

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, January 22, 2019 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. Duncan, C. Dziedzic, D. Hamlin, S. Herz, C. Papastrat, L. Shumaker  
Absent: A. Martin, D. Reynolds  
Staff: M. Scarinzi  
CAP: J. Moody, N. Pappas  
Other: C. Cramer, E. Rounds

1. Call to Order: Vice Chairman Papastrat called the meeting to order at 3:33 p.m.

2. Approval of Minutes: Vice Chairman Papastrat asked for a motion to approve the minutes from the November 27, 2018 Board meeting. On a motion by C. Dziedzic, seconded by L. Shumaker, motion carried unanimously.

3. Chairman’s Remarks: Vice Chairman Papastrat 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:

2019-2020 Land Bank CRI: M. Scarinzi said she was continuing to work on the due diligence items for the new grant agreement and revising the scope of work and budget to coincide with the actual award amount of \$1.2 million.

2017-2018 Land Bank CRI: M. Scarinzi told the Board the Land Bank received a contract extension through Q2 2019 to spend down the approximately \$180,000 balance of funds. She said that even though the contract extends through June 30, all projects must be completed and paid out by May 15. She provided updates on the following projects:

Windsor Central School District Demolition Project: The project was going out to bid for a demo contractor on February 1<sup>st</sup>.

Vestal Gateway Project: Vestal was contacted by the NYSDOT with follow-up questions to its application to use the right-of-way. Awaiting final NYSDOT approval.

Margery Street TOB demolition: The “re-foreclosure” goes in front of the judge on February 8.

5 Crandall Street: M. Scarinzi provided the Board with a brief overview of a community/green space project, similar to 250 Front Street, which is in support of the Crandall-North Street redevelopment project the BCLBC partnered on with the City and FWAC. She intends on making a full presenting at a future Board meeting for consideration by the Board.

M. Scarinzi thanked those Board members who attended the December 17<sup>th</sup> ribbon cutting at 47 North Street. She said the United Way moved in and 4 of the 5 affordable housing units had been rented.

M. Scarinzi reported that 21 Milford Street and 1223 Vestal Avenue, both within the City of Binghamton, as well as 1080/1090 Town of Kirkwood had been demolished in early January.

Community Advisory Panel: M. Scarinzi stated a Call for Membership was issued on January 16<sup>th</sup>. Applications were sent to current CAP members and the media. The call was also posted on Twitter and the application was made available on the Land Bank website. Applications are due February 12<sup>th</sup>. S. Herz requested M. Scarinzi also send the application to all municipal leaders.

FY2018 Independent Audit: M. Scarinzi informed the Board that our auditor, EFPR Group, had engaged the Land Bank to commence the FY 2018 Independent Audit. Once complete, they will present to Board.

M. Scarinzi concluded by reviewing the financial statement.

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

6. Schedule Organizational Meeting for February 26, 2019: M. Scarinzi stated, per the bylaws, the organizational meeting of the Broome County Land Bank must be held by March 1<sup>st</sup> each year. She requested consideration to set the organizational meeting of the Broome County Land Bank for Tuesday, February 26, 2019 at 3:30 P.M. at the Broome County Public Library. Vice Chairman Papastrat called for a motion to approved setting the organizational meeting of the Broome County Land Bank for Tuesday, February 26, 2019 at 3:30 P.M. at the Broome County Public Library. On a motion by D. Hamlin, seconded by C. Dziedzic, motion carried unanimously.

7. Resolution Authorizing the Executive Director to enter into a Co-Developer Agreement with the First Ward Action Council of the rehabilitation and sale of properties per the terms of the Land Bank's CRI Grant Agreement with Enterprise Community Partners: M. Scarinzi requested Board approval to enter into a co-developer agreement with the First Ward Action Council (FWAC) for rehab projects funded by CRI funding. She said the FWAC is a preferred developer of Enterprise and the BCLBC has a successful history working with FWAC on rehab projects. T. Augustini asked if FWAC would complete all rehabs under the CRI grant. M. Scarinzi replied that that is the intent but said she has met with other agencies that have expressed an interest in working with the BCLBC as construction manager or co-developer and she is hoping to have another rehab opportunity over the next months utilizing the proceeds from the sale of the two CDBG homes. Vice Chairman Papastrat called for a motion to approve a resolution authorizing the Executive Director to enter into a Co-Developer Agreement with the First Ward Action Council of the rehabilitation and sale of properties per the terms of the Land Bank's CRI Grant Agreement with Enterprise Community Partners. On a motion by L. Shumaker, seconded by D. Hamlin, motion carried unanimously.

8. Resolution Approving a Proposed Demolition Project for the 2017-2018 Land Bank Community Revitalization Initiative – 3492 Margery Street, Town of Binghamton: M. Scarinzi presented an overview of the 3492 Margery Street demolition project. She stated this was a project the Board considered last year but tabled when a previously unknown title issue was discovered. The Town of Binghamton worked

with Broome County Real Property to resolve the issue. The issue is expected to be resolved in February. After a brief discussion, Vice Chairman Papastrat requested a motion to approve a proposed demolition project for the 2017-2018 Land Bank Community Revitalization Initiative at 3492 Margery Street in the Town of Binghamton pending resolution of the title issue. On a motion by C. Dziedzic, seconded by S. Duncan, motion carried unanimously.

9. Authorizing the Executive Director to Execute a Sales Contract with the Town of Binghamton for the acquisition of 3492 Margery Street: M. Scarinzi stated a condition of the demolition of 3492 Margery Street, the BCLBC would take title to the property once the title issue was resolved. She mentioned Habitat for Humanity had expressed an interest in the property once demolished. A couple Board members expressed they would like to RFP for redevelopment of the site. After some discussion, Vice Chairman Papastrat requested a motion authorizing the Executive Director to execute a sales contract with the Town of Binghamton for the acquisition of 3492 Margery Street. On a motion by S. Duncan, seconded by S. Herz, motion carried unanimously.

10. Adjournment: Vice Chairman Papastrat asked for a motion to adjourn. On a motion by D. Hamlin, seconded by L. Shumaker, the motion carried unanimously. The meeting adjourned at 4:05 p.m.

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