

# **CONNECTICUT YANKEE FUEL STORAGE ADVISORY COMMITTEE CHARTER October 2009**

## **INTRODUCTION**

The Connecticut Yankee Fuel Storage Advisory Committee (FSAC) is established as of January 2007 for the purpose of enhancing open communication, public involvement and education on the interim storage of spent fuel at the Connecticut Yankee Independent Spent Fuel Storage Installation (ISFSI) in Haddam Neck, CT, and the transportation of spent nuclear fuel and high level radioactive waste. The FSAC will inform the public about the status of efforts to remove this material from the Connecticut Yankee site to a safe location outside New England.

The FSAC is a successor to the Community Decommissioning Advisory Committee which functioned as a conduit for public interaction from 1997 through 2006.

## **CHARTER**

### **1. Purpose**

- a. The FSAC is established for the purpose of enhancing open communication, public involvement and education on interim storage of spent fuel at the Connecticut Yankee ISFSI in Haddam Neck, CT, and the transportation of spent nuclear fuel and high level radioactive waste. The FSAC will inform the public about the removal of this material from the Connecticut Yankee site to a safe location outside New England.
- b. The FSAC will evaluate and comment upon data and other information provided by Connecticut Yankee and its successors (CY), and other reliable sources. It will serve as a liaison to federal and state regulators on behalf of the citizens of the communities proximate to the ISFSI.
- c. The FSAC will function as an advisory panel to Connecticut Yankee ISFSI management and federal and state regulators. Connecticut Yankee and its successors (CY) will consider the advice, recommendations and concerns of the panel. Although not obliged to follow the advice or recommendations of the panel, CY will, in cases of disagreement, provide to the FSAC an appropriate rationale for the Company's approach to the issue in question.

## **ORGANIZATION AND MEMBERSHIP**

### **1. Membership**

- a. The FSAC will consist of nine (9) core members defined below, as well as members of the existing Community Decommissioning Advisory Committee who choose to serve.
- b. Members of the FSAC will be officeholders or their designees:

- 1) Governor of the State of Connecticut (designee: Office of Emergency Management and Homeland Security)
  - 2) Member of Congress from Congressional District of the ISFSI
  - 3) State of CT Representative from District of the ISFSI
  - 4) First Selectman or Designee for the Town of Haddam
  - 5) Haddam Neck resident designated by the Haddam Board of Selectmen
  - 6) East Haddam representative designated by the Board of Selectmen
  - 7) East Hampton representative designated by the Town Council
  - 8) Representative of the Citizens Awareness Network
  - 9) President (or designee) of Connecticut Yankee or its successor
- c. Members will be responsible for keeping their designating organizations or persons informed of ISFSI related activities or community concerns.
- d. Members of the FSAC will serve a two-year term and may be reappointed. Membership may be resigned by written notification to the Chair of the FSAC. The Chair shall forward a copy of the resignation to the President of Connecticut Yankee and the designated support staff.

## **2. Officers**

- a. Offices of Chair, Vice Chair and Secretary shall be elected by a majority vote of the FSAC at their first organizational meeting. A moderator will be selected at the first committee meeting to oversee organizational matters and election of officers.
- b. The term for officers shall be determined by a vote of the new committee.

## **3. Committees**

- a. Committees, sub-committees or similar working groups will be designated by the Chair as needed to advance the work of FSAC.

## **4. Duties**

- a. The Chair shall:
  - 1) Call meetings of the FSAC
  - 2) Prepare and/or approve agendas and meetings
  - 3) Preside at meetings of the FSAC
  - 4) Submit to the President of CY all recommendations adopted by the FSAC
  - 5) Forward member letters of resignation to the President of CY and the designating body where applicable
  - 6) Work with CY administrative support to ensure smooth flow of information to the FSAC and the public
  - 7) Work with member designating bodies to assure full compliment of members

- b. The Vice Chair shall perform all the duties of the Chair in her/his absence.
- c. Connecticut Yankee support:
  - 1) CY will provide reasonable administrative support to the FSAC and will work with the Chair to ensure the smooth flow of information to the FSAC and the public. Wherever possible electronic mail will be the preferred method of communicating.
  - 2) Administrative support will include but not be limited to assisting with the preparation and distribution of meeting minutes, assisting with meeting arrangements, compiling, copying, distributing and maintaining FSAC documents and materials.
  - 3) CY management will update FSAC members periodically on any relevant or significant developments regarding the ISFSI and potential transportation/removal of high level waste or spent fuel.
  - 4) CY will only reimburse FSAC for extraordinary expenses with specific and prior approval of the FSAC Chair or Vice-Chair and President of CY. Routine expenses related to participation as a member of FSAC will not be reimbursed.

## **5. Meetings**

- a. All meetings of the FSAC shall be open to the public.
- b. The FSAC will meet once a year. At the discretion of the Chair or by request of four or more members, additional meetings may be convened as circumstances warrant. The meeting schedule shall be reviewed annually by the committee. (Amended 10/27/09)
- c. A quorum shall consist of a simple majority of the roster of membership. A quorum is required for an official action to be voted upon. In the event a quorum is not present, a simple majority will constitute a valid meeting for the purposes of disseminating information to the public and FSAC members.
- d. When the charter does not speak to a specific issue or circumstance, Robert's Rules of Order shall prevail.