

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, April 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, J. Garnar, D. Hamlin, A. Martin, Elaine Miller, C. Papastrat
Staff: M. Scarinzi
CAP: E. Bielecki, K. Kamlet, J. Moody, M. Webster, R. Markoff
Other: K. Barzman, K. Bernhardsen, D. Cronce, J. Sutryk

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 February 23, 2016 Board meeting. On a motion by Elaine Miller, seconded by J. Garnar, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin welcomed everyone and there has been a lot of activity since the last Board meeting in February. Since there was a full agenda, Chairman Martin introduced Janeen Sutryk from Piaker and Lyons, who was there to present the FY 2015 audit findings.

4. Presentation of the FY 2015 Independent Audit: Ms. Sutryk, Piaker and Lyons, reviewed the findings of the FY 2015 independent audit with the Board members. She also reviewed the opinion and management letter provided and noted they found nothing of concern about the financial mechanisms in place. There was no discussion at the conclusion of her presentation.

5. Executive Director's Report and Financial Statement: M. Scarinzi presented updates on the following items:

Office of the Attorney General Grant: M. Scarinzi stated the 7 Residential Demos began April 5th and were completed April 15th. On April 20th she did a walk of all properties with Delta and Gorick. Delta created a punch list of items for Gorick to complete to finish off the project. Such things as smooth out dirt and level things off. The goal was to make each parcel easy to maintain (mowing). Ms. Scarinzi also stated there's been interest in 4 of the parcels. She said she's currently drafting guidelines to implement a side lot program. She said the Land Bank's disposition policy also needs to be updated to reflect changes in State legislation that occurred last year. She said she is also drafting an updated policy.

47 North Street: The deadline for proposals was April 21st at 4pm. M. Scarinzi reported that no proposals were received. She gave the Board a brief history of the RFPs issued for the property. The original RFP was issued on November 25 with an original deadline of December 17, which was extended to January 17. No proposals were received. The 2nd RFP was issued on February 8 with an original deadline of

March 3, which was extended twice with the final deadline being April 21st at 4pm. She said through Empire State Purchasing, 629 vendors received notification of this RFP and 24 have accessed and viewed the original solicitation and of that 24, only one has viewed either addenda.

Three Proposed Projects from January: M. Scarinzi told the Board she was notified last Friday that our request to use OAG funding for the three new demolition projects the Board reviewed and supported at its January meeting was approved. The projects are: 117.5 Main St., Windsor, 250 Front St, Bing (FWAC) and 1605 Davis, Endwell.

CDBG: M. Scarinzi said she was meeting Jennings Environmental Management at the rehab houses tomorrow to complete site work so they can develop work plan for the complete remediation of asbestos and lead. Both properties have received SHPO clearance, meaning they've both received a determination of no historical significance – ok to do work.

50 Front Street: M. Scarinzi reported the project keeps progressing towards a closing date. Newman has been continuing their due diligence, developing a site plan, having soil borings and geo-tech testing done. She said the target start date sometime this fall.

NYMS – Village of Windsor: M. Scarinzi had a kickoff meeting with property owners in the main street target area in late March. She said interested property owners are currently pulling together their project applications. The project application deadline is May 13.

6. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. K. Barzman asked M. Scarinzi to explain what she meant by the disposition policy update. M. Scarinzi explained the State legislature determined that the NY Land Bank Act disposition section supersedes the Public Authorities Law's section on disposition, removing the requirement of land banks to secure fair market value of a property prior to disposition, allowing land banks to act more nimbly. E. Bielecki asked what types of properties the land bank can take. M. Scarinzi responded by saying the land bank at this time can only work with municipally owned properties or those owned by a not-for-profit.

7. Review and Approval of the FY 2015 Independent Audit: Chairman Martin asked if there were any comments or discussion to be had about the FY 2015 Independent Audit. Hearing none, he asked for a motion to approve the FY 2015 Independent Audit. On a motion by Elaine Miller, seconded by S. Duncan, motion carried unanimously.

8. 47 North Street: M. Scarinzi stated that the most recent RFP deadline for 47 North Street had passed with the submittal of any proposals. Chairman Martin opened up a discussion with the Board to determine the next step to take regarding this property. Chairman Martin said the options would be to issue another RFP, send the property to the Broome County auction in July or take steps towards demolition. M. Scarinzi asked D. Hamlin to inform the Board on the details of the upcoming County auction and what control or "say" the Board of Directors could have in the process. D. Hamlin said if the property goes to auction, any offer can be refused. He also stated that the Board would have the ability to put requirements in the auction catalog. C. Papastrat stated he has reservations about putting it up for auction. Chairman Martin asked C. Papastrat if he would be against demolition. C. Papastrat said he would prefer demolition than risk losing control of the project through the auction. J. Garnar stated that if the property does go to the auction, that approval of any offer must be contingent upon the Board of Directors approval. M. Scarinzi stated that in order to move towards demolition, the Land Bank would need to seek approval from CAUD and she stated the three requirements that would need to be met:

- (1) The property is incapable of earning a reasonable return, regardless of whether that return represents the most profitable return possible;
- (2) The property cannot be adapted for any other use, whether by the current owner or by a purchaser, which would result in a reasonable return; and
- (3) Efforts to find a purchaser interested in acquiring the property and preserving it have failed.

C. Papastrat recommended the Board issue a third and final RFP with a deadline prior to the next Board meeting and suggested M. Scarinzi start preparing information to present to CAUD. After additional discussion, the Board decided an third RFP would be issued for 47 North Street with a deadline of 4:00pm on May 19, and, barring the results of the RFP, would decide at its next Board meeting whether to send to auction or move to demolish.

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

10. New Business: Elaine Miller asked if there were any new funding opportunities for the land bank. M. Scarinzi stated a new round of NYS OAG funding was announced and the RFP will likely be issued in late spring or early summer. S. Duncan suggested the application should align with the iDistricts.

11. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Papastrat, seconded by Elaine Miller, the motion carried unanimously. The meeting adjourned at 4:45 p.m.