

December 7, 2012

# Tug Hill Times

*Tug Hill Times* is published semimonthly by the Tug Hill Commission for its board members, staff and associates, and the local representatives of the region's communities.

## State Archives Grants Awarded to Tug Hill Communities

Seven Tug Hill Region communities were recently awarded grants to improve municipal records management. Applications were submitted earlier this year to New York State Archives under their Local Government Records Management Improvement Fund (LGRMIF) program. Commission staff worked with the following communities:

The **Town of Rodman** was awarded \$4,377 under the files management category to purchase a modern filing cabinet for daily active records use and storage.

The **Town of Worth** will receive \$13,173 for the construction of a fire-safe storage area in the back of the town hall to house inactive records. The town will remodel a current storage area to a climate-controlled, fire resistant room for boxed records on new steel shelving units.

The **Town of Osceola**, in a collaborative effort with the offices of the Town Clerk and the Town Historian, was awarded \$6,372 under the data conversion and access improvement category. The project includes scanning several series of historical records by a qualified vendor.

The **Town of Pinckney** will get \$11,735 to remodel a portion of the town hall for inactive records storage. The climate-controlled, fire-safe room will include steel shelving, boxes and materials, reorganization and transfer of records to the new storage room.

The **Village of Herrings** was awarded \$5,546 to remodel a secure inactive records storage facility adjacent to the Clerk's office. The proposed project will also establish a records management plan to guide future records management policies, procedures and practices to access and maintain information.

See LGRMIF *Continued on page 2*

### Tug Hill Commission Welcomes Two New Staff Members

After many, many months of waiting, the Commission is bringing two new staff members on board this week. **Gwen Decker** is joining the Watertown office as the **new secretary**, and **Angela Kimball** is the **new CTHC Circuit Rider** and will be working primarily from her Redfield home. Look for pictures and brief biographies on Gwen and Angela in the next edition of Tug Hill Times. **Welcome to the Commission Angela and Gwen!**

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2013 Course Announcement

The Central New York Regional Planning and Development Board will be offering stormwater management training beginning in January 2013. Courses will be taught by John Dunkle, P.E., CPESC, CMS4S. The courses will be taught at the Comfort Inn and Suites, 6701 Buckley Road, Syracuse, NY 13212. Seven PDHs will be awarded for each completed course. **All courses will run from 8:30 am until 4:30 pm. Sign-in for each course begins at 8:00 am.**

The fee for each full-day course is **\$230** and includes handouts, lunch and breaks. You will receive a 10% discount if you register for all five courses. Courses may require the use of the NYS Stormwater Management Design Manual and/or the NYS Standards and Specifications for Erosion and Sediment Control. Download for free at [www.dec.ny.gov/chemical/8694.html](http://www.dec.ny.gov/chemical/8694.html), or order hardcopies through the Empire State Chapter Soil and Water Conservation Society at [www.swcsnewyork.org](http://www.swcsnewyork.org).

Advanced registration is required for all courses. To register online, view complete course descriptions and view alternative course locations go to [www.cnyrpd.org/stormwater](http://www.cnyrpd.org/stormwater) or contact CNY RPDB at 315-422-8276 Ext. 200 with questions. Consulting/municipal design engineers, code enforcement officers, landscape architects, municipal staff, municipal planning board members, land use planners/developers and stormwater professionals should all attend.

Course	Date	Overview
<b>Stormwater Basics</b>	January 10, 2013	A comprehensive class that explores the fundamental elements of stormwater analysis and design in New York State.
<b>Applied Green Infrastructure Design</b>	February 14, 2013	Design & integration of GI techniques in development. This class will utilize the new NYS DEC Notice of Intent form & final spreadsheet for computing Runoff Reduction volume. NYS DEC representatives will be on site for Q&A.
<b>Stormwater Design for Linear Projects</b>	March 28, 2013	A follow up to last year's introduction to linear projects. Design techniques and practices applicable for achieving permit compliance for E&S control, peak flow mitigation, pollution removal and runoff reduction on confined sites conditions will be covered.
<b>GI Design on Redevelopment and Retrofit Projects</b>	April 24, 2013	Review of permit requirements and available green infrastructure practices for stormwater management on previously developed sites. Project design exercises will be completed during class.
<b>Stormwater and the Development Process</b>	May 23, 2013	This unique course will examine natural, economic, political and regulatory issues that influence private and public sector development, as well as ways to successfully integrate stormwater management into the development process.

**LGRMIF** *Continued from page 1*



The **Village of Remsen** will receive \$7,271 under the files management category to purchase shelving and a map cabinet.

The **Town of Forestport** will get \$7,500 under the files management category to inventory and reorganize inactive records, along with develop a cross-reference list and other tools to improve retrieval efforts.

State Archives has already held instructional workshops in Watertown and Rome to assist with preparing LGRMIF applications that are due February 1, 2013; however, information can be found at: [http://www.archives.nysed.gov/a/grants/grants\\_lgrmif.shtml](http://www.archives.nysed.gov/a/grants/grants_lgrmif.shtml). You may also contact the Commission at 1-888-785-2380 or your regional State Archives advisory officer, Kent Stuetz, at (315) 793-2780 for project assistance and next steps.

**Date:** Thursday January 10, 2013

**Time:** 6:00 – 8:00 pm

**Place:** Jefferson Community College, 1220 Coffeen Street, Watertown, NY

**Room:** Jules Center Amphitheater Room 6-002



The United States Department of Agriculture Rural Development (USDA RD) will be holding an informational meeting to explain the Community Facilities program. The Community Facilities program can make loans and/or grants to develop essential community facilities in rural areas and towns of up to 20,000 in population. Projects can include, but are not limited to: municipal buildings, emergency service facilities and equipment, libraries, food pantries. For additional information visit [www.rurdev.usda.gov/HCF\\_CF.html](http://www.rurdev.usda.gov/HCF_CF.html).

Public entities such as municipalities, counties, and special-purpose districts, as well as to non-profit corporations and tribal governments should all plan to attend. Project managers, engineers, architects and other stakeholders in community projects should also attend. **REGISTRATION IS NOT REQUIRED.** For more information, contact Michael Mannigan at USDA RD at (315)-782-7289 ext. 122 or [michael.mannigan@ny.usda.gov](mailto:michael.mannigan@ny.usda.gov). For more information about USDA RD, visit [www.rurdev.usda.gov/Home.html](http://www.rurdev.usda.gov/Home.html).

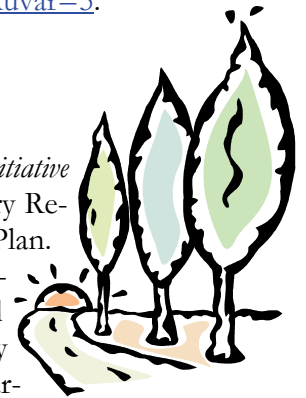
### Minigrants for Asset Management Inventory Development

The Environmental Finance Center at Syracuse University has funding from USDA-Rural Development to fund three minigrants to rural (less than 10,000 people) communities to fully conduct an Asset Management inventory for their water or wastewater system. Up to \$5,000 will be awarded to each of three municipalities. Examples of what the minigrant could fund include staff/intern time to conduct inventory; hiring of a consultant to conduct inventory; or purchase of materials or software to complete the inventory. **Proposals are due February 1, 2013, work must be completed by September 30, 2013, and final reports are due October 31, 2013 – no extensions allowed.**

If your community is ready to conduct a water or wastewater inventory this coming field season, this could be a good program for you. For more information, contact your circuit rider or the Commission office in Watertown. Applications materials can be found at <http://efc.syracusecoe.org/efc/sub.html?skuvar=5>.

### Regional Economic Development Council News

*Bluenways, Byways and Trailways: the Tourism, Community & Economic Development Infrastructure Initiative* is a concept paper developed by the Tug Hill Commission and used by the North Country Regional Economic Development Council (NCREDC) to augment the Regional Strategic Plan. In short, the paper calls for increasing the score attached to Consolidated Funding Applications (CFA) for projects that are part of corridor plans, such as bluenways, byways, and other trail types with regional significance. Oftentimes, smaller projects, while strategically located along a tourism corridor, do not compete well for funding when compared to larger, stand-alone project. These smaller projects, however, are critical to developing the tourism corridor as a whole. This strategy enables regional CFA reviewers to attach 15 points out of 20 to recognized tourism corridor projects and has now been included in the NCREDC Strategic Plan.



The paper has recently been adapted and a draft presented to both the Central New York Regional Economic Development Council and the Mohawk Valley Regional Economic Development Council. Those Councils may consider following the NCREDC lead in adopting this strategy as an effective tool for community and economic development, in particular, in our rural communities where finding creative methods to spur business and create jobs is a necessity.

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Thank you!

## SAVE THE DATE!!!!

The Tug Hill Commission's  
24th Annual Local Govern-  
ment Conference will be held  
March 28, 2013 at Jefferson  
Community College. Watch for  
coming details. If you have  
ideas for presentation topics or  
presenters, please let us know!

## Staying Connected Group Works With Boonville, Remsen and Forestport

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Around 25 citizens from Boonville, Remsen and Forestport met on Thursday December 6th to discuss and catalog their thoughts and ideas about places they value in their communities. Values included everything from clean water, wildlife habitat, economic importance and recreation. Participants sketched polygons on maps indicating what the area was valued for. The Tug Hill Commission, along with partners from Tug Hill Tomorrow Land Trust, The Wildlife Conservation Society and The Nature Conservancy, will digitize the hand drawn polygons and use the data for planning purposes. The data will be valuable for community and comprehensive planning and for use in a larger Wildlife Connectivity project being undertaken by the partners. Partners will report back to each town at their board meetings in the spring.

More information about this project can be found at <http://www.tughill.org/services/natural-resource-management/>. In general, this project seeks maintain and improve the ability for wildlife to travel between the Adirondack and Tug Hill regions to expand their territories, especially in the wake of changing weather patterns. A similar exercise was completed two years ago in the communities of Ava, Western and Steuben.



## Tug Hill Commission Meeting

The Tug Hill Commission will hold its monthly business meeting on **December 19th from 10:00 am to noon** at the **Tug Hill Commission office (Dulles State Office Building) in Watertown**. As always, you are welcome to attend these monthly meetings. In addition to routine business, the Commission will also hold elections for its officers for the 2013-2014 term.