



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.

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RECORDS MANAGEMENT GRANTS AWARDED

Various communities in the Tug Hill Region were recently awarded funding from the New York State Archives office under the Local Government Records Management Improvement Fund (LGRMIF) program. Tug Hill Commission staff provided assistance in the preparation and submission of five Records Management Grant applications, each of which was successful.

The town of Vienna received \$8,855 in grant funds to implement the next phase of their records management program with a state-of-the-art inactive records storage area. They plan to organize and re-file or purge approximately 180 cubic feet of inactive records and develop policies and procedures to ensure long-term success of their program.

The town of Ava was awarded \$12,266 for the construction of a fire-safe storage area for their inactive records. The town plans to transform their current storage area into a more efficient and secure space that will house 105 cubic feet of boxed records on steel shelving units and 42 cubic feet of large format documents such as maps in a map tower. Included in the project is the organization and re-filing or purging of records and development of records management policies and procedures.

The town of West Monroe received \$12,897 to assist with development of an Electronic Document Management (EDM) system. The project will include scanning and microfilming a backlog of records generated and/or used by the

codes enforcement officer, clerk's office, and the planning board, beginning with Building Permit and Certificate of Occupancy Issuance Records. The records will then be properly indexed and incorporated into the EDM for easy access. The clerk's office will also have the capability of scanning and adding additional records to the system.

The town of Lowville was awarded \$4,090 for their Justice Court. Through the project, court records will be digitized and put into an electronic system that will allow for improved access. Once complete, the project will allow the Justice Court to quickly find case records.

Northern Oneida County Council of Governments (NOCCOG) received \$23,610 on behalf of five municipalities in Oneida County. The project will improve access to historical records for each of the participating communities. Historical records, many of which have suffered fire and water damage over the years, will be preserved and made available digitally through Ancestry.com. This project will be the second phase of a multi-year project to digitize and microfilm historical records to improve access. The pilot project targeting four different local governments was funded by the LGRMIF last year.

Applications for funding in the next round are **due on February 1, 2011**. Communities interested in applying for a Records Management Grant should contact Emily McKenna or Carla Malmgren at the Commission office at 1-888-785-2380.

ADDITIONAL ROUND OF LOCAL GOVERNMENT EFFICIENCY GRANTS ANNOUNCED

The New York State Department of State has announced that applications for an additional

To contact the
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Our website:
www.tughill.org

round of Local Government Efficiency (LGE) grants are now being accepted. The **deadline** for applications is **4 p.m. on Wednesday, December 1, 2010.**

Under the LGE program, two or more municipalities can apply for up to \$400,000 for projects that reduce local costs, and increase shared services and local service delivery efficiency. Four types of grants are available:

1. High Priority Planning Grants
2. General Efficiency Planning Grants
3. Efficiency Implementation Grants
4. 21st Century Demonstration Project Grants

Under the High Priority Planning category, communities can apply for up to \$50,000. **Deadlines for this category occur on a monthly basis beginning on October 20, 2010.**

Counties, cities, towns, villages, special improvement districts, fire districts, public libraries, association libraries, water authorities, sewer authorities, regional planning and development boards, school districts, and in certain instances BOCES are eligible to apply for a LGE grant. Projects must promote shared services, cooperative agreements, consolidations, mergers and/or dissolutions.

For more information, contact Emily McKenna or Carla Malmgren at the Commission office, 1-888-785-2380, or by email to emily@tughill.org. Program guidelines and workshop information are also available on the Department of State's website at <http://www.dos.state.ny.us/lgss/sharedservices/2009Grants.htm>.

ENVIRONMENTAL FACILITIES CORPORATION GREEN INNOVATION GRANTS DUE 12/3/10

The Green Innovation Grant program administered by the NYS Environmental Facilities Corporation provides seed money for projects which spur green innovation, build green capacity, and facilitate technology transfer throughout the State. Eligible projects will improve water quality and demonstrate sustainable wastewater infrastructure in communities across the State.

Two types of grants are made: design and construction grants.

Design Grants (50% grant with a minimum 50% funding match from the eligible applicant required. The GIGP 2010 Design grant maximum is \$50,000 per project.)

Design grants will fund the development of an Engineering Report, Stormwater Pollution Prevention Plan, or equivalent document for a specific green demonstration project. By providing for design grants, EFC will be able to assist eligible projects that spur innovation and help build green capacity.

Construction Grants (90% grant with a minimum 10% funding match from the eligible applicant. The GIGP 2010 Construction grant maximum is \$750,000 per project.)

These grants will fund up to 90% of a project cost, up to a maximum of \$750,000, for construction including eligible planning and design costs. Funding for demonstration and/or innovative projects throughout the State will support and foster a shift to a greener approach to water and wastewater infrastructure management.

Interested communities may want to look at the list of funded projects in the 2009 round to evaluate potential new projects. Eligible applicants are encouraged to submit their **"one best"** project application. The recipient must provide their match from local or state funds. More information and application materials can be found on the EFC website:

<http://www.nysefc.org/home/index.asp?page=1046>.

NORTHERN BORDER COMMISSION GRANTS ANNOUNCED

The Lewis County Water/Wastewater Implementation project was awarded \$150,000 in federal funding through the Northern Border Regional Commission (NBRC) to strengthen infrastructure and promote shared services in three rural Lewis County towns. This investment will enable local businesses, such as the Edge Hotel and Boondocks Restaurant, to continue or expand operations. The business impact also includes improving water/wastewater services to Otis Technology, Inc., a world leader in gun cleaning

systems and one of the largest private employers in Lewis County.

The grant was part of \$1.3 million in Federal funding awarded by the NBRC to projects in each of the four member states: New York, Vermont, Maine and New Hampshire. The NBRC received 17 eligible proposals from New York applicants. The applications were then reviewed, scored and prioritized based upon the Federal program development criteria and New York State's economic development goals.

The Northern Border Regional Commission was created by Congress in 2008 to help address the community and economic development needs of the most severely distressed portions of the Northeastern United States. The Commission is focused on leveraging the public, private and philanthropic resources needed to develop and sustain the community building blocks for economic competitiveness and development, such as: transportation and basic infrastructure, job skills training and entrepreneurial development, comprehensive strategy development, advanced technologies and telecommunications, and sustainable energy solutions. The Commission is comprised of the governors of each of the member states and a Federal co-chair.

NOCCOG 2010 ANNUAL MEETING AND DINNER

The Northern Oneida County Council of Governments will hold its 27th Annual Meeting and Dinner at the Franklin Hotel, South James Street, Rome, New York, on Thursday, October 28nd. The social hour starts at 6:00 p.m. and dinner is at 7:00 p.m. A business meeting will follow with the election of officers for the NOCCOG executive board and adoption of the 2011 budget. Phil Street, director of planning for the NYS Tug Hill Commission will be speaking about a variety of road and highway issues that includes the importance of an official municipal road map, low volume roads, road abandonment, etc. This is a very relevant topic since all 19 NOCCOG towns and villages have committed to working on an official municipal road map with assistance provided by the Tug Hill Commission.

A proposed amendment to NOCCOG's bylaws will be presented at the meeting to increase the size of the

NOCCOG Executive Board from three to five members. All amendments to the bylaws must be approved by a 2/3 majority of the municipalities present at the annual meeting with each municipality having one vote. A copy of the proposed amendment will be mailed to the supervisor or mayor of each of member municipalities a week before the meeting.

The cost of the dinner is \$20.00 and checks should be made payable to NOCCOG. Reservations may be made by contacting Municipal Management Consultant Gerry Ritter on or before October 22nd at 315-392-2260 or by e-mail at GJRitter01@aol. The meeting is an opportunity to reflect on the past year's accomplishments for NOCCOG and its members.

ZBA BASICS – OCTOBER 20TH SESSION AT JEFFERSON COMMUNITY COLLEGE

The Fort Drum Regional Liaison Organization, Jefferson County Department of Planning, NYS Tug Hill Commission, and The Center for Community Studies at JCC are co-sponsoring a training session featuring Attorney Raymond A. Meier who will be discussing ZBA Basics

AGENDA

6:30-6:35 pm Welcome and Opening Remarks
6:35-8:00 pm Presentation by Attorney Raymond A. Meier

Zoning Boards of Appeals have two main functions – to interpret the zoning regulations when questions arise, and to decide if an applicant should be allowed to vary from the established zoning regulations. This session will discuss some of the basic legal guidelines for making these decisions.

As a lawyer in private practice, Mr. Meier has provided legal counsel to a wide variety of clients, and has handled numerous zoning and other land use matters, representing both municipal boards and applicants. Mr. Meier is currently of counsel to the law firm of Bond, Schoeneck and King, PLLC, where he is the co-chair of the Administrative, Legislative, and Regulatory Practice Group and also co-chair of the Municipal Law Practice Group. Mr. Meier is a graduate of Syracuse University College of Law.

Ample time will be reserved for questions and answers (from 8 – 8:30 p.m.).

RSVPs are strongly encouraged by October 18th. Please call The Center for Community Studies at (315) 786-2333 or email hbarben@sunyjefferson.edu.

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

NORTHERN FOREST CONVERSATIONS

Please join us for a series of conversation regarding initiatives within the Northern Forest region of Northern and Central New York. For several years a number of organizations in Northern and Central New York have engaged with the Northern Forest regions of New York, Vermont, New Hampshire and Maine regarding economic development, sustainable forestry, working landscapes and economically viable communities.

On October 25th we will host a series of conversations with key players in the region so you can learn about these initiatives and help shape how they may help Northern and Central New York communities. This meeting will be held on:

**Monday, October 25
1:30 to 4:00 p.m.
Dulles State Office Building
317 Washington St., Watertown
1st Floor Meeting Room**

Joining us for these conversations will be:

Sandford “Sandy” Blitz – Federal Co-chair of the Northern Border Regional Commission. Mr. Blitz will present on the Northern Border Regional Commission (NBRC) and its legislative mandate for economic development in the Northern Border Region of the four states, the recent round of NBRC grants for community and economic development, and the formal formation of the Commission as Chaired by Mr. Blitz the Governor’s of New York, Vermont, New Hampshire and Maine. The Northern Border Regional Commission does not yet have a website, but a basic overview is available at: <http://www.nado.org/legaffair/nbfact.pdf>.

Joe Short – Program and Policy Director of the Northern Forest Center. Mr. Short will discuss the mission of the Northern Forest center and their role in developing a “Sustainable Economy Initiative” for the Northern Forest. Mr. Short will also discuss the Centers new Northern Forest Investment Zone. The Investment Zone is particularly geared at opportunities for small forest landowners to earn additional income, and in turn sustain both economic and ecological values of the Northern Forest. Mr. Short will also talk about emerging federal legislative initiatives that Northern Forest residents and landowners may be interested in. For more information on the Northern Forest Center and the Northern Forest investment zone go to: <http://www.northernforest.org>.

Steve Erman and Kate Fish – Presidents and Executive Director of the Adirondack North Country Association – Mr. Erman and Ms. Fish will present an overview of the Adirondack North Country Association (ANCA) and their involvement in Northern Forest initiatives. They will also talk to the group about recent developments and ideas about an Adirondack North Country Sustainable Communities Initiative that ANCA has been coordinating. For more information about ANCA please go to: <http://www.adirondack.org>.

This will be an opportunity for folks to learn more about Northern Forest initiatives, their affect Northern and Central New York and to engage in a conversation that will shape these new and emerging opportunities.

While reservations for the meeting are not required we would appreciate hearing from you in advance. If you would like additional materials or information about these meetings please call the Tug Hill Commission at 1-888-785-2380 or e-mail us at collins@tughill.org.

Monday, October 11, 2010, is a holiday (Columbus Day) – the Commission office will be closed that day.

