

INDIAN POINT COMMUNITY ADVISORY PANEL CHARTER

I. PURPOSE

- A. The Community Advisory Panel (CAP) is established to enhance open communication, public involvement, and education on Indian Point decommissioning issues. The CAP will serve as a formal channel of community involvement with Indian Point.
- B. The CAP will evaluate and comment upon data and other information provided by Indian Point and other reliable sources. Information provided by Indian Point will include (1) publicly available information regarding the balance of the Indian Point nuclear decommissioning trust funds, (2) the status of decommissioning activities (including spent nuclear fuel management and site restoration work), and (3) filings submitted to the Nuclear Regulatory Commission (NRC) or any New York State agency or commission.
- C. The NRC has exclusive jurisdiction over the radiological decommissioning of nuclear facilities. Therefore, the CAP will function in an advisory capacity only and shall have no role in directing the decommissioning or related work at Indian Point. Indian Point will consider advice or recommendations made by the CAP, but it has no obligation to act on such advice or recommendations.

II. ORGANIZATION AND MEMBERSHIP

A. Membership

1. The CAP will reflect the diverse viewpoints of residents within the Indian Point Emergency Planning Zone (EPZ). The majority of the CAP members will reside in the area comprising the primary EPZ (i.e.; Westchester, Rockland, Orange and Putnam Counties).
2. The CAP will consist of twenty-six (26) members as follows:
 - i. The Mayor of the Village of Buchanan
 - ii. The Supervisor of the Town of Cortlandt
 - iii. The Mayor of the City of Peekskill
 - iv. The Superintendent of the Hendrick Hudson School District
 - v. The New York State Assembly Member for the 95th District
 - vi. The New York State Senator for the 40th District
 - vii. The Westchester County Legislator for the 1st District
 - viii. The Westchester County Executive
 - ix. The Rockland County Executive
 - x. The Putnam County Executive

- xi. The Orange County Executive
 - xii. A representative of the Governor of the State of New York, ex officio
 - xiii. A representative of the The Hudson Valley Gateway Chamber, ex officio
 - xiv. A representative of the Westchester County Executive, ex officio
 - xv. Two representatives of Indian Point, selected by the owner of the facility
 - xvi. Three representatives of the Westchester-Putnam Central Labor Council, who shall be present or former employees at Indian Point
 - xvii. A representative of the Verplanck Fire District
 - xviii. Two residents of the Village of Buchanan, appointed by the Mayor
 - xix. Two residents of the Town of Cortlandt, appointed by the Town Supervisor
 - xx. Two individuals with environmental or scientific expertise, appointed jointly by the Mayor of Buchanan and the Supervisor of the Town of Cortlandt.
3. For the members identified in paragraphs (i) through (xi), above, membership on the CAP extends to them for the duration of their time serving in their official position. Membership on the CAP is conferred on the basis of their election or appointment to the position listed and not to any of them in their individual or personal capacity. Said membership cannot be delegated, assigned, or otherwise transferred to another person.
 4. For the members identified in paragraphs (xii) through (xvii), above, membership on the CAP shall be conferred by the organization named, with the understanding that a CAP member(s) so appointed should serve on the panel for at least one (1) year.
 5. For the members identified in paragraphs (xviii) through (xx), above, membership on the CAP shall be for a minimum one (1) year term. Said membership cannot be delegated, assigned, or transferred to another person.
 6. Termination of membership will automatically occur in the event that three (3) consecutive CAP meetings have been missed without prior notification to and approval by the Chairperson.
 7. Membership shall be resigned by writing to the Chairperson of the CAP. The Chairperson shall immediately forward a copy of such resignation letter to the Indian Point Government Affairs Department and the selecting body.
 8. Member vacancies will be filled by the original appointing authority. All vacancies must be filled consistent with the criteria for membership stated above. The term of a member filling a vacancy will end at the same time as it would have for the member being replaced. Vacancies created by the expiration of a member's term will be filled as stated in this section.

B. OFFICERS - Being that the Village of Buchanan is the host community, the Mayor will serve as Chairperson; also the Village is incorporated within the Town of Cortlandt, and the Town Supervisor will serve as Vice-Chairperson, Judi Peterson will serve as Secretary.

C. COMMITTEES - Committees, sub-committees or similar working groups will be designated by the Chairperson as needed to carry out the work of the CAP. Such committees, sub-committees or working groups will serve at the discretion of the Chairperson.

D. DUTIES

1. Chairperson shall perform the following duties:

- i. Call meetings of the CAP.
- ii. Prepare and/or approve agenda for meetings.
- iii. Preside at CAP meetings.
- iv. Appoint Secretary of CAP and provide for the keeping of meeting minutes in the Secretary's absence.
- v. Certify the accuracy of meeting minutes after approval by CAP membership.
- vi. Submit to the Indian Point Government Affairs Department all recommendations adopted by the CAP.
- vii. Forward member resignation letters to the Indian Point Government Affairs Department and the selecting body.

2. Vice-Chairperson shall perform all the duties of the Chairperson in his/ her absence.

3. Secretary shall perform the following duties:

- i. Keep minutes of all CAP meetings including a record of members present and a complete and accurate description of matters discussed and conclusions reached.
- ii. Provide the originals of all CAP records to the Indian Point Government Affairs Department for retention and public inspection.
- iii. Work with Indian Point to ensure the smooth flow of information to the CAP and public.

4. Town of Cortlandt Administrative Support

- i. Town of Cortlandt will provide administrative support to the CAP and will work with the Chairperson and Secretary to ensure the smooth flow of CAP

information to Panel members and the public.

- ii. Administrative support will include but not be limited to typing, copying, compiling, and mailing CAP documents, assisting with meeting arrangements, maintaining CAP records, and ensuring their availability to the public through a web site (or portion of a web site) meeting taped and posted dedicated to the Indian Point decommissioning project.

III. MEETINGS

- A. Frequency - The CAP will meet on an as-needed basis, but no more than four (4) times per calendar year or on an as needed basis. The need for such meetings will be determined by the CAP. Additional meetings may be called by the Chairperson.
- B. Open Meetings - All CAP meetings will be open to the public.
 1. All meetings will have a public comment period.
 2. Issues brought before the CAP that are not on the meeting agenda will only be added to that meeting's agenda following an affirmative vote of two-thirds of the CAP members present. If the vote falls short of the two-thirds majority, the issue will be placed on the agenda of the next CAP meeting.
 3. Meetings will be announced a minimum of one week in advance. Meeting agendas and other materials sent to CAP members prior to meetings will be available one week in advance at www.villageofbuchanan.com and on the community bulletin board at Buchanan Village Hall or Cortlandt Town Hall.
- C. Reimbursement - Members of the CAP will not be reimbursed for travel or other expenses incurred by them in the performance of their duties as members.
- D. Quorum – Fourteen (14) members will constitute a quorum for a meeting of the CAP at which a vote or other official action is to be taken. In the absence of a quorum, the CAP may convene the meeting and adjourn until such time as a quorum is present. No official action may be undertaken by the CAP at a meeting which lacks a quorum.
- E. Majority Vote - Wherever this Charter refers to a “majority vote,” it means a simple majority of the twenty-six (26) members of the CAP. “Majority vote” does not mean a majority of the CAP members present and voting at a particular meeting. If no quorum is present, the CAP cannot vote on any matter, except adjournment, or take any official action of any kind. Minority reports will be part of the CAP record.
- F. Rules - Roberts Rules of Order will govern all CAP meetings.
- G. Minutes - Minutes shall be kept of all CAP meetings and will include a record of members

present, a complete and accurate description of matters discussed and conclusions reached, and copies of all reports received, issued or approved by the CAP.

H. Records - The records of the CAP consist of this Charter, meeting agendas, meeting minutes, reports submitted to or drafted by the CAP, studies made available to or prepared by the CAP, correspondence to or from the CAP. All such records shall be made available to the public at Buchanan Village Hall or the Cortlandt Town Hall. As appropriate, records will also be available on a web site (or portion of a web site) dedicated to the Indian Point decommissioning project.

IV. TERM

A. The CAP shall exist and operate for an initial term of six (6) years, ending June 30, 2025. The continuation of the CAP beyond its initial term shall be determined by the CAP at a public meeting convened no earlier than December 31, 2024.