

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

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DRAFT MINUTES

*Northern Oneida County Council of Governments
Executive Board Meeting Minutes
December 14, 2023
Town of Trenton Municipal Offices at 2:00 pm*

Present: NOCCOG Chair, Bob Sauer (BS), Vice Chair, John Doiron (JD) Fiscal Officer, Betsy Mack (BM), Director Tom McDonald (TM), THC Director of Community and Regional Projects, Jennifer Harvill (JHa), Associate Municipal Advisors, Lisa Bellinger (LB) and Joe Rowlands (JR), and Municipal Projects Coordinator, John Healt (JHe).

Meeting called to order at 2:03 pm by Chair BS.

Approval of Minutes

Motion made by TM seconded by BM to approve the September 21, 2023, executive board meeting minutes. All in favor, motion carried.

Financial Report

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

BM gave a year end budget report. BM also reported the cost of the annual dinner was about \$1,400.

Bookkeeping update presented by JH for the board's review. JH received the 2024 voucher from Oneida County for Chair Sauer to sign.

Tug Hill Commission Updates

- JenH reported the Tug Hill Commission met December 11th, in Carthage. The revised Outside Region Policy has been adopted.
- The Local Government Conference mailer is with the printers and will be mailed around the first of the year. The website is constantly being updated. This year's invitation for students to attend the LGC was offered to the Camden Central School District.
- Recent workshops and webinars have been well received, with new sessions planned for early next year.
- THC Staffing- JenH reported that Jillian Lee has been hired to replace Carla Fowler and is going through the required State processes.
- Minimum Maintenance Road Legislation was signed by the Governor early this week, enforcing home rule law at the State level. It may lay the groundwork for other Tug Hill Communities such as Forestport and Steuben to do the same.

Administrative Items

- **Membership Dues / Letters** - the Town of Lee claims they are current. Betsy has asked for copies of the cancelled checks but has yet to receive them. Letters and invoices will go out after the first of the year.
- **NOCCOG Annual Dinner Meeting** review and discussion. JH stated it went well with around 90 in attendance. JH did have a press release in the Rome Sentinel. Compliments from Jan B. at the THC meeting on the venue. BM feels that a

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

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

better process needs to be put in place regarding registration. There is confusion at the door as to who has paid for which registrations and who is attending. This will be addressed prior to the next dinner meeting.

- **Executive Board position** - BM will continue to serve the board, though her Town Board position expires on Dec. 31. She is the Town of Trenton Historian and was voted by the membership at the dinner. She will be appointed by the Town of Trenton at their organizational meeting.
- **Local Government Sponsorship** - JH reported last year NOCCog sponsored the LGC at the \$1,000 level, which is what was budgeted for this year. There was discussion on moving to the \$1,500 level and having an exhibit table, providing information on many of the NOCCOG sponsored programs, including the GPS program. It was agreed to sponsor at the higher amount.

Program Updates

- **Training/Workshops** – JHe stated the newly elected webinar on the 6th went well and was well attended. JH would like to have a panel discussion series, starting with Town Clerks. He will research further. JHe attended MVEDD's "Putting Projects into High Gear." He reported it was very similar to RAGCOG's Economic Summit and New York Funding Roundtable in format. JHa stated the LGC will be holding a similar roundtable the afternoon before the full day session.
- **Municipal Advisor 2024 Contracts** - were signed by BS, LB, and JR. The hourly rate is to remain the same.
- **Town and Village Updates** - are still being completed and shared.
- **Updated NOCCOG Brochure** - JHe presented copies of the updated NOCCOG brochure and provided copies for LB and JR to distribute to boards at their January 2024 meetings.
- **GPS Program** - JHe reported it was a good season overall and he hopes to meet with the mappers in January to discuss the program and get suggestions on the upcoming season. The February NOCCOG announcements will reiterate the program, and Associate Advisors will distribute the GPS mapping handout. There are a few municipalities that are already looking to have mapping done.
- **Drones** - continuing the program was discussed. JHe will see if the GPS mappers would be interested in getting licensed.
- **NOCCOG Scholarship** - JH stated all 4 schools have been contacted and 3 have replied with no reply from Camden, yet. JHe hopes to be getting letters and grades shortly from this year's winners.
- **NOCCOG Brochure/Quick Reference Guide** – JHe provided copies of a reference guide from the Environmental Finance Center, which had a nice format. He thought the quick reference guide could be similar. It was decided to have Jacob H. work on an outline for the guide during his winter break.
- **Website** - JHe stated the website is still being updated with announcements and minutes.
- **Broadband** - BS wondered where NOCCOG was regarding broadband expansion in our area. A few years ago, NOCCOG contributed financially to a regional broadband study which highlighted areas with low, or no, internet accessibility. Since then, that study, along with various others, has been used to help funding efforts to expand the areas broadband infrastructure. The Town of Vienna, who dedicated ARPA funding, is one of the first towns to see work being done.
- **Other Items** - JHe had lunch with Ray Durso, from the Genesis Group. The Genesis group brings together community leaders, business owners and politicians with the intent to advance the community as a whole. Ray would like the Tug Hill Commission to be a part of his group. It was discussed whether there may be a benefit for NOCCOG to join rather than the Tug Hill Commission. JHe will send information to the board.
JHe also reported that the THC was approached by the New York State Association of Conservation Commissions (NYSACC) regarding their annual Conference on the Environment. The group holds their conference in various locations throughout the state each year and was looking to the Tug Hill area for 2024. Boonville is the only Tug Hill community with an active environmental council. The THC commissioners agreed to work with NYSACC in bringing their conference to our area. It is traditionally held in the third week in September. More information will follow as soon as possible. The Commission will meet with NYSACC early next year.

Associate Municipal Advisors

- LB stated that there are a couple of changes to governing boards, not as a result of the last election. Long time Town of Floyd Clerk, Georgina Larry is stepping down at the end of February. And, Village of Camden Trustee, Vic Bonomo also resigned. JR reported he met the new trustee in Sylvan Beach and staffing issues continue to dog many highway departments.

Next Meeting

Scheduled for Thursday, March 14, 2024, at 2pm, in person, at the Town of Trenton Municipal Offices.

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

*Respectfully submitted,
John Healt, Municipal Projects Coordinator*