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Allegany County Land Bank
Board of Directors Meeting
April 21, 2025

Attending: Kier Dirlam, Darwin Fanton, Brian Loucks (via Zoom), Bob Salzar
Excused: Dave Evans, Ed Zalar
Guests: Ashley Smith
Contractors/Other: Jason Isaman Jonathon Barnes, Kate Williams (Fourth Sector)

1. **CALL TO ORDER and WELCOME GUESTS:**
   a. The meeting was called the to order at 9:01 AM by Treasurer Fanton.

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the March 17, 2025.

On a motion by Bob Salzar and seconded by Darwin Fanton to approve the March 17, 2025, regular board of directors meeting minutes were Approved

3. **FINANCIAL:**

   a. **Treasurer's Report** – reviewed and discussed the April 2025 report.
      i. Phase 1 – Year 3 spent $98,114.04 thus far Available $96,885.96
      ii. Phase 2 – Spent $401,898.82 thus far Available $300,059.18
      iii. Phase 2.2 (LBI 2) – Spent $25,543.19 thus far Available $1,011,298.81
      iv. General Fund spent $32,727.32 thus far Available is $17,272.68

On a motion by Kier Dirlam and seconded by Bob Salzar, the April 2025 Treasurers report was Approved

   b. **Administrative Invoices**

i.	Fourth Sector	$ 15,667.00
ii.	Cunningham (2)	$ 1,013.00
iii.	Mellville Insurance	$ 614.00

On a motion by Bob Salzar and seconded by Kier Dirlam to pay administrative invoices in the total amount of $ 17,294.00 was Approved

c. **Capital Invoices**

i.	Clinton Brown Co. Grover	$ 414.44
ii.	Clinton Brown Co. 4-6 Main	$ 22,465.00
iii.	Sports Locker Inc.	$ 105.00
iv.	Belmont Hardware	$ 391.58
v.	Jim Ball Surveying	$ 1,680.00
vi.	Westside Construction	$ 88,367.00

On a motion by Kier Dirlam and seconded by Bob Salzar to pay capital invoices in the total amount of $113,433.02 was Approved

4. **FUNDING:**
   a. HCR Land Bank Initiative – No Update
   b. AHC w/ Andover Historic – No Update
   c. AHOP – new construction – No Update

5. **INFRASTRUCTURE:**
   a. Current Inventory:
      i. **7776 Main St. Almond (formerly 26)**
      911 Renumbered Main Street in Almond so this is the same property as 26 Main. Received quotes from architects for design services and construction drawings. To be reviewed during Board of Directors meeting. Jason and Jon met with Steuben Habitat for Humanity - they are interested in this property. Have multiple options to consider. Received approval from HCR to proceed with non-capital activities. The rebuild needs to be in the same footprint per NYSDEC. Plan to build a single-family home on this site.
      ii. **15 Second St. Andover**
      Received quotes from architects for design services and construction drawings. To be reviewed during Board of Directors meeting. Jason and Jon met with Steuben Habitat for Humanity - they are interested in this property. Have multiple options to consider. Received approval from HCR to proceed with non-capital activities.
      iii. **31 Grover St. Wellsville**
      Asbestos abated and selective demo complete. SHPO approved part 1 & 2 of the historic tax
      credit application. Jon is developing order of operations and SOW for next projects - will need
      to put out RFPs for mechanical system design. Getting garage demolition clearance from HCR.
      Historic window restoration project in the planning stages - considering holding a class in the Fall
      that is open to residents. We were awarded the Allegany County Area Foundation grant for $1,451 to build a shed for the property. GVCS students are building shed now and it will be completed mid-May. They are sharing blueprints with us so we can replicate the design for future

properties. Pt 1, 2 tax credit applications were accepted. Next, we have to complete work and then can apply for Pt 3.

iv. **62 O'Connor Wellsville (lot)**
Purchase offer was received

v. **172 E. State St. Wellsville (lot)**
Jason spoke with Mayor Randy Shayler about the Village turning this into a park. No Action

b. Partner Properties:

i. **32 Rochambeau Andover (AHP)**
Partner property (Andover Historic). Received approval from HCR to proceed with non-capital activities.

ii. **11 Hill St. Andover (AHP)**
Partner property (Andover Historic). Received approval from HCR to proceed with non-capital activities.

iii. **4-6 Main St. Friendship (FRED)**
Partner Property (FRED). Had walk through with CBCA for Feasibility Study - back cannot be
saved but potential to add on. Land survey received - lot is larger than we originally thought.
Received approval from HCR to proceed with non-capital activities.
CBCA submitted proposal to Friendship for their Main St Grant for Facade updates. CBCA worked with SHPO so they now record the determination that 4-6 is "eligible" for listing in the National Register which will help with a tax credit application. Eventually Friendship will need to move forward with the historic district as the building will not meet NR listing criteria on its own.

Friendship now has a new Main Street Committee that is working on the grant that they received last year. Discussed the Main Street Grant that will be looking at 3-4 buildings – structural concerns, redevelopment, and visioning for the community.

Darwin Fanton expressed concern that currently the Land Bank is the only entity involved with this large project for 4-6 Main Street. Discussed the results of the initial report that showed that if we went through with demolition of the back half and rebuilt in the same footprint, we could have 6 – 8 living units and possible some retail/office on ground floor.

Chairman Loucks noted that he wants the presentation to the Board to be in-person for this project.

iv. **111 Main St. Bolivar (private)**
Partner Property. Everyone is working to get this home to the Land Bank. Could be a partnership

with Habitat for Humanity. Received approval from HCR to proceed with non-capital activities.

v. **9761 Thayer St. (private) AKA Disco Barn**
Partner Property (former dorm for Houghton Academy). Received approval from HCR to proceed with non-capital activities.

vi. **73 Olive St. Bolivar**
Sold Closed on sale of property + 2 additional lots. Proceeds to Land Bank = $6,307.17.

vii. **32 Chestnut St. Wellsville**
Sold Closed on sale of property. Proceeds to Land Bank = $9,783.27 with $386.16 being held to cover utility bills that were open.

c. Other Properties:

i. **38 King St. Wellsville**
Code enforcement officer called Jason about this property. No Action
63 Seneca St. Wellsville
No update – stuck in Tax Sale

ii. **194 North Main Street, Wellsville**
Initial discussion about this property with owners were held. No Action.

iii. **3197 Riverside Dr Wellsville**
Allegany County Area Foundation Board did not accept our proposal to use this property for AmeriCorps NCCC housing. We did not move forward with NCCC program this year.

d. Board of Directors Projects Report
Administrative Progress & Accomplishments Since Last Meeting included the following:

i. Newsletter (BOCES partnership)
ii. BOCES Skilled Trades Career Fair
iii. NYS OGS Centralized Contract [State Bid] Use Authorization has been approved.
iv. Town of Friendship Revitalization Committee
v. Tax Sale History
vi. Board member portal
vii. Property identification for People, Inc.

6. HOUSING STUDY

a. County RFP – has been released and expect it to be in process by early June.
b. Land Bank Objectives – what would the Land Bank like to see going forward.

7. EXECUTIVE DIRECTOR REPORT:

a. **Major Achievements**

i. Completed 4-6 Main St. Feasibility Report data gathering
ii. Released RFP for Design Services- Two properties
iii. Attended BOCES Career Fair

iv. Received SHPO approval for six (6) properties
v. Received approval for Historic Tax Credit – 31 Grover
vi. Closed on the sale of 73 Olive Bolivar and 32 Chestnut Wellsville
vii. Finalized and began distributing ACLBC Newsletter

b. **Goals for Next Month**
i. Draft renovation scope for 2nd St. Andover
ii. Release RFP for 31 Grover Plumbing, HVAC, and Electric design
iii. Place GVCS shed at 31 Grover
iv. Engage Architect/Engineer- Main St. Almond/Second St. Andover
v. Complete SEQR for eight (8) properties

c. **Barriers To Meeting Goals**
i. Environmental Review approval from HCR

d. **Upcoming Events**
i. Local Governance Conference- Thursday, June 5th at Houghton University

On a motion by Darwin Fanton and seconded by Bob Salzar to approve the Land Bank being a vendor at the Southern Tier West Local Government Conference was approved.

8. <u>OLD BUSINESS:</u>

a. Posting meeting recordings – Now tracking views – Live on YouTube
b. Offer to purchase tax foreclosures from Allegany Co – discussed Land Bank Chairman and Executive Director meeting with the County Administrator and Chairman of the Legislature in coming month.
c. Open Board Seat – currently one open seat
d. 5081 Bolivar Rd. Wellsville: 18-unit motel seeking rehab assistance or sale – no update as the owner is now working directly with HCR.
e. GVCS shed project – almost completed shed.
f. Steuben Habitat for Humanity – discussed 15 Second Street in Andover and Main St. Almond to move forward with them.
g. Switching Banks – discussed the issues with Community Bank N.A. related to accessing our accounts and fees. Treasurer encouraged consideration of moving our accounts to First Citizens Community Bank in Wellsville.

On a motion by Darwin Fanton and seconded by Bob Salzar to change banks from Community Bank, N.A. to First Citizens Community Bank currently located at 10 S Main St, Wellsville, NY 14895 was approved.

On a motion by Darwin Fanton and seconded by Bob Salzar to make Brian Loucks and Darwin Fanton the signatories on the First Citizens Community Bank accounts as well as approving Fourth Sector Services, LLC [Jason Isaman] and Cunningham & Stauring are approved to be read-only users on-line accounts was approved.

h. Friendship Feasibility Report
i. Friendship Historic District/ Main Street Grant

9. <u>NEW BUSINESS:</u>

a. 62 O'Connor Purchase Offer

On a motion by Darwin Fanton and seconded by Bob Salzar to approve the purchase offer on 62 O'Connor vacant lot in the amount of $3,500.00 was approved.

b. Quotes for Design Services
    i. 15 Second Andover
    ii. 7776 Main St. Almond (new address)

On a motion by Kier Dirlam and seconded by Darwin Fanton to approve Peter L. Morse & Associates to provide services for 15 Second Street, Andover, and 7776 Main Street Almond in the amount of $49,000 was approved.

10. <u>CORRESPONDENCES:</u> None

11. <u>GOOD OF THE ORDER:</u> None

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

a. Next Board of Directors meeting: May 19, 2025, at 9AM

13. <u>ADJOURNMENT:</u>

On a motion by Kier Dirlam and seconded by Darwin Fanton the meeting was adjourned at 10:45 AM.