

**Chemung County Property Development Corporation**  
**Minutes of the Meeting**  
**September 20, 2023**

A meeting of the Chemung County Property Development Corporation convened Wednesday, September 20, 2023 at 9:00 AM in the 5<sup>th</sup> floor conference room of the Hazlett Building, 203 Lake Street, Elmira, New York.

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

Also present were Hyder Hussain and Mark Raniewicz, Legal Counsel, Chemung County; Terra Deitrick, Elizabeth Hunt and Douglas Madison, Arbor Housing and Development and Mary Rocchi, Recording Secretary.

**Call to Order:** Chairman T. Sweet called the meeting to order at 9:00 AM. H. Hussain introduced Mark Raniewicz who recently joined the Chemung County Law Department after serving seven years in Schuyler County as a Public Defender.

**Minutes:** On a motion by J. Burin, seconded by E. Miran and unanimously carried, the minutes of the August 16, 2023 meeting were approved.

**Old Business**

**Sexual Harassment Certifications:** T. Deitrick reminded the board that she needs to have a certificate on file each year.

**Financial Reports**

**Monthly Reports/Budget Approval:** T. Deitrick reported that there was no significant change to the financials. Phase II money have not been disbursed yet. The Land Bank Initiative renewal was submitted and has been approved for \$100,000 for administrative fees. She hopes to see some house sales soon. Arbor is comfortable that we are going to reach our goals as most of funds are timing issues. J. Roman talked with Jennifer Furman about the future of the foreclosure process. The availability of properties may decrease dramatically. J. Burin recently attended the NYSAC conference. He attended a session about land banks and what they will and will not be able to do beginning in 2024. He is awaiting to hear the State Legislature's decision. On a motion by J. Roman, seconded by J. Burin and unanimously carried, the financial report and budget were approved.

**Properties - Completed Projects**

**525 West First Street:** The house was set to close but the buyer backed out due to medical reasons. The buyer had paid the deposit. There was a showing recently. There has not been a lot of activity on this house otherwise. The board agreed to keep the sale price at \$119,900. House has been relisted for sale.

**216 South Walnut Street:** The house is listed for \$140,000. There have been showings and some interest.

### **Rehabilitation Projects**

**512 Harcourt Drive:** Griffin Construction was awarded the bid and contract has been signed. A November/December start date for construction is planned.

**453 Livingston Street:** CNE was awarded the bid. Contracts and Notice to Proceed were executed. Construction start date was September 8, 2023. Shrubs have been removed. The chimney will be eliminated. NYSEG red tagged the boiler. A furnace/water tank may need to be replaced. Roof will be addressed tomorrow and windows will be installed next week. Neighbors have not complained about the property since cleanout started.

**509 Liberty Street:** CNE awarded bid. Contracts and Notice to Proceed executed September 7, 2023. Construction start date was September 8, 2023.

### **Demolition Projects**

**610 Falck Street:** Tenant has vacated the property. Upon access to home a large hole in the foundation along with a very rough interior was found. This home was in much worse shape than Arbor anticipated. Arbor met with Code Enforcement on September 12 who deemed the property an unsafe structure and agreed to condemn it. The back porch was falling in and it was very unsanitary inside. NYSEG has been contacted to remove the meter. Arbor has had issues with someone cutting the locks off that they put on. The tenant did not leave the keys. Arbor secured the property again. A report has been filed with the Elmira Police Department. An RFP will be sent out for demolition of the house.

**411 South Walnut Street:** Bids received September 8, 2023. LCP Group came in at \$28,500 and Cyrco Construction Corp. came in at \$39,887. Meters have been removed. Phase II approved through the state.

**1302 Lackawanna Avenue:** Bids have been received. LCP Group bid was \$28,500. Cyrco Construction Corp. bid \$33,992.

On a motion by J. Roman, seconded by T. Murdock and unanimously carried, the bid from LCP Group for 411 South Walnut Street for \$28,500 and 1302 Lackawanna Avenue for \$28,500 from LCP Group were ratified and approved. LCP Group is a MWBE and falls under the LBI grant. J. Roman commented that the grant for demos is important as they are expensive.

T. Deitrick commented that we can move properties over to demo without affecting the grant.

**1006 Oak Street:** Tenants are supposed to move out today. HCR funds will be allocated for acquisition, demo costs and environmental. Arbor will drive by house to see if tenant has moved out. Once tenant is out, Arbor can make a better evaluation of the home. An RFP will be sent out for this property.

### **New Business**

**Habitat for Humanity:** Emily Barrett from Habitat for Humanity and Alison Herman from the Chemung County Planning Department have been discussing Habitat getting involved again with the Land Bank. Emily Barrett would like to meet with the land bank board to discuss their interest in new builds. Arbor feels that 610 Falck Street would be a perfect rebuildable property for this. There was discussion on whether to hold a special meeting or to invite her to our regular November 15<sup>th</sup> meeting. The board felt the November meeting was a good time to meet unless there was an urgency to meet prior to then.

H. Hussain commented that properties that did not sell at the foreclosure auction will be going back up for auction. H. Hussain will provide a list to review to see if there are any properties the land bank can purchase to stock up on properties. Land banks in New York State have an uncertain future due to proposed new legislation.

**Land Bank Initiative Phase I Renewal:** The application has been submitted and has received HCR approval. The grant is ready to be signed. There is \$100,000 awarded for Phase I - 2<sup>nd</sup> term.

**Project HOME/CDBG Funds:** E. Miran commented that the City's fiscal year runs from July 1 to June 30. HUD's annual allocation of \$1.2 million in CDBG funds and \$350,000 in HOME funds will take two to three months to review. E. Miran would like to see the remainder of the funds, over \$200,000 drawn first before it is put in the budget. Phase I and II grants are putting the land bank in a good place. CDBG and HOME funds cannot be used for demos in the City. There is also the 80% AMI qualification to be considered when rehabbing a property.

**Adjournment:** On a motion by J. Roman, seconded by J. Burin and unanimously carried, the meeting adjourned at 9:45 AM.

Respectfully submitted,

Mary Rocchi  
Recording Secretary