

A regular meeting of the Broome County Land Bank Corporation was convened in public session remotely through Zoom Video Conferencing on Tuesday, December 14, 2021 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: K. Davis, M. Decker, C. Dziedzic, A. Martin, C. Marchuska (arrived at 3:50 p.m.),
M. Sopchak
Absent: T. Abdelazim, T. Augostini (both informed Executive Director of conflict prior to
meeting)
Staff: J. Haas
CAP:
Other:

1. Call to Order: Chairman Martin called the meeting to order at 3:36 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the November 16, 2021 Board Meeting. On a motion by M. Sopchak, seconded by M. Decker, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin informed the Board that the annual meeting for January 2022 will need to be set.

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

33 Linden Street Rehabilitation Project: Contractor has completed rough-in electrical and is moving on to further construction phases. The Land Bank is expecting to receive the contractor's first draw invoice shortly. As always, all Board members are welcome to schedule a day and time with J. Haas to visit the site.

124 Gaylord Street Rehabilitation Project: As discussed at the last meeting, realtor Mike Rizzo is continuing to show the property. J. Haas had conversations with the Land Bank's co-development partner, First Ward Action Council about a different approach to selling 124 Gaylord Street. FWAC suggested reducing the sales price to \$85,000 which J. Haas informed the Board is her intent to execute within the next two weeks.

15 Birch Street Rehabilitation Project: J. Haas expressed to the Board that the asbestos abatement has been completed. However, after reviewing the proposed architectural drawings, it was discovered that additional areas in the home would be disturbed during construction which requires further asbestos abatement. FWAC working through the current bids. General construction is ready to bid when the times comes.

J. Haas reported on the previous round of demolition projects. The demolition of 3303 NYS Route 79 in the Town of Colesville, 125 Nowlan Road in the Town of Fenton and 179 Main Street in the Town of Kirkwood are all officially closed out. J. Haas reminded the Board that Gorick Construction will need to return in April to lay the topsoil and hydroseed on all three lots. She reported that she is working with the Town of Kirkwood to identify a buyer for 179 Main Street. The two other lots have proposed buyers on today's agenda. J. Haas expressed to the Board that the Land Bank's legal counsel does not believe there to be any significant liability concerns with transferring title of the vacant lots prior to sitework completion.

J. Haas provided updates on the Land Bank's Community Development Block Grant (CDBG) with Broome County. She submitted the joint Environmental Review Record this morning along with a request to release funds. She expressed to the Board that she expects to receive authorization to incur costs associated with CDBG funded projects after the New Year due to the Holidays and the Department of Homes and Community Renewal's (DHCR) required comment period timeline. J. Haas reported to the Board that she has requested a meeting with the assigned Community Developer to identify next steps in the program. Additionally, the Land Bank is in the process of identifying properties in non-entitlement communities from Broome County's tax foreclosure auction list.

J. Haas briefed the Board on updates related to the City of Binghamton's recent announcement of American Rescue Plan Act (ARPA) funds to the Land Bank. She reminded the Board that the Land Bank currently holds title to 61 Park Avenue on the City's South Side and 21 Walnut Street on the City's West Side that could be used as properties to complete ARPA funded affordable homeownership projects. The City has expressed interest in moving forward with these two properties. She informed the Board that the Land Bank would need to identify one or two more properties off the current City of Binghamton tax foreclosure auction list to acquire for this program.

J. Haas provided updates on HCR's Legacy Cities ACCESS Program available to Upstate Land Banks. She reminded the Board that at last month's meeting she reported that she was going to approach HCR with an alternative approach to the program as the current approach has not yielded results. She met with HCR and expressed that the Broome County Land Bank would like utilize the funding that is available within the Land Bank's Affordable Homes Program. She reiterated the Broome County Land Bank's appreciation of HCR's proposed partnership opportunities with Upstate Land Banks. However, after several phone conversations and email exchanges, the Broome County Land Bank does not fit the guidelines of Legacy Cities as currently described. There may be an opportunity to participate in the future if HCR decides to restructure the program.

J. Haas reported to the Board that she is working on final ABO reports. She also thanked the Board of Directors and Community Advisory Panel for another fantastic year full of meaningful projects in the community. She recognized the Board and CAP for their support in 2021 and is looking forward to the progress the Land Bank makes in 2022.

J. Haas closed with the financial report.

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

6. Executive Session to Discuss the Disposition of Real Property: Chairman Martin asked J. Haas if she believed executive session was necessary to discuss the following two agenda items. J. Haas said it was not necessary. Chairman Martin moved on to the next agenda item.

7. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 3303 NYS Route 79 in the Town of Colesville to Everett Butler (Resolution 2021-25): J. Haas reviewed the side lot purchase application submitted by Everett Butler with the Board. She conducted due diligence to determine that the proposed purchaser is up to date on property and school tax payments as well as does not have a history of code violations. J. Haas recommended sale of 3303 NYS Route 79 to Everett Butler. After a brief discussion, the Board requested J. Haas approach the proposed purchaser with a counteroffer of \$1,000. M. Decker made a motion to table Resolution 2021-25 until the next regularly scheduled Board meeting, seconded by M. Sopchak, motion carried unanimously.

8. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 125 Nowlan Road in the Town of Fenton to Leslie and Kathryn Piatt (Resolution 2021-26): J. Haas reviewed the side lot purchase application submitted by Leslie and Kathryn Piatt with the Board. She conducted due diligence to determine that the proposed purchasers are up to date on property and school tax payments as well as do not have a history of code violations. J. Haas recommended sale of 125 Nowlan Road to Leslie and Kathryn Piatt. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to execute a sales contract for the sale of 125 Nowlan Road in the Town of Fenton to Leslie and Kathryn Piatt. On a motion by M. Decker, seconded by M. Sopchak, motion carried unanimously.

9. Resolution Setting the 2022 Annual Board Meeting (Resolution 2021-27): Per the Land Bank's Bylaws, J. Haas informed the Board that the Annual/Organizational meeting must be set via resolution. Chairman Martin called for a motion to set the 2022 Broome County Land Bank Corporation's Annual Board Meeting for January 25, 2022 at 3:30 P.M. On a motion by C. Marchuska, seconded by C. Dziedzic, motion carried unanimously.

10. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by M. Sopchak, seconded by C. Marchuska, the motion carried unanimously. The meeting adjourned at 4:21 p.m.