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Allegany County Land Bank
Board of Directors Meeting
January 12, 2025

Attending: Kier Dirlam, Dave Evans, Brian Loucks, Bryan Perrin, Bob Salzar, Ed Zalar
Excused: Darwin Fanton
Guests: Matt Chavez, Clinton Brown
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 9:00 AM by Chairman Loucks.
   b. Sealed Bid Openings
      i. 63 Seneca St. Wellsville Demolition

Demolition Bid Tabulation:
Bids Due January 9, 2026
Opened January 12, 2026
Demolition and Grading at 63 Seneca St, Wellsville, NY:

Contractor	Bid	Days to Finish
Edward Hulme - Warsaw, NY	$29,650	5 days
Hulse Excavation – Andover, NY	$9,500	3-5 days
Boom's Inc.- Little Genesee, NY	$13,900	7 days
Bronze Contracting - Remsen, NY	$47,550	5 days
Mathews Enterprises - Westfield, NY	$27,500	5 days
Sun Environmental – Liverpool, NY	$94,737	6 days
Cyrco Rolloffs - Andover, NY	$14,500	3-5 days

      ii. 4-6 Main St. Friendship Stabilization

Stabilization Bid Tabulation:
Bids Due January 9, 2026
Opened January 12, 2026
Stabilization for 4-6 Main Street, Friendship, NY:

Contractor	Bid Total	Days to Finish
Westside Construction - Churchville, NY	$296,700	40 days
Booms Inc. - Little Genesee, NY	$160,265	60 days
Hulse Excavation – Andover, NY	$391,000	45-60 days

On a motion by Ed Zalar and seconded by Bob Salzar to go into Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation at 9:12 AM was approved.

On a motion by Dave Evans and seconded by Bryan Perrin to come out of Executive Session at 9:35 AM was approved.

On a motion by Bryan Perrin and seconded by Ed Zalar to award the bid for the 63 Seneca St. Wellsville Demolition contract to Hulse Excavation – Andover NY in the amount of $9,500 was approved.

It was determined that two of the bids were incomplete and not viable for the Stabilization Contract.
On a motion by Ed Zalar and seconded by Dave Evans to award the bid for the 4-6 Main St. Friendship Stabilization contract to Westside Construction - Churchville, NY in the amount of $296,700 was approved.

2. **MINUTES**
    a. Regular Board Meeting: The minutes from the December 15, 2025.

On a motion by Bob Salzar and seconded by Bryan Perrin the December 15, 2025, regular board of directors meeting minutes were Approved

3. **CORRESPONDENCES**

Reviewed an email regarding Depot Street in Friendship, NY

4. **TREASURER'S REPORT**
    a. January 2026

LBI Phase 2 x0024	**$110,165.37**
LBI 2.2 Capital x0482	**$657,961.56**
LBI Operations x0379	**$ 65,269.92**
General Fund	**$138,167.04**

On a motion by Ed Zalar and seconded by Bob Salzar, the January 2026 Treasurers report was Approved.

5. **FUNDING**
    a. HCR Land Bank Initiative – trying to spend down the current award before they will approve the next phase grant.
    b. CrossMod® Move-In NY – No notification – they asked questions regarding the Houghton subdivision proposal construction estimates and timelines.
    c. Small Rental Development Initiative – this is a new grant that would apply for 4-6 for the 2nd and 3rd floors – items include sprinkler system and elevator.

A motion by Kier Dirlam and seconded by Ed Zalar to apply for HCR's Small Rental Development Initiative, up to the $500,000, was Approved

6. **INFRASTRUCTURE**

    a. Board of Directors Projects Report
    b. Partner Properties:
        i. ***9761 Thayer St. Houghton*** – No Update

ii. ***319 Main St. Bolivar (Old Bank)*** – No Update
iii. ***38 E Main St. Cuba (Cuba Cultural Center)*** – No Update

c. Current Inventory:
i. ***7776 (26) Main St. Almond*** - On hold.
ii. ***15 Second St. Andover*** - Received deposit invoice. Waiting on environmental review approval from HCR. Meeting on Jan 12th with Finley Cooperwood to review subcontractor list. Project meeting 1-15-26 at 1pm at Crossroads.
iii. ***31 Grover St. Wellsville*** - Clinton Brown Company Architecture and Architect David Schoell are at approx. 90% completion for the construction design work. Reviewed drawings. Next Step: RFP for rehab do be released as soon as drawings are complete.
iv. ***172-178 E. State St. Wellsville (lots)*** - No updates. New mayor is aware of the proposal to turn this into a pocket park.
v. ***2 W Main St. Friendship (TC's Diner)*** - TC's Diner owned by F.R.E.D. Inc. Made purchase offer. Ashley Smith finding tenant for diner. Land Bank board needs to review options for becoming landlord. Closing is delayed due to lack of F.R.E.D. corporate docs. (Purchase offer delivered
vi. ***4-6 Main St. Friendship (Fellows Hall)*** - Made purchase offer and currently under contract. Have HCR approval for pre-development activities. Site visit with contractors for stabilization RFP took place on January 6th. Bids for temporary electric, site security and structural stabilization to be opened during January 12th meeting. Closing is delayed due to lack of F.R.E.D. corporate docs.
vii. ***8 Main St. Friendship*** - Next Steps: need a feasibility report and stabilization plan.
viii. ***Antique Barn, Friendship*** - Currently under contract.
ix. ***4-6 Depot St. Friendship (burned apt)*** - Under contract. Collaborating with environmental professional to get site clean-up plan through a material variance request to DOL. Boarded property per Town's request.
x. ***12 Depot St. Friendship*** -Purchased through County tax auction. Structure to be demolished with
xi. ***4-6 Depot. Friendship*** -Working on environmental review checklist.
xii. ***63 Seneca St. Wellsville*** -Purchased through County tax auction. Structure to be demolished. Working on environmental review checklist. Partnering with People Inc. to place an ADA accessible Xmod Bids for demo to be opened during January 12 meeting.
xiii. ***607 & 617 Main St. Whitesville*** -Demo complete. Waiting for snow to melt for final inspection of work. Survey revealed adjacent property encroachment. Received revised description from surveyor. Two Xmod homes are planned for this site.
xiv. ***111 Main St. Bolivar – Burnout building*** – site cleanup completed. Orphan oil well on property. Jason contacted IDA Brownfield team who has connected us with DEC. Co-development with Habitat for Humanity is planned for this site. $100,000k budgeted for site work on new build w/ GVHFH. Wetlands permit

needed due to proximity to wetlands. Oil well on property may need capped-DEC investigating on our behalf. We were just notified that the Allegany County Habitat for Humanity pulled out of building a house at this location.

d. Properties of Interest:
   i. ***10 Main St. Friendship (Hardware)*** - Waiting on HCR LBI 2026 grant for funds to purchase.
   ii. ***4 Ford St. Alfred*** - No longer for sale
   iii. ***736 Rt 244 Alfred Station*** – No longer for sale

7. HOUSING STUDY

a. Update – contract signed by County last week – waiting for the consultant signature.

8. BROWNFIELDS

a. Phase I site environmental work at our Friendship locations – No Update

9. EXECUTIVE DIRECTOR REPORT

a. **Major Achievements**
   i. See Board of Directors Monthly Report
   ii. 4-6 Main bids for stabilization
   iii. Submitted HCR budget modifications
   iv. 63 Seneca demo bids

a. **Goals for Next Month**
   i. Begin 15 Second Andover rehab
   ii. Demo 63 Seneca St.
   iii. Release RFP for 31 Grover Rehab

b. **Barriers To Meeting Goals**
   i. Approval from HCR

10. OLD BUSINESS

The Land Bank Attorney has been appointed as the Interim District Attorney. He will have to run for the position of DA. He will be able to continue to run his business but realistically we should be looking for a new Attorney.

11. NEW BUSINESS

a. **Annual Audit/PARIS Reporting** – No update
b. **Governance/Audit/Finance Committee meetings** – Not ready for today
c. **Board Officers and Committee Appointments** – March meeting we will review
d. **Administrative Invoices**

Fourth Sector	$ 15,667.00
Glenn Smith	$ 385.00

On a motion by Kier Dirlam and seconded by Bryan Perrin to pay administrative invoices in the total amount of $16,052.00 was Approved

e. **Capital Invoices**

Clinton Brown	$ 17,382.78
Peligan Excavating	$ 76,884.00
Jim Ball	$ 1,935.00
Jim Ball	$ 1,980.00
Sports Locker	$ 63.00
Neeson Clark Assoc	$ 2,000.00

On a motion by Dave Evans and seconded by Bob Salzar to pay capital invoices in the total amount of $100,244.75 was Approved

12. **GOOD OF THE ORDER:**

On a motion by Ed Zalar and seconded by Bryan Perrin to go into Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation at 10:36 AM was approved.

On a motion by Bryan Perrin and seconded by Ed Zalar to come out of Executive Session at 10:56 AM was approved.

The board returned to the original resolution earlier in the meeting and amended it as follows:

On a motion by Ed Zalar and seconded by Bob Salzar to award the bid for the 4-6 Main St. Friendship Stabilization contract to Westside Construction - Churchville, NY in the amount of $296,700 with adjustments based on the interview that was held, having the contract add an addendum for the sidewalks replacement and removing it from the regular contract thus decreasing the total bid downward approximately $50,000, and pending the ownership issues on the property being resolved was approved.

13. **NEXT MEETING:**

Next Board of Directors meeting: February 23, 2025, at 9AM and the rest of the year will return to the 3rd Monday at 9AM.

14. **ADJOURNMENT:**

On a motion by Ed Zalar and seconded by Bryan Perrin the meeting was adjourned at 11:14 AM.