

CHADWICK BAY REGIONAL DEVELOPMENT CORPORATION

MEETING MINUTES

February 12, 2015, 5:30pm, Town of Pomfret

CALL TO ORDER – by Director Schrantz

ROLL CALL – quorum established with the following 4 Directors - Dan Schrantz, Don Steger, Dick Purol, Dave Hazelton

Directors Absent - Todd Johnson, AJ Dolce, Steve Keefe, Louis Delmonte, Nick Piccolo

Members not in good standing – Village of Fredonia (Mayor Keefe), Town of Hanover (Supervisor Johnson)

Others present – Executive Director Kathy Tampio, Sue Chiappone (Buffalo News, Nicole Gugino (Observer), Juan Pagan, Jay Warren, John Ames (LED), Vince Horrigan, Dr. Peter Reinelt, Rick Henry (CPL), Dan Heitzenrater, Jacqueline Chairot

PRIVILEGE OF THE FLOOR – no one spoke

CHAIRMAN’S REPORT – Nothing at this time

SECRETARY’S REPORT

- Moved by D. Hazelton, seconded by R Purol and carried by unanimous vote, the minutes of the organizational meeting 1-15-2015 are approved as presented.
- Correspondence –Annual dues payment – Town of Dunkirk

TREASURER’S REPORT – Don Steger presented - Current available balance = **\$37,684.86.**

- Moved by D. Purol, seconded by D. Hazelton and carried by unanimous vote, the Treasurer’s Report was accepted and shall be placed on file with the minutes of this meeting.

EXECUTIVE DIRECTOR’S REPORT

Submitted by Kathy Tampio
February 12, 2015

- **Financial Reporting** – Annual Financial reporting requirements met to date. The annual audit is being prepared by Johnson, Mackowiak and Assoc. LLC When completed and submitted to CBRDC, the audit must be provided to the NYS Authorities Budget Office through the on-line reporting system by the end of March and be available on the CBRDC website for public inspection.
- **Member Assessments** – Assessments for FY 2015 in the amount of \$1,600.00 from each community will be due and invoices have been sent.
- **LGE GRANT** – First payment to CPL was made. A reimbursement request was submitted to NYS DOS for approval. Reimbursement to the City of Dunkirk is pending.

- **Regional Water CFA application** – CPL prepared and submitted another ESD grant application on behalf of Chautauqua County through the 2014 CFA process to request grant funds for the additional expense with the inclusion of the Village of Fredonia water system in the regional program. A grant in the amount of \$1 million was awarded through Empire State Development. The Incentive Proposal is in process.
- **County Water Agency** – Workshop meetings continue - led by County Executive Horrigan. Meetings are being held with individual municipalities to discuss the proposed water rate structure as developed by Dr. Peter Reinelt. Initial work has begun in the development of Intermunicipal Agreements necessary to form the water district. Chautauqua County Attorney Steve Abdella has met with Rick Henry of Clark Patterson Lee and Attorney Greg Yaw.
- **LWRP** – After reviewing proposals for project consultant, Peter J. Smith & Company was selected. The initial meeting with steering committee and municipal representatives was held September 25, 2014 to outline the process and solicit SWOT input. A second meeting was held December 3, 2014. A steering committee meeting was held January 8, 2015. Public input meetings were held on January 28, 2015 in Westfield and Dunkirk. Meetings are in the process of being held with each participating community and their governing boards to outline progress so far and solicit local input for project development.
- **Community Outreach & Stakeholder Communications** –
- **Website** – updates completed, meeting minutes, agenda, news items, reference reports, reports as required by PAAA, committee members.
- **Conferences/Training** –

PROJECT REPORTS

- **Regional Water System** – County Executive Horrigan, Rick Henry, CPL and Dr. Peter Reinelt reported on progress with the regional water system implementation plan, map and water rate structure. (See attached map, Observer and Buffalo News articles). Preparations have been made for a County Water Agency meeting to be held 2/24/2015 at the Incubator in Dunkirk to present the final draft plan for review and adoption.
- **Regional LWRP** – Jay Warren reported on public meeting and survey progress. Meetings are in process with each participating municipal board to develop projects for the LWRP.

OLD BUSINESS –

- **Railroad meeting** –no action to date

COMMUNITY FORUM

ADJOURN at 7:00 pm

Respectfully Submitted by: _____
Kathy Tampio, Secretary/Executive Director

Approved: 3/12/2015

Next Meeting: March 12, 2015, 5:30pm, City of Dunkirk