

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – APRIL 17, 2008

The regular meeting of the Southern Tier West Regional Planning & Development Board was held on April 17, 2008 at the Center for Regional Excellence, Salamanca, New York. The following persons were in attendance:

Board Members

Brent Reynolds
Ted Hopkins
Jerry Scott
Sue Myers
Robert Keis, Chairman
Joseph Eade
Charles Couture
Crystal Abers
William King
Jim Cooper, Vice Chairman

Representing

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

Others Attending

Robert Iszard
Sharon Turano
Donald Rychnowski
Tom Barnes
John Buzzard
Eileen Weishan
Richard Zink
Brian Paschen
Daniel Reynolds
Sarah Phearsdorf
Ginger Malak

Representing

Empire State Development
Post Journal
Staff
Staff
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

Mr. Eade made a motion to accept the March 20th minutes as distributed. Mr. Reynolds seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

Mr. Couture moved to acknowledge receipt of the Project Review Report. Mr. Cooper seconded the motion and it carried.

Executive Director's Report

Donald Rychnowski reported the following:

News & Notes

1. Southern Tier Extension Railroad

The National Association Development Organization (NADO) highlighted Southern Tier West's rail initiative in one of their national publications. The article described the process that led to Southern Tier West's involvement in the effort to retain and resurrect rail services in the southern tier, the process by which the Southern Tier West Board was able to form STERA, and how the initiative became one of the most successful economic development projects in New York State.

2. Southern Tier West Hosts Highway Safety Program

Southern Tier West hosted a Highway Safety Program on April 8th in Cattaraugus County, on April 9th in Chautauqua County; and on April 10th in Allegany County. The training focused on traffic safety, chain saw safety, and basic first-aid. The training was very successful with over 450 participants.

Actions

1. Appalachian Regional Commission Process

Important dates for the Board to put on their calendar for the FY2009 ARC Area Development Program are as follows:

- **June 6** - deadline for preapplications
- **Week of June 9** - preapplications mailed to Board members for review
- **Week of June 16** - selection of projects for project presentations
- **June 26** - STW Board and NYSDOS will hear project presentations; **ACTION is required to change meeting date.**
- **July 17** - Southern Tier West Board makes their recommendations for funding
- **Week of July 21** - Appeals Process
- **July 31** - Preapplications and Recommendations sent to NYS Dept. of State

Due to the ARC Process, a motion was needed to change the June Board Meeting date from the 19th to the 26th for project presentations. Mr. Scott so moved, Mr. Eade seconded the motion and it carried.

2. Tracewell

Due to the impending sale of the Tracewell Electronics facility in Cuba, NY, authorization was needed for the Executive Director to execute any paperwork necessary to close out the Southern Tier West loan. Mr. Reynolds so moved, Mr. Hopkins seconded the motion and it carried.

New Business

1. Appalachian Regional Commission Process

Ginger Malak gave an overview of the Appalachian Regional Commission Area Development Program for FY2009, including the eligible project activities and the preapplication review process. In the Board packets was included an Overview of the program and brochure regarding application workshops.

The preapplication process initiated last year was very successful - - sponsors liked it because it was a faster and easier process. Mrs. Malak reported that only one community took advantage of the Southern Tier West's offer to prepare the final application for those that did not have the capacity to write them in-house or to hire a consultant to prepare. The steps of the review process for this are the following:

- Step One - provision of technical assistance and application workshops to be held on April 23, 24, and 25th;
- Step Two - submission of the preapplication on June 6, 2008;
- Step Three - preliminary review by Southern Tier West staff and Board with NYS DOS;
- Step Four - project presentations to Southern Tier West and NYS DOS;
- Step Five - announcement of Southern Tier West Board's recommendations;
- Step Six - NYS DOS presents their preliminary recommendations to the Southern Tier West Board;
- Step Seven - preparation and submission of the final applications to Southern Tier West Board;
- Step Eight - submission of the final applications to NYS DOS;
- Step Nine - ARC review of the projects;
- Step Ten - ARC approval.

For the FY 2008 Program, it is anticipated that the top four projects will be funded and perhaps the fifth project. Projects ranked number 6 and 7 were also invited to submit a final application in the event that extra funds become available.

2. Broadband Development Initiative

Richard Zink reported that New York State is in the process of attaching paperwork to the final application and hopefully will start formalizing the contract for the Allegany County Wireless Project shortly. The Southern Tier West Development Foundation is in the process of scheduling a meeting with Zito Media from Coudersport, Pennsylvania to discuss potential projects. Southern Tier West has also scheduled a meeting with Time Warner and the Seneca Nation of Indians to discuss solving broadband needs.

3. Nominating Committee

Chairman Keis appointed Joe Eade of Cattaraugus County; Ted Hopkins of Allegany County; and Greg Edwards of Chautauqua County to nominate officers at the Southern Tier West Annual Meeting on May 16, 2008.

4. SAFE-TEALU Bill

Don Rychnowski showed a presentation on a DVD he received from NADO encouraging the promotion of interest in the next transportation bill.

5. 15th Annual Local Government Conference

Eileen Weishan reminded Board members that the 15th Annual Local Government Conference is in three weeks - - please let Eileen know if you will be attending.

Old Business

There was no old business.

Committee Reports

Economic Development Committee

Under the CEDS planning process, Tom Barnes reported that the draft document will be handed out at the May 16th Board meeting. The document will include all the economic development projects in the region that definitely will be undertaken over the next 12-18 months. So far, despite several calls for projects, there have not been many projects suggested for inclusion in the CEDS. By May 1, 2008, Tom needs to know about projects that will be undertaken over the next 12 – 18 months, so that he may incorporate them in the CEDS.

Human Resource Development Committee

Ginger Malak reported that the Committee met on April 30, 2008 and minutes of the meeting were included in the Board packets.

Executive Committee

The Executive Committee met prior to the Board meeting at 12:00 p.m. to discuss the Tracewell Loan.

Southern Tier Extension Rail Authority

Tom Barnes reported that the STERA Board will meet on April 21 at 9:00 a.m. at the Southern Tier West Offices. Mr. Barnes said the meeting is open to the public and extended an invitation to Board members. Bill Rice and Greg Lindquist from the City of Jamestown will make a presentation on the City's urban design plan.

Southern Tier West Development Foundation

Don Rychnowski reported that the Southern Tier West Development Foundation appointed three new members: Robert Keis, James Cooper; and Ted Hopkins. The Foundation Board will meet following the Southern Tier West Board Meeting.

Transportation Committee

Ms. Myers reported that the Committee met on April 15th. An up-to-date list of the transportation projects that the State DOT plans to undertake in 2008 in each county was provided to Board members in the Board packets. A Special Transportation Committee Meeting will be held on May 20th as part of Southern Tier West's regional transportation planning project to discuss priority transportation projects, strategic plans, and priorities for the region. Let your county representatives know.

Audit Abstract

Mr. Eade made a motion to approve the March 2008 Audit Abstract. Mr. Couture seconded the motion and it carried.

Next Board Meeting

The next meeting of the Southern Tier West Regional Planning & Development Board will be the Annual Dinner Meeting held on May 16, 2008 at 3:00 p.m., at the Falcon's Nest in Falconer, New York.

Adjournment

Mr. Eade moved to adjourn the meeting at 2:20 p.m. Mr. Reynolds seconded the motion and it carried.