

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, February 22, 2017 at 4:00 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, A. Martin, E. Miller, C. Papastrat  
Absent: D. Hamlin  
Staff: M. Scarinzi  
CAP: R. Murphy  
Other: T. Brown, R. O'Donnell

1. Call to Order: Chairman Martin called the meeting to order at 4:08 p.m. Chairman Martin noted that this was the organizational Annual Meeting.

2. Nomination of Officers: The following Directors were nominated as Board Officers FY 2017:

**Chairman: Aaron Martin** - On a motion by C. Papastrat, seconded by S. Duncan, A. Martin was unanimously approved.

**Vice-Chairman: Chris Papastrat** - On a motion by S. Duncan, seconded by E. Miller, C. Papastrat was unanimously approved.

**Secretary: Elaine Miller** - On a motion by C. Papastrat, seconded by S. Duncan, E. Miller was unanimously approved.

**Treasurer: Stacey Duncan** - On a motion by C. Papastrat, seconded by A. Martin, S. Duncan was unanimously approved.

3. Oath of Office: R. O'Donnell, Legislative Assistance to the Broome County Legislature and Notary Public, administered the Oath of Office to the Board of Directors.

4. Appointment of Committees: Chairman requested the Board hold off on committee appointments until the March meeting when there will be new Board members.

5. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the December 20, 2016 Board meeting. On a motion by S. Duncan, seconded by C. Papastrat, motion carried unanimously.

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

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

*BCLBC Updates:* M. Scarinzi said there's a conflict with the scheduled March 7<sup>th</sup> meeting and asked the Board to select a new date. The Board selected March 21, 2017 at 3:30pm at the Broome County public Library. She also said Piaker & Lyons just completed the FY 2016 Audit and a representative would present the findings at the next Board meeting. Lastly, she mentioned she's working to complete all 2016 annual reporting requirements and will present the report at the next Board meeting.

*Office of the Attorney General Grant:* M. Scarinzi updated the Board that funding awards for the NYS OAG's Community Revitalization Initiative, Round 3, have not yet been announced. She expects the announcement soon.

She announced effective December 19, 2016, 47 North Street and the 6 vacant lots on the City's north side were now owned by the City of Binghamton.

*1605 Davis Avenue (former Christ the King)* – She informed the Board demolition started in late January and was almost complete. She said it will be completed by end of February 2017.

*CDBG:* M. Scarinzi said the first RFB for environmental remediation issued in late 2016, resulted in no bids. A second RFB was issued and resulted in four bids. She anticipates that project starting soon. She also mentioned the First Ward Action Council will likely coming on Board once environmental remediation is underway to assist with the rehabilitations.

*50 Front Street:* M. Scarinzi said the Land Bank's attorney had informed her the closing will occur during the 1<sup>st</sup> week of March. She also said there's an underground tank that needs to be removed and she's working to resolve the issue.

*New York Main Street Program:* M. Scarinzi said the projects continue to move forward, stating quotes were sought for asbestos and lead testing, and that work was currently happening.

*BC Legislature:* M. Scarinzi announced that in December 2016, the BC Legislature approved allocating \$84,870 to the Land Bank to assist with operating costs for 2017.

She concluded by reviewing the financial statement.

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

9. Resolution to Amend Article III, Sections 2,7 and 8 of the By-Laws of the Broome County Land Bank Corporation: Chairman Martin told the Board on February 15<sup>th</sup> a workgroup of Board members met to review the By-Laws and have brought forth three proposed amendments. He explained there were a few items that were hampering operations of the Land Bank. He presented the proposed amendments which included increasing Board size, updating meeting location, and date of Annual Meeting. Chairman Martin requested a motion to approve a resolution amending Article III, Sections 2,7 and 8 of the By-Laws of the Broome County Land Bank Corporation. On a motion by E. Miller, seconded by C. Papastrat, resolution carried unanimously.

10. Resolution to Approve Administrative Services Agreement with Village of Windsor for the administration of the 2015 New York Main Street Grant Program: M. Scarinzi stated that while compiling information for the FY 2016 audit, it was discovered the Administrative Services Agreement with the Village of Windsor was never approved and therefore requested its approval at the meeting. Chairman

Martin requested a motion to approve the Administrative Services Agreement with Village of Windsor for the administration of the 2015 New York Main Street Grant Program. On a motion by E. Miller, seconded by S. Duncan, resolution carried unanimously.

11. Executive Session: Chairman Martin stated there was no need for Executive Session and proceeded to the next agenda item.

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

13. New Business: E. Miller announced there would be a dedication of the Binghamton University Downtown Incubator on April 18, 2017, with a ribbon cutting ceremony at a later date. She also gave an update on the Binghamton Housing Authority's housing projects slated for State Street in the City of Binghamton. She announced the City had won a Restore NY grant for the demolition of the plaza. She also said they have applied for funding through the NY Brownfield Cleanup Program and are awaiting acceptance into the Program. She said they are anticipating hearing about an award of Low Income Housing Tax Credits. Awards are expected in April. She's also researching how to fill a financing gap because of the dip in the equities market – only awarding a percent on the dollar – and as a result any tax credit award may not be as large as expected.

14. 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 5:13 p.m.