

Chemung County Property Development Corporation
Wednesday, March 7, 2018
Minutes

Present: Jeanne Glass, Michael Krusen, Bryan Maggs, Jennifer Miller, Danielle Paladino, Samantha Potter, Mary Rocchi, Joseph Sartori, Rocco Soda, Thomas Sweet, Nicolette Wagoner, Amanda Wandell

Call to Order/Approval of Minutes

Chairman T. Sweet called the meeting to order at 9:10 AM. On a motion by N. Wagoner, seconded by J. Miller and unanimously carried, the minutes of the January 17, 2018 and January 24, 2018 minutes were approved. M. Krusen introduced Samantha Potter, Chemung County's Public Information and Records Coordinator who will be putting together a press release on the start-up of the land bank.

Budget/Disbursement

A request for disbursement to LISC was submitted for just over \$162,000 to cover second quarter expenses, insurance, administration, environmental report on demolition properties on Clinton and Gray Street properties, and environmental reports on Tompkins Street, West Church Street and Newtown Street for rehabs. The next disbursement request will be sent out in April with projected costs. Since Chemung County is fronting the money, the County will receive the reimbursement.

Amanda Wandell discussed how the Syracuse Land Bank is selling properties as is with deed restrictions to developers for them to rehab. Arbor details the scope of work, length of completion of rehab and other items. After discussion, it was decided that Arbor should put together a fully comprehensive housing strategy to present to the Chemung County Legislature.

Logo and Sign Approval

J. Glass received quotes on land bank signs. They are \$16.00 per sign and 10 signs would be purchased for a total of \$167.82. If we order signs at the same time Steuben County does, the price will be a little cheaper. N. Wagoner asked if a different font could be used on the signs. J. Glass will send new signs out with different font styles. These signs will go out once rehabs are started.

Property Status

458 Tompkins Street - The Phase I Assessment has been completed at 458 Tompkins Street. The asbestos abatement quote has been received. The property will be about a \$15,000 loss. The property received three bids with Griffin Contractors submitting the lowest bid at \$83,800 and air monitoring bid of \$21,552. The construction contract will be submitted to the insurance company for review and approval. Arbor estimates the start of construction will be the first week in April with a 90 day construction time frame for a July completion and sale of the property in the fourth quarter. On a motion by N. Wagoner, seconded by J. Sartori and unanimously carried, abatement quotes, and contract with Griffin Contractors were approved.

628 Newtown Street - The property at 628 Newtown Street has received five bids with the lowest being from John Franzese for \$76,128.00. Phase I assessment is complete and reports have been received. Asbestos abatement quote has been received as well. On a motion by J. Miller, seconded by N. Wagoner and unanimously carried, the recommendation by Arbor Housing to accept the bid of John Franzese for the rehabilitation of 628 Newtown was approved.

375 West Clinton Street – A demolition bid was received for this property as well as 313 West Gray Street from LCP Group. If awarded both demos, the company will give the land bank a discount for demolition. On a motion by J. Miller, seconded by N. Wagoner and unanimously carried, the recommendation from Arbor Housing to accept the bid of \$32,250 from LCP Group for demolition of 375 West Clinton Street, was approved.

313 West Gray Street – This property is a demo to be done by LCP Group. The person in the neighboring property is interested in purchasing the lot after demolition. After discussion, Arbor will try to sell the lot for \$2,000. On a motion by J. Sartori, seconded by N. Wagoner and unanimously carried, the bid by LCP Group for \$32,250 to demolish 313 West Gray Street was approved.

ESPRI

ESPRI properties must be located in Census Tracts 6, 7 and 10. Arbor is working with Jim Capriotti on properties located at 406 West Gray Street and 357-359 Columbia Street, which are in a historic district. There are squatters in both properties, which will have to be addressed by the police department. Entrances on these properties will be boarded up and locks will be changed. There is an ESPRI requirement that needs to be fulfilled. Historic approvals are needed. There was discussion.

418 West Church Street – Jim Capriotti is interested in buying this property and not using ESPRI funds. Arbor is working on logistics for the sale. Arbor cannot get pricing for this project until specs are done. The property will have to be transferred to the land bank. Environmental specs and cleanout will have to be done. J. Capriotti wants to get pricing from Edger Enterprises for rehab costs before Arbor knows how much land bank money will be needed. The property can then be transferred back to Jim Capriotti once received. The sale price on the property was discussed. Jim Capriotti wants to do the rehab himself. The apartments will be for moderate income people.

Tax Foreclosure List

The 2018 tax foreclosure list was reviewed. Arbor is looking at properties in Census Tracts 6, 7 and 10 for their next properties to place in the land bank. Arbor has to determine two more properties within Census Tracts 6, 7 and 10 for ESPRI and two for demolition. Arbor will focus on multi-unit houses in the census tracts. Habitat for Humanity is looking at properties to rehab as well. Arbor will reach out to Beth Farr at Near Westside Neighborhood. Near Westside is looking into a partnership to build a house with BOCES. J. Sartori asked Arbor to review the list and get back to him by the end of the week so he can pull properties from the auction list. Arbor is proposing to find about twelve properties, which include 4 single family, 2 or 3 multi-units; 3 land bank; 2 ESPRI and 2 demos. Arbor can keep a small inventory. The land bank has budgeted 8 demos. There is a large house on College and First Street that would count as 3 demos. Three more demos are needed to fulfill the grant.

Website

The land bank website address is: www.Chemunglandbank.com. Chemung County and Chemung County Planning Department will have their links added to land bank site. Since the land bank is a Public Authority, there are certain documents such as budgets, minutes, policies, properties, etc. that need to be on the website. The budget and other information also needs to be submitted to PARIS, which is required by New York State. The audit needs to be scheduled with EFPR. There was discussion.

Disposition/Acquisition Policies

The disposition and acquisition policies were reviewed. These policies were approved by the Steuben County land bank. A. Wandell added wording specifically for the Chemung County land bank which includes ESPRI. Standard insurance requirements for land banks were reviewed as well. Neighbors will have first priority on land. The policies are required to be on the land bank website. The item was tabled until the April meeting for legal review.

Other Business

There was discussion on expanding the board to 7 members rather than 5 members as it is sometimes difficult to get a quorum for the meetings. Certain guidelines need to be followed to make up the committee. This item was tabled until the April meeting.

Next Meeting/Adjournment

The next meeting is scheduled for Wednesday, April 18, 2018. There was discussion on moving the time of the meetings from 9:30 AM up to 9:00 AM. There was discussion. The board agreed to move the time of the meeting up to 9:00 AM. On a motion by J. Sartori, seconded by N. Wagoner and unanimously carried, the meeting adjourned at 10:21 AM.

Respectfully submitted,

Mary K. Rocchi
Recording Secretary