

# ST. LAWRENCE COUNTY FAIR HOUSING TASK FORCE

*c/o St. Lawrence County Planning Office  
80 State Highway 310  
Canton, NY 13617-1169*

315-379-2292 (Phone)

315-379-2252 (Fax)

[stlawco.org/Departments/Planning/AdvisoryBoards/FairHousingTaskForce](http://stlawco.org/Departments/Planning/AdvisoryBoards/FairHousingTaskForce)



## Meeting Minutes

February 25, 2025

1. **Call to Order and Determination of a Quorum.** PJ Herne called the meeting to order at 10:03 AM.

**Members Present:** Fred Hanss, PJ Herne, Mike McQuade, James Galasinski, Jason Pfothenauer, Katie Geidel, Courtnie Toms, Patty Tyson (designee for Andrea Montgomery)  
**A quorum was established.**

**Others Present:** Mike Pearson – St. Lawrence County Real Property Office, Candy Merritt – Paralegal at Legal Aid Society of NNY, Tyler Navoichick – Paralegal at Legal Aid Society of NNY.

**Staff Assistance:** Matilda Larson and Preston Santimaw – St. Lawrence County Planning Office

2. **Adoption of the Agenda.** Herne asked if there were any modifications to the agenda. No modifications were proposed.

The agenda was unanimously adopted (McQuade/Hanss).

3. **Approval of November 19<sup>th</sup> Meeting Minutes.** The minutes for the previous meeting were approved (Galasinski/Tyson) Hanss abstained, noting that he was not present at the November meeting.

4. **New Business.**

- a. Population Center Research for Exclusionary Zoning Analysis – Story Map Presentation by Preston Santimaw. This presentation included:
  1. An overview of the ArcGIS Story Map introduction, population center analysis, and conclusion outline. Task Force members and staff discussed:
    - The Ogdensburg Local Waterfront Revitalization Plan may be useful for the Ogdensburg analysis;
    - Financial incentives also determine new construction;

- Housing preservation affects the tax base in some municipalities;
- Single dwellings are being converted into rentals;
- Foreclosures for single dwellings are increasing in population centers;
- A draft conclusion will be ready for the May 20<sup>th</sup> meeting.

- b. Resolution submitted to BOL to declare April as Fair Housing Month
  - 1. Adoption is expected by 4/7/2024;
  - 2. This resolution ties into Fair Housing trainings hosted in Potsdam with CNY Fair Housing on 3/18.

## 5. Old Business.

- a. Overview of How to Handle Housing Complaints Webinar
  - 1. Staff outlined the webinar format and presenters. The board thanks everyone who participated and looks forward to trainings in the future.
- b. Staff overview of Northern Forest Center webinars from 12/10/24 and 2/18/25
  - 1. Staff gave a brief overview of the webinars, which focused on considerations for housing friendly planning and zoning and community housing resilience, respectively.

## 6. Updates and Announcements.

- a. Agency Updates
  - Santimaw stated he spoke at a Points North Housing Coalition meeting on 1/23 where he gave an overview of the Fair Housing Task Force and recent projects.
  - Herne stated that Legal Aid is getting the message out that seniors need to renew or apply for tax exemptions before March 1<sup>st</sup>
- b. New Rural Preservation Company Designation
  - Larson stated that the St. Lawrence County Community Development Program received its RPC designation. This means CDP will receive funds from the state to cover administrative costs to develop a housing preservation program.
- c. Potential candidates to fill Fair Housing Task Force Vacancies?
  - A seat is open for an individual in housing construction or appraisal.
- d. There will be a training session with CNY Fair Housing on Tuesday, March 18<sup>th</sup> at the Potsdam Town Hall – 18 Elm Street, Potsdam. A session for landlords will be in the morning from 10 a.m. – 11:30 a.m. and a session for tenants and service providers will be in the afternoon from 2 p.m. – 3:30 p.m.
- e. The next Fair Housing Task Force meeting will be Tuesday, May 20<sup>th</sup>, 2025 at 10:00 am at the HSC Second-Floor Conference Room at 80 State Highway 310, Canton.

## 7. Adjourn. The meeting adjourned at 11:15 AM (McQuade/Hanss).

Respectfully submitted,

*Preston Santimaw*

Planner I