

A regular meeting of the Broome County Land Bank Corporation was convened in public session at the Broome County Public Library, 185 Court Street, in the City of Binghamton, Broome County, New York on Thursday, April 27, 2017 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, J. Gregory, D. Hamlin, A. Martin, C. Papastrat, D. Reynolds, L. Shumaker
Absent: S. Duncan, E. Miller
Staff: M. Scarinzi
CAP: K. Kamlet, R. Markoff
Other: R. David, C. Gates, J. Kraham

1. Call to Order: Chairman Martin called the meeting to order at 3:35 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the March 28, 2017 Board meeting. On a motion by L. Shumaker, seconded by J. Gregory, motion carried unanimously.

3. Chairman's Remarks: Chairman Martin made only a few remarks and advanced to the next agenda item.

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

BCLBC Updates: M. Scarinzi stated, as determined at the last Board meetings, the Land Bank's monthly meetings will take place on the 4th Tuesday of the month at 3:30pm at the BC Public Library. She said she would send a schedule for the remainder of the year. She also reminded the Board to sign up for ABO Board member training. She said she sent an email around listing those who needed to complete the training. She requested she be notified once a Board member completed training.

Office of the Attorney General Grant: M. Scarinzi said the Board will be considering later in the agenda four demolition projects. She said some may look familiar as they were part of the Round 3 CRI funding application. She mentioned the request for funding by First Ward Action Council for the rehabilitation of 27 Dickinson Street. She said she spoke with the administrator and was told a rehab is outside of the scope of our awarded demolition program and any change outside the original scope would need approval by the NYS OAG, causing a delay. Projects need to be completed by year's end. We were advised not to ok the request.

M. Scarinzi said she submitted the due diligence documents required for the grant agreement for our Round 3 CRI award. She also said later in the agenda, the Board would be reviewing several demolition projects from the City of Binghamton for consideration as projects under our Round 3 funding award.

CDBG: M. Scarinzi said Sunstream has been approved as the remediation contractor. She also said bids for project monitor over the remediation project were due 4/25. She said Keystone submitted the lowest responsible bid and would be going in front of the County's Board of Acquisition and Contract on May 10th. She also mentioned there is a resolution going before the County Legislature in May that would give the Land Bank oversight and control over the project funding for this project. This will allow the Land Bank Board to approve bids and to award work following our procurement policy rather than being subject to the County's procurement process. This will be discussed later in the agenda.

50 Front Street: M. Scarinzi said that at the April 13th County's Legislative session, a resolution to reimburse the Land Bank for the cost of the tank removal was approved. She then said Bluestone Environmental removed the liquids from the tank on April 19 & 20. Lastly, she said the tank removal would occur earlier than expected. It would be removed the week of May 1st.

She concluded by reviewing the financial statement.

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

6. Approval of 2017 Committee Memberships: Chairman Martin reviewed the proposed committee assignments with the Board. He reminded them, per our by-laws, committees must be made up of "Independent" Board members. The proposed committee assignments are as follows:

Governance/Personnel Committee: E. Miller (Chair), T. Augostini and C. Papastrat

Audit/Finance Committee: S. Duncan (Chair), J. Gregory and L. Shumaker

Chairman Martin called for a motion to approve the proposed committee assignments. On a motion by D. Hamlin, seconded by J. Gregory, motion carried unanimously.

7. Resolution to Approve Proposed Demolition Projects for the 2015-2016 Community Revitalization Initiative Contract Extension: M. Scarinzi presented to the Board four proposed demolition projects to utilize remaining funds from the 2015-2016 Community Revitalization Initiative award. The proposed demolitions are:

- 231 Bevier Street, a blighted single family home in the Town of Dickinson which has been a haven for criminal activity
- 85 Trafford Road, a condemned single family home in the Town of Chenango
- 634 Upper Court Street, a blighted and deteriorating commercial building in the Town of Kirkwood
- 349 Second Avenue, a condemned single family home in the Town of Vestal that was flooded in 2011

After reviewing each property and discussion on each, Chairman Martin called for a motion. On a motion by D. Reynolds, seconded by J. Gregory, motion carried unanimously.

8. Resolution Authorizing the Executive Director to Enter into an Agreement with the Broome County Department of Planning and Economic Development for Administrative Services for 2015-2017: M. Scarinzi explained that this resolution applied to the CDBG grant that the Land Bank is administering for

Broome County. It extends the term of the original agreement through November 11, 2017 and it would also give the Land Bank oversight and control over the project funding for this project, allowing the Land Bank Board to approve bids and to award work following its procurement policy rather than being subject to the County's procurement process. She said a similar resolution would go before the County Legislature in May. After limited discussion, Chairman Martin asked for a motion. On a motion by J. Gregory, seconded by D. Reynolds, resolution carried unanimously.

9. Review and Discussion of Potential 2017-2018 Community Revitalization Initiative Demolition Projects: M. Scarinzi presented the proposed demolitions from the City of Binghamton for consideration and approval by the Board under the CRI Round 3 funding award. The properties are: 34 Jarvis Street (commercial), 40 Julian Street (residential), 29 Lydia Street (residential), 49 Lydia Street (residential), 50 Thorp Street (residential) and 5 Valley Street (residential - condemned). These properties are located within the same geographic area in the City's First Ward and the demolitions would have a positive impact on that neighborhood. The estimated total project cost for these six demolitions is \$262,000. After some discussion, Chairman Martin called for a motion. On a motion by C. Papastrat, seconded by T. Augostini, motion carried unanimously.

10. Executive Session: Chairman Martin asked for a motion to go into Executive Session. On a motion by D. Hamlin, seconded by T. Augostini, motion carried unanimously.

Return to Public Session: On a motion by C. Papastrat, seconded by D. Hamlin, the Board returned to public session.

11. Old Business: There was no old business discussed.

12. New Business: M. Scarinzi said with the change in membership to the Board, changes needed to be made to the authorized bank signatories to the Land Bank's NBT Bank Account. M. Scarinzi noted the one new signed would be Stacey Duncan as Treasurer who replaced J. Garnar when he resigned from the Board. Chairman Martin called for a motion to authorizing signers to the NBT Bank Account to execute financial activity on behalf of the Land Bank. On a motion by C. Papastrat, seconded by D. Hamlin, motion carried unanimously.

13. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Papastrat, seconded by D. Reynolds, the motion carried unanimously. The meeting adjourned at 5:18 p.m.