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Allegany County Land Bank
Board of Directors Meeting
February 26, 2024

Attending: _ Brian Loucks _ ~~Kier Dirlam~~ _ Dave Evans
_ Darwin Fanton _ Jenna Kelley _ Ed Zalar
Excused: ___Kier Dirlam_____
Absent: _____
Contractors: Jason Isaman

1. **CALL TO ORDER:**
   a. The meeting was called to order at _:__ AM by Chairman Loucks.
      i. Guests: Lisa Kimball

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the January 22, 2024 are reviewed.

A motion by _____ and seconded by _____ to approve the January 22nd, 2024 regular board of directors meeting minutes is __ Approved __ Not Approved

3. **FINANCIAL:**
   a. **Treasurer's Report**
      i. February 2024

On a motion by _____ and seconded by _____, the February, 2024 Treasurers report is __ Approved __ Not Approved.

   b. **Administrative Invoices**
      i. Fourth Sector $5,083.33
      ii. Cunningham $ 660.00
      $ 90.00

A motion by _____ and seconded by _____ to pay two administrative invoices in the total amount of $5,833.33 is __Approved __Not Approved.

4. **FUNDING:**
    a. HCR Land Bank Initiative:
        i. Phases
            1. Received Q1 2024 admin funds.
            2. LBI phase 2 demo budget = est. $8,000 *under* budget.
    b. Grant Opportunities:
        i. Affordable Housing Coalition- draft in progress.
        ii. ESD's Restore NY- county passthrough. Intent due 3/25/24
        iii. HCR's Homebuyer Development Program- Four (4) home min. Term sheet to be released soon. Geared for land bank type work.

5. **INFRASTRUCTURE:**
    a. Current Inventory:

172 E. State St. Wellsville
2361 Rt 19 Wellsville
62 O'Connor St. Wellsville
26 Main St. Almond
211 Main St. Bolivar
31 Grover St. Wellsville
10 Spring St. Cuba
15 Second St. Andover
7283 Route 20, Friendship
32 Chestnut St. Wellsville
73 Olive St. Bolivar

Disposition Updates:

a. Properties for Sale:
    i. 211 Main St. Bolivar- approx. closing 3/22/24
    ii. 172/178 E. State St. Wellsville – combined 1.42 acres. Neighbor offers $1,000 per lot.
    iii. 2361 Rt 19 Wellsville – Neighbor offer of $3,000 w/ site plan.
b. Demolition Properties:
    iv. 10 Spring St. Cuba – Waiting on HCR env review approval.
    v. 7283 Route 20, Friendship – Waiting on HCR env review approval.

c. Stabilization Properties: Five Properties slated (6 units)
    i. 62 O'Connor St. Wellsville – testing and SoW complete.
    ii. 26 Main St. Almond (duplex) – Working w/ potential buyer.
    iii. 31 Grover St. Wellsville – Needs asbestos abatement. (approved and scheduled)
    iv. 15 Second St. Andover – testing and SoW complete

d. Occupied Properties:
    i. 32 Chestnut St. Wellsville – occupied. (see Pullen email)
    ii. 73 Olive St. Bolivar – occupied.

6. HOUSING STUDY

a. Updates: Approx. 1,300 surveys completed.
   i. Survey Software cost $5,000.
   ii. Staffing costs so far: 1,257 surveys at $10,926.12 or $8.69 per survey.
   iii. 1,121 surveys left to complete. $9,741.49 at $8.69 per survey.

7. EXECUTIVE DIRECTOR REPORT:

a. **Major Achievements**

i. Completed 2023 PARIS Annual Report
ii. Received HCR approval to proceed with 31 Grover asbestos.
iii. Submitted NCCC application.
iv. Submitted env review docs for HRC approval for demo of 10 Spring and 7283 CR 20
v. Worked with bookkeeper and accountant on PARIS reports and annual audit.
vi. Continued work on AHC grant application (open submittal- no deadline)

b. **Goals For Next Month**

i. Figure out what to do about occupied properties.
ii. Oversee abatement and demolition of 10 Spring and 7283 CR 20
iii. Get Alfred State on board for NCCC Summer Program.

c. **Barriers To Meeting Goals**

i. Occupied properties need to be vacated.
ii. Need to get historic tax sale data from AC Treasurer's office and home sales data from RP.
iii. HCR approval for capital project expenditures.
iv. PARIS season along with having several projects started and multiple grant applications started will undoubtedly create time/schedule challenges.
v. Increase ease of contact with Alfred State.

d. **Upcoming Events**

i. 3/28 NY Land Bank Assoc. monthly meeting 12:30 pm
ii. PARIS due March 31, 2024

8. OLD BUSINESS:

9. NEW BUSINESS:

a. Committee Reports:
   i. Governance-
   ii. Audit-
   iii. Finance-

10. <u>CORRESPONDENCES:</u>

11. <u>GOOD OF THE ORDER:</u>

a. Vacant Board Seat

12. <u>NEXT MEETING:</u>

a. Next meetings will be scheduled for March 18th, 2024 at 9AM
b. Committee Meetings immediately BEFORE 3/18 BoD meeting. (8:30am)

13. <u>ADJOURNMENT:</u>

On a motion by _____and seconded by _____the meeting was adjourned at __:__ AM.