

## Meeting Minutes

June 17, 2025

Oneida County Dept of Public Works Building  
5999 Judd Road, Oriskany, NY

### **Coalition Attendees**

Dave Glenn, (T/O Whitestown)

Gina LaMonte & Steve Messenger & Marvin

Martin (T/O Paris)

Joseph Morosco (V/O Yorkville)

Nicole Bourgeois (OCWPC/DPW)

Ron Beach (T/O Schuylar)

Kristin Campbell & Joshua Dahlin & Hanna  
Sauberan (HOCPP)

Chris Burtch (V/O Oriskany)

Kyle Tritten (V/O Whitesboro)

Tom Hughes (Village of New Hartford)

Absent- Towns of Deerfield, New Hartford, Westmoreland and the City of Utica

It was determined that the group had met the quorum requirements, as 62% of the members were in attendance.

Chairperson Dave Glenn, asked for any clarifications or comments for the May 2025 minutes. The Village of Oriskany moved to approve the April minutes, and was seconded by the Village of Whitesboro. All members of the group were in favor of the proposal.

Joshua Dahlin and Kristin Campbell of HOCPP presented an idea for public outreach to septic system users in the form of a postcard, which could be included with annual water bills. This is called “11 ways to protect your Septic System.”

While the members weren’t opposed to the idea, many commented that sending this to those without a septic system and on public sewer would be confusing. But it could work well in certain circumstances. Perhaps even in poster size for a town hall. Additionally, the group recommended referencing a document completed a few years ago called “The Ripple Effect”. A motion was made by Whitesboro and seconded by Yorkville to move forward with bringing more ideas to the group related to public outreach and education. All members were in favor.

HOCPP outlined the direction of the mapping grant for the six municipalities that have received mapping grant funding. Kristin recommends that we begin mapping for locations that require the most significant work to meet the “basic mapping” criteria. While we don’t know precisely how much mapping the T/O New Hartford has completed, it was noted that Rick Sherman should be contacted to obtain access to this information.

The Town of Paris has minimal mapping completed, while Whitesboro likely has the most mapping completed, with the Village of New Hartford in second place. Whitestown is a large community that requires significant updating.

The requested “list of municipal stormwater contacts” (one per location) and the corresponding municipal office phone number were distributed for editing to ensure accuracy. Corrections were made, and it was agreed that the list of contacts was up to date.

Kristin mentioned that DEC has requested posting this information on their website to support the initiative. All members were in favor.

It was also discussed that HOCCPP and GIS Staff could offer training on the mapping process to equip better and support the mapping effort going forward, especially as construction projects arise.

Bank Account - Chairperson Glenn updated the group, stating that the bank account process had been completed. He also informed the group that he, Chris Burtch from the Village of Oriskany, Stephanie Wurz from the City of Utica, Joseph Morosco from the Village of Yorkville, and Kyle Tritten of Whitesboro were all account users.

Also mentioned was that the account has an online viewer portal that can provide real-time account information to HOCCPP and other members, ensuring accounts are balanced for reporting.

The Chairperson then asked the group if any municipalities had specific issues within their communities that they would like to discuss.

The Town of Paris raised a question about reporting timelines, and the group confirmed that reports are submitted to DEC biannually in September and April, covering the periods from January 3 to June 30 and from July 1 to January 2.

The report on April 1st covers the entire year, but 6-month reporting should be completed internally and not submitted.

The CFA (Consolidated Funding Agreement) has a grant that is due July 31st for a vacuum truck. Whitesboro mentioned they were interested in submitting last year, but Mr. Tritten reports the Village decided it wasn't feasible due to Insurance requirements. Josh will send out the information via email for anyone who might be interested. The Chairman confirmed that everyone had been receiving emails.

The next meeting will be held on August 19, 2025.

A motion to adjourn from the Village of Whitesboro was made, and Oriskany seconded the motion. All members were in favor.