



October 4, 2013

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October 14, 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.

New SEQR Forms Become Effective October 7th

The new model short and full environmental assessment forms (EAF) are scheduled to become effect on October 7, 2013. Over the next few weeks, the final short and full EAF workbooks and the online fill-able pdf versions of the EAFs using the new EAF Mapper software will be posted to the DEC website.

DEC realizes this is a major change in practice since the current EAFs have been essentially unchanged and in use for over 25 years. This has resulted in a number of anxious questions to DEC staff regarding the use of the new EAFs. To respond to these questions, DEC has prepared a frequently asked questions (FAQ) page that has recently been added to the DEC website. It is hoped that these FAQs will help practitioners prepare for the use of the new EAFs. You can find the FAQs at: <http://www.dec.ny.gov/permits/93240.html>

Contact at DEC for any other questions not on the FAQ:

Jack A. Nasca, Director
Division of Environmental Permits
NYS DEC
625 Broadway, 4th Floor
Albany, NY 12233-1750
Phone: 518-402-9180
Fax: 518-402-9168
E-mail: janasca@gw.dec.state.ny.us

FYI!

October 17 Tug Hill Aquifer Meeting Possible Postponed—Stay Tuned

Due to the federal employee furloughs, the Tug Hill Aquifer meeting may need to be postponed as the main agenda item is a presentation from Ed Bugliosi with the U.S. Geological Survey. If you plan to attend, please email Katie Malinowski at katie@tughill.org, and she will send out a notice directly when the meeting date gets closer.

Commission Exhibits at DANC and Salmon River Fish Hatchery Open Houses

The Commission display got a workout the past two Saturdays, first at the DANC Open House on September 21st, and then at the Salmon River Fish Hatchery Open House on September 28th. Many people stopped and browsed the photographs on display and took handouts. The "Guess the Number of Snowflakes" contest was popular, with a total of five winners receiving copies of the **Four Season Guide to the Natural Side** published by Tug Hill Tomorrow Land Trust.



3rd Lewis County Economic Development Conference

"Municipal Officials and their Role in Economic Development"

October 23, 2013 – 9:00 am to 4:00 pm
Ridgeview Inn Banquet Room
6912 Bardo Road, Lowville, NY

The 2013 Lewis County Economic Development Conference will focus on "Municipal Officials and their Role in Economic Development." This event will be an opportunity for business and municipal leaders to connect and learn about their role in cooperative development. The Conference will highlight strategies for implementing value added agriculture, enhancing our Fort Drum connection, sustaining our communities, and supporting local tourism.

Conference Schedule

8:45	Registration and Coffee
9:20	Opening Remarks
9:30	Sustaining Our Communities
10:45	Value Added Agriculture
11:45	Lunch at the Ridgeview will be provided
1:00	Enhancing our Fort Drum Connection
2:30	Tourism Development
3:30	Reception

Conference Highlights

- **Sustaining Our Communities**

Justin Taylor, Town of Clayton Supervisor, will discuss how Clayton has accomplished challenging projects with limited resources.

- **Value Added Agriculture**

Steve McGratten of Empire State Development will speak about the role of agriculture in economic development and Richard Porter will present information on how the Lewis County IDA can assist with local projects.

- **Enhancing our Fort Drum Connection**

On behalf of the Fort Drum Regional Liaison Organization, Jim Wright, along with Garrison CSM Mark Oldroyd, and Franz J. Philippe, Director of Plans, Analysis, and Integration at Fort Drum, will take part in a panel discussion regarding our Fort Drum connection.

- **Tourism Development**

A panel including William Farber, Hamilton County Board of Supervisors Chairman, Jackie Mahoney, Lewis County Recreational Trails Coordinator, and Anne Merrill, Executive Director of the Lewis County Chamber of Commerce will speak about how our municipalities can be involved in tourism development.

- **Local Foods Reception**

Lewis County wine, cheese, and other food products will be served.

There is no cost to attend.

To register, please call (315) 376-5422 or email syoung@lewiscountyny.org

As seating is limited, please register before **Tuesday, October 8th**.

***Presented By: Lewis County Economic Development & Planning,
County of Lewis Industrial Development Agency and Lewis County Development Corporation***

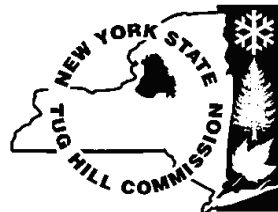


Cooperative Tug Hill Council Holds Fall Meeting

The Cooperative Tug Hill Council held its Fall Meeting and Dinner September 26th at the Steak and Brew in Turin. The meeting was well attended with 41 members and guests present. Jackie Mahoney, Lewis County's new Trail Coordinator, was the guest speaker. Jackie presented an outline of her current plans and goals. The Tug Hill Commission also gave a presentation on several ongoing projects with which they are assisting the Council.

The 2014 budget was reviewed and approved by the members. Beth Steria, the new Associate Circuit Rider, was introduced. A new CTHC informational brochure was reviewed and approved by the members. Copies will be available soon to hand out to the Towns. In addition, Special Areas maps from Martinsburg, Montague and Rodman were approved to be added to the Council's map, bringing the total completed and approved maps to four. Several other Towns are involved in the Special Areas process. If you have not begun the process as yet, your Circuit Rider will be talking to you soon about this important project.

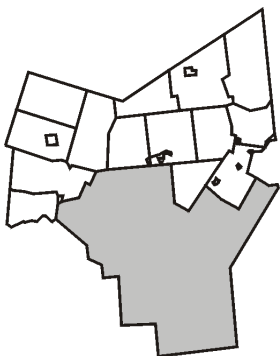
The final order of business was a discussion about the upcoming Tug Hill Legislator's meeting. Please get your ideas and questions ready for the upcoming meeting. Details will be coming soon.



Tug Hill Commission to Meet in West Carthage

The Tug Hill Commission will hold its next meeting on Wednesday, October 16, 2013, from 4:00 p.m. to 6:00 p.m. at the Town of Champion Municipal office located at 10 North Broad Street, West Carthage, NY 13619, NY. Highlights of the meeting will include routine business of the Commission, latest updates of the Regional Economic Development Councils, discussion with River Area Council of Governments and discussion and review or major projects and activities in the region. The public is welcome to attend and there will be a public comment period at the end of the meeting.

NOCCOG Annual Dinner & Meeting



NOCCOG will be holding its annual meeting and dinner on **Thursday, October 24, 2013**, at the Delta Lake Inn, 8524 Fish Hatchery Road, Rome, NY 13440. Social hour begins at 6:00 pm followed by a buffet dinner at 7:00 pm. This year NOCCOG will be celebrating its 30th Annual Meeting as a council of government. The business meeting will include a revision of the bylaws, election of the NOCCOG Executive Board for 2014 and approval of the 2014 NOCCOG budget.

The cost for dinner is \$20 per person. Reservations and payment must be received by **Friday, October 18, 2013**. If you are interested in attending or have any questions, please contact Gerry Ritter, Municipal Management Consultant, at (315) 392-2260 or gjritter01@aol.com. You can also mail a check payable to NOCCOG, along with your name, title and the name(s) of your guest(s) to: Mrs. Gerry Ritter, 10954 Bellingertown Road, Forestport, NY 13338. More information about the Delta Lake Inn can be found at <http://www.deltalakeinn.com/>.

Workshop on Municipal Cooperation

The workshop, ***Inter-Municipal Cooperation – How to Do More with Less***, will be presented by the DOS Division of Local Government Efficiency at Kunsela Hall, SUNYIT, Utica on Tuesday, October 29 from 6:30- 8:30 pm. Sign in starts at 6:00 pm. This training program is sponsored by the Local Government Education Committee for Oneida and Herkimer Counties and is designed for planning boards, codes enforcement officers, zoning boards of appeal, supervisors, mayors, councilmen and trustees.

The program will offer two hours of credit for Codes Enforcement Officers, Planning Board and ZBA members. Registration fee is \$15. **Payments should be made payable to the College Association** and mailed to the Office of Continuing Professional Education, SUNYIT, 100 Seymour Road, Utica, NY 13504. Visit www.LGEC.org website for more information.

Topics to be covered will include:

The Nuts & Bolts of Inter-municipal Agreements

Municipalities can achieve many benefits by entering into inter-municipal agreements. This presentation looks at the participants, opportunities, benefits, types, and contents of inter-municipal agreements. We will also discuss civil service considerations, liability, adoption procedures, and strategies for success.

Local Government Efficiency, Inter-municipal Planning

Sharing the cost of a planning project with a neighboring community that shares common problems or goals can ensure a high quality planning project that is useful for all involved communities at a lower cost to taxpayers.

Inter-municipal Cooperation in Building Code Enforcement

Municipalities are required to enforce the New York State Uniform Fire Prevention and Building Code and the Energy Conservation Construction Code. By working together, neighboring municipalities may easily provide effective Building Code Enforcement while controlling costs. The program provides an overview of what is required for Inter-municipal Building Code Enforcement is provided; including County enforcement and multiple municipal enforcement.

SEQR Refresher & the New EAF

The Herkimer-Oneida County Comprehensive Planning Program is sponsoring a land use training session on the State Environmental Quality Review Act (SEQRA) and the new Environmental Assessment Form (EAF). Presenters will be from NYS DOS. This refresher on the State Environmental Quality Review Act (SEQRA) includes an overview of the Environmental Assessment Form (EAF), Type I, Type II, and Unlisted actions and the sequence of making a positive or negative declaration on a project's potential to have an adverse impact on the environment. The new online Environmental Assessment Forms that are rolling out in October will also be discussed and explained. Registration form have been has been mailed to municipal planning boards, ZBAs, clerks, mayors, town supervisors and CEO/ZEOs.

The training will be held on Thursday, November 7, 2013 6:30 pm – 8:30 pm at Mohawk Valley Community College, Information Technology Building Utica. **Admission is \$10.00 per person. Checks made payable to: Herkimer-Oneida Counties Comprehensive Planning Program.** You can register by calling HOCPP (315) 798-5710 or by going to the following website to download a registration: landuseconference@ocgov.net.

U.S. Fish and Wildlife Service Role in Development Reviews

Land Use Planning Workshop Notice

U.S. FISH AND WILDLIFE SERVICE ROLE IN DEVELOPMENT REVIEWS

MONDAY
October 28, 2013
6:30 pm—8:30 pm
Jules Center Amphitheater
Room 6-002
Jefferson Community College
1220 Coffeen St.
Watertown, NY

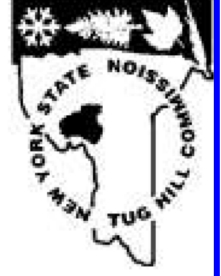
Co-Sponsored By:



The Jefferson County Department of Planning and the NYS Tug Hill Commission are co-sponsoring a land use training session on the **U.S. Fish and Wildlife Service role in development reviews**, featuring Robyn Niver, a Senior Endangered Species Biologist at the United States Fish and Wildlife Service, New York field office in Cortland, NY.

Robyn grew up in the Hudson Valley of New York. She received her B.S. in Environmental and Forest Biology from the State University of New York College of Environmental Science and Forestry and her M.S. in Wildlife Ecology from the University of Wisconsin Madison. She began her career with the U.S. Fish and Wildlife Service in Pierre, South Dakota in 1999 while earning her M.S. degree, and returned to New York State in 2001 to work at the US Fish and Wildlife Service's New York Field Office. Robyn is the senior endangered species biologist at the NYFO and the Northeast Region's lead biologist for Indiana bat recovery efforts.

If approved by your municipality, this workshop can provide two hours of training to meet the NYS Municipality Training requirement.



AGENDA

6:30-6:35 pm	Welcome and Opening Remarks
6:35-8:00 pm	Presentation by Robyn Niver, USFWS

This will be an overview of the U.S. Fish and Wildlife Service (USFWS) and what role it may play in local communities. Topics to be covered include: purpose and key elements of the Endangered Species Act (ESA); permitting processes; timeframes; coordination with New York State Department of Environmental Conservation and U.S. Army Corps of Engineers; interaction with local government reviews under the State Environmental Quality Review Act; and opportunities to collaborate to conserve species and meet community goals. Information will also be provided on species such as the Indiana bat, piping plover, and bog turtle.

8:00-8:30 pm	Question and answer period
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RSVPs are strongly encouraged by

Wednesday, October 23rd .

Please call Jefferson County Planning

Department at (315) 785-3144 or

email planning@co.jefferson.ny.us

Note to Planning Board and ZBA Chairpersons and Clerks-Please share this notice with other Board members and officials in your community.

Contact us at:**NYS Tug Hill
Commission**

317 Washington St.
Watertown, NY 13601

We are located on the
6th Floor of the Dulles
State Office Building.

Phone: 315-785-2380
Toll Free within the
region:
1-888-785-2380

Email:
tughill@tughill.org
Website:
www.tughill.org

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appear in full color!**

Records Management Training Scheduled this Fall

Kent Stuetz, Region 5 Records Management Officer will be presenting a new workshop entitled Document Scanning Essentials: Electronic Document Imaging in Herkimer on October 18, 2013. This presentation lays out all of the key information you will need to plan for or implement a document scanning program in your local government.

This session will consider why you need to scan records and which records best lend themselves to digitization and identify those you would never scan; investigate preparation of documents for scanning, in-house scanning versus use of vendors, estimating costs, preparing an RFQ and reviewing quotes; as well as review desired technical specifications and quality control procedures.

If you are considering scanning, imaging systems, electronic document management, writing a grant for such, or are a part of a collective who will be doing any of these activities, you owe it to yourself to hear the essentials laid out like a Thanksgiving dinner.

Kent will also be offering other sessions listed below. These workshops are free and open to all who would like to participate. Each workshop starts at 9:00 a.m. and ends by noon. If you would like to attend one of these events please register via the NYS Archives website. Simply follow the link below, scroll down the state-wide list of workshops, and select the desired workshop site and date. Then go through the registration process. You will receive an email once properly registered which will direct you to workshop handouts that you will need to print and bring to the session. Here is the link: <http://iarchives.nysed.gov/WorkShops/workshopsServlet?owner=REG&cat=1>

Data Essentials : Electronic Document Imaging

Date: 10/18/2013
City: Herkimer
County: Herkimer

Electronic Content Management Systems

Date: 10/22/2013
City: Rome
County: Oneida

LGRMIF Grant Application Information Session

Date: 12/05/2013
City: Fayetteville
County: Onondaga

Date: 12/10/2013
City: Westmoreland
County: Oneida

Date: 01/08/2014
City: Watertown
County: Jefferson