

A regular meeting of the Broome County Land Bank Corporation was convened in public session remotely through Zoom Video Conferencing on Tuesday, July 28, 2020 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 3:34 p.m.), T. Augustini, M. Decker, S. Duncan, C. Dziedzic (left at 4:55 p.m.), C. Marchuska (left at 4:19 p.m.), A. Martin, C. Papastrat, M. Sopchak

Absent:

Staff: J. Haas

CAP: M. Marinaccio, N. Pappas

Other: J. Bernardo, L. Cicciaarelli, C. Cramer, B. Jackson, A. Riley, E. Rounds, M. White

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 May 19, 2020 Board Meeting. On a motion by M. Sopchak, seconded by C. Dziedzic, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin did not make any remarks.

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

J. Haas informed the Board that Enterprise Community Partners approved a disbursement request in the amount of \$163,076.80 for general administration expenses, full construction costs for the four upcoming demolition properties.

32 Hayes Street Rehabilitation Project: She informed the Board that the Land Bank's co-developer, First Ward Action Council, is in the process of vetting the two highest offers on the table. She is hopeful to have a recommendation for sale to the Board in the coming weeks.

76 Park Avenue Rehabilitation Project: She informed the Board that work is moving along and expected completion date is end of August.

33 Linden Street Rehabilitation Project: J. Haas reminded the Board that FWAC has recommended the Land Bank allocate the City of Binghamton's HOME funding allocation toward this project. In order to accept the funding, HOME requires that the property be rehabilitated while it is owned by the developer. In this case, the developer would be First Ward Action Council. As FWAC and the Land Bank are working through specifics with the City, J. Haas informed the Board that she will likely be bringing a resolution and corresponding agreement to the Board at their August meeting to transfer the property to FWAC. The

corresponding agreement will set out the terms of how invoices will be paid and how the sale proceeds will be reverted to the Land Bank for future projects in the city. Keystone Environmental has begun their architectural work on the house.

124 Gaylord Street Rehabilitation Project: J. Haas informed the Board that Keystone Environmental has also begun their architectural work on this property as well.

1125 Glenwood Road Rehabilitation Project: She thanked the Board members who were present at the Land Bank's July 2nd press conference announcing completion of the project. She reminded the Board that they will discuss her recommendation of sale during Executive Session later in the agenda.

J. Haas moved on to demolition projects. She reminded the Board that the Land Bank is approximately three months behind schedule on demolitions due to COVID-19. Delta Engineers have completed the bid package for 7 East Maine Road and 149 Endwell Street in the Town of Union and 47 Robinson Street and 55 Park Terrace Place in the City of Binghamton. Three out of the four properties are slated for hot demolition which means controlled demolition with asbestos in place due to structural issues. 47 Robinson Street is the only structure that requires pre-demolition asbestos abatement which will be completed by the winning bidder.

J. Haas provided the Board with important dates to take note of regarding the Land Bank's planned demolitions. The bid notice will appear in the Press & Sun Bulletin on August 2nd and August 5th. Bids are due on August 19th. Approval of award will occur at the Board's August 25th meeting. Demolition will begin on September 21st. Completion of the project should be October 23rd.

J. Haas briefed the Board on the 3 King Ave Request for Proposals. She thanked the Board members who had an integral part in forming the RFP. She informed the Board that she issued the RFP on July 27th. She also reminded the Board that the Land Bank entered into a construction support agreement with SEPP Group in an amount not to exceed \$2,800 over the length of the project. SEPP will be assisting the Executive Director with review of proposals as they are received, construction timeline management and a final walk through to verify that the development plan has been achieved. She expressed to the Board that any insight on advertising this opportunity and any help that Board members can give in spreading the word about this opportunity would be greatly appreciated.

J. Haas briefed the Board on recent administrative/housekeeping items. She will be issuing an Auditing Services RFP on Monday, August 3rd with a deadline of submittal on September 2nd. She will be emailing all responses to the Audit Committee after the deadline for their review.

J. Haas concluded by reviewing the financial statement. Then she asked the Board if they had any questions. T. Abdelazim spoke about Metro Interfaith's First Time Homeownership Academy and how the Land Bank can utilize this service in future projects. A. Martin spoke about the 3 King Ave RFP.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. Seeing none, Chairman Martin moved onto the next agenda item.

6. Resolution Authorizing the Acquisition of 15 Birch Street in the City of Binghamton from Broome County (Resolution 2020-08): J. Haas considered agenda items 6 and 7 as a group. She reviewed the memorandum issued to the Board which included property history and estimated project expenses. She also reviewed Resolution 2020-08. After a brief discussion, Chairman Martin called for a motion to approve the acquisition of 15 Birch Street in the City of Binghamton from Broome County. On a motion by C. Dziedzic, seconded by C. Marchuska, motion carried unanimously.

7. Upcoming City of Binghamton Housing Rehab Project: Review of Project Expenditure Estimate for 15 Birch Street: Chairman Martin called for a motion to move forward on pre-development phases of the rehabilitation project. On a motion by M. Decker, seconded by C. Marchuska, motion carried unanimously.

8. Executive Session to Discuss the Disposition of Real Property: Chairman Martin reminded all attendees who were not Board members, Land Bank staff, or co-development partners¹ will be moved to the waiting room for this portion of the meeting. Chairman Martin called for a motion to enter Executive Session to discuss side lot applications related to 40 Julian Street and 50 Thorp Street in the City of Binghamton and the Sale of 1125 Glenwood Road in the Town of Vestal. On a motion by S. Duncan, seconded by C. Dziedzic, motion carried unanimously. Time: 4:10 p.m.

On a motion to resume regular session by S. Duncan, seconded by C. Dziedzic, motion carried unanimously. Time: 4:40 p.m.

9. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 1125 Glenwood Road in the Town of Vestal to Laura Tait (Resolution 2020-09): J. Haas reviewed with the Board the purchase offer of \$130,000 from Laura Tait for 1125 Glenwood Road and recommended sale based on what was discussed during Executive Session. Chairman Martin called for a motion to authorize the Executive Director to execute a sales contract for the sale of 1125 Glenwood Road in the Town of Vestal to Laura Tait. On a motion by S. Duncan, seconded by T. Abdelazim, motion carried unanimously.

10. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 3492 Margery Street in the Town of Binghamton to Broome County Habitat for Humanity (Resolution 2020-10): J. Haas reviewed Habitat for Humanity's proposal for the purchase of 3492 Margery Street with the Board. Habitat for Humanity intends to construct a single-family residence on this lot for their affordable housing program. Habitat has requested to purchase the property from the Land Bank for \$1.00 with a project completion date of Fall 2022. Chairman Martin invited Town of Binghamton Supervisor Elizabeth Rounds to speak. Supervisor Rounds offered her support for the project. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to execute a sales contract for the sale of 3492 Margery Street in the Town of Binghamton to Broome County Habitat for Humanity. On a motion by C. Dziedzic, seconded by T. Abdelazim, motion carried unanimously.

11. Discussion of Options for Future Land Bank Property Affordable Homes Programs: Chairman Martin reminded the Board that a new round of Attorney General funding may become available within the coming months and it is time to begin thinking about what programs will enhance the Land Bank's reach in the Broome County community. Chairman Martin invited T. Abdelazim to share his ideas. After a brief discussion between several members, the Board requested the Executive Director consult with T. Abdelazim to develop a PILOT program to then bring to County leaders for consideration and inclusion in the Land Bank's next grant application.

8. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by T. Abdelazim, seconded by M. Sopchak, the motion carried unanimously. The meeting adjourned at 5:30 p.m.

¹ Co-Development Partners from SEPP Group (J. Bernardo, L. Ciciarelli, B. Jackson) were moved to the waiting room during Executive Session when the Board discussed the Side Lot applications.