

**Southampton Village Clean Water Committee
Village Hall Board Room
23 Main Street
Southampton, NY
January 7, 2020
5:00pm**

MINUTES

The Clean Water Committee (CWC) meeting was held on January 7, 2020, at Village Hall Boardroom, 23 Main Street, Southampton, NY, 5:00 PM. Present were Marc Chiffert, John Halsey, Gary Goleski, Alexandra Halsey-Storch and Kimberly Allan (by phone). CWC members: Rob Coburn, Daniela Kronemeyer, Tom Louthan, Tony Piazza, Pete Topping.

1. Alexandra Halsey-Storch, Assistant Village Attorney, overview of Village committee member conflict of interest standards. Chapter 7 of the Village Code book covers ethics; Article II provides code of conduct rules, focusing on not using a Village position for personal or private gain, and prohibiting interests in contracts. The primary goals of the guidelines are to ensure that committee/board members are not employees of the Village, that they disclose any familial or business relationship with any official or employee of the Village, and that they seek to avoid but also disclose any conflict between the work of the committee and any personal interest held by them or a family member.
 - Gary Goleski mentioned that the Village has an ethics handbook and acknowledgement for Village employees; Alexandra Halsey-Storch agreed to find this and disseminate it to members of the committee.
 - Rob Coburn raised the question of whether to list specific vendors/contractors when recommending to the Board of Trustees what information to publish for use by residents, and Tony Piazza mentioned his related concern about working with or implicitly promoting for-profit businesses. It was agreed that (a) it might be best to use links to existing vendor resources, such as Suffolk County's "Reclaim our Water" program, rather than creating our own, and (b) any content proposed by the committee to be published, say, on the Village website would be reviewed by the Board of Trustees and would request appropriate changes if they felt they were necessary.

- Tom Louthan raised the related question about inviting commercial representatives to participate in educational forums; Trustee Kimberly Allan noted that the Town of Southampton allows commercial representatives to present and speak on their area of expertise; she said that the Board of Trustees would need to approve any forum recommended by CWC.
 - Generally, the CWC on a case-by-case basis should not promote a for-profit business. It should promote information, not a business.
 - Regarding use of personal email accounts by CWC members, it may be preferable for CWC members to receive a Village email address. This would prevent personal emails being subject to Freedom of Information Act requests. The CWC will follow up with the Village Administrator on the availability of Village email addresses for CWC members.
2. Review December 3, 2019 CWC minutes. The minutes from the December 3, 2019 CWC meeting were accepted.
 3. CWC role, coordinating attendance at Village meetings. The CWC Mission Statement was revised after comments and suggestions were received from Alexandra Halsey-Storch.
 - The revised Mission statement removed goals previously included and added in the foundational parameters of the CWC created by the Trustees when authorized. Rob Coburn will work with Alexandra Halsey-Storch to revise the goals as a separate document and submit them at the next CWC meeting.
 - Tom Louthan made a motion to adopt the CWC Mission Statement as revised, which was seconded by Daniela Kronemeyer, and approved by a vote: YEAs:5/NAYs:0.
 - The practice with previously existing advisory committees is to allow non-resident members, provided that a majority of voting members reside in the Village. The CWC asked Alexandra Halsey-Storch to confirm with the Board of Trustees.
 - The committee is still awaiting the appointment of a Chair by the Mayor and Board of Trustees. The CWC discussed appointment of an Acting Chair. Tom Louthan was suggested and was willing to serve but noted that he will be absent for a period of 2-3 meetings starting shortly, and so suggested creating the position of an Acting Vice Chair who could run meetings in his physical absence. Tony Piazza suggested that Rob Coburn was suited to serving as Acting Vice Chair. Rob Coburn made a motion to appoint Tom Louthan as Acting Chair and himself as Acting Vice Chair, which was seconded by Daniela Kronemeyer and approved by a vote: YEAs:5/NAYs:0. The Trustees may consider having Tom Louthan and Rob Coburn as co-chairs of the Committee.

- The CWC will also request the Board of Trustees to include on the agenda for the January 9, 2020 meeting a resolution to include John Halsey for membership on the CWC.
 - Rob Coburn then raised the issue of the need to acknowledge and provide for expenses related to water quality in the Village budget. The budgeting process will begin formally in late January and conclude in March 2020. The focus of concern was not the regular budgeting for public works activities, some of which include projects related to water quality, nor the larger capital projects related to water quality. Rather, the issue was how to prepare for the testing/engineering and related upfront or piloting costs for what is likely to be a higher volume of unforeseen engineering projects.
 - Rob Coburn suggested that \$50,000 should be set aside in the upcoming annual budget as a reserve for upfront/administrative costs related to water quality projects. Gary Goleski stated that the Board of Trustees have always relied on capital reserves and general Board of Trustees Special Projects funds for unexpected project expenses.
 - Water quality had an urgency and dynamic that might benefit from more specific and visible budgeting. Trustee Allan agreed that this was the right direction and also asked about a similar need for feasibility costs related to a sewer district. Marc Chiffert agreed that there would be a need to cover certain exploratory costs. The CWC should provide input on budget items for general water quality and sewer district to Gary Goleski and Trustee Allan prior to January 20th.
4. Educational forum on upgrading wastewater treatment systems. Village homeowners would benefit from an educational program to learn about the Reclaim Our Water septic improvement program grants and loans. Daniela Kronemeyer made a presentation about a concept for an educational forum that the CWC could help create.
- The first panel discussion would involve Mayor Warren, Trustee Allan, Town Trustee Welker, Dr. Chris Gobler and a representative from Suffolk County's "Reclaim Our Water" program to provide helpful background on the challenges. A second panel discussion featuring environmental service providers could then educate homeowners on the options and resources available to them.
 - There was unanimous support for the concept of an educational forum. Tony Piazza raised the issue of cost and indicated that the Lake Agawam Conservancy might be able to help underwrite costs, as public education was an important part of their mission. Tony Piazza is the CWC liaison with the Lake Agawam Conservancy and could contact them about participating in a forum.

- John Halsey, President of the Peconic Land Trust, indicated that the Trust may also be a candidate for sponsoring or co-sponsoring such educational programs.
 - Gary Goleski said that any costs from the Southampton Arts Center could be covered by an existing agreement with the Center for Village services. The Board of Trustees could also be approached to cover \$1,000 to \$2,000 in costs.
 - Tom Louthan said that an initial concept should be presented to the Board of Trustees for their input before more detailed work was done. The CWC prepared a draft communication to the Board of Trustees with a proposal. Following a discussion, a motion was made by Rob Coburn to send a communication to the Board of Trustees on January 8, 2020, seconded by Tony Piazza, and approved by a vote: YEAs:5/NAYs:0.
5. The meeting was adjourned at 6:15 PM. The next CWC meeting will be held on Tuesday, February 4, 2020 at Village Hall, 23 Main Street, Southampton, NY.