



# *Town of Brighton*

MONROE COUNTY, NEW YORK

DEPARTMENT OF PUBLIC WORKS

2300 ELMWOOD AVENUE ★ ROCHESTER, NEW YORK 14618 ★ PHONE (585)784-5250 ★ FAX (585)784-5368

## ***Sustainability Oversight Committee July 28, 2010***

### ***Final Meeting Minutes***

I. **Attendance:** The meeting was held in the Stage Conference Room 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 Kittelberger	present
Erinn Ryen	present
Peter Debraal	absent
Paul Gardner	absent
Ronald Wexler	present

II. **Minutes:** The draft June 16<sup>th</sup> meeting minutes were approved without modification

III. **Open Forum:** No comments

IV. **Old Business:**

#### **1. Website & Description of SOC**

- The committee discussed the description of the SOC which is located on the Town of Brighton website and felt it should be reviewed. Erinn R. will draft a revised description of the SOC for the website. Paul T. suggested that the language contained in the 5-24-10 SOC meeting minutes provides a basis for the revised description.
- It was suggested that public comments regarding sustainable issues could be submitted via the website. Mike G. could tabulate these issues and they could be reviewed at each SOC meeting. Mike G. will pursue the ability to directly post information on the website.

#### **2. Project Protocol**

- Karen B. with input from the SOC developed a letter requesting that the U of R develop strategies to reduce the traffic along the three prime east-west roads in

the Town of Brighton. The SOC discussed how to introduce this and future initiatives to the Town while considering other Town priorities and available resources. Karen B. volunteered to contact the Supervisor via email and request direction in this regard.

- The SOC developed a list of several initiatives to pursue. These initiatives are:
  1. Transportation Alternatives
  2. Best Management Practices for Town Staff- The SOC reviewed and discussed the Best Management practices that were develop and tabulated since the June meeting. Mike G. will clean up the list, identify which items are currently being implemented by the Town and email a copy of the revised list to the SOC members. The SOC members will expand this list for the August meeting. Items regarding water conservation such as collecting Town runoff for use as irrigation should be included on the Best Management Practices list
  3. Develop a mechanism to support green technologies – This initiative should consider all lighting needs including street lights.
  4. Prepare guidelines for new development – Paul T. will provide a copy of the checklists for LEED ND (neighborhood development) and the LEED NC (new construction) for consideration.

General Discussion regarding the SOC initiatives:

A member of the SOC should be considered for the Comprehensive Plan Committee to introduce these initiatives and incorporate a discussion of these initiatives into the Plan where appropriate.

The SOC should work cooperatively with Color Brighton Green to communicate these initiatives and educate the public regarding sustainable issues.

Steve K. suggested that the Highway Department investigate methods to improve the efficient use of Town vehicles particularly large construction vehicles.

The list of initiatives could be used to, gauge the SOC's progress, demonstrate its accomplishments and develop the annual report.

### **3. Capital Improvement Plan**

- Mike G. spoke with Paula Parker who indicated that the CIP has been prepared but has not been reviewed by the supervisor. The CIP could be made available once the Supervisor's review is complete. Hopefully the CIP will be available at the August SOC meeting. Paula P. indicated that modifications resulting in higher costs to the CIP would be difficult to accommodate but suggestions reducing the cost of the CIP would be welcomed.

#### **4. Highway Garage Stormwater Improvements**

- Mike G. did not locate information regarding the construction of a stormwater management facility to collect the run-off from the road salt facility. However, MG presented plans showing several stormwater management facilities that were designed to collect and treat stormwater runoff from the parking lot and building roof. A brief discussion of these facilities ensued.

#### **V. New Business**

The SOC committee would like to reach out to the School District to discuss potential green technologies and to foster a cooperative relationship where green ideas can be discussed and shared. Karen will contact the Supervisor in this regard. Upon authorization from the Supervisor the SOC will prepare a letter to the Brighton High School reaching out to discuss potential green technologies and to foster a cooperative relationship where green ideas can be discussed and shared.

Steve K. suggested that the SOC should contact the fire districts to foster a similar relationship.

Steve K. offered a tour of the recycling center on Lee Road at a date and time to be announced.

The SOC developed the following meeting schedule:

- September 29, 2010, 7:00 pm to 8:30 pm in the Stage Conference Room
- October 27, 2010, 7:00 pm to 8:30 pm in the Stage Conference Room
- December 1, 2010, 7:00 pm to 8:30 pm in the Stage Conference Room

#### **VI. Action Items:**

- K.B. will email Supervisor Frankel regarding the process to introduce SOC initiatives to the Town. This email will also discuss the SOC's desire to contact the School District
- M.G. to contact Doug Clapp regarding the ability to post information directly to the website.
- Mike G. will clean up the Best Practices list, identify which items are currently being implemented by the Town and email a copy of the revised list to the SOC members.
- Erinn R. will draft a revised description of the SOC for the website.

- Paul T. will provide a copy of the checklists for LEED ND (neighborhood development) and the LEED NC for consideration.
- Steve K. to provide a date and time regarding a tour of the recycling center on Lee Road.
- Committee members should review the best management practices and email additional issues to Mike Guyon who will categorize and tally these ideas.

**VII. Adjournment**

Meeting was adjourned at 8:30 PM. Next meeting will be held on August 25, 2010 at 7:00 PM in the downstairs meeting room at the Town Hall.

Minutes submitted by: Michael E.Guyon