

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, June 20, 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 (arrived at 3:38 p.m.), T. Augustini, R. David, C. Dziedzic, A. Martin, M. Sopchak  
Absent: K. Davis, C. Marchuska (informed Executive Director of absences)  
Staff: J. Haas, R. O'Donnell  
CAP: None  
Other: T. Crowley

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 May 23, 2023 Board Meeting. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin made no remarks.

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 mentioned that since placing 15 Birch Street back on the market, nearly 20 offers had been received. In reviewing the offers received, she's asked FWAC to begin qualifying the highest viable offer received. J. Haas thanked John Farrell from Exit Realty for his help in taking on this relisting and she's hopeful that the Board may be able to consider a sale within the next month.

Demolition Projects: J. Haas reminded the Board of their action at the last Board meeting to acquire and plan for the subsequent demolition of six tax-foreclosed properties and that the Broome County Legislature authorized the transfer of the properties to the Land Bank at last week's Session. She also recommended to the Board that the Land Bank intentionally delay progress on these projects due to the Supreme Court's decision on Tyler v. Hennepin and the NYS Legislature adopting legislation to implement a one-year moratorium on in-rem foreclosures. It's unclear when and what kind of policy will be enacted at the State level next Session. J. Haas stated that R. O'Donnell and her have been brainstorming methods in which to set the organization up for success as it relates to these projects. J. Haas stated that the site-specific reviews are near completion for LBI Phase II, the funding source, pending one or two questions to be answered, and she anticipates a seamless approval process from the State as it relates to these projects.

With regard to recent side lot sales, J. Haas stated the Land Bank officially transferred 25 N. Baldwin Street to the approved adjacent neighbor. 6400 NYS Rt 79, 10137 NYS Rt. 79 and 126 Second Street are all under contract and Land Bank staff is awaiting transfer documents from legal counsel.

R. O'Donnell provided the Board with an update on the RFP being issued by the Land Bank for the purchase of redevelopment of 119 Oak Hill Avenue in Endicott, NY.

CDBG Projects: J. Haas reminded the Board, that they awarded the GC contract and the septic system installation to Dan Brown Construction at 1593 Oakdale Road and that there is another resolution on the agenda to award the water well installation to Dan Brown Construction as well. She stated that the Land Bank went out to bid on 313 Marion Street in Vestal, with sealed bids due on June 9th. Clearview Door & Window was the lowest qualified bidder, with their bid received well below the engineers cost estimate, and there is an item to award a contract later on in the agenda. J. Haas, working with Delta Engineers, stated that the Land Bank also went out to bid on the asbestos abatement at 224 Marion Street, and bids were due this morning. A revised packet had been sent out earlier in the day, and this contract is proposed to be awarded to Sunstream Corp as the lowest qualified bid. She further stated that while working with Beth Lucas, the County submitted their official extension request on this grant, and as soon as the Land Bank and County hear back from DHCR, she'll provide an update to the Board and anticipates an agenda item in either July or August to extend the Land Bank's sub-recipient agreement with the County. The next project status phone call with DHCR is scheduled for this Friday, June 23rd. She reiterated that the partners at SEPP, L2 Studio, and our CDBG Consultant Paul Nelson have been great to work with through every step of the grant process. 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, however, this work was placed on hold for the time being pending the LBI Phase II award. She reminded the Board that the Land Bank solicited quotes for the cleanouts of the City properties. J. Haas stated that the programmatic environmental review has been submitted and we're awaiting a determination letter from DHCR to begin and submit the site-specific reviews. There are a few pending questions, but a resolution on those should be received fairly soon in order to begin work on these projects.

Broome County ARPA Projects: J. Haas reminded the Board that she executed an agreement with the County for \$300,000 in ARPA funds for the demo program and that she received an invoice from Gorick Construction for the recent demo round. She also fulfilled the invoice utilizing the remainder of CRI Round 4 funds, Board approved fund balance, local municipal grants, and approximately \$25,000 and change from the ARPA grant with Broome County. She also anticipates receiving an invoice from Keystone Environmental soon, and that will also be fulfilled utilizing County ARPA funds.

DHCR Land Bank Initiative: As it relates to the LBI Phase I funding, J. Haas stated that she has submitted the third disbursement request to HCR and is awaiting payment. She stated that the staff has had several meetings with MRB Group regarding the Land Bank's new Strategic Plan. With the guidance of MRB Group, our Select Committee consists of Land Bank staff, our Board Chairman, and a representative from each of our co-development partners at SEPP Group and FWAC. The Board workshop with MRB Group will be on Monday, July 10th from 11 AM to 2 PM, and for those Board members who cannot make it, we're working with MRB on ways to engage you during this process of crafting our updated strategic plan.

R. O'Donnell reminded the Board that the staff is working with IdeaKraft regarding a new website. A few additional page designs have been reviewed and signed off on by the staff. The plan is to have the new website rolled out by or before Labor Day.

DHCR LBI Phase II funding: J. Haas reminded the Board that the BCLB was awarded \$1,074,600 in LBI Phase II grant funds, which is 90% of the Land Bank's original request. As mentioned previously, she submitted the programmatic environmental review and is awaiting a determination letter from DHCR. Following this, the site-specific reviews can be submitted, which are near completion pending a few questions. She also reminded the Board that the funding will be used towards pre-development expenses on City ARPA projects, a second round of County demolitions, and potentially a project of regional significance. The completion timeline for this grant agreement is 18 months.

Small Business Tipping Fee Waiver Program: J. Haas reminded the Board that they approved four projects so far with Ramco Development & Holdings, LLC, North & Main Development, Clinton Street Café, and Ray Lantz Garage. Three of the projects have been completed and demolition debris transported to the landfill. She anticipates the Ray Lantz Garage demo going smoothly, as the contractor is the same one that handled the Clinton Street Café project. She mentioned that there is another application for consideration on the agenda. This is for a demolition project in Endicott. 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 reminded the Board that the NYLBA and the staff have been closely monitoring the proposed foreclosure moratorium by the NYS Legislature. The staff is brainstorming several ideas, next steps, and methods that could be adopted to ensure the Land Bank is in good standing whenever the Legislature decides to enact policy in response to the SCOTUS ruling on Tyler v. Hennepin. The next NYLBA meeting is this Thursday, June 22nd.

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 Nanticoke & Wending Holdings, Inc. to utilize a portion of the Land Bank's Tipping Fee Allocation for the Demolition of 401 N. Nanticoke Avenue, Endicott, NY (Resolution 2023-28): T. Crowley gave an overview of the proposed demolition and the project, which includes the demolition of the structure at 401 N. Nanticoke Avenue in the Village Endicott. J. Haas stated that they estimate the total tonnage at roughly 95 to 105 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 for their employees at Crowley Fabricating & Machining Co., Inc.

After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Nanticoke & Wending Holdings, Inc. to utilize a portion of the Land Bank's Tipping Fee Allocation for the demolition of 401 N. Nanticoke Avenue, Endicott, NY. On a motion by C. Dziedzic, seconded by T. Augustini, motion carried unanimously.

7. Resolution Awarding a Contract to Dan Brown Construction LLC for the Installation of a Water Well System at 1593 Oakdale Road, Town of Maine (Resolution 2023-29): J. Haas stated that the Land Bank contacted several vendors for quotes and the only quote received for the water well install was from Dan Brown Construction LLC. After a brief discussion, Chairman Martin called for a motion to authorize the

Executive Director to enter into an agreement with Dan Brown Construction LLC for the installation of a water well system at 1593 Oakdale Road in the Town of Maine. On a motion by T. Abdelazim, seconded by T. Augostini, motion carried unanimously.

8. Resolution Awarding a Contract to Clearview Door and Window for the Renovations and Reconstruction at 313 Marion Street, Town of Vestal (Resolution 2023-30): J. Haas stated that four bids were received for this contact, with Clearview Door and Window being the lowest of them. Their bid was below the engineers cost estimate and they can begin the work shortly after a contract is executed.

After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Clearview Door and Window for the Renovations and Reconstruction at 313 Marion Street in the Town of Vestal. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

9. Resolution Awarding a Contract to Sunstream Corporation for Asbestos Abatement at 224 Marion Street, Town of Vestal (Resolution 2023-31): J. Haas stated that two bids were received for this contact, with Sunstream Corporation being the lowest of the two. The Land Bank's consultant, Delta Engineers, advised that Sunstream's bid was fair and reasonable and recommended entering into a contract to complete the work.

After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Sunstream Corporation for the asbestos abatement at 224 Marion Street in the Town of Vestal. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

10. Other New Business: J. Haas expressed that changes need be made to the authorized bank signatories to the Land Bank's bank account to include all officers of the Land Bank Board of Directors. Chairman Martin called for a motion to authorize signers to the bank account to execute financial activity on behalf of the Land Bank. On a motion by R. David, seconded by T. Abdelazim, motion carried unanimously.

J. Haas stated that with the forthcoming moratorium in foreclosures and the recent U.S. Supreme Court ruling, the Land Bank's accounting firm, Mondorf & Fenwick, recommended the creation of a secondary savings account to hold all sale proceeds in escrow. This would be regarding funds received from May 25, 2023 onward. On a motion by C. Dziedzic, seconded by T. Augostini, motion carried unanimously.

11. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Dziedzic, seconded by T. Augostini, the motion carried unanimously. The meeting adjourned at 4:38 p.m.