

Chemung County Property Development Corporation
Minutes of the Meeting
June 27, 2018

Present: Jennifer Furman, Amanda Keith, Jill Koski, Michael Krusen, Bryan Maggs, Jennifer Miller, Danielle Paladino, Joseph Sartori, Thomas Sweet, Nicolette Wagoner

Call to Order/Approval of Minutes

Chairman T. Sweet called the meeting to order at 9:00 AM. On a motion by J. Sartori, seconded by J. Miller and unanimously carried, the minutes of the May 16, 2018 meeting were approved.

OLD BUSINESS

Board Member Update: There was discussion on the recommendation for new board members. The board members are jointly appointed by the City's Mayor and County Executive Thomas Santulli. B. Maggs amended the bylaws to reflect the increase from five voting members to seven voting members. The initial term for these two proposed new board members will expire in 2020. B. Maggs will contact Thomas Santulli and Daniel Mandell to let them know of the board's recommendations of Jill Koski and Jennifer Furman. Legislature and City Council approval is not needed. On a motion by J. Sartori, seconded by N. Wagoner and unanimously carried, the recommendation by the board to appoint Jennifer Furman and Jill Koski to the Chemung County Property Development Corporation's board was approved.

DISCUSSION/ACTION ITEMS

Budget/Disbursement: A. Keith reported that the third disbursement for \$145,000 will be submitted to LISC on July 1, 2018. This disbursement includes costs of utility bills, insurance policy which forgot to add officers liability insurance and expenses related to Kendall Place rehab. On a motion by N. Wagoner, seconded by J. Miller and unanimously carried, the disbursement request to LISC for \$145,000 was approved.

Property Status/Schedule:

628 Newtown Street – Abatement has been completed. Rehab should be completed at end of July 2018. J. Franzese is the contractor on this project. Arbor would like to have a ribbon cutting in August.

458 Tompkins – Abatement has been completed. Griffin Construction is the contractor on this project. This rehab should be complete by the end of September 2018.

215 Kendall Place – Four bids have been received. The low bid is from ABQ Improvements with a bid of \$44,165. This rehab will include new driveway, windows, kitchen, new cabinets, bath and upgraded electrical work. Arbor would like to open up the floor plan to make the house appear larger as well. Arbor is working with Sunstream regarding asbestos. J. Miller commented that the City has used ABQ in the past and they are very easy to work with. The Request for Proposal was sent out to 26 Elmira

contractors. On a motion by J. Sartori, seconded by N. Wagoner and unanimously carried, the low bid from ABQ Improvements for \$45,165 to rehabilitate 215 Kendall Place was approved.

814 West Clinton Street – Arbor is waiting for the engineer to get back to them. Arbor would like to see this house be a three bedroom, two bath house, rather than two bedrooms with one bath, The second story is not utilized currently. Once rehabbed, the property will sell for \$130,000-\$160,000. The land bank will have \$70,000-\$80,000 into the rehab. The square footage will increase with the work being planned for the second story.

302 East Second Street – The house will be a demo project. It is located behind Elm Chevrolet. Arbor has approached Elm Chevrolet to see if there is an interest in this lot once the house is torn down. Engineers are looking into condemning this property as Code Enforcement has not condemned it yet. No abatement will be needed if it is condemned.

304 East Second Street – Due to the close proximity of this house to 302 East Second Street, Arbor has approached the property owner to see if there is interest in selling this property. The property will be sold for \$15,000 plus back taxes. The property owner will give her tenants a 30 day notice to vacate the property. Arbor is planning to sell both lots to Elm Chevrolet for \$15,000-\$20,000. The low bid for demolition of both properties will be \$45,000. On a motion by N. Wagoner, seconded by J. Sartori the purchase of 304 East Second Street and the demolition bid for \$45,000 for both 302 and 304 East Second Street was approved. This will count as two demolitions.

D. Paladino requested B. Maggs to draw up a contract for the purchase of 304 East Second Street.

224 West First Street – J. Sartori reported that the sale of this property at auction was completed.

ESPRI Updates:

406 West Gray Street – This property is costing \$20,000-\$30,000 more than expected. The exterior has to be stabilized and roof and siding replaced. Arbor has \$90,000 invested into the house so far.

357-359 Columbia Street – Jim Capriotti is interested in both this property and 406 East Gray Street. Arbor is asking for \$12,500 for each property and will give him \$75,000 for each property to do improvements through ESPRI. This will count as 2 rehabs for the land bank but will be under the ESPRI program. M. Krusen will follow up with Jim Capriotti. Mr. Capriotti has not completed his application yet.

418 West Church Street – Jim Capriotti is no longer interested in this project. Andy Hughes from Hughes Construction is interested in investing in this 4 unit property. He has over 40 properties locally. He will replace the roof, siding, bath, floors, windows and paint. Arbor requested approval from the board to sell the property for \$40,000. He will also receive \$75,000 from ESPRI to rehab the property. J. Miller suggested checking with the Code Enforcement department to make sure Mr. Hughes' other properties are kept in good shape and there are no code violations. On a motion by J. Miller, seconded by N. Wagoner and unanimously carried, the property located at 418 West Church Street will be sold to

Andrew Hughes pending verification from the City of Elmira Code Enforcement department on any violations on other properties owned by Mr. Hughes was approved. B. Maggs was asked to draw up a contract with restrictions and a reverter clause.

D. Paladino commented that once we reach LISC requirements, we will do rehab and demo projects from a different pot of money and won't have to report to LISC.

Property Projections:

The land bank will need to identify more properties, 3 land bank, 3 ESPRI and 3 demolitions. 302 and 304 East Second Street will count for two properties. M. Krusen commented that there are additional properties in nice neighborhoods in West Elmira. One property is located on Wall Street and the other is at 183 Bower Road. M. Krusen suggested Arbor call Chip LeValley at the Town of Elmira to get his input on these homes. J. Sartori commented that there was a house on Clinton Street that might be good for the land bank. J. Sartori will get address of house on Clinton Street. It was suggested that if we gain access to the houses on Wall Street and Bower Road, we should sell them as is instead of rehabbing them, depending on the shape they are in. Arbor will look into these properties. There is also an abandoned house on the corner of Grand Central Avenue and Sayre Street in Horseheads that was suggested for the land bank.

OTHER BUSINESS

Bryan Maggs Contract – B. Maggs will work on his contract so the land bank can retain him as counsel.

Exemption – Arbor sent information to Patricia Sandore and are waiting for return. B. Maggs had forms and will have signed at meeting today.

313 West Gray Street – The neighboring property owner purchased this empty lot. T. Sweet will sign papers today.

Procurement and Retention Policies – Arbor requested that the procurement policy be approved as it had not been in previous minutes. On a motion by N. Wagoner, seconded by J. Miller and unanimously carried, the procurement policy was approved. D. Paladino discussed the records retention policy. On a motion by N. Wagoner, seconded by J. Miller and unanimously carried, the records retention policy was approved.

Resignation – T. Sweet read a resignation from Jennifer Miller who is leaving her position with the City of Elmira on June 29, 2018. The board thanked her for her service to the land bank board and wished her well in her new position.

M. Krusen commented a \$10 million request has been made to New York State. If this money is received, it will repopulate the land bank and other programs.

Adjournment

On a motion by J. Sartori, seconded J. Miller and unanimously carried, the meeting adjourned at 9:50 AM.

Respectfully submitted,

Mary K. Rocchi
Recording Secretary