

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – SEPTEMBER 19, 2013

The monthly meeting of the Southern Tier West Regional Planning & Development Board was the Annual Dinner Meeting held on September 19, 2013 at the Tannenbaum Lodge, Ellicottville, New York. The following persons were in attendance:

Board Members

Jerry Scott
Sue Myers, Vice Chair
Kier Dirlam
Ted Hopkins
Bob Keis, Chairman
William King
Joe Eade
Chuck Couture
Crystal Abers
Jay Gould
Stephanie Kiyak
Joe Galati
Bill Daly

Representing

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

Others Attending

Bethany Ruane
Richard Zink
Ginger Malak
Nicole Nyznyk
Kim LaMendola
Patrick O’Connell
Max Easton
Tom Barnes
Courtney Waters
Sarah Phearsdorf

Representing

Cattaraugus BOCES
Staff
Staff
Staff
Staff
Staff
Staff
Staff
Staff
Staff

Chairman Keis called the meeting to order at 4:30 p.m. Introductions were made and a sign-in sheet was circulated.

Minutes

Chuck Couture made a motion to accept the July 18, 2013 minutes as distributed. Jerry Scott seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

Kier Dirlam moved to acknowledge receipt of the Project Review Report. Crystal Abers seconded the motion and it carried.

Executive Director's Report

1. Appalachian Regional Commission

Richard Zink reported that not much changed on the federal funding front - - there is no good feeling when it might be resolved.

Intertwined with the ARC allocation, which falls under Energy in the Senate, is the debate over nuclear waste at Yuuca nuclear waste repository and how that affects any passage of any complete bill.

The House measure provides \$70.3 million for ARC's non-highway programs for FY14. This compares with the post-sequester amount of \$64.6 million that ARC has for FY13. The Senate Appropriations Committee has approved its version of the bill, but the full Senate has not yet considered it. The Senate measure provides \$68.2 million for ARC.

2. Broadband Update

The Development Foundation received and processed a letter of intent from NYSESD in anticipation of a contract in the next few months. In the meantime, DFT continues to prepare for the purchase and deployment of the antenna infrastructure that will provide broadband to underserved areas. They are in the process of selecting equipment with the help of a consultant. Southern Tier West is getting a lot of conflicting data working directly with the equipment vendors and decided it made sense to get a 3rd party involved. The libraries are moving forward and the hospitals are as well with their portion of the grant.

3. CFA Round for 2013

The main purpose of the Stormwater Demonstration Site is to encourage the "Transfer of technologies". The Site will serve as an educational and training facility for the sharing of technologies, knowledge, techniques, and methods with communities in the STW region as well as neighboring counties who can then further develop and deploy these ideas, methods, or technologies in their own community. The project audience will include the following municipal officials: mayors, supervisors, clerks, council members, highway superintendents, planning/zoning boards, code enforcement officers, developers, contractors, engineers, logging industry, students and homeowners. The Demonstration Site is replicable in other areas of the State to showcase green infrastructure practices to a large audience. Material costs \$106,000 Labor and Equipment \$66,000, Planning and Design \$20,000.

4. NY State Archives Grant

Southern Tier West received funding for the application to the NYSED under the Local Government Records Management Improvement Fund (LGRMIF) program for a shared services program that will digitize maps of local municipalities across our region. Included in the grant application are the following municipalities: Villages of Allegany, Cattaraugus, Little Valley, Silver Creek and the Towns of Belfast and Randolph. The total amount of the award is 29,842.

5. Local Foods

Under the FMPP Grant, ASAP staff visited STW and provided organizational and technical assistance in launching food branding and marketing; development of the food brand and Marketing Best Practices Guide; a comprehensive report written by ASAP staff entitled: “Local Food and Farm Assessment: Southern Tier West Region of New York State”; and closed out the consultant contract with Appalachian Sustainable Agriculture Project upon completion of all benchmarks, objectives, and deliverables.

Southern Tier West will be hosting a Regional Farmers Market Summit “Growing our Regional Farmers market by Networking” facilitated by Diane Eggert, Executive Director of the Farmers Market Federation of NY. This summit will be a remarkable opportunity for market managers, food producers and vendors, Board, and volunteers from the 3-county region (Allegany-Cattaraugus-Chautauqua) and possibly the northern tier of PA and southern portion of Erie County, to convene as a group for the first time to begin to chart the formation of a formalized network that can work cohesively to promote the region’s markets and collaborate on shared resources and leverage opportunities. Diane will lead the group in various networking activities and facilitate a comprehensive strategic analysis to set a plan for regional priorities for farmers markets. A second session will be scheduled for January as follow up to the priorities developed in November and to also provide a “mini-training conference” for market managers and vendors on nuts and bolts of operating a vibrant and diverse community farmers market.

6. Grants Workshop

The Grantsmanship Center conducts a 2-day Essential Grant Skills Workshop which is 2 consecutive days typically 8:30 am – 4:30 pm each day and requires a minimum of 20 participants to send a trainer to conduct these sessions. Cost per person attending is \$445 – registration is directly on The Grantsmanship Center’s website with payment either online or a check in advance of the workshop. The host does not do anything to maintain and manage registration and payment intake. Cost of workshop includes all materials for each participant. The host is required to send out mailings, emails, advertising to promote the workshop. Host’s expenses for this, and also for workshop refreshments, are reimbursable by TGC up to \$500. More specifics on this will be included in the orientation packet. TGC will promote the workshop on their website and external links.

Perks to host is free tuition on a sliding scale of # of participants: 20 people registered and paid: 1 free tuition for host organization; 25 people registered and paid: 2 free tuitions for host organization; 30 people registered and paid: 3 free tuitions for host organization.

Possible timeframe: week of March 10 or March 17, 2014 for the 2-day session. TGC likes host to have at least 3 months to promote the workshop.

7. 2013-14 Budget Update

Jerry Scott made a motion to approve the 2013/2014 STW Budget, Chuck Couture seconded the motion and it carried.

8. CEDS

A hard copy of the draft final version of the 2013 CEDS was mailed to Board members for review in advance of the September 19, 2013 Southern Tier West Board meeting. Approval was needed for final transmission to EDA by the September 30 due date. Chuck Couture so moved, Bill Daly seconded the motion and it carried.

Annual Meeting Business

Bill King made a motion to appoint the current Board Officers for another term. Bill Daly seconded the motion and it carried.

The 2012/2013 Annual Report was distributed to Board Members.

New Business

Richard Zink reported that the STW October 2013 Calendar was included in the Board packets.

Committee Reports

There were no Committee Reports.

Public Comment

There was no public comment.

Audit Abstract

Jay Gould made a motion to approve the July 17th - September 16, 2013 Audit Abstract. Chuck Couture seconded the motion and it carried.

Next Board Meeting

The next meeting of the Southern Tier West Board will be held on October 17, 2013 at the Center for Regional Excellence starting at 11:30 a.m. to discuss the future of Southern Tier West, followed by lunch at noon and the Board Meeting at 1:00 p.m.

Adjournment

Chairman Keis adjourned the meeting at 5:15 p.m.