

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

**MINUTES – MARCH 18, 2021**

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on March 18, 2021 via Zoom.

**Board Members**

Kier Dirlam, Chairman  
Deb Root  
Chuck Jessup  
Craig Clark  
Robert Keis, Secretary  
Chuck Couture  
Don Benson  
Crystal Abers  
Don McCord  
Pierre Chagnon  
Joe Galati

**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

**Others Attending**

Richard Zink  
Sarah Phearsdorf  
Kimberly LaMendola  
Fileve Palmer  
Tom Barnes  
Jason Eastman

**Representing**

Staff  
Staff  
Staff  
Staff  
Staff  
Staff

Chairman Dirlam called the meeting to order at 1:00 pm. Attendance was taken and recorded.

**Minutes of the Previous Meeting**

Chuck Couture made a motion to accept the February 18, 2021 minutes as distributed. Joe Galati seconded the motion and it carried.

**Correspondence**

There was no correspondence.

**Project Review Report**

Deb Root moved to acknowledge receipt of the Project Review Report, Chuck Jessup seconded the motion and it carried.

**Executive Director's Report**

1. **Federal Funding Outlook**

Southern Tier West entered its annual planning and administrative contract with the Appalachian Regional Commission

2. **ARC Power Application**

STW released a second RFP for the Power Grant to purchase and install antennas on towers within Allegany County. Proposals are due by April 9, 2021.

3. **NYS Baseline DEC Program**

STW staff released a RFQ for this program for the engagement of a consultant to assist with the Source Water Protection Plan for several communities across the region. Proposals are due by April 8, 2021.

4. **Allegany County IDA Resolution Request**

The Allegany County IDA requested that Southern Tier West pass a resolution supporting the Great Lakes Cheese Co. proposed manufacturing project in the Towns of Amity and Angelica, NY. Don Benson made a motion to pass a resolution, Bob Keis seconded the motion and it carried with Chuck Couture opposing the resolution due to the project using 140 acres of prime farmland and the potential use of eminent domain.

5. **Grant Applications**

STW staff held internal discussions concerning the submission of an ARC grant for the Area Development Grant round due in June. The grant will focus on the expansion of the Manufacturing Academy with a medical academy, entrepreneurial academy, and a natural resources academy.

STW staff is also looking to submit an ARC Power Application in 2022 for a multi-county, multi-region project.

**Southern Tier West Program Report**

Richard Zink reported on the following STW Programs:

1. Local Government: Spring Webinars, Weebly Websites
2. ARC: Zoom meetings conducted to provide logistics for this program year, ARC WORC
3. Local Foods: Regional Farmers Market Network; WNY Regional Food System Initiative
4. Baseline: Source Water Protection Plans; GIS Pilot Program w/DPW Departments
5. NYSERDA: New Clean Energy Communities Leadership Round – interest in our communities
6. EDA Cares: CEDS; Manufacturers Productivity Improvement Grant; COVID Response Recovery Plan

**Committee Reports**

1. **Program Development Committee**

Chairman Dirlam reported that a meeting will be scheduled.

2. **Policy Committee**

Chairman Dirlam reported that the Committee met prior to the Board Meeting.

A new version of the STW Bylaws was approved and sent to the counties for review. They will be submitted for approval at the April Board meeting. The STW Personnel Policy was last updated in 2002 – a new handbook of all STW policies will be created.

3. **Economic Development/Entrepreneurship Committee**

Chairman Dirlam reported that the Committee will meet on March 29, 2021 at 10:30 AM.

4. **Transportation Committee**

The Transportation Committee has not met.

5. **Water Source Committee**

The Committee has not met.

6. **Local Government Committee**

A meeting will be scheduled in late April, early May to discuss a Fall training schedule.

### **Affiliations**

1. **STEDO**

STEDO will meet March 19, 2021. One project is up for review. Monies lent out - \$1.8 million; \$900,000 available.

2. **WRC**

Executive Director Richard Zink reported that WRC has \$70,000 in working capital that can be lent out.

3. **STERA**

Executive Director Richard Zink reported that STERA Board met on March 15, 2021. Reports were approved for filing with New York State; there was discussion on marketing the rail and upcoming projects.

4. **Southern Tier West Development Foundation**

The Foundation Board will meet in April 2021.

5. **Southern Tier West Angel Fund**

The Angel Fund members will meet in April 2021. This fund will be marketed intently to hopefully get new members.

### **Public Comment**

Chuck Couture reported that the Maple Fest was taking place this March 20-21<sup>st</sup> across the region.

Bob Keis reported that he would like STW to facilitate some broadband updates in the smaller towns who are receiving stimulus monies.

### **Old Business**

There was no old business.

**Audit Abstract**

Chuck Couture moved to accept the February/March Audit Abstracts. Chuck Jessup 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 April 15, 2021 at 1:00 p.m. via Zoom.

**Adjournment**

Chuck Jessup made a motion to adjourn at 2:03 PM, Joe Galati seconded the motion and it carried.

sjp