

Municipal News

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

OCTOBER 2008



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Center For Regional Excellence
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A NOTE FROM THE EDITOR

Once fall approaches it's time to start organizing the 2009 Local Government Conference. This year the Conference will be held on May 6, 2009. Much of the programs success is due to the participation of the local officials. I would like to ask for your help in putting together topics for the coming year. Last year, a program was developed from a comment I received at a meeting. She said it's so difficult to make good things happen in small towns. From that comment the session on "What's Right with Your Municipality" was born. Three small local governments highlighted positive things happening in their town or village and how they came about. It was an excellent session -- thanks to the three presenters and the many questions from the audience.

Let us know what you are dealing with -- good OR bad. What type of program can help with your town or village issue? Are you having problems dealing with the budget, insurance, personnel, eGovernment, public access to records, or licensing? Please give me a call to talk about program ideas.

Eileen Weishan



NEW INFO



NEW WEBSITES OF INTEREST

NYS Comptrollers Office:

<http://www1.osc.state.ny.us/LGTraining/search.cfm>


This website can be used to search a database for training coming up in the next 6 – 9 months. It includes many government and employee categories for sites around the state. Searching can be done by location, date or position category. A link is provided to go directly to the website for more training information and details.

<http://www.openbooknewyork.com/>

This new website provides information on where your tax dollars are going. Open Book New York is part of State Comptroller Thomas P. DiNapoli's effort to

promote more openness in government and give taxpayers better access to the financial workings of government. Information is available on county, city, town, village, school or fire districts and is updated quarterly. You may search state contracts to see who is doing business with the state. This is updated daily. You can also find out what state agencies spend on salaries, travel and more.

<http://www.osc.state.ny.us/localgov/training/index.htm>;

Coming to your computer soon : Look for online tutorials for Planning & Zoning Board members which would qualify for the 4 hour yearly training requirements. 

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.

✓ INFORMATION ON BLU-RAY DISCS

From Ann Marie Przybyla and Emily Southworth, NYS Archives

For several years, HD and Blu-ray DVDs have been in a format war with Blu-ray becoming the dominant format in February 2008. HD DVDs will no longer be created but will still be technically supported by Toshiba. Blu-ray DVDs were developed by the Blu-ray Disc Association (BDA), a group of the world's leading consumer electronics, personal computer and media manufacturers (including Apple, Dell, Hitachi, HP, JVC, LG, Mitsubishi, Panasonic, Pioneer, Philips, Samsung, Sharp, Sony, TDK and Thomson). They were developed to enable recording, rewriting, and playback of HD videos as well as storing large amounts of data. Blu-ray recordable DVDs (BD-R) can store 25 gigabytes of information on a single layer disc and 50 gigabytes of information on a dual layer disc. Blu-rays can be backwards compatible with DVDs and CDs by using a BD/DVD/CD compatible optical pickup unit.

It is expected Blu-ray DVDs will replace regular DVDs but until HDTVs are more widespread, the two formats will coexist. As with regular CDs and DVDs, Blu-ray discs are available as readable (BD-R), rewriteable (BD-RE), and read-only (BD-ROM). Hybrid formats of DVDs and Blu-rays are also planned so the discs will play on both Blu-ray players and DVD players.

Here are some other things to keep in mind regarding Blu-ray discs:

** Because Blu-ray discs are still in a state of flux, it would be best to wait a year or two for the format to stabilize. There is little discussion so far about the long-term viability of the technology.*

** If a local government does choose to use Blu-ray discs, we strongly urge the government to use another form of back-up (especially computer tapes).*

** Blu-ray single layer discs can hold 25 GB of information and dual layer discs can hold 50 GB of information. Dual layer encoding can cause issues when converting information so it is best to stick with single layer discs. Also, the more information a disc holds, the more information at risk should the disc fail or be lost.*

** Be sure the Blu-ray disc works on a computer in the local government before adopting it.*

** Blu-ray discs use polymers as a protective shield for the disc preventing scratches but very little is known about the long-term stability of polymers.*

For further information, you might want to check out the following links:

http://www.blu-raydisc.com/bluray_site.htm

http://en.wikipedia.org/wiki/Blu-ray_Disc ✓



✓ CONGRATULATIONS JAMESTOWN CITY SCHOOL DISTRICT!

New York State Archives Month Awards were recently announced. Among the winners is the Jamestown City School District. They will be awarded three New York State Archives Month Awards at a lunch with the New York State Education Department's Board of Regents being held in Albany on October 20th.

The school district will be presented one award for "Excellence in the Educational Use of Local Government Records by a Local Government", the "Bruce W. Dearstyne Award for Excellence in the Educational Use of Local Government Records" and the students from the Persell Middle School in the Jamestown District will be awarded the "Laura and Robert Chodos Award for Excellence in Student Research Using Historical Records". ✓

✓ NYS ARCHIVES LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUND AWARDS

Congratulations to those awarded funds for 2008-2009:

| | | |
|---|-------------|-------------------------------------|
| Village of Wellsville | \$22,731.00 | Records Systems |
| Wellsville Central School District | \$14,955.00 | Microfilming |
| Cattaraugus County | \$26,000.00 | Records Survey/Program Planning |
| Southern Tier West RPDB | \$8,402.00 | Cooperative eGovernment |
| Town of Franklinville | \$3,051.00 | Records Inventory |
| Town of Little Valley | \$9,248.00 | Cooperative Court Records Inventory |
| Town of South Valley | \$3,617.00 | Records Inventory |
| Village of Ellicottville | \$20,000.00 | Records Systems |
| Village of Franklinville | \$8,844.00 | Indexing and Access |
| Yorkshire-Pioneer Central School District | \$27,507.00 | Active Records |
| Chautauqua County | \$75,000.00 | County Land Records Initiative |
| Chautauqua County | \$35,104.00 | eGovernment |
| Sherman Central School District | \$8,576.00 | Storage and Retrieval |
| Town of Ellery | \$7,833.00 | Storage and Retrieval |
| Town of Westfield | \$5,939.00 | Records Inventory |
| Village of Forestville | \$24,200.00 | Records Systems |
| Village of Silver Creek | \$2,4290.00 | Records Systems ✓ |

Corporate Sponsors



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Municipal News

Southern Tier West Homepage

Southern Tier West's homepage is 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.

OCTOBER 2008 * 4



TRAINING OPPORUNITIES



FALL PLANNING & ZONING CONFERENCE

The Fall Planning & Zoning Conference will be held on November 13, 2008 at the Radisson Hotel, Jamestown, NY. Registration begins at 8am. The programs begin at 9am and last session ends at 2:30p.m. NYS Department of State



Staff and representatives from TVGA Consultants and Wendel Duscherer will present eight classes throughout the day. They will cover topics on Revising Zoning, Planning & Zoning Case Law, Ethical Standards, Municipal Comprehensive Plans, General Land Use Grants, Site Plan Review & Subdivision Review. All classes qualify for Planning & Zoning Board credit hours. Planning & Zoning Board members will have 4 hours by attending a class during each of three session. Attorneys can obtain 2.5 hours CLE credits by attending Planning & Zoning Case Law and Revising Zoning. Code Enforcement Officers can obtain 2.5 credit hours by attending Planning & Zoning Case Law and Municipal Comprehensive Plan. Registration has been mailed and is available on line at www.southerntierwest.org.

If you have any questions, please contact Eileen Weishan at 716-945-5301x207 or eweishan@southerntierwest.org.



TRAINING SCHEDULE

CODE ENFORCMENT

****THESE IN-SERVICE PROGRAMS HAVE BEEN CANCELLED****

December 9, 2008

28-0033 Motor Fuel Dispensing Facilities & Repair Garages
28-0033 Inspection of High-Piled Combustible Storage

NYS ARCHIVES : You must register with Jim Tammaro, RAO, at 847-7903 to attend the following courses:

October 21, 2008

Managing Inactive Records, Ellery Town Hall

October 31, 2008

Using Retention Schedules, STW Office

****THESE ARE HELPFUL FOR NEW RMO/ CLERKS****

December 9, 2008

LGRMIF Grant Application, Randolph Town Hall

STATEWIDE TRAINING

October 17, 2008

Records Management Grant Workshop, Inn at Canandaigua by NYALGRO (www.nyalgro.org)

October 20-22, 2008

Public Works School, Saratoga Spring by NYCOM (www.nycom.org)

October 29, 2008

Local Government Efficiency Grant Workshop, JCC Jamestown (www.dos.state.ny.us/lgss)

November 13, 2008

Fall Planning & Zoning Conference, Radisson Hotel, Jamestown (www.southerntierwest.org)



✓ APPALACHIAN REGIONAL COMMISSION: WHAT YOU MAY NOT KNOW

By now most of you have heard about the Appalachian Regional Commission (ARC) Area Development Program funding. You may know that ARC provides grants for municipal water and wastewater projects. You may be aware of the following requirements regarding those projects and funds, as specified in the FY2009 Application Guidance document prepared by NYS Department of State (NYS DOS) and included in the application materials found on Southern Tier West's website:

NYS Strategy 3.2a: Provide basic and/or supplemental funding assistance for the basic physical infrastructure necessary for creation or retention of jobs. *The development and improvement of water and wastewater systems* supporting job creation or retention. The goal of these projects should be the creation and retention of jobs in Appalachian New York. Local infrastructure projects should implement LDD strategic plans. Projects linked with Appalachian Development Highway Corridors and all existing and proposed Interstate Highways in Appalachian New York are encouraged.

NYS Strategy 3.2b: Help rural communities in distressed areas/"pockets of poverty" (as defined by ARC) to work with public and private agencies to address documented critical health or safety needs. *The development and improvement of water and wastewater systems addressing fully documented critical health/safety needs in distressed areas/"pockets of poverty" (as defined by ARC).*

It is true that ARC projects have benefited for-profit employers under the jobs creation or retention criteria. It is also true that the majority of projects funded under the current health/safety criteria have been under an Order of Consent. It is also true that very few projects have been located in an ARC designated distressed area/pocket of poverty. Projects that are considered as health/safety projects must address the following **IMPORTANT NOTE** included in the FY2009 Application Guidance document.

The ARC Program is primarily an economic development program. ARC will fund residential water supply or wastewater treatment projects in non-distressed counties only under the conditions cited above. For the purposes of this NYS Strategy, a fully documented health and safety need will be demonstrated by the issuance of an Order of Consent from a New York State or county environmental or health agency, or other confirmed imminent public health threat justified by these agencies. Projects under this Strategy, which also have anticipated positive economic impacts or involve multi-jurisdictional approaches and/or partnerships with the private sector, are more likely to receive funding consideration.

Let's examine each of the criteria noted above as to what is specifically required. **First**, since the "ARC Program is primarily an economic development program", it considers more favorably projects that "anticipate positive economic impacts . . . and/or partnerships with the private sector", but will consider other projects as well. However, as of this year a project must show some private sector benefit. **Second**, "ARC will fund residential water supply or wastewater treatment projects in non-distressed counties" if the applicant can document that the project is located in a recognized distressed area or pocket of

Corporate Supporters



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Data Center Affiliate

The New York State Data Center is New York's primary repository of economic and demographic data. The New York State Data Center operates through about 50 state, local, and university coordinating and affiliate organizations around the state. These affiliates maintain Census and related economic and demographic data and provide local information services to local government, business and the public. Southern Tier West is one of these data center affiliates providing data resources for Allegany, Cattaraugus, and Chautauqua Counties. If you're having difficulty locating data or have questions about the program in general, contact John Buzzard (jbuzzard@southerntierwest.org) or call us at 716-945-5301 ext. 208.



DATA TABLES



EDUCATION STATISTICS

Public High School Graduates New York State by County — School Years 1995-96 — 2004-05

| County | 1995-96 | 1996-97 | 1997-98 | 1998-99 | 1999-2000 |
|----------------|---------|---------|---------|---------|-----------|
| New York State | 135,569 | 137,189 | 138,396 | 141,253 | 143,469 |
| Allegany | 611 | 537 | 566 | 568 | 542 |
| Cattaraugus | 986 | 1,032 | 1,083 | 1,123 | 1,074 |
| Chautauqua | 1,561 | 1,543 | 1,615 | 1,643 | 1,584 |
| STW Totals | 3,158 | 3,112 | 3,264 | 3,334 | 3,200 |

| | 2000-01 | 2001-02 | 2002-03 | 2003-04 | 2004-05 |
|--|---------|---------|---------|---------|---------|
| | 141,854 | 140,129 | 143,719 | 153,137 | 153,087 |
| | 525 | 513 | 470 | 592 | 604 |
| | 1,080 | 1,025 | 1,111 | 1,077 | 985 |
| | 1,467 | 1,521 | 1,531 | 1,546 | 1,562 |
| | 3,072 | 3,059 | 3,112 | 3,215 | 3,151 |

SOURCE: New York State Education Department, Information and Reporting Services.



Personal Income Per Capita by County of Residence New York State — 1996-2004

| County of Residence | 1996(r) | 1997(r) | 1998(r) | 1999(r) |
|---------------------|-----------|-----------|-----------|-----------|
| New York State | \$ 28,424 | \$ 29,857 | \$ 31,555 | \$ 32,816 |
| Allegany | 16,375 | 16,862 | 17,838 | 18,280 |
| Cattaraugus | 17,637 | 18,625 | 19,338 | 20,087 |
| Chautauqua | 18,334 | 19,070 | 20,111 | 20,576 |

| | 2000(r) | 2001(r) | 2002(r) | 2003(r) | 2004 |
|--|-----------|-----------|-----------|-----------|-----------|
| | \$ 34,897 | \$ 35,612 | \$ 35,357 | \$ 35,944 | \$ 38,264 |
| | 19,159 | 19,472 | 19,442 | 19,650 | 20,531 |
| | 20,936 | 22,439 | 23,258 | 24,169 | 25,359 |
| | 21,384 | 21,648 | 21,669 | 22,288 | 23,406 |

r Revised.

✓ SOURCE: United States Department of Commerce, Bureau of Economic Analysis; material compiled by Empire State Development.

Grant Info

NEW YORK MAIN STREET (NYMS) FALL 2008 FUNDING ROUND

DEADLINE:
NOVEMBER 12, 2008

ELIGIBILITY:
UNITS OF GENERAL LOCAL GOVERNMENT, ORGANIZATIONS INCORPORATED UNDER THE NYS NOT-FOR-PROFIT CORPORATION LAW, WHICH INCLUDES COMMUNITY-BASED ORGANIZATIONS, ETC.

MATCH:
N/A

CONTACT:
www.nymainstreet.org Buffalo Regional Office, Thomas Van Nortwick, 1535 Washington St, Buffalo 716-847-7955

PURPOSE:
To assist New York communities with their Main Street and downtown revitalization efforts. NYMS provides grants to stimulate reinvestment in mixed-use (commercial-civil-residential) "Main Street" buildings or neighborhoods. Applications for funding may be submitted for one or more of the following activities: Building Renovation; Downtown Anchors or Streetscape Enhancement. See contact for more information. **Workshop - October 15th**, Adams Mark Hotel, 120 Church Street, Buffalo, NY

Municipal News

Training Schedule

Southern Tier West's 2009 Local Government Conference will be held on MAY 6, 2009 at Houghton College. The Conference Committee will meet for the first time this year on October 16th, 2008 at 9:00 a.m. at the Southern Tier West Offices.

✓ ARC: WHAT YOU MAY NOT KNOW CONTINUED . . .

poverty. In other words, if you have a project that meets the income guidelines of the NYS Small Cities Program or USDA Rural Development, then the project also meets the ARC criteria of a pocket of poverty. **Third**, "a fully documented health and safety need will be demonstrated by the issuance of an Order of Consent or other confirmed imminent public health threat justified by a New York State or county environmental or health agency." Translation - if your municipality is not under a Consent Order, the project may be eligible if you can provide evidence of a confirmed imminent public health threat documented by the NYS or county environmental or health agency. This may also include letters from residents/businesses giving testimony as to the breadth of the problem. The following are a few examples of successful ARC funded projects (none located in distressed areas):

Town of Caneadea

Purpose: Elimination of documented public health issues (arsenic) from public and private water supplies in the Houghton Water District and along Route 19, to include the construction of a back-up well supply, water treatment system, and extension of the distribution system.

| | |
|---------------------|-------------|
| Funding: ARC | \$ 150,000 |
| USDA Loan | 100,000 |
| USDA Grant | 500,000 |
| State Grant | 7,500 |
| DWSRF Grant | 2,000,000 |
| DWSRF Loan | 4,240,900 |
| Total | \$6,998,400 |

Consent Order: No, however the County Health Department cited the history of high levels of arsenic found in the water through water samples and stated may require an issuance of Consent Order if levels increase.

Documentation of Need: County Health Department, and letters from college, school, residents, businesses.

Employers: Included College, several schools, and nursing home.

Town of Portland

Purpose: Provide residents and businesses in Water District No. 7 with an abundant supply of potable water to alleviate health risks (high risk of bacteria) and insufficient supply of water, and provide the infrastructure that can actively promote and provide for economic growth. 111 new households assisted.

| | |
|---------------------|-------------|
| Funding: ARC | \$ 150,000 |
| USDA Grant | 525,000 |
| USDA Loan | 975,000 |
| Total | \$1,650,000 |

Consent Order: No. However, the County Health Department has identified water quantity violations and serious water quality problems. NYS Department of Health concurred with the findings of the County Health Department.

Documentation of Need: Letters from residents, businesses, County Health Department, and NYS Health Department.

Employers: Seven businesses were identified as being impacted by the project, which included four farms, one campground, a rental units facility, and a housing association.

Village of Delevan

Purpose: Existing springs have found to be under the direct influence of surface water. Project will provide a safe supply of drinking water to alleviate the risk of contamination by Giardia lamblia and Cryptosporidium. Funding will provide water treatment, hydraulic capacity improvements, emergency power and security. 341 residences served.


| | |
|---------------------|-----------|
| Funding: ARC | \$150,000 |
| USDA Loan | 660,000 |
| Total | \$810,000 |

Consent Order: No, however NYS Department of State through the County Health Department issued a mandate to provide filtration on the Village's source water or develop new sources.


Documentation of Need: Letters from businesses and non-profit agencies, County Health Department, and NYS Health Department.

Employers: 21 businesses were identified as being impacted by the project, which included school district, mini-mart/gas, restaurants, hair salons, insurance, attorney, and other private businesses.

You may want to take another look at the ARC Area Development Program for fiscal year 2010. Any municipality located within the Southern Tier West region may apply for a maximum of 50% of the total project cost up to \$150,000 in ARC funding. Although this would represent a small portion of any infrastructure project, it will make the project that much more affordable. Local, state, and other federal dollars may constitute the remainder of the total project cost. For more information on the guidelines and application package, contact Southern Tier West or go online at www.southerntierwest.org

With a preapplication deadline in June of 2009 for FY2010 funding, it is never too early to schedule a consultation with staff coordinator, Ginger Malak. Please contact her at Southern Tier West, (716) 945-5301 ext.201. Call for assistance TODAY! 

✓ 2010 CENSUS UPDATE

Southern Tier West is working with the NYS Data Center and the US Census Bureau to identify individuals from our region who are interested in participating on Complete Count Committees in preparation of the 2010 Census. A Complete Count Committee is a team of community leaders appointed by the highest-elected official to develop and implement a locally-based outreach and awareness campaign for the 2010 Census. This team's primary focus is to promote the 2010 Census in a particular community and to ensure that every resident in that area is counted. Community leaders are most qualified to understand the best way to reach all populations that reside in their area. The team is also best suited to mobilize community resources in the most efficient and cost-effective manner. If you are interested in participating, want more information, or know of individuals who would be appropriate, please contact John Buzzard at (716) 945-5301 ext: 208, or at jbuzzard@southerntierwest.org. 



Grant Info

2008 COMMUNITY DEVELOPMENT BLOCK GRANT

ECONOMIC DEVELOPMENT OPEN ROUND DEADLINE:

JANUARY 7, 2009

ELIGIBILITY:

UNITS OF GENERAL LOCAL GOVERNMENT, EXCLUDING METROPOLITAN CITIES, URBAN COUNTIES, AND INDIAN TRIBES MATCH:

N/A

CONTACT:

www.nysocr.org; Applications and information can also be obtained by calling (518) 474-2057. The Office of Community Renewal will also provide direct assistance; simply contact the office.

PURPOSE:

To assist communities in creating jobs and expanding business opportunities to implement a wide variety of community and economic development activities directed toward neighborhood revitalization, economic development and the provision of improved community facilities and services. Funds may be used to 1) provide financial assistance to a business for an identified CDBG eligible activity or 2) construct publicly owned infrastructure improvements that are necessary to accommodate the creation, expansion, or retention of a business. See contact for more information. Workshop - October 15th, Adams Mark Hotel, 120 Church Street, Buffalo, NY

Municipal News

Municipal News

In This Issue

| | |
|--|-----------|
| Note from the Editor | 1 |
| New Info | 1 |
| Info on Blu-Ray Discs | 2 |
| Congrat to Jamestown City School District | 3 |
| NYS Archives Local Govt Records Mgmnt Improvement Fund Awards | 3 |
| Fall Planning & Zoning Conf Training Schedule | 4 |
| ARC: What You May Not Know | 5 |
| Data Table | 6 |
| Data Table | 7 |
| ARC Continued | 8 |
| 2010 Census | 9 |
| NYS Archives Grant Award | 10 |

✓ NYS ARCHIVES GRANT AWARD

As each year goes by it becomes more important to have a prominent and creative web presence. Southern Tier West was awarded one of the Local Government Records Management Improvement Grants for the 2008-2009 year in the E-Government category. This project will take basic websites of nine municipalities and build them out providing many advanced capabilities including downloading and filing forms online, making payments online, providing minutes, local laws, planning and zoning information, applications, general information and interactive pages. The participants include the Town of New Albion, Town of Randolph, Town of Villenova, Village of Belmont, Village of Brocton, Village of Celoron, Village of East Randolph and the Village of Randolph. Southern Tier West will host the website and provide a domain name. For more information talk with Richard, Sarah or Eileen at Southern Tier West. 