

TOWN OF READING BOARD MEETING
May 8, 2019

PRESENT: Supervisor Conklin, Councilperson Gill, Councilperson Miller, Councilperson Stamp, Councilperson Everett, Clerk A. Conklin.

ABSENT: Superintendent Rockwell

The meeting was called to order at 7:30p.m. with the reciting of the Pledge of Allegiance.

VISITOR'S COMMENTS:

Amanda Rodriguez from SCOPED was here to let the Town Board know that SCOPED is available for 17 hours of non-charged services

Mark Rondinaro, Schuyler County Legislature reported on sales tax. For the month of March sales tax was down \$8,724.85 from last year. Quarter 1 is up \$695.48 which is up 0.03% from last year. The first payment in April was \$50,872.20 which is 8.78% up from last year. Total for the year is up 1.88% in the amount of \$51,567.68,

Clerk Conklin read the April 2019 minutes.

RESOLUTION #30: Councilperson Miller made a motion to accept the minutes as read.
Seconded by Councilperson Stamp

AYES:	Councilperson Gill Councilperson Miller Councilperson Stamp Supervisor Conklin	NAYS: none
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ABSTAIN: Councilperson Everett

COMMITTEE REPORTS:

PLANNING: - C. Hendrickson made sure the Board members had a copy of the subdivision proposed law. Board members will read for discussion at the next Town Board meeting. Chad also stated at the last planning board meeting they discussed the new application and checklist the Planning Board is working on.

HIGHWAY: Superintendent Rockwell's report was read by Councilperson Gill.

LANDFILL: No Report

YOUTH: Councilperson Stamp stated she spoke with Sam Dixon and he will not be hosting the Summer Rec program this year at Paradise Park.

CLERK: : Clerk Conklin read her report.

Clerk Conklin asked the Board for the approval to attend a two-day class for new Court Clerks to be held in July. There is no cost for the class, but there will be a cost for lodging, transportation, and meals.

RESOLUTION #31: Councilperson Miller made a motion allow Clerk Conklin to attend the New Court Clerk’s class in July. Seconded by Councilperson Gill

AYES:	Councilperson Gill	NAYS: none
	Councilperson Miller	
	Councilperson Stam	
	Councilperson Everett	
	Supervisor Conklin	

NEW BUSINESS: Chris Skawski from Cornell Cooperative Extension, Clean Energy Communities Program was here to discuss his clean energy program. There was much discussion between Chris and board members.

RESOLUTION 32: Councilperson Miller made a motion to accept the Emergency Benchmark Program. Seconded by Councilperson Gill.

ESTABLISHING ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS

WHEREAS, buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use; and

WHEREAS, collecting, reporting, and sharing building energy data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide, and equipped with this information the Town of Reading is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement; and

WHEREAS, the Town Board desires to use Building Energy Benchmarking - a process of measuring a building’s energy use, tracking that use over time, and comparing performance to similar 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 Reading; and

WHEREAS, the Town Board desires to establish procedure or guideline for Town of Reading staff to conduct such Building Energy Benchmarking; and

NOW THEREFORE, IT IS HEREBY RESOLVED AND DETERMINED, that the following specific policies and procedures are hereby adopted;

BUILDING ENERGY BENCHMARKING POLICY/PROCEDURES

§1. DEFINITIONS

(A) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) “Commissioner” shall mean the head of the Department.

(4) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the Town of Reading that is 1,000 square feet or larger in size.

(5) “Department” shall mean the Town Board.

(6) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§2. APPLICABILITY

(1) This policy is applicable to all Covered Municipal Buildings as defined in Section 2 of this policy.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§3. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than December 1, 2019, and no later than December 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§4. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than February 1, 2020 and by February 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Policy; and

(ii) The building address, primary use type, and gross floor area; and

(iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and

(iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Policy) across calendar years for all years since annual reporting under this Policy has been required for said building.

§5. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§6. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Policy.

(2) The Chief Enforcement Officer of this Policy may promulgate regulations necessary for the administration of the requirements of this Policy.

(3) Within thirty days after each anniversary date of the effective date of this Policy, the Chief Enforcement Officer shall submit a report to the Town Board including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Policy.

§7. EFFECTIVE DATE

This policy shall be effective immediately upon passage.

§8. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

<p>AYES:</p>	<p>Councilperson Gill Councilperson Miller Councilperson Stamp Supervisor Conklin</p>	<p>NAYS: none</p>
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The Board decided to send the Solar Permit Application to the Planning Board for their input.

Supervisor Conklin discussed the proposal from Governor Cuomo regarding paper bags. At the Council of Governments meeting the consensus was to not charge for paper bags in Schuyler County.

Supervisor Conklin also presented information regarding the Summer Recreation Program in Watkins Glen. Mayor Leszyk has proposed to start the program up next year after a 2 year hiatus. He would like financial support from the towns. Board members discussed this. They

will continue working with Dundee for Reading residents in Dundee school district for their program. They would like more information from Mayor Leszyk.

RESOLUTION # 33: Councilperson Miller made a motion to appoint Terri Alger as Town Clerk to replace Alice Conklin for the remainder of her term beginning June 1, 2019 until December 31, 2019. Seconded by Councilperson Everett.

AYES: Councilperson Gill
Councilperson Miller
Councilperson Stamp
Councilperson-Everett
Supervisor Conklin

NAYS: none

RESOLUTION # 34: Councilperson Miller made a motion to appoint Alice Conklin as Deputy Clerk to replace Terri Alger for the remainder of her term beginning June 1, 2019 until December 31, 2019. Seconded by Councilperson Gill.

AYES: Councilperson Gill
Councilperson Miller
Councilperson Stamp
Councilperson Everett
Supervisor Conklin

NAYS: none

RESOLUTION # 35: Councilperson Stamp made a motion to pay Abstract # 005 as follows; seconded by Councilperson Everett

General Town wide	\$	33,781.76
Town Outside Village	\$	62.10
Highway Town wide	\$	4,552.17
Highway Outside Village	\$	20,547.34
Sewer	\$	87.35
Water District	\$.....	468.00
Total:		\$59,498.72

AYES: Councilperson Gill
Councilperson Miller
Councilperson Stamp
Councilperson-Everett
Supervisor Conklin

NAYS: none

RESOLUTION # 36: Councilperson Gill made a motion to go into Executive Session at 8:35 PM.to discussion relating to proposed litigation. . Seconded by Councilperson Miller .l

AYES:	Councilperson Gill	NAYS: none
	Councilperson Miller	
	Councilperson Stamp	
	Councilperson-Everett	
	Supervisor Conklin	

RESOLUTION # 37: Councilperson Everett made a motion to exit Executive Session at 8:50 PM

RESOLUTION # 38: Councilperson Everett made a motion to adjourn regular meeting at 8:55 PM Seconded by Councilperson Stamp.