

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – MARCH 21, 2013

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on March 21, 2013 at the Center for Regional Excellence, Salamanca, New York. The following persons were in attendance:

Board Members

Sue Myers, Vice Chair
Jerry Scott
Fred Sinclair
Bob Keis, Chairman
Charles Couture
Crystal Abers
Joseph Eade
Stephanie Kiyak
Jay Gould
William Daly

Representing

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

Others Attending

Sheila Ransbottom
Richard Zink
Ginger Malak
Eileen Weishan
Tom Barnes
Patrick O’Connell
Kim LaMendola
Sarah Phearsdorf

Representing

Nussbaumer & Clarke
Staff
Staff
Staff
Staff
Staff
Staff
Staff

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

Minutes

Joe Eade made a motion to accept the February 21, 2013 minutes as distributed. Jerry Scott seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

Chuck Couture moved to acknowledge receipt of the Project Review Report, Jay Gould seconded the motion and it carried.

Executive Director's Report

1. Appalachian Regional Commission

The federal agencies are still in the process of finalizing contracts for the year and we expect to have them within the next couple of weeks. With the on-going debt negotiations there is some uncertainty concerning the federal programs; however at this time NADO is optimistic that there will not be any significant changes to the agency's final budgets.

2. EFC Mini-grant Applications

Agricultural and Water Improvement Studies Mini-Grant - "Feasibility Study for BMP Demonstration"

Through the Environmental Finance Center mini-grant program, Southern Tier West received funds (\$5,000) to hire an engineer to develop a feasibility study.

Background: Southern Tier West applied for funding from the Appalachian Regional Commission to initiate the installation of some BMPs, but there is potential at the site to install many more BMPs suggested by the Regional Watershed Task Force. The Task Force anticipates applying to the NYS Environmental Facilities Corporation for funding of green infrastructure best practices at the Demonstration Site through their Green Innovation Grant Program Green Infrastructure Practices. However, a requirement of the NYS Environmental Facilities Corporation application is a feasibility study prepared by an engineer, for which the ARC application does not cover.

NEWS

1. Computer Program fro Cattaraugus & Chautauqua County Town Highway Superintendents

STW would like to build off the success of the Allegany County Town High Highway Associations program that placed new Laptops and training in the hands of their members. Courtney Waters has been surveying town highway superintendents and has data that shows an interest in not only participating, but also participating financially to receive a laptop and training. We are approaching the STW Development Foundation about partial funding of this program. Out of 43 towns that completed the survey, 39 are committed to contributing \$250 to receive a computer and training. The total cost of the program is just under \$57,000 with a funding request to the foundation for \$31,000.

2. Bemus Point CFA Project

Tom Barnes has been working with the Village of Bemus Point to piece together a redevelopment project. The project will focus on the casino building located in the village. Tom has been working with the mayor and the project engineer to finalize details and costs before it is moved to ESD for funding consideration.

3. Community Food Survey

This survey is being conducted by the Southern Tier West Regional Planning and Development Board (STW), in partnership with Appalachian Sustainable Agriculture Project. The purpose of the survey is to gather community input on the area's local food system. This survey is for the residents of Allegany, Cattaraugus, and Chautauqua counties in New York. Your answers are important and will help STW plan and invest wisely to build a stronger community-based food system.

For this survey, "local food" is any food that is produced on area farms - including fruits and vegetables, meats, cheeses, eggs, and grains.

4. Southern Tier West 20th Annual Local Government Conference – MAY 8, 2013, Houghton College

Over 45 sessions will be held at our Annual training conference. Eileen is still hard at work finalizing the details of this very large event. As you can see from the registration form in your packet, the day has a session that will fit everyone's needs.

5. Website Program

Sarah Phearsdorf has been busy visiting a number of different towns and villages discussing the local government program, which includes website hosting. STW currently administers over 65 websites, 30 of these being full websites that are updated on a regular basis.

6. Manufacturer's Assistance Program

Richard Zink continues to have discussions with NSYDOS and ARC about reallocating monies from the STEDO RLF to a new program that would assist manufacturing business with consulting services that would aim to increase productivity and other best practice issues. It is anticipated that a meeting will be called during the first part of April to discuss this more in detail with the County IDA's.

7. Staff Updates

Max Easton is now the point of contact for all STEDO inquiries.

8. Mobility Management Update

The Mobility Management Committee was established as a result of the focus group meetings held for the preparation of the Southern Tier West Regional Transportation Strategy. Through those conversations, the three counties expressed a need to have a regional forum to share information, collaborate on regional projects, and work toward a regional mobility management system. The Committee is currently working on possible grant applications for a regional mobility management website to provide marketing on a regional basis and creating Park-and-Ride locations within the three counties. Also, the Committee is meeting with the Center for Transportation Excellence serving Erie County to address the forthcoming Western New York RFP from NYS

Department of Health for the Medicaid Transportation Management Initiative. One contractor will be selected to manage the NYS's Medicaid program for non-emergency medical transportation in the five county areas.

New Business

1. Broadband

Richard Zink reported that Southern Tier West received funding in the amount of \$672,000 for our Broadband Project submitted to NYS Broadband Office under NYSESD. Richard disbursed a copy of the 2013 CFA Project Award Map showing the new areas Southern Tier West aims to deploy WiMAX too, which include the southwest and northeast corners of Chautauqua County, and the Allegany, Olean, Portville, Little Valley, and Gowanda areas in Cattaraugus County. Southern Tier West will focus on hospitals and libraries providing over \$200,000 in new equipment for use by the public. Richard disbursed a copy of a budget for providing electronic portals through which patients could access their medical records; for hardware upgrades for certain local libraries; and for expanding access to broadband to rural communities through WiMAX. It is anticipated the contract will be signed by the end of May and the project will be complete by the end of 2013.

1. Regional Local Foods Program

Kimberly LaMendola reported that Southern Tier West received a USDA Rural Opportunity Grant to assess various capacities related to the aggregation and distribution of food and food products produced within the three counties. The grant was awarded to retain an expert food system consultant to provide a 3rd party analysis of supply and demand factors, with special focus on the development of new markets for local and regional products. The research, assessment, and foodshed mapping exercise will inform the final report that will posit several different aggregation and distribution scenarios that would be most opportune and lucrative for Southern Tier/Western NY producers and to meet the local food procurement needs of markets in nearby urban centers. This project is a service of Southern Tier West for our constituents and stakeholders in the three counties in assistance to support ongoing local food system activities and to supplement the efforts and resources of various organizations and constituents. The final report will be completed and available for distribution by June 30, 2013.

Through a competitive bid process that had national exposure, Southern Tier West awarded the contract to Anthony Flaccavento of Abingdon, VA. Mr. Flaccavento is a commercial organic farmer and planned and launched one of the nation's first local food aggregation and distribution enterprises: Appalachian Harvest. This effort, labeled as one of the first contemporary models of food hub facilities, became the model for food hub facilities that is now trending nationally. Mr. Flaccavento has consulted on the development of many food system projects and has aided farmers and communities to increase capacity, revenue, and access to quality, fresh, local food.

A Farm-To-School Networking Event will be held on April 24, 2013 at the Wellsville Campus of Alfred State College to learn about Farm to School activities and how schools and food producers can partner for healthy kids and healthy community initiatives.

Fred Sinclair mentioned that Southern Tier West needs to have a simplified statement of what's happening and what's going to happen with local foods in our area.

Old Business

There was no old business.

Committee Reports

There were no Committee Reports.

Public Comment

Stephanie Kiyak reported that the Chadwick Bay Project in Chautauqua County is pushing toward a regionalized water system that would include seven municipalities. They are also coordinating efforts with Erie County in creating healthy places to live. The City of Dunkirk will focus on community gardens and streetscapes this year.

Audit Abstract

Jerry Scott made a motion to approve the February 21, 2013 – March 21, 2013 Audit Abstract. Jay Gould seconded the motion and it carried.

Next Board Meeting

The next regular meeting of the Southern Tier West Regional Planning & Development Board will be held on April 18, 2013 at the Center for Regional Excellence in Salamanca, New York. A Special Meeting of the Board will be held at 10:00 a.m. prior to the regular Board Meeting.

Adjournment

Chuck Couture made a motion to adjourn the meeting at 2:35 p.m., Fred Sinclair seconded the motion and it carried.