

CHADWICK BAY REGIONAL DEVELOPMENT CORPORATION

MEETING MINUTES

March 12, 2015, 5:30pm, Town of Dunkirk

CALL TO ORDER – by Director Schrantz

ROLL CALL – quorum established with the following 5 Directors - Dan Schrantz, Dick Purol, Dave Hazelton, Nick Piccolo, AJ Dolce

Directors Absent - Todd Johnson, Louis Delmonte, Don Steger

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

Others present – Mayor Steve Keefe, Executive Director Kathy Tampio, Sue Chiappone (Buffalo News), Nicole Gugino (Observer), Jay Warren, Vince Horrigan, Dan Heitzenrater, Jacqueline Chairot (Congressman Reed’s office), Kevin O’Connell (Councilman Town of Hanover)

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 meeting held 2-12-2015 are approved as presented.
- Correspondence –Annual dues payments – Town of Portland, Pomfret and Village of Brocton

TREASURER’S REPORT – Dan Schrantz presented - Current available balance = **\$36,296.67.**

- 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
March 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** – Annual dues have been received from the Towns of Dunkirk, Pomfret, Portland and Village of Brocton.
- **LGE GRANT** – First payment to CPL was made. A reimbursement request was submitted to NYS DOS for approval. Reimbursement to the City of Dunkirk has been received. A second invoice has been received from CPL for processing and payment. Reimbursement will be requested through the next quarterly report to LGE. A request to extend the Grant period for an additional year has been made to accommodate our current task schedule. The current grant period is from 4/1/2012-3/31/2015 and the new period requested is 4/1/2012-3/31/2016.
- **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** – Initial work has begun in the development of Intermunicipal Agreements (IMA) necessary to form the water district. Attorney Greg Yaw will be setting up meetings with each municipality to discuss the IMAs.
- **LWRP** – Meetings have been 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** – attended the Regional Economic Development Council summit on 3/11/2015 at Chautauqua Suites. Met with funding partners – Chris Grant (NYS DOS) who manages our LGE grant, Diego Siriani (WNYREDC) who manages the ESD grants, JC Smith (EFC) to discuss financing of regional water system construction.
- **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, reported on progress with the regional water system updates to the implementation plan, map and water rate structure. Dr. Reinelt will be meeting with City of Dunkirk and Village of Fredonia (water suppliers) financial officials to explain the rate structure in detail and answer any questions. Next steps include the development of Intermunicipal agreements and public meetings with each municipal board.
- **Regional LWRP** – Jay Warren reported the completion of meetings with each participating municipal board to develop projects for the LWRP. Public open houses will be held April 8th. Press release to follow.

OLD BUSINESS –

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

NEW BUSINESS –

- Discussion of regional options to control municipal utility costs
- Discussion of regional health insurance coverage
- Discussion of efforts to seek candidates for Executive Director position in anticipation of resignation of Kathy Tampio
- Discussion of moving meeting times to morning during the summer months

COMMUNITY FORUM

ADJOURN at 7:20 pm

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

Approved: 4/9/2015

Next Meeting: April 9, 2015, 5:30pm, Village of Silver Creek