6087 State Route 19 North- Suite 300
Belmont, NY 14813
585-268-7472 Extension 7
alleganycountylandbank@gmail.com

Allegany County Land Bank
Board of Directors Meeting
May 20, 2024

Attending: _ Brian Loucks _ Kier Dirlam _ Dave Evans
_ Darwin Fanton _ Jenna Kelley _ Ed Zalar
Excused: _____
Absent: _____
Contractors: Jason Isaman, Lisa Kimball (via video conference)

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

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the April 29, 2024 are reviewed.

A motion by _____ and seconded by _____ to approve the April 29, 2024 regular board of directors meeting minutes are __ Approved __ Not Approved

3. **FINANCIAL:**

   a. **Treasurer's Report**
      i. May 20, 2024

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

   b. **Administrative Invoices**

i.	Fourth Sector	$5,083.33
ii.	Fourth Sector (surveys)	$2,247.00
iii.	Cunningham	$300.00

A motion by _____ and seconded by _____ to pay two administrative invoices in the total amount of $7,630.33 is __Approved __Not Approved.

   c. **Capital Projects Invoices**

i.	Cyrco Construction Cuba demo/abatement	$17,334
ii.	Cyrco Construction Friendship demo/abatement	$16,334
iii.	NEM Air Quality Monitoring	$4,000

4. **FUNDING:**
   a. HCR Land Bank Initiative:
      i. Budget increase requests due ASAP. HCR review 6/26
   b. Grant Opportunities:
      i. Affordable Housing Coalition- draft in progress.
      ii. ESD's Restore NY- county passthrough. Due 5/22/24. $150,000.
      iii. CrossMod® Pilot through HCR
      iv. Vacant Property Clearance Program through CDBG (federal)
      v. HCR's Homebuyer Development Program (federal)

5. **INFRASTRUCTURE:**
   a. Current Inventory:
      172 E. State St. Wellsville
      62 O'Connor St. Wellsville
      26 Main St. Almond
      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. 7283 Route 20, Friendship –Demo complete. Purchase offer by neighbor.
      ii. 10 Spring St. Cuba
      iii. 172-178 E. State Wellsville

   b. Demolition:
      i. 62 O'Connor St. Wellsville – Moved from Stabilization to Demo.

   c. Stabilization Properties: Three Properties slated (4 units)
      i. 26 Main St. Almond (duplex) – Survey and Elevation Certificate received.
      ii. 31 Grover St. Wellsville – SHPO delay. Project Summary (RestoreNY)
      iii. 15 Second St. Andover

Bids for the stabilization of three (3) properties were due May 15th. Two contractors submitted bids. 26 Main Almond and 15 Second St. Andover need septic replacement delayed by HCR. They want a engineered project plan because of flood plain.

On a motion by _____ and seconded by _____ a quote for $_____ from_____ (contractor) was ___Approved ___Not Approved to be paid out of LBI phase II Rehab/Stabilization funds.

31 Grover, Wellsville, 15 Second St., Andover, and 26 Main St., Almond require lead-based paint remediation and mold abatement. Quotes were solicited from three (3) environmental contractors but only one (1) company returned a quote.

d. Occupied Properties:
    i. 32 Chestnut St. Wellsville – waiting on Building Code Inspection Report.
    ii. 73 Olive St. Bolivar – waiting on Building Code Inspection Report.

6. HOUSING STUDY

a. Updates: Software subscription paid for. Technical errors in the GIS data were present but were corrected.

7. EXECUTIVE DIRECTOR REPORT:

a. **Major Achievements**

i. Cuba and Friendship Demo's complete
ii. Kick-off meeting with Peter Degnan Esq.
iii. Received quotes for 31 Grover Mechanicals
iv. Completed 1/3 of remaining surveys
v. Completed ESD Restore NY Grant
vi. Received RFPs to stabilize three (3) properties.

b. **Goals For Next Month**

i. Begin a plan for occupied properties.
ii. Request LBI budget increase
iii. Get Alfred State under agreement for NCCC Summer Program.
iv. Request LBI Phase I Q2 2024 admin funds.

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. SEQR etc.

d. **Upcoming Events**

i. 6/27 NY Land Bank Assoc. monthly meeting 12:30 pm
ii. Local Governance Conference at Houghton- June 6th.
iii. NYLBA/NYCOM Joint Conference in Oswego July 10-12

8. OLD BUSINESS:

a. AmeriCorps/NCCC- site supervisor job listing has been posted with Walker Staffing and Workforce Development. Program runs from June 24th to August 2nd.
b. Salzar appointment
c. Peter Degnan- retainer

9. NEW BUSINESS:

a. Tax Sale Properties- 2025 projects
b. Potential Partnership w/ People Inc.

10. CORRESPONDENCES:

11. GOOD OF THE ORDER:

12. NEXT MEETING:

a. Next meetings will be scheduled for June 17, 2024 at 9AM

13. ADJOURNMENT:

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