

NYS BOARD ON ELECTRIC GENERATION SITING AND THE ENVIRONMENT

STATE OF NEW YORK DEPARTMENT OF PUBLIC SERVICE
Three Empire State Plaza, Albany, NY 12223-1350
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October 17, 2012

Mr. John S. Harris, Esq.
Harris Beach PLLC
677 Broadway, Suite 1101
Albany, NY 12207

Re: Case 12-F-0410 - Application of Cape Vincent Wind Power, LLC for a Certificate of Environmental Compatibility and Public Need to Construct an Approximately 200-285 Megawatt Wind Electric Generating Facility in the Town of Cape Vincent, New York.

Dear Mr. Harris:

This letter is to inform you that the Staff of the New York State Department of Public Service (DPS) has reviewed the proposed Public Involvement Program plan for the Cape Vincent Wind Farm received from Cape Vincent Wind Power, LLC (Applicant) on September 17, 2012, and finds it to be inadequate. The plan does not adequately address many measures appropriate to a robust Public Involvement Program and relies primarily on outreach efforts relative to two separate previously proposed wind projects, the Cape Vincent Wind Farm and the St. Lawrence Wind Farm. Those projects were proposed by two different applicants under the formerly applicable local laws of the Town of Cape Vincent, and reviewed to some degree of completion under the State Environmental Quality Review Act ("SEQRA"), rather than the currently proposed project to be reviewed in the substantially different Public Service Law Article 10 process. The proposal concentrates to a large extent on those past outreach efforts, in the past 2 to 7 years, rather than demonstrating how the applicant will elicit input from stakeholders for development of the revised, consolidated project.

In an effort to guide and assist you in preparing an adequate Public Involvement Program plan, DPS has prepared some specific recommendations, including recommendations that we believe address the relevant requirements in the new regulations. In addition, a list of federal, state and local agencies is provided for outreach consideration when developing the Public Involvement Program plan. DPS believes that the application process will be best streamlined if the Applicant develops a Public Involvement Program plan that includes outreach to affected agencies and other stakeholders early in the process to effectively obtain preliminary input that will guide development of the scope of studies for the application. Finally, an example of a public involvement program plan for outreach to a local municipality is attached

In addition to the recommendations listed in Attachment 1, Staff provides the following recommendations specific to the filed Public Involvement Program (“PIP”) plan:

1. The proposed outreach meetings to the Town of Cape Vincent and Town of Lyme should include opportunities to solicit input regarding those municipalities' interests rather than be limited to the narrow issues identified in the PIP.
2. Many of the studies cited as component parts of the project information program were general in nature (e.g., U.S. DOE Property Valuation study) or are somewhat dated (e.g., EIS documents for prior Cape Vincent and St. Lawrence wind projects from 2006-08) the applicant should show how it intends to elicit input to develop scope and analysis of site-specific and current information that is responsive to current stakeholder interests and concerns.
3. The project area includes a part of the Town of Cape Vincent that was recently identified by NYS DEC as a potential Environmental Justice area, based on US Census Bureau from year 2000. 2010 Census data should be reviewed as data becomes available. The PIP should address plans for focused outreach activities to reach any communities of concern that are identified in further analysis of population information, as appropriate.
4. The PIP should identify a proposed Study Area, and identify any additional stakeholders or stakeholder groups that are within that broader area. Representatives and residents of adjacent municipalities (i.e., Town of Clayton; Wolfe Island, Ontario) should be considered as potential stakeholders based on regional scale impacts of the proposed large-scale wind energy project, and potential cumulative impacts with existing or proposed wind energy facilities in those jurisdictions.
5. The list of stakeholders should acknowledge the Department of State, including the Coastal Resources Management staff, since the project involves designated Coastal Zone resources including the Chaumont River area proposed to be crossed by the route of the 115 kV transmission line to the Chaumont substation in the Town of Lyme.

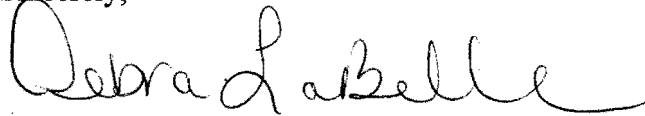
6. A tentative schedule indicating approximate dates for public meetings, and filing schedule for Preliminary Scoping Statement and Article 10 Application should be published at proposed project website, newsletters, and workshops or Open House and other public meetings, as noted in Attachment 1.

Pursuant to 16 NYCRR 1000.4 (e), Cape Vincent Wind Power, LLC shall within 30 days consider the measures recommended by DPS and, in a final written Public Involvement Program plan filed with the Secretary, shall as to each specific measure either revise the Public Involvement Program plan to incorporate the DPS recommendation, or provide a written explanation as to why it decided not to incorporate the recommendations.

In addition, we would appreciate it if you could provide DPS with some basic project information including (a) a map showing the project area including the turbine array limits, and the location of electric lines, substations, switchyard and interconnection points; and (b) a description of the changes resulting in the consolidated project including the number and size of turbines, their location, and the project boundary.

If you have any questions or need further information, please contact me at (518) 473-9463 or by e-mail at debra.labelle@dps.ny.gov.

Sincerely,



Debra LaBelle
Chief, Consumer Outreach & Education

cc: Steven D. Wilson, Esq.
Michael Rigo, Esq.
Richard Chandler

Encl.

ATTACHMENT 1

SPECIFIC RECOMMENDATIONS OF DPS AS TO WHAT ACTIONS ARE NECESSARY TO MAKE THE PLAN ADEQUATE

Article 10 of the Public Service Law, enacted in Chapter 388 of the Laws of 2011, empowers the State of New York Board on Electric Generation Siting and the Environment (Siting Board) to issue Certificates of Environmental Compatibility and Public Need (Certificate) authorizing the construction of major electric generating facilities. On July 17, 2012, the Siting Board adopted new regulations to implement Article 10 of the Public Service Law. To ensure that the Siting Board is aware of the concerns of stakeholders throughout the process, the Article 10 regulations require applicants to actively seek public participation throughout the planning, pre-application, certification, compliance, and implementation process.

As part of the Article 10 process, applicants must conduct a Public Involvement Program that includes:

- (1) consultation with the affected agencies and other stakeholders;
- (2) pre-application activities to encourage stakeholders to participate at the earliest opportunity;
- (3) activities designed to educate the public as to the specific proposal and the Article 10 review process, including the availability of funding for municipal and local parties;
- (4) the establishment of a website to disseminate information to the public;
- (5) notifications; and
- (6) activities designed to encourage participation by stakeholders in the certification and compliance process.

A fundamental first step in designing a Public Involvement Program is the identification of affected agencies and other stakeholders specific to the proposed project. Attachment 2 to this letter is a generic list of typically affected agencies that may be useful when developing a Public Involvement Program plan. The list does not identify other stakeholders. Applicants should identify the actual affected agencies and other stakeholders specific to the proposed project.

The Article 10 applicant will have distinct reasons to conduct outreach for each of the affected agencies/stakeholders, with varying goals. This will necessitate different outreach messages and/or methodologies for different stakeholders. Attachment 3 to this letter is a generic sample plan for an applicant's outreach to a host municipality that may be useful when developing a Public Involvement Program plan. Applicants should create similar plans for consultations of the actual affected agencies and other stakeholders specific to the proposed project.

Broader outreach activities should also be included in the Public Involvement Program plan for outreach to the general public and to encourage participation in the certification and compliance process.

IDENTIFICATION OF SPECIFIC STAKEHOLDERS

No. Recommendation:

1. The Public Involvement Program plan (Plan) should identify:
 - (a) the proposed project location;
 - (b) the location of interconnections, including the identification of municipalities affected;
 - (c) the location of reasonable alternative sites, where applicable; and
 - (d) a preliminary Study Area.

2. The Plan should provide the methodology for identifying:
 - (a) the actual affected agencies;
 - (b) the actual other stakeholders that may be affected by the construction of the facility including:
 - (i) host landowners; and
 - (ii) adjacent landowners; and
 - (iii) other affected individuals, groups and organizations; and
 - (c) whether environmental justice communities will be affected by the proposal.

3. The Plan should provide a preliminary specific (non-generic) identification of:
 - (a) the actual affected agencies;
 - (b) the actual other stakeholders that may be affected by the construction of the facility including:
 - (i) host landowners; and
 - (ii) adjacent landowners; and
 - (iii) other affected individuals, groups and organizations; and
 - (c) environmental justice communities that will be affected by the proposal.

LANGUAGE ACCESS

No. Recommendation:

- 4.¹ The Plan should identify language(s) other than English spoken:
 - (a) according to United States Census data by 5,000 or more persons residing in any 5-digit zip code postal zone in which any portion of such zone is located within the preliminary Study Area for the proposed facility, giving the source of data used; and
 - (b) by a significant population of persons residing in close proximity to the proposed facility, alternative locations and interconnections not captured above.

5. If languages other than English are identified above, the Plan should identify:

¹ The applicant's September 17, 2012 complies with this recommendation. The final plan should include this information and the Applicant Response Tracking Table should note both the recommendation and compliance.

- (a) how documents will be translated into languages other than English; and
- (b) what provision will be made for communicating with those members of the public at public meetings.

IDENTIFICATION OF GOALS & METHODS FOR SPECIFIC CONSULTATIONS

No. Recommendation:

- 6. For each affected agency and other stakeholder, the Plan should identify the desired goal of each consultation, and a plan to achieve such goal, including:
 - (a) the identification of particular aspects of the environmental setting that may be affected;
 - (b) the disclosure of potentially significant adverse environmental and health impacts resulting from the construction and operation of the proposed facility;
 - (c) a request for feedback from each affected agency and other stakeholder asking them to identify additional material effects and impacts; and
 - (d) other agency and stakeholder-specific goals identified by the Applicant.
- 7. For each specific consultation identified above, the Plan should:
 - (a) identify the methods of outreach to be used;
 - (b) contain an outreach schedule with approximate dates, times and locations;
 - (c) identify who will be doing the outreach along with their contact information; and
 - (d) provide a methodology to measure the success of the outreach.
- 8. If an environmental justice community will be affected by the proposal, the Plan should provide specific measures to address environmental justice outreach issues.

TRACKING OF PUBLIC INVOLVEMENT PROGRAM ACTIVITIES

No. Recommendation:

- 9. The Plan should include a provision that the Applicant will prepare a monthly spreadsheet-style tracking report identifying public involvement program activities conducted by the Applicant, summaries of feedback received in such activities, and summaries describing any actions taken by the Applicant in response to such feedback. The report should be fashioned in a manner that it is easy to track the Applicant's progress towards achieving its public involvement goals. The reports should be posted on the Applicant's website and filed with the Secretary for posting in the case file.

WEBSITE

No. Recommendation:

10. The Plan should include:
 - (a) a description of:
 - (i) an established project website including website address; or
 - (ii) a schedule for developing a website to disseminate information to the public;
 - (b) a schedule or outline indicating regular updates to the website;
 - (c) a statement of the lead time that will be provided for the posting of notices of future outreach events; and
 - (d) an identification of the content that will be provided on the website.

- 11.² The Plan should provide that the website will:
 - (a) be written in plain language;
 - (b) be easily navigated;
 - (c) contain contact information for the Applicant (e-mail, telephone number and mailing address);
 - (d) provide links to:
 - (i) the DPS Article 10 Public Information Coordinator;
 - (ii) the Siting Board home page; and
 - (iii) case-specific documents;
 - (e) include information on the Article 10 process;
 - (f) explain the Intervenor Funding process (including stating the specific dollar amounts of funding that will be available for each phase of the project);
 - (g) contain project-specific information;
 - (h) contain a map of the proposed facility and alternate facility locations and interconnections; and
 - (i) provide a schedule that lists:
 - (i) dates/times/locations for in-person outreach events; and
 - (ii) key milestone dates, such as date when the application will be filed.

² The applicant's September 17, 2012 filing contains plans for a website that complies with these recommendations. The final plan should include this information and the Applicant Response Tracking Table should note both the recommendation and compliance.

PUBLIC CONSULTATIONS AND OUTREACH

No. Recommendation:

12. The Plan should:
 - (a) identify general outreach activities specifically scheduled to take place prior to submittal of the application, including mailings, open houses, meetings, seminars/webinars, etc., to inform, engage, and solicit input from the local community, general public, and other stakeholders;
 - (b) identify how information relative to events open to the public will be disseminated;
 - (c) include material to educate the public as to the specific proposal, including project technology, location of facilities, proposed study area, outline of the scope of studies to be provided in the application, etc.;
 - (d) include educational material relative to the Article 10 review process and why the Applicant is conducting a Public Involvement Program;
 - (e) include material to educate the public on how it may become involved in each step of the Article 10 review process;
 - (f) provide an explanation as to how outreach activities will solicit input regarding public interests that don't fall into the categories outlined in the PIP; and
 - (g) include educational material on Intervenor Funding (including stating the specific dollar amounts of funding that will be available for each phase of the project).

13. Since previous outreach has been done relative to two separate proposals that have been consolidated into this proposal, the Plan should include material to educate the public on what has changed, for both approval process changes and project changes, including:
 - (a) an explanation of why the Applicant has decided to submit an Article 10 application instead of seeking local siting approvals;
 - (b) a description of the differences between the Article 10 process and the local siting process;
 - (c) a description of how the applicant will address Public Comments received regarding the previous proposals and the outreach relative to those proposals;
 - (d) if the number of turbines will be different than previously identified:
 - (i) an explanation why the Applicant has decided to change the number of turbines; and
 - (ii) a description of the changes in impacts that can be expected by changing the number of turbines;
 - (e) if the height of turbines will be greater than previously identified:
 - (i) an explanation why the Applicant has decided to increase the height of turbines; and
 - (ii) a description of the changes in impacts that can be expected by increasing the height of turbines; and
 - (f) if the setbacks of the turbines will be less than previously promised:
 - (i) an explanation why the Applicant has decided to decrease the setbacks of turbines; and
 - (ii) a description of the changes in impacts that can be expected by decreasing the setbacks of turbines.

NOTIFICATIONS

No. Recommendation:

14. The Plan should provide information regarding notifications to identify:
- (a) when notices will be issued (provide a schedule) and what information they will contain;
 - (b) who will receive notifications;
 - (c) the manner in which notifications will be made (for example, whether notifications will be in the same manner as the town would notice a regular town meeting);
 - (d) draft form letters and/or notices;
 - (e) specific publications and media outlets that will be used to provide general public information and notifications and why they were selected, which should include the official newspapers of the affected municipalities;
 - (f) which languages will be used for notices and why they were selected; and
 - (g) whether E-mail listserves will also be used to send notices.

ACTIVITIES TO ENCOURAGE PARTICIPATION

No. Recommendation:

15. The Plan should identify:
- (a) activities designed to encourage participation by stakeholders in the certification;
 - (b) activities designed to encourage participation by stakeholders in the compliance process;
 - (c) the goals of these activities;
 - (d) methodologies for measuring the success of such activities;
 - (e) a schedule of such activities indicating when and where they will be conducted; and
 - (f) how information relative to events open to the public will be disseminated.

REQUIRED AGENCY/MUNICIPAL PRE-APPLICATION CONSULTATIONS

No. Recommendation:

16. The Article 10 Regulations require a number of specific consultations with affected agencies and municipalities. The Plan should include a schedule of the required consultations with approximate dates, times and locations and identifying who will be doing the outreach along with their contact information. If a consultation is not applicable to the proposed facility, the schedule should so indicate.
17. The schedule of required consultations should include, if applicable:
 - (a) consultation with DPS, NYISO and the local transmission owners to identify applicable requirements to be used to demonstrate the degree of compliance with all relevant applicable reliability criteria of the Northeast Power Coordinating Council Inc., New York State Reliability Council, and the local interconnecting transmission utility, including any criteria regarding blackstart and fuel switching capabilities [16 NYCRR 1001.5(n)];
 - (b) consultation with DPS and DEC to develop an acceptable input data set, including modeling for the Applicant's proposed facility and inputs for the emissions analysis, to be used in the simulation analyses [16 NYCRR 1001.8];
 - (c) consultation with DOH and DEC to determine a set of non-criteria (i.e. toxic) pollutants to be emitted from the proposed facility [16 NYCRR 1001.17(c)(9)];
 - (d) consultation with DOH and DEC to determine appropriate pollutants for an estimation of the maximum potential air concentrations (short and long term) [16 NYCRR 1001.17(d)(1)];
 - (e) consultation with DOH and DEC to determine appropriate pollutants for a comparison of the maximum predicted air concentrations to ambient air quality standards and guidelines and ambient background concentrations for non-criteria pollutants for both short-term and long-term exposures [16 NYCRR 1001.17(d)(2)];
 - (f) consultation with DOH and DEC to determine if cumulative source impact analyses for any appropriate pollutant in accordance with air permitting requirements and 6 NYCRR Part 487 are warranted [16 NYCRR 1001.17(d)(3)];
 - (g) consultation with OPRHP to determine if a Phase IB cultural resources study is required [16 NYCRR 1001.20(a)(3)];
 - (h) consultation with OPRHP to determine if a Phase II study based on intensive archaeological field investigations shall be conducted to assess the boundaries, integrity and significance of cultural resources identified in Phase I studies [16 NYCRR 1001.20(a)(4)];
 - (i) consultation with OPRHP and DPS to determine the need for and scope of work for any required Phase II cultural resources study [16 NYCRR 1001.20(a)(4)];
 - (j) consultation with local historic preservation groups to identify sites or structures listed or eligible for listing on the State or National Register of Historic Places within the viewshed of the facility and within the study area [16 NYCRR 1001.20(b)];

- (k) consultation with DEC, DPS, OPRHP, and APA where appropriate to establish representative viewpoints for the photographic simulations of the facility and interconnections [16 NYCRR 1001.24(b)(4)];
- (l) consultation with the affected school districts to inform the Applicant's estimate of incremental school district operating and infrastructure costs due to the construction and operation of the facility [16 NYCRR 1001.27(f)];
- (m) consultation with the affected municipalities, public authorities, and utilities to inform the Applicant's estimate of incremental municipal, public authority, or utility operating and infrastructure costs that will be incurred for police, fire, emergency, water, sewer, solid waste disposal, highway maintenance and other municipal, public authority, or utility services during the construction and operation phases of the facility [16 NYCRR 1001.27(g)];
- (n) consultation with the affected local emergency response organizations to inform the Applicant's analysis of whether all contingency plans to be implemented in response to the occurrence of a fire emergency or a hazardous substance incident can be fulfilled by existing local emergency response capacity, and in that regard identifying any specific equipment or training deficiencies in local emergency response capacity [16 NYCRR 1001.27(k)];
- (o) consultation with the municipalities or other local agencies whose requirements are the subject of the local laws exhibit to determine whether the Applicant has correctly identified all such requirements and to determine whether any potential request by the Applicant that the Board elect to not apply any such local requirement could be obviated by design changes to the proposed facility, or otherwise [16 NYCRR 1001.31]; and
- (p) consultation with the state agencies and authorities whose requirements are the subject of the State Laws and Regulations exhibit to determine whether the Applicant has correctly identified all such requirements [16 NYCRR 1001.32].

REQUIRED AIRPORT/HELIPORT PRE-APPLICATION CONSULTATIONS

No. Recommendation:

18. The Article 10 Regulations require a number of specific consultations related to air transportation impacts. According to the Federal Aviation Administration database, there are a number of public airports and heliports near the location of the proposed facility. The Public Involvement Plan should include a schedule of the required consultations with approximate dates, times and locations and identifying who will be doing the outreach along with their contact information. If a consultation is not applicable to the proposed facility, the schedule should so indicate.
19. The Plan should also:
 - (a) identify the necessity of consultations with the operators of airports or heliports [16 NYCRR 1000.4(f) & 1001.25(e)&(f)];
 - (b) provide the methodology used to identify the operators;
 - (c) include outreach to inform such operators of the proposed facility and its location prior to the submission of the preliminary scoping statement [16 NYCRR 1000.4(f)];
 - (d) include an informal Department of Defense review of the proposed construction or alteration, in accordance with 32 Code of Federal Regulations, Section 211.7; or a formal Department of Defense review of the proposed construction or alteration in accordance with 32 Code of Federal Regulations, Section 211.6 [16 NYCRR 1001.25(f)(1)]; and
 - (e) include consultations with operators of airports and heliports that are non-military facilities, including providing a detailed map and description of such construction or alteration to such operators, and a request for review of and comment on such construction or alteration by such operators [16 NYCRR 1001.25(f)(2)].

APPLICANT RESPONSE TRACKING TABLE

No. Recommendation:

20. The Plan should include a table listing by rows each separate DPS staff recommendation set forth in this attachment in one column, and in a second column a statement for each row that either:
 - (a) the Applicant has revised the Public Involvement Program plan to incorporate the DPS recommendation (giving the section or page number of the Plan where the revision appears); or
 - (b) providing a written explanation as to why the Applicant decided not to incorporate the recommendations.

ATTACHMENT 2

GENERIC LIST OF AGENCY STAKEHOLDERS FOR PUBLIC INVOLVEMENT PLANS AND OUTREACH

MUNICIPALITIES WITHIN PROJECT STUDY AREA

County, Town, City, Village officials – chief executive officer(s), planning offices, etc.

PUBLIC AIRPORT and HELIPORTS – owners/operators within required distances

NEW YORK STATE AGENCIES

NYS Dept of Agriculture and Markets – agricultural lands, agricultural districts, impact avoidance and mitigation measures

NYS Dept of Environmental Conservation – environmental justice rules, air emissions, natural resources, ecologic resources, bird and bat studies, stormwater planning, open space conservation planning, etc.

NYS Dept of State – coastal resources, coastal zones and inland waterways, local waterfront revitalization plans, south shore estuary reserve office

NYS Office of Parks, Recreation and Historic Preservation – State Historic Preservation Officer, state historic sites, state parks, recreation resources, open space conservation planning, etc.

NYS Division of Homeland Security and Emergency Services – emergency preparedness plans, critical infrastructure impacts, etc.

NYS Dept of Public Service – Public Information Officer, Office of Gas, Electric & Water, Office of Energy Efficiency & Environment, Office of Consumer Policy, as appropriate

NYS Department of Transportation – NYS highway work and occupancy permit requirements, oversize deliveries

NYS Dept of Health – public health issues

Empire State Development Corporation – economic development, Empire Zones

State Legislature -- members of the State Senate and State Assembly representing locations within project study area (depending on timing of the filing of the preliminary Scoping Statement, the identification may need to consider both the current districts and the newly revised districts that take effect in January, 2013).

REGIONAL or LOCATIONAL AGENCIES

Adirondack Park Agency for projects within or adjoining Adirondack Park “blue line”

Central Pine Barrens Joint Planning and Policy Commission – for projects in Pine Barrens Preserve areas

Heritage Areas: e.g., Mohawk Valley Heritage Corridor Commission

Hudson River Valley Greenway for projects in Greenway community locations

NYS Office of General Services – for NYS-owned underwater lands

South Shore Reserve Office – for the Long Island South Shore Estuary Reserve area

Thruway Commission/Canal Corporation for projects within transportation corridors

Tug Hill Commission for projects within or adjoining Tug Hill Communities

FEDERAL AGENCIES

Dept of Defense Clearinghouse for Energy Development – hazards to military aviation, RADAR/LORAN and communications

Federal Aviation Administration – hazards to aviation, airport

US Army Corps of Engineers – wetlands and navigable waterways

US Fish & Wildlife Service – federally listed endangered species, migratory birds

NOAA –National Marine Fisheries Service – fisheries resources, federally listed endangered marine species

ATTACHMENT 3

EXAMPLE PUBLIC INVOLVEMENT PROGRAM PLAN COMPONENT FOR OUTREACH TO HOST TOWN

In developing a Public Involvement Program plan component for outreach to the host municipality (Town), an applicant should consider its objectives for the outreach to the Town and what type of information it should convey and gather in advancing the application process. An applicant should also be mindful of the objectives and information a Town would want to gain from outreach from an applicant about the project and anticipate them to the best of its ability.

Initial Outreach to Host Town

- a. Describe the goals of consultation:
 - Meet town representatives;
 - Disseminate Information;
 - Request Information that will help advance the PIP process and preparation of the Application; and,
 - Schedule follow up meeting(s) and consultation (s).
- b. Describe the measure of success for the consultation:
 - Consultation would be deemed successful if the information described below in “Disseminate Information” was provided to Town representatives, information was gathered to help advance the PIP process and preparation of the application, and follow up meetings or consultations were either scheduled or will be scheduled (provide more detail).

Disseminate Information

- Project
 - Describe the project and location.
- Describe Article 10 of the Public Service Law.
 - Explain the phases of the Article 10 process.
 - Explain why the project is going through the Article 10 process.
 - Explain the Public Involvement Plan and why the applicant is conducting the outreach.
 - Explain how the Town can participate in each step of the Article 10 process.
 - Describe the available Intervenor Funding – why it is available, how much will be available, when the funds will be available, who is eligible for funding, what the process is for obtaining funding.
- Describe additional consultations and outreach the applicant is conducting, including plans for outreach with Town residents.
- Advise of outreach or activities to encourage participation of the Town and its residents and provide a schedule of any planned activities. Describe the goal of the outreach.
- Provide information to the Town regarding where residents can get additional information on the project and Article 10 and provide the website information.
- If any language other than English is spoken, advise the Town of where information about the project, Article 10 process, and outreach opportunities is available in the other language(s) and describe any specialized outreach opportunities for this group.

- Environmental Justice – advise of any communities identified and specific outreach targeting those Environmental Justice communities.
- Next Steps – describe the next steps in the process, when the Preliminary Scoping will commence and how the Town can Participate.

Request Information

- Elicit specific local interests for consideration in project development, location and design, as well as suggestions for approach to local public involvement activities.
- Request contact information for discussion of:
 - Payment in lieu of taxes agreement
 - Highway work agreements
 - Local Laws
 - Follow up activity: consult with representative of the municipality and other local agencies whose requirements are the subject of the local laws exhibit to determine whether the applicant has correctly identified all such requirements and to determine whether the applicant has correctly identified all such requirements and to determine whether any potential request by the applicant that the Board elect to not apply any such local requirements could be obviated by design changes to the proposed facility, or otherwise.
 - Emergency Response Organizations
 - Follow up activity: consult with affected local emergency response organizations to inform the applicant’s analysis of whether all contingency plans to be implemented in response to the occurrence of a fire emergency or a hazardous substance incident can be fulfilled by existing local emergency response capacity, and identify any specific equipment or training deficiencies in local emergency response capacity.
 - Environmental Impact Review
 - Follow up activity:
 - Disclose potentially significant adverse environmental and health impact resulting from the construction and operation of the proposed facility including an identification of particular aspects of the environmental setting that may affect the Town.
 - Request the Town to advise of any additional material environmental impacts or effects of the project on the Town based on the description provided.
 - Chief Executive or Chief Financial Officer
 - Follow up activity: Inform the Town of the applicant’s estimated incremental municipal operating and infrastructure costs incurred for police, fire, emergency, water, sewer, solid waste disposal, highway maintenance and other municipal services during the construction and operation phases of the facility.
- Request contact information for interest groups or community leaders.
- Inquire which news sources are used by the Town for official notices and whether any specific rules apply for notice for town meetings.