

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

**MINUTES – APRIL 28, 2022**

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on April 28, 2022, via Zoom.

**Board Members**

Kier Dirlam, Chairman  
Chuck Jessup  
Deb Root  
Jerry Scott  
Robert Keis, Secretary  
Chuck Couture  
Don McCord, Vice Chairman  
Rebecca Wurster  
Tom Harmon  
Lucille White

**Representing**

Allegany County  
Allegany County  
Allegany County  
Allegany County  
Cattaraugus County  
Cattaraugus County  
Chautauqua County  
Chautauqua County  
Chautauqua County  
Seneca Nation of Indians

**Others Attending**

Richard Zink  
Sarah Phearsdorf  
Tom Barnes  
Fileve Palmer  
Jon Mayr  
Kimberly LaMendola

**Representing**

Staff  
Staff  
Staff  
Staff  
Staff  
Staff

Chairman Dirlam called the meeting to order at 1:00 p.m. Attendance was recorded.

**Minutes of the Previous Meeting**

Tom Harmon made a motion to accept the March 17, 2022, with correction. Don McCord seconded the motion and it carried.

**Correspondence**

There was no correspondence.

**Project Review Report**

Deb Root made a motion to accept receipt of Intergovernmental Review Report projects 8-15. Jerry Scott seconded the motion and it carried.

## Executive Director's Report

### 1. Federal Funding

The President's FY23 Budget request was released. The President's FY23 Budget proposes a \$546 million funding level for US EDA, which represents an increase of \$172.5 million, or 46 percent, above the final FY22 appropriations level of \$373.5 million for EDA. The President's FY23 Budget request also calls for a \$2.5 million increase in funding for EDA Partnership Planning grants. The FY23 Budget also holds level funding for ARC at the newly increased amount.

### 2. Climate Smart Communities Contract

Southern Tier West, as part of a statewide initiative, partnered with Central New York Planning and Development Board and was awarded a two-year contract from NYSDEC in the amount of \$176,500 to implement the Climate Smart Communities Program in our three counties.

A motion was needed to enter a contract with Central New York Regional Planning & Development Board in the amount of \$176,500 for the next two years. Robert Keis so moved, Charles Jessup seconded the motion and it carried.

### 3. Ecosystem: Stories of the Southern Tier's Food System

Southern Tier West RP&DB issued a Request for Proposal from qualified, experienced entities for six fully produced documentary-style videos about the Southern Tier's Food System. Each video will be approximately 15-20 minutes long, thereby combining into a full-length feature. STW received two written responses and one written declination to respond. The responses were from Panvenni Murphy Tom, and Genesee Valley Media Productions for a max cost of \$123,000.

Board approval was needed to enter into an agreement with Panvenni Murphy Tom. Deb Root so moved, Chuck Couture seconded the motion and it carried.

### 4. Statebook

As part of Southern Tier West's EDA Cares money, we can extend the Statebook Program for another two years.

Board approval was needed to enter into an agreement in the amount of \$20,000 with Statebook for this two-year service. Chuck Couture so moved, Tom Harmon seconded the motion and it carried.

### 5. Laserfische System Server

With the upgrade to the Laserfische system that communities use to access their records that have been scanned into the system, there is a need to upgrade Southern Tier West's server as well. Southern Tier West received a quote from Databranch in Olean in the amount of \$16,000 for purchase of the server and installation.

A motion was needed for purchase an installation of the new server. Chuck Couture so moved, Jerry Scott seconded the motion and it carried.

Another motion was made by Lucille White to waive the three-quote requirement so Southern Tier West to use Databranch, keeping business local. Jerry Scott seconded the motion and it carried.

### **Southern Tier West Program Reports**

There were no program reports.

### **Southern Tier West Affiliation Reports**

There were no affiliation reports.

### **Southern Tier West Committee Reports**

There we no Committee reports.

### **Public Comment**

There was no public comment.

### **Old Business**

Richard Zink reported that registration for the 27<sup>th</sup> Annual Local Government Conference was distributed to municipal officials and Board members.

### **Audit Abstract**

Jerry Scott moved to accept the March/April Audit Abstracts. Lucille White seconded the motion and it carried.

### **Next Board Meeting**

The next monthly meeting of the Southern Tier West Board of Directors will be held on June 16, 2022, at 1:00 PM. Fileve Palmer will provide an analysis of the FY23 ARC projects. ARC project presentations will be made to the Board at the July Board Meeting.

### **Adjournment**

Chuck Couture made a motion to adjourn, Rebecca Wurster seconded the motion. The meeting was adjourned.

sjp