

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, July 25, 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, C. Papastrat, A. Martin, E. Miller, D. Reynolds, L. Shumaker
Absent: S. Duncan, J. Gregory, D. Hamlin
Staff: M. Scarinzi
CAP: J. Moody, N. Pappas
Other: M. Brockett

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 June 27, 2017 Board meeting. On a motion by L. Shumaker, seconded by D. Reynolds, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin made only a few remarks and advanced to the next agenda item. No motion necessary.

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

BCLBC Updates: M. Scarinzi thanked Board Members L. Shumaker and T. Augostini for completing ABO Board member training. She stated there was one more Member to complete training and then the Board would be compliant. She said the Community Advisory Panel met on Thursday, July 20th at the Library. She said she provided the CAP with an update on Land Bank activities.

Office of the Attorney General Grant: M. Scarinzi said the Village of Windsor resolved a septic system issue on the site relating to building on the parcel at street level. Now that it has been resolved, the next step in /filling/grading the site, followed by paving of the parking lot.

2015-2016 Contract extension demolition projects that were approved by the Board at its last meeting were approved by the NYS Office of the Attorney General. The BC Legislature approved a resolution to sell the properties to the BCLBC at its July 20th session. M. Scarinzi stated the Board will be acting on a resolution later in the meeting to acquire the properties from the County. She also said the Board will be considering approval of a proposal from Keystone Environmental Services today to perform structural and environmental evaluations on properties and to assist during the demolition process.

M. Scarinzi stated she has finally received a fully executed copy of the CRI Round 3 grant agreement Enterprise. She said the Land Bank can now start moving forward with Round 3 activities. She said she is still performing due diligence on the Town of Union projects briefly mentioned at last month's meeting and they would not be considered for approval at this meeting.

CDBG: M. Scarinzi said the sump pump system that was approved by the Board at its June meeting was installed and working at 117 Lagrange Street, Vestal. She also said Sunstream and Keystone have started mold remediation at 1857 Burdick Road, Town of Binghamton, to be followed by lead and asbestos. Remediation work at 117 Lagrange Street will follow.

50 Front Street: M. Scarinzi told the Board soil borings were performed on the contaminated soil from the removed fuel oil tank on July 18th. She said they're awaiting the test results to determine how much soil will need to be removed.

NY Main Street Project – Village of Windsor: M. Scarinzi all projects were out to bid and bid were due on Thursday, August 3rd.

She concluded by reviewing the financial statement.

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

6. Resolution Authorizing the Acquisition of Properties from Broome County: M. Scarinzi requested authorization from the Board to acquire four properties from Broome County. The properties are 85 Trafford Road, Town of Chenango, 231 Bevier Street, Town of Dickinson, 634 Upper Court Street, Town of Kirkwood, and 349 Second Avenue, Town of Vestal. These four properties have previously been approved as demolition projects for the Land Bank. M. Scarinzi stated this resolution mirrors a resolution approved by the County Legislature at its session on July 20th, where it authorized the sale of said properties to the Broome County Land Bank. Chairman Martin called for a motion approving the resolution authorizing the acquisition of properties from Broome County. On a motion by D. Reynolds, seconded by C. Papastrat, motion carried unanimously.

7. Resolution Awarding a Contract for Structural & Environmental Evaluation and Demolition Design for 4 Properties: M. Scarinzi presented two proposals received for structural and environmental evaluation and demolition design services for its 4 demolition properties. The proposals were from Keystone Environmental Services and Delta Engineers. M. Scarinzi stated both firms had previously done work for the Land Bank. M. Scarinzi said she reviewed each proposal and had a County Engineer also review them. M. Scarinzi stated both proposals were comparable and the decision came down to cost. Keystone's proposal was \$19,831 with project/air monitoring costs on two properties TBD, and Delta's proposal was \$22,240 with project/air monitoring costs on four properties TBD. M. Scarinzi recommended approving Keystone Environmental Services based on cost. After some discussion, Chairman Martin called for a motion to approve a resolution awarding a contract for Structural and Environmental Evaluation and Demolition Design for 4 properties to Keystone Environmental Services, Binghamton, NY. On a motion by E. Miller, seconded by D. Reynolds, resolution carried unanimously.

8. Executive Session: Chairman Martin asked for a motion to go into Executive Session. On a motion by E. Miller, seconded by D. Reynolds, motion carried unanimously.

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

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

10. New Business: E. Miller started a discussion about doing more property rehabilitations. This discussion led to a brief discussion about the Land Bank's strategic plan. M. Scarinzi mentioned the current strategic plan was for years 2015-2017. Chairman Martin mentioned that perhaps it's time to review and update our plan. He requested M. Scarinzi send the Board the strategic plan for review.

11. 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 4:47 p.m.