

## SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

### NOTES – APRIL 16, 2020

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on April 16, 2020 at 1:00 PM via Zoom.

#### Board Members

Kier Dirlam, Chairman  
Deborah Root  
Jerry Scott  
Robert Keis, Secretary  
Chuck Couture  
Donna Vickman  
Don McCord  
Jay Gould, Vice Chairman

#### Representing

Allegany County  
Allegany County  
Allegany County  
Cattaraugus County  
Cattaraugus County  
Cattaraugus County  
Chautauqua County  
Chautauqua County

#### Others Attending

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

#### Representing

Staff  
Staff  
Staff  
Staff  
Staff  
Staff  
Staff

Chairman Dirlam called the meeting to order at 1:01 pm. Attendance was taken and recorded.

#### Minutes of the Previous Meeting

Chuck Couture moved to approve the January 16, 2020 minutes as distributed. Jerry Scott seconded the motion and it carried.

#### Correspondence

There was no correspondence.

#### Project Review Report

Eleven projects were sent out since January and one today. Deb Root moved to acknowledge receipt of the Project Review Report, Chuck Couture seconded the motion and it carried.

#### Executive Director's Report

##### 1. Federal Funding Outlook

Congress passed a funding bill including \$1.5 billion in supplemental funding for the Economic Development Administration (EDA), which is intended to help mitigate the economic impacts of the COVID-19 crisis. This funding is available across the federal fiscal year 2020, 2021, and 2022 and will be in the economic development program, which allows for the greatest flexibility for funding partners. STW is looking at a new revolving loan money for the region,

as well as other projects. Match has not been determined yet, but there is a chance it will be zero.

ARC did not receive additional funding through the COVID-19 funding but looks extremely well positioned in the next federal budget.

## 2. Overall Funding Outlook

Southern Tier West entered into the calendar year with ARC, EDA, STERA, and STEDO for administrative funding.

- The NYS DEC for approximately \$105,000 will be finalized
- There will be a slight decline in revenue due to cancellation of the Local Government Conference and other training
- NYSERDA funding is delayed until September
- STW faces an issue with matching dollars for LDD and ARC grants with the loss of in-kind and revenue from the Local Government Conference

Looking at next year, STW needs to be cognizant of the financial strain on our counties and the funding they provide us. We receive \$20,110 from Allegany County, \$24,970 from Cattaraugus County, and \$26,553 from Chautauqua County on an annual basis. Fortunately, STW has Board members who control the budget requests for our agency, and we look to them for guidance of any extra paperwork or presentations that may need to be made in order to sustain our funding.

## 3. New York State Archives Grant

Due to NYS Budget issues, STW is unsure of the availability of funds for this year's request. Staff will keep the Board informed.

## 4. CEDS Planning Process

The CEDS Planning Process will continue as normal with the final version being submitted to the Board for review at the September Board Meeting. Staff will contact Board members during the upcoming weeks as to their role as CEDS Committee. The 2020 CEDS will be revised substantially from prior years.

A website that has been put together in partnership with Capital District Regional Planning and the University of Albany is <https://www.capitalregionindicators.org/>. STW is looking at options to bring this to our region, potentially in partnership with Southern Tier Central.

## 5. ARC Power Application

STW continues to work with ARC to receive the final contact through USDA for this project. Antennas have been deployed in Machias, which resulted in approximately 25% better foliage penetration rate and an increase in served customers in that area. STW is working also with DFT Communications and Southern Tier Wireless to determine repeater site locations across our three counties. These sites need to pass USDA environmental review. It is expected that 10-15 repeater sites will be deployed within the next 18 months.

**6. ARC Power 2020 Application**

STW is working with Allegany County to submit an application that will replace the old 3.65 ghz antennas with new LTE 2.5 ghz antennas. The application is due April 24, 2020.

**7. Angel Fund**

To date, ten commitment checks have been provided. The original goal and paper requirements were modified so the first organizational meeting could be held. This meeting is scheduled for May 2020. Many thanks to Craig Clerk who has carried out this effort to make it a reality.

**8. Availability of Funds**

STEDO \$245,545; STEDO Agri Business \$452,352; STEDO Working Capital \$35,000; WRC Downtown Loan \$1,200,000.

**9. NYSERDA Contract**

A motion was needed to sign a contract amendment not to exceed \$20,000 with Central New York Regional Planning to extend the NYSERDA Contract until the end of October 2020. Chuck Couture so moved, Jay Gould seconded the motion and it carried.

**Southern Tier West Program Report**

Richard Zink reported on the following STW Programs:

1. ARC: Project Summaries for projects submitted in FY2020
2. Local Government: Planning for Fall training
3. NYS DEC – Baseline: Assisting Randolph, Portville, and Olean with Water Protection Plan Updates
4. NYSERDA: Final Awards will be awarded in September
5. GIS Data Efforts
6. Local Foods – NYSAWG: Pre-season videoconferencing, farmers market programs
7. Cattaraugus Food & Ag Policy Network - Next meeting scheduled for April 22, 2020
8. Hemp Project: Working on website and preparing for fieldwork

**Committee Reports**

**1. Program Development Committee**

Chairman Dirlam reported that the met briefly after the January Board Meeting.

**2. Policy Committee**

Chairman Dirlam reported that the Committee met prior to the January Board meeting. Discussion was on updating the STW By-Laws and Procurement Policy. A date for the next meeting will be set.

**3. Economic Development/Entrepreneurship Committee**

Chairman Dirlam reported that the Committee met via videoconferencing on April 6, 2020. Discussion was on updates of what the IDA's and County's are doing regarding the NYS PAUSE order. The next meeting will be scheduled for the first part of May.

4. **Transportation Committee**  
The Committee has not met.
5. **Water Source Committee**  
The Committee has not met.
6. **Local Government Committee**  
The Committee has not met.
7. **STEDO**  
The STEDO Board deferred payments on a case-by-case basis by request of the business due to COVID-19.

**Public Comment**

There was no public comment.

**Old Business**

There was no old business.

**Audit Abstract**

Chuck Couture made a motion to accept the January – March 2020 Audit Abstracts. Jay Gould 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 May 21, 2020 at 1:00 p.m. via “Zoom”.

**Adjournment**

Jerry Scott made a motion to adjourn the meeting at 1:53 PM. Deb Root seconded the motion and it carried.

sjp