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Announcements

Infrastructure Funding Solutions: Exploring WIFIA and SRF Programs Webinar

On Tuesday, January 9th, at 1pm, the Environmental Finance Center is presenting a no cost, informational webinar that will cover the US EPA's Water Infrastructure Finance and Innovation Act (WIFIA) program and State Revolving Funds (SRFs).



In this webinar, presenters Dallas Shattuck, Senior Program Manager for the WIFIA Program, and Brad Raszewski, Financial Analyst, US Environmental Protection Agency will discuss the WIFIA program, SRF funding, and how the two can work together. Following the overview, attendees can engage in an interactive Q&A session to ask EPA experts any questions they may have about the programs.

The WIFIA and SRF programs accelerate investment in our nation's water infrastructure by providing low-cost (or below market rate) financing to help utilities solve their water infrastructure challenges.

Click [here](#) for more information or to register.

Local Government Records Management Improvement Fund webinar, January 9

Join NY State Archives staff David Lowry, Maria McCashion, Michael Martin, Monica Hauck-Wheaton, and Sarah Durling as they present an informational webinar on Tuesday, January 9, from 10 to 11 am. The webinar will provide information on how to prepare for the grant writing season, they will cover some important dates and requirements and discuss many of the resources and contacts that help to prepare a strong application.

Registration for this webinar will close at 4 p.m. on January 8, but all webinars are recorded for future viewing.

To register, visit the [NYS Archives Workshop](#) webpage.

The New York State Archives is part of the Office of Cultural Education, which is an office of the New York State Education Department.

Tug Hill Commission to Meet January 15



The Tug Hill Commission is scheduled to meet Monday, January 15 at 10:00 a.m. at the Town of Trenton Municipal Offices, 8520 Old Poland Road, Barneveld, NY. The meeting will include routine business of the commission, and review of major projects and activities in the region. The public is always welcome to attend.

Planning Board and ZBA Overview Webinars, January 10 and 17



Department
of State

The Division of Local Government Services Winter Webinar Series continues with ***Planning Board Overview*** on Wednesday, January 10th and ***Zoning Board of Review Overview*** on Wednesday, January 17th. Both webinars run from 6-8 pm and each provide 2 hours of training credit.

Presenter Paula Gilbert will cover the planning board overview, which addresses the powers and duties of town, village, and city planning boards and commissions. Also discussed will be the administrative and regulatory roles of the planning board, including its review of site plans, special use permits, and subdivision plats, along with the planning board's role in the municipal comprehensive plan. The importance of board procedures, referral to the county planning agency, and making findings will be covered, as well.

Christopher Eastman, Monica Ryan, and Patricia Burke will present the ZBA overview. This introductory course to the zoning board of appeals focuses on the statutory tests boards must follow to grant use and area variances and proper handling of zoning interpretations. Meeting procedures and notice requirements will also be discussed, along with the ZBA's relationship with enforcement officials and the planning board, and the importance of making good findings.

There is no cost to attend either of these sessions. Click [here](#) to register, or [here](#), for more information.

NYCOM's 2024 New Officials Webinar Series

Over the course of four webinars starting on Tuesday, January 23, the New York Conference of Mayors staff will cover key subject matters related to serving as a local government leader. Whether you are a newly elected or appointed official, or a seasoned official in need of a refresher, these interactive webinars will provide you with the most up-to-date guidance from NYCOM's experienced legal and programmatic experts.



However, these webinars are only open to NYCOM members, and carry a \$25 per webinar registration fee. A recording of the webinars will be provided to each registrant once available.

Each of the hour-long webinars start at Noon.

Tuesday, January 23rd- ***Getting Your Bearings: A Primer on Local Government Structure and Operations***

To effectively perform their jobs, local government officials must become experts on a variety of topics, while at the same time complying with numerous legal restrictions imposed by the state. This session will give an overview of how New York's local governments are structured, including the powers and duties of local government officials. Presenter: Wade Beltramo, NYCOM General Counsel.

Thursday, January 25th- ***Funding Your Local Government: An Overview of Municipal Finance Requirements, Procedures and Best Practices***

Proper management of local government finances is essential to setting priorities, providing essential services, and ensuring the fiscal well-being of your village or city. This presentation will provide an overview of the basics of municipal finance, including the budget process, budget management, the tax cap, local revenues, the expenditure of funds, and borrowing. Presenter: David Bissember, Legislative and Research Analyst.

Tuesday, January 30th- ***Conducting Meetings: The Legal Requirements of the Open Meetings Law and Best Practices***

Meetings are an integral part of running a local government and well-run meetings can save time, minimize conflict, maximize efficiency, and promote confidence among your residents. Poorly run meetings, on the other hand, can be a Pandora's Box for local officials. This presentation will provide an overview of the requirements of the Open Meetings Law and the importance of having written meeting procedures. The presentation will also address the recently amended videoconferencing provisions of the Open Meetings Law and conclude with a brief summary of local governments' records management obligations and each official's role in properly handling records. Presenter: Rebecca Ruscito, NYCOM Counsel.

Thursday, February 1st- ***Managing Staff and Doing it Ethically: This Isn't the Private Sector***

The presentation will include an overview of public sector labor law, including a discussion of the role the Civil Service Law plays in being a public employer as well as the role unions play in local government operations. The presentation will conclude with a discussion of municipal ethics, highlighting the many laws local officials need to be aware of to avoid ethical and legal pitfalls. Presenter: John Mancini, NYCOM Counsel.

Click [here](#) for more information, or to register, click [here](#).

Running Your Highway Department Workshop, January 23

Together with the NYS LTAP Center - Cornell Local Roads Program, the Lewis County Highway Department is presenting *Running Your Highway Department*, an in-person workshop on Tuesday, January 23, from 8:30 am to 3:00 pm, with a snow date of January 25, if needed. The workshop is geared for recently elected or appointed town or village highway superintendents or public works officials who supervise staff.

Participants taking this course will be able to:

- Compare and contrast various highway department organizational structures.
- Calculate efficiency of various highway department operations.
- Locate critical resources needed to manage the department.
- List the assets of the department and develop simple replacement plans.
- Identify the proper budget lines to use and describe various budgeting methods.
- Propose asset management plans to the board.

The workshop will be held at the Lewis County Jefferson Community College Education Center, 7395 E Rd., Lowville, NY 13367. There is no cost to attend.

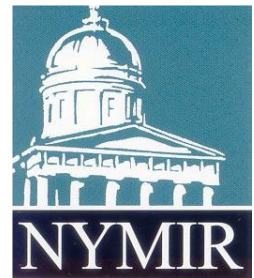
To register, please contact Jody Angelo either via email, ja785@cornell.edu, or phone 607-255-5437.

NYMIR Reasonable Suspicion Webinar, January 23

Accidents attributed to driving or operating equipment while under the influence of drugs and/or alcohol has enormous consequences each year. Managers and supervisors have a responsibility to identify and control these incidents. Reasonable Suspicion Drug and Alcohol training and testing programs are key to the success of controlling this exposure.

Join New York Municipal Insurance Reciprocal on Tuesday, January 23rd, at 9am, as they cover:

- Policy Dissemination
- Understand what “reasonable suspicion” means and how it differs from other testing.
- Warning signs of both alcohol and drug abuse.
- How to manage the situation and how to approach a driver suspected of drug or alcohol use.
- How to adequately document observed behavior.
- Signs and Symptoms related to the use of alcohol and each drug type.
- Discussion on legalization, and use, of medical marijuana.



This session is geared for managers and supervisors and is offered at no cost. Click [here](#) to register.

NOCCOG to cover 1 Local Government Conference Registration



At the December NOCCOG Executive Committee meeting, the directors unanimously agreed to cover the registration cost of 1 attendee from each member municipality attending the 2024 Local Government Conference, May 1 and 2, at the Turning Stone Conference Center. The intent is twofold, as training and knowledge are essential in any board position,

and it offers a savings to participating NOCCOG communities.

The registration can cover one or both days of the conference, including the reception. However, the registrations must be received before the end of the early registration period, which is April 1st.

Local Government Conference registrations and agendas have been sent, but are also available on the Tug Hill Commission’s LGC registration [webpage](#). Once completed, please email the NOCCOG sponsored registration to John Healt, at jhealt@tughill.org.

For more information, please reach out to John Healt by calling, 315-941-2818, or by email, jhealt@tughill.org.

Thursday, May 2, 2024 – LGC Sessions

Complete session descriptions can be found on our website at
www.tughill.org/local-government-conference-presentations/

7:30 a.m. – Registration opens

7:30 a.m. – Breakfast with Exhibitors

8:30 a.m. – Opening Remarks

<u>Session 1</u> 9:00 a.m. to 10:15 a.m.	<u>Session 2</u> 10:45 a.m. to 12:00 p.m.	<u>Session 3</u> 1:15 p.m. to 2:30 p.m.	<u>Session 4</u> 3:00 p.m. to 4:15 p.m.
LUNCH SERVED AT NOON			
<p>(1A) Role of the Assessor: Responsibilities and Duties for Town Boards (Part 1)</p> <p>Warren Wheeler, NYS Assessors Association</p>	<p>(2A) Role of the Assessor: Responsibilities and Duties for Town Boards (Part 2)</p> <p>Warren Wheeler, NYS Assessors Association</p>	<p>(3A) Covering Your Municipal Assets</p> <p>New York Municipal Insurance Reciprocal</p>	<p>(4A) Retirement Reporting: Elected and Appointed Officials</p> <p>Marsha Miles, Pension Integrity Bureau, NYS and Local Retirement System, Office of the NYS Comptroller</p>
<p>(1B) Historic Preservation: The National Register and Other Preservation Tools</p> <p>Chelsea Towers, NYS Office of Parks, Recreation, and Historic Preservation</p>	<p>(2B) What’s Coming Down the Road?</p> <p>Tim Hunt, Lewis County Highway Department and Megan Osika, Park Strategies, LLC</p>	<p>(3B) Affordable Rural Housing</p> <p>Local Government Specialist, NYS Department of State</p>	<p>(4B) The Tug Hill Commission’s Traffic Safety Program: A Resource for Communities</p> <p>Chris Barboza, Mickey Dietrich, and Gabriel Yerdon, NYS Tug Hill Commission, and Jason Mahar, NYS Governor’s Traffic Safety Committee</p>
<p>(1C) Zoning: An Introduction</p> <p>Local Government Specialist, NYS Department of State</p>	<p>(2C) Innovative Land Use Techniques</p> <p>Daniel Spitzer and Alicia Legland, Hodgson Russ LLP</p>	<p>(3C) Land Use and SEQR Case Law Update</p> <p>Matthew Fitzgerald, Phillips Lytle LLP</p>	<p>(4C) Permitting of Renewable Energy Projects and the Public Utility Variance Standard</p> <p>Daniel Spitzer and Alicia Legland, Hodgson Russ LLP</p>
<p>(1D) ZBA Basics</p> <p>TBD</p>	<p>(2D) Joint Boards: Options for Consolidating Review Boards</p> <p>Local Government Specialist, NYS Department of State</p>	<p>(3D) Ethics for Planning and Zoning Boards</p> <p>Sarah Brancatella, The Association of Towns of the State of New York</p>	<p>(4D) Questions and Answers for Planning Boards and Zoning Boards of Appeals</p> <p>Matthew Fitzgerald, Phillips Lytle LLP</p>
<p>(1E) Roads, Liability, Risks, and Torts</p> <p>David Orr, Cornell Local Roads Program</p>	<p>(2E) Siting Large Renewable Energy Facilities – The NYS Office of Renewable Energy Siting Process</p> <p>NYS Office of Renewable Energy Siting</p>	<p>(3E) Collaborative Solutions for Rural Workforce Development</p> <p>Khris Dodson, NYWEA; Jeffrey Ginger, Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES; and Marty Miller, Village of Massena</p>	<p>(4E) Micron’s New York Expansion</p> <p>Joe Nehme, Micron</p>
<p>(1F) Municipal Clerks Guide to Bingo and Games of Chance Licensing</p> <p>Stacy Harvey, NYS Gaming Commission</p>	<p>(2F) Hot Topics for Clerks</p> <p>Sarah Brancatella, Katie Hodgdon, and Lori Mithen-Demasi, The Association of Towns of the State of New York</p>	<p>(3F) Annual Financial Reporting: Common Reporting Errors</p> <p>Jacklyn Postulka and Joseph Testa, Office of the NYS Comptroller</p>	<p>(4F) The Open Meetings Law: An Overview and Update</p> <p>Kristin O’Neill, The Committee on Open Government</p>
<p>Assessor Session: “Architectural Style, Grade, and Condition” with Rob Bick, AIA, CSI, SCA Assessors will receive 6 hours of CE credits for attending the entire session (9:00 am – Noon and 1:15 pm – 4:15 pm).</p>			

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