

Chemung County Property Development Corporation
Minutes of the Meeting
April 24, 2023

A meeting of the Chemung County Property Development Corporation convened on Monday, April 24, 2023 at 2:30 PM in the 5th floor conference room of the Hazlett Building, 203 Lake Street, Elmira, NY.

Members present were John Burin, Emma Miran, Joseph Roman and Thomas Sweet.

Members excused were Dawn Burlew and Kevin Meindl.

Also present were Allison Herman, Chemung County Planning Department; Terra Deitrick, Danielle Kenny and Douglas Madison, Arbor Housing; and Mary Rocchi, Recording Secretary.

Chairman T. Sweet called the meeting to order at 2:30 PM.

Approval of Minutes: On a motion by J. Burin, seconded by J. Roman and unanimously carried, the minutes of the March 8 and March 22 Board meetings and the March 22, 2023 Audit/Finance Committee meetings were approved.

Old Business

PARIS: Reporting was completed and submitted on time.

Bylaws Letter: A letter needs to be created to update the by-laws to allow for an acting interim Chemung County Treasurer to fill this position on the board until a new Treasurer is elected. T. Sweet received notice that Theresa Murdock was appointed by County Executive Christopher Moss to fill the vacancy of the Chemung County Treasurer, with her term expiring December 31, 2023.

Proposed Land Bank Initiative Grant: Five properties were approved for the Land Bank. Phase 2 funding has been received. The properties will not be on tonight's agenda for the Legislature, but most likely on the May agenda. Arbor is waiting to hear from the Treasurer's office on what they owe for the five properties.

Financial Reports

Monthly Reports: There are no major changes in the financial report. We have not engaged any contractors at this point. There was a question on the \$23,000 deficit. D. Kenny commented that this is a timing issue. The number is budgeted annually and was not broken out monthly. The financial report is provided by Arbor's accounting department. D. Kenny gives estimates to the accounting department on what she feels will be spent on projects. On a motion by J. Roman, seconded by E. Miran and unanimously carried, the financial report was approved.

Properties

525 West First Street: The house is still listed at \$125,000 and has been consistent on showings. Arbor had a potential buyer but the income barely did not fit within the guidelines. The shared driveway and

neighborhood are the biggest concerns of potential buyers. D. Kenny commented that the income limits change on May 14. D. Kenny will keep the realtor informed as to whether the person interested in the house will be within the income limits under the new guidelines.

512 Harcourt Drive: D. Madison is meeting with a structural engineer on Tuesday.

453 Livingston Street: Approval is needed from the board for asbestos abatement company. Sunstream provided a quote of \$9,454.00 and MJR Partners provided a quote of \$9,400.00. Arbor has worked with both companies. On a motion by J. Burin, seconded by E. Miran and unanimously carried, the quote from MJR Partners of \$9,400.00 was approved. Arbor will contact them for a start date.

216 South Walnut Street: Rehab quotes were provided from Griffin - \$79,300.00, Chamberlin - \$98,443.00 and CNE - \$67,555.00. D. Madison commented that the rehab should only take about three weeks once started, but contractor has 90 days if needed. Refinishing the floors will take the longest as they need time to dry once refinished. The environmentalists have been completed. On a motion by J. Roman, seconded by J. Burin and unanimously carried, the award of the contract to CNE for \$67,555.00 was approved.

Other Projects

509 Liberty Street: HCR funds will be allocated for acquisition, rehab costs and environmentalists. CDBG and HOME funds will also be used. Two rehabs and three demos will be completed with the HCR funds for Phase 2.

610 Falck Street: HCR funds will be allocated for the acquisition, rehab costs and environmentalists for this house.

1302 Lackawanna Avenue: HCR funds will be allocated for acquisition, demo costs and environmentalists for this project.

1006 Oak Street: HCR funds will be allocated for acquisition, demo costs and environmentalists for this property. Arbor would like to find someone interested in developing this property prior to the demolition of the house.

411 South Walnut Street: HCR funds will be allocated for acquisition, demo costs and environmentalists.

New Business

Resignation: Jennifer Furman submitted a formal letter resigning from the board. She now serves as Deputy County Executive. Theresa Murdock will serve in Ms. Furman's position on the Land Bank Board until the end of 2023.

Governance Committee: The Governance Committee consists of Emma Miran, Chair; Dawn Burlew and Joseph Roman. E. Miran and J. Roman reviewed the Social Media Policy and recommended it for approval by the Chemung County Property Development Corporation Board. D. Kenny monitors the social media page for the Land Bank. We hope to spur interest in the community as to what the land

bank does. On a motion by J. Burin, seconded by J. Roman and unanimously carried, the Social Media Policy was approved as presented.

Land Bank Report: T. Deitrick presented a report that was done by the New York State Land Bank Association highlighting land banks around the state including Chemung County's. J. Burin expressed his concern for adequate housing for LECOM students. There is a need for more housing. D. Kenny will reach out to LECOM to see what their needs are.

Adjournment: The next meeting will be on May 17, 2023 at 9:00 AM, Legislative Chambers. On a motion by J. Roman, seconded by E. Miran and unanimously carried, the meeting adjourned at 2:57 PM.

Respectfully submitted,

Mary K. Rocchi
Recording Secretary