

# Municipal News

A publication of Southern Tier West Regional Planning & Development Board's  
Center for Local Government & Community Services

APRIL 2008



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Planning & Development Board  
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## A NOTE FROM THE EDITOR

**CONGRATULATIONS** to all the newly elected and reelected Village Officials! We wish you much success in your endeavors. Please remember -- staff at Southern Tier West is ready and willing to assist you.

There is much discussion in the Spring Newsletter concerning broadband, internet, and websites. Take a look and see how it might help your municipality. Also, various funding sources and training opportunities appear in this issue.

Eileen Weishan  
Community Assistance Specialist  
Local Government Division 



## TRAINING OPPORTUNITIES

### TRAINING SCHEDULE

**Code Enforcement:** The code enforcement classes listed below will be held at Southern Tier West BOCES Offices in Salamanca. You must register online with NYS at:  
<http://www.dos.state.ny.us/code/edu/htm>. Most classes are held from 8:00 a.m. to 4:00 p.m.

May 13-15, Inspection Procedures for Existing Structure #9C

June 17-19, General Construction Principles #9D

July 22-24, Residential Code on NYS #9E

#### **Statewide Training:**

April 27-30, New York State Town Clerks Conference, Saratoga

May 7, Southern Tier West Local Government Conference, Houghton College

May 7-9, Town Finance & Management School, Rochester by NYS OSC & Assoc of Towns

May 9, NYS Archives - Managing Electronic Records, Southern Tier West Office

May 15, Main Street Economic Development Conference, Buffalo

June 2-4, 63rd Annual School for Highway Superintendents, Ithaca

June 8-10, NYS Association of Local Govt Records Officers Annual School, Corning

June 17, NYS Archives Electronic Document Imaging, Erie 1 BOCES, West Seneca 

# Municipal News

## Contact Information

If you would like more information on any of Southern Tier West's programs, contact:

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## Funding

for the Southern Tier West Center for Local Government & Community Services is received in part by a grant from the Appalachian Regional Commission as well as through annual membership contributions by local governments and annual corporate sponsorships.

## ✓ LOCAL GOVERNMENT CONFERENCE

Final plans are underway for the **15<sup>th</sup> Annual Local Government Conference** to be held on Wednesday, May 7<sup>th</sup> at Houghton College. You will be pleasantly surprised at the newly remodeled Houghton College Campus Center that is the "home base" for conference activities. The topics for this year include Games of Chance, Energy Efficiency, Truck Inspections, Shared Services, Grants and Funding, Basic and Advanced Planning and Zoning Board courses and a Notary Update. Planning/Zoning Board Members, Code Enforcement Officers, Justices and Water/Wastewater Operators can attend courses for required education credits. Clerks may also obtain credits for the Registered Municipal Clerk designation. Forty-five speakers come from a variety of state agencies, companies, and local governments to give you information on issues local governments are continually dealing with. This conference is a great event to meet other local officials, discover what vendors have to offer, and talk one-on-one with state agency representatives. If you have not received a registration form, call Eileen Weishan at 716-945-5301 ext 207 or look online at [www.southerntierwest.org](http://www.southerntierwest.org). ✓

## ✓ PRESERVATION LEAGUE OF NEW YORK STATE



This grant program is being offered through Preserve New York, which is part of the Preservation League of New York State and the New York State Council on the Arts (NYSCA). The Preservation League of New York State is a private, not-for-profit organization that works to protect and enhance the Empire State's historic buildings, landscapes, and neighborhoods. The New York State Council on the Arts is the state's arts funding agency. The Preservation League and NYSCA have collaborated on

this grant program annually since 1993. Projects that are eligible to receive funds include, but are not limited to: historic structure reports for public buildings; historic landscape reports for municipal parks; and cultural resource surveys of downtowns and residential neighborhoods. Municipalities, including municipal housing authorities and housing development fund companies, and not-for-profit corporations and charitable organizations are eligible to apply for grants that range between \$3,000 and \$15,000 each. Application deadline is May 5, 2008. ✓



## OTHER PROGRAMS



### REGIONAL ECONOMIC DEVELOPMENT PLANNING

**DEADLINE: MAY 1, 2008**

Southern Tier West is in the midst of its annual comprehensive planning process (for more info see <http://www.southerntierwest.org/comprehensive%20planning.htm>).

Currently we are focusing on economic development planning. We are preparing our annual Comprehensive Economic Development Strategy (CEDS) document, which is limited to economic development planning and projects. Economic development projects are government, community, non-profit, or agency projects that will lead to subsequent private sector business investment, private sector job creation or retention, and/or private sector business tax base expansion.

We'd like to make sure that our document contains reference to the economic development strategies that you deem are important to your community. Accordingly, we'd like your comments on our last year's CEDS document (the 2007 CEDS) and your suggestions for this year's CEDS document (the 2008 CEDS). Also, we would like to hear about any economic development projects that you definitely are planning to undertake over the next 12 to 18 months. These planned economic development projects will be included in one or both of the project lists in the 2008 CEDS document.


At the web page listed above, you can read about our regional comprehensive planning process, of which the CEDS planning process is but one part. Additionally, you'll see links on the right hand side of the page. The first link at the top will take you to the 2007 CEDS. You can read it there, or print any or all of it for free. Note

that the two project lists mentioned above are in Chapter 5 of the 2007 CEDS, which begins on page 81.

Five links down on the right, you'll see "Current EDA Project Priorities," which are the Southern Tier West Board's priorities for future EDA grant awards in the region (as indicated to the Board by each County).

Down below on the right, you will see links that will help you participate in our CEDS planning process. "Comprehensive Planning FAQ's" provides a general background for planning. "EDA CEDS Guidelines" provides the federal rules governing the format and content of the CEDS document. "CEDS General Input Form" is a helpful guide to submitting general comments, which might be either suggested revisions of last year's CEDS or suggestions for new content for this year's CEDS. "CEDS Project Input Submission Form" is a form that you can print, fill out, and fax back to us at 716-945-5550, to let us know about economic development projects that you are definitely planning to do. If you have other economic development that you'd like to do but can't say are definite at the current time, or non-economic development projects such as a municipal water project that's not tied to a business expansion or a community building project, etc., you can use the "Project Input Submission Form."

The deadline for submitting input into the 2008 CEDS is May 1, 2008.

If you have any questions, please call Tom Barnes at 716-945-5301 x 209 or email him at [tbarnes@southerntierwest.org](mailto:tbarnes@southerntierwest.org). 

## Corporate Sponsors



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Rochester, NY 14614  
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2480 Browncroft Blvd.  
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200 Harrison Street  
Jamestown, NY 14701  
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# Municipal News

## Southern Tier West Homepage

Southern Tier West's homepage is [www.southerntierwest.org](http://www.southerntierwest.org). The page describes Southern Tier West's organization, programs, activities, and events and will contain data and links to other useful and interesting sites. We encourage you to visit our homepage and make suggestions for improving the page so that we can make it more useful to you in the future.

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### **ARC DEADLINE - - JUNE 6, 2008**

In order to make it more advantageous for communities and non-profits to submit an application for Appalachian Regional Commission (ARC) funding consideration, Southern Tier West in cooperation with the NYS Department of State (NYSDOS) has changed the project application and application process for FY2009 ARC Area Development Program.

Rather than one application, there will be the submission of a Preapplication and a Final Application. The Preapplication consists of a brief 4 to 8 page project profile in a format provided by Southern Tier West. The format for the Final Application has also changed. Not all sponsors will have to submit a Final Application. A Final Application will be required only those projects that are recommended for funding. Therefore, it is very easy to submit a preapplication for as many projects as you may have.


The deadline for the Preapplication is June 6, 2008. Southern Tier West staff and Board, with the assistance of NYSDOS, will conduct a preliminary review of the Preapplications and select projects for further review. In late June, those project sponsors selected for further review will be required to present their project proposals to the Southern Tier West Board and NYSDOS in a 30-minute session to include a question and answer period.

In July, Southern Tier West Board will announce their recommendations for funding, which includes the ranking and rating of all selected projects. The Board's recommendations will be forwarded to NYSDOS for their review. In August, NYSDOS will provide to the Southern Tier West Board their project recommendations for the Southern Tier West region, based on the anticipated ARC funding

level. Projects "recommended for funding" are those projects that NYSDOS anticipates being able to reach with the projected funding. Project sponsors of these projects will be invited to submit a Final Application.

The most beneficial change to the process is that Southern Tier West staff will now prepare the Final Applications of those project sponsors that do not have the capacity to do so. However, these applicants are expected to comply with all requirements of the Final Application, and provide any information and all documentation requested by Southern Tier West. Project sponsors that have the capacity to prepare the Final Application by their own means will strongly be encouraged to do so. Southern Tier West staff will assist all project sponsors.

Prior to December 31, Southern Tier West will submit the Final Applications of those projects recommended for funding to NYS Department of State. Following their review, the applications are submitted to ARC. Project sponsors of submitted Final Applications may be requested to revise their applications according to comments provided by ARC prior to final ARC approval, which is expected in 2009.

**Anyone interested in submitting an application for ARC funding is strongly encouraged to review the application materials, including the Application Guidance document and the Preapplication and Instructions. For these documents and guidelines regarding the new ARC application process, please refer to Southern Tier West's website [www.southerntierwest.org](http://www.southerntierwest.org) or contact Ginger Malak at 716-945-5301 extension 201.** 

## ✓ WEBSITES

With each passing year the internet becomes more important in our everyday lives from recipes to sports to shopping and even into government. There has been an increasing focus on public access to government information and records by using individual municipal websites. Because of our rural nature in southwestern New York smaller municipalities do not necessarily have the time, money or ability to have a web presence on the internet. Southern Tier West Local Government Center has made it a goal to give that access to all municipalities in our three county area. Through the CAP Membership program Towns are taking advantage of having a website consisting of at least one page of basic information. Everyone who joins at the Tier 1 level receives a one page website. Tier 2 members receive a website that includes many levels of information, links, pictures, etc. Each website has its own domain name and is housed on the Southern Tier West server. Towns received membership information in January at the beginning of their year. Villages will be receiving membership information within the next few weeks. You can check out the websites at [www.southerntierwest.org](http://www.southerntierwest.org) under MUNICIPAL WEBSITES. If you have any questions about this program, please contact Richard Zink or Eileen Weishan at 716-945-5301. ✓

## ✓ PARKS & TRAILS ALERT



<http://www.nysparks.state.ny.us/grants/>

Applications are now available for several grant programs that can fund park and trail projects. Materials can be downloaded from the Office of Parks, Recreation, and Historic Preservation website for the Parks, Historic Preservation, Heritage Areas, Acquisition and Land and Water Conservation Fund programs. This is a matching grant program, therefore recipients will be expected to provide at least 50 percent match to these awards. The due date for completed applications is **June 30, 2008**. A Public Workshop will be held at JCC Campus, Olean, NY on May 7<sup>th</sup> from 10am to Noon to present information on application requirements and procedures for these programs and will include presentations from **Parks, Historic Preservation and Heritage Areas System, Local Waterfront Revitalization, Water Quality Improvement Project Program and NYS Water and Sewer Infrastructure Co-funding Initiative.** ✓

### APPALACHIAN REGIONAL COMMISSION WORKSHOP TIMES & LOCATIONS

Cattaraugus County  
Wednesday, April 23, 2008  
7:00 - 9:00 PM  
Center For Regional Excellence  
4039 Route 219, Suite 200  
Salamanca, NY

Allegany County  
Thursday, April 24, 2008  
10:00 AM - 12:00 NOON  
Crossroads Center  
6087 State Route 19N  
Belvidere, NY

Chautauqua County  
Friday, April 25, 2008  
10:00 AM - 12:00 NOON  
Cornell Cooperative Extension  
3542 Turner Road  
Jamestown, NY

## Corporate Supporters



**Bernier, Carr & Associates, P.C.**  
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### ✓ BROADBAND DEVELOPMENT

The Southern Tier West Regional Planning and Development Board was recently awarded a grant in the amount of \$613,000 from the New York State Office for Technology (CIO/OFT) under the New York State Universal Broadband Access Grant Program.

Southern Tier West is partnering with Southern Tier Wireless, Inc., ACCORD Corporation, and Time Warner Cable to bring broadband connectivity to the northern portion of Allegany County which includes: the Towns of Allen, Almond, Birdsall, Burns, Caneadea, New Hudson, Grove, Granger, and Rushford. These towns currently do not have access to affordable broadband services, and by providing an innovative broadband solution to this area, the average citizen could take full advantage of the opportunities provided by the Internet.

Southern Tier Wireless, Inc. is a fully operational area-wide wireless broadband provider. Serving the area surrounding Rushford Lake for over two years, they have over 50 customers and have a proven record of providing quality ser-

vice at a competitive price. Southern Tier Wireless, Inc. will provide the broadband service to the areas in this project. ACCORD Corporation is a not-for-profit Community Action Agency located in Allegany County, NY. With several locations throughout the county, ACCORD provides computer training; including Internet marketing, website development, eBay University classes, and business plan development. Access to a computer lab and hands-on training with professional and skilled Business and Loan Counselors are also offered. ACCORD Corporation will provide basic Internet classes and training on business applications of the Internet reaching out to businesses and residents across the northern part of Allegany County.

Southern Tier West will serve as the lead agency of the broadband project and work with the targeted local municipalities to create a web presence and assist the towns in providing services over the Internet. Southern Tier West plans to provide internet access to these towns at either a minimal fee or free for a two-year period from the inception of service being provided.