

A regular meeting of the Broome County Land Bank Corporation was convened in public session remotely through Zoom Video Conferencing on Tuesday, May 24, 2022 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, R. David (arrived at 3:33 p.m.), K. Davis (left at 4:03 p.m.),  
M. Decker (left at 4:26 p.m.), C. Dziedzic, C. Marchuska, A. Martin, M. Sopchak  
Absent: T. Abdelazim (informed Executive Director of absence prior to meeting)  
Staff: J. Haas  
CAP:  
Other: R. Arnold, G. Doherty, J. Forstadt

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 22, 2022 Board Meeting. On a motion by C. Marchuska, seconded by M. Sopchak, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin did not have remarks.

4. Executive Director's Report and Financial Statement: J. Haas presented updates on the following items:

33 Linden Street Rehabilitation Project: FWAC is conducting the appraisal per CHDO HOME requirements. When this is complete, J. Haas intend to meet with FWAC Executive Director Jerry Willard and the Land Bank's relator, Mike Rizzo, to discuss an appropriate sale price. Additionally, she expects to hold a joint press conference with FWAC upon listing of the property.

124 Gaylord Street Rehabilitation Project: J. Haas reported to the Board that the Land Bank officially closed on the property last week.

15 Birch Street Rehabilitation Project: General construction is under way at the property and slated to be completed by the end of summer.

J. Haas reported on the Land Bank's demolition program. The Land Bank has remaining funds in our CRI Round 4 grant for a small round of demolition projects this year. J. Haas informed the Board that there are three items on today's agenda related to demolition projects. As part of these, she'd like to add two or three more properties to the slate to demolish this year bringing the total to four or five.

J. Haas provided updates on the Land Bank's Community Development Block Grant (CDBG) with Broome County. The Land Bank acquired 1593 Oakdale Road in the Town of Maine and the trash and rubbish removal is complete at the property. The Land Bank also acquired 313 Marion Street in the Town of Vestal and trash and rubbish removal is to be completed by Hawk's Haven shortly. J. Haas issued a

request for quotes for tree removal services. She informed the Board that there are two large trees in the front yard that need to be removed as soon as possible. Further, the Land Bank is in receipt of eight proposals for environmental testing and consulting services. J. Haas reminded the Board that similarly to our demolition term contract, she will not take part in the selection process for this contract either. She also reported to the Board that qualifications for architecture and engineering services are due on May 31<sup>st</sup>. She expects that a small group of Board members will undertake interviews later next week in order to approve a contract the first full week in June. At this point, she deferred to Chairman Martin. Chairman Martin informed the Board that the proposals received for environmental testing and consulting will be evaluated based on price; therefore, interviews may not be necessary while qualifications due on the 31<sup>st</sup> will need to be evaluated through interviews. He gauged Board member interest in participating in the small selection group. Several Board members expressed interest then Chairman Martin deferred back to J. Haas. She informed the Board that her request of the Board to conduct interviews in a short time frame is due to the Land Bank's CDBG grant timeline as well as the fact that she will be out of the office for an extended period of time toward the end of June for some exciting personal reasons. She expressed to the Board that she would like to have executed agreements in place with firms to conduct the required environmental testing and any preliminary architectural and structural engineering work before she is out of the office.

J. Haas briefed the Board on updates related to the City of Binghamton's award of American Rescue Plan Act (ARPA) funds to the Land Bank. She reported that there is an item on today's agenda to enter into an agreement with the City for ARPA funds to support the Land Bank's Affordable Homes Program. She reminded the Board that the Land Bank currently holds title to 52 Beethoven Street, 34 Andrews Avenue and 61 Park Avenue to include in the City's ARPA program as rehabilitation projects. J. Haas briefly covered 21 Walnut Street on the City's West Side. The Land Bank is exploring the idea of perhaps doing another project like 3 King Avenue but needs to work through specifics of what that would entail.

J. Haas briefed the Board on updates related to Broome County's award of American Rescue Plan Act (ARPA) funds to the Land Bank. She reported that there is an item on today's agenda to enter into an agreement with the County for ARPA funds to support the Land Bank's County-wide demolition program. She reminded the Board that the Land Bank still has funds remaining in our CRI grant and that she foresees a slight possibility of a small draw from the proposed grant award this year but not a significant amount.

J. Haas reported that she received an inquiry from a private property owner about whether the Land Bank could award a tipping fee waiver to a demolition project this individual wants to undertake. She reminded the Board that it's a common practice for the Land Bank to assist nonprofit organizations and local municipalities with tipping fee waivers. However, the Land Bank has not assisted private property owners in the past and she recommended that the Land Bank follow past precedent. If any Board members are interested in specifics, she asked them to reach out to her individually and she could share the inquiry.

J. Haas closed with the financial report.

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

6. Resolution Authorizing the Acquisition of Properties from Broome County (Resolution 2022-07): J. Haas listed two properties to be acquired in "Exhibit A": 179 Floral Avenue in the Village of Johnson City and 10137 NYS Rt. 79 in the Town of Lisle. Both properties are intended to be demolished using remaining CRI funds. The acquisition price of each property is \$1. Chairman Martin thanked the County Executive's Office and Legislature for working with the Land Bank to identify these properties for demolition. Chairman Martin then requested a motion to authorize the acquisition of 179 Floral Avenue

in the Village of Johnson City and 10137 NYS Rt. 79 in the Town of Lisle from Broome County for the purposes of demolition. On a motion by C. Dziejczak, seconded by C. Marchuska, motion carried unanimously.

7. Resolution to Approve a Proposed Demolition Project – 179 Floral Avenue, Village of Johnson City (Resolution 2022-08): J. Haas briefed the Board on where the property is located and what kind of condition exists. The property is located on a heavy traffic road in the Village of Johnson City. Village Building & Code Enforcement has structurally condemned the property due to internal and external deterioration of the structure. J. Haas expressed that she had mailed side lot interest letters to nearby property owners and has not received interest yet. However, local nonprofit VINES has expressed interest in acquiring the lot to create a community garden. J. Haas concluded with the estimated project budget of \$30,001. Chairman Martin requested a motion to approve a proposed demolition project at 179 Floral Avenue in the Village of Johnson City. On a motion by T. Augustini, seconded by M. Decker, motion carried unanimously.

8. Resolution to Approve a Proposed Demolition Project – 10137 NYS Route 79, Town of Lisle (Resolution 2022-09): J. Haas briefed the Board on where the property is located and what kind of condition exists. The property is located near a highway in the Town of Lisle. She reported that she is seeking a structural condemnation letter from the municipality due to the structure's current condition. The roof on the residential structure has caved in while the detached garage has collapsed. J. Haas expressed that she had mailed side lot interest letters to nearby property owners and has not received interest yet. She concluded with the estimated project budget of \$23,001. Chairman Martin requested a motion to approve a proposed demolition project at 10137 NYS Route 79 in the Town of Lisle. On a motion by M. Sopchak, seconded by K. Davis, motion carried unanimously.

9. Executive Session to Discuss the Disposition of Real Property: Chairman Martin asked J. Haas if Executive Session was necessary to discuss the next two agenda items. She expressed that it was not. Chairman Martin moved onto the next agenda item.

10. Resolution Authorizing the Executive Director to Execute a Sale Contract for the Sale of 147 and 151 Front Street in the Town of Vestal to the Town of Vestal (Resolution 2022-10): J. Haas reminded the Board that this vacant lot is a result from a demolition that took place several years ago. The prior Executive Director issued a Request for Proposals and J. Haas also attempted a second and third time with no success. After discussions with Town of Vestal Supervisor John Schaffer, the Town of Vestal agreed to take title of the properties. The Land Bank is transferring the properties for \$2. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to execute a sales contract for the sale of 147 and 151 Front Street in the Town of Vestal to the Town of Vestal. On a motion by R. David, seconded by M. Sopchak, motion carried unanimously.

11. Resolution Authorizing the Executive Director to Execute a Sale Contract for the Sale of 179 Main Street in the Town of Kirkwood to Broome County (Resolution 2022-11): J. Haas reminded the Board that this vacant lot is a result from a demolition that took place in the Land Bank's most recent round of demolition projects. Both J. Haas and Town of Kirkwood Supervisor Lew Grubham attempted to identify a buyer or adequate disposition plan that did not yield results. After discussions with County administration, Broome County has agreed to take title of the property and make it available for purchase in one of their next auctions. The Land Bank is transferring the property for \$1. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to execute a sales contract for the sale of 179 Main Street in the Town of Kirkwood to Broome County. On a motion by C. Marchuska, seconded by R. David, motion carried unanimously.

12. Resolution to Approve Environmental Testing/Structural Engineering Firms for Two-Year Professional Service Term Contracts (2022-12): J. Haas reminded the Board that every two years the Land Bank issues Requests for Qualifications for environmental testing/structural engineering firms for demolition projects. A. Martin informed the Board that a small group of Board members interviewed all five firms who responded to the RFQ: Barton & Loguidice, C&S Engineers, Delta Engineers, Keystone Environmental Services, and LaBella Associates. The group interviewed said firms on May 16<sup>th</sup> and 17<sup>th</sup>. The group made a recommendation to enter into term-contracts with both Delta and Keystone. After a brief discussion, Chairman Martin called for a motion to approve Delta and Keystone for two-year term contracts to provide Environmental Testing/Structural Engineering services to the Broome County Land Bank for demolition projects. On a motion by R. David, seconded by T. Augustini, motion carried unanimously. K. Davis absent.

13. Resolution Authorizing the Executive Director to Enter into an Agreement with the City of Binghamton for the Administration of an American Rescue Plan Act (“ARPA”) Grant to support the Land Bank’s Affordable Homes Program in the City of Binghamton (Resolution 2022-13): J. Haas reviewed the attached subrecipient agreement proposed between the City of Binghamton and the Land Bank for American Rescue Plan Act funds to support the Land Bank’s Affordable Homes Program. She expressed that the Land Bank will be responsible for fulfilling all ARPA grant requirements. Currently, the Land Bank has 34 Andrews Avenue, 52 Beethoven Street and 61 Park Avenue to include the program. Chairman Martin thanked previous Mayor and current Board member R. David, current Mayor Jared Kraham and all City Council members for their support of the Land Bank’s Affordable Homes Program. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with the City of Binghamton for the administration of an American Rescue Plan Act Grant to support the Land Bank’s Affordable Homes Program. On a motion by R. David, seconded by M. Decker, motion carried unanimously.

14. Resolution Authorizing the Executive Director to Enter into an Agreement with Broome County for the Administration of an American Rescue Plan Act (“ARPA”) Grant to support the Land Bank’s County-wide Demolition Program (Resolution 2022-14): J. Haas reviewed the attached subrecipient agreement proposed between Broome County and the Land Bank for American Rescue Plan Act funds to support the Land Bank’s county-wide demolition program. She expressed that the Land Bank will be responsible for fulfilling all ARPA grant requirements. Currently, the Land Bank has 179 Floral Avenue in the Village of Johnson City and 10137 NYS Rt. 79 in the Town of Lisle identified to include in the program. However, J. Haas reminded the Board that she intends to fund a majority of the demolition costs from remaining funds in the Land Bank’s CRI grant. Chairman Martin thanked County Executive Jason Garner, Legislature Chairman Dan J. Reynolds, all County Legislators, and Real Property Director and current Board member M. Decker for their support of the Land Bank’s county-wide demolition program. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Broome County for the administration of an American Rescue Plan Act Grant to support the Land Bank’s county-wide demolition program. On a motion by M. Sopchak, seconded by C. Marchuska, motion carried unanimously.

15. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Marchuska, seconded by C. Dziedzic the motion carried unanimously. The meeting adjourned at 4:28 p.m.