

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 Thursday, June 27, 2017 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: T. Augostini, S. Duncan, J. Gregory, D. Hamlin, A. Martin, E. Miller, D. Reynolds,  
L. Shumaker  
Absent: C. Papastrat  
Staff: M. Scarinzi  
CAP: J. Moody  
Other: S. Ali, M. Brockett, K. McManus, T. Reddick

1. Call to Order: Chairman Martin called the meeting to order at 3:37 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the April 27, 2017 Board meeting. On a motion by D. Hamlin, seconded by S. Duncan, 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 reminded the Board to sign up for ABO Board member training if they haven't done so already. She stated the Community Advisory Panel would be meeting at 4pm on Thursday, July 20<sup>th</sup> at the Library. Lastly, M. Scarinzi passed out the newest New York Land Bank Association (NYLBA) publication which highlights the accomplishments of all NY Land Banks since their inception. She mentioned NYLBA is also researching sustainable funding sources and this new publication will be a great marketing tool.

*Office of the Attorney General Grant:* M. Scarinzi said the BCLBC's commitment to the 1605 Davis Avenue, Town of Union, project (former Christ the King) is complete. The BCLBC received an invoice from Broome County for its contribution to the project. The invoice was paid. The next steps for the project are the transfer of the property to the Town of Union and the development of a community garden.

The Village of Windsor provided cost estimates for the construction of the parking lot at 117.5 Main Street which were signed off on by Enterprise (grant administrator). The construction of the parking lot is the last step of the project.

2015-2016 Contract extension projects that were approved by the Board at its last meeting were approved by the NYS Office of the Attorney General. The BC Legislature will be acting on a resolution to transfer the properties to the BCLBC at its July session.

M. Scarinzi stated she received the CRI Round 3 grant agreement for signature from Enterprise. She signed and returned, and is now awaiting a fully executed contract to start moving Round 3 projects forward.

*CDBG:* M. Scarinzi said Sunstream and Keystone have both been given a notice to proceed with remediation work at the two homes. She also mentioned the County Legislature approved the resolution that gives the Land Bank oversight and control over the project funding for this project. This will now allow the Land Bank Board to approve bids and award work by following the BCLBC procurement policy rather than being subject to the County's procurement process.

*50 Front Street:* M. Scarinzi said Bluestone Environmental removed the liquids from the tank on April 19 & 20, and the tank was removed in early May. She said holes were found on the bottom of the tank and contaminated soil found outside the tank. She said there will be further discussion about this project later in the meeting as the Board considers a resolution to amend its contract with Bluestone to include soil removal.

*NY Main Street Project – Village of Windsor:* M. Scarinzi told the Board she has a meeting scheduled for Thursday with the property owners who are part of the Main Street program to get an update on where they are. She said some projects have slowed, and she wants to make sure any concerns are addressed so the projects can move forward.

She concluded by reviewing the financial statement.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. M. Scarinzi read an email received from Community Advisory Panel member, Mary Webster, thanking the Board for their continued support for the 47 North Street rehabilitation project. Following reading of the email, Trevor Reddick and Syed Ali, Fortress Development Group, introduced themselves and gave a brief overview of their company and their development plans for properties they own in Binghamton and Johnson City.

6. Conflict of Interest Policy Acknowledgement Form: Chairman Martin briefly reviewed the form and its purpose. He asked Board members, if they have read the BCLCB's Conflict of Interest Policy, to please sign the form and return to M. Scarinzi. No motion necessary.

7. Resolution Amending Contract with Bluestone Environmental, Inc. for Underground Storage Tank Removal at 50 Front Street: M. Scarinzi told the Board the tank was removed in early May and during its removal, several holes were discovered on the bottom of the tank and contaminated soil was discovered outside the tank. She explained that, as soon as an all-clear was given, soil borings would be taken to determine the extent of the contaminated soil. Once that is complete, the amount of contaminated soil to be removed can be determined. She said the tentative date to take the soil borings is July 18<sup>th</sup>. The amendment to the contract would include the removal of contaminated soil and to increase the Not to Exceed cost by \$50,000 contingent upon the determination of how much soil will need to be removed based on the results of the soil borings. On a motion by S. Duncan, seconded by D. Hamlin, motion carried unanimously.

8. Resolution Awarding a Contract for the Installation of a Sump Pump System at 117 LAGRANGE STREET, TOWN OF VESTAL: M. Scarinzi presented three quotes for the installation of a sump pump system that were

collected by the project's construction manager, the First Ward Action Council. The system is necessary to address a moisture issue in the house at 117 Lagrange Street, Vestal, a rehab home project through the CDBG program the BCLBC is administering for Broome County. M. Scarinzi stated Allen Brown, General Contractor, from Binghamton submitted the lowest responsible bid of \$11,000. After some discussion, Chairman Martin called for a motion. On a motion by J. Gregory, seconded by D. Reynolds, resolution carried unanimously.

9. Review and Discussion of Potential 2017-2018 Community Revitalization Initiative Demolition Projects: M. Scarinzi presented potential demolition projects provided to the BCLBC by the Town of Union. She stated she had only had the project list for about a week and the presentation to the Board informational-only. She explained she would need to do further due diligence prior to bringing them to the Board for consideration, which she hoped would be by the July meeting. The properties, which are all currently owned by Broome County, are: 15 Oakdale Road - Johnson City, 1529 Nanticoke Avenue - Town of Union, 179 Hudson Street - Johnson City, 13 Birch Street - Johnson City, 29 Fifth Street - Johnson City, and 28 Woodland Avenue - Johnson City. D. Hamlin, who serves as the Director of Real Property for Broome County, stated the County will be auctioning 29 Fifth Street and 28 Woodland Avenue, and suggested the Nanticoke Ave property remain in the auction. No motion necessary.

10. Executive Session: Chairman Martin asked for a motion to go into Executive Session. On a motion by D. Hamlin, seconded by T. Augostini, motion carried unanimously.

Return to Public Session: On a motion by E. Miller, seconded by T. Augostini, the Board returned to public session.

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

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

13. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by D. Reynolds, seconded by T. Augostini, the motion carried unanimously. The meeting adjourned at 4:57 p.m.