

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, February 27, 2018 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. Herz, C. Papastrat, A. Martin, D. Reynolds
Absent: S. Duncan, D. Hamlin, J. Gregory, L. Shumaker
Staff: M. Scarinzi
CAP: J. Moody
Other: C. Cramer, B. Hatfield, N. Kradjian, M. Perez

1. Call to Order: Chairman Martin called the meeting to order at 3:30 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the January 23, 2018 Annual Board meeting. On a motion by D. Reynolds, seconded by T. Augostini, motion carried unanimously.

3. Chairman's Remarks: Due to a full agenda, Chairman Martin made only a few remarks. He stressed the importance of Board members completing the require ABO training. He then advanced to the next agenda item. No motion necessary.

4. Presentation of the FY 2017 Independent Audit: Mark Perez, EFPR Group, reviewed the findings of the FY 2017 independent audit with the Board members. He also reviewed the report to the Board and management letter provided and noted they found nothing of concern about the financial mechanisms in place. After a brief discussion between Mr. Perez and the Board, Chairman Martin asked for a motion to accept the findings of the FY2017 Independent Audit. On a motion by D. Reynolds, seconded by S. Herz, motion carried unanimously.

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

BCLBC Updates: M. Scarinzi stated she'll be attending the 2018 NYLBA Spring conference in Albany, NY on March 22 and 23.

She informed the Board the deadline for proposal submissions to the BCLBC's RFQ for a 2-year term contract for Environmental Testing Services was February 28. She said L. Shumaker had already volunteered to sit on the review committee. M. Scarinzi asked for additional volunteers. D. Reynolds and C. Papastrat agreed to sit on the committee.

M. Scarinzi told the Board she has emailed the 2017 Annual Report for their review. She said once the audit findings were accepted, she would update the report to reflect the FY2017 audit findings and would resend an updated version. She said she would refrain from a full presentation unless request by a Board member.

CRI Round 2: M. Scarinzi stated the CRI Round 2 was officially closed out.

CRI Round 3: M. Scarinzi informed the Board abatement work at 47 North Street was underway. She didn't detail too many other Round 3 projects as they were topics of items later in the agenda. However, she did state she continues to look for Round 3 projects and is currently performing due diligence on 1625 Pearl Street, Vestal, which is a flood house and its foundation has collapsed on one side. M. Scarinzi also said she's received multiple project applications from the Towns of Binghamton and Conklin, but all those properties are still privately owned.

CDBG: M. Scarinzi informed the Board that rehabilitation at both homes was progressing well. She said she did a walk-through of the projects the day before and they were looking great. She said she expects them to be complete by the next time the Board meets.

NY Main Street Project – Village of Windsor: M. Scarinzi informed the Board the projects are continuing to progress well. She said one project is completely closed out and the property owner has received her reimbursement check. M. Scarinzi report the property owner is very happy.

M. Scarinzi concluded by reviewing the financial statement.

6. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. Brett Hatfield, resident of Bevier Street, Town of Dickinson, stated he had submitted an application to purchase 231 Bevier Street as a side lot, which was an item later on the agenda. He expressed his gratitude to the Board for the demolition of 231 Bevier, saying it has made such a positive impact on the street.

Hearing no further comments, Chairman Martin moved to the next agenda item.

7. 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. The Goodwill Theatre CEO Naima Kradjian also made a few statements about the project. In December 2017, the Board tabled a decision on this project because a Board member, Dave Hamlin, stated he had an issue. Chairman Martin stated he reached out to D. Hamlin and was told the issue he had was resolved and was in support of the project. After a brief discussion, Chairman Martin called for a motion to authorize 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. On a motion by T. Augostini, seconded by C. Papastrat, motion carried. S. Herz abstained.

8. Resolution to Approve Proposed Demolition Project for the 2017-2018 Land Bank Community Revitalization Initiative: M. Scarinzi presented an application from the Village of Endicott to demolish the two-family home at 103 Hill Avenue in the Village. The building has been deemed no longer fit to be inhabited by the Village Code Office, having structural issues and several code issues. The Village would retain ownership and once the building is demolished, the Village would construct a parking lot in support of the Little Italy business district. Estimated total project cost is \$39,000. After a brief discussion, Chairman Martin called for a motion to approve the proposed demolition project for the 2017-2018 Land Bank Community Revitalization Initiative. On a motion by T. Augostini, seconded by S. Herz, motion carried unanimously.

9. Executive Session: Chairman Martin asked for a motion to go into Executive Session. On a motion by T. Augustini, seconded by S. Herz, motion carried unanimously.

Return to Public Session: On a motion by C. Papastrat, seconded by S. Herz, the Board returned to public session.

10a. Approval of Sale of Real Property – 231 Bevier Street, Town of Dickinson: Chairman Martin asked for a motion to table the item to allow more time for consideration by the Board. On a motion by D. Reynolds, seconded by T. Augustini, motion carried unanimously.

10b. Approval of Sale of Real Property – 85 Trafford, Town of Chenango: Chairman Martin asked for a motion to table the item to allow the Executive Director additional time to negotiate with the applicant. On a motion by C. Papastrat, seconded by D. Reynolds, motion carried unanimously.

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

12. New Business: M. Scarinzi said with the change in membership to the Board, changes needed to be made to the authorized bank signatories to the Land Bank's NBT Bank Account. M. Scarinzi noted the one new signer would be Tom Augustini as Secretary. Chairman Martin called for a motion to authorize signers to the NBT Bank Account to execute financial activity on behalf of the Land Bank. On a motion by S. Herz, seconded by D. Reynolds, motion carried unanimously.

13. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by S. Herz, seconded by D. Reynolds, the motion carried unanimously. The meeting adjourned at 5:00 p.m.