

Finger Lakes Regional Land Bank Corporation

January 22nd, 2018

Planning Dept. Conference Room, 1st Floor
County Office Building
1 DiPronio Drive
Waterloo, NY 13165

Directors Present: Robert Hayssen, Jill Henry, Cindy Garlick Lorenzetti, Greg Lazzaro, Larry Ledgerwood

Directors Absent: Gary Westfall, Nick Sciotti

Staff: Bill Bordeau, Joe McGrath

Other Attendees: Lisa Keshel, Director of Real Property Tax Services and Frank Sinicropi, County Treasurer

1. The meeting was called to order by Chairperson Robert Hayssen at 4:21 p.m. A quorum was present.
2. The November 19th, 2018 meeting minutes were approved by motion of Greg Lazzaro and seconded by Jill Henry. Carried 5 – 0.

3. Resolutions:

Resolution 19-01 Resolution to Elect Chairman:

Mr. McGrath explained that the first nine resolutions at this meeting were for the purpose of establishing staff and committees for the year and are for general housekeeping. Mrs. Lorenzetti asked if there was any need to change any positions for board or staff and the consensus was there was not. Mr. Ledgerwood noted that he was no longer a resident of Seneca County and had recently retired. Mr. Ledgerwood went on to say he thought the Land Bank was doing good work and he was happy to be a part of it but would like to resign in the near future. Mr. McGrath asked that he submit a formal resignation letter with a specified date. Mr. Ledgerwood expressed he would like to remain on the board until a replacement is found. Mss. Henry nominated Mr. Hayssen to be Chairman of the Board. Motion – Lorenzetti; second – Lazzaro. Carried 5 – 0.

Resolution 19-02 Resolution to Elect Vice Chairman:

Mss. Henry nominated Greg Lazzaro to be Vice Chairman. Motion – Lorenzetti; second – Hayssen. Carried 5 – 0.

Resolution 19-03 Resolution to Elect Secretary:

Mr. Ledgerwood nominated Jill Henry for Secretary. Motion – Lorenzetti; second – Lazzaro. Carried 5 – 0.

Resolution 19-04 Resolution to Elect CEO/President:

Mss. Henry nominated Mr. McGrath for CEO/President. Motion – Lorenzetti; second – Lazzaro. Carried 5 – 0.

Resolution 19-05 Resolution to Elect CFO/Treasurer:

Mss. Henry nominated Mr. Bordeau for CFO/Treasurer. Motion – Lorenzetti; second – Lazzaro. Carried 5 – 0.

Resolution 19-06 Creation of 2019 Audit Committee:

Mr. McGrath stated that it would be convenient to nominate the same people to both the Governance Committee and the Audit Committee to make scheduling meetings easier for everyone involved. Through conversation a consensus was made to nominate Jill Henry, Greg Lazzaro, and Bob Hayssen to the Audit Committee and the Governance Committee. Motion – Henry; second – Lazzaro. Carried 5 – 0.

Resolution 19-07 Creation of 2019 Governance Committee:

Through conversation a consensus was made to nominate Jill Henry, Greg Lazzaro, and Bob Hayssen to the Audit Committee and the Governance Committee. Motion – Henry; second – Lazzaro. Carried 5 – 0.

Resolution 19-08 Establish 2019 Regular Meeting Schedule:

The board decided through consensus that it would be more advantageous for scheduling to change the Board Meeting to coincide with Board of Supervisors Committee Meetings that fall on the 4th Tuesday of the month. The resolution was amended to reflect the change. Motion – Lorenzetti; second – Lazzaro. Carried 5 – 0.

Resolution 10-09 Authorize Check Signers for 2019:

Mr. Hayssen asked what the process is for gaining signatures. Mr. McGrath explained that if Mr. Bordeau was unavailable in a timely manner to be the second signer on checks above \$500 he then moved to have Mr. Hayssen sign. If Mr. Hayssen was unavailable, he would then contact Mr. Lazzaro. Motion – Lorenzetti; second – Lazzaro. Carried 5 – 0.

Resolution 19-10 Authorize Change Order for Bowling Alley:

Mr. McGrath stated that the demolition contractor Diversified Construction Services Inc. had discovered vermiculite or asbestos material beneath the slab of the bowling alley when they began to remove it. The original and accepted bid for the project at \$37,850 did not include disposing of the slab as a hazardous or asbestos containing material, the bid included disposal of the slab as hard fill. With the discovery of the asbestos underneath the slab, the entire slab now needs to be removed according to

DOL standards and disposed of as hazardous material. The contractor cannot complete the project without the change order of up to \$35,000 to properly remove the slab. Mrs. Lorenzetti asked why we did not know the asbestos was under the slab in the first place. Mr. McGrath explained that there would be no way for the demolition contractor or the environmental firm to discover it without incurring significant costs to the land bank prior to the project. Mrs. Lorenzetti then asked why we did not award the project to the local contractor Sessler, who put a bid in for the project. Mr. McGrath explained that the Diversified Construction Services Inc. was a qualified bidder as they are a certified asbestos contractor by the DOL. Also, it would be contrary to the procurement policy and grant guidelines to award the bid to a local bidder with a higher dollar amount. Mr. McGrath also explained that the proposed change order puts the entire cost of the project very near the Sessler bid. Mr. Bordeau also stated that without knowing the slab would be contaminated, it was worth attempting to save up to \$35,000 by disposing it as hard-fill but sadly, it didn't work out. Mrs. Lorenzetti asked how we could avoid future or similar change orders. Mr. McGrath responded by not accepting bids that attempted to gain asbestos clearance partway through the project the Land Bank could avoid similar future problems, especially for larger commercial properties. Mr. McGrath then went on to state that the change order allowed the parcel in downtown Waterloo to be cleared of any improvements as well as asbestos contamination. If the Land Bank were to abandon the project as it stands the slab would remain and the asbestos would main into the indefinite future at a prominent location in the counties biggest population center. Motion - Ledgerwood; second – Henry. Carried 5 – 0.

Resolution 19-11 Purchase Offer for 72 Washington Street:

Mr. McGrath stated that the property and its history represents a certain strain of vacancy and abandonment within the County. The property is in private ownership and has three years of back taxes and is under threat of municipal foreclosure at the end of February. Each year, the owner makes a payment plan for the 3 years in arrears tax bill and the property is not foreclosed upon. The property then remains vacant with little maintenance performed until the cycle repeats itself. Eventually, these types of properties fall into a completed municipal foreclosure, and by this time are decayed to the point of demolition. Presenting a purchase offer to the owner could remove the property from this cycle before it gets too far gone. This general plan is what was written into the grant application that was awarded by Enterprise Community Partners; the funding for this purchase offer will also come from the recently awarded grant. Mrs. Lorenzetti stated that she would only support the purchase offer if there was an inspection prior to the purchase. Mr. McGrath stated that it could be arranged in that manner. Motion - Ledgerwood; second – Henry. Carried 5 – 0.

4. CEO/President's Update and Discussion Items:

Bowling Alley Demolition Update: Mr. McGrath stated that the updates were covered during the resolution discussion previously.

Enterprise Community Partners Funding Update: Mr. McGrath stated that all paperwork has been submitted and that we were waiting for the final contract from their legal department.

Land Mark Society Update: Mr. McGrath stated that the grant application to the WNY Landmark Society was completed and submitted on time for a planning study for 101 Virginia Street.

CDBG Project Update: Mr. Bordeaux stated that the state was ending the CDBG revolving loan fund program and the land bank was working with the County and Town of Romulus to responsibly invest the program income in projects.

5. CFO Report:

Mr. Bordeaux distributed income statements showing the balances of the 3 land bank accounts in the month of December 2018.

6. New Business:

Mr. McGrath wanted to bring to attention to a burned out house on Route 89 in the Town of Varick. Supervisor Hayssen had called to inquire about its status on multiple occasions as constituents are wanting to see it taken care of. The current owners had vacated and abandoned the property as well as four nearby parcels leaving the burned out shell of the house on the Cayuga Lake Scenic Byway. The current owners also own three other parcels in the immediate vicinity, one of which is a small lake front property. Mr. McGrath stated that the land bank could potentially guide the sale and demolition process if the Land Bank were to receive all of the parcels. Any excess income could then be given back to the county or kept by the land bank at the discretion of the supervisors and board.

7. Adjournment: A motion was made by Lazzaro to adjourn at 5:10 p.m. and seconded by Jill Henry. Carried 5– 0.

Respectfully Submitted,

Joe McGrath
CEO/President