



March 1, 2013

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Please help us reduce our costs and let us send you this newsletter electronically. Send an email request to gwen@tughill.org or call 315-785-2380. Electronic versions appear in full color!

Local Government Conference early bird registration deadline is March 6, 2013.



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.

Training for Planning Board and ZBA Members

The Town of Schuyler in Herkimer County is holding its annual training for Planning Board and ZBA members from 6:00pm -10:00pm on **Wednesday, May 2**. The training will be held at the Schuyler Town Hall, 2090 State Route 5, Utica, NY 13501. Check in will start at 5:00pm and the following course will be offered:

6:00-7:30pm-Smart Growth

Presented by Christopher Eastman and John-David Wood, NYS Dept. of State.

7:45- 9:00pm-Hydrofracking

Presented by Wayne Mc Farland, P.E.,DE, Principal Energy & Environmental Engineer, GHD Consulting Engineers, Cazenovia.

9:15- 10:00pm-Renewable Energy Systems – The Homeowner's Experience

Presented by Deerfield resident Greg Sacco.

Additional information and registration forms can be download by going to: www.townofschuyler.com/trainingreg_form.pdf. Registration deadline is Wednesday, April 25 and no registrations will be accepted after this date. No refunds will be issued after April 25 (unless seating capacity has been exhausted). To register, go the following website: <http://www.townofschuyler.com/training.pdf>

Payment for the \$20.00 registration fee should be payable to: Town of Schuyler, 2090 State Route 5, Utica, NY 13502. Please note that **no phone, email or fax registrations will be accepted**. If you have any questions, please contact Bette Szesny at 724-7305.

LGC Assessors' Training Set!

The assessors' training for this year's LGC has been set. If you know of someone interested in attending this session, please get this information to them. Thanks! Anyone with questions can call the Tug Hill Commission at 785-2380.

Six Hours Certified Training for Assessors: Part I & Part II

8:30 a.m. – Noon

Part I: Excel: Intermediate Level

Instructor Warren Wheeler, will present an Excel refresher on some quick tips for mouse verses shortcut keys, formatting rows, columns and cells, formula review and text verses numbers. Also included in this session will be information on how to gather information in Excel, importing and exporting, manipulating information, creating pivot tables, and importing to V4 from Excel.

1:15 p.m. – 4:00 p.m.

Part II: Critiquing Appraisals

Instructor Thomas Frey will review the appraisal process using the Uniform Residential Appraisal Report form and certain addenda received from property owners challenging their assessed values. The instructor will discuss what you should look for in the appraisal and how to respond when the appraisal report is not prepared in an objective manner.

Records Management Workshops Planned for this Spring

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Register for spring workshops at: <http://iarchives.nysed.gov/WorkShops/workshopsServlet?owner=REG&cat=1>

Scroll through the list and select the location and date you desire. By registering you will receive the necessary workshop materials to print prior to attending the presentation.

Workshops scheduled in the Tug Hill region include:

Title: **Managing Inactive Records**

Date: 03/07/2013

Time: 9:00 AM - 12:00 PM

Description: Careful management of inactive records storage is critical to the success of a records management program.

Goals: This workshop will discuss:

- The importance of inactive records storage
- The basic steps involved in setting up a facility, whether in-house or off-site
- Ownership and custody of inactive records
- Equipment, supplies, and safety concerns
- Cost-benefit analysis, and space planning
- How to develop inactive records facility policies and procedures A case study approach will be used as workshop participants plan an inactive records storage facility.

Location: Village of Adams, 3 S Main Street, Adams, NY 13605

Title: **Files Management**

Date: 03/19/2013

Time: 9:00 AM - 12:00 PM

Description: Fast and accurate retrieval of active office records is critical for the efficient operation of government.

Goals: This workshop will discuss how to:

- Assess how well your filing system is working
- Conduct space planning for filing systems
- Use color coding to improve filing systems
- Maintain file security
- Revamp and improve paper and electronic filing systems
- The workshop will also provide a number of tips and tools for people who must manage the ever-increasing volume of information that crosses their desks or awaits them each morning on their personal computers.

Location: Lowville Town Hall, 5533 Bostwick Street, Lowville, NY 13367

Title: **Using State Archives Retention Schedules**

Date: 04/17/2013

Time: 9:00 AM - 12:00 PM

Description: The New York State Archives develops retention schedules to help local governments and state agencies efficiently dispose of records they no longer need to keep.

Goals: This workshop will:

- Explain how to use State Archives' retention schedules effectively
- Describe how the State Archives develops retention schedules
- Show how to create office retention schedules specific to the needs of a single office
- Examine options for disposing of records. After this workshop, participants should be more adept at identifying appropriate retention periods for records and be better able to devise systems for managing records disposition.

Location: Marcy Town Hall, 8801 Paul Becker Road, Marcy, NY 13403

The Lewis County Historical Society will be holding a tour of the historical society Friday, April 12 beginning at 10:30 a.m. followed by a light lunch. Beginning at 1:00 p.m., Kent Stuetz from the NYS Archives will do a presentation on "Scanning Historical and Family Photographs."

Scanning your historical and family photographs is the perfect way to increase use, share and preserve these visual treasures. But there is a lot to consider in terms of scanners, software, file formats, image resolution, bit depth, compression, preservation...the list goes on and on. Anyone can create a digital image from a photograph, but in this workshop, Kent will unveil the secrets to creating the highest possible quality scans of your photographs. Kent will provide everything you need to know to take your scans from blahzay to brilliant in a very practical, informal presentation. Come and spend an afternoon having fun learning the true art of scanning. Whether you are a newbie or have serious experience scanning, this session will open your eyes to new ideas that will dramatically improve your digital results.

If you are interested in attending this tour and workshop, contact Jerry Perrin, Manager by phone at (315)376-8957 or e-mail at lewiscountyhistoricalsociety@gmail.com. The workshop will be held at 7552 South State St., Lowville, NY. Reservations should be made by April 5.

Town of Williamstown Historian, Glenna Gorski Honored



From left to right are Supervisor John Hamblin, Historian Glenna Gorski and President of the Historical Society Roberta Cleveland.

Town of Williamstown Historian, Glenna Gorski was recently honored for 25 years of service to her town. At the February 13, 2013 regular town board meeting Supervisor John Hamblin read a Proclamation recognizing Mrs. Gorski's 25 years of service and dedication to the Town of Williamstown, and to the surrounding communities as well. Supervisor Hamblin credited Gorski with preserving valuable history, and commended her with overseeing research and organizing cemetery, family and census records so that interested people can access the information. Supervisor Hamblin also mentioned several local history books that Mrs. Gorski has authored, which will be an invaluable record in the years to come.

Mrs. Gorski was presented with a framed copy of the Proclamation from the grateful Town Board, and also with a beautiful bouquet of flowers from Roberta Cleveland, President of the Historical Society. According to Supervisor Hamblin "We're very fortunate to have her. We hope she is with us for a long time, her shoes would be very difficult to fill."

Galloo Island Wind Farm Unlikely To Move Forward

The NYS Public Service Commission (PSC) has recommended that Upstate NY Power Corporation's application to build a power transmission facility from Galloo Island to some point on the mainland be dismissed because of lack of activity. The Tug Hill Commission had been monitoring the project as one of the alternative transmission line routes could have affected several Tug Hill communities.

There has been no activity in this case since July of 2012 when several landowners, on a conference call, stated that they could not develop their land and businesses until they knew for sure how the proposed power line might affect their properties. PSC noted several reasons why Upstate NY Power was having difficulty moving forward with their project, including lower natural gas prices and lack of clarity regarding the continued availability of the federal Production Tax Credit for renewable energy beyond 2013. Upstate NY Power had also been unable to obtain a power purchase agreement.

Contact us at:

NYS Tug Hill Commission

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1-888-785-2380

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Assisting communities and citizens for over 39 years.



**You could be a
WINNER!**

Tug Hill Trivia???

What Tug Hill towns have the same
name as NYS Counties?

HINT— Names begin with *L* and *S*.

The **FIRST** person to email the correct
answer will receive a
FREE registration to the
2013 Local Government Conference
on March 28!!

Send your answer to gwen@tughill.org

If you have already registered and are
the winner, your registration will be
reimbursed.

*** Not eligible to participate if you
have already won.**

**NYSDEC Regions 6 and 7
Open Space Committees Meet**

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NYS has begun the process of updating its 2009 Open Space Plan. Commission staff attended both regional committee meetings this week. The timeline for updates is for draft regional reports to be sent to Albany by early summer, with comments back to the regions from Albany by the end of 2013. A final plan approved by the Governor's office is expected sometime in 2014.

The Open Space Plan identifies both open space projects and issues related to open space conservation. Much of the Tug Hill region is incorporated in project categories within the plan, such as the "Tug Hill Core Forests and Headwater Streams" and "Salmon River Corridor." Inclusion in the plan allows Environmental Protection Fund monies to be spent on open space conservation projects in these areas as long as there are willing sellers and the local towns agree to the projects. Some of the issues identified by Regions 6 and 7 includes the importance of paying local property taxes on state land, taking into account the effects of Forest Tax Law (480a) on local taxpayers, and the importance of stewardship on lands the state already owns.

The 2009 Open Space Plan is available on DEC's website at <http://www.dec.ny.gov/lands/47990.html>.

**2013 Adirondack Park
Local Government Day Conference**

The 2013 Adirondack Park Local Government Day Conference will be held April 24 from 1-5pm and April 25 from 8-5pm at the Crowne Plaza Resort & Golf Club, Lake Placid, NY. This year's conference will emphasize economic development strategies for the Adirondack Park and the identification and promotion of projects and events that can benefit rural economies. The conference will highlight community initiatives from around the Park and include presentations on infrastructure, entrepreneurial initiatives and municipal energy management. Training workshops presented by the Department of State and other professions will offer valuable instruction, advice and CEO and CLE credits for local officials.

In addition, this year the conference is hosting a first-ever Adirondack Park Excellence in Design Competition for buildings. The categories to be recognized include: Public/Semi Public Buildings; Residential or Commercial New Construction and; Rehabilitated Historical Buildings in the Park. Submit your best building for the conference awards!

Registration forms and agenda information is available at:
http://apa.ny.gov/Local_Government/index.html

**We stumped you last time on
the 3 part trivia question so
we are breaking it down to 1
question and providing a clue.**