

Finger Lakes Regional Land Bank Corporation

January 26, 2021 at 4:00 pm

Heroes 9-11-01 Conference Room

Conference Call/GoToMeeting.com

Directors Present: Jill Henry, Frank Sinicropi, Cindy Garlick Lorenzetti

Directors Remotely Present: Don Northrup, Kyle Barnhart, Melissa Nesbit,

Directors Absent: Bob Hayssen

Staff: Joe McGrath, Amanda Forney

Other Attendees:

1. Called to order at 4:00 p.m. by Chairperson Frank Sinicropi. A quorum was present.
2. Frank Sinicropi called for a motion to approve the minutes from the meeting of December 22, 2020. The motion was made by Kyle Barnhart and seconded by Don Northrup. Motion approved 6-0.

3. Resolutions:

- **21-01 Resolution to Elect Chairperson**
Cindy Garlick Lorenzetti nominated Frank Sinicropi as Chairperson. Moved by Cindy Garlick Lorenzetti and seconded by Jill Henry. Motion approved 6-0.
- **21-02 Resolution to Elect Vice Chairperson**
Cindy Garlick Lorenzetti made a motion to elect Melissa Nesbit as Vice Chairperson. Frank Sinicropi seconded. Motion approved 6-0.
- **21-03 Resolution to Elect Secretary**
Frank Sinicropi made a motion to elect Jill Henry as Secretary. Cindy Garlick Lorenzetti seconded. Motion approved 6-0.
- **21-04 Resolution to Elect CEO/President**
Cindy Garlick Lorenzetti made a motion to elect Joe McGrath as CEO/President. Frank Sinicropi seconded. Motion approved 6-0.
- **21-05 Resolution to Elect CFO**
Frank Sinicropi made a motion to elect Michael Scaglione as CFO/Treasurer. Cindy Garlick Lorenzetti seconded. Motion approved 6-0.
- **21-06 Creation of 2021 Audit Committee**

Cindy Garlick Lorenzetti made a motion to approve Jill Henry (Chair), Frank Sinicropi (Vice Chair), and Melissa Nesbit as members of the Audit Committee. Kyle Barnhart seconded. Motion approved 6-0.

- **21-07 Creation of 2021 Governance Committee**

Cindy Garlick Lorenzetti made a motion to approve Jill Henry (Chair), Frank Sinicropi (Vice Chair), and Melissa Nesbit as members of the Audit Committee. Kyle Barnhart seconded. Motion approved 6-0.

- **21-08 Authorize Check Signers for 2021**

Cindy Garlick Lorenzetti made a motion and Melissa Nesbit seconded. Motion approved 6-0.

- **21-09 Authorize Final Payment to Habitat for Humanity for 16 Barker**

Frank Sinicropi made a motion and Cindy Garlick Lorenzetti seconded. Motion approved 6-0.

Mr. McGrath stated that this would be the final request for payment. Weatherization is on site installing insulation and the project is expected to be completed this month. The transfer of the property will likely occur next month. The Land Bank is receiving 80% of the final sale, which is approximately \$80,000. Ms. Lorenzetti asked how much money was put into the project and Mr. McGrath stated that \$100,000 of grant funding and \$35,000 of committed CDBG funds from the county were used.

4. CEO/Presidents Update & Discussion Items

- **Introduction of New CFO/Treasurer:**

Michael Scaglione is the CEO and Treasurer of numerous organizations within the community and will be beneficial to the Land Bank due to all of his experience with local libraries and the Chamber of Commerce. Michael had some technical difficulties but will be present for the next meeting.

- **Meeting Schedule Discussion:**

After a discussion, it was decided to hold meetings on the 4th Monday of the month at 3 pm. This will begin next month.

- **16 Barker Street Completion and Pictures:**

Mr. McGrath presented photos of the site in various stages including several that were taken recently.

- **Expected Close Out of first LISC Grants:**

The LISC grant paid for a majority of the 16 Barker Street project. Mr. McGrath explained that there is about \$12,000 remaining and it will be used towards unexpected costs at the County Road 139 property. The LISC grant is expected to be closed out next month.

- **Review of Upcoming 2021 Projects**

- i. **156 Fall Street, Seneca Falls Rehab**

Mr. McGrath stated that he would like to rehab with Habitat for Humanity using the same system as the 16 Barker Street project. The Engineer, Jason McCormick, came up with drawings for the full rehab and another walkthrough will occur with Habitat for Humanity prior to signing contracts. This will be a single family home, when all is said and done. The rehab is expected to begin in the Spring and the Board should expect seeing the Co-Development agreement in March. Mr. McGrath also explained that he does not expect this project to generate any revenue for the Land Bank due to the high cost of rehabilitation.

- ii. **1537 County Road 132, Willard New Build**

Mr. McGrath explained that this will be a new build project with Habitat for Humanity. The Land Bank previously conducted a demolition on this site in early 2020. This new build will cost about \$80,000 to construct, which will allow the Land Bank to make some revenue. Mr. McGrath explained that with the current model and grant funding, the Land Bank can expect to make revenue from projects of about \$100,000 and under. When projects get above that amount, it becomes hard to a single mortgage from a Habitat family to cover costs. Contracts are to be expected in March.

- iii. **6 Demolitions from Tax Foreclosure List**

\$180,000 was committed from the Enterprise grant to tear down 6 properties, according to Mr. McGrath. He stated that all properties will be transferred to the Land Bank in 2021 and will be demolished.

Frank Sinicropi stated that the new foreclosure laws in NYS do not apply to vacant or abandoned properties. Mr. Sinicropi explained that there will need to be due diligence to determine which properties are vacant and abandoned. The Land Bank, the Seneca County Attorney, and Code Enforcement are going to work together and produce paperwork to be used for this process.

Mr. Sinicropi said there are still 300 properties currently on the foreclosure list.

- iv. **Expanded Environmental Testing and RFP at Bowling Alley**

Mr. McGrath reminded members that a dry cleaning chemical was found during environmental testing at this site in 2020. Mr. McGrath, through the Center for Creative Land Recycling, was put in touch with a person at LaBella who has experience dealing with brownfield issues in the City of Rochester. Mr. McGrath explained that expanded environmental testing is needed to figure out the extent of the contamination and if it is an ongoing issue. Mr. McGrath stated that the cost of the initial testing will be \$10,000 and receipts will need to be saved due to the possibility of participating in a future Brownfield Program. Mr. McGrath was advised that once further

testing is completed, the results can be included in an RFP package and allow interested developers to submit proposals for dealing with the contamination.

v. RFP Posting and Sale of 101 Virginia Street

Mr. McGrath is working to have the contracts and mortgage requirements reviewed by the lawyer. Mr. McGrath explained that his concern is with the contracts and sale of property because it needs to be sold ensuring that it will be affordable housing as per LISC requirements.

• Upcoming Annual Audit:

Mr. McGrath discussed the upcoming audit, noting that there have never been any major issues in the past. He is working with auditors from Bonadio and accountants at Bowers & Co, and each company coordinates with each other. This audit will be done remotely this year. The Audit Committee review is likely to be held remotely also. The report will be received and reviewed at the March Land Bank meeting.

5. CFO Report:

Frank Sinicropi made a motion to approve the CFO reports and Kyle Barnhart seconded.

Mr. McGrath reviewed the financial reports that were distributed to members of the Board. He stated his concern is with the General Checking account, which pays for all expenses not covered by a grant. There are several delays in the closing of properties currently. When the 16 Barker Street, Varick properties, and 27 Tyler Street property closes, this revenue account will increase and some debt will be paid off.

Mr. McGrath explained that issues with titles are causing delays in closings. He is confident that things are moving forward but stated that there is no way of knowing when title issues will be resolved. Mr. McGrath went on to explain that he will no longer be publicly estimating when closings will occur due to the unpredictable nature of title issues on foreclosed properties. Mr. McGrath explained that when the Land Bank expects to sell a property where a mortgage will be made on top of the foreclosure, then a much higher standard for marketable title must be met which causes delays in closings.

6. Consideration of Executive Session:

7. Adjourn:

Frank Sinicropi made a motion to adjourn at 4:41 pm.

Respectfully Submitted,

Amanda Forney
Staff Resources Assistant
Seneca County Department of Planning and Community Development