

Chemung County Property Development Corporation
Minutes of the Meeting
August 16, 2023

A meeting of the Chemung County Property Development Corporation convened Wednesday, August 16, 2023 at 9:00 AM in the 5th floor conference room of the Hazlett Building, 203 Lake Street, Elmira, New York.

Members present were John Burin, Emma Miran, Theresa Murdock and Thomas Sweet.

Excused were Dawn Burlew, Kevin Meindl and Joseph Roman

Also present were Allison Herman, Chemung County Planning Department; Douglas Madison and Elizabeth Hunt, Arbor Housing and Mary Rocchi, Recording Secretary

Call to Order/Approval of Minutes

Chairman T. Sweet called the meeting to order at 9:00 AM. On a motion by J. Burin, seconded by Ms. Miran and unanimously carried, the minutes of the July 19, 2023 meeting were approved.

Old Business

NYLBA Conference: Allison Herman from the Chemung County Planning Department will be attending the conference.

Financial Reports

Monthly Reports: J. Burin expressed his concern that the Total Revenues were less than projected. D. Madison commented that there have been no properties sold yet. The property at 216 S. Walnut is for sale and hopefully will be sold quickly to recoup some funds. HCR will reimburse for the properties we submitted in this round of funding. On a motion by J. Burin, seconded by E. Miran and unanimously carried, the financial report was approved subject to Joseph Roman's, Treasurer, review.

Properties – Rehabilitations

525 West First Street: The commitment letter has been received. We will lose \$10,000 on this property because of cost to acquire it.

512 Harcourt Drive: This property is out to bid, with bids due Friday, August 18th. Three contractors showed up for the bid conferences. An old drywell was found on the property and was filled in.

Arbor allows contractors 3 weeks to provide bids on a property. A contractor can have bids on multiple property. Normally these bids would come in prior to the monthly board meeting. An email vote may have to be done.

453 Livingston Street: This property is out to bid with bids due Friday, August 18th. This house needs to be completed first to allow use of funding.

216 South Walnut Street: The house is listed for sale for \$140,000. There have been a few showings so far. One offer at full price, no cost for closing, however client wants to rent house out until he retires from the Navy in 2035.

509 Liberty Street: This property is out to bid. Bids are due Friday, August 18th. Three contractors showed up at bid conferences.

610 Falck Street: Arbor is working with Hyder Hussain on eviction of tenants and finding them a new home. Arbor has not seen the inside of this house yet. HCR funds will be allocated for acquisition, rehab costs and environmental. Current tenants have housing voucher and are willing to move as soon as they can find something available that meets the voucher standards. In the meantime, tenant is willing to pay all costs associated with maintenance and upkeep aside from insurance, which land bank will hold due to liability purposes.

Properties – Demolition

1302 Lackawanna Avenue: HCR funds will be allocated for acquisition, demolition costs and environmental. Site-specific environmental review has been approved. We are able to move forward with capital activities. The home will be demolished soon.

411 South Walnut Street: HCR funds will be allocated for acquisition, demo costs and environmental. Site-specific environmental review has been approved. We can now move forward with capital activities.

1006 Oak Street: This house is still occupied. Tenant has been served an eviction notice. HCR funds will be allocated for acquisition, demo costs and environmental.

New Business

MOU Agreement: T. Sweet would like to have Hyder Hussain review agreement prior to him signing it.

Site Specific Environmental Reviews for LBI Phase II: These reviews have been approved for three of five projects. Fagan Engineers is working with Arbor on various processes these properties need to go through such as environmental, flood zone, agriculture district, etc.

351-353 Spaulding Street: J. Burin was asked by Mayor Dan Mandell if the land bank would be interested in demolishing this property, if we have the funds. Code Enforcement has been asked to look at the property to condemn it. E. Hunt commented that it is easier to apply for funds in Round 2 if you already have designated properties. The windows are covered with cardboard and people have been seen in it. Arbor will drive by property to look at it.

Housing Study: A. Herman reported that the County commissioned a housing study and are going through draft revisions. Hopefully it will be available soon. It focuses on affordability and used census tract and market data. Is there a section of the population we should be marketing toward? For the aging population, there is a lack of condominiums and townhouses. It also reports on commuting distances.

Adjournment: On a motion by J. Burin, seconded by E. Miran and unanimously carried, the meeting adjourned at 9:24 AM.

Respectfully submitted,

Mary Rocchi
Recording Secretary