

A regular meeting of the Broome County Land Bank Corporation was convened in public session at the Broome County Office Building, 60 Hawley Street, in the City of Binghamton, Broome County, New York on Friday, October 27, 2017 at 8:30 a.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. Gregory, D. Hamlin, A. Martin, E. Miller, D. Reynolds
Absent: T. Augostini, C. Papastrat, L. Shumaker
Staff: M. Scarinzi
CAP: J. Moody
Other:

1. Call to Order: Chairman Martin called the meeting to order at 8:33 a.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the October 11, 2017 Board meeting with one change on page two, changing the word “guard” to “guide”. On a motion by J. Gregory, seconded by D. Hamlin, 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 would be hosting a one-day Land Bank 101 Workshop on Monday, November 20th from 10:00 am to 4:00 pm at the State Office Building – 18th Floor. She invited Board members to attend and said she would forward an agenda as soon as possible.

Office of the Attorney General Grant: M. Scarinzi said the City of Binghamton’s five First Ward demolitions would begin next week and invited Board members to attend a press conference on November 2 at 9:00 am at 34 Jarvis Street. Because these demolitions will be completed by the end of the year, M. Scarinzi told the Board that Enterprise is allowing the Land Bank to utilize CRI Round 2 funding to cover the cost of these demolitions, which is helping us to use our remaining funding.

CDBG: M. Scarinzi informed the Board the First Ward Action Council was drafting scopes of work for the rehabilitation of the homes and they would also be administering the Homeownership program. She also said the County submitted a request for a grant extension to complete the project.

50 Front Street: M. Scarinzi told the Board, with the completion the contaminated soil and sign-off by the NYS DEC, the Land Bank’s participation is now complete. She said the agreement between the Land Bank and Broome County needs to be amended and that will be discussed later in the meeting.

NY Main Street Project – Village of Windsor: M. Scarinzi said all projects are moving forward.

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. Approve Revised 2017 Operating Budget: M. Scarinzi presented revisions to the 2017 operating budget. After the presentation and some discussion, Chairman Martin called for a motion to approve the revised 2017 operating budget. On a motion by S. Duncan, seconded by J. Gregory, motion carried unanimously.

7. Approve 2018 Operating Budget: M. Scarinzi reviewed the proposed 2018 budget with the Board line by line. After several questions and a brief discussion, Chairman Martin called for a motion to approve the 2018 operating budget. On a motion by J. Gregory, seconded by D. Reynolds, motion carried unanimously.

8. Resolution Awarding a Contract for the Demolition and Asbestos Abatement of Four Properties: M. Scarinzi presented the two bids received as a result of an RFP issued for demolition and asbestos abatement services. Bids were received from Gorick Construction at \$67,935, and LCP Group, Inc. at \$57,068. M. Scarinzi told the Board the Land Bank has positive previous experience with both firms, and that the Land Bank consultant, Keystone Environmental Services recommended LCP Group. After a brief discussion, Chairman Martin called for a motion approving a resolution to award a contract for demolition and asbestos abatement of four properties to LCP Group, Inc. On a motion by D. Reynolds, seconded by E. Miller, motion carried unanimously.

9. Resolution Awarding a Contract for Independent Auditing Services for Fiscal Years 2017-2019: S. Duncan, Chairwoman of the Finance Committee, described to the Board the thoughtful review and consideration the Finance Committee performed on each of the four proposals received for auditing services. M. Scarinzi stated proposals were also received from Piaker & Lyons. Insero & Co., and the Bonadio Group. S. Duncan stated the Committee, after much discussion, recommended selecting EFPR Group for independent auditing services for the Land Bank for fiscal years 2017-2019. After a few questions and discussion, Chairman Martin called for a motion to approve a resolution awarding a Contract for Independent Auditing Services for Fiscal Years 2017-2019 to EFPR Group. On a motion by J. Gregory, seconded by E. Miller, motion carried unanimously.

10. Resolution Amending Agreement with Broome County for Underground Tank Removal at 50 Front Street, City of Binghamton: M. Scarinzi told the Board the Broome County Legislature, at its October 19th session, approved amending the agreement between the Land Bank and Broome County for tank removal at 50 Front Street to include removal of contaminated soil, tank related services and additional costs to cover such services. M. Scarinzi said the Board would need to approve this amendment as well. She said, once approved, she will be able to submit an invoice to Broome County for reimbursement of the payment for these services. Chairman Martin called for a motion to approve a resolution amending the agreement with Broome County for underground tank removal at 50 Front Street, City of Binghamton. On a motion by S. Duncan, seconded by D. Reynolds, motion carried unanimously.

11. Resolution Authorizing the Acquisition 1605 Davis Avenue, Town of Union, from Broome County: Chairman Martin explained 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 approved 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. Chairman Martin called for a motion to to approve a resolution authorizing the Acquisition of 1605 Davis Avenue, Town of Union. On a motion by D. Reynolds, seconded by J. Gregory, motion carried unanimously.

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

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

14. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by D. Reynolds, seconded by J. Gregory, the motion carried unanimously. The meeting adjourned at 9:30 a.m.