

Executive Committee

Robert Sauer, *Chair*
Thomas McDonald, *Vice-Chair*
Betsy Mack, *Fiscal Officer*
Lawrence Mierek, *Director*
Pamela Dibble, *Director*

**Municipal Projects Coordinator**

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MINUTES

*Northern Oneida County Council of Governments
Executive Board Meeting Minutes
March 19, 2026
Town of Annsville Municipal Offices at 12:00 pm*

Present: Chair, Bob Sauer (BS), Vice-Chair, Tom McDonald (TM), Fiscal Officer Betsy, Mack (BM), Director, Larry Mierek (LM), Director Pam Dibble (PD), Associate Municipal Advisors, Joe Rowlands (JR), and Mike Thompson (MT), THC Associate Director of Community and Regional Projects, Jen Harvill (JHa), Tug Hill Commission Chair, Gerry Ritter (GR), Municipal Projects Coordinator, John Healt (JH), and Town of Annsville board member, Lance Duell.

There was a visitor from the Annsville community also in attendance, to observe the meeting.

The meeting was called to order at 12:07 pm by Chair, BS.

Approval of Minutes

Motion made by PD seconded by LM to approve the December 18, 2025, executive board meeting minutes. All in favor, motion carried.

Financial Report

Fiscal Officer, BM, reported that all but one of the 2026 membership invoices sent to the towns have been received. JH stated that he spoke with the Deputy Clerk for the Town of Lee- a check was sent but not received. They are issuing another check. BM noted the village invoices will be sent June 1. BM would also like the address on the bank statements changed to her home address, as she does not get to the Trenton offices as often as she did in the past. Motion by TM, seconded by PD 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 reported that 2025 expenses were needed by the county again. He was contacted by a new person, and he had to resend everything that was previously sent including an end-of-the-year expense report. JH noted concerns about spending vs. income and presented final 2025 expenses for the board to review. 2025 expenses were considerably more than income. JH still needs to have Bob and Tom sign in to NYCLASS.

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

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

Tug Hill Commission Updates

JHa reported and updated the board on:

- Local Government Conference - update
- COG Chair Meeting - 3/25, Rodman, 6:00pm
- Workshops - Laird Petrie Budget Workshop, June 18-19, Tailwater Lodge, Pulaski

Planning work

- COMP PLANS:
 - Floyd – resuming work soon
 - Ava – 75% done
 - Boonville - assisting consultant with plan
 - Remsen - assisting with consultant
 - Annsville - starting soon
 - Trenton - reached out for information
- ZONING
 - Holland Patent – working with them this spring
 - Vienna - assisting with updates

Grants and Projects -

- Annsville- Coal Hill bridge - working with Oneida County, various partners, congress, senate, etc.
- Trenton- Town of Trenton Infrastructure Committee & NY Forward Planning
- Village Remsen - dissolution?
- Super COG - September 22, 23, or 29 (TBD)
- 2026 Annual Dinner – October 8 TBD, with a sendoff for Leona
- Possible “History of Camden Wire” session

Administrative Items

- Membership - as noted in her fiscal report, BM stated all towns, minus Lee, are current for 2026 membership. Lee is resending their check.
- Annual Dinner Meeting - October 26, at the McConnellsville Golf Course for 2026, if scheduling allows. A speaker is still needed.
- By-Law proposed revision - JH provided copies with proposed revisions, including listing and defining the fiscal agent, for board review. It was noted that the fiscal agent, currently Trenton, also store physical records for NOCCOG. GR noted the THC’s “Outside the Region” policy and how it applies to NOCCOG.
- IMA renewal and proposed revision - JH reported that IMAs are renewed every 5 years, and renewal is needed for 2027. Revisions will include listing the fiscal agent and will need to be voted on at this fall’s annual meeting.
- Bookkeeper search - currently LM cannot take the position. He may have more time soon, but the THC needs to have someone other than JH as bookkeeper ASAP. JH will try to find someone.
- Internet/Phone Stipend for Mike T.- a motion was made by LM, seconded by TM, for MT to receive the \$25/month internet and phone stipend offered to associate advisors, as well as business cards. It was noted that MT also uses his phone in the field while doing GPS work. All in favor. Motion approved.

Program Updates

- Training/Workshops - JH reported the ATV Session in Boonville went well and was well attended.
- Town/Village Updates - still being compiled and sent. Possible dissolution of the Village of Remsen.
- GPS Program - Work needed in Trenton (trails) and in Annsville. IT will be promoted in the April announcements.
- Scholarship Program - Two of the 2025 recipients sent their first semester grades and letters.
- Quick Reference Guide - copies have been provided to newly elected, and some copies of the latest section on planning boards have been given to planning boards.
- Website - still being updated.

Other Items

- Projects for 2026- in previous meetings, BS asked directors and associates to come up with ideas for NOCCOG sponsored project. However, considering the recent discussion on the budget, it was discussed as maybe keep the current programs as they are this year and revisit next year.
- Meet with Oneida County Planning - JH would like to have a presentation/workshop with OC Planning on vacant and abandoned housing. Josh D., at OC Planning, mentioned they have been discussing the designing of a “guidance document” or similar resource on vacant and abandoned buildings. JH had also given them Forestport’s blighted property law. Discussed was possible funding for municipalities through Community Action of Oneida County. It was also mentioned that towns and villages can’t “keep up” with blighted properties. JH and JR will try to move the issue forward with the county.
- Meet with Oneida County Finance - In light of the recently enacted short-term rental registry through the county, municipalities, such as Sylvan Beach, have questions regarding enforcement, penalties, etc. JH would like to meet with them, or set up a session, for clarification.
- Address the Oneida County Legislators - JH is on the schedule for Wednesday, May 13, at 2:00pm.
- Meet with the Town of Trenton - JH would like to meet with the new supervisor and clerk to let them know their role as the fiscal agent.
- Oneida County Town Clerk’s Association - JH attended their Dec. 5th meeting and is hoping to attend their next meeting.
- Other - discussed was possible collaborations in 2026. GR mentioned the Oneida County Highway Supervisors breakfast.

Associate Municipal Advisors Reports

Mentioned was discord at the recent Town of Lee meetings, mainly due to the actions of a civic activist.

Next Meeting of the Board

- Thursday, June 18, 2026, at 12:00 p.m. in person at the Town of Trenton Municipal Offices

Motion to adjourn made by LM, seconded by TM. All in favor. Motion carried. Meeting adjourned at 1:59 pm.

Respectfully submitted,

John Healt, *Municipal Projects Coordinator*