

A regular meeting of the Broome County Land Bank Corporation was convened in public session in the Decker Room in the Broome County Public Library on Tuesday, April 23, 2024 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. Augustini, R. David, K. Davis, C. Dziedzic, W. Hughes, A. Martin, M. Sopchak  
Absent: T. Abdelazim, C. Marchuska (informed Executive Director of absences)  
Staff: J. Haas, R. O'Donnell  
CAP: None  
Other: J. Marchuska, C. McSorley, M. Furrer

1. Call to Order: Chairman Martin called the meeting to order at 3:30 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the March 19, 2024 Board Meeting. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin mentioned that the meeting was a rescheduled meeting and thanked everyone for attending.

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

**CDBG Projects:** J. Haas stated that the BCLBC closed on 1593 Oakdale Road and that 313 Marion Street wouldn't be far behind. She mentioned that post-construction radon testing was done at both homes, with 1593 Oakdale Road's reading being within acceptable levels, and 313 Marion Street's coming back high. Due to the high reading, she stated that she has authorized the installation of radon mitigation systems at 313 and 224 Marion Street. She reminded the Board that Clearview Door and Window are continuing their work at 224 Marion Street, and their contract calls for all work to be completed by the end of May. She reminded the Board that there will be some minor CDBG funds left over at the end of the grant, which Broome County may receive through an Administrative Fee, and that further discussion is still to be had about how those funds will be disbursed. She also mentioned that the BCLBC and Broome County will be requesting an additional extension of the CDBG grant through the end of the year to sell 224 Marion Street and completely close out of the grant.

**City of Binghamton ARPA/DHCR LBI Phase II Rehabilitation Projects:** J. Haas reminded the Board of the BCLBC's inventory for rehabilitation projects under the City's ARPA program. She mentioned that the rehabilitation of 34 Andrews Avenue has begun, and that Malarkey Construction has undertaken internal demolition work and ordered materials. There are some questions the City has for Keystone as the architect, and once those are squared away, the building permit for all remaining work should be issued. She also mentioned that with the assistance of the BCLBC's Construction Manager, and Keystone Associates, the rehabilitation of 52 Beethoven Street is out for rebid, with bids being due Thursday, May 9th. There is a Resolution before the Board to award the asbestos abatement for the remaining ARPA properties. Due to

the structural issues and the exorbitant cost to abate the asbestos, she is formally recommending that 61 Park Avenue be demolished and has begun the process of pursuing structural condemnation through the City of Binghamton Code Department. As it relates to 21 Walnut Street, she is recommending a rehabilitation project similar to 3 King Avenue, and the staff has begun drafting an RFP for redevelopment. She also stated that there is a draft ARPA Homeownership Handbook, similar to the CDBG Handbook, for the Board's benefit.

Broome County ARPA//DHCR LBI Phase II Demolition Projects: R. O'Donnell reminded the Board that there are now five tax-foreclosed properties in the BCLBC's inventory slated for demolition, as well as the Land Bank's potential project partnership with Greater Ops, and a Resolution before the Board to acquire an additional property in the Town of Union. Working with Keystone, this round of demolitions will be bid within the next month and will include seven properties. J. Haas reminded the Board of the four proposals for the redevelopment of 119 Oak Hill Avenue in Endicott, and a decision on the disposition of that property may be discussed.

DHCR Land Bank Initiative: As it relates to the LBI Phase I funding, J. Haas reminded the Board that the staff is continuing to track expenses for year two, and the second disbursement request that was approved and received was around \$55,000. She mentioned that an RFQ for Real Estate Services has been issued with a due date of Friday, May 3<sup>rd</sup>, and the plan is to award a contract, or contracts, for that service at the May Board meeting.

DHCR LBI Phase II funding: J. Haas reminded the Board that the grant term is 18 months, that the Land Bank is well underway on several deliverables, and that the first two disbursement requests for LBI Phase II have totaled approximately \$212,000. We're working with Delta Engineers, J. Haas mentioned that the bid package for the demolition of 749 W. Main Street in the Town of Union was issued, with bids due on, April 11th, and eight bids were received. Gorick Construction is the apparent low bid and is below estimates. She also mentioned that she continues to engage OCR representatives about how Land Banks can spend down these funds, to which OCR has referred to extended flexibility with the funding.

Small Business Tipping Fee Waiver Program: R. O'Donnell mentioned that the first application for 2024 was received from Marchuska Development, LLC to demolish the former Spot Restaurant and an adjoining single-family home. He stated that the staff is continuing to spread the word about the program to increase the number of applications. As a reminder, 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 the NYS Budget was adopted late last week. It included a process for handling of excess proceeds, and several funding opportunities for Land Banks, including \$40 million allocated to capital expenses and another \$10 million allocated in the aid to localities section of the budget. She also mentioned that the next NYLBA will be this week and that she anticipates a lot of discussion on these two topics. The staff will be participating in an HCR webinar next week regarding the availability of \$10 million in HOME funds for Homebuyer Development activities. She also stated that the IRS has approved the BCLBC's 990-exemption application, which will save roughly \$1,000 per year. The BCLBC is still responsible for filing the NYS CHAR500, which Mondorf & Fenwick have begun preparing.

J. Haas closed with the financial report.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments.

M. Furrer mentioned the proposed demolition of 749 W. Main Street and expressed the need for more daycare facilities, community spaces, and affordable housing.

*Chairman Martin requested a change in the order of the consideration of agenda items #6-9 and for them to be rearranged. The Board was in agreement.*

6. Resolution Authorizing the Executive Director to Enter into an Agreement with Marchuska Development, LLC to Utilize a Portion of the Land Bank's Tipping Fee Allocation for the Demolition of Several Properties in the Town of Chenango (Resolution 2024-17): J. Marchuska gave an overview of the proposed demolition and the project, which includes the demolition of the former Spot Diner and an adjacent residential structure. They estimate the total tonnage at roughly 180 tons, and they are using their funds for this project. Future development includes having a shovel-ready site, which they have discussed several potential projects with area businesses.

After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Marchuska Development, LLC to utilize a portion of the Land Bank's Tipping Fee Allocation for the demolition of several properties in the Town of Chenango. On a motion by R. David, seconded by M. Sopchak, motion carried unanimously.

7. Resolution Awarding a Contract for Asbestos Demolition and Limited Site Work at a Vacant Commercial Property in Broome County to Gorick Construction Co. (Resolution 2024-14): J. Haas stated that right bids were received for this contact, with two being incomplete, and Gorick Construction Co. being the lowest qualified bid. She also stated that bids were below project estimates. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Gorick Construction Co. for the asbestos demolition and limited site work at a vacant commercial property in Broome County. On a motion by K. Davis, seconded by C. Dziedzic, motion carried unanimously.

8. Resolution Authorizing the Executive Director to Enter into an Agreement with the Town of Union for the Receipt of a Federal CDBG Grant for Blight Removal Projects (Resolution 2024-15): J. Haas stated that the Town of Union has offered \$70,000 in CDBG funds to support the demolition of the former Red Carpet Inn Motel. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with the Town of Union to accept CDBG funds. On a motion by C. Dziedzic, seconded by T. Augustini, motion carried unanimously.

9. Resolution Awarding a Contract to LCP Group, Inc. for Asbestos and Lead Based Paint Abatement at Five (5) Vacant Residential Properties (Resolution 2024-16): J. Haas stated that five bids were received for this contact, with three bids being incomplete, including the lowest bid. After reviewing the completed bids, LCP Group, Inc. was the lowest qualified bid. She also stated due to the structural condition and cost of abatement, she is not recommending an award for 61 Park Avenue. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with LCP Group, Inc. for asbestos and lead-based paint abatement at five (5) vacant residential properties. On a motion by R. David, seconded by M. Sopchak, motion carried unanimously.

10. Resolution Renewing the Environmental Testing/Structural Engineering Professional Service Term Contracts for One Year (Resolution 2024-18): J. Haas stated that the Land Bank has two environmental consulting term contracts, one for rehabilitations and one for demolitions and that Delta Engineers and Keystone Material Testing hold the contracts. The contracts allow for a one-year renewal, which she is recommending the Land Bank exercise. After a brief discussion, Chairman Martin called for a motion to authorize renewing the Environmental Testing/Structural Engineering Professional Service Term Contracts for one year. On a motion by C. Dziedzic, seconded by W. Hughes, motion carried unanimously.

11. Resolution Renewing the Architectural & Engineering Design Professional Service Term Contracts for One Year (Resolution 2024-19): J. Haas stated that these architectural term contracts are currently held by

Delta Engineers, Keystone Associates, and L2 Studios. The contracts allow for a one-year renewal, which she is recommending the Land Bank exercise. After a brief discussion, Chairman Martin called for a motion to authorize renewing the Architectural & Engineering Design Professional Service Term Contracts for one year. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

12. Resolution Authorizing the Executive Director to Enter into an Agreement with Greater Opportunities to support a Demolition Project in the City of Binghamton (Resolution 2024-20): J. Haas stated that this partnership was discussed at the previous board meeting. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Greater Opportunities to support a demolition project in the City of Binghamton. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

13. Resolution to Approve a Proposed Demolition Project – 8 Cypress Street, City of Binghamton (Resolution 2024-21): J. Haas briefed the Board on where the property is located and what kind of condition exists for the structure on the parcel. After a brief discussion, Chairman Martin called for a motion to approve a proposed demolition project at 8 Cypress Street in the City of Binghamton. On a motion by C. Dziedzic, seconded by M. Sopchak, motion carried unanimously.

14. Resolution to Approve a Proposed Demolition Project – 61 Park Avenue, City of Binghamton (Resolution 2024-22): J. Haas briefed the Board about the condition for the structure on the parcel. M. Sopchak requested that the Land Bank seek an alternative method for rehabilitation, and if after it's still determined that demolition is the best course of action, he would have no issue with demolition. After a brief discussion, Chairman Martin called for a motion to approve a proposed demolition project at 61 Park Avenue in the City of Binghamton, but only after an alternative method for rehabilitation is considered and vetted. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

15. Resolution Authorizing the Acquisition of Property from Broome County (Resolution 2024-23) J. Haas stated this is to acquire 1209 Nanticoke Drive in the Town of Union for future demolition. After a brief discussion, Chairman Martin called for a motion to authorize the acquisition of property from Broome County. On a motion by K. Davis, seconded by C. Dziedzic, motion carried unanimously.

16. Resolution to Approve a Proposed Demolition Project – 1209 Nanticoke Drive, Town of Union (Resolution 2024-24): J. Haas briefed the Board on where the property is located and what kind of condition exists for the structure on the parcel. After a brief discussion, Chairman Martin called for a motion to approve a proposed demolition project at 1209 Nanticoke Drive in the Town of Union. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

17. Discussion of the BCLBC's Affordable Homes Program funded by ARPA Homeownership Handbook – Draft: J. Haas gave an overview of a draft Affordable Homes Program funded by ARPA Homeownership Handbook which will be provided to those who are interested in purchasing the Land Bank's rehabilitations that are funded by the City of Binghamton's ARPA grant.

*Chairman Martin requested a change in the order of the consideration of agenda items #18 & 19 and for them to be rearranged. The Board was in agreement.*

18. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 1527 & 1529 Nanticoke Drive in the Town of Union to Broome County (Resolution 2024-25): J. Haas stated that the Land Bank has attempted to sell both lots through the Side Lot Program, with no interest being received. This would transfer the lots back to Broome County, who would auction them off. Chairman Martin called for a motion to authorize the sale of 1527 & 1529 Nanticoke Drive, Endicott, NY to Broome County. On a motion by M. Sopchak, seconded by T. Augostini, motion carried unanimously.

19. Executive Session to Discuss the Disposition of Real Property: A. Martin requested the Board enter executive session to discuss the disposition of real property. Chairman Martin requested a motion to enter executive session. On a motion by M. Sopchak, seconded by K. Davis, motion carried unanimously. Time: 4:38 p.m.

Chairman Martin requested a motion to resume regular session. On a motion by R. David, seconded by M. Sopchak, motion carried unanimously. Time: 5:01 p.m.

20. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by K. Davis, seconded by T. Augustini, the motion carried unanimously. The meeting adjourned at 5:02 p.m.