

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, December 19, 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, D. Hamlin, A. Martin, E. Miller
Absent: S. Duncan, J. Gregory, D. Reynolds, L. Shumaker
Staff: M. Scarinzi
CAP: K. Kamlet, J. Moody
Other: C. Cramer, J. Platsky

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 October 27, 2017 Board meeting. On a motion by D. Hamlin, seconded by E. Miller, 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 the one-day Land Bank 101 Workshop held on Monday, November 20th had approximately 50 attendees and went well. She also informed the Board that all Board Member terms are up on 12/31/17.

Office of the Attorney General Grant: M. Scarinzi said with the completion of the five demolitions in the City of Binghamton's First Ward, Enterprise confirmed the BCLBC fulfilled its Round 2 deliverables. She also said she had submitted her final disbursement request for Round 2 which includes the cost of the 5 First Ward demos, a portion of Keystone Environmental Services invoice for the 4-scattered County demos and a portion of the demo bill from LCP Group for the 4-scattered County demos.

She also told the Board the Round 3 demolitions, which were the 4-scattered County demolitions, were also completed and neighbors from surrounding properties, especially on Bevier Street, were very happy to see the blighted properties removed.

CDBG: M. Scarinzi informed the Board that the State approved the eight-month extension request. She said the extension would allow time to finish the rehabilitation of the homes and market them for sale.

50 Front Street: M. Scarinzi told the Board the BCLBC's involvement in this project was now complete. She said she received the reimbursement check from the County for the cost of contaminated soil removal and related services. Once that check was received, she said she then cut checks to the County for its proceeds from the sale of the property. The County's portion from the sale was \$268,004.30.

NY Main Street Project – Village of Windsor: M. Scarinzi informed the Board the State approved a six-month extension for the program, allowing time for the projects to finish. She told them two of the four projects were complete, a third would be complete in Q1 2018, and the last was timed out due to weather and would start up again in the Spring when the weather improves.

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 to Approve Proposed Demolition Projects for the 2017-2018 Land Bank Community Revitalization Initiative (Town of Union): M. Scarinzi presented the three proposed demolition projects within the Town of Union. They are 13 Birch Street, 15 Oakdale Road and 179 Hudson Street, JC. After the presentation and some discussion, Chairman Martin called for a motion approving a resolution to approve the proposed demolition projects for the 2017-2018 Land Bank Community Revitalization Initiative. On a motion by T. Augostini, seconded by E. Miller, motion carried unanimously.

7. Resolution Authorizing the Acquisition of Properties from Broome County: M. Scarinzi requested authorization from the Board to acquire three properties from Broome County. The properties are 13 Birch Street, Town of Union, 15 Oakdale Road, Town of Union and 179 Hudson Street, Village of Johnson City. Chairman Martin called for a motion approving the resolution authorizing the acquisition of properties from Broome County. On a motion by E. Miller, seconded by T. Augostini, motion carried unanimously.

8. Resolution Authorizing an Allocation of Funds to The Goodwill Theatre to Assist in the Demolition of 55 and 59 Broad Street in the Village of Johnson City: M. Scarinzi presented the proposed project and request for assistance from The Goodwill Theatre. At the conclusion of the presentation, Chairman Martin asked if there were any questions or concerns. D. Hamlin indicated he had a concern. After a brief discussion, Chairman Martin called for a motion to table the item to allow time for D. Hamlin to have his concern addressed. On a motion by D. Hamlin, seconded by T. Augostini, motion carried unanimously.

9. Resolution Authorizing the Executive Director to Enter into a Change of Order to the Broome County Land Bank's Asbestos Abatement and Demolition Contract with LCP Group, Inc.: M. Scarinzi presented the details of the change order to the Land Bank's contract with LCP Group, Inc. After a few questions and discussion, Chairman Martin called for a motion to approve a resolution authorizing the Executive Director to Enter into a Change Order to the Broome County Land Bank's asbestos abatement and demolition contract with LCP Group, Inc. On a motion by T. Augostini, seconded by D. Hamlin, motion carried unanimously.

10. Resolution Authorizing the Executive Director to Enter into an Agreement with the First Ward Action Council for the Rehabilitation of 47 North Street: M. Scarinzi explained to the Board previously approved an allocation of funding to the First Ward Action Council for the rehabilitation of 47 North Street in the City of Binghamton and that it was necessary to enter into an agreement outlining the details and expectations of each party in relation to the project. Chairman Martin called for a motion to approve a resolution authorizing the Executive Director to enter into an agreement with the First Ward Action

Council for the rehabilitation of 47 North Street. On a motion by E. Miller, seconded by T. Augostini, motion carried unanimously.

11. Resolution Authorizing the Executive Director to Amend and Extend an Agreement with the First Ward Action Council for all Property Rehabilitation Activities Relating to the New York State Community Development Block Grant Program: M. Scarinzi explained that the State approved an 8-month extension of the CDBG grant program, extending the deadline to July 11, 2018. She said it was necessary to extend the agreement the BCLBC has with First Ward Action Council (FWAC) for the rehabilitation of the houses. She mentioned, because the FWAC has experience administering home ownership programs, the agreement would also be amended to include the administration of a homeownership program for the sale of these homes, once rehabbed. Chairman Martin called for a motion to approve a resolution the Executive Director to amend and extend an agreement with the First Ward Action Council for all property rehabilitation activities relating to the New York State Community Development Block Grant Program. On a motion by E. Miller, seconded by C. Papastrat, motion carried unanimously.

12. Resolution Authorizing Renewal of the Administrative Services Agreement with Broome County for the Administration of the Broome County Land Bank for 2018: M. Scarinzi explained the current agreement expires December 31, 2018. The renewal would be for one-year, from January 1, 2018 through December 31, 2018, and includes administrative funding from Broome County of an amount not to exceed \$85,725 for the term of the agreement. Chairman Martin called for a motion to approve a resolution authorizing renewal of the administrative services agreement with Broome County for the administration of the Broome County Land Bank for 2018. On a motion by D. Hamlin, seconded by C. Papastrat, motion carried unanimously.

13. Resolution Authorizing Amendment to the Agreement with the Village of Windsor for the Broome County Land Bank to Provide Administrative Services for 2016-2017: M. Scarinzi told the Board that the State approved a six-month extension of the Village's Main Street Program to June 20, 2018. The current administrative services agreement with the Village, authorizing the BCLBC to administer the grant program for the Village, expires on December 20, 2017. M. Scarinzi stated she was requesting authorization from the Board to extend the term of the agreement to June 20, 2018 to coincide with the approved extended grant deadline. Chairman Martin called for a motion to approve a resolution authorizing amendment to the agreement with the Village of Windsor for the BCLBC to provide administrative services. On a motion by E. Miller, seconded by T. Augostini, motion carried unanimously.

14. Accept Estimates for Rehabilitation of 117 Lagrange Street in the Town of Vestal and 1857 Burdick Road in the Town of Binghamton: M. Scarinzi presented bids the First Ward Action Council received for the rehabilitation of the two houses. Three bids were received for each house. For 117 Lagrange Street, Vestal, DRS Construction was the low bidder and for 1857 Burdick Road, Town of Binghamton, Clearview Window and Door was the low bidder. Chairman Martin called for a motion to accept the bids, authorizing the FWAC to contract with the low bidder for each house. On a motion by E. Miller, seconded by D. Hamlin, motion carried unanimously.

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

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

17. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by E. Miller, seconded by T. Augostini, the motion carried unanimously. The meeting adjourned at 4:32 p.m.