

A regular meeting of the Broome County Land Bank Corporation was convened in public session in the Exhibit Room in the Broome County Public Library on Tuesday, May 21, 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. Augostini, R. David, C. Dziedzic, W. Hughes, A. Martin, M. Sopchak
Absent: T. Abdelazim, K. Davis, C. Marchuska (informed Executive Director of absences)
Staff: J. Haas, R. O'Donnell
CAP: None
Other: C. McSorley

1. Call to Order: Chairman Martin called the meeting to order at 3:32 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the April 23, 2024 Board Meeting. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin mentioned the new directive as part of the NYS Budget to live stream meetings and wished the Executive Director well in her pending maternity leave.

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

CDBG Projects: J. Haas reminded the Board that the Land Bank closed on 1593 Oakdale Road and 313 Marion Street and that 224 Marion Street would be listed for sale sometime within the next week. Clearview Door & Window did an excellent job with the renovation project, and the post-construction lead and radon testing went well. After paying all the outstanding CDBG invoices, there are just over \$21,000 in grant funds available. These remaining funds will be drawn down by Broome County as an administrative fee. She also stated that OCR has approved a grant extension through the end of October to sell and close on 224 Marion Street and to complete the Land Bank's final APR.

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 updated the Board on the rehabilitation of 34 Andrews Avenue, the recent bid opening for the rehabilitation of 52 Beethoven Street, and the completion of the asbestos abatement at the remaining City ARPA properties by LCP Group. She is still recommending the demolition of 61 Park Avenue but will need to see what bids are received for any possible redevelopment. She reminded the Board that for 21 Walnut Street an RFP similar to the one for 3 King Avenue will be issued in the not-too-distant future. She also stated that the Land Bank engaged Delta Engineers and L2 Studios to begin preparing renovation bid packages for 33 Elm Street and 8 Gray Street to bid these in mid-summer.

Broome County ARPA//DHCR LBI Phase II Demolition Projects: R. O'Donnell reminded the Board that there are 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 the possibility of 61 Park Avenue. He mentioned that his round of demolitions was out to bid and are due on June 5th, and they most likely will be awarded at the June meeting. He also reminded the Board that the Land Bank would use LBI funds in the first instance for this demolition round before reverting to County ARPA funds.

DHCR Land Bank Initiative: As it relates to the LBI Phase I funding, J. Haas reminded the Board that year two of LBI Phase I comes to a close in August, with about \$80,000 remaining towards operating expenses, and the year three renewal for an additional \$200,000 will come before the Board in either August or September. She also mentioned the recent Real Estate Services RFQ and a Resolution before the Board to award these services.

DHCR LBI Phase II funding: J. Haas reminded the Board that the grant term is 18 months, and the Land Bank is well underway on several deliverables. She stated that Gorick Construction completed the demolition of the former Red Carpet Inn and should complete all site work by the end of the week. She also mentioned the agreement with Broome Community Charities for the use of 749 W. Main Street and the next disbursement request, which she anticipates submitting before her leave at between \$250,000 and \$300,000.

Small Business Tipping Fee Waiver Program: R. O'Donnell reminded the Board that they approved an application from Marchuska Development, LLC to demolish the former Spot Restaurant and an adjoining single-family home. He stated that the staff continues 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 due to the recent tax foreclosure process changes adopted in the NYS Budget, access to properties may be challenging and may take longer than usual. She also mentioned available grant funding opportunities, new live-streaming requirements, and the next NYLBA meeting.

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 Awarding a Contract to Clearview Door & Window for the General Construction at 52 Beethoven Street, City of Binghamton (Resolution 2024-26): J. Haas stated that four bids were received for this contract, with Clearview Door & Window being the lowest qualified bid. 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 general construction at 52 Beethoven Street, City of Binghamton. On a motion by C. Dziedzic, seconded by W. Hughes, motion carried unanimously.

7. Resolution Authorizing an Amendment to the Agreement with Broome County for the Administration of an American Rescue Plan Act Grant (ARPA) to Support the Land Bank's County-Wide Demolition Program (Resolution 2024-27): A. Martin stated that this amendment is to accept an additional \$200,000 in ARPA funds from the County to support the Land Bank's Demolition Program and blight reduction and that this was approved by the County Legislature last week. After a brief discussion, Chairman Martin called for a motion to authorize an amendment to the agreement with Broome County for the administration of an American Rescue Plan Act Grant (ARPA) to support the Land Bank's County-Wide Demolition

Program and blight reduction. On a motion by M. Sopchak, seconded by R. David, motion carried unanimously.

8. Resolution Awarding a Contract for Real Estate Services to EXIT Realty Homeward Bound (Resolution 2024-28): J. Haas stated that five RFQ submissions were received for this contract, and after review and scoring of the RFQ submissions, with EXIT Realty Homeward Bound having the highest scored submission. For that reason, J. Haas is recommending a contract with EXIT Realty Homeward Bound. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with EXIT Realty Homeward Bound for real estate services. On a motion by T. Augostini, seconded by C. Dziedzic, motion carried unanimously.

9. Resolution Authorizing the Executive Director to Enter into an Agreement with Broome Community Charities, Inc., for the use of 749 W. Main Street, Endicott, NY 13760 (Resolution 2024-29): J. Haas stated that Broome Community Charities, who operate the Dick's Sporting Goods Open contacted the Land Bank to use the lot of the former Red Carpet Inn for the staff, volunteers, vendors, staging, etc. of the golf tournament and that they will not charge anyone for parking. Chairman Martin stated there would be no general public parking there, the organizers would indemnify the Land Bank through their insurance, and that security would be assigned to the lot on the evening of the tournament concert. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Broome Community Charities, Inc., for the use of 749 W. Main Street, Endicott, NY 13760. On a motion by R. David, seconded by T. Augostini, motion carried unanimously.

10. Executive Session to Discuss the Acquisition and Disposition of Real Property: A. Martin requested the Board enter executive session to discuss the acquisition and disposition of real property. Chairman Martin requested a motion to enter executive session. On a motion by C. Dziedzic, seconded by T. Augostini, motion carried unanimously. Time: 4:18 p.m.

Chairman Martin requested a motion to resume regular session. On a motion by R. David, seconded by W. Hughes, motion carried unanimously. Time: 4:38 p.m.

11. Other New Business: Chairman Martin asked if there was any other new business to discuss. C. Dziedzic made a motion to authorize the Executive Director or their designee to spend an amount not to exceed \$15,000 for the purpose of making an earnest money deposit for the purchase of real property in Broome County. On a motion by C. Dziedzic, seconded by T. Augostini, motion carried unanimously.

12. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by R. David, seconded by M. Sopchak, the motion carried unanimously. The meeting adjourned at 4:40 p.m.