

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – DECEMBER 21, 2023

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on December 21, 2023, at 1:00 PM at the Southern Tier West Offices.

Board Members

Kier Dirlam, Vice Chairman
Craig Clark
Robert Keis, Secretary
Chuck Couture
Crystal Abers
Norm Marsh
Don McCord, Chairman
Rebecca Wurster
PJ Wendel
Kortney Keyes

Representing

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

Others Attending

Angie Kennedy
Richard Zink
Kimberly LaMendola
Sarah Phearsdorf
Stephanie Beneng
Jon Mayr
Fileve Palmer

Representing

Seneca Nation of Indians via zoom
Staff
Staff
Staff
Staff via zoom
Staff
Staff

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

Minutes of the Previous Meeting

Chuck Couture made a motion to accept the October 19, 2023, minutes as distributed. Craig Clark seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

Crystal Abers made a motion to acknowledge receipt of the Project Review Report, Norm Marsh seconded the motion and it carried.

Executive Director's Report

1. FY2024 Appropriations Update

The House narrowly passed the FY24 Energy and Water Development Appropriations Bill which contains ARC's funding for FY24. The measure provides \$200 million for ARC. The Senate version of the legislation which has not yet taken up on the Senate floor, also provides \$200 million for ARC.

2. IIJA (Infrastructure Investment and Jobs Act) Funding

- Southern Tier West was allotted \$1,185,000 for 2022 and again for 2023. Over the five-year period that equals \$5,925,000 for IJA designated projects through FFY2026.

3. IEDC ERC Program

Southern Tier West's project has been selected to advance to the ERC match interview stage. This is a 30-month work plan. The Fellow's responsibilities and scope of services will provide the southern tier west region with a dynamic, in-person business skills training program that will meet the unique needs of individual locales and business communities, while building social capital and trust within each learning cohort. The scope of services includes business skills program design, community organizing and entrepreneurial culture building, and regional business development strategic planning.

A motion was needed for Southern Tier West to enter into a Memorandum of Understanding to hire the Fellow. Bob Keis so moved, Chuck Couture seconded the motion and it carried.

4. STW IIJA Project Proposal

Southern Tier West CEDS Program enhancement \$56,000. Products include staff time to enhance and develop additional action items presented in the CEDS. This is a planning project that will lead to the development of refinement or region-wide projects for future IIJA and Area development funding applications. Goals – Output: 3 counties served, 20 communities served; Outcome – 3 counties improved, 1 application created and submitted. Regional benefits include continuing to bring together regional entities to discuss common goals and needs within their county and local municipality.

A motion was needed to approve the proposal for the IIJA Project. Craig Clark so moved, Chuck Couture seconded the motion and it carried.

5. NYSERDA CEC – 2023 PON Release

NYSERDA announced the release of the Clean Energy Communities Program 3.0 PON. The new rendition of the program offers more high-impact action items for communities to pursue as well as much larger, match free, grant awards.

Communities that complete the least four high-impact actions earn initial Clean Energy Communities designation and are eligible to apply for grants to fund additional clean energy projects. As a community earns more points, it becomes eligible for 1 to 5-Star Designations and larger grant awards.

6. ConnectALL Regional and Local Assistance Program

This Incentive Proposal outlines the general terms and conditions of the incentive package being offered by Empire State Development to Southern Tier West Regional Planning and Development Board to assist with the State Challenge Process as part of the Broadband Equity, Access, and Deployment program in Western Region. This offer is subject to the availability of funds, completion of any applicable (1) non-discrimination and contractor diversity, (2) environmental and historic and (3) smart growth review requirements, approval by the ESD CEO, applicable statutes, and compliance with program requirements.

A motion was needed to accept this Incentive Proposal totaling \$47,000. Vice Chairman Dirlam so moved, Craig Clark seconded the motion and it carried.

7. NYSDEC Non-Discrimination and EEO Policy

A motion was made by Craig Clark and seconded by Chuck Couture to agree on NYS Department of Environmental Conservation’s MWBE and SDVOB Policy.

Southern Tier West Program Reports

1. Local Government Program

2024 Annual Local Government Conference – June 6, 2024; Listing of STW Trainings

The remaining program reports can be found in the monthly STW Newsletter of staff activity.

Southern Tier West Affiliation Reports

1. STERA

STERA will meet in March 2024. Currently working on 2023 Annual Report.

2. Southern Tier West Development Foundation

The STW Development Foundation held its Annual Meeting on October 24, 2023 to discuss its future and review annual financials.

Committee Reports

1. Local Government Conference Planning Committee

The Committee met on November 28th via zoom to discuss 2024 Conference topics. Next meeting will be in late January.

2. EDA/ARC Review Committee

The work groups are doing a lot of work through the CEDS.

Public Comment

Craig Clark reported that in January 2024 the Allegany County Comprehensive Plan is being updated.

Audit Abstract

Norm Marsh moved to accept the November/December Audit Abstracts. Chuck Couture seconded the motion and it carried.

Next Board Meeting

The next regular monthly meeting of the Southern Tier West Board of Directors will be held on January 18, 2024, at 1:00 PM at the Southern Tier West Offices.

Executive Session

Chuck Couture made a motion to go into Executive Session to discuss staff salaries. Crystal Abers seconded the motion and it carried.

Back in regular session, Crystal Abers made a motion to accept staff salaries as discussed and recommended by the Executive Director. Chuck Couture seconded the motion and it carried.

Adjournment

Norm Marsh made a motion to adjourn, Chuck Couture seconded the motion and it carried.

sjp