

Today's Sessions

Assessors ~ Clerks ~ Hwy. Departments ~ Planning Boards ~ Town Boards ~ Village Boards ~ Zoning Boards

Assessors Session - 8:45 a.m. - 10:15 a.m.

Assessors will get hands-on computer training on how Excel can be effectively used in their line of work. JCCs computer lab will be the setting for this session. Assessors will join other conference goers at 10:30 for the keynote address, and return at 1 p.m. for the afternoon session.

Excel for Assessors - 1 p.m. - 4:15 p.m., Part II

The afternoon session will pick up where the morning session left off. Assessors will receive 6 credit hours for attending the morning and afternoon sessions and the keynote address.

Session 1: 8:45 a.m. - 10:15 a.m.

A. Contracting With Consultants Using Qualifications Based Selection

Quality begins with qualifications-based selection. This session will help you gain a better understanding of the process of selecting an engineer, architect or planning firm. From the pre-proposal stage through proposals and interviews, and will help you streamline and improve each step. The end result, a project team that will deliver you the project you expect.

B. Alternative Renewable Energy Planning Issues

When we hear about renewable energy sources, we typically think of utility-scale wind farms, ethanol fuel plants or huge solar arrays in the desert. This presentation will discuss alternatives to large scale renewable energy facilities that provide individuals or communities alternatives to consider. Discussion will include ways of addressing these alternatives in zoning laws and comprehensive plans.

C. Habitat Protection at the Local Level

Town boards, planning boards, and local boards play an important role in protecting wildlife when reviewing development proposals. Habitat loss and fragmentation are two of the most significant threats facing wildlife. Communities can take advantage of many planning principles and tools in order to plan for growth while minimizing adverse effects, protecting wildlife, and enhancing community values.

D. ZBA Variance Review Criteria & Findings

A variance is the granting of permission by an administrative body (the ZBA) to use one's land in a manner that is not in accordance with or is prohibited by the applicable zoning regulations. This session will review the criteria for use and area variances.

E. Everything Precast

A presentation on the design, fabrication and installation of various precast concrete structures for highway department use. Presenters will provide an engineer's, fabricator's, and owner's perspective on the use of precast concrete for bridge and culvert construction.

F. Managing Time & Stress in the Workplace

We talk about being "under stress" and "coping with the stresses of life." Handling stressful experiences successfully can contribute greatly to personal growth and meaningfulness of life. This session will deal with time management techniques for dealing with stress.

G. Agricultural Trends as They Relate to Local Government

Agriculture is a large part of the economy and the landscape in northern New York. Presenters will review recent agricultural

trends and issues and discuss how they relate to local communities.

Keynote: 10:30 a.m. - 11:45 a.m. - Robert Freeman, Executive Director, NYS Department of State, Committee on Open Government

Mr. Freeman is held by most people who deal with open government related legal issues to be the foremost authority on the subject in New York and one of the great experts nationwide. Mr. Freeman has spoken before numerous government related organizations, bar associations, as well as media groups and has lectured at various colleges and universities. He has also discussed open government laws and concepts in Canada, Japan and Hong Kong. Mr. Freeman has shaped the New York State Freedom of Information legislation and has been recognized for his exemplary advocacy and service to the public related to the spirit of "open government" inherent to the intent of that legislation. Mr. Freeman's keynote will address the need for local governments to be transparent and open to the people they govern and will draw on his wealth of knowledge on this issue.

11:45 a.m. - 12:45 p.m. - Lunch

Session 2: 1 p.m. - 2:30 p.m.

A. Pending Legislation

A summary of pending legislation on a variety of issues affecting local government. Learn how these bills affect your municipality and how local government can effectively make its concerns heard in Albany.

B. Farm Friendly Zoning

Does your community include farming and farmland and are you planning for its future? This session will discuss recent efforts in New York towns to support local farms through zoning laws and farmland protection plans.

C. Planning & Zoning Basics

Come find out who the players are in the local planning and zoning process, what responsibilities each board has, and how the process works.

D. The Substance & Procedure of Interpreting Zoning Provisions

This session will explore the little-known, yet extremely important, "other" power of the ZBA, which is the power to decide what the zoning code means. Discussion topics will include the rules circumscribing the interpretive power, procedures to be utilized, and the effect of interpretation rulings.

E. Legal Issues for Highway Departments

Sources of law - constitutional, statutory and case law - relevant to highway officials; history of highway laws in general and aids in accessing law sources will be reviewed in this session.

F. Freedom of Information Law (FOIL)

After his inspiring keynote address, Mr. Freeman will amuse and inform you for an hour and a half on procedures and requirements under the Freedom of Information Law. There will be plenty of time for questions and answers.

G. Natural Gas Mining Exploration

As oil prices surge and new technologies make it easier to tap

gas trapped in dense rock formations beneath the ground, property owners could suddenly see their property become more valuable to prospectors. This session will provide information useful to landowners, local officials, and others as interest increases in using natural gas resources found in the North Country.

Session 3: 2:45 p.m. - 4:15 p.m.

A. Implications of the New Consolidation Laws

On June 24, 2009, Governor Paterson signed into law "The New York Government Reorganization & Citizen Empowerment Act." This session will give a brief overview of the Act's more prominent and important provisions and procedures for consolidating and dissolving local government entities.

B. Managing Municipal Assets

Effective asset management ensures better service while minimizing surprise "hits" to your local budget. This session will outline how to develop an effective asset management plan that meets the needs of your community's system(s).

C. Effective Enforcement of Planning & Zoning Laws

This session will cover the characteristics of an effective zoning and code enforcement program, including various enforcement options available to local officials. The program will conclude with a discussion of various enforcement scenarios and questions and answers.

D. Making a Good Record

This session will discuss why board members should strive to make land use records that are of value to enforcement personnel, applicants, municipal attorneys, and current and future boards. Also discussed will be three components of the records - minutes, findings, and the decision document.

E. Highway Sign Regulations

What is sign retroreflectivity? Why is it important, and what you need to know to comply with the new requirements in the MUTCD (Manual on Uniform Traffic Control Devices), will be covered in this session for highway crews.

F. The E-mail Challenges, Choices & Solutions

Managing e-mail in a local government seems like a daunting task, but there is an emerging body of solutions that include effective policy, staff training, software products, and good, old-fashioned records management. This session will review some solutions for local governments to investigate further as well as challenges and choices to make.

G. Planning in 3D & Using GIS Modeling to Develop Municipal Greenprints

First half of the session will discuss how one community is using 3D modeling to ascertain existing conditions before development and a sneak peak of the finished product. The second half of the session will review the use of greenprinting as a way of identifying and assessing functionally valuable green space within a municipality and planning for its long-term sustainable management.

Reception: 4:30 p.m. - 5:30 p.m.

Note: Sessions subject to change due to speaker availability.

Registration Information

Please complete and return this registration form with your check or voucher payable to:

NYS Tug Hill Commission
Dulles State Office Building
317 Washington Street
Watertown, New York 13601
1-888-785-2380
tughill@tughill.org

Only **one** attendee per registration form. Feel free to copy this form or download a copy from our website at www.tughill.org

Registrations will not be accepted by **phone, fax, or e-mail.**

Amount Paid (please check one):

- () \$50 (postmarked by **March 10, 2010**) - **please note:** the date on the postcard "postmarked by March 22," was incorrect
() \$75 (postmarked by **March 17, 2010**).
() \$100 (at the door)

Sorry, no refunds after **March 17, 2010.**

Certificates of Attendance will be available in classrooms at the last session of the day.

**** Please print ****

Name: _____

Town/Village: _____

(please circle one)

County: Jefferson Lewis Oneida

Oswego St. Lawrence Other

Mailing address: _____

City: _____

State: _____ Zip Code: _____

Daytime phone: () _____

Municipal Position Held: (please circle one)

Assessor Mayor
Attorney Planning Board Chair
Clerk Planning Board Member
Councilman Supervisor
Highway/DPW Crew Trustee
Highway Superintendent ZBA Member
ZBA Chair

To provide adequate seating, please check any workshop session(s) you **might** be interested in attending.

Session 1 Session 2 Session 3

Workshop

A.

B.

C.

D.

E.

F.

G.

Assessors Sessions

a.m. p.m.

We will be having a bagged lunch. Please be sure to mark your choice

Ham Turkey Veggie



New York State Tug Hill Commission
 Dulles State Office Building
 317 Washington Street
 Watertown, New York 13601
 Address Service Requested

U.S. Postage
 PAID
 Watertown, NY 13601
 Permit #100



Tug Hill Vineyards
 Lowville, New York

21st

Annual Local Government Conference at Jefferson Community College

April 1, 2010

Conference Sponsors



New York State
 Tug Hill Commission



About the Conference

The April 1, 2010 Local Government Conference is an annual event organized by the Tug Hill Commission attracting over 600 local government officials from across the North Country. Workshops on a variety of topics are geared toward town and village board members, clerks, planning boards, zoning boards, highway departments, and assessors.

Sponsors

The Tug Hill Commission extends a special thank you to our Gold Level Sponsors - HSBC Bank USA and National Grid for major support. Sponsor support helps to keep the registration fee affordable.

Registration Information

Please mail registration form inside with check or voucher.

Directions to Jefferson Community College

Take Interstate 81 to Exit 46 (Coffeen Street). Travel east on Coffeen Street .25 miles. The College entrance is on your left. Parking at the college is at Lots C & D. Registration is in the Gymnasium. Come early to ensure a good parking spot!

Overview of the Day

7:30 a.m. - 8:30 a.m.
 Registration
 Exhibitor Breakfast

8:45 a.m. - 10:15 a.m.
 1st Concurrent Session

10:30 a.m. - 11:45
 Welcoming Remarks
 &
 Keynote

Noon - 1:00 p.m.
 Lunch

1:00 p.m. - 2:30 p.m.
 2nd Concurrent Session

2:45 p.m. - 4:15 p.m.
 3rd Concurrent Session

4:30 to 5:30 p.m.
 Reception