

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, June 25, 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, C. Marchuska A. Martin, M. Sopchak  
Absent: T. Abdelazim, K. Davis (informed Assistant Director of absences)  
Staff: R. O'Donnell  
CAP: None  
Other: C. McSorley, A. Jennings

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 May 21, 2024 Board Meeting. On a motion by M. Sopchak, seconded by C. Marchuska, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin thanked the Assistant Director for his work in managing operations while the Executive Director is on leave.

4. Assistant Director's Report and Financial Statement: R. O'Donnell presented updates on the following items:

CDBG Projects: R. O'Donnell stated that the Land Bank has received an offer for 224 Marion Street, which is on the agenda. All CDBG invoices have been paid, and Broome County has retained the remaining amount to offset their in-kind contribution for the Executive Director's salary and fringe in 2024. He also reminded the Board 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: R. O'Donnell updated the Board on the rehabilitation of 34 Andrews Avenue and 52 Beethoven Street. He 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. He also mentioned that the Land Bank engaged Delta Engineers and L2 Studios to prepare renovation bid packages for 33 Elm Street and 8 Gray Street to bid sometime this summer.

Broome County ARPA//DHCR LBI Phase II Demolition Projects: R. O'Donnell updated the Board on the recent demolition bid opening, which is on the agenda to award. After reviewing the bid amounts, the recommendation for award is to the low bidder for the base bid. The plan is to hold the property for now and rebid the demolition of 61 Park Avenue in a future round. He stated that the plan is to conduct a press conference at one of the demolition sites for this round and that Board members would be notified in advance when it's scheduled.

DHCR Land Bank Initiative: As it relates to the LBI Phase I funding, R. O'Donnell reminded the Board that year two of LBI Phase I comes to a close in August. A recent disbursement request of just over \$20,000 was submitted to HCR and should be received soon. He also mentioned that the year three renewal for an additional \$200,000 will most likely come before the Board in either August or September for consideration.

DHCR LBI Phase II funding: R. O'Donnell reminded the Board that the grant term is 18 months, and the Land Bank is continuing its work on several deliverables. He commended Gorick Construction on the demolition of the former Red Carpet Inn. For that project, all invoices have been paid, and the Town of Union has been billed for their commitment to the project. He also mentioned that a disbursement request for LBI Phase II Capital expenses last week was submitted to HCR recently and that totaled around \$291,000.

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: R. O'Donnell 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. He also reminded the Board of possible grant funding opportunities, the live-streaming requirements, and the next NYLBA meeting.

R. O'Donnell closed with the financial report.

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

6. Approve Proposed Amendments to the 2024 Budget: R. O'Donnell mentioned that the Finance Committee had recommended approval of several amendments to the 2024 Budget. After a brief discussion, Chairman Martin called for a motion to approve the proposed amendments to the Land Bank's 2024 Budget. On a motion by M. Sopchak, seconded by C. Marchuska, motion carried unanimously.

7. Resolution Awarding a Contract for Asbestos Demolition Projects to Gorick Construction Co., Inc. (Resolution 2024-30): R. O'Donnell stated that three bids had been received and reviewed by Keystone Material Testing, and the recommendation is to award the base bid to Gorick Construction as the lowest qualified bidder. After a brief discussion, Chairman Martin called for a motion to authorize the Assistant Director to enter into an agreement with Gorick Construction Co., Inc. for asbestos demolition projects. On a motion by M. Sopchak, seconded by W. Hughes, motion carried unanimously.

8. 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 M. Sopchak, seconded by C. Dziedzic, motion carried unanimously. Time: 4:02 p.m.

Chairman Martin requested a motion to resume regular session. On a motion by C. Dziedzic, seconded by C. Marchuska, motion carried unanimously. Time: 4:23 p.m.

9. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 119 Oak Hill Avenue in the Village of Endicott to 62 Glenwood LLC (Resolution 2024-31): R. O'Donnell reminded the

Board of the four proposals received for the sale of 119 Oak Hill Avenue in the Village of Endicott. After a brief discussion, Chairman Martin then requested a motion to authorize the sale of 119 Oak Hill Avenue, Endicott, NY to 62 Glenwood LLC. On a motion by C. Dziedzic, seconded by R. David, motion carried.

10. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 224 Marion Street in the Town of Vestal to Mindy Barnes (Resolution 2024-32): R. O'Donnell stated that the buyer has been vetted and she believes this to be another successful Affordable Homes Program success. Chairman Martin then requested a motion to authorize the sale of 224 Marion Street, Vestal, NY to Mindy Barnes. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

11. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by R. David, seconded by C. Marchuska, the motion carried unanimously. The meeting adjourned at 4:27 p.m.