

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – JANUARY 17, 2019

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on January 17, 2019 at the Center for Regional Excellence in Salamanca, New York.

Board Members

Jerry Scott
Kier Dirlam, Chairman
Chuck Jessup
Deb Root
Robert Keis, Secretary
Crystal Abers
Donna Vickman
Don McCord
Joe Galati

Representing

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

Others Attending

Richard Zink
Sarah Phearsdorf
Halley Kottwitz
Sam Lewis
Craig Klose

Representing

Staff
Staff
Staff
Staff
Staff

Chairman Dirlam 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

Jerry Scott made a motion to accept the December 20, 2018 minutes as distributed. Bob Keis seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

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

Executive Director's Report

1. Government Shutdown

Southern Tier West cannot file certain reports, and the EDA Grant is delayed until the Department of Commerce resumes operations. USDA is affected; ARC in functioning normal, and a contract is anticipated soon.

2. State Archives & Records Administration

The 2019/2020 Records Management grant is focused on shelving and scanning needs for 30 municipalities who confirmed interest in the grant. Authorization was needed for Southern Tier West to submit a grant to NYSED in the amount of \$40,000. Crystal Abers so moved, Donna Vickman seconded the motion and it carried.

3. Angel Fund

Southern Tier West received enough indication of interest and support to form the Southern Tier NY Angel Fund 1, LLC. The next step will be to capitalize the Southern Tier NY Angel Fund 1, LLC to launch operations.

Participating entities must verify that they are an “accredited investor” so they may receive a Private Placement Memorandum (PPM). To date, three PPM’s have been distributed with approximately 12 being disseminated across the network.

4. ARC POWER Application

Through the ARC POWER Application, Southern Tier West is exploring funding opportunities that would support additional broadband buildout.

5. Southern Tier West Development Foundation

A Policy Committee Charter was presented to the Board for review by the March 2019 Board Meeting. The proposed Charter explains the purpose, powers of the committee, composition and selection, committee structure and meetings, reports, responsibilities, relationship to the Southern Tier West Regional Planning & Development Board, and evaluation of STW policies.

Southern Tier West Program Report

Executive Director Richard Zink reported on the following STW programs: Local Government Program and NYSERDA.

Committee Reports

There was discussion on forming and getting members for a STW Policy Committee and Future of STW Committee.

Current STW Committees include: Transportation and Water Source.

1. Transportation

Richard Zink reported that the Transportation Committee met on January 15, 2019. Topics of discussion included establishing a mission statement and the many possibilities of drone usage.

Public Comment

Richard Zink reported that Southern Tier West would be hosting a “Powers & Duties for Newly Elected and Incumbent Officials” class on February 19, 2019 and a “Grant Writing Essentials” class on April 9-10, 2019.

Bob Keis reported that a new state law concerning election of municipal town officials, has made February 26th the first day to have petitions signed, and primary day is the 4th Tuesday in June. This has moved these dates up by about 3 months.

Old Business

There was no old business.

Audit Abstract

Chuck Jessup made a motion to approve the July-December 2018 Profit and Loss Statement. Bob Kies seconded the motion and it carried.

Next Board Meeting

The next monthly meeting of the Southern Tier West Board of Directors is scheduled for March 21, 2019 at the Center for Regional Excellence in Salamanca, New York.

Adjournment

Donna Vickman made a motion to adjourn, Jerry Scott seconded the motion and it carried.

sjp