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Allegany County Land Bank
Board of Directors
SPECIAL MEETING
January 29, 2026

Attending: Kier Dirlam, Dave Evans, Darwin Fanton [Z], Brian Loucks, Bob Salzar, Ed Zalar
Excused: Bryan Perrin
Guests: Brad Watson
Contractors/Other: Jason Isaman, Jonathon Barnes, Kate Williams (Fourth Sector)

1. **CALL TO ORDER and WELCOME GUESTS:**
   a. The meeting was called to order at 2:32 PM by Chairman Loucks
   b. Approval of the Agenda

On a motion by Dave Evans and seconded by Bob Salzer the agenda was Approved,

2. **PROPERTY ACQUISITION**
   a. Centerville Rd. Houghton
      i. ***Discussed property acquisition*** in Houghton for a sub-division project from Houghton University. The group reviewed their interactions with Houghton University officials who expressed concerns about housing restrictions. HCR requested more accurate cost estimates for pre-site development work. The team is working on obtaining hard cost quotes for items like surveying, road construction, and site grading, with the grant deadline extended but still looming to apply to HCR. Houghton University has a board meeting on February 5th.
      ii. ***Revised 10-Home Development Plan***: The group discussed a revised site plan for a 10-home development, which was scaled down from the original 10 acres to reduce costs. They addressed concerns about road access angles and the potential need for a retention pond, which would require additional land if necessary. The discussion also touched on communication issues with Houghton University regarding the property donation and intended use of the homes for both faculty and low-income seniors.
      iii. ***Home Layout and Setback Review:*** The team discussed home layout designs and setbacks for a development project. Jonathon presented slides showing offset limits and road specifications, noting that the property is approximately 3.42 acres, smaller than initially thought. They agreed to build a private road to County DPW/DOT specifications and transfer it to the Town of Caneadea at a later. The group expressed concerns about tight

setbacks for some lots and discussed options to expand the property by moving the boundary line back slightly by about 50'. They also considered the impact of the terrain on lot sizes and discussed the potential need for engineering adjustments after approval.

iv. ***Property Purchase and Development Strategy:*** The meeting discussed the potential purchase of a 10-acre property. The group debated negotiation strategies, with a proposal to offer $2,000 per acre for up to 10 acres. They clarified that while Houghton would benefit from the project by having new housing, they would not be donating land or receiving direct financial benefits.

A motion by Kier Dirlam and seconded by Dave Evans to authorize Ed Zalar and Jason Isaman to negotiate with Houghton University on a per acre rate up to ten acres to purchase the property as needed from the design parameters. The negotiated agreement will be reviewed at a future Land Bank meeting. Motion was Approved

b. St. Philip's Church, Belmont
Kier Dirlam has had a County Legislator and a local resident reach out regarding the church property. The County acquired the property from the Episcopal Church and the property includes three buildings: the church, elections building and lawyer building. The County had Hunt Engineers, Architects and Surveyors analyze the structure. A short report was provided to the board for review. The County Space Needs Committee had reviewed the report and found no use for the county and recommended demolition of the structure. If the County were willing to turn it over to the Land Bank the property would have to be sub-divided and enough property would have to be allocated to allow parking and related offsets to meet code. If the County were to turn it over to the Land Bank it would need to meet current codes including zoning. The property is in an R-1 Zoning District in the Village of Belmont which means it should be used for single family residential. While this would be an interesting housing option it seems like it will be an exceptionally large effort and money for a single-family home. The board took no action at this time.

3. ADMINISTRATIVE CONTRACT

a. Fourth Sector Services 2025-2026 contract addendum

i. Jason Isaman introduced Brad Watson as a potential new employee of 4th Sector Services.

ii. The board was presented with an addendum to the contract with Fourth Sector Services to increase the annual contract by $37,000 to cover services. The finances will more than cover this difference for 2026.

iii. Brad Watson, a construction professional with extensive experience, to help with upcoming projects. Additional items that would be covered under this addendum would be General Contractor coordination, maintenance and security oversight, project support and program delivery.

iv. Jason confirmed we have the necessary funding from program delivery grants to support his hire for up to one year.

On a motion by Ed Zalar and seconded by Bob Salzar to accept an addendum to the Professional Services Agreement with Fourth Sector Services, LLC that would increase by $37,000 to an annual contract of $225,000 was approved.

4. **PROPERTY DISPOSITION**
    a. 111 Main St. Bolivar- parcel
    The Village of Bolivar would like to utilize a corner of the property at 111 Main Street to install a sign. The parcel also has a well that the DEC is aware of and this would go to the Village of Bolivar.

On a motion by Kier Dirlam and seconded by Ed Zalar, to subdivide the parcel known as 111 Main St. Bolivar into a small sub-parcel to be transferred to the Village of Bolivar at no cost to the Village of Bolivar was Approved.

5. **NEXT MEETING:**
    Next Board of Directors meeting: February 23, 2025 at 9AM

6. **ADJOURNMENT: On a motion by Kier Dirlam and seconded by Dave Evans the meeting was adjourned at 3:56 PM.**

Notes as taken by Kier Dirlam