

A regular meeting of the Broome County Land Bank Corporation was convened in public session remotely through Zoom Video Conferencing on Tuesday, May 19, 2020 at 3:30 p.m., local time.

The meeting was called to order by a Director of the Corporation and the following Directors of the Corporation were:

Present: T. Abdelazim, T. Augostini, M. Decker, S. Duncan (left at 4:30 p.m.), C. Dziedzic, C. Marchuska, A. Martin, C. Papastrat, M. Sopchak

Absent:

Staff: J. Nejeschleba

CAP: M. Brockett, M. Callahan, M. Irwin, E. Jackson

Other:

1. Call to Order: Chairman Martin called the meeting to order at 3:31 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the April 21, 2020 Board Meeting. On a motion by M. Sopchak, seconded by S. Duncan, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin did not make any remarks.

4. Executive Director's Report and Financial Statement: J. Nejeschleba presented updates on the following items:

J. Nejeschleba reminded the Board that Enterprise Community Partners issued a disbursement request in the amount of \$150,428.70 for general administration expenses, full construction costs for 76 Park Avenue, and pre-demolition environmental work for 4-6 properties.

32 Hayes Street Rehabilitation Project: She informed the Board that the contractor is finished with work and is waiting on a certificate of occupancy from the City of Binghamton. The Land Bank will be signing a listing agreement with Mike Rizzo from Century 21. She reminded the Board that the Land Bank worked with Century 21 for the Burdick Road and Lagrange Street rehabilitation projects. She finished her update with a listing price of \$83,900 to \$84,900 then opened the floor to Board discussion.

76 Park Avenue Rehabilitation Project: She informed the Board that work is moving along.

1125 Glenwood Road Rehabilitation Project: She informed the Board that the work is approximately 75% complete and there is one draw remaining. The Land Bank's co-development partner, SEPP Group, requested a \$2,000 increase in the development budget for a concrete patio. J. Nejeschleba explained the reason for the request as follows: a back patio will complete the backyard and assist with water drainage issues. She requested tentative Board approval of the budget increase if the work to be completed on the exterior garage wall does not increase in price. After a brief discussion, Chairman Martin called for a

motion approving a \$2,000 increase in the development budget for 1125 Glenwood Road. On a motion by M. Decker, seconded by C. Marchuska, motion carried unanimously.

J. Nejeschleba moved on to demolition projects. She submitted preliminary information about the four upcoming demolition projects (7 East Maine Road, 47 Robinson Street, 55 Park Terrace Place, and 149 Endwell Street) to Enterprise and all four were approved as written. J. Nejeschleba informed the Board that she engaged Delta Engineers on the pre-demolition environmental work.

J. Nejeschleba briefed the Board on recent administrative/housekeeping items. The Land Bank's environmental term contracts with Delta Engineers and Keystone Associates are fully executed and both firms are on hand to begin demolition work when the Land Bank is ready. She informed the Board that she signed the deeds to transfer five properties from Broome County to the Land Bank and have insured them through Smith Brothers Insurance.

J. Nejeschleba concluded by reviewing the financial statement.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. Seeing none, Chairman Martin moved onto the next agenda item.

6. City of Binghamton Housing Rehab Project: Review of Alternative Project Approaches for 3 King Avenue: J. Nejeschleba reviewed the memorandum issued to the Board which included several project approaches. After a discussion between all Board members, the Board arrived at a consensus to issue a Request for Proposal for development as a two-family residential property. The Board requested that J. Nejeschleba contact Enterprise and begin work on the RFP.

7. Upcoming City of Binghamton Housing Rehab Projects: Review of Project Expenditure Estimates for 33 Linden Street and 124 Gaylord Street: J. Nejeschleba reviewed the memorandum issued to the Board which included a dual project breakdown of expenditures and explanation of HOME funding. After a brief discussion, the Board authorized J. Nejeschleba to move forward on engaging the Land Bank's co-development partner, First Ward Action Council, and Keystone Associates on architectural drawings and corresponding scopes of work.

8. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Papastrat, seconded by M. Sopchak, the motion carried unanimously. The meeting adjourned at 5:02 p.m.