

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

# MINUTES – DECEMBER 21, 2017

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on December 21, 2017 at the Center for Regional Excellence in Salamanca, New York.

**Board Members**

Jerry Scott  
Kier Dirlam, Vice Chairman  
Chuck Jessup  
Deb Root  
Craig Clark  
Robert Keis, Chairman  
Crystal Abers  
Chuck Couture  
Dinna Vickman  
Jay Gould  
Vince Horrigan  
Joe Galati

**Representing**

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

**Others Attending**

Don McCord  
Richard Zink  
Sarah Phearsdorf  
Halley Kottwitz  
Jonathan Mayr  
Sam Lewis  
Kimberly LaMendola

**Representing**

Chautauqua County  
Staff  
Staff  
Staff  
Staff  
Staff  
Staff

Chairman Keis 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 20, 2017 minutes as distributed. Jay Gould seconded the motion and it carried.

**Correspondence**

Secretary Jay Gould read the following correspondence:

1. Letter from Sarah Decker, Deputy Clerk of the Allegany County Board of Legislators, of reappointments of members to the Southern Tier West Board as follows: Kier Dirlam, Jerry Scott, and Craig Clark with term of office commencing June 1, 2016, and expiring May 31, 2019. Reappointment of Curtis Crandall, Guy James, and Lee Gridley as ex-officio members with term of office commencing June 1, 2016, and expiring May 31, 2019.

### **Project Review Report**

Jerry Scott moved to acknowledge receipt of the Project Review Report, Joe Galati seconded the motion and it carried.

### **Executive Director's Report**

#### **1. Federal Update**

House republicans introduced a stopgap funding measure that would combine a full year's worth of funding for the rest of the government through January 19<sup>th</sup>. The current CR expires December 22<sup>nd</sup>. The proposal that was met with immediate opposition from congressional democrats who object to any strategy that would fund the military before Congress agrees to overall spending levels that also address non-defense priorities. The Senate is working on its own stopgap proposal, although the duration is not finalized.

Craig Clark reported that ARC training-based programs are not as popular in getting funding - it is more the community-based projects.

#### **2. LUCA – Local Update of Census Addresses**

The deadline for responding was December 15, 2017. STW will work with the municipalities that signed up when they receive their information.

#### **3. SARA Grant**

Staff will put together a State Archives Grant request. Information has been solicited from the towns and villages across the region who are interested. A motion was needed to approve submitting the grant to NYS Archives on January 16, 2018. Kier Dirlam so moved, Jerry Scott seconded the motion and it carried.

### **Southern Tier West Program Report**

Executive Director Richard Zink reported on the following STW programs: Local Government, Broadband, Entrepreneurial Development: Youth Entrepreneurial Academy and Angel Fund, NYSERDA – Clean Energy Communities, Geographic Information Systems, SARA Records Management, and STEDO.

### **Committee Reports**

#### **1. STERA**

Richard Zink reported that STERA met on December 6, 2017. STERA is awaiting the City of Jamestown to complete their feasibility study for the rail excursion proposal, which is about a six-month process.

### **Public Comment**

Craig Clark reported that an EDA grant package was submitted and approved for the Biorefinery and that NYS agreed to put in the remaining dollars, so the project can begin to move forward.

Kier Dirlam reported that the paving project and new parking area at the Crossroads facility has been finished.

### **Old Business**

There was no old business.

### **Audit Abstract**

Chuck Couture made a motion to approve the October Audit Abstract. Donna Vickman seconded the motion and it carried.

### **Next Board Meeting**

The next monthly meeting of the Southern Tier West Board of Directors is scheduled for January 18, 2018 at the Center for Regional Excellence in Salamanca, New York.

### **Executive Session**

Jay Gould made a motion to go into Executive Session to discuss staff salaries and changes to be made to the STW Personnel Policy.

Back in regular session, Jerry Scott made a motion to make the changes as discussed in the STW Personnel Policy, Chuck Couture seconded the motion and it carried. Kier Dirlam made a motion to accept staff salaries as recommended by the Executive Director, Joe Galati seconded the motion and it carried.

### **Adjournment**

Chuck Couture made a motion to adjourn, Kier Dirlam seconded the motion and it carried.

sjp