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Allegany County Land Bank
Board of Directors Meeting
June 17, 2024

Attending: Brian Loucks, Dave Evans, Darwin Fanton, Ed Zalar, Bob Salzar
Guests: Ashley Smith (10:00am), Oakley Sortore
Excused: Kier Dirlam, Jenna Kelley
Absent: Lisa Kimball
Contractors: Jason Isaman

1. **CALL TO ORDER:**
   a. The meeting was called to order at 9:00 AM by Chairman Loucks.

2. **MINUTES:**
   a. Regular Board Meeting: The minutes from the May 20, 2024, were reviewed.

A motion by Darwin Fanton and seconded by Ed Zalar to approve the May 20, 2024 regular board of directors meeting minutes were Approved

3. **FINANCIAL:**

   a. **Treasurer's Report**: J. Isaman stated that the TR was not ready for review and will be submitted in July along with the July Treasurer's Report.

   b. **Administrative Invoices**
      i. Fourth Sector $5,083.33
      ii. Fourth Sector (surveys) $4,953.00
      iii. Fourth Sector (travel) $777.26

A motion by E. Zalar and seconded by D. Evans to pay administrative invoices in the total amount of $10,812.59 was __Approved __Not Approved.

   c. **Non-Admin Invoices**
      i. White Imprints $930.00- Large signs
   d. **Account Balance**
      i. $159,263.52- Darwin Fanton

A motion by Ed Zalar and seconded by Dave Evans to pay administrative invoices in the total amount of $930.00 was Approved.

4. **FUNDING:**
    a. HCR Land Bank Initiative:
    a. Grant Opportunities:
        i. Affordable Housing Coalition
        ii. ESD's Restore NY- submitted 5-22-24
        iii. CrossMod® Pilot through HCR- The application was Due by July 7th. We did not make the deadline.
        iv. Vacant Property Clearance Program through CDBG (federal)
        v. HCR's Homebuyer Development Program (federal)- Up to four (4) units

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. We received a purchase offer by the neighbor. Oakley Sortor attended the meeting. He is the landowner attached to this property and put in a $5,000 Counter offer to purchase this property.
        ii. 10 Spring St. Cuba
        iii. 172-178 E. State Wellsville
    b. Demolition:
        i. 62 O'Connor St. Wellsville- asbestos abatement and demolition
            Received Asbestos Bids:
            Cyrco Construction- $3,500.00 3 Days to complete
            First Ave Homes- $6,200.00 3 Days to complete
            Cral Contractors: $5,999.00 3 Days to complete
            Received Demolition Bids:
            Cyrco Construction- $10,998.00 3 Days to complete
            First Ave Homes- $25,000.00 7 Days to complete

    c. Stabilization Properties: Three Properties slated (4 units)
        i. 26 Main St. Almond (duplex)
        ii. 31 Grover St. Wellsville
        iii. 15 Second St. Andover

Bids for the demo of 62 O'Connor St. were due June 14th.

Purchase Offer: On a motion by Ed Zalar and seconded by Dave Evans an offer for $5,000.00 to purchase the property known as 7283 County Road 20, Friendship, NY from Oakley Sortore was Approved unanimously.

Asbestos Abatement of 62 O'Connor St. Wellsville: On a motion by Ed Zalar and seconded by Darwin Fanton a bid for $ 3,500.00 from Cyrco Construction (contractor) was Approved

Demolition of 62 O'Connor St. Wellsville: On a motion by Bob Salzar and seconded by Dave Evans a bid for $ $10,998.00 from Cyrco Construction (contractor) was Approved

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

6. **HOUSING STUDY**
   a. Updates: Completed 1,278 completed by Fourth Sector. 2,368 total surveys.
7. **EXECUTIVE DIRECTOR REPORT:**
   a. **Major Achievements**
      i. Received quotes for O'Connor demo
      ii. Completed remaining survey
      iii. Alfred State under agreement for NCCC Summer Program. The contract for this program is active.
   b. **Goals For Next Month**
      i. Begin a plan for occupied properties.
      ii. Begin stabilization projects and septic systems.
   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. NYLBA/NYCOM Joint Conference in Oswego July 10-12

8. **OLD BUSINESS:**
   a. AmeriCorps/NCCC-
      1. Site supervisor- A site supervisor has not been hired but there is an interested individual who will be interviewed on 6-18
      2. Team arrival- The team will arrive on June 22 and depart on August 2.
      3. Work schedule- the team will be working on exterior steps and sidewalks.
   b. Salzar appointment – welcome Bob

9. **NEW BUSINESS:**
    a. Tax Sale Properties- 2025 projects- Jason has the list and will distribute to the board.
    b. Additional Consultant

10. **CORRESPONDENCES:**
    None
11. **GOOD OF THE ORDER:**
    None
12. **NEXT MEETING:**
    a. Next meetings will be scheduled for July 15, 2024 at 9AM

13. **ADJOURNMENT:**

On a motion by Darwin Fanton and seconded by Ed Salzar the meeting was adjourned at 10:37 AM.

Notes as taken by Magin Edwards and Jason Isaman