

*Northern Oneida County Council of Governments
Executive Board Meeting Minutes
June 28, 2022
Davis Residence, Lee, NY at 2:00 pm*

Present: NOCCOG Chair Bob Sauer (BS), Director Ed Davis (ED), Director Tom McDonald (TM), THC Executive Director, Katie Malinowski (KM), Associate Circuit Riders, Lisa Bellinger (LB) and Joe Rowlands (JR), Municipal Projects Coordinator, John Healt (JH). Not present were Vice Chair, John Doiron and Fiscal Officer, Betsy Mack (BM).

Meeting called to order at 2:18pm by Chair BS.

Approval of Minutes. Motion made by ED seconded by TM to approve the March 23, 2022, executive board meeting minutes. All in favor, motion carried. Motion made by ED seconded by BS to approve the special executive board minutes from April 5, 2022. All in favor, motion carried

Financial Report

Motion by TM, seconded by ED to approve the fiscal officer's report as presented. All in favor, motion approved.

Tug Hill Commission Updates

- KM reported that the June THC meeting was held in Adams. The THC Board is maintaining online options for their meetings, operating under the Open Meetings law regarding video conferencing. The THC Board reviewed and accepted a video conferencing policy. The next meeting will be September 19, in Trenton, which is the second meeting of the year to be held in a NOCCOG municipality.
- Staffing- Matt Smith should be starting in August. KM mentioned that with Matt Smith, the THC now has 14 of 15 slots filled, which is the most in recent memory. The process seems to be moving quicker in Albany. Training and work redistribution is taking some time. KM stated that we are starting to see the next generation coming into the Tug Hill office.
- There are still 2 Tug Hill Commissioner vacancies.
- County Fair outreach- THC staff will display at 3 of the 4 county fairs within the Tug Hill and the Woodsmen's Field Days. Oneida County wanted to charge the THC, which was not budgeted. KM was questioned about the possibility of having a display at the State Fair, but the outreach program is geared more for local events.

Administrative Items

- **Executive Director**
As of April 5, 2022, Tom McDonald, Supervisor for the Town of Remsen, is the newest NOCCOG director.
- **IMAs**
JH reported that there are still a few municipalities that have yet to send in their signed IMA. JH said he will reach out to them again.
- **NOCCOG Annual Dinner Meeting**
October 27 is the planned date, and the Delta Lake Inn is always a favorite. A discussion on a speaker followed with mentions of Khris Dodson, from the Department of State, to discuss Succession Planning/Knowledge Transfer, someone from MVEDD, The Genesis Group or Griffiss Business and Technology Park. It was mentioned that maybe JR and his could entertain during the social hour.

Program Updates

- **LGEC**

At the last meeting, ED presented the idea of NOCCOG and the LGEC sponsoring the “Stop the Bleed Program.” Working with Mohawk Valley Health, the program is geared toward the general public dealing with instances of massive trauma; falls, car/atv accidents, gunshots, etc. Originally designed for local fire companies (who should already be trained for trauma) ED thought offering the training at the Woodsmen’s Field Days to the public, seems like a natural fit, as most logging industry accidents are severe, and help is not close by. The idea would be to have 2 sessions throughout each day of the 3-day event and give away a trauma kit to one person from each session. The cost of each kit is \$41.00. ED suggested the cost be split between NOCCOG and MVEDD, bring the total cost to each group to \$123.00 for the entire weekend. It would be considered a public service, sponsored by both NOCCOG and MVEDD. ED will check with MVEDD to see if they are willing to follow through with the co-sponsorship, and wondered if NOCCOG will pay the entire amount, should MVEDD decide to not participate. The instructors for the program are provided by Mohawk Valley Health Systems. It was decided to move forward with the program, even if MVEDD does not participate.

- **Succession Planning Training**

JH mentioned that currently the ball is in Khris Dodson’s court. After the last meeting, Khris is collecting information to have the basis for a presentation or webinar. The THC will continue to pursue this training, as it is viable and often overlooked.

- **Town and Village update**

May and June summaries are yet to be sent but should be completed and out soon.

- **GPS update**

-Jacob and Mark worked in the Town of Trenton on the 21st, with more mapping needing to be completed. JH did not realize that the Town of Lee had their own unit, with the GIS iCloud license held by the THC. NOCCOG has 2 licenses held by the THC, as well. JH mentioned that NOCCOG pays for the licenses, but the THC holds the licenses under their umbrella. Mickey, from the THC, handles renewing the licenses, but with everything that has happened the past 2 years, the licensing company seemed behind. JH is waiting to hear if the Village of Remsen needs GPS services. The Village of Camden may want to have all of their curb stops mapped, 980 in all. JH, with assistance from BS, will attend a meeting in Camden with their water and sewer department heads on July 11th to discuss the municipal benefits of GPS mapping. JH will reach out to Annsville as they have mentioned an inventory of street signs may be needed. ED wants to have all dry hydrants mapped for each fire district within the NOCCOG membership. ED discussed the possibility of GPS mapping services assisting with planning boards. KM mentioned the THC has something similar already. Discussion on mapping layers that could be added to existing maps, such as soils and water.

-JH still speaking with Jason Cingranelli from Verizon.

- **Comprehensive Economic Development Strategy (CEDS) committee**

JH reported the group still meets monthly, led by Mari Kate Mycek, from MVEDD. The idea is to break of into subcommittees, which are more specific to certain interests; Broadband, etc. JH did mention there was no meeting this past month due to scheduling conflicts.

- **Website**

JH states the website is up and running but still very much under construction, with corrections, edits and content being added as time allows. JH is still learning how to edit and add useful content, and there is much to add. The newly remodeled website offers much of the same information and links to useful resources, but with greater ease of navigation. It continues to have the links to our municipal member’s websites, as well as the Tug Hill Commission. JH mentioned that he didn’t realize that NOCCOG played a large role in the creation and implication of Digital Towpath back in the 1990’s and even won an award because of Digital Towpath

- **New Project Idea**

- Drones: Although NOCCOG yet to purchase a drone, JR is on board with being our drone pilot. JR mentioned the FAA licensing will cost \$175 and online training course cost \$125, with no guarantee of a passing score. Once the process is complete, the licensee must recertify within 3 years. ***In a motion made by Ed, seconded by TM, all were in favor of all training and licensing expenses to be covered by NOCCOG.*** JR may reach out to the County Sheriff's office for guidance. Once all of the steps are completed, JR will then research the actual drone, and determine what would work best for NOCCOG applications. ED stated that a drone could be a great asset to NOCCOG. KM mentioned the planning for the 2023 Local Government Conference has included discussions about a workshop on drones the afternoon before the day of seminars. This could be a springboard for the NOCCOG drone program. JR mentioned the many positive responses he has heard of the most recent Local Government Conference, as well as a few concerns to be addressed next year.

JR left at 3:30pm due to a prior commitment.

- **Other Items**

- \$50 monthly milage stipend for Circuit Riders to continue. This will also include the GPS Mappers milage. The Federal Milage Rate increased to .625/mile. NOCCOG will follow suit if NYS increases as well.
- letter was received from Oneida County looking for 2021 financial report, 2022 budget and description of services. JH reported that all were sent by Betsy.
- ED commended the newsletter article suggesting NOCCOG municipalities re-visit their land use and sub division regulations. ED asked about the possibility of neighboring municipalities, such as Deerfield, joining NOCCOG. KM mentioned that at one time there was a Southern Council of Governments through Cornell Cooperative Extension, but it only lasted 2 or 3 years. KM was not sure if it was money issues or a lack of interest that prevented the success of that council. KM also mentioned RAGOG has membership outside of its region, and that it's up to the council of government to allow outside towns or villages.
- ED mentioned the possibility of purchasing shirts that would help identify NOCCOG members volunteering at the THC booths during the county fairs. BS didn't think it was needed at this time, but it is something to consider, especially if the community outreach programs continue. BS did mention the GPS mappers do need safety vest for working in the field. JH will purchase.

Next meeting

Scheduled for June 15, 2022. In person, at Jervis Library

Motion to adjourn made by TM, seconded by ED. All in favor. Motion approved. Meeting adjourned at 3:43 pm.

Respectfully submitted,

John Healt, Municipal Projects Coordinator