

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, September 17, 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: R. David, K. Davis (arrived at 3:38 p.m.), C. Dziedzic, W. Hughes, A. Martin, M. Sopchak
Absent: T. Abdelazim, T. Augostini, C. Marchuska (informed Assistant Director of absences)
Staff: R. O'Donnell
CAP: None
Other: C. McSorley

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 August 20, 2024 Board Meeting. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin stated that the Executive Director has returned from leave and that everyone is happy to have her back.

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 closed on 224 Marion Street. He reminded the Board that the grant was extended through the end of October and that the final APR has been written and will be submitted to the State after being reviewed by our CDBG consultant and SEPP.

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. Andrews Avenue will be going on the market soon, and Beethoven Street will be listed sometime after Andrews Avenue. He also stated that the bids for the renovations at 33 Elm Street were opened last week with an award for that project on the agenda today. He mentioned that a bid package for 8 Gray Street was issued recently, as well as a Request of Quotes for the internal demolition of 14 McNamara Avenue, with both of those being due in early October. Regarding the RFP for the purchase and redevelopment of 21 Walnut Street, two proposals were received. One proposal is asking for a larger developer incentive, and with the possibility of future VRIP funding, the Land Bank is considering all options on how to move forward with that project.

Broome County ARPA//DHCR LBI Phase II Demolition Projects: R. O'Donnell reminded the Board that the round of demolitions has wrapped up. All site work is complete, and Keystone is reviewing Gorick

Construction's closeout documents. He mentioned that as it relates to future demolitions, 61 Park Avenue and 26 Overland Drive, after sale approval by the County, in Binghamton will be the only demolition properties in the Land Bank's inventory. R. O'Donnell also mentioned that the Land Bank will be looking to dispose of the remaining side lots from that demolition round.

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 has ended, and the final disbursement payment has been received. He also stated that the Land Bank executed the renewal agreement with HCR for year three and has begun tracking expenses. Year three is the final year of LBI Phase I unless HCR renews the program later next year.

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 mentioned that after some upcoming invoices are paid, the Land Bank will be very close to the threshold necessary to reapply for more funds..

Vacant Rental Improvement Program (VRIP): R. O'Donnell reminded the Board that the Land Bank plans to apply for VRIP funds and that the program intends to assist mom-and-pop-style landlords with help renovating vacant and uninhabitable units. Staff anticipates a lot of support from local municipalities and landlords for this program, which could be used towards properties in the Land Bank's inventory, such as 21 Walnut Street.

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. Two local business owners have recently reached out regarding the program and a few additional applications may be forthcoming. 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, property access may be challenging and take longer than usual. He also reminded the Board of other possible grant funding opportunities 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. Resolution Awarding a Contract to Tioga General Contracting for the Renovation Project at 33 Elm Street, City of Binghamton (Resolution 2024-37): R. O'Donnell stated that four bids were received for this contract, with Tioga General Contracting being the lowest qualified bid. He also stated that Land Bank staff met with the Construction Manager for this project, the architect, and the contractor to discuss the project and fully vet and qualify the bidder. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into an agreement with Tioga General Contracting for the renovation project at 33 Elm Street, City of Binghamton. On a motion by R. David, seconded by M. Sopchak, motion carried unanimously.

7. Executive Session to Discuss the Acquisition and Disposition of Real Property: The Board decided not to enter into Executive Session.

8. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 1209 Nanticoke Drive in the Town of Union to John & Theresa Noce (Resolution 2024-38): Chairman Martin called for a

motion to authorize the sale of 1209 Nanticoke Drive, Endicott, NY to John & Theresa Noce. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

9. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 714 E. Windsor Road in the Town of Windsor to Douglas Trotter (Resolution 2024-39): Chairman Martin called for a motion to authorize the sale of 714 E. Windsor Road, Windsor, NY to Douglas Trotter. On a motion by W. Hughes, seconded by C. Dziedzic, motion carried unanimously.

10. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 2667 NYS Route 12 in the Town of Barker to Matthew Driscoll (Resolution 2024-40): Chairman Martin called for a motion to authorize the sale of 2667 NYS Route 12, Chenango Forks, NY to Matthew Driscoll. On a motion by R. David, seconded by C. Dziedzic, motion carried unanimously.

11. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 18 Broad Street in the City of Binghamton to Tri-City Highway Products (Resolution 2024-41): Chairman Martin called for a motion to authorize the sale of 18 Broad Street, Binghamton, NY to Tri-City Highway Products. On a motion by R. David, seconded by M. Sopchak, motion carried unanimously.

12. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Dziedzic, seconded by K. Davis, the motion carried unanimously. The meeting adjourned at 3:54 p.m.