

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, June 28, 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: D. Hamlin, A. Martin, J. Garnar, C. Papastrat
Absent: S. Duncan, Elaine Miller, Erik Miller
Staff: M. Scarinzi
CAP: C. Dziedzic, K. Kamlet, R. Markoff, J. Moody
Other: M. Brockett

1. Call to Order: Chairman Martin called the meeting to order at 3:32 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the May 24, 2016 Board meeting. On a motion by C. Papastrat, seconded by J. Garnar, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin made a few remarks. He mentioned the Board will be considering a couple polices, stated M. Scarinzi had several updates –including a 50 Front Street update, and said K. Kamlet would be giving a presentation on Tax Increment Financing (TIF). He then advanced to the next agenda item, inviting M. Scarinzi to begin her Executive Director's report.

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

Office of the Attorney General Grant: M. Scarinzi announced the Side Lot Program guidelines, along with the application and purchase contract, were completed and would be an agenda item for discussion later in the meeting.

47 North Street: She reminded the Board that at its last meeting, they directed her to collect additional information from the proposed developer of 47 North Street, North of Main Properties, LLC. She restated the additional information that was requested (project timeframe, cost estimates for work, total project cost and letter of intent from financial institution). She said the developer had until June 30th to return the requested info.

Three New Demolition Projects:

- 1605 Davis Avenue (former Christ the King) – She said it's moving forward. There is an MOU drafted. The County seeking updated abatement quotes for the project.

- 250 Front St, Bing (First Ward Action Council - FWAC) – M. Scarinzi told the Board the demolition of the building was scheduled for July 7th. She said she would email the Board details so they could attend.
- 117.5 Main St., Windsor – M. Scarinzi said she's had a discussion Mayor Harting. He's ready to move forward. Attorneys drafting an MOU so we can get started.

CDBG: M. Scarinzi said, due to the discovery of mold at both properties, Jennings Environmental Management submitted a revised scope of work proposal that included sampling and testing for mold and additional sampling and testing for asbestos. Revised scope also included preparation of remediation design documents to send to bid to hire a remediation contractor. It was approved at the County's BAC meeting last week. Awaiting start date from Jennings on additional testing.

M. Scarinzi also said she solicited quotes for property maintenance, which included lawn maintenance, shrubbery removal, a one-time cost to clean out trash from one of the properties, and snow removal. JG Maintenance Construction Services had the lowest quote. Contract begins July 1 and runs through the end of 2016.

50 Front Street: M. Scarinzi said things keep progressing. Newman has been continuing their due diligence. She said they have received all of their approvals from the City. She stated an archeological dig will take place on site. Expected timeframe remains: abatement – fall, demo – winter and construction begins in spring.

NYMS – Village of Windsor: M. Scarinzi reported the review committee, put together by the Mayor, reviewed and awarded 4 projects grant funding through the Downtown Windsor Revitalization Program. The next step is to seek SHPO clearance and conduct an environmental review on each specific site, anticipating this will take at least a month. Once SHPO clearance is received and the environmental review is ok'd, M. Scarinzi will bid out all the projects. Bidding will also take at least a month.

5. Presentation: Tax Increment Financing (TIF): Ken Kamlet, Attorney with Hinman, Howard and Kattell, gave a presentation on TIF which included how it can complement the work being done by land banks. After his presentation, there was a brief discussion with Board members asking a few questions.

6. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. Hearing none, he moved to the next item.

7. Revised Disposition Policy: M. Scarinzi presented the revised Disposition Policy to the Board. She said it had been reviewed and okayed by counsel. She said the biggest change was it would allow the Board to sell property without having an appraisal done to determine Fair Market Value – a change that was made possible due to a law change in 2015. The Board discussed requiring applicants wishing to purchase property to submit a good-faith refundable deposit. For the Side Lot Program or community garden properties, a \$25 refundable deposit would be required. For all other applications, a \$250 refundable deposit would be required. If the purchase moves forward, the deposit gets rolled into overall purchase expense. Chairman Martin asked for a motion to adopt the revised Disposition Policy. On a motion by D. Hamlin, seconded by J. Garnar, the motion carried unanimously.

8. Side Lot Program: M. Scarinzi presented the new program's guidelines. Per the discussion of the previous agenda item, M. Scarinzi stated she would add to the requirements a \$25 refundable deposit. The Board discussed the application, specifically the offered purchase price a buyer may propose. The Board stated it wants retain the right to refuse offers which are not reasonable/practical. Chairman Martin

asked for a motion to adopt the revised Disposition Policy. On a motion by D. Hamlin, seconded by C. Papastrat, the motion carried unanimously.

9. Executive Session to Discuss Disposition of Real Property: Chairman Martin asked for a motion to go into Executive Session. On a motion by C. Papastrat, seconded by J. Garnar, motion carried unanimously.

Return to Public Session: On a motion by C. Papastrat, seconded by J. Garnar, the Board returned to public session.

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

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

12. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Papastrat, seconded by J. Garnar, the motion carried unanimously. The meeting adjourned at 5:00 p.m.