

**Municipal Projects  
Coordinator**  
John Healt  
(315)941-2818  
[jhealt@tughill.org](mailto:jhealt@tughill.org)



**Executive Committee**  
Robert Sauer, *Chairman*  
John Doiron, *Vice-Chairman*  
Betsy Mack, *Fiscal Officer*  
Thomas McDonald, *Director*  
Lawrence Mierek, *Director*

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## MINUTES

*Northern Oneida County Council of Governments  
Executive Board Meeting Minutes  
June 15, 2023  
Town of Trenton Municipal Offices at 2:00 pm*

Present: NOCCOG Chair, Bob Sauer (BS), Fiscal Officer, Betsy Mack (BM), Director Tom McDonald (TM), Director Larry Mierek (LM), Director John Doiron (JD), THC Director of Community and Regional Projects, Jennifer Harvill (JenH), and Municipal Projects Coordinator, John Healt (JH).

Meeting called to order at 2:05 pm by Chair BS.

### **Approval of Minutes**

Motion made by BM seconded by TM to approve the March 22, 2022, executive board meeting minutes. All in favor, motion carried.

### **Financial Report**

Motion by TM, seconded by LM to approve the fiscal officer's report as presented. All in favor, motion carried. Bookkeeping update presented by JH for the board's review. JH also mentioned a 1096 form filled out by the previous bookkeeper, Rachel, that he knows little about. The assumption is that it will need to be filled again, but he does not know the procedure.

### **Tug Hill Commission Updates**

- JenH reported the Tug Hill Commission met June 26<sup>th</sup>, in Castorland.
- Tug Hill Sage Class of 2023 nominations are open. There is no limit on the number of nominees. As it's still early in the process, JenH does not have the number of nominees submitted thus far.
- THC 50<sup>th</sup> Anniversary- the NY Secretary of State has been invited to speak at the dinner.
- 2023 Local Leaders Survey has been completed with a 55% return rate, which is very good. The results are being compiled.
- MetroCount Traffic System- the THC recently purchased a traffic count system to use within the Tug Hill communities. The system not only monitors the amount of traffic, but also the type and speed of traffic, as well as time of day.
- The Black River Watershed Conference was held on June 14<sup>th</sup> and was well attended.
- 2024 Local Government Conference - first organizational meeting is June 15<sup>th</sup>. There has been no final decision on location. Although well received, there is a concern the Turning Stone will become too expensive as a venue. Additionally, the THC does not qualify for discounted room rates.
- A new planner has been hired and the paperwork is currently being processed by the State.
- JenH is working with NOCCOG to have a repeat of the Highway Budget workshop, with Laird Petrie, in August at the Trenton Municipal Offices.

**Towns:** *Annsville ~ Ava ~ Boonville ~ Camden ~ Floyd ~ Forestport ~ Lee ~ Remsen ~ Steuben ~ Trenton ~ Vienna ~ Western*

**Villages:** *Boonville ~ Camden ~ Holland Patent ~ Remsen ~ Sylvan Beach*

## Administrative Items

- **Membership dues** - BM reported all but 1 municipality has paid their 2023 dues.
- **NOCCOG Annual Dinner Meeting** - JH mentioned a few ideas for a venue; the Boonville Elks Lodge, Woods Valley or the Broadway Bakery, in Boonville. JH mentioned a representative from NYCLASS as a speaker. BS stated the GPS program should also do a presentation and maybe a demonstration.

## Program Updates

- **LGEC/MVEDD** - JH reiterated the Highway Budget Training, stating it's good to have it held a little closer, as it was well received in Adams Center and is a very relatable subject. JH also mentioned bringing back the newly elected training at the end of the year, or January 2024, as a panel discussion. It was noted there may be a large number of newly elected officials this year. MVEDD could be a resource for spreading the word in the valley. Other training opportunities were discussed, such as a "lunch and learn" type format, geared for specific offices.
- **Town and Village updates** - Associate Advisor, Joe Rowlands, was told at the Town of Boonville meeting that the town no longer wants its meeting summaries included in the email sent to the other member municipalities. JH spoke to attorney Jim Moseman and was given the same message. Future summaries will not include the Town of Boonville.
- **GPS update** - JH reported that Mike Thompson mapped all that was requested in the Town of Western and will follow up with Amanda and her team. Jacob mapped a few things in the Village of Camden. There have been issues with the receivers. Jacob Healt was supposed to ride with the Town of Remsen Highway Superintendent on Tuesday which was postponed as the receiver does not appear to be connecting to the iPad. JH called Fondriest. Jacob spoke with a tech and they suggested to reach out to EOS Positioning Systems for an update for the receivers. Jacob worked on the updates. JH reported John Heller, from the Village of Camden, is very pleased with the Diamond Maps program and the Village of Sylvan Beach is interested in the mapping services. JH has concerns about the budget and the potential cost of the GPS program. It was decided to keep 2 mappers, Mike and Jacob, with Mark Clark picking up after Jacob heads back to college in August. Jacob put a list together of all layers that have been mapped, including in the Town of Lee, but it was discussed to have him put everything that has been mapped (what can be mapped) into a GPS Program hand out. Additionally, Trenton may be setting up a sewer district and the mapping program may be helpful.
- **Verizon** - JH asked if it was possibly to set up automatic payment to prevent an interruption in service. BM stated that is not something that can be done.
- **Website** - JH reported the minutes and announcements load on his work laptop, but they do not load on other computers the same way. He thought it may be an issue with Adobe and will research further.
- **Drones** - JH will check with Joe Rowlands regarding his training/licensing progress.
- **NOCCOG scholarship** - 2023 awardees are: Adirondack- Preston Campbell, Camden -Gianni Liberatore, Remsen - Kyrian Hall. Certificates and letters were circulated for Board review then signed by BS. JH stated that hopefully Holland Patent can participate next year.
- **NOCCOG Brochure/Quick Reference Guide** - JH presented a draft of a quick reference guide. JH also stated that in speaking with Associate Advisors Lisa Bellinger and Joe Rowlands, most questions don't typically revolve around meeting practice or rules, but rather about available programs or questions that aren't easily answered without research. After some discussion, it was decided to move forward with a guide.
- **Other Items** - BS stated he would like to dedicate some time on the agenda to hear comments and feedback from the Associate Advisors.

## Next Meeting

Scheduled for September 14, 2023, at 2pm, in person, at the Town of Trenton Municipal Offices.

Motion to adjourn made by TM, seconded by LM. All in favor. Motion approved. Meeting adjourned at 3:37 pm.

*Respectfully submitted,*  
*John Healt, Municipal Projects Coordinator*