring long term sustainable production. Purchasing products made from recycled materials conserves resources and is essential to support the recycling market. In general do the following:

<u>No.</u>	<u><i>Purchasing Green Products</i></u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Select products with the least packaging and/or which have easily recyclable packaging.</u>		
<u>2</u>	<u>Buy products in bulk, concentrated, durable, repairable, and/or recyclable, making sure that you need all you order.</u>		
<u>3</u>	<u>Centralize purchasing to eliminate unnecessary purchases and ensure that all waste reduction-purchasing policies are followed.</u>		
<u>4</u>	<u>Replace several similar products with one or two that do the same job.</u>		
<u>5</u>	<u>Use unbleached and/or chlorine-free paper products (copy paper, promotional paper, paper towels, coffee filters, etc.). Use recycled paper that is 35-100% post consumer waste.</u>		
<u>6</u>	<u>Use natural or low emissions building materials, carpets, or furniture.</u>		
<u>7</u>	<u>Use rechargeable batteries where possible.</u>		
<u>8</u>	<u>Buy fair trade products.</u>		
<u>9</u>	<u>Order supplies by phone and/or email.</u>		
<u>10</u>	<u>Use or invest in renewable energy</u>		
<u>11</u>	<u>Other:</u>		

B. Office

Specifically when purchasing items for the office or Staff, consider the following guidelines:

<u>No.</u>	<u><i>Purchasing Green Products</i></u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Use recycled or remanufactured laser and copier toner cartridges.</u>		
<u>2</u>	<u>Switch from toxic permanent ink markers/pens to water-based markers.</u>		
<u>3</u>	<u>Lease, rather than purchase computers and printers.</u>		
<u>4</u>	<u>Refurbish and purchase refurbished office equipment.</u>		
<u>5</u>	<u>Purchase reusable rather than disposable office items, such as refillable pens, erasable white boards & wall calendars.</u>		
<u>6</u>	<u>Other:</u>		

C. Cleaning, Kitchen, and Bathroom Products

Specifically when purchasing items for cleaning or for the kitchens or bathrooms, consider the following guidelines for purchasing products that are environmentally friendly and/or are made of recyclable material:

<u>No.</u>	<u><i>Purchasing Green Products</i></u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Buy toilet paper, tissues, and paper towels that are made of recycled materials.</u>		
<u>2</u>	<u>Eliminate disposables by using permanent ware (mugs, dishes, utensils, towels/rags, etc.)</u>		
<u>3</u>	<u>If disposable products must be used, purchase compostable single use items when possible.</u>		
<u>4</u>	<u>Buy shade grown coffee.</u>		
<u>5</u>	<u>Switch to reusable coffee filters.</u>		
<u>6</u>	<u>Use unpackaged or minimally packaged snacks.</u>		
<u>7</u>	<u>Use concentrated soaps and cleaning products since less packaging means less waste.</u>		
<u>8</u>	<u>Buy garbage bags made from recycled HDPE instead of LDPE or LLDPE.</u>		
<u>9</u>	<u>Buy utility bins and recycling containers made from recycled materials.</u>		
<u>10</u>	<u>Replace aerosols with non-aerosol alternatives (such as pump sprays for fresheners and cleaners).</u>		
<u>11</u>	<u>Use only cloth table cloths.</u>		
<u>12</u>	<u>Buy only environmentally friendly cleaning products.</u>		
<u>13</u>	<u>Other:</u>		

D. Facility

Specifically when purchasing items for the building, consider the following guidelines:

<u>No.</u>	<u>Purchasing Green Products</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	Replace standard fluorescent lights with low or no mercury fluorescent lights.		
<u>2</u>	Buy rechargeable batteries and appliances, such as hand-held vacuum cleaners and flashlights		
<u>3</u>	<u>Other:</u>		

E. Garden

Specifically when purchasing items for the garden, consider the following guidelines:

<u>No.</u>	<u>Purchasing Green Products</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	Purchase mulch, soil amendments and compost made of plant trimmings or green waste.		
<u>2</u>	<u>Purchase drought-tolerant plants and shrubs when not planting in irrigated areas.</u>		
<u>3</u>	<u>Other:</u>		

IV. ON-GOING RECYCLING SYSTEM

Set up an ongoing system to recycle. Make it easy for everyone (staff, congregants, and renters) to recycle by placing clearly marked collection bins in convenient locations.

<u>No.</u>	<u>Recycling</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Recycle food and beverage containers and other packaging (separate glass from plastic and aluminum, separate cardboard and paper)</u>		
<u>2</u>	<u>Recycle green waste by composting and recycling food.</u>		
<u>3</u>	<u>Reuse or recycle wood (pallets, wood from remodeling)</u>		
<u>4</u>	<u>Recycle carpeting</u>		
<u>5</u>	<u>Recycle or reuse all of following fibers: cardboard (corrugated cardboard boxes); mixed paper (junk mail, scrap and colored paper); newspapers; office paper (white ledger, computer and copier paper).</u>		
<u>6</u>	<u>Recycle grease, oil, and solvents; spend fluorescent tubes; and batteries.</u>		
<u>7</u>	<u>Send used toner cartridges back to the manufacturer for recycling or refilling.</u>		
<u>8</u>	<u>Other:</u>		

V. ENERGY CONSERVATION

Performing regular maintenance, installing energy conserving equipment and checking systems for problems can help UUCM conserve energy.

A. General

The following general actions should be considered in order to make the facility more energy efficient:

<u>No.</u>	<u>Energy Conservation</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Keep a log of all maintenance activities.</u>		
<u>2</u>	<u>Use electrical equipment with energy saving features (e.g. Energy Star® logo) and ensure that Energy Star settings are enabled (manual set-up often required).</u>		
<u>3</u>	<u>Use hardware programs that save energy by automatically turning off idle monitors & printers (go to www.energystar.gov/powermanagement for information and software).</u>		
<u>4</u>	<u>Replace inefficient refrigerators (usually older than ten years) with a new efficient model, such as one labeled Energy Star®</u>		
<u>5</u>	<u>Convert electric hot water heaters to natural gas.</u>		
<u>6</u>	<u>Insulate all hot water pipes, hot water heaters and storage tanks.</u>		
<u>7</u>	<u>Install weather stripping (weatherizing and caulking) to seal around windows and doors to close air gaps.</u>		
<u>8</u>	<u>Use occupancy sensors to adjust set points for the air conditioning, and heating equipment and to control other electrical devices and appliances.</u>		
<u>9</u>	<u>Clean the refrigerator coils for better productivity.</u>		
<u>10</u>	<u>Use a solar water heater or pre-heater.</u>		
<u>11</u>	<u>Perform regular maintenance on your HVAC (heating, ventilation and air conditioning) and refrigeration systems.</u>		
<u>12</u>	<u>Carpooling is arranged for off-site events.</u>		
<u>13</u>	<u>Other:</u>		

B. Heating, Ventilation and Air Conditioning

The following general actions should be considered in order to make the HVAC systems more energy efficient:

<u>No.</u>	<u>Energy Conservation</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Inspect permanent filters every 3 months and clean permanent filters with mild detergents when necessary (change replaceable filters every three months).</u>		
<u>2</u>	<u>Keep the condenser coils free of dust and lint.</u>		
<u>3</u>	<u>Check the entire system for air leaks, clogs, and obstructions of air intake and vents.</u>		
<u>4</u>	<u>Use ceiling fans to promote air circulation and reduce the need for air conditioning.</u>		
<u>5</u>	<u>Apply window film to reduce solar heat gain.</u>		
<u>6</u>	<u>Convert electric heating system to a natural gas system.</u>		
<u>7</u>	<u>Replace inefficient or broken windows with double pane energy-efficient windows.</u>		
<u>8</u>	<u>Use timing devices to turn heating system down after hours or an automated programmable control system that adjusts temperature to reduce energy use.</u>		
<u>9</u>	<u>Other:</u>		

C. Lighting

The following general actions should be considered in order to make the lighting more energy efficient:

<u>No.</u>	<u>Energy Conservation</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Replace non-dimming incandescent bulbs with compact fluorescents. Replace low wattage dimming and non-dimming incandescent bulbs with cold cathodes.</u>		
<u>2</u>	Increase efficiency of fluorescent fixtures: <ul style="list-style-type: none"> • Reduce fixtures and the number of lamps and increase lighting efficiency by installing optical reflectors or diffusers. • <u>Replace magnetic ballasts with electronic ballasts. Install T-8 or T-5 lamps.</u> 		
<u>3</u>	Improve exit sign energy efficiency by using LED exit signs or Electroluminescent exit signs.		
<u>4</u>	Install <u>lighting controls</u> , such as: <ul style="list-style-type: none"> • Occupancy/motion sensors in spaces of variable occupancy, such as restrooms, private offices, storage, etc. • Bypass/delay timers • Photocells for exterior lighting and/or areas with significant natural daylight • Time clocks for large banks of lights on circuit breaker that generally operate during off hours 		
<u>5</u>	Lighting: Install dimmable ballasts to dim lights to take advantage of daylight. Use daylight dimmers that turn off automatically when there is sufficient light.		
<u>6</u>	<u>Other:</u>		

D. Energy Conservation Practices

Instituting the following practices will help UUCM conserve on energy use:

<u>No.</u>	<u>Energy Conservation Practices</u>	<u>Yes</u>	<u>No</u>
<u>1</u>	<u>Set thermostat at 68°F for heating and 60°F when not in use.</u>		
<u>2</u>	<u>Set refrigerator temperature between 38°F and 42°F and freezer between 10° F and 20°F.</u>		
<u>3</u>	<u>Seal off unused areas from heating. Block and insulate unneeded windows and other openings.</u>		
<u>4</u>	<u>Use a small fan and a space heater to condition a very small area during off hours instead of heating the entire office.</u>		
<u>5</u>	<u>Close blinds and curtains during peak summer period (white reflects) to keep facility as cool as possible.</u>		
<u>6</u>	Use "task" lighting with energy efficient bulbs where extra light is needed, rather than lighting an entire area.		
<u>7</u>	<u>Turn off lights when leaving areas and post reminders.</u>		
<u>8</u>	<u>Disconnect unused ballasts in de-lamped fixtures. Replace burned out lamps quickly to avoid ballast damage.</u>		
<u>9</u>	Clean lighting fixtures, diffusers and lamps so that they are lighting as effectively as possible (dirt can reduce lighting efficiency by up to 50%) and replace aging fluorescent tubes.		
<u>10</u>	<u>Install or use plug load controllers for office equipment that switches equipment off after working hours.</u>		
<u>11</u>	Turn off equipment when not in use.		
<u>12</u>	<u>If available, use the standby mode on equipment (e.g. energy saver buttons on copiers).</u>		
<u>13</u>	<u>Other:</u>		

VI. WATER CONSERVATION

The following actions should be considered in order to help us to conserve water.

<u>No.</u>	<u>Water Conservation</u>	<u>Yes</u>	<u>No</u>
1	<u>Understand your water bill and review it monthly for indications of leaks, spikes or other problems.</u>		
2	<u>Regularly check for and repair all leaks in your facility. Train your staff to monitor and respond immediately to leaking equipment.</u>		
3	<u>Install low flow aerators with flow rates not to exceed 2.2 gpm for sink faucets and lavatory sinks and 2.5 gpm for kitchen sinks.</u>		
4	<u>Replace toilets with low flush models. [Replace all pre-1992 toilets with 1.6 gpf toilets. Provide additional urinals in men's restrooms & reduce no. of toilets. Replace non-efficient toilets (>3.5 gpf) with ultra high efficiency toilets (< 1.2 gpf).]</u>		
5	<u>Install low flow, self-closing faucets, either infrared or spring-loaded.</u>		
6	<u>Post signs in restrooms and kitchen areas encouraging water conservation.</u>		
7	<u>Reduce water pressure to no higher than 70psi by installing pressure-reducing valves with pressure gauge.</u>		
8	<u>Other:</u>		

VII. GARDEN AND LANDSCAPING

Taking the following steps in our landscaping and garden will help us conserve energy and water:

No.	Being Greener Outside	Yes	No
1	Recycle Green Waste: compost and recycle food and landscape waste		
2	Leave grass clippings on the lawn (grass-cycling) or compost.		
3	Plant native shrubs or trees near windows for shade		
4	Mulch all non-turf areas.		
5	Plant water efficient shrubs or ground cover in place of turf.		
6	Renovate existing landscape to include drought tolerant plants (water efficient landscape guidelines are available from your local water agency/utility).		
7	Use rain shut-off devices as part of irrigation/landscape control measures.		
8	Group plants with similar water requirements together on the same irrigation line, and separate plants with different water requirements on separate irrigation lines.		
9	Modify your existing irrigation system to include drip irrigation, where feasible.		
10	Test irrigation sprinklers 4 times per year for leaks, water runoff, over watering and dry spots and make necessary adjustments to ensure proper operation and coverage.		
11	Repair all broken or defective sprinkler heads/nozzles, lines & valves.		
12	Adjust sprinklers for proper coverage – optimizing spacing and avoiding runoff onto paved surfaces.		
13	Adjust sprinkler times and/or durations according to seasons, water during non-daylight hours (generally before 7 am).		
14	Regularly check and maintain storm drain openings and basins that are located on your property. Keep litter, debris and soil away from storm drains.		
15	Use a push lawnmower.		
16	Other:		