

# Finger Lakes Regional Land Bank Corporation

**November 19, 2018**

**Planning Dept. Conference Room, 1<sup>st</sup> Floor  
County Office Building  
1 DiPronio Drive  
Waterloo, NY 13165**

**Directors Present:** Robert Hayssen, Jill Henry, Cindy Garlick Lorenzetti (late arrival), Nick Sciotti (early departure) and Gary Westfall

**Directors Absent:** Greg Lazzaro and Larry Ledgerwood

**Staff:** Bill Bordeau, Consultant; Frank Fisher, Esq., County Attorney; Joe McGrath and Mary DeStefano

**Other Attendees:** Ed Callahan; Lisa Keshel, Director of Real Property Tax Services and C. Mitchell Rowe, County Manager

1. The meeting was called to order by Chairperson Robert Hayssen at 4:00 p.m. A quorum was present.
2. The August 27, 2018 meeting minutes were approved by motion of Nick Sciotti and seconded by Gary Westfall. Carried 4 – 0.

**3. Resolutions:**

**Resolution 18-21 Authorizing Partnering with Generations Bank to Find a Buyer and Finance the Sale of 16 Barker Street:**

This Resolution will authorize partnership with Generations Bank as the corporate sponsor for the Habitat for Humanity Program. Mr. McGrath stated that the Generations Bank will identify a buyer for the property at 16 Barker Street in Seneca Falls. The approved buyer will purchase the home at a price not to exceed \$70,000 which Generations Bank will finance. The structure will be rehabbed at a cost of approximately \$130,000 from the existing grant funds. A significant cost of the rehab will include asbestos abatement. Motion – Nick Sciotti; second – Jill Henry. Carried 4 – 0.

**Resolution 18-22 Accepting the Purchase Offer by Habitat of Humanity of 2320 County Road 139:**

This Resolution will authorize the Finger Lakes Regional Land Bank Corporation to accept a Purchase Offer from Habitat for Humanity to purchase property at 2320 County Road 139 for \$10,000. Mr. McGrath stated that the structure has been stabilized with the addition of a new roof. A new water well has been installed. Mr. McGrath stated that the purchase contract has a condition that the Land

Bank will purchase and install a storage tank for the water system in the spring of 2019 – price is not to exceed \$4,000. Motion – Gary Westfall; second – Nick Sciotti. Carried 4 – 0.

**Resolution 18-23 Authorize a Change Order at 5604 State Route 96 for Leach Field Pipe Removal:**

Mr. McGrath stated that Diversified Construction Services, Inc., was contracted for the demolition of the structure at 5604 State Route 96. During the excavation process, a very old leach field was discovered and upon analysis, the piping system tested positive for asbestos contamination. Resolution 18-23 will authorize a Change Order for Diversified Construction Services, Inc. to remove the contaminated leach field pipe at a cost not to exceed \$5,000. Mr. Westfall questioned why the leach field was not filled in with soil. Mr. McGrath stated that the Land Bank would like to advertise this property for acquisition by the Habitat for Humanity; therefore, it is the best practice to have the piping removed. Also, New York State Department of Labor and Department of Environmental Conservation becomes involved with such a project. The Labor Department's involvement is to ensure the safety and protection of the contractors removing the asbestos. Motion – Nick Sciotti; second – Jill Henry. Carried 4 – 0.

**Resolution 18-24 Authorizing the Advertisement of a Request for Qualifications (RFQ) for Real Estate Agent Services:**

This Resolution will authorize the advertisement of a Request for Qualifications for services of a Real Estate Agent to assist the Land Bank in the selling of two vacant lots that are not being transferred to the Habitat for Humanity. Motion – Gary Westfall; second – Jill Henry. Carried 4 – 0.

**Resolution 18-25 Authorization to Stabilize Structure at 101 Virginia Street in the Village of Waterloo:**

Mr. McGrath stated that the structure recently acquired at 101 Virginia Street has had an inspection conducted by McCormick Engineering and many issues have been identified. Mr. McGrath stated that Resolution 18-25 will authorize the initial funds of up to \$56,000 for stabilization work. The work will include the demolition of garage, roof replacement and the removal of trash, brush and trees. Windows and doors also need to be further secured. Mr. McGrath stated that most of the damage came from the windows being left open. He also stated that it was apparent that the structure has had squatters over the years. He stated that located on the north side of the house, there is an addition which needs to be removed. Mr. McGrath stated that the structure is in a prime location in the Village of Waterloo and is a historical structure. Mr. McGrath stated that the property is worth salvaging. Copies of the Evaluation Report by McCormick Engineering were distributed as well as a Building Structure Inventory Form. The photo of the structure is believed to be prior to 1979. Questions were raised as to the potential reuse of the property once refurbished. Mr. Westfall stated that it could be converted to multiple apartments but would have to go through the review / approval process of necessary review boards. Mr. Bordeau stated that it could also be converted to a Bed and Breakfast. Mr. McGrath stated that a total demolition would be approximately \$32,000. Mr. McGrath stated that bids will be sought for each activity in the rehab. process. Motion – Nick Sciotti; second – Gary Westfall. Carried 4 – 0.

**Resolution 18-26 Requesting the Seneca County Board of Supervisors Transfer the 2019 and 2020 Tax Foreclosure Properties to the Land Bank as Per Grant Funder's Guidelines:**

Mr. McGrath stated that the Land Bank was recently awarded \$650,000 by Enterprise Community Partners for 2019 and 2020. Mr. McGrath stated that Enterprise Community Partners expects local

municipal partners to demonstrate commitment to land banking activities by pledging a maximum amount of local leverage or “local match”. Typically, the match to the contributor is towards the administration of the grant but Land Bank Grants also expect other forms of leverage. Resolution 18-26 is requesting the Board of Supervisors to authorize the Land Bank to acquire vacant and condemned properties from the tax foreclosure list at the nominal cost of \$1.00. The Board of Supervisors would select these vacant and condemned properties through a future resolution prior to the 2019 and 2020 Tax Auction. No future properties have been identified for \$1.00. Mr. McGrath reiterated that the Board of Supervisors would provide a list of properties to the Land Bank prior to the tax auction.

County Manager, Mitchell Rowe, questioned if it would be appropriate to present a Resolution to memorialize the Board of Supervisors to transfer the tax foreclosure properties to the Land Bank as per the Grant Funder’s Guidelines. Ms. Henry and Mr. McGrath stated that they would prepare a resolution so that it may be presented at the November 27<sup>th</sup> Board of Supervisors Committee meeting. Motion – Nick Sciotti; second – Cindy Garlick Lorenzetti. Carried 5 – 0.

#### **4. CEO/President’s Update and Discussion Items:**

Mr. McGrath stated that the \$650,000 Enterprise Community Partners Grant for 2019 / 2020 is on behalf of the Attorney General’s office. Mr. McGrath stated that he is currently working with the funders to have the contracts signed. Prior to 2019, the County’s Legal Department will need to review the contract and then the County Manager’s signature will be obtained.

Mr. McGrath stated that a request will be submitted for the third disbursement of \$56,000 for the stabilization measures at 101 Virginia Street. The disbursement request will be through the \$500,000 grant provided by the Local Initiatives Support Corporation (LISC). The remaining funds are committed to Barker Street and Virginia Street properties.

Questions were raised regarding the 16 Barker Street property. Mr. McGrath stated that approximately \$130,000 will go towards the rehabilitation of this property. The structure will be assessed for \$90,000. It is the intent to sell the property for \$70,000 as per the Resolution 18-21. The Barker Street property is in one of the better conditions of properties acquired by the Land Bank. Mr. McGrath stated that grant funds are not received until commitment to a project. Mr. McGrath also stated that grant funding is the only source that makes the land banks viable. There are 25 land banks in existence throughout New York State.

#### **5. CFO Report:**

Bill Bordeau provided the status on each of the three bank accounts through Generations Bank. Mr. Bordeau stated that for audit purposes, a new account will be opened for each new grant.

- The first account is a non-grant operating account which will include funds received from the sale of properties.
- The second account is the \$500,000 grant funds from LISC. This money is provided through quarterly drawdowns. The \$56,000 for 101 Virginia Street will become available from this account.
- The third account was the initial capacity building grant from LISC for \$150,000.

**6. New Business:**

**Property Closings:** Mr. McGrath stated that the Land Bank will be closing soon on the properties of 385 Cayuga Drive in the Town of Waterloo and 800 Caroline Road in the Town of Junius. The properties will be purchased by neighbors.

A handout was distributed listing addresses with corresponding photos of all properties acquired through the Land Bank.

**Demolition of Bowling Alley:** Mr. McGrath stated that the bowling alley is scheduled to be torn down on November 28. There was a delay due to asbestos being discovered. A variance was needed from the Department of Labor and mitigation plans were made with each of the neighbors. Mr. McGrath stated that the neighbors' exterior walls are in very close proximity to the walls of the bowling alley.

Chairman Hayssen acknowledged Mr. McGrath for doing a commendable job in his role in coordinating the various functions involved with the Land Bank.

**New York State Community Development Block Grant (CDBG) Loan Program:**

Ms. Henry stated that New York State is implementing new program guidelines demonstrating the State's desire to shut the CDBG program down and requiring the County to return all funds in the State CDBG bank account and all future payments unless the County can find another eligible use for those funds. Ms. Henry stated that the State has responded favorably to the concept of transferring those funds to the Land Bank but there are many details to work out prior to the March 31<sup>st</sup> deadline.

**December Meeting:**

It was the consensus of the Board to cancel the December meeting.

**7. Adjournment:** A motion was made by Gary Westfall to adjourn at 4:52 p.m. and seconded by Jill Henry. Carried 4 – 0.

Respectfully Submitted,

Mary DeStefano  
Staff Resources Asst.