

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 Wednesday, October 11, 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, D. Hamlin, A. Martin, E. Miller, C. Papastrat, L. Shumaker

Absent: S. Duncan, J. Gregory, D. Reynolds

Staff: M. Scarinzi

CAP: K. Kamlet

Other:

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 July 25, 2017 Board meeting. On a motion by L. Shumaker, seconded by T. Augostini, 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 told the Board she is working with the NY Land Bank Association to host a Land Bank 101 1-day workshop for the State's newest land banks. The workshop will be in November. The exact date and location is still being determined. She said she would keep the Board updated.

M. Scarinzi also stated the need to schedule a Finance Committee meeting by the end of October to review the FY 2018 proposed budget and make a recommendation for selection of an accounting firm to provide independent auditing services for FY2017-2019.

Office of the Attorney General Grant: M. Scarinzi said the Village of Windsor paved the parking lot in early September and is currently installing fence and guide rails, which will be followed by striping. M. Scarinzi said the Mayor indicated the sidewalks would be pushed to next year and requested to close-out the project. The total amount of funding allocated to this project was NTE \$45,000. The actual total project cost was \$33,495, which included demolition and redevelopment of the site.

2015-2016 Contract extension demolition bids were due Tuesday, October 10, 2017. M. Scarinzi stated they received only one qualified bid and will be rebidding the project. She said she would discuss the project in greater detail later in the meeting.

M. Scarinzi stated the demolition project within the City of Binghamton that the Board had approved in April 2017, which involves the demolition of 5 properties within the City's First Ward, was coming together quickly. The City had already completed asbestos surveys and gone out to bid for demolition, selecting Gorick Construction. She said the demolitions would occur in November 2017.

CDBG: M. Scarinzi informed the Board that remediation of asbestos, lead and mold was complete in both houses and that the First Ward Action Council was now drafting scopes of work for the rehabilitation of the homes. She also said the County will be seeking a grant extension to complete the project. On a call with the NY CDBG program office, the State said they're amenable to an extension but details of the homeownership program component need to be part of the extension request. Details of the program are currently being finalized.

50 Front Street: M. Scarinzi told the Board the contaminated soil was removed in August and in September, the BCLBC received letters from the NYSDEC stating no further action was needed. Once the letters were received, Newman released the funding that had been in escrow for the purpose of seeing through the satisfactory removal of the tank and related contaminated soil. She said in October, the BC Legislature will be acting on a resolution to approve amending the agreement with the BCLBC for tank removal to include removal of contaminated soil and reimbursement to BCLBC for cost of contaminated soil removal and tank removal related services from Delta Engineers. The total cost of the tank removal, soil removal and related engineering services was \$63,810.57. M. Scarinzi stated the BCLBC's involvement in the project is now complete.

NY Main Street Project – Village of Windsor: M. Scarinzi said bids for the Main Street projects were due on Thursday, August 3rd. Each project received at least two bids and are moving forward.

Prior to M. Scarinzi concluding her report, Chairman Martin mentioned the BCLBC will be taking title to 1605 Davis Avenue in the Town of Union, a property the BCLBC previously partnered with the County and Town of Union for its demolition. He mentioned the Legislature will be considering a resolution at its October session to transfer the property to the BCLBC. As an entity, the BCLBC is more nimble and will oversee the dividing of the parcel to transfer a portion to a neighboring church and another portion to the Town of Union, where a community garden will be constructed.

M. Scarinzi 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 Awarding a Contract for the Demolition and Asbestos Abatement of Four Properties: M. Scarinzi informed the Board that bids were due on Tuesday, October 10, 2017. Only one qualified bid was received and it exceeded the anticipated budget for the project. She told the Board the project would be going out for re-bid on Friday, October 13, 2017. Bids would be due on October 26, 2017. No motion necessary.

7. Resolution Authorizing an Allocation of Funds to the First Ward Action Council for the Crandall & North Street Revitalization Project: M. Scarinzi recalled for the Board that the BCLBC once owned, and expected to demolish, the historic building at 47 North Street, City of Binghamton. After the building was saved by an outpouring of community support, the City of Binghamton agreed to take title to the property to allow for more time to pull together a redevelopment plan. At that time, the BCLBC pledged its support for the building's redevelopment. In late 2016, the First Ward Action Council (FWAC) applied for \$11 million in Low-Income Housing Tax Credits for the

Crandall/North Street Revitalization Project, an affordable housing project which included the rehabilitation of 47 North Street, and the BCLBC provided a letter of support. At the same time as the FWAC's application, the BCLBC was also working on its Community Revitalization Initiative Round 3 funding application where \$170,000 was earmarked for the Crandall/North Street project, specifically the redevelopment of 47 North. In spring of 2017, the FWAC project was awarded the funding. When complete, the project will result in the rehabilitation of 12 sites, creating 40 units of workforce housing for families and individuals, and 1,012 square feet of commercial space in the City of Binghamton. Part of this project includes the rehabilitation of 47 North Street into an active neighborhood hub with a community center on the first floor and affordable housing units on the upper floors. The FWAC has formally requested a commitment letter from the BCLBC for its funding allocation to the project. Chairman Martin called for a motion to approve a resolution authorizing an allocation of \$170,000 in Community Revitalization Initiative funds to the First Ward Action Council for the Crandall & North Street Revitalization Project. On a motion by E. Miller, seconded by T. Augostini, motion carried unanimously.

8. Executive Session: The Board did not enter Executive Session. No motion necessary.

9. Old Business: L. Shumaker inquire about updating the Strategic Plan. M. Scarinzi informed the Board that she and Chairman Martin had met with Susan Payne, the consultant who helped the BCLBC draft its current plan. Ms. Payne advised waiting until Q1 2018 to update the plan due to the expected start of a housing program that will be funded by REDC funds.

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

11. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Papastrat, seconded by D. Hamlin, the motion carried unanimously. The meeting adjourned at 4:35 p.m.