

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

**MINUTES – JANUARY 21, 2010**

The regular meeting of the Southern Tier West Regional Planning & Development Board was held on January 21, 2010 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  
Ted Hopkins  
Joseph Eade  
Crystal Abers  
Allan Hendrickson  
James Cooper, Chairman  
Greg Edwards  
William Daly

**Representing**

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

**Others Attending**

Robert Iszard  
Joe McLarney  
John Buzzard  
Ginger Malak  
Sarah Phearsdorf  
Eileen Weishan  
Brian Paschen  
Richard Zink  
Rudin Emborsky  
Alyssa Dechow  
Tom Barnes

**Representing**

Empire State Development  
Cattaraugus County Legislator  
Staff  
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 December minutes with the following corrections: Add Ginger Malak and Allan Hendrickson to the attendee list. Ted Hopkins seconded the motion and it carried.

**Correspondence**

There was no correspondence.

**Project Review Report**

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

## Executive Director's Report

Richard Zink reported the following:

### Funding

1. **Appalachian Regional Commission**

The New York State Department of State approved the administrative package for the three New York State LDD's and ARC is currently processing the contracts. Richard anticipates signing and returning the contract to ARC by the end of this week.

The initiative applications that were submitted in October for Road Scoring and Energy outreach are still being reviewed by the NYSDOS. Richard hopes to meet with the Secretary of State the first week of February and move these projects forward.

2. **Economic Development Administration**

Staff was instructed to submit the yearly planning grant application. That package was sent to Philadelphia on January 21, 2010.

### 2010 Goals

Southern Tier West staff created a list of goals to make progress on over the next year. The key areas that staff is looking to improve upon include: new project development – brainstorming; public relations; press releases about achievements; communicate who and what STW is; talk about funding/projects; consistent relations with three counties, improve regional approaches/collaboration; program management; website update; software training/building technical support; internal information sharing; take advantage of training; new program areas in critical areas/partners; and more consistent relations with the Seneca Nation.

Richard plans to continue to meet with County leaders over the next few months to build upon the relationship that is already in place.

### New Business

1. **Broadband Development Initiatives**

Richard Zink reported on the following broadband projects: The Allegany Wireless Project is moving forward - - Swain Ski Center had broadband access this season. Broadband services will be promoted in this area and sold to households. The next steps include building a tower in Rushford and negotiating for a location to put a tower in Angelica. The Fiber Build Project has been approved. Richard will update the Board as progress is made. Under the Dunkirk Wireless Project, Richard is actively working to finalize the budget and get the funding solidified - - looking at \$70,000 in ARC funding, \$50,000 cash match, and \$20,000 in-kind.

2. **Census 2010**

John Buzzard distributed Census 2010 promotional materials to Board members and reported that Southern Tier West submitted an application with NYSARC through the NYS Census Complete Count Grant Program to remain a liaison for Census 2010 activities. Southern Tier West will try to identify specific outreach opportunities (hard-to-count areas) and continue to distribute promotional materials across the region.

John also reported that the Boston Regional Office of the US Census Bureau is coordinating a 2010 Census Road Tour which will come over into Western NY several times over the next couple months. The Census 2010 website has a list of locations and dates.

**Old Business**

There was no old business.

**Committee Reports**

**STERA**

Tom Barnes reported that the STERA Board will meet on February 9, 2010 at 9:30 a.m. at the Center for Regional Excellence. The group will review the audit at this meeting.

**STW Special Committee**

Board and staff discussed reconvening the Special Board Committee.

**Audit Abstract**

Joe Eade made a motion to approve the December 2009/January 2010 Audit Abstract. Jerry Scott seconded the motion and it carried.

**Next Board Meeting**

The next meeting of the Southern Tier West Regional Planning & Development Board will be held on Thursday, February 18, 2010 at 1:00 p.m. at the Center for Regional Excellence.

**Adjournment**

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

sjp