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Allegany County Land Bank
Board of Directors Meeting
August 18, 2025

Attending: Kier Dirlam, Dave Evans, Darwin Fanton, Brian Loucks, Bob Salzar, Bryan Perrin
Excused: Ed Zalar
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.

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the July 21, 2025.

On a motion by Darwin Fanton and seconded by Bob Salzar to approve the July 21, 2025, regular board of directors meeting minutes are Approved.

3. **FINANCIAL:**
   a. **Treasurer's Report**
      i. August 2025

LBI Phase 1	$ 18,686.42
LBI Phase 2	$227,628.57
LBI 2.2	$904,269.37
General	$148,789.29

On a motion by Dave Evans and seconded by Bryan Perrin, the August 2025 Treasurers report is Approved.

Administrative Invoices

Fourth Sector	$ 15,667.00
Fourth Sector – Land Bank Conf.	$ 1,697.88
Glenn Smith	$ 916.22
Wilkins	$ 450.00

On a motion by Darwin Fanton and seconded by Bob Salzar to pay administrative invoices in the total amount of $ 18,731.10 is Approved

4. **FUNDING:**
    a. HCR Land Bank Initiative
        i. Operations – in the works to receive $195,000 in September
        ii. Capital Projects (open until Nov.) – Applying for $2,000,000 in this round. Minimum application is $300,000. Jason proposed applying for the landlord program for the Thayer House and the Bolivar Bank. This would be $800,000 plus the $1,200,000 for our other projects.

On a motion to apply for the maximum of $2,000,000 to LBI by Kier Dirlam and seconded Dave Evans. There was a lengthy discussion about the need to address staffing issues to keep adding more projects to our lengthy list of active and proposed projects. Approved. Darwin Fanton voted No.

        iii. CrossMod® Opportunity – discussed a program that allows coverage of up to $250,000/unit for a house and the site work. Estimated that it may be up to $300,000/unit of cost. Finding a Developer to be a part of this program. Minimum number of units to apply for is five (5). The application has not been released yet so no action was taken.

5. **INFRASTRUCTURE:**
    a. Board of Directors Projects Report
    b. Partner Properties:
        i. **11 Hill St. Andover** - Partner property - Andover Historic Preservation (AHP). Selected Peligan Excavation & Renovation (Belmont, NY) for roof replacement and exterior painting in July meeting for $71,500. Waiting on permit and will need Notice to Proceed from HCR prior to starting work. Co-development agreement reviewed by P. Degnan and Jason sent to Monica Dean for review and signature. Total Land Bank investment (LBI funds) = $50,000; Total AHP investment = $21,500.
        ii. **32 Rochambeau Ave. Andover -** Partner property - Andover Historic Preservation (AHP). Selected Peligan Excavation & Renovation (Belmont, NY) for roof replacement in July meeting for $84,500. Waiting on permit and will need Notice to Proceed from HCR prior to starting work. Co-development agreement reviewed by P. Degnan, and Jason sent to Monica Dean for review and signature. Total Land Bank investment (LBI funds) = $50,000; Total AHP investment = $34,500.
        iii. **11 Hill St. Andover & 32 Rochambeau Ave. Andover** – Discussed the proposal and to move forward on the projects. The project will need $52,000 from the Land Bank. Andover Historic Preservation will provide the remaining funds for the project.

On a motion by Darwin Fanton and seconded by Bob Salzar to approve $52,000 to assist with the roof replacements, etc. on these two Andover properties. Approved

iv. **9761 Thayer St. Houghton** – Partner Property (former dorm for Houghton Academy). Received approval from HCR to proceed with non-capital activities. In the final stages of the HCR environmental review process. Asbestos detected in multiple floors. Potential brownfield project through county's EPA grant. Jason Isaman is meeting with Phil Stockin who has taken over as Headmaster of Houghton Academy to discuss this proposed project.

v. **319 Main St. Bolivar (Old Bank)** – Steuben Bank building in Bolivar; owner approached Land Bank about process - commercial downstairs, upstairs would be turned into residential units. Preparing to get Asbestos testing quotes. This site is on the list that both the Village and the Land Bank are putting in proposals for. It would end up being a project that the LB would work directly with the Village.

vi. **38 E Main St. Cuba (Cuba Cultural Center)** – Old Church in Cuba. Owned by "Cuba Cultural Center Inc." Idea to have market for items made in Allegany County, event space, and offices. Land Bank could get an office space there. Next step: get a proposal from Cuba Cultural Center for purchasing building; they owe back taxes of $13,343.51. Would be held by Land Bank until EDO gets 501(c)(3) and can purchase it. This will provide office space for the Land Bank if we participate. There is no housing component to this project which may be a concern. The Land Bank will have to discuss if this is the location we actually want to be in further. No action. Revisit in September meeting.

c. Current Inventory:

i. **7776 (26) Main St. Almond** - New build. Received approval from HCR to proceed with non-capital activities. In the final stages of the HCR environmental review process. Working with Peter Morse for Design Services. Received final permit drawings and project manual for new build. Favorable appraisal received - $367,000 using comps and $491,000 from a cost approach. Habitat cannot take on project. Posted RFP for contractor with bids due by September 12. Revisit next month.

ii. **15 Second St. Andover** - Received approval from HCR to proceed with noncapital activities. In the final stages of the HCR environmental review process. Working with Peter Morse for Design Services. Received final project manual on 8/13. Awaiting final drawings. Habitat cannot take on project; working on RFP for contractor.

iii. **31 Grover St. Wellsville** - Asbestos abated and selective demo complete. SHPO approved part 1 & 2 of the historic tax credit application. Historic window restoration project in the planning stages - considering holding a class in the Fall that is open to residents. GVCS students finished the shed project and it is on the property. Selected Clinton Brown Company Architecture in July meeting to work on construction design. Kick off meeting between CBCA and 4SS held.

On a motion by Bryan Perrin and seconded by Darwin Fanton to approve Clinton Brown Company Architecture, PC to develop construction drawings not to exceed $33,000. Approved.

iv. **172 E. State St. & 178 E. State St.** Wellsville (lot) Jason spoke with Mayor Randy Shayler about the village turning this into a park

v. **4-6 Main St. Friendship** (Fellows Hall) (under contract) -Made purchase offer and currently under contract. Asbestos found in tan linoleum tiles on first floor. Could be a brownfield project through county's EPA grant. Clinton Brown Company Architecture (CBCA) submitted the Historic Tax Credit Part 1 application. The review process was quicker than usual and SHPO wants to do a site visit in Friendship around late September. Two potential district options:

- A smaller commercial district encompassing the core historic Main Street properties (CBCA recommends starting with this approach)
- A broader Village-wide district, which could make additional residences eligible for the residential credit

Selected CBCA in July meeting for Architectural and Design Services for Mothballing and the Restoration. Kick off meeting held between CBCA and 4SS. This was a very long discussion on the pros and cons of looking at the wider district and acquiring additional properties in Friendship. Jason Isaman was directed to meet with the Town of Friendship regarding the last amount of money needed to complete the Historic District. The Board is willing and able to pay another $15,000 if the Town puts it into their budget. No Action was taken on the $15,000 request at this meeting.

vi. **607-617 Main St. Whitesville** (under contract) - Property acquired for $1,368. Preparing to get Asbestos Testing quotes. Neighbor's son wants to purchase.

vii. **Antique Barn** (under contract) Properties of Interest: Made purchase offer and currently under contract. Preparing to get Asbestos Testing quotes. Initially plan to use building to stage equipment for 4-6 W Main St rehab.

d. Properties of Interest:

i. **2 Main St. Friendship (Diner)** - TC's Diner owned by F.R.E.D. Inc. - potential for this to be offered with 4-6 W Main St to entice a developer. Owner told Jason that diner tenants are ending lease. Preparing to get Asbestos testing quotes.

On a motion by Darwin Fanton and seconded by Dave Evans approved up to $10,000 to acquire this property including closing costs. Approved

ii. **8 Main St. Friendship** (tax sale demo) - Neighboring property to 4-6 W Main St that is on the tax foreclosure list. Jason requested this from the County.

iii. **14 Water St. Friendship** - Requested from the County. Same owner as 4440 W Sciota St, Scio & 111 N Main, Bolivar. All in tax foreclosure. Preparing to

get Asbestos Testing Quotes.

iv. **4440 Sciota St. Scio** - Requested from County. Same owner as 14 W Water St, Friendship & 111 N Main St Bolivar. All in tax foreclosure. Preparing to get Asbestos Testing quotes.

v. **111 Main St. Bolivar** - Requested from County. Could be a partnership with Habitat. Asbestos testing and site contamination declaration completed. No asbestos.

On a motion by Dave Evans and seconded by Bryan Perrin authorized 4SS to bid prior to tax sale on 8 Main Street, Friendship, 14 Water Street, Friendship, 4440 Sciota Street, Scio, 111 Main Street Bolivar. Approved.

vi. **4 Depot St. Friendship** - 12-unit apartment that burned down in Friendship. Could help owner with assistance from Town. Aligns with HCR's priority to maximize housing production. Looking to possibly be part of the Brownfields grant project through the IDA. Jason Isaman indicated that the site could be four units that are ADA Accessible.

vii. **10 Main St. Friendship (Hardware)** - Friendship Hardware building. Owner lives in California and wants to sell. Owner has indicated that they won't take less than $50,000. Jason and Jon did a walk-through. Could get acquisition money as part of next grant and make it part of a bigger Main Street project. Preparing to get Asbestos testing quotes. Revisit at a later meeting.

viii. **63 Seneca St. Wellsville** - Village and neighbors want Land Bank to get this property. Requested from county. Potential partnership with People, Inc. Preparing to get Asbestos testing quotes. Brian Loucks spoke to the Mayor and there is confusion over who controls the site. Needs to be followed up on.

ix. **155 Olive St. Bolivar** - William Cottone property - owned by estate. P. Degnan working on due diligence. Preparing to get Asbestos testing quotes. No action.

x. **4047 Rt 19 Scio** - New property of interest. No action.

6. **HOUSING STUDY**
   a. The housing study is currently stalled due to the grantor conditions being reviewed.

7. **BROWNFIELDS**
   a. Three Property trial run – three properties have been submitted to EPA for review. CR 20 at NYS 19 Amity, Castle Garden in Friendship, 4-6 Main Street in Friendship.
   b. NYSDEC MOU – Need approval to allow Brian Loucks to sign the MOU.

On a motion by Kier Dirlam and seconded by Darwin Fanton to approve Brian Loucks to sign paperwork associated with the MOU related to Brownfields. Approved.

8. EXECUTIVE DIRECTOR REPORT:

a. **Major Achievements**
   i. See Board of Directors Monthly Report on the properties.

b. **Goals for Next Month**
   i. Complete Andover Historic Preservation work (2).
   ii. Begin 4-6 W. Main Street, Friendship (Fellows Hall) mothball specifications.
   iii. Post 26 Main Almond build out RFP.
   iv. Release demo RFP for 617 Whitesville.
   v. Get quotes for next round of asbestos testing.
   vi. Release RFP for Almond and Andover (2nd St.).
   vii. Begin LBI property services application.
   viii. Begin CrossMod application.
   ix. Start project proforma for Fellows Hall, Grover, 2nd St Andover and 26 Main Almond.
   x. Order land surveys for new properties on Antique Barn and the Whitesville properties.
   xi. Remedy 79 Clark St. situation.
   xii. Request Q3 2025 admin funds.

c. **Barriers To Meeting Goals**
   i. Approval from HCR.
   ii. Contract drafting lag.
   iii. Contractor Connect posting requirements.

d. **Upcoming Events**
   i. National Land Bank Summit- September 8-9th, Detroit Michigan.

9. OLD BUSINESS:

a. Tax Sale Properties – previously discussed.
b. Bulk Property Purchasing – Nothing to report.
c. Friendship Historic District - previously discussed.
d. Cuba Cultural Center proposal - previously discussed.

10. NEW BUSINESS:

a. **79 Clark St. Housing Merchant Implied Warranty** – Sold December 2023. Notified that the foundation has leaks. Jon had visited the owner and looked at the issues. There is no warranty showing on our paperwork/closing papers. However, NYS has rules on this. Looking for 3rd Party Inspection. 4SS was directed to get three qualified quotes and make repairs.

On a motion by Darwin Fanton and seconded by Bob Salzar to approve the best quote and make repairs to 79 Clark Street, Wellsville. Approved.

11. CORRESPONDENCES:

a. None

12. GOOD OF THE ORDER:

a. Next quarter newsletter – 4SS requested ideas from the board.

13. NEXT MEETING:

a. Next Board of Directors meeting: September 15, 2025, at 9AM (Finance Meeting to follow)

14. ADJOURNMENT:

On a motion by Darwin Fanton and seconded by Bryan Perrin the meeting was adjourned at 11:17 AM.

Notes as taken by Kier Dirlam