

**Chemung County Property Development Corporation**  
**Minutes of the Meeting**  
**September 19, 2018**

**Present:** Jennifer Furman, Jeanne Glass, Amanda Keith, Danielle Kenny, Michael Krusen, Bryan Maggs, Emma Miran, Mary Rocchi, Joseph Sartori, Rocco Soda, Thomas Sweet, Nicolette Wagoner

**Call to Order/Approval of Minutes**

Chairman T. Sweet called the meeting to order at 9:00 AM. On a motion by J. Sartori, seconded by N. Wagoner and unanimously carried, the minutes of the August 15, 2018 meeting were approved.

**PENDING ITEMS**

**Board Secretary:** Emma Miran will replace Jennifer Miller as Secretary on the Board. E. Miran needs a letter from the Mayor appointing her as Jennifer Miller's replacement.

**PARIS – New Committees:** B. Maggs spoke with state regarding committees. The NYS ABO requires training for all board members. This is a 2 hour session offered from 9:30 to 11:30 on most Wednesdays. The October trainings have not been posted yet. The web address is: [www.abo.ny.gov](http://www.abo.ny.gov). After a discussion, it was decided that each board member would set up their own training session. Arbor will also do the training, which is good for three years. There is a limited number of slots for each training session. The board needs to form committees for Audit, Finance and Governance. B. Maggs will review the bylaws, constitution of committees and incorporation of committees and come back to the board in October. Bylaws do not be updated to reflect new members, only that there are additional members. It was suggested that the committees meet prior to the regular land bank meeting each month. Each committee must consist of three people and non-committee members are encouraged to be part of a committee. Committees must have different members. Dawn Burlew has agreed to an additional two-year term and would like to suggest an alternative time to have the meeting so she can start attending again.

**Fiduciary Acknowledgement:** Every board member needs to sign this agreement stating he/she will fulfill the requirements of the land bank.

**Update on Sanitation Bills:** D. Kenny asked who will be responsible for sanitation bills. J. Sartori stated that he believes Arbor/Land Bank will not have to pay these bills.

**DISCUSSION/ACTION ITEMS – ARBOR**

**Budget/Disbursement:** A. Wandell reported that the next disbursement request for July - September will be submitted on October 1<sup>st</sup>. The request will be for \$203,374.99. LISC is concerned that the land bank has not met their goals. A. Wandell will make it clear that we have met our goals. Some projects are moving forward, while others have stalled and are delayed. On a motion by N. Wagoner, seconded by J. Furman and unanimously carried, the LISC disbursement request for October was approved.

**Enterprise RFA Update:** The application was submitted successfully. Arbor should hear in October that we have been approved. A. Wandell requested \$1,195,000 as we cannot ask for more than \$2 million.

We need to do 15 rehabs of which we have 12. We have 18 properties projected over a two-year timeframe. The reporting to LISC ends in June 2019. Arbor is strategizing to obtain more properties. A. Wandell asked if the board wants to stay within Census Tracts 6, 7 and 10 or purchase properties outside the initial area. The board felt it would be beneficial to look at properties outside of the Census Tracts of 6, 7 and 10. M. Krusen reported that he and Arbor met with Empire State Development to obtain funding to do a feasibility study that focuses on housing around the future LECOM facility. Arbor is working on this project and is focused on a 6-8 block area around Arnot Park. Arbor is including properties around the Chemung Crossings development in the South Main Street area to be rehabbed.

#### **Property Updates:**

**628 Newtown Street:** This rehab should be complete by the end of September 2018.

**458 Tompkins Street:** This rehab should be complete by the end of September 2018.

**215 Kendall Place:** This property has been a bigger project than expected. A tank had to be removed from underground. Termites were found as well.

**814 West Clinton Street:** Bids have been received with the lowest bid from John Franzese for \$86,734. This property is in a nice neighborhood. The whole roof may not need to be replaced. The third floor will be gutted. Arbor is waiting on specs from architect.

**302 East Second Street:** D. Kenny reported that this project has stalled due to the owner of 304 East Second Street. D. Kenny let the owner know she needs an answer by Friday. Owner is concerned about probate proceeding costs of \$500-800. B. Maggs will reach out to owner's attorney, Chris Denton to see if we can pay him directly contingent upon the sale of the house.

**183 Bower Road:** This property is condemned. Arbor continues to work with owner of property on sale.

#### **ESPRI Updates**

**406 West Gray Street:** This is a property owned by Jim Capriotti. He is closing on the property in September. There is no price for the house yet. M. Krusen suggested Arbor call Steve Agan, Jim Capriotti's attorney for an update.

**418 West Church Street:** Arbor will sell this property to Andy Hughes for \$40,000. Construction to begin September 2018 with completion within six months, March 2019.

**404 West Clinton Street:** Arbor has not heard from Brian Mitchell or Reverend Hasty. If Arbor does not hear anything from them soon, they will see if Andy Hughes is interested in the property. There is only \$50,000 left for ESPRI.

**National Community Stabilization Trust Program:** This program provides community-based buyers the opportunity to acquire vacant, abandoned and distressed properties as part of their neighborhood revitalization strategy.

### **Potential Properties**

**John Street:** This property has gone through foreclosure. Arbor will inspect it and get back to land bank board. This property, if donated to the land bank, is eligible for a \$20,000 grant.

**Grove Street:** There is a property Arbor is considering in the 900 block of this street.

**224 West First Street:** This large property was condemned. A person bought it for \$6,500 at the County's tax foreclosure sale but has not done anything with it. Arbor is trying to get in contact with owner to see what his intentions for the property is and if they can buy the property from him for \$6,500. This property would count for 2-3 demos because of its size.

**Elmira Heights Property:** This property is in foreclosure and is an eyesore.

**Mr. Cooper Donations:** Arbor is waiting to receive a list of properties from Mr. Cooper to see if there are any they are interested in having donated to the land bank.

**Bank Properties:** M. Krusen reported that Elmira Savings Bank has properties that they are willing to delegate to the land bank as they aren't going to do anything with them. The bank properties may be able to be used for matching grants since they are a donation.

**Property Projections:** A. Wandell reported that the land bank has done 8 rehabs and needs to do 2-4 more for 12 rehabs. Arbor has demolished 4 properties and need 2-4 more for 8 rehabs.

**Next Meeting:** The next meeting is scheduled for Wednesday, October 17, 2018 at 9:00 AM in the 5<sup>th</sup> floor conference room in the Hazlett building.

**Adjournment:** There being no further business, the meeting adjourned at 9:52 AM.

Respectfully submitted,

Mary K. Rocchi  
Recording Secretary