



Town of
Brighton

Public Works Department

Commissioner of Public Works – Michael Guyon, P.E.

Evert Garcia, P.E.
Town Engineer

November 19, 2020

The Honorable Town of Brighton Town Board
Town of Brighton
2300 Elmwood Avenue
Brighton, NY 14618

Re: SOC Year End Report for Activities in 2019

Dear Supervisor Moehle and Town Board Members:

The Sustainability Oversight Committee (SOC) Policy states that “The Committee shall prepare and submit an annual written report to the Town Board for review during April of each year concerning the activities and work of the Committee.” Due to public gathering restrictions and executive orders in place because of COVID-19, the report could not be completed in April of this year. The following document constitutes the annual report, which describes the activities undertaken by the committee and resulting actions during the calendar year from January 1 to December 31, 2019. I recommend that your Honorable Body receives and file the attached Sustainability Oversight Committee Year-End Report for Activities in 2019.

Respectfully,

Evert Garcia
Department of Public Works

Cc: Mike Guyon, Commissioner of Public Works

Enclosure



**Sustainability Oversight Committee
Year-End Report for
Activities in
2019**



Town of
Brighton

Sustainability Oversight Committee

Secretary – Evert Garcia

Introduction

In 2009, the Town of Brighton established the Sustainability Oversight Committee (SOC) to review Brighton's progress towards becoming a sustainable community as well as to review and recommend unified action on energy conservation, waste reduction, and other issues of sustainability.

The SOC Policy states that “The Committee shall prepare and submit an annual written report to the Town Board for review during April of each year concerning the activities and work of the Committee.” Due to public gathering restrictions and executive order in place because of COVID-19, the report could not be completed in April of 2020. The following document constitutes the annual report, which describes the activities undertaken by the committee and resulting actions during the calendar year from January 1 to December 31, 2019.

The SOC met eight (8) times in 2019, excluding the months of January, August, October, and December. A copy of the minutes for each meeting is attached as part of this Year End Report, in Appendix A.

2019 Goals

The primary goal for the SOC in 2019 was a continued effort to have the Town of Brighton recognized as a Climate Smart Community (CSC). The Town of Brighton officially became a certified Bronze Climate Smart Community in April of 2019. The CSC program is a network of New York communities engaged in reducing greenhouse gas emissions and improving climate resilience. Shortly after becoming a certified CSC, the SOC updated its primary goal in 2019 to working on vetting and formalizing a draft of the Climate Action Plan (CAP). A CAP describes the policies and measures that a local government will enact to reduce greenhouse gas emissions and increase the community's resilience to climate change. It identifies goals for planning projects, along with actions, funding, responsibilities, and schedules which can be used to implement these projects.

2019 Highlights

1) Bronze Certified Climate Smart Community

Description: The CSC program is a network of New York communities engaged in reducing greenhouse gas emissions and improving climate resilience. The Town followed the Climate Smart Communities Guide to Local Action developed by New York State, which is an outline of steps and activities known as Pledge Elements that Local Governments can use to help implement the CSC program.

Action: On April 18, 2019, the Town of Brighton, NY was recognized as a Bronze Certified Climate Smart Community. This was the culmination of years of hard work and cooperation by the SOC, members of the community, and Town Staff.

2) Climate Action Plan-Grant Award

Description: The Town's Climate Action Plan (CAP) seeks to develop a broad plan that identifies GHG and energy reduction goals for Town facilities and the community at large as well as provide specific recommendations and activities to achieve these goals. The plan will build upon the information gathered by a 2014 GHG inventory, examine past GHG inventories (2001 and 2007), and generally focus on activities that can achieve the greatest emission reductions in the most cost-effective manner. A draft CAP was written by interns and the SOC in 2018/2019.

Action: The Town of Brighton was selected to receive a Climate Smart Community grant in the amount of \$40,000 to fund the development of the Climate Action Plan. Once grant funds have been received, the SOC will finalize the request for proposals (RFP) to engage a professional consultant who will develop and implement a public participation plan for the CAP, confirm the information presented in the GHG inventory and draft CAP, prepare a final CAP, prepare the appropriate SEQRA documentation and present the final CAP to the Town Board for consideration.

3) Continued Energy Benchmarking

Description: Benchmarking is a policy that a local government adopts which requires the annual reporting of energy used in local government buildings. In 2017, the Town of Brighton passed the *Local Law for Energy Benchmarking for Municipal Buildings of the Town of Brighton*. This local law requires the Town of Brighton to annually report their energy use for covered municipal buildings, a practice known as benchmarking. The four major key elements to benchmarking are:

- Measuring a building's energy use.
- Comparing its use to the average for similar buildings and at similar points in time.
- Allows the Town to understand their buildings' relative energy performance.
- Helps identify opportunities to cut energy waste.

Action: The Town of Brighton continues to benchmark covered municipal buildings to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Town of Brighton.

4) Community Choice Aggregation

Description: Community Choice Aggregation (CCA) allows participating local governments to work together to procure energy supply service and distributed energy resources (DER) for eligible energy customers in the community. These customers will have the opportunity to opt out of the procurement while maintaining transmission and distribution service from the existing Distribution Utility. Citizens will have the opportunity to lower their overall energy costs, spur clean energy innovation and investment, improve customer choice and value, and to protect the environment.

Action: The Town of Brighton continued its work towards establishing a CCA* for Brighton residents throughout 2019. In August of 2019, Joule Asset was selected to serve as the program administrator for Monroe Community Power, the official name of the CCA which Brighton joined with other municipalities in 2018, with Roctricity serving as the local program manager.

**On October 16, 2020, the Town of Brighton announced the launch of a groundbreaking 100% renewable electricity program to benefit residential customers, small businesses, and the environment. Source Power Company was selected as the approved energy vendor for the Brighton CCA. Source Power Company, a NY based energy service company, will be providing 100% renewal electricity to the Town of Brighton at a fixed rate that is lower than the standard energy mix provided by RG&E for a 24-month period. The new supply rate will begin to be reflected on Brighton customer bills in January 2021. It is important to note that the pursuit of a 100% renewable CCA program is one of the recommendations outlined in the draft CAP.*

5) Continued Support for Carbon Fee and Dividend

Description: A carbon fee and dividend policy is a national, revenue-neutral carbon fee-and-dividend system (CF&D) which would place a predictable, steadily rising price on carbon, with all fees collected minus administrative costs returned to households as a monthly energy dividend.

Action: In 2019 the SOC was approached by representatives of the Citizen's Climate Lobby to request support for a carbon fee legislation called the Energy Innovation and Carbon Dividend Act (EICDA). After review of the draft legislation, the committee concluded that they could not endorse the EICDA legislation as drafted as it did not include a mechanism that would allow local governments to participate in the distribution of carbon dividends. However, the SOC did reiterate their continued support of a comprehensive climate change policy which might include a revenue neutral carbon fee and dividend, or a well-designed cap and trade or similar system, implemented in a manner that does not unfairly penalize local government by excluding them from carbon dividends or other features.

6) EPA Treasure Hunt

Description: An energy Treasure Hunt is a tool developed by the US EPA where teams are assembled to review energy data and building consumption to seek out energy efficiency upgrades. The Genesee/Finger Lakes Regional Planning Council (GFLRPC), the local CEC coordinator, has selected the Town of Brighton as one of the municipalities chosen to participate in a local treasure hunt developed by the NYSERDA Clean Energy Community program.

Action: The GFLRPC will perform an energy audit with Town staff, members of the SOC, and other interested stakeholders to determine where building efficiencies can be realized. Treasure Hunts focus

on no and low-cost energy savings opportunities. Due to COVID-19 restrictions, this energy audit has been put on hold.

7) Pedestrian Scramble Letter

Description: The SOC expressed concerns about the safety of pedestrians crossing the 12 Corners intersection in the Town of Brighton. Due to the complexity of the intersection, the Town continually seeks ideas to improve and prioritize pedestrians and bicycle safety without compromising the vehicular capacity of the intersection.

Action: The SOC drafted a letter to the NYS DOT and the Monroe County DOT, both of whom have operational jurisdiction of the intersection, requesting an evaluation which considered the use of a pedestrian scramble to improve the pedestrian and bicycle safety of the “12 Corners” intersection. Additionally, the committee requested an evaluation and implementation of conventional measures to enhance pedestrian safety such as changing timing signals, investigating adding left turn arrows, or adding no-left turns during certain times of the day.

8) Introduction of Focus Area Groups

Description: Focus area groups were introduced to the SOC in 2019. Focus area groups are smaller groups within the committee whose goal is to research potential topics that the committee at large can then consider for further evaluation.

Action: Members of the SOC have been assigned to various focus area groups which include the following topics:

- Communication
- New Technology/Software Research
- Organics
- Policy Code Changes
- Pollinator Gardens
- Town Energy Use
- Transportation and Electrification
- Water

Committee members:

Erinn Ryen, Chair
Shubhangi Gandhi, Vice Chair
Paul Tankel
Steve Kittelberger
Mitch Nellis
Brian Lynch
Nathaniel Gibbs
Ron Wexler
Robin Wilt, Town Board Liaison

APPENDIX A

MEETING MINUTES



Sustainability Oversight Committee

Secretary – Mike Guyon

Sustainability Oversight Committee **February 6, 2019**

Meeting Minutes

Attendance: Erinn Ryen, Shubhangi Gandhi, Mitch Nellis, Robin Wilt, Mike Guyon, Evert Garcia

Minutes: The approval of the December 2018 meeting minutes was deferred until the next meeting.

Announcements:

Old Business

- **Waste Management Presentation Follow-Up**
 - The SOC briefly reviewed the information provided by Waste Management at the December SOC meeting.
 - Mike indicated that Patrick has requested another meeting with Town staff. Town staff will update the SOC on the results of this meeting.
- **Pedestrian Scramble Letter-Update**
 - The NYS DOT indicated that they will conduct a review of the 12 corners intersection to determine if changes to the signal operation would be appropriate.
- **CSC Certification- Update**
 - Town staff has submitted the application to be considered a Climate Smart Community. Town staff will reach out to the NYS DEC for a status update and report back to the SOC at the next 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 is currently working on drafting a 2018 Annual Benchmarking report. Once the initial draft is complete, Town staff will forward the report to the committee for review and comment.
- **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 2018 Annual Report. Once the initial draft is complete, Town staff will forward to the committee for review and comment.

- **Farmer's Market-Update**
 - Construction on the barn has started. Completion on the renovations is anticipated in June of 2019. Town staff is currently working on site plans for Phase 2. Town staff met with the MCDOT to review a possible new entrance.
- **Climate Action Plan (CAP) RFP**
 - The State has reduced funding to the Town by \$240,000.00. As a result, the funding originally slated for the CAP RFP is not currently available. It is still anticipated that funding for this project will be secured this year.
- **SOC Membership Update**
 - Robin indicated that the two new members which have been appointed to the SOC are:
 - Brian Lynch
 - Nathaniel Gibbs
- **Development Update**
 - The latest development projects within the Town were briefly discussed.

New Business

Adjournment

Next Meeting:

- The next meeting will be March 6, 2019, at 7:00 PM.



Sustainability Oversight Committee

Secretary – Mike Guyon

Sustainability Oversight Committee **March 6, 2019**

Meeting Minutes

Attendance: Erinn Ryen, Shubhangi Gandhi, Steve Kittelberger, Paul Tanel, Nate Gibbs, Mitch Nellis, Robin Wilt, Mike Guyon, Evert Garcia

Minutes: The December 2018 and February 2018 meeting minutes were approved with no revisions.

Announcements:

- The SOC welcomed one of its newest members, Nathaniel Gibbs, to the committee. The SOC also welcomed, Brian Lynch, who unfortunately could not attend the meeting, as the second newest member to the committee.

Old Business

- **Climate Action Plan RFP Funding**
 - Funding originally slated for the CAP is not currently available due to the State's reduction in AIM funding. It is still anticipated that funding for this project will be secured later this year.
- **NYS DOT Scramble Letter Response**
 - The NYS DOT completed their review of the Twelve Corners traffic signal operation. Their review included a ten-year summary of bicycle and pedestrian crashes, an analysis of traffic volumes, and a review of the signal timings. Based on their study, the NYS DOT concluded that no additional adjustment is warranted on the intersection's various traffic signals.
 - The SOC indicated that they would like to send a follow-up letter requesting better crosswalk striping at the Twelve Corner intersection. Town staff will put together a draft for the SOC to review.
 - Robin inquired about the possibility of using Safe Routes funding for improvements at intersections such as the Twelve Corners. Town staff will investigate this matter and follow-up with the committee.
- **Benchmarking Report**
 - The benchmarking analysis determined that the total GHG emitted from covered municipal buildings in the Town of Brighton was **506.2 MTCO₂e** for the 2018 calendar year. This year's total GHG emissions represent a 2.6% increase from the **492.8 MTCO₂e** which was calculated 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 (MTCO ₂ e)	Percentage (%)
Operations	175.7	35
Town Hall	296.9	59
Parks & Recreation	33.6	6
Total:	506.2	100

- 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.
- **SOC GIS Projects**
 - Town staff introduced Brett Carlock, Brighton's new GIS Analyst, to the SOC. Town staff is looking for feedback from the SOC on potential applications of GIS mapping on SOC projects.
- **Composting Special District**
 - Erinn indicated that she will reach out to her neighbors to see if there is enough interest in her neighborhood to establish a pilot Composting District.
 - The SOC suggested that Color Brighton Green might be able to assist in this matter.
- **Development Update**
 - The latest development projects within the Town were briefly discussed.

New Business**Adjournment****Next Meeting:**

- The next meeting will be April 3, 2019, at 7:00 PM.



Sustainability Oversight Committee

Secretary – Mike Guyon

Sustainability Oversight Committee April 3, 2019

Meeting Minutes

Attendance: Erinn Ryen, Shubhangi Gandhi, Sherman Gittens, Nate Gibbs, Mitch Nellis, Brian Lynch, Robin Wilt, Mike Guyon, Evert Garcia

Minutes: The March 2019 minutes were approved with no revisions.

Announcements:

Old Business

○ **Rod Bailey-The Bipartisan Climate Solution**

- Rod Bailey and Rob Levine of the Citizen's Climate Lobby (CCL) provided a brief presentation on the recently introduced U.S. House of Representatives carbon fee legislation, the Energy Innovation and Carbon Dividend Act (EICDA).
- Rod and Rob would like the SOC to recommend to the Brighton Town Board that they should endorse the legislation. CCL's goal is to have U.S. Representative Joe Morelle join the caucus which supports this bill.
- The SOC deliberated on the proposed EICDA legislation subsequent to CCL's presentation. The SOC indicated that they continue to support an equitable carbon fee legislation concept but do not necessarily endorse the EICDA as currently drafted. Members of the committee indicated that they would want to see a carbon fee mechanism which includes local government participation and a revised distribution of the collected monies.
- Town staff will provide the Town Board's 2018 carbon fee support resolution to the SOC for review. This matter will be discussed further at the next meeting.

○ **Climate Action Plan RFP**

- The SOC briefly discussed the status of the CAP RFP funding. Funding originally slated for the CAP is not currently available due to the State's reduction in AIM funding.
- The committee briefly discussed how to proceed with the CAP if funding cannot be secured this year. Most of the committee indicated that the preference would be to have a consultant finalize the plan, as opposed to completing the plan internally. This matter will be discussed further at the next meeting.

- **NYS DOT Scramble Response Letter**
 - The SOC indicated that they would like to send a follow-up letter to the NYS DOT requesting better crosswalk striping at the Twelve Corner intersection along with various other intersections along Monroe Avenue. Town staff is working on drafting a letter to send to the NYS DOT in this regard.
- **CSC Certification-Update**
 - The SOC is invited to attend a press conference at the Town Hall on April 18th at 10:30 AM in which an announcement related to Climate Smart Community will occur. Town staff will send out more details to the committee via email.
- **Earth Day Event**
 - The SOC is invited to attend a tree planting event on April 27th for celebration of Arbor Day. Town staff will send out more details to the committee via email.
- **Annual Report**
 - Town staff has completed a draft annual report which concerns the activities and works of the committee for the previous year. The SOC will review and provide comments prior to submission of the report to the Town Board.
- **Development Update**
 - The latest development projects within the Town were briefly discussed.

New Business

Adjournment

Next Meeting:

- The next meeting will be May 1, 2019, at 7:00 PM.



Sustainability Oversight Committee

Secretary – Mike Guyon

Sustainability Oversight Committee **May 1, 2019**

Meeting Minutes

Attendance:

Shubhangi Gandhi, Paul Tankel, Nate Gibbs, Mitch Nellis, Steve Kittelberger, Robin Wilt, Mike Guyon, Brett Carlock, Karen Frutiger, Taylor Brown, Evert Garcia

Minutes:

The April 2019 minutes were approved with no revisions.

Announcements:

Old Business

- **CSC Certification Summary**
 - The SOC briefly discussed the recently announced Climate Smart Community Certification to the Town of Brighton. On April 18, 2019, the Town of Brighton, NY was recognized as a Bronze Certified Climate Smart Community. This was the culmination of years of hard work and cooperation by the SOC, members of the community, and Town Staff.
- **Carbon Fee and Dividend Legislation**
 - The SOC continued to discuss the request made by the Citizen's Climate Lobby (CCL) in April. The CCL would like for the SOC to recommend the endorsement of the proposed legislation to the Brighton Town Board. CCL's goal is to have U.S. Representative Joe Morelle join the caucus which supports this bill.
 - The SOC indicated that they continue to support an equitable carbon fee legislation concept but do not necessarily endorse the legislation as currently drafted. Members of the committee indicated that they would want to see a carbon fee mechanism which includes local government participation and a revised distribution of the collected monies.
 - Town staff will draft a letter to the Town board reiterating the SOC's support of an equitable carbon fee legislation concept and distribute to the SOC for review and comment.
- **CAP Funding-Update**
 - The SOC briefly discussed the status of the CAP RFP funding. Funding originally slated for the CAP is not currently available due to the State's reduction in AIM funding.
 - Town staff indicated that NYS recently announced the launch of the ninth round of the Regional Economic Development Council Competition through the State's Consolidated Funding Application (CFA). One of the programs available under the CFA is the Climate Smart Community (CSC) Grant

program. The CSC program is a 50/50 grant program which provides funding for municipalities to perform inventories, assessments, and planning projects that advance their ability to address climate change at the local level. Town staff is currently working on submitting a grant application to the CSC Program.

- **Annual Report**
 - Town staff has completed the annual report which concerns the activities and works of the committee for the previous year. The SOC has no further comments on the report and is OK to submit the report to the Town Board for official receiving and filing.
- **CIP Project Ideas**
 - The SOC briefly discussed project ideas to include in the upcoming Capital Improvement Plan (CIP) budget review process. The Town's CIP is a budgeting tool/request for capital projects that exceed \$20,000 in expenditures and are planned for completion over the next three years.
 - Many of the project ideas for the SOC's review of the CIP going forward will likely originate from the Town's Climate Action Plan. This matter will be discussed further at the next meeting. Town staff will distribute the Draft Climate Action Plan for the committee to review.
- **Clean Energy Communities Grant**
 - Town staff was recently made aware of a NYSERDA Clean Energy Communities program which provides grants, up to \$250,000 with no local match for municipalities which have completed at least four of the ten identified high action items.
 - Town staff will explore this opportunity and report back to the SOC with their findings. The SOC will submit their ideas for projects which might qualify for the NYSERDA grant opportunity.
- **Refuse District Discussion**
 - The SOC briefly discussed the process involved in petitioning for and establishing a Town refuse district. The SOC indicated that a refuse district is a more sustainable approach to refuse collection as the district would only have one waste hauler collecting refuse on collection day.
- **Development Update**
 - The latest development projects within the Town were briefly discussed.

New Business

Adjournment

Next Meeting:

- The next meeting will be June 5, 2019, at 7:00 PM.



Sustainability Oversight Committee

Secretary – Mike Guyon

Sustainability Oversight Committee **June 5, 2019**

Meeting Minutes

Attendance: Shubhangi Gandhi, Erinn Ryen, Brian Lynch, Paul Tanel, Nate Gibbs, Mitch Nellis, Steve Kittelberger, Robin Wilt, Mike Guyon, Evert Garcia

Minutes: The May 2019 minutes were approved with no revisions.

Announcements:

Old Business

- **Carbon Fee and Dividend TB Draft Letter**
 - The committee reviewed the draft letter to the Town Board reiterating the SOC's support of an equitable carbon fee legislation concept. Town staff will submit the letter to the Town Board for receiving and filing at the next Town Board meeting.
- **CAP Grant Funding-Update**
 - NYS recently announced the launch of the ninth round of the Regional Economic Development Council Competition through the State's Consolidated Funding Application (CFA). One of the programs available under the CFA is the Climate Smart Community (CSC) Grant program. The CSC program is a 50/50 grant program which provides funding for municipalities to perform inventories, assessments, and planning projects that advance their ability to address climate change at the local level. Town staff is currently working on submitting a grant application to the CSC Program to help finalize the draft Climate Action Plan.
- **CIP Project Ideas**
 - The SOC briefly discussed project ideas to include in the upcoming Capital Improvement Plan (CIP) budget review process. The Town's CIP is a budgeting tool/request for capital projects that exceed \$20,000 in expenditures and are planned for completion over the next three years.
 - The SOC is also interested in submitting a review letter to the Town Board with regards to the 2020 Town Budget for items that do not meet the CIP threshold. Town staff will generate a shared word processing document so that the committee may collaborate on a draft letter.
- **CCA Update**
 - Robin provided a brief update on the CCA Administrator selection process. The CCA selection committee interviewed the two consultants who responded to the RFQ in the end of May. The municipalities hope to make a CCA Administrator selection soon.

- **Clean Energy Communities Grant**
 - NYSERDA staff indicated that the recent Clean Energy Community grant program announcement was made in error. The Clean Energy Community program is currently out of funding.
- **Development Update**
 - The latest development projects within the Town were briefly discussed.

New Business

Adjournment

Next Meeting:

- The next meeting will be July 17, 2019, at 7:00 PM.



Sustainability Oversight Committee

Secretary – Mike Guyon

Sustainability Oversight Committee **July 17, 2019**

Meeting Minutes

Attendance: Shubhangi Gandhi, Erinn Ryen, Brian Lynch, Paul Tanel, Nate Gibbs, Mitch Nellis, Steve Kittelberger, Robin Wilt, Mike Guyon, Evert Garcia

Minutes: The June 2019 meeting minutes were approved with no revisions.

Announcements:

Old Business

- **CIP Discussions**
 - The SOC briefly discussed the proposed comments on the Town's 2020 Capital Improvement plan. The committee indicated that many of last year's comments are still applicable for the 2020 CIP.
 - Erinn indicated that payback periods came up in her meeting with the Town Supervisor. It would be helpful if the SOC was able to determine the payback period for some of the proposed sustainable purchases as part of the CIP review.
 - Town staff will incorporate all the comments provided by the SOC into a CIP review letter.
 - Robin invited members of the SOC to participate in the Budget Review Task Force's review of the SOC CIP comments. Erinn and Nate indicated that they will attend the meeting.
- **Regular Budget Discussion**
 - The SOC is interested in submitting a review letter to the Town Board with regards to the Town Budget for items that do not meet the CIP threshold. Town staff has generated a shared document for the committee to brainstorm on this topic. Further discussion on this topic will occur at a subsequent SOC meeting.
- **Supervisor Meeting Update**
 - Erinn provided a summary of her meeting with the Town Supervisor. Some of the items discussed included:
 - The Supervisor thanked the SOC for continuously researching into emerging green technologies.
 - Corporate sponsored re-usable grocery bags might be a good way to spread the message on the upcoming NYS plastic bag ban.
 - The possibility of including a composting pilot in the upcoming refuse contract renewal was discussed.
 - The development of sub-committees to address various topics was discussed.

- **CCA Update**
 - Robin provided a brief update on the CCA Administrator selection process. Irondequoit and Brighton selected the same consultant for the role of the CCA Administrator. The Town and Village of Pittsford both selected the second consultant under consideration for the role of the CCA Administrator. The four municipalities continue to discuss the CCA Administrator selection process and hope to make a final decision soon.
- **Development Update**
 - The latest development projects within the Town were briefly discussed.

New Business

Adjournment

Next Meeting:

- The next meeting will be September 4, 2019, at 7:00 PM.



Sustainability Oversight Committee

Secretary – Mike Guyon

Brighton

Sustainability Oversight Committee **September 4, 2019**

Meeting Minutes

Attendance: Shubhangi Gandhi, Erinn Ryen, Ron Wexler, Brian Lynch, Paul Tankel, Nate Gibbs, Mitch Nellis, Robin Wilt, Mike Guyon, Evert Garcia

Minutes: The July 2019 meeting minutes were approved with no revisions.

Announcements:

Old Business

- **CIP Discussion- Debriefing on SOC Meeting with Budget Task Force**
 - Nate and Erinn provided a brief update on their meeting with the Town Budget Review Task Force. Nate and Erinn indicated that the Town Board is appreciative of the effort dedicated by the SOC to provide CIP review comments every year.
 - One CIP review comment which resonated with the Budget Task force is the recommendation to review peak energy use at the Town Hall complex and look for opportunities to reduce energy demand charges.
- **Climate Leadership and Community Protection Act**
 - The Climate Leadership and Community Protection Act (CCPA) is a recently enacted NYS legislation which aims to adopt measures to put the state on a path to reduce statewide greenhouse gas emissions by eighty-five percent by two thousand fifty and net zero emissions in all sectors of the economy.
 - The committee discussed becoming familiar with the CCPA in order to align projects and committee goals to be consistent with this legislation. In addition, the committee would like to better understand some of the mandates included in the CCPA and how the Town can meet the requirements of the legislation at a local level.
- **CCA Update**
 - Robin provided a brief on the status of the CCA. The coalition of Monroe County municipalities which includes the Towns of Irondequoit, Pittsford and Brighton, as well as the Village of Pittsford, have selected Joule Assets to serve as program administrator for Community Choice Aggregation. Joule maintains an operating agreement with locally based Roctricity.
 - Joule will next work on behalf of the municipalities to solicit bids for a fixed-rate clean electricity supply, using the leverage of over 50,000 ratepayers to ideally procure a lower cost and generate a demand for green energy. Ratepayers in these communities will remain RG&E customers, as this program only impacts where electricity is sourced.

- **Development Update**
 - Updates to development projects within the Town were briefly discussed.
- **Focus Area Groups-Introduction**
 - Focus area groups were introduced to the committee. The goal of this exercise is to develop focus areas for SOC members to spend time conducting research and then come back to the committee at large meetings to report on progress.
 - Members for each focus area group were selected during the meeting. The leader for each subgroup is designated to organize the meetings.
 - Town staff will setup an online repository for each subgroup to upload and share documents related to their findings.

New Business

Adjournment

Next Meeting:

- The next meeting will be November 6, 2019, at 7:00 PM.



Sustainability Oversight Committee

Secretary – Mike Guyon

Brighton

Sustainability Oversight Committee November 6, 2019

Meeting Minutes

Attendance: Shubhangi Gandhi, Erinn Ryen, Paul Tankel, Nate Gibbs, Robin Wilt, Steve Kittelberger, Mike Guyon, Evert Garcia

Minutes: The September 2019 meeting minutes were approved with no revisions.

Announcements:

- **Open Forum**
 - Paul provided a brief update on the status of the creation of a refuse district for his neighborhood. Paul has obtained 24 signatures for the district and is hoping to ultimately get 28.
 - The committee briefly discussed the change in County Executive and how the new executive's initiative might impact local governments.
 - Town staff indicated that CDBG funds for the French Road and the Edgewood sidewalk projects have been secured.

Old Business

- **CCA/CDG Update-Margy Peet**
 - Margy Peet with Roctricity gave a presentation to the SOC on the status of the CCA. The coalition of Monroe County municipalities which includes the Towns of Irondequoit, Pittsford and Brighton, as well as the Village of Pittsford, have selected Joule Assets to serve as program administrator for Community Choice Aggregation. Joule maintains an operating agreement with locally based Roctricity.
 - Margy explained that CCA is a program authorized by the PSC in April of 2016. It allows municipalities to aggregate energy demand and negotiate bulk purchase.
 - Customers are enrolled on an opt-out basis.
 - The name of the aggregation group will be Monroe Community Power. Monroe Community Power will be soliciting bids for 100% renewable electric supply.
 - Additionally, Margy presented some information on Community Solar. Community Solar is a solar power plant or farm serving many customers and located in the same utility as the customers. It provides subscribed customers monetary benefits in the form of credits on their electric bills.
 - Margy indicated that she anticipates the Monroe Community Power CCA to be implemented by Spring of 2020.

- **EPA Treasure Hunt Program**
 - The Treasure Hunt is a tool developed by the US EPA where teams are assembled to review energy data and building consumption to seek out energy efficiency upgrades. The Genesee/Finger Lakes Regional Planning Council (GFLRPC) has offered the Town of Brighton the ability to participate in this program.
 - The GFLRPC will perform an energy audit with Town staff and other interested stakeholders to determine where building efficiencies can be realized. Treasure Hunts focus on no and low-cost energy savings opportunities.
 - Town staff is seeking for members of the SOC who might be interested in participating in the Treasure Hunt. Town Staff will send out an email to members of the SOC when more information about the event is available.
- **Climate Leadership and Community Protection Act**
 - The Climate Leadership and Community Protection Act (CLCPA) is a recently enacted NYS legislation which aims to adopt measures to put the state on a path to reduce statewide greenhouse gas emissions by eighty-five percent by two thousand fifty and net zero emissions in all sectors of the economy.
 - The committee discussed becoming familiar with the CLCPA in order to align projects and committee goals to be consistent with this legislation. In addition, the committee would like to better understand some of the mandates included in the CLCPA and how the Town can meet the requirements of the legislation at a local level.
 - Paul indicated that SUNY has developed a Clean Energy Roadmap which was developed in partnership with NYS agencies to accelerate progress toward Governor Cuomo's goals. Paul will provide a link to this document after the meeting.
- **Grant Update**
 - The Climate Action Plan (CAP) is currently not funded in the 2020 budget. Funding for the CAP may become available if the grant application submitted by Town staff is award to Brighton. This matter will be discussed further at the next meeting.
- **Focus Area Groups-Policy and Code Changes**
 - Tree Plantings in Tree Lawns
 - Mitch uploaded various documents to the committee folder which outline the benefits of planting trees in urban locations.
 - Mitch has started a pilot project which consists of planting trees in the tree lawn on Edgemoor Road.
 - Mitch has identified a grant opportunity from the NYS DEC which aims to provide funding for municipalities to maintain their urban forest. Town staff will investigate this matter further.
 - Zoning Changes Incorporating Sustainable Planning Principles
 - Paul inquired about the status of updating the Town's zoning code to better incorporate sustainable planning principles.
 - Town staff indicated that the Envision Brighton Comprehensive Plan will provide for opportunities to amend and update the Town's comprehensive development regulations (zoning).
 - This matter will be discussed further at a subsequent committee meeting.

- **Focus Area Groups-Organics Management**
 - Erinn presented the committee with a draft questionnaire/survey that she would like to distribute to a small group of residents in order to gauge their interest in composting services.
 - The questionnaire has been uploaded to the committee folder and is available for review and comment.
 - Town staff will investigate code requirements for food waste storage and get back to the committee.
- **Development Update**
 - Updates to development projects within the Town were briefly discussed.

New Business

Adjournment

Next Meeting:

- The next meeting will be January 15, 2020, at 7:00 PM.