

Chemung County Property Development Corporation
Minutes of the Meeting
November 15, 2023

A meeting of the Chemung County Property Development Corporation convened Wednesday, November 15, 2023 at 9:00 AM at the Hazlett Building, 203 Lake Street, 5th floor conference room, Elmira, New York.

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

Members excused were Dawn Burlew and Joseph Roman.

Also present were Emily Barrett and Carnell Parks, Habitat for Humanity; Elizabeth Hunt, Danielle Kenny and Douglas Madison, 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 E. Miran and unanimously carried, the minutes of the October 18, 2023 meeting were approved.

Old Business

Sexual Harassment Certifications: D. Kenny reminded the board to have their certificates in by year end if possible as there is a question in PARIS reporting that asks if Arbor if they have current certificates on board members.

RFP for a new Audit Company: There were 9 RFP's sent out to audit providers. Arbor has heard from 7 of them and is working through the RFP's.

Financial Reports

Monthly Reports: Construction costs will be added into the financials next month. Phase II of the grant will cover acquisitions and environmental. Arbor submits quarterly disbursement requests. The Phase II reimbursement and the \$25,000 in HCR funds have not come in yet. Current rehabbed properties have not closed yet. On a motion by J. Burin, seconded by K. Meindl and unanimously carried, the financial report was approved subject to Treasurer Joseph Roman's review.

Properties - Completed Projects

525 West First Street: This house is in closing but buyer is having an issue with their mortgage company and is looking for another one to work with.

216 South Walnut Street: Arbor is waiting for the Quick Claim Deed from previous owner and buyer's bank for approval. House was approved for sale for \$130,000. Hyder Hussain will reach out to previous owner.

Properties – Rehabilitation Projects

512 Harcourt Drive: The Notice to Proceed was issued and work has begun. The rehab should be completed in late winter/early spring. NYSEG has winterized the home.

453 Livingston Street: There was a delay in the rehab. The plumber overseeing the project was not licensed with the City of Elmira. The exterior and bedrooms are done. The flooring is in except for the kitchen. The house should be done by end of month and priced to sell.

509 Liberty Street: The rehab is almost done. Kitchen appliances arrive today. Flooring is done except in the kitchen. The neighborhood is nice and quiet.

Properties – Demolition Projects

610 Falck Street: Arbor received a bid from LCP Group for \$31,800 to perform a contained demo on the home. On a motion by K. Meindl, seconded by E. Miran and unanimously carried, the bid from LCP Group for \$31,800 to perform a contained demolition for 610 Falck Street was approved.

411 South Walnut Street: Demolition was scheduled for today but needed to be moved to next week. Contracts are signed and demolition collaboration between LCP Group, Paradigm and Arbor are in progress.

1302 Lackawanna: LCP Group contracts signed and demolition collaboration between LCP Group, Paradigm and Arbor are in progress. Demolition will be next week.

1006 Oak Street: D. Kenny went to court for eviction of the tenant. Arbor is giving tenant five days to move out. Judge will issue warrant if tenant has not moved out by November 20th. Arbor will follow up on November 21. Arbor asked for assistance from Department of Social Services and Catholic Charities to help the tenant find housing. An RFP will be sent out for approval at next meeting.

T. Sweet asked if anything can be saved during a demo such as doorknobs and other items that may be able to be reused to save on cost of other rehabs. Depending on condition of property slated for demo, it could be a liability. The donation store that recently had a fire, does try to save items to reuse. E. Barrett commented that they are trying to have the donation store move into Chemung County where it would be more visible and possibly used more by contractors doing rehabs.

New Business

Habitat for Humanity: Emily Barrett, Executive Director and Carnell Parks are interested in working with the Land Bank. They are in a better position to do new builds and rehab housing in the City. We can't keep losing homes. There are obstacles to overcome. K. Meindl suggested doing a presentation for the City Planning Commission to provide an overview of what the land bank's process is. Coming out of the pandemic, HFH completed a house in about 18 months and are awaiting closing. They now can rehab a home in under 12 months. They hope to be able to do 2 to 3 rehabs per year going forward. They are exploring joint resources. The demographic of HFH families is single family housing. They don't want shared walls. They are working on how to better educate people. HFH still requires sweat equity from the family purchasing the home. They provide all tools, materials, snacks and water and workTuesday

through Saturday 8:00 AM to 3:00 PM. If a person wants to volunteer, they watch a brief orientation and sign a liability waiver. HFH salvages what it can for reuse. Neither Habitat for Humanity or the Land Bank take down a home that could be saved. HFH works with CSS Workforce NY as well.

2023 Auction List

D. Kenny commented that there were only about 30 properties on the County's foreclosure list. After reviewing the list and taking out vacant land, commercial and retail properties, there were two houses left as possible rehabs. The land bank has to bid on the open market. The land bank cannot get properties for back taxes anymore. The homes being considered are located at 206 Kendall Place in the City of Elmira and 166 Roemmelt Road in the Town of Veteran. Fair market value needs to be established for equity in the home. An appraisal would be done by the County. Land banks across the state are having issues getting homes. They are trying to find donations or might look at the Zombie list again. If the land bank hired an appraiser they could provide an "as is" and an "as completed" appraisal and a listing price. Arbor is considering waiting until the auction is over to see what's left. D. Madison suggested reaching out to the owners directly and make an offer to purchase their home. There was further discussion.

RFP for Strategic Plan: An RFP was sent out to two companies to do a strategic plan for the Land Bank. MRB Group has responded. K. Meindl commented that there could be federal and state funding available to urban areas that are on bus routes.

Next Meeting: The next meeting is on Wednesday, December 20, 2003 at 9:00 AM in the Legislative Chambers, 203 Lake Street.

Adjournment: On a motion by E. Miran, seconded by J. Burin and unanimously carried, the meeting adjourned at 10:01 AM.

Respectfully submitted,

Mary Rocchi
Recording Secretary