



## Nitrogen Smart Communities Advisory Taskforce FAQ

### 1. Who should be selected to serve in the Advisory Taskforce?

The Advisory Taskforce should be comprised of a diverse group of community members and municipal employees who are interested in mitigating nitrogen pollution, knowledgeable about local decision-making processes and willing to promote and support the municipality's resultant plan. A good mix of personalities, skills, expertise, backgrounds, interests and potential group dynamics is important to consider in selecting candidates. Advisory Taskforce members should have some connection to potential nitrogen pollution issues such as representatives of golf courses, marinas (e.g., harbor masters), garden groups, and business/civic groups seeking sewer line connections. The ideal number of members for a workable group is approximately 10.

Please refer to the Advisory Members Advisory Taskforce Guide ([link](#)) which is organized by category.

### 2. Who will lead the Advisory Taskforce?

The Nitrogen Smart Community Coordinator will lead the Advisory Taskforce. An additional member of the Advisory Taskforce may be selected or volunteer to be the co-leader.

### 3. What are the responsibilities of the Nitrogen Smart Communities Advisory Taskforce?

- a. Develop a program objective to ensure that all members are working toward the same goal
- b. Coordinate and facilitate a public outreach plan
  - i. Inform community about commitment to participate in NSC program
  - ii. Educate the community about the detrimental effects of nitrogen pollution within the community
  - iii. Communicate how the community can participate in the NSC program



- iv. Create partnerships with other groups within the community whose purpose aligns with the NSC goals
- c. Gather information and assess sources of nitrogen pollution
- d. Review and analyze nitrogen reduction data
- e. Guide the development and implementation of the program
- f. Assist with implementation activities to reduce nitrogen pollution

#### **4. How long will the Advisory Taskforce need to meet?**

It is anticipated that the Advisory Taskforce will need to meet regularly for approximately 2 years to facilitate development and initial implementation of an NSC plan. Once implementation of the NSC plan is ongoing, the Advisory Taskforce will still be assembled to ensure commitment to the plan's desired outcomes into the future.

#### **5. How often, where and when will Advisory Taskforce meet?**

The time, place and frequency of meetings will be established during the first meeting. It is anticipated that meetings will be held in person at a municipal facility, virtually, or hybrid. During the first meeting, the Advisory Taskforce will need to establish a program objective to make sure everyone is working towards the same goal. Over the next 9 to 12 months, the Advisory Taskforce will need to meet regularly to review and complete program tasks including:

- Review and evaluate sources of nitrogen pollution
- Identify nitrogen reduction priorities and goals
- Develop strategies to achieve the goals
- Develop an activity list to reduce nitrogen pollution
- Plan and schedule activities

After these tasks are completed, the Advisory Taskforce will implement activities over the next 12 to 15 months. Following the initial implementation (1 year), Advisory Taskforce meetings will focus on the status of implementation items and will not be as numerous.