

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, December 20, 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, E. Miller, C. Papastrat

Absent:

Staff: M. Scarinzi

CAP: K. Kamlet

Other: H. Schwarz

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 22, 2016 Board meeting. On a motion by E. Miller, seconded by J. Garnar, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin made only a few remarks and advanced to the next agenda item.

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

*BCLBC Updates:* M. Scarinzi announced the land bank had received a resignation letter from Jason Garnar, effective December 31, 2016. J. Garnar briefly addressed the Board saying it was a pleasure serving and he looked forward to continuing to work with the land bank when he is sworn in as County Executive. Chairman Martin thanked J. Garnar for his service to the Board and expressed to him the land bank is eager to work with him in his new capacity as County Executive.

M. Scarinzi asked the Board if the monthly meeting could be moved from the fourth Tuesday of the month to the first. The reasoning behind the change is because many ABO reports and other requirements are due either at the end or the very beginning of a month – this would allow me some breathing room as a quorum can't be attained. The Board ok'd changing the meeting day.

*Office of the Attorney General Grant:* M. Scarinzi received a call from Enterprise last week stating the NYS OAG has decided to grant the BCLBC a 1 year extension of its current contract. She said she's awaiting the paperwork. She was told the extension allows the BCLBC the opportunity to use all remaining funds (approx. \$140k) and would not impact the funding award in the next round.

*47 North Street:* She said she just signed the closing documents on 47 North and the 6 vacant lots on the City's north side. The BCLBC attorney will now deliver to City Corp Counsel.

*1605 Davis Avenue (former Christ the King)* – She said the County is drafting a contract for low bidder LCP Group. Once executed by both parties, work can begin. The substantial completion date for this demo project is end of February 2017.

*CDBG:* M. Scarinzi said the RFP for environmental remediation was issued on December 11 and bids were due January 11, 2017. She also mentioned the First Ward Action Council will likely coming on Board in early 2017 to assist with the rehabilitations.

*50 Front Street:* M. Scarinzi said The Agency (BCIDA) held over the vote on Newman Development Group’s PILOT application. They will vote in December.

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

6. Resolution to Approve Administrative Services Agreement with Broome County: M. Scarinzi presented the proposed Administrative Services Agreement between the Broome County Land Bank and Broome County. The term of the contract is one year, from January 1, 2017 through December 31, 2017, and includes administrative funding from Broome County of an amount not to exceed \$84,870 for the term of the agreement. On a motion by E. Miller, seconded by S. Duncan, motion unanimously.

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

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

9. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Papastrat, seconded by E. Miller, the motion carried unanimously. The meeting adjourned at 4:15 p.m.