

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 Tuesday, July 27, 2021 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, T. Augustini, K. Davis, M. Decker (left at 4:15 p.m.), C. Dziedzic, A. Martin, M. Sopchak
Absent: C. Marchuska
Staff: J. Haas
CAP:
Other: K. Beebe, M. Ponticello

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 25, 2021 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. Haas presented updates on the following items:

33 Linden Street Rehabilitation Project: The City of Binghamton and First Ward Action Council executed the CHDO HOME Agreement. Enterprise approved the due diligence documents along with the pro forma budget at \$231,615. CHDO HOME funding in the amount of \$100,000 will offset the budget in that \$131,615 will be derived from the Land Bank's CRI grant. The Land Bank will be closing on the property with FWAC the week of August 2nd, 2021 with construction to begin shortly afterwards.

124 Gaylord Street Rehabilitation Project: J. Haas reported that the City of Binghamton issued a Certificate of Occupancy for the property. She is scheduling a meeting with Jerry Willard at FWAC and Mike Rizzo at Century 21 Sbarra to determine an appropriate sale price. She intends to schedule a press conference the week of August 23rd, 2021 for those Board members who are interested in attending. J. Haas also expressed to the Board that she expects this project to closeout under budget.

15 Birch Street Rehabilitation Project: J. Haas reported that the asbestos testing is complete and the abatement is going out to bid by FWAC.

J. Haas reviewed some updates regarding the prior round of demolition projects. 1944 North Road and 2300 Owego Road in the Town of Vestal, 22 Fuller Street in the Town of Dickinson, 108 Roosevelt Avenue in the Village of Endicott, and 1215 Nanticoke Drive in the Town of Union were demolished by

Gorick Construction in May. The Land Bank worked closely with Keystone Environmental on all five projects. Keystone is working on project closeouts with Gorick. J. Haas expressed to the Board that there is a resolution for a change order in the packet and requested to discuss the item during its respective agenda item. The Board agreed.

J. Haas briefed the Board on updates related to the 3 King Ave Redevelopment Project. She reminded the Board that she emailed a copy of the developer's latest progress report prior to the Board meeting. SEPP Group accompanied J. Haas on a site visit shortly after the latest progress report was submitted and the work was verified. Since the last Board meeting, the framing has been approved by City Code Enforcement, electrical rough-in and spray foam insulation is complete and the dry wall has been installed. The roof is complete and the siding should be finished up shortly pending NYSEG's final site visit. The developer has most of the kitchen cabinets installed as well as most of the items in each bathroom. Painting is in progress. Per the Land Bank's agreements with the developer, the Land Bank has issued subsidy checks for the following completed work items: rough-in plumbing, rough-in electrical, spray foam insulation and roof totaling \$45,203.10 which equates to 71% of the total costs associated with those work items. The remaining work items that qualify for subsidy are the drywall, kitchens, bathrooms, and painting. Construction will be complete prior to the close of September 2021. J. Haas has had several conversations with the developer regarding the affordable unit and the guidelines that must be met in order for the Land Bank to comply with our grant agreement with Enterprise. A press conference will be scheduled once construction is complete.

J. Haas reported on one Administrative/Housekeeping items. She reminded the Board that she emailed a copy of the first draft to the Land Bank's Legacy Cities RFP. She asked Board members to please provide feedback and comments. Her intent is to issue the RFP next Wednesday, August 4th, 2021. After a brief discussion, Chairman Martin moved to agenda item #5.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. K. Beebe asked how the Land Bank secures its investments into rehabilitation projects. Chairman Martin requested J. Haas answer the question. J. Haas expressed that the Land Bank will follow the guidelines listed in each respective grant agreement. For active CDBG projects, the Land Bank will issue a second mortgage in the form of a declining balance lien for the amount issued for homeownership assistance (i.e., down payment or closing cost assistance). For active NYS Attorney General/Enterprise CRI projects, the Land Bank will issue a deed restriction for a period of 10 years in the amount of the development costs associated with the project. J. Haas expressed she would follow up with an email to K. Beebe.

6. Resolution Authorizing the Acquisition of Properties from Broome County (Resolution 2021-12): J. Haas listed both properties to be acquired in "Exhibit A": 3303 NYS Route 79 in the Town of Colesville and 179 Main Street in the town of Kirkwood. Acquisition costs will be \$1 each per an agreement the Land Bank has with Broome County for intended demolition projects. Chairman Martin requested a motion to authorize the acquisition of properties from Broome County for the purposes of demolition. On a motion by T. Abdelazim, seconded by T. Augostini, motion carried unanimously.

7. Resolution to Approve a Proposed Demolition Project – 3303 NYS Route 79, Town of Colesville (Resolution 2021-13): J. Haas briefed the Board on where the property is located and what kind of condition exists. The property is located in Harpursville. Town Code Enforcement has structurally condemned the property due to internal deterioration of the main structure and the rear addition has begun to collapse in. J. Haas expressed that she had mailed side lot interest letters to nearby property owners and had received interest from an adjacent neighbor. J. Haas concluded with the estimated project budget of \$23,001. Chairman Martin requested a motion to approve a proposed demolition project at 3303 NYS

Route 79 in the Town of Colesville. On a motion by M. Sopchak, seconded by T. Abdelazim, motion carried unanimously.

8. Resolution to Approve a Proposed Demolition Project – 179 Main Street, Town of Kirkwood (Resolution 2021-14): J. Haas briefed the Board on where the property is located and what kind of condition exists. The property is located on Main Street in Kirkwood near Interstate 81. Town Code Enforcement has structurally condemned the property due to its close proximity to the Susquehanna River. The property was severely flooded in 2006 and 2011 and continues to receive damage as the river rises due to large rainfall. After discussions with Town Supervisor Lew Grubham, the Town of Kirkwood is willing to commit \$3,000 toward the project. The Town has also expressed that they would be willing to assist in identifying a buyer for the property. J. Haas concluded with the estimated project budget of \$27,001. Chairman Martin requested a motion to approve a proposed demolition project at 179 Main Street in the Town of Kirkwood. On a motion by C. Dziedzic, seconded by M. Sopchak, motion carried unanimously.

9. Resolution Authorizing the Executive Director to Enter into an Agreement with the Town of Kirkwood for the Demolition of 179 Main Street, Kirkwood, New York (Resolution 2021-15): J. Haas informed the Board that several weeks prior, Board member M. Decker informed her that he had a conversation with Supervisor Lew Grubham about the Town's interest in demolishing 179 Main Street in Kirkwood. J. Haas reached out to Supervisor Grubham about a potential project partnership with the Town to extend the Land Bank funds further. \$3,000 in funding was approved unanimously by the Town Board members to assist the Land Bank in the demolition of 179 Main Street. J. Haas reviewed the Land Bank's agreement with the Town and recommended approval to the Board of Directors. After a brief discussion, Chairman Martin requested a motion to authorize the Executive Director to enter into an agreement with the Town of Kirkwood for the demolition of 179 Main Street. On a motion by K. Davis, seconded by M. Sopchak, motion carried unanimously.

10. Resolution Authorizing the Executive Director to Enter into a Change Order Agreement with Gorick Construction Co., Inc. (Resolution 2021-16): J. Haas reviewed the memo she provided to the Board. During a severe thunderstorm, a large tree fell down on the vacant lot at 22 Fuller Street and needs to be removed in order to dispose of the lot. This task would be an additional work item for Gorick Construction. J. Haas recommended approval of a change order with Gorick Construction in the amount of \$1,900 to properly remove a down tree. After a brief discussion, Chairman Martin requested a motion to authorize the Executive Director to enter into a change order agreement with Gorick Construction. On a motion by M. Decker, seconded by T. Augustini, motion carried unanimously.

11. Executive Session to Discuss the Disposition of Real Property: J. Haas requested the Board enter executive session to discuss the next two agenda items. Chairman Martin requested a motion to enter executive session to discuss the disposition of 22 Fuller Street in the Town of Dickinson and 1944 North Road in the Town of Vestal. On a motion by C. Dziedzic, seconded by M. Sopchak, motion carried unanimously. Time: 4:28 p.m.

Chairman Martin requested a motion to resume regular session. On a motion by K. Davis, seconded by C. Dziedzic, motion carried unanimously. Time: 4:38 p.m.

12. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 22 Fuller Street in the Town of Dickinson to David Baycura (Resolution 2021-17): J. Haas reviewed the side lot purchase application submitted by David Baycura with the Board. She conducted due diligence to determine that the proposed purchaser is up to date on property and school tax payments as well as does not have a history of code violations. J. Haas recommended sale of 22 Fuller Street to David Baycura.

After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to execute a sales contract for the sale of 22 Fuller Street in the Town of Dickinson to David Baycura. On a motion by M. Sopchak, seconded by T. Abdelazim, motion carried unanimously.

13. Resolution Authorizing the Executive Director to Execute a Sales Contract for the Sale of 1944 North Road in the Town of Vestal to Angele Ahmar (Resolution 2021-18): J. Haas reviewed the side lot purchase application submitted by Angele Ahmar with the Board. She conducted due diligence to determine that the proposed purchaser is up to date on property and school tax payments as well as does not have a history of code violations. J. Haas recommended sale of 1944 North Road to Angele Ahmar. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to execute a sales contract for the sale of 1944 North Road in the Town of Vestal to Angele Ahmar. On a motion by T. Abdelazim, seconded by T. Augostini, motion carried unanimously.

14. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by M. Sopchak, seconded by C. Dziedzic, the motion carried unanimously. The meeting adjourned at 4:43 p.m.