

June 2004

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HARRISBURG HERALD

News from and about the Town of Harrisburg, Lewis County, New York

TOWN OF HARRISBURG FOUNDED: FEBRUARY 22, 1803

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Harrisburg Highlights is designed to communicate and inform the residents and taxpayers of the activities of the Town Government. It is published occasionally as time and news warrant.

Town of Harrisburg working to achieve communications goals

In keeping with campaign pledges to improve communications with residents and landowner, nonresidents, this newsletter is the first in what is hoped to be, a continuing publication that will focus on providing you with the news of your Town Government.

Communications will be improved by taking the following steps:

- Publication of a newsletter
- Creation of mailing list
- Creation of an email distribution list
- Creation of a web site for the Town
- Supervisor to maintain office hours
- Community gatherings
- Privilege of the floor offered at each Town Board meeting. Most information will be

found on the Town's web site. The address for the web site is printed on the last page.

Town Board member Tammy Tanner has been appointed chair of the "Communications and Public Relations" standing committee. She will be responsible for ensuring that key information is communicated.

In order to minimize costs of printing and distribution please give us your email address. Future newsletters and notices will be sent to you there. Standard mailings will only be done upon your specific request. Finally, contact us with your ideas on how to facilitate communications and other suggestions on how to improve your local government. . Who knows, we may publish your letter here.

Wind Power Project Progressing, but facing delays

Harrisburg is to be home to almost one-half of the largest wind generation plant on the east coast. This 300 mega-watt wind farm will consist of 187 wind towers located in the Lewis County towns of Lowville, Martinsburg and Harrisburg. This project is being built by Flat Rock Wind Power, LLC. For information on Flat Rock Wind see their website at : <http://www.flatrockwind.com/>

Delays have plagued the project and current projections indicate that only part of the Phase one construction will be completed in 2004. One major hurdle may be a denial of permits from Federal Fish and Wildlife. This federal department is considering a delay in the issuance of a permit in order to allow a two year study of the Indiana bat and the likely impact on bat mortality due to collision with the wind generators. The Indiana bat is an endangered species that has been found in

caves along the Black River near Dexter. Flat Rock officials remain confident that the permit will be issued without requiring the two yearlong study.

A twelve-mile long, overhead transmission line will connect the project to the power grid. This transmission line will originate in the Town of Martinsburg and connect with Niagara Mohawk's, Adirondack line in the Town of Watson.

The project was planned to be completed in two phases. Phase one would see the construction of around 90 wind towers in Martinsburg and would also see the completion of the transmission line. The balance of the construction would be completed in Phase 2 in

See Project Delays page 2

Project Delays (continued from Page 1)

the Towns of Lowville and Harrisburg.

The project is facing many challenges to completion. While each of the Towns has issued their land use permits, the towns of Lowville and Harrisburg have issued conditional permits. These permits will be valid only when other agreements protecting the Town's interest are in place. These agreements are: the PILOT agreement (Payment in Lieu of Taxes) and a highway maintenance agreement. Approval of these will validate the conditional Special Use land permits issued by the Harrisburg Planning Board.

However, Flat Rock Wind still faces a series of bureaucratic hurdles involving tax credits, incentives and other special use permits.

The PILOT agreement has been rewritten after the original agreement was found to be deficient. The modified, replacement agreement is under review and is expected to be approved by mid-June.

The Town also is party to a highway maintenance agreement that will ensure that necessary road upgrades and repairs will be the financial responsibility

of Flat Rock Wind Power. This agreement is expected to be approved by all parties within the next month.

The project is also dependent upon tax credits, incentives and NYS Empire Zone reimbursements. At this writing there are many tax and incentives issues remaining. It now appears that these issues may not reach resolution this year. Late resolution of these barriers could mean only road and site preparation work for 2004. The impact to Harrisburg would be a delay in revenue reception until 2006.

Wastewater treatment system completed

When Harrisburg's new highway garage was built, no provision to manage the wastewater from equipment snowmelt or power washing equipment had been provided. A DEC required wastewater treatment and holding system was purchased and installed in Dec. 2003. Problems with the installation required additional work this year, but repairs were made and the system is now fully functional. The system connects to the highway department garage floor drain and consists of an oil/water separator tank that then empties to a 3500 gallon holding tank.

The Town has negotiated contracts with a licensed, local hauler to take the wastewater to the Carthage water treatment plant. Hauling costs the Town \$225 and treatment costs were negotiated down to 1 ¢ / gal. It is expected that the holding tank will need to be pumped one time per year. The oil/water separator requires special maintenance procedures to ensure that the oil and grease is properly treated.

The current system is capable of upgrade with an improved oil/water separator if future environmental requirements cannot be met by the current system.

Records established

Newly elected Town Supervisor, Norman Roof, has established an office in the new municipal building. Office hours are Tuesday, from 2 PM to 6PM or by appointment.

All town records have been moved into the Town Hall including those of the Planning Board and of the Town Clerk.

Newly created documents on file are: Oath of Office book, Ordinance Book (contains local laws) and a book of Town resolutions. The resolutions are now maintained in a searchable database.

Town officials attend training and local government conferences

Legal requirements placed on local governments increase and get more complex every year. Learning what needs to be done and how to do it requires that government officials undertake continuous education to stay abreast of ever changing regulations.

Last fall, Board member Charlotte Wheeler and Town Clerk Cathy Hosmer attended a daylong government conference held at Potsdam State. Also attending were Tammy Tanner and Norm Roof.

This year, Norm Roof attended a three-day, newly elected officials school in Rochester sponsored by the Association of Towns of New York. Course work focused on powers and duties of town supervisors.

Louis Chambers, code enforcement officer, and Norm Roof attended a daylong conference held at Jefferson Community College. Primary study focus was on zoning, zoning appeals, land use and community planning.

Tammy Tanner and Norm Roof attended a teleconference held at the Lewis County Cooperative Extension hosted by the Association of Towns on the functions of the Town Board.

Highway Superintendent Terry Snyder, Bob Scoville and Charles Snyder recently completed a daylong safety seminar. The seminar was on general safety with a certificate awarded on

See Training page 3

Who's Who in Town Government?

Do you know who your government officials are? If not, here is a complete listing.

Town Supervisor: Norm Roof
Deputy Supervisor: John Englehart

Town Board members:
David Chase, Bruce Snyder, Tammy Tanner and Charlotte Wheeler

Cathy Hosmer fills many roles:

- Town Clerk
- Tax collector
- Records manager
- Registrar of Vital Statistics

Deputy Town Clerk: Arlene Yancey
Deputy Registrar: Ethylene Rozanski

Town Justice: John Woods
Court Clerk: Elizabeth (Betty) Woods

Highway Superintendent:
Terry Snyder
Deputy Highway Superintendent:
Loren Lyndaker

Town Attorney: Mark Gebo

Lewis County Bicentennial Rep:
Elizabeth (Betty) Woods

Planning Board:
Randy Nicol (chair), Vicki LaBarge (secretary), Bob Delaplain, Loren Lyndaker and Bob Scoville

Zoning enforcement officer:
Louis Chambers

Sole Assessor: Roger Tibbetts

Board of assessment review:
Ethylene Rozanski (chair), Tina Koster, Scott Goutermout

Zoning Board of Appeals:
Dan Murdie (chair), John Englehart, Mitch Beyer, Edward A. Yancey, Paul Widrick

Public Health Officer: John Hermann, M.D.

Dog Control Officer: Cliff Cook

Fair Housing Officer: Bruce Snyder

Cleaner: Allyn Wheeler

Empire Zone Administrative Board Rep:
Elizabeth (Betty) Woods

Cooperative Tug Hill Council Reps:
David Chase and Bruce Snyder

Town historian position is vacant.

Training (continued from page 2)

mine safety that is necessary to work in the Town's shale pit. Norm Roof has just completed two, three daylong schools on governmental accounting hosted by the Office of the State Comptroller (OSC). This school covered basic accounting, legal requirements and the upcoming change to a new accounting system. Norm will be training councilman Bruce Snyder and Deputy Supervisor, John Englehart who serve on the Budget and Finance committee, on the latest accounting requirements and the transitioning steps to the new accounting State mandated accounting system that will be implemented within the next two years. Finally, Norm Roof completed the Tug Hill Commissions "Local Leaders Institute." The coursework started last fall and continued through this spring. The institute coursework focuses on leadership and thinking regionally. The first class was a full day, field trip of the region served by the Tug Hill Commission. Class meetings were held throughout the region and culminated with a session on leadership held at the new Cooperative Extension building in Watertown. John Englehart plans on attending the next session this fall.

Harrisburg Town Supervisor pursuing improved telecommunications for Tug Hill

President Bush has announced a goal to have every home in America connected to the Internet with a tax-free, high-speed connection by the end of 2007. If you live in Harrisburg you know that the Internet connection is anything but high-speed. Further, many residents have had telephone problems for years. In such a rural setting, commercial development of high-speed connectivity would be unlikely because of the initial expense and the low population density. An idea originally proposed by Kevin Smith of the Tug Hill Commission may hold the promise to achieve the President's goal for the residents of Harrisburg by offsetting the expense of building the necessary, supporting infrastructure.

The idea is focused on using the underground trenches that Flat Rock Wind will develop to provide power and communication connections to the wind towers. By providing excess capacity in fiber cable that Flat Rock Wind Power, LLC will be placing in trenches that they need to build, digital bandwidth may be

made available at very low cost. Once digital cabling reaches the top of the plateau, wireless communications can be enabled that will extend as much as thirty miles in every direction. New wireless technology holds the promise of interconnectivity for television, internet and telephony.

, Norm Roof is acting as coordinator for this project to organize the many private and State agencies that will be involved. In addition to Flat Rock Wind Power, representatives from the Tug Hill Commission, Development Authority of the North Country (DANC), and the Office for Technology (OFT) are involved in the exploratory phase. Ultimately, our State and Federal representatives will become involved in order secure necessary funding.

A key component of the initiative is DANC's "Open Access Telecom Network of Northern New York". The project's web site is

See telecommunications initiative Page 4

"President Bush has announced a goal to have every home in America connected to the Internet with a tax-free, high-speed connection by the end of 2007."

Your Town Needs You

Can you spare some time to serve your community? As you can see from this newsletter, there's lots to do. If you want to make Harrisburg a better place for you and your family to live, get involved. Could you:

- Build a community garden?
- Volunteer in our emergency shelter?
- Research & document Town history?
- Help plan for Harrisburg's future?
- Provide assistance to your neighbors?

If you can help, call any Town officer and we'll make you a part of the team. We're particularly interested in resident high school junior and senior students who want to play an active role in their town government. Here's a chance to learn while you contribute and earn school credit. Providing community service, especially of serving in local government, will be very beneficial to job and/or college applications. Call us for more information.

Town Board conducts Audits of 2003 books

The Harrisburg Town Board has completed audits of all Town officials who received money in the 2003 fiscal year. Town books audited were: Town Supervisor, Town Clerk, Tax Collector, Town Justice and Zoning officer. Such audits are required by law and were conducted using State Comptroller's guidelines and checklists. Results are on file with the Town Clerk.

Standing Committees Established by Supervisor

Under Town law, the Town Supervisor has the power to create standing committees and appoint Town Board members to those committees. The purpose of these committees is to bring information to the Town Board that will lessen formal meeting time and improve the decision-making process. Committees are only advisory in nature. They may, from time-to-time, seek support of knowledgeable, citizen advisors to provide information to the committee and thus to the Board. The following committees were created and the listed appointments made:

Budget and Finance

Norm Roof who, as supervisor, is the

Telecommunications Initiative (cont'd from Page 3)

"<http://www.danc.org/economic/fiber/>". The project is designed to provide a fiber optic system throughout Jefferson, Lewis and St. Lawrence Counties with connections to major transmission facilities to the south and to the north. Frontier telephone has expressed interest in completing a fiber optic line from Lowville to Utica thereby looping the cable giving needed service redundancy.

New York State's Office for Technology (OFT) is working on the "Statewide Wireless Network" (SWN). "<https://www3.oft.state.ny.us/swn/index.cfm>" is their project's web site. The SWN project is designed to provide state-of-the-art wireless communications to emergency service providers (police, fire, ambulance). The system would provide a common base to improve interoperability between those providers. Local governments can also participate if they choose (i.e. highway departments).

The Tug Hill Commission is fostering a Black River Valley rehabilitation project and is partnering with DANC on a "Last Mile Initiative." The "Last Mile Initiative" focuses on how to connect the new infrastructure to individual homes and businesses. Kevin Smith of the Tug Hill Commission expressed the desire to make the Harrisburg/Martinsburg Infrastructure Initiative a model project. This will facilitate the procurement of Federal and State funding.

The last element needed is that of private industry. Flat Rock Wind is a willing partner and may even realize additional revenue from their infrastructure investment by leasing hardware or bandwidth access. Bill Moore, manager of Flat Rock Wind, has suggested that a wireless transmitter might be installed on one of their planned, 250' meteorological towers. Tom Sauter of DANC and Norm Roof are seeking private sector telecommunications partners to participate.

The next step beyond establishing the technology and project alternatives is to seek the support of our representatives in Federal, State and local governments. The Lewis County legislature has been informed of the initiative, as have the offices of Senator Hillary Rodham Clinton and State Assemblywoman Dede Scozzafava. All are interested in supporting the project.

Bringing this plan to fruition will be challenging, but none of this would be possible without the cooperation of Flat Rock Wind Power who will be building the necessary, underlying infrastructure using leases, easements and environmental permits they have procured. Lewis County residents should be grateful to have a good neighbor of the caliber of Flat Rock Wind Power and Bill Moore. Thanks Bill!

chief fiscal officer of the Town chairs this committee. Also appointed to this committee is councilman Bruce Snyder. Serving as an ad hoc advisor is R. John Englehart. John, who is deputy supervisor, has an MBA and is a paralegal. The Budget & Finance Committee is charged with reviewing insurance policies (including employee life & health), reviewing the investment policy and recommending investment. The committee will be very active in the budget preparation process. This committee will also provide a "Ways and Means" function.

Public Safety and Emergency Management

Councilwoman Charlotte Wheeler chairs

this committee. Charlotte will be the primary interface to Lewis County coordinator, Jim Martin and to State and Federal agencies. Charlotte leads the interface to the American Red Cross of Northern New York who has designated the Town Hall as an emergency shelter. Charlotte will also be responsible for developing disaster preparedness plans.

Building and Grounds

Councilman Bruce Snyder chairs this committee. This committee's primary responsibility is to recommend actions needed to maintain or repair the municipal buildings and grounds.

See Committees page 5

Town Board Undertakes Highway Classification

In concert with the Highway Superintendent, Terry Snyder, Harrisburg's Town Board has begun the process of road classification. The Town's paralegal, deputy supervisor, John Englehart, is doing legal research on highway law to understand applicable law. The Town Board spent most of one Saturday traveling the roads of Harrisburg to gain insight into the current state of all town roads.

The current classification system has four categories. They are:

- Full maintenance
- Seasonal road
- Minimum maintenance
- Abandoned

In general, local law must be

used to classify roads (except seasonal). Full maintenance roads are primary roads that have year round residences or businesses. They are fully maintained all year.

Seasonal roads are maintained for only part of the year and are not plowed. The highway superintendent must identify and declare seasonal roads annually. After the board approves the superintendent's recommendations, the highway department must post signs on the road indicating the seasonal nature thereof. Seasonal roads must be upgraded to full maintenance if a year-round residence or business locates on the road. Such upgrades can be very costly to the Town.

Minimum maintenance roads are roads where maintenance

is sporadic and left to the discretion of the superintendent and the Town Board given fiscal constraints. Both seasonal and minimum maintenance roads can be used by snowmobiles. ATV's cannot use any town road.

Abandoning a road relieves any claim the Town has to a right-of-way. All other classifications maintain the Town's right-of-way.

The town is evaluating a new classification system (A,B C, D, F) and is benchmarking neighboring communities that have recently completed the classification process. When completed, the Town will save money on road maintenance and will prevent unplanned expenditures as a consequence of having to upgrade a seasonal road to full maintenance.

Committees

(cont'd from page 4)

Economic Development

Supervisor Norm Roof chairs this committee. Pursuing and generating new economic development opportunities is the thrust of this committee's work. The Martinsburg/Harrisburg digital infrastructure initiative is an example of the work of this committee. Norm seeks local business people to participate in this committee.

Communications & Public Relations

Chaired by councilwoman Tammy Tanner, the work of this committee will focus on ensuring that taxpayers have current, accurate information on the current business of the local government. This newsletter and the web site along with supporting address lists will be foundational to improving communications.

Town Board to write, update policies and procedures

General Municipal Law and Town Law require that the Town have and maintain certain policies and procedures. Among these are:

- Procurement Policy
- Investment Policy
- Ethics Policy

In addition to the individual policies, the Town needs to have certain employee policies in place. The goal of the Town Board is to create a employee policy manual that will contain all information pertinent to their employment. Salaries, benefits and certain conditions of employment are to be specified. The Board has been working on these documents in special workshops.

Lewis County to Celebrate Bicentennial

March of 2005 will see the bicentennial anniversary of the founding of Lewis County. A bicentennial committee for the County was formed. Betty Wood is representing Harrisburg. Contact her if you want to help represent Harrisburg.

Harrisburg planning for emergencies

One of the primary functions of government is to provide for the welfare of its constituents. With this as an ideal, Town Supervisor, Norm Roof has established a "Public Safety and Emergency Management" committee. Charlotte Wheeler, who has Eileen Carrol as an ad hoc committee member, chairs this committee.

The work of this committee has already gotten approval for the new town hall to be used as an emergency shelter in time of need. The American Red Cross of Northern New York sponsors the emergency shelter providing training, supplies and support.

Coordinating with County, State and Federal emergency response officials, the Town will put disaster preparedness plans in place. Information and training will be an integral part of emergency preparation and response.

The town needs volunteers to support the activities of this committee. If you can help, contact Charlotte.

Highway Department Accounting Updated

Record keeping is one of the necessities of government life. This is particularly true of the town's highway department. Charging for services to other governments requires an accurate cost basis for labor, materials and equipment usage. This is also true for highway maintenance reimbursement (i.e. State Capital Highway Improvement program, CHIPS).

To track labor charges, timecards have been initiated that will track labor against major projects. A spreadsheet has been developed for calculating and tracking labor time.

A planned database will enable tracking of equipment hours used, maintenance and repair costs by project. This will provide necessary information to make the best use of limited funds when making replace, repair or lease decisions for highway equipment.

Town of Harrisburg
County of Lewis
State of New York

7886 Cobb Road
Copenhagen, NY 13626

MUNICIPAL OFFICES:
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HIGHWAY DEPARTMENT:
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(315) 688-4193

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Nroof1@localnet.com

OFFICIAL NEWSPAPER:
Journal and Republican

We're on the Web!
Official Town Site

<http://www.tughill.council.com/Harrisburg.htm>

and/or

Supervisor's Site
<http://members.localnet.com/~nroof1/index.htm>

Harrisburg's Old Town Hall Demolished

The building that served as Harrisburg's Town Hall has been razed and the site leveled and seeded. The building had been the site of many Town meetings since its earliest use in the early 1800's. The exact date of construction and purpose is not clear. Some say it was a schoolhouse, but no such record of use has surfaced.

It had undergone many

renovations, upgrades and even been physically moved from the south bank of Cobb Creek to its last location next to the new municipal building on the north side of the creek. Whether it was built on the south bank site is doubtful so it is likely that it was moved there originally.

It was hoped that the building could be saved, but the cost of insurance on the building

forced the Town to seek buyers who could move the building. In the end, only one bid was received. The bid was accepted, but the bidder found too many obstacles to moving it and the board was forced to have the building torn down. Materials were salvaged, but the action saw an end to an era as the Town now occupies a new municipal complex of offices and garage.

Town receives FEMA and SEMO money

As a consequence of the snow emergency declared for Jan. 28-31, 2004 by SEMO (State Emergency Management Office) and FEMA (Federal Emergency Management Agency), the Town of Harrisburg has received \$5,889 in federal aid. Lewis County also received financial

reimbursement.

The money was deposited into the Highway Fund and will be used to offset snow removal expenses and act as surplus against next year's expenses. Terry Snyder and Norm Roof made the application that resulted in the reimbursement to the Town

Annual financial report filed

The Town Supervisor has filed the annual financial report (Annual Update Document), along with supplemental notes, with the State Comptroller's office for fiscal year 2003. The report is available for inspection in the Town Clerk's office.

About Our Office Hours and Meetings...

Town Board meetings are held on the second Tuesday of each month at 7:30PM in the Town Hall on the Cobb Road.

Special meetings of the town board will be posted in advance at the town hall.

The Planning Board holds meetings on an "as-needed"

basis. Meeting notices will be posted at the Town Hall or in the newspaper as required.

The Town Clerk holds office hours on Tuesdays from 1PM to 4PM and Saturdays from 10AM to noon.

The Town Supervisor holds office hours on Tuesdays

from 2PM to 6PM and by appointment.

The Town Justice holds court on the first and third Tuesdays of each month.

All special meeting notices will be posted on the web site whenever possible (see web addresses at left) and in the newspaper if appropriate.

TOWN OF HARRISBURG

7886 Cobb Road
Copenhagen, NY 13626

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