

**Finger Lakes Regional Land Bank Corporation  
Tuesday, November 28, 2023, at 4:00 PM  
Heroes 9-11-01 Conference Room**

**Directors Present:** Ernie Brownell, Jill Henry, Les Marquart, Frank Sinicropi,  
David Wood

**Staff:** Joe McGrath, Caitlin Ryan

**Other Attendees:** Esther Dickinson, Attorney at Heaton & Venuti; Michael  
Scaglione, CFO of the FLRLBC; Ashley Miner

1. The meeting was called to order at 4:03 PM by Frank Sinicropi, chairperson. A quorum was present.
2. A motion was made by Ernie Brownell and seconded by Les Marquart to approve the minutes from the regular meeting on October 24, 2023. Motion approved 5-0.
3. **Resolutions:**
  - **23-31: Adopting FLRLBC Operational Plan**

Frank Sinicropi made a motion and Jill Henry seconded. Motion approved 5-0. Mr. Sinicropi asked if this is adopted today, can continuous questions be made on it, since it is a living plan; Mr. McGrath answered that yes, we can re-visit it at any time in the future. Ms. Henry stated it was reviewed at the BOS Committee meeting in October, Mr. McGrath confirmed that this was what was developed with 4 focus areas and identified challenges for Seneca County and the Land Bank. This plan, if adopted, sets us on the path to address some of these issues and is a statement that the Land Bank is moving forward with specified priorities; this will also allow us to list the adoption of the plan on grant applications.
4. **CEO/Presidents Update & Discussion Items**
  - **Overview of Expected End of 2023 and 2024 Activities**
  - **Appointment of FLRLBC Board of Directors for 2024-2025**

Set up for the year ahead, traditionally cancel December meeting, so this is the final meeting for 2023. Everyone is staying on, other than Kyle Barnhart; Joe Borst will be taking his place; this appointment is up for approval tonight at the BOS committee meeting. The goal for the upcoming year will be to work on the plan and the Housing Needs Assessment.
  - **RFQ and Consultant Selection for Development Professional Services Including Architecture/Engineering and Environmental Services**

We authorized an RFQ at the last meeting and are currently working on compiling a list of professionals to proceed with the next steps for our Plan. By putting this together it allows us to better hit requirements for grants. Also, this assists with the Environmental needs that are required as we proceed.

- **Seneca Housing Inc. Application for Rural Preservation Company (RPC) Designation**

We are working with Seneca Housing, so that they can start to work on properties themselves. By completing the designation application, it will allow them to have someone on staff to apply for grants and proceed with projects; homeownership and rentals are applicable under the designation. They should find out in January if the Designation is obtained.

- **ARPA Request to Seneca County for Creation of Housing Trust Fund**

Tonight, there is an ARPA meeting; hopefully we can obtain \$500,000 in funds to go into a Housing Trust. Seneca Housing Inc. and ARPA's Housing Trust Fund will better allow us to proceed with using our grant funds to develop housing opportunities. Hopefully this will allow us to proceed further than what Habitat can provide to address the Housing Crisis.

- **Article 19A Property Acquisition Proposal**

We are pursuing this in 2024; this relates to actions with towns and villages against vacant property owners to push for vacant properties. This would allow us to request a judge to declare the property abandoned so that we can pursue the property for use.

- **BOS Appointment of Housing Standard Committee, Housing Task Force, and advancing a Seneca County Housing Strategic Plan**

In 2024, we have in our budget to establish a Housing Strategic Plan, which will allow us to move forward on our projects and goals. By expanding on this, it will allow a focus on economic development as well, connecting two major issues; housing and economic development should be combined matters.

- **EPA Brownfield Assessment Coalition Grant Application Submitted, Expected Award- Spring 2024**

The application has been submitted, and we are anticipating the award announcement in April 2024. We are hoping to be successful this time around; we asked for \$1.5 Million, either we get that amount, or we don't get anything. We were close last time, but this time by having the Coalition tied to the EPA, we should be set up as a solid candidate for the award.

## **5. Attorney's Update:**

Ms. Esther Dickinson from Heaton and Venuti spoke on the purchase of two properties in Lodi that are held up due to issues with the titles. They are currently on appeal, and we have tried multiple times through the town's attorneys to see if funds can be placed in escrow so we can move forward. We have received professional courtesy permission to reach out to the creditors directly. The background information on this is that there are two people in Lodi suing the Town of Lodi for the town cutting down trees on the properties that should not have been cut down. The appeal argument is scheduled for two weeks from now, but the decision may take more time. We want to proceed with our steps as soon as possible so that we can move forward with these properties. The second update from Ms. Dickinson was on the Brownfield's agreement; we finally received information from the DEC on how they want the properties listed on it. Joe and

Esther will begin working on the list; Les Marquart will be assisting with this, as his department will be responsible for a piece of the work. The Planning department will also be looking at properties with back taxes to add to the list of possible properties to pursue. Mr. Marquart asked about the Virginia Street property in the Village of Waterloo; this is owned by the Land Bank and we are still determining how we want to proceed with it. A discussion was also had on the property across from Frazers in the Town of Waterloo; the state cleared the property and the grant could allow us to sell it to interested parties. Lastly, Ms. Dickinson discussed the goals for 2024; that we plan to go over policies, perform a legal audit of them to be sure we are well established with new regulations. She advised that with this process we may have more than basic ratifications.

- 6. CFO/Treasurer Update:** Mr. Scaglione reported on the financial reports; we went through almost \$5000 in the General Checking account; Lawn Maintenance accounted for a large portion of that. Les Marquart made a motion to accept the Treasurer's report, and Ernie Brownell seconded. Motion approved 5-0.
- 7. New Business:** No new business; it was all covered with the CEO/President's report.
- 8. Consideration of Executive Session:** Not necessary at this meeting.
- 9. Adjourn: 4:40 PM, all in favor.** The next meeting will be held on Tuesday, January 23, 2024, at 4 PM.

Respectfully Submitted,

Caitlin Ryan  
Staff Resource Assistant  
Seneca County Department of Planning and Community Development