

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – JULY 16, 2009

The regular meeting of the Southern Tier West Regional Planning & Development Board was held on July 16, 2009 at 1:00 p.m. at the Center for Regional Excellence in Salamanca, New York. The following persons were in attendance:

Board Members

Jerry Scott
Sue Myers
Joseph Eade
Bill King
Crystal Abers
William King
Bill Daly
James Cooper, Chairman
Greg Edwards

Representing

Allegany County
Allegany County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Chautauqua County
Chautauqua County
Chautauqua County

Others Attending

Kathy Kellogg
Donald Rychnowski
John Buzzard
Sarah Phearsdorf
Ginger Malak
Eileen Weishan
Brian Paschen
Richard Zink

Representing

Buffalo News
Staff
Staff
Staff
Staff
Staff
Staff
Staff

Chairman Cooper called the meeting to order at 1:00 p.m. Introductions were made and a sign-in sheet was circulated.

Minutes

Joseph Eade made a motion to accept the June minutes as distributed. Greg Edwards seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

Bill King moved to acknowledge receipt of the Project Review Report. Jerry Scott seconded the motion and it carried.

Executive Director's Report

Donald Rychnowski reported the following:

News & Notes

1. **Personnel**
Don recently talked to Tom Barnes, and although he is up a about more, he is coming along slowly and does not know when he will be able to come back to work.
2. **Route 219**
Southern Tier West's consultant Hatch Mott MacDonald completed the "US 219 Planning Study", which will be posted electronically on the Southern Tier West website.

3. **Truck-Rail Trans-Modal Freight Facility Study**

A draft of this study is complete and is available for review at the Southern Tier West Offices, pending final approval by the Board and staff. Brian Paschen will send the Executive Summary of this Study to the Transportation Committee members.

4. **Southern Tier West Budget**

Richard Zink included a copy of Southern Tier West's 2009/2010 proposed budget in the Board packets, which will need approval at the August 2009 Board Meeting.

Action Needed

1. **FY 2010 ARC Pre-Applications**

A list of FY 2010 ARC pre-applications with staff recommended rankings/ratings was included in the Board packets. An action was needed to approve the ranking/ratings that will be submitted to NYS DOS for funding. Joseph Eade so moved, Jerry Scott seconded the motion and it carried.

Chairman Cooper appointed an Appeals Committee: Robert Keis, Cattaraugus County; Jim Cooper, Chautauqua County; and Jerry Scott, Allegany County to deal with any potential grievances from project sponsors.

2. **Transportation Investment Generating Economic Recover (TIGER) Grant**

Authorization was needed for Southern Tier West to partner with STERA and WNYP to develop a project application to NYSDOT and USDOT under TIGER discretionary grants that are meant to fund large projects. This project would include rail and crosstie replacements, siding improvements, trainload site improvements, and develop a multi-modal facility in the City of Olean. Development of this application will need the assistance of a professional transportation consultant, which Southern Tier West is asking STERA and WNYP to contribute part of the costs and STW to contribute \$5,000 out of the economic development fund. Bill Daly so moved, Joseph Eade seconded the motion and it carried.

New Business

1. **Asset Management**

John Buzzard reported that Southern Tier West is underway with year one of the Asset Management Project. Southern Tier West contracted with consultant, EMA, Inc., to update their GIS/GPS software for data collection and storage and creation of maps. A new database server has been purchased and EMA is training Southern Tier West on how to install the data, which will be municipal infrastructure data that includes hydrants, water lines and valves, drain intakes, etc. to help design water/wastewater infrastructure projects. Southern Tier West will bring in pilot communities, NYS DEC, and health departments to identify what kind of tools should be included on the server/software. There are currently four municipalities taking part in this project: Village of Cuba, Village of South Dayton, Village of Mayville, and the Village of Sinclairville.

In year two, the municipal staff will work in the field with the sponsor to learn how to collect and maintain the data. The consultant will develop the asset management plan and provide advice on what data is needed to be collected for implementation of an effective plan. A series of trainings will be developed to educate participating municipal officials on the benefits of asset management and how to use the equipment. This project is designed to provide the tools and knowledge to build the capacity of each community to enable them to create their own plan of action to manage their assets effectively.

2. **Broadband Development Initiatives**

Richard Zink, Assistant Director reported that under the Allegany County Wireless Project, Southern Tier West is waiting for final approval from the Comptroller's office.

Under the Fiber Build Project, Southern Tier West met with all partners from the private sector to discuss revenue requirements, and the options and need for them to take part in the project. All are very positive and will work together to close the gap. They will meet next on July24th at the Southern Tier West offices.

Under the Fiber Mapping Project, ECC Technologies completed GIS work within the three counties. Richard distributed copies of an Executive Summary, which included maps of the sites. John Buzzard has this information in the Southern Tier West GIS system, and can generate any maps or GIS layers needed to be shared with the counties. Southern Tier West will generate a limitation-of-use form regarding homeland security issues being raised. ECC Technologies will report at the August Board meeting and answer any questions.

Old Business

There was no old business.

Committee Reports

There were no committee reports.

Audit Abstract

Joe Eade made a motion to approve the June 2009 Audit Abstract. Greg Edwards seconded the motion and it carried.

Next Board Meeting

The next meeting of the Southern Tier West Regional Planning & Development Board will be a Board will be held on August 20, 2009 at 1:00 p.m. at the Center for Regional Excellence in Salamanca, New York.

Adjournment

Joe Eade moved to adjourn the meeting at 2:30 p.m. Greg Edwards seconded the motion and it carried.

sjp