



Town of Brighton

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

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Sustainability Oversight Committee

May 24, 2010

Meeting Minutes

- I. **Attendance:** The meeting was held in the Auditorium at the Brighton Town Hall and began at 7:00 PM. The following committee members were present:

Karen Berger, Chairperson	present
Paul Tankel, Vice Chairperson	present
Stephen Kittleberger	excused absence
Erinn Ryen	present
Peter Debraal	present
Paul Gardner	present
Ronald Wexler	present

- II. **Introduction:** The members of the Sustainability Oversight Committee including the staff support introduced themselves. The represents a summary of the member introductions:

Karen Berger – Former chairperson for the Green Brighton Task force; Current member of the Town of Brighton Conservation Board

Ron Wexler – Developing start up business involving Sustainable Clean Energy; Former Operations Committee Member of the Green Brighton Task Force

Peter Debraal – Professional Architect at SWBR; LEED Accredited; Current architectural focus educational facilities.

Paul Gardner – Former residential home builder: Currently working with HB Cornerstone;

Erinn Ryen – Member of Green Brighton Task Force; Current member of the Town of Brighton Conservation Board; Presently, pursuing PHD at RIT in Sustainability.

Paul Tankel – Professional Architect; Code Committee Member of the Green Brighton Task Force: Associate Director of Facilities Planning SUNY College at Brockport

III. **Intent & Purpose of Committee:** Karen Berger reviewed the intent of the Sustainability Oversight Committee. The committee was established for the review of progress towards a sustainable community and to foster a unified action on energy conservation, climate change and other issues of sustainability.

Karen Berger reviewed the bylaws and suggested revisions. Erinn Ryen made a motion to accept the revised bylaws. Paul Tankel seconded the motion and the motion was approved unanimously. Michael Guyon will send each member a copy of the approved bylaws.

The bylaws indicate that the Sustainability Oversight Committee will meet a minimum of 4 times per year. The Committee informally agreed that it may be necessary to meet once a month during the first 3 – 4 months. Evening meetings starting at 7:00 pm are acceptable to the committee.

IV. **Accomplishments:** The Committee discussed a listing of the Town’s accomplishments toward the Green Brighton Task Force recommendations. Table-1 includes these recommendations and the Sustainability Oversight Committee comments regarding additional efforts that may be required with respect to each recommendation.

Table - 1

GBTF Recommendation	Sustainability Oversight Committee Comments
Create a Sustainability Oversight Committee	<ul style="list-style-type: none"> • Acknowledged the creation of the Sustainability Oversight Committee • There was discussion regarding the Energy Manager’s responsibilities. Michael Guyon will provide a copy of the NYSERDA grant that describes these responsibilities.
Modify the Town's Forestry Plan to include energy benefits	<ul style="list-style-type: none"> • There were no comments regarding the Forestry Plan
Expand environmental review of new development	<ul style="list-style-type: none"> • The Committee felt that the SEQRA policy was a good start but requires refinement and should be a high priority. It appears that the SEQR policy was derived from general LEED language. • The committee discussed the large number of major project presently under consideration by the Town of Brighton. The projects are: <ol style="list-style-type: none"> 1. The Reserve, a residential development 2. Clinton Crossings, a commercial development fronting on Senator Keating Boulevard. 3. Faith Village, at the corner of Winton and Westfall Roads 4. Winfield Park, a residential and office park development on Brighton Henrietta Town Line Road. • The committee asked if it would be appropriate to meet with the developers of these large projects. Michael Guyon will discuss this with Ramsey and Town officials. • Could the Energy Manager assist with the Environmental Review? M.G. indicated that the NYSERDA grant application provided flexibility regarding the responsibilities of the Energy Manager. • The Committee also requested to be involved with the Environmental Impact Statement process. The Committee should participate in the EIS

	<p>process however the logistics need to be determined. Michael Guyon will discuss with Ramsey Boehner the best way to involve the S.O.C. in this process.</p>
<p>Require major municipal projects to be LEED certified</p>	<ul style="list-style-type: none"> • The committee discussed LEED certification for municipal buildings and felt that new building construction should consider LEED guidelines. The Committee suggested that the Town develop language requiring that all municipal buildings are LEED compliant but the discussions did not conclude at what level. At present the Town does not have plans to construct new facilities.
<p>Operate Town buildings to maximize efficiency</p>	<ul style="list-style-type: none"> • BCS recently installed an HVAC control system at the Town Hall facility which is intended to maximize the efficiency of the HVAC components. Kevin Hall oversees the use of this network. It might be appropriate to have Kevin demonstrate the BCS control network. M.G. will contact Kevin and determine his availability. It would be helpful to evaluate the cost of operating the HVAC with and without the control system to determine the control system's effectiveness. Annual energy costs should be compared before and after the control system is operational. An annual energy audit should be continually conducted to evaluate the ongoing performance of the control system.
<p>Evaluate vehicle purchases as part of the annual Capital Improvement Program</p>	<ul style="list-style-type: none"> • The committee would like to review the vehicle CIP program. The Operations Committee of the Green Brighton Task Force completed an energy audit of Town Vehicles and this information should be considered in the purchase of any new Town vehicle. The committee also suggested a complete review of the projects considered in the CIP. The development of the 2011 CIP is in the early stages. MG will check with Tim Keef regarding the availability of the CIP.
<p>Evaluate alternatives to current mode of yard waste pick-up</p>	<ul style="list-style-type: none"> • K.B. indicated that Town residents have expressed concern that the large trucks used for yard waste pick up may be unnecessary and use too much fuel. The committee will consider this issue.
<p>Replace mercury vapor street lamps as they fail.</p>	<ul style="list-style-type: none"> • The lighting alternatives continually change and improve. The committee will research new lighting technologies, and improved lighting alternatives.
<p>Ensure adequate Town recycling facilities</p>	<p>There was general discussion regarding the use of recyclable receptacles at the Town Parks. I explained that Jerry LaVigne spoke with Waste Management in this regard and they indicated that they would not collect contaminated recyclable wastes and that the Town would need to control the type of waste being disposed in the recyclable containers. The committee felt that additional discussion with Waste Management was necessary.</p>

V. **Miscellaneous:**

Committee members should begin to consider which committee member will act as a liaison to which board.

Discussed whether expediting the process could be an incentive for Sustainable Projects.

M.G. to provide status of St. John's project.

A stormwater management facility was proposed for the highway facility however, it has not been constructed. MG will obtain a status regarding the stormwater management facility.

The Committee discussed the use of the Town Hall and website to disseminate information. MG indicated that he would speak with Bill Moehle regarding the use of the Town Hall and website to disseminate technical information. The Committee agreed that this was a low to medium priority.

The committee discussed possible funding opportunities and was exploring the idea of identifying funding opportunities that the Town could pursue for sustainable projects. Additional discussion is necessary.

VI. **New Business**

No New Business was discussed.

VII. **Action Items:**

- M.G. to investigate the status of the St. Johns project.
- M.G. to contact Bill Moehle to discuss the posting of information on the Town Website and allowing information regarding sustainability to be available at Town Hall
- MG. to forward a copy of the NYSERDA grant describing the Energy Manager's responsibilities to the Committee members.
- M.G. to forward a copy of the revised by-laws to the Committee members
- M.G. to set up a sustainability oversight committee calendar that can be accessed by the Committee members
- MG will obtain a status regarding the stormwater management facility proposed to be constructed at the highway facility.
- M.G. to discuss availability of Capital Improvement Plan with the Commissioner of Public Works. Ron Wexler and Peter DeBraal indicated that they would like to review the C.I.P.
- M.G. to discuss Committees participation in the SEQRA process and the Committees request to conduct a meeting with the developer of the Reserve project.
- K.B. will contact Jerry LaVigne regarding recycling containers in the Parks.

- The Committee will investigate new lighting technologies and evaluate improvements to existing lighting alternatives.
- Committee will review funding alternatives for sustainable projects.
- Ron Wexler will circulate vehicle energy analysis.

VIII. Adjournment

Meeting was adjourned at 8:30 PM. Next meeting will be held on June 16, 2010 at 7:00 PM at Town Hall.

Minutes submitted by: Michael E.Guyon