



Town of
Brighton

Sustainability Oversight
Committee

Secretary – Mike Guyon

Sustainability Oversight Committee
May 2, 2018

Meeting Minutes

Attendance: Ron Wexler, Paul Tanel, Mitch Nellis, Steve Kittelberger, Margy Peet, Robin Wilt, Mike Guyon, Evert Garcia

Minutes: The April 2018 meeting minutes were approved with no revisions. Approval of the March 2018 meeting minutes was deferred until the next meeting.

Announcements:

- Margy announced that she will be resigning from the SOC effective immediately. She has indicated that she will be focusing more time and effort with the CCA initiative.
- Town staff announced that Zoe Baruch will be re-joining the Town of Brighton as a summer intern. Zoe has been deeply involved with the Climate Action Plan and the Town's effort in becoming a Climate Smart Community. Zoe's start date is on Monday, June 4th.

Old Business

- Transition
 - Mike announced that Tim Keef, Brighton's Commissioner of Public Works, will officially retire on May 12th and that he will be stepping in as the new Commissioner of Public Works.
 - Mike has indicated that he will remain the staff liaison to the SOC through the remainder of 2018. The plan is to transition Evert to becoming the staff liaison to the SOC starting in 2019.
- Annual Report
 - Every year the SOC is charged with preparing and submitting an annual report to the Town Board which concerns the activities and works of the committee for the previous year. Town staff is currently working on drafting a 2017 Annual Report. The draft is about 50% complete and will be forwarded to the committee for review and comment prior to next month's meeting.
- Benchmarking Report
 - As part of the Clean Energy Community program, the Town of Brighton passed a Local Law for benchmarking municipal buildings. The Local Law requires the Town to annually report the energy use of covered municipal buildings, a practice known as benchmarking. Town staff presented a summary of the current Benchmarking report at this meeting.

- The benchmarking analysis determined that the total GHG emitted from covered municipal buildings in the Town of Brighton was 492.8 MTCO₂e for the 2017 calendar year.
- Table 1 summarizes the energy consumption for the covered municipal buildings in each sector as presented at the meeting.

Table 1: GHG Emissions Summary per Sector

Sector	Total Annual GHG Emissions (MTCO₂e)	Percentage (%)
Operations	152.6	31
Town Hall	300.7	61
Parks & Recreation	39.5	8
Total:	492.8	100

- The committee indicated that the datasets presented between the Benchmarking report and the Greenhouse Gas inventory should be consistent.
- The committee will review the draft Benchmarking report and provide written comments back to Town staff prior to finalization of the report and submittal to the Town Board.
- The goal is to submit the Benchmarking report to the Town Board in June.
- Climate Action Plan
 - The current draft of the CAP is at a point where the SOC would like to discuss the hiring process for a consultant to finalize the document and present the plan to the public.
 - Mike indicated that the next step would be to introduce this matter to the Supervisor and the Public Works committee.
 - The SOC would be involved in the development of the Request for Qualifications concerning the consultant.
 - Town staff would like to add the Climate Action Plan on the Public Works committee docket for either July or August.
- Reimagine RTS
 - Town Staff is coordinating an RTS presentation to the Town Board regarding the Reimagine RTS program and their findings on Phase 1 of the program.
- Clean Energy Community
 - As of April 5, 2018, the Town of Brighton is a named Clean Energy Community by the State of New York and is now eligible for a “Block 3” grant. Town staff is currently working on preparing and submitting the grant application package.

- Development Update
 - The latest development projects within the Town were briefly discussed.

New Business

Adjournment

Next Meeting

The next meeting will be June 6, 2018 at 7:00 PM.