

December 1, 2015

Daniel Sturm, Supervisor
Town of Bethel
PO Box 300
3454 SR 55
White Lake, New York 12786

Dear Supervisor Sturm:

Sullivan Alliance for Sustainable Development ("SASD") is pleased to have been able to provide advice and support to the Bethel Green Committee as your Climate Smart Community (CSC) coordinator in 2015. We hope this support has been of value in helping the Town of Bethel fulfill its objectives regarding the Climate Smart Communities Pledge, which Bethel adopted in November 2013.

At the request of Committee co-chair Karen London, we have drafted a renewed agreement for 2016, containing the same terms and conditions:

1. The Town agrees to retain SASD as its consultant and CSC Coordinator for the one-year period commencing January 1, 2016 and for an annual fee of \$3000.00 to be paid in quarterly installments.
2. SASD agrees to commit not less than 72 hours to the Town over the course of the year to advance the Town's efforts to achieve CSC certification and otherwise implement its CSC Pledge. Such time commitment will be allocated as needed; for example, multiple days may be spent within a single month to complete a particular project, such as preparing or reviewing responses to a RFP or developing a Town-specific Climate Action Plan. SASD agrees to provide the Town with a brief description, on or before the 15th day of each month, on its efforts and the number of hours committed pursuant to this agreement for the preceding month.
3. In coordination with the Town Supervisor or Green Committee, SASD will:
 - Analyze and interpret energy use data to help the Town set goals for GHG reduction and energy savings.
 - Based on energy use data and other relevant information, help the Green Committee develop a list of projects in appropriate sequence, calculate the GHG and energy cost savings potential of each project, and propose a reasonable timeframe for completion.
 - Develop RFPs and other mechanisms for initiating renewable energy and energy efficiency projects.
 - Review contractors' proposals and help the Green Committee make recommendations for best value.
 - Identify NYSERDA incentives for municipal projects, and identify opportunities to apply for funding to support innovative projects.

- Help the Green Committee develop goals relating to transportation, materials management and land and water use, public health and emergency management and prepare a Town Climate Action Plan.
 - Explore possible shared projects and develop and coordinate shared initiatives with other Sullivan County towns and villages to reduce costs and increase efficiency.
 - Provide informational presentations or workshops to promote CSC initiatives in the community.
 - Help the Green Committee document cost savings, GHG reduction, improved efficiency, safety and comfort in town owned buildings and the extent of community support and participation, and report on its progress to the CSC Program pursuant to certification.
4. The Town agrees to re-appoint a Green Committee for the calendar year 2016 to address the commitments of the CSC Pledge and work closely with SASD pursuant to this agreement. Notwithstanding the foregoing, SASD acknowledges that initiatives recommended by SASD and the Green Committee must be approved by the Town Supervisor or the Town Board, as appropriate.
 5. SASD confirms that it has been duly authorized to enter into this agreement by its Board of Directors and to satisfy its terms and conditions. The Town Supervisor confirms that he has full authority to enter into this agreement to retain SASD as a consultant to the Town and on the terms and conditions hereof.

SASD looks forward to a productive year serving as the Town's CSC Coordinator. If the terms and conditions expressed above are acceptable to you, kindly execute two counterparts of this agreement and return one to my attention.

Sincerely,

Sullivan Alliance for Sustainable Development

By: Carol Roig

Title: Carol Roig, Co-Executive Director

Agreed and accepted this 7th day of January, 2016
~~December, 2015~~

Town of Bethel

By: [Signature]

Title: Daniel Sturm, Supervisor