

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 18, 2023 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. Abdelazim, T. Augustini, R. David, C. Dziedzic, C. Marchuska (arrived at 3:40 p.m.), A. Martin, M. Sopchak
Absent: K. Davis (informed Executive Director of absence)
Staff: J. Haas, R. O'Donnell
CAP: M. Callahan
Other: D. Hartman, P. Rauch

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

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the March 21, 2023 Board Meeting. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin made a request to take up item #8 on the agenda prior to any other new business. The Board expressed verbal consensus on that request. He also recognized the untimely passing of Broome County Office of Management and Budget Director Jerome Knebel and his strong support of the Broome County Land Bank throughout his tenure at the County.

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

Rehab projects: As it relates to 15 Birch Street, J. Haas reminded the Board that the approved buyers received a pre-qualification letter from SEFCU. The lender sent out an appraiser and the property appraised higher than what the Land Bank is selling it for. We learned recently that the lender no longer wanted to underwrite the mortgage due to concerns with the Land Bank's restrictive covenant. Since this, we had advised the buyers to approach M&T Bank as they have underwritten two Land Bank mortgages to date including 33 Linden Street that included more restrictive language in the sale. J. Haas' understanding is that all is well with M&T and the buyers are waiting on a formal commitment.

Demolition Projects: J. Haas reminded the Board that the demolition of 25 N. Baldwin Street in the Village of Johnson City went well last week and thanked those Board members that attended the press event in partnership with the County and Village. She also stated that the demo of 179 Floral Avenue is going well. This round of demolitions will also include 119 Oak Hill Avenue in the Village of Endicott, 126 Second Street in the Village of Deposit, 6400 NYS Route 79 in the Town of Fenton and 10137 NYS Route 79 in the Town of Lisle to be demolished in the coming weeks. Gorick Construction and Keystone

Associates have been great to work with during this round. As a reminder to the Board, the Villages of Jonson City and Deposit and Town of Fenton are financial partners on these projects. J. Haas also stated that similar to the N. Baldwin Street press conference, she anticipates another press conference taking place at the end of the demo round and will be sure to keep the Board apprised of when that event will be.

CDBG Projects: J. Haas stated that working with our partners at SEPP, CDBG Consultant Paul Nelson and L2 Studio, she anticipates going out to bid on 1593 Oakdale Road in the Town of Maine next Tuesday, April 25th with bids due Wednesday, May 17th. She also stated that the Land Bank needs to maintain a cost estimate on file for all projects funded by CDBG. The cost estimates so far have been produced by the Land Bank's A/E firm, L2 Studio. J. Haas stated that she's working through several bid scenarios and alternatives to include in the bid package to give the Land Bank some options. She further stated that at Paul's discretion and advice, the septic and well scopes were pulled from the GC bid package and the Land Bank is requesting quotes for those two items separately. She also reminded the Board that with the Land Bank's grant deadline approaching in June of this year, Paul Nelson recommended that she and Planning Director Beth Lucas draft an extension request and submit it to DHCR. A draft extension request was emailed to our Community Developer on February 13th, 2023. DHCR has recommended that everyone touch base again in early June to reassess the extension request. J. Haas stated that she and Beth will work jointly on this extension request with guidance from Paul and will continue to keep the Board updated. She said that there is a resolution before the board to purchase 224 Marion St in the Town of Vestal as the third CDBG project. She also reminded the Board that any sale proceeds generated from CDBG projects will likely need to be returned to DHCR.

City of Binghamton ARPA Projects: J. Haas reminded the Board that the Land Bank has 52 Beethoven Street, 34 Andrews Avenue, 61 Park Avenue, 21 Walnut Street, 14 McNamara Avenue, 33 Elm Street, 8 Gray Street, and 170 Moeller Street to include in the City's ARPA program as rehabilitation projects. The Land Bank has pre-renovation asbestos, radon and lead testing reports from Keystone at 34 Andrews Ave and 52 Beethoven St. A notice to proceed has been issued to Keystone for their Architectural/Engineering and Construction Administration services at both properties. She reminded the Board that the Land Bank solicited quotes for the cleanouts on all of the City properties and that any further awards or work on these properties are on hold for the time being pending a potential DHCR LBI Phase II award.

Broome County ARPA Projects: J. Haas reminded the Board that there are still funds remaining in their Enterprise CRI grant and it's anticipated that the CRI funds will be spent down before beginning to use the \$300,000 Broome County ARPA grant for the upcoming round of demolition projects. She also stated that with this funding and a potential LBI Phase II award, she's hopeful to be able to conduct another round of demos later this year.

DHCR Land Bank Initiative: As it relates to the LBI Phase I funding, J. Haas reminded the Board that the Land Bank submitted our second disbursement request and that the wire transfer from the State has been received. She also stated that the staff is working with IdeaKraft regarding a new website. J. Haas stated that there is a resolution before the board today to contract with MRB Group for Strategic Planning services, that she and Rob interviewed the two firms, and that she's spoken with fellow Land Bank counterparts who have contracted with MRB Group in the past, and they've had nothing but great things to say.

Regarding the LBI Phase II funding, J. Haas reminded the Board that she submitted the Broome County Land Bank's application on Monday, March 13th to DHCR for the LBI Phase II RFA, with the requested amount just under \$1.2 Million. This included pre-development expenses towards the Land Bank's City ARPA projects, a second round of County-wide demolitions, and funding towards projects of regional

significance. She said would be sure to inform the Board of any updates that are received as it relates to the application.

Small Business Tipping Fee Waiver Program: J. Haas reminded the Board that they approved three projects so far with Ramco Development & Holdings, LLC, North & Main Development, and Clinton Street Café. Each project has been completed and demolition debris transported to the landfill. She said that there is another application before the board today for a property located in the Town of Maine. She also reminded the Board that applications are capped at \$15,000 each and Small Businesses are defined as having 50 employees or less.

Administrative/Housekeeping Items: J. Haas stated that she and Rob held a CAP meeting the first week of April and it went well. The CAP members were very engaged and excited about everything going on within the organization. She is expecting that Rob will assume these responsibilities moving forward. The next NYLBA meeting is next week, and she's hopeful for any funding that may be included in the eventual New York State Budget.

J. Haas closed with the financial report.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. There were no comments.

6. Resolution Authorizing the Executive Director to Enter into an Agreement with Ray Lantz Garage, Inc. to utilize a portion of the Land Bank's Tipping Fee Allocation for the Demolition of 242 Tiona Road, Newark Valley, New York (Resolution 2023-11): D. Hartman gave an overview of the proposed demolition and the project, which includes the demolition of the residential structure building 242 Tiona Road in the Town of Maine. They estimate the total tonnage at roughly 80 tons and are utilizing their own funds to complete the demolition, which is to take place within the next 60 days. They plan to utilize the space for a parking lot.

After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Ray Lantz Garage, Inc to utilize a portion of the Land Bank's Tipping Fee Allocation for the demolition of 242 Tiona Road, Newark Valley, NY. On a motion by M. Sopchak, seconded by C. Marchuska, motion carried unanimously.

7. Resolution Authorizing the Acquisition of a Property from Broome County (Resolution 2023-09): J. Haas stated that this resolution is to purchase 224 Marion Street in the Town of Vestal from Broome County to be rehabilitated utilizing the Land Bank's CDBG grant funds. After a brief discussion, Chairman Martin then requested a motion to authorize the acquisition of 224 Marion Street in the Town of Vestal from Broome County for the purpose of rehabilitation. On a motion by C. Dziedzic, seconded by C. Marchuska, motion carried unanimously.

8. Resolution Awarding a Contract for Strategic Planning Services to MRB Group (Resolution 2023-10): J. Haas stated that this would be a one-time contract for strategic planning services and that she and Rob interviewed both firms and are recommending MRB Group due to their experience with NYS Land Banks and NYS Public Authorities. She also stated that the other Land Banks in NYS who have and are utilizing MRB Group are very happy with their services. After a brief discussion, Chairman Martin then requested a motion to award the contract for strategic planning services to MRB Group. On a motion by C. Marchuska, seconded by C. Dziedzic, motion carried unanimously.

9. Executive Session to Discuss the Disposition of Real Property: The Board decided to forgo Executive Session.

10. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 25 N. Baldwin Street in the Village of Johnson City to Zenaida Rosario (Resolution 2023-12): J. Haas stated that interest letters were sent to many of the neighbors to 25 N. Baldwin and Zenaida Rosario was the only property owner to express interest and has proposed a purchase price of \$2,500. After a brief discussion, Chairman Martin called for a motion to authorize the sale of 25 N. Baldwin Street, Johnson City, NY to Zenaida Rosario. On a motion by M. Sopchak, seconded by T. Augostini, motion carried unanimously.

11. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 179 Floral Avenue in the Village of Johnson City to VINES (Resolution 2023-13): J. Haas stated that VINES had reached out to the Land Bank to acquire this lot to expand their community garden footprint in Johnson City. After a brief discussion, Chairman Martin called for a motion to authorize the sale of 179 Floral Avenue, Johnson City, NY to VINES. On a motion by T. Abdelazim, seconded by M. Sopchak, motion carried unanimously.

12. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by R. David, seconded by T. Augostini, the motion carried unanimously. The meeting adjourned at 4:43 p.m.