

A regular meeting of the Broome County Land Bank Corporation was convened in public session at the Broome County Public Library, 185 Court Street, in the City of Binghamton, Broome County, New York on Tuesday, January 26, 2016 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: S. Duncan, D. Hamlin, A. Martin, Elaine Miller, C. Papastrat  
Staff: M. Scarinzi  
CAP: C. Dziedzic, K. Kamlet, J. Moody, N. Pappas, M. Webster, J. Willard  
Other: S. Baker, S. Glose, R. Harting, A. Howard, J. Roby, G. Scaringi, J. Shaw, C. Taylor

1. Call to Order: Chairman Martin called the meeting to order at 3:35 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the November 24, 2016 Board meeting. On a motion by C. Papastrat, seconded by S. Duncan, motion carried 5-0.

3. Chairman's Remarks: Chairman Martin welcomed everyone and said he had no remarks today due to a full agenda and large crowd. He invited M. Scarinzi to begin her Director's report.

4. Executive Director's Report: M. Scarinzi presented updates on the following items:

Office of the Attorney General (OAG) Grant: Regarding the 7 residential demolitions, M. Scarinzi stated that Delta Engineers had completed all of the structural and environmental reports and they're currently drafting the bid documents for demolition. M. Scarinzi said bid documents will be issued on February 1. She said the hope is to have bids back in order to approve a contractor at our February board meeting. The proposed timeline has the demolitions beginning in mid-March.

47 North Street: M. Scarinzi said she received no proposals from the RFP issued on November 25, 2015 that was due back on January 7, 2016. She said 47 North was an agenda item that would be discussed later in the meeting and moved on to the next item.

Proposed Projects for review: M. Scarinzi reminded that Board that as a result of the 435 State Street / Big Lots redevelopment no longer being a land bank project, there were OAG grants funds that remain unallocated. She said before allowing grant funds to be allocated to new projects, the OAG had asked us to make more headway with our residential demo projects, which we have done. M. Scarinzi said the NYS OAG has asked us to submit additional projects for consideration of funding. She briefly mentioned the three proposed projects, stating they are all demolition projects that will have a tremendous impact on their respective neighborhoods.

CDBG: M. Scarinzi told the Board that Jennings Environmental Management had completed the asbestos surveys for the two rehab properties and that the BC Health Department had completed its lead testing fieldwork with the reports to follow in a week or so. She said the next steps will be to forward the lead test results to Jennings so they can develop a work plan for the remediation of any asbestos and/or lead, and to issue a request for qualifications and hire a construction manager.

50 Front Street: M. Scarinzi reminded the Board that at the November meeting, the Board approved a resolution authorizing the executive director to execute a sales contract with Newman Development Group. She said the sales contract was executed and Newman Development has started their period of due diligence.

NYMS – Village of Windsor: M. Scarinzi told the Board the CFA the land bank submitted on behalf of the Village of Windsor was awarded \$220,116 through the New York State Main Street Program for the redevelopment of their Main Street District. She said she had already assisted the Village with grant agreement paperwork and will be meeting soon with Village to discuss the administration of the grant and rollout of program.

FY 2015 Audit: M. Scarinzi said she had received an engagement letter from Piaker & Lyons for audit services for FY 2015. She said she anticipates a presentation of the audit in April.

Empire State Purchasing Group: M. Scarinzi informed the Board that the land Bank has submitted paperwork to join the Empire State Purchasing Group in order to increase the distribution of any RFPs or bid requests that are issued. She said before any bids can be posted, she must complete a 2-hour training.

Seeking Properties to Acquire: M. Scarinzi told the Board the Broome Land Bank was now part property donation programs through two different banks: Wells Fargo CUSP – Community Urban Stabilization Program and Chase Community Revitalization Program.

Broome County Habitat for Humanity: M. Scarinzi said she received a call from Amy Winans, Exec Dir of Broome Habitat for Humanity. Habitat has officially reached out to the land bank to look for ways to work together. M. Scarinzi said they have a need for lots and are very open to rehabs if asbestos abatement can be taken care of before they take over the property because of budget constraints.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. The Board heard comments from multiple speakers. S. Baker and R. Harting spoke in favor of the proposed 117.5 Main Street project in the Village of Windsor. J. Shaw spoke in support of the 1605 Davis Avenue project in Endwell, Town of Union. J. Willard spoke in support of the proposed 250 Front Street, City of Binghamton project. C. Taylor spoke in support of land bank activities on the City's north side and encouraged the Board to work with people interested in that part of town. G. Scaringi spoke in support of land bank activities.

6. 47 North Street: Chairman Martin stated that no proposals were received as a result of the RFP issued for the purchase and redevelopment of 47 North Street. Chairman Martin said it was disappointing considering the attention the property had received. He stated several options to move forward with the property, including re-issuing the RFP, sending the property to auction or selling it. C. Papastrat felt strongly that the property should not be sent to auction because the land bank would lose oversight of the project. He recommended re-issuing the RFP. S. Duncan asked M. Scarinzi if the RFP would be able to be posted on the Empire State Purchasing Group website. M. Scarinzi answered yes. Chairman Martin called for a motion to re-issue the RFP for the purchase and redevelopment of 47 North Street. On a motion by S. Duncan, seconded by Elaine Miller, motion carried 5-0.

7. Review and Adoption of FOIL Policy: Chairman Martin presented the proposed FOIL policy for the land bank. He asked the Board if they had any comments or questions. Hearing none, he called for a motion to adopt the FOIL Policy as presented. On a motion by D. Hamlin, seconded by S. Duncan, motion carried 5-0.

8. Review Project Applications: M. Scarinzi presented the applications for three proposed projects seeking funding from the land bank. M. Scarinzi reminded the Board the funds would be NYS OAG funds that were originally allocated for the 435 State Street project. She told the Board they would be voting to support funding the projects and that the NYS OAG would determine whether or not the projects receive funding. Here are summaries of the proposed projects:

*1605 Davis Avenue, Endwell* – The BCLBC is seeking to partner with the Town of Union and Broome County for the demolition of two vacant, blighted buildings located at 1605 Davis Avenue, Endwell. Once gone, this will provide the opportunity to build a community garden and help revitalize this neighborhood. Originally the buildings were a parochial school and convent for Christ the King Catholic church, and most recently were office space. They've been vacant since 2005 and after the final flood in late 2011, the property owners stopped paying their taxes and the County eventually took possession through foreclosure. Since that time the County has made several unsuccessful attempts to auction the buildings but there have been no bids. These two blighted buildings have declined greatly and have become a burden for local agencies, including Endwell Fire Department and the Broome County Sheriff's Department. The Town, as stated above, would like to see the two properties demolished so a community garden can be constructed, once again building a sense of community and taking steps to revitalize the community. Time line for the project would be completion in Q2 2016. Estimated total project cost is \$200,000.

*117.5 Main Street, Village of Windsor* – The BCLBC is looking to partner with the Village of Windsor for the demolition of the rear structure located at 117.5 Main Street. The property consists of two structures and was originally a six (6) family low income rental property. The property was purchased by the Village of Windsor from the County at a tax foreclosure in 2012 to prevent further neighborhood decay resulting from multi-family structures residing in a commercial district. The property has been empty since 2011. The front building will remain and will be redeveloped into commercial space. The rear structure formerly housed 4 apartments, and its condition is poor. The Village is seeing a growing business district and as a result additional parking is needed. Once demolished, the Village will construct a free municipal parking lot to support the need for parking, and will create a green space for the Village, planting trees and flowers. The timeline for this project is completion in spring 2016. Estimated total project cost is \$50,000.

*250 Front Street, City of Binghamton* – The BCLBC is looking to partner with the First Ward Action Council (FWAC) on the acquisition and demolition of 250 Front Street, City of Binghamton. FWAC is currently working on revitalizing homes on Front Street and enhancing the gateway into the City. This project is known as the Binghamton Gateway Homes project. 250 Front Street is a vacant, dilapidated property that FWAC fears, if not addressed will detract from all the positive work and tremendous amount of public funding that has been invested in this project. FWAC is seeking to acquire and demolish the building, with assistance from the BCLBC, and in its place construct a beautifully landscaped greenspace. Timeline for the project is to begin in late winter 2016 with completion in July 2016. Estimated total project cost is \$84,500.

After reviewing all applications, Chairman Martin called for a motion to supporting the funding of all applications and to forward the recommendation on to the NYS OAG. On a motion by D. Hamlin, seconded by Elaine Miller, motion carried 5-0.

9. Old Business: There was no old business discussed.

10. New Business: There was no new business discussed.

11. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Papastrat, seconded by S. Duncan, the motion carried 5-0. The meeting adjourned at 4:55 p.m.