

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, April 24, 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: S. Duncan, D. Hamlin, S. Herz, C. Papastrat, A. Martin, L. Shumaker
Absent: T. Augustini, J. Gregory, D. Reynolds
Staff: M. Scarinzi
CAP:
Other: C. Cramer

1. Call to Order: Chairman Martin called the meeting to order at 3:31 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the March 27, 2018 Board meeting. On a motion by S. Duncan, seconded by S. Herz, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin reminded Board members to return their Financial Disclosure statements to the Clerk of the County Legislature if they hadn't done so already. He also reminded those Board members to sign up for required NYS ABO training if they had not yet done so. He then 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:

CRI Round 3: M. Scarinzi told the Board abatement work was complete and construction is underway 47 North Street.

CDBG: M. Scarinzi thanked those Board members who were able to attend the press conference on April 4th. She said the event spurred a lot of interest in both properties. She said, as of the meeting day, they had been on the market for 21 days and they had vetted over a dozen applicants who, unfortunately, didn't qualify. However, she told the Board there was a potential buyer for Burdick Road who looked promising. She said the potential buyer still needed to be verified by the First Ward Action Council but advised the Board if all went well, she will be looking to hold a special meeting to consider sale of the property.

NY Main Street Project – Village of Windsor: M. Scarinzi happily reported that three or four projects were complete and that she was now waiting on paperwork from the owners to close out the projects.

M. Scarinzi provided a brief overview of a project brought forth by S. Herz. The Windsor Central School District is seeking assistance to demolish a vacant, dilapidated farmhouse on a 6.7-acre parcel across the

street from the high school. The school would use the land to expand its Ag in the Classroom project. She said she still needed to perform due diligence before bringing it for consideration by the Board.

M. Scarinzi concluded by reviewing the financial statement.

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

6. Resolution Approving Environmental Testing Services Firm(s) to a Two-Year Term Contract: M. Scarinzi stated the BCLBC received twelve proposals as a result of its Environmental Testing Services RFQ – 2-year term contract. She said after reviewing the twelve, the firms were shortlisted to three, Delta Engineer, Architects, and Land Surveyors, Keystone Environmental Services and Jennings Environmental Management. The Review Committee interviewed the three firms on April 5. Review Committee Member C. Papastrat stated the committee recommends both Delta and Keystone for two-year term contracts. After a brief discussion, Chairman Martin called for a motion approving Delta and Keystone for two-year term contracts to provide Environmental Testing Services to the Broome County Land Bank. On a motion by S. Duncan, seconded by S. Herz, motion carried unanimously.

7. Resolution Authorizing the Executive Director to Execute a Sales Contract with the Town of Kirkwood for the Sale of 634 Upper Court Street in the Town of Kirkwood: M. Scarinzi stated the BCLBC demolished the building at 634 Upper Court Street in December 2017. She also stated the parcel of land was not developable due to zoning and a NYSDOT right-of-way. Prior to demolition, the Town of Kirkwood agreed to take title to and maintain the parcel. Chairman Martin called for a motion authorizing the Executive Director to Execute a sales contract with the Town of Kirkwood for the sale of 634 Upper Court Street in the Town of Kirkwood. On a motion by D. Hamlin, seconded by S. Duncan, motion carried unanimously.

8. Resolution Authorizing the Executive Director to Execute a Sales Contract with the Town of Vestal for the Sale of 349 Second Avenue in the Town of Vestal: M. Scarinzi stated the BCLBC demolished the flood-damaged house at 349 Second Avenue in December 2017. She said the BCLBC offered the vacant lot to adjacent neighbors as a side lot but there wasn't any interest. Therefore, the Town of Vestal has agreed to take title to and maintain the lot. The Town already maintains several other lots in the same neighborhood. Chairman Martin called for a motion authorizing the Executive Director to Execute a sales contract with the Town of Vestal for the sale of 349 Second Avenue in the Town of Vestal. On a motion by L. Shumaker, seconded by S. Herz, motion carried unanimously.

9. Approve Change Order – Contractor: Clearview Door and Window: M. Scarinzi presented a change order for additional work at 1857 Burdick Road in the Town of Binghamton from the contractor, Clearview Window and Door. At the house, it was discovered that the existing tile floor in the 2nd floor bathroom was cracked. Instead of replacing the existing tile floor with a new tile floor, which would have been costly, the contractor installed new vinyl flooring over the tiles. The cost of materials and installation totaled an additional \$500.00 above the original contract price of 115,300. After some discussion, Chairman Martin called for a motion to approve the change order for additional work from Clearview Door & Window as noted above at 1857 Burdick Road in the Town of Binghamton at a cost of \$500. On a motion by L. Shumaker, seconded by S. Duncan, motion carried unanimously.

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

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

12. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by S. Herz, seconded by D. Hamlin, the motion carried unanimously. The meeting adjourned at 4:09 p.m.