

Chemung County Property Development Corporation
Minutes of the Meeting
January 16, 2019

Present: Jeffrey Eaton, Jennifer Furman, Jeanne Glass, Danielle Kenny; Jill Koski, Bryan Maggs, Mary Rocchi, Rocco Soda, Thomas Sweet, Nicolette Wagoner, Amanda Wandell

Call to Order/Approval of Minutes

Chairman T. Sweet called the meeting to order at 9:12 AM. On a motion by J. Koski, seconded by N. Wagoner and unanimously carried, the minutes of the December 19, 2018 meeting were approved.

PENDING ITEMS

Board Member Terms – D. Kenny commenced discussion about the Board members' terms. B. Maggs commented that this issue was addressed in May 2018, when the Board discussed staggering the new at-large members' terms (which expire 12/31/2020), to ensure that no majority of the Board's expires in any calendar year. All concurred that the board member terms expire at the end of the calendar year. Joe Sartori's initial one-year term expired 12/31/2017, and he was re-appointed to a three-year term which expires 12/31/2020. Tom Sweet's and Dawn Burlew's terms expired 12/31/2018, and each was re-appointed to a new three-year term. Nicolette Wagoner's and Emma Miran's terms expire 12/31/2019; and Jill Koski's and Jennifer Furman's terms expire 12/31/2020. Joseph Sartori retired, so the County Executive can appoint either the County Treasurer or Real Property Tax Director to that position to serve out the remainder of Joe Sartori's term. If Furman (newly elected Treasurer) were appointed, that would create a vacant at-large seat. Sartori's resignation also leaves an open Board Officer position (Treasurer), which will be take up under new business.

FINANCIAL REPORT

PARIS Reporting – A. Keith reported that PARIS reporting to the state has begun. She is updating the annual report. Evaluations need to be completed by board members, then tallied to include in this report. Biographies are still needed for a couple of board members.

Monthly Financials – Arbor will be tracking disbursements differently to make them more property specific. The report will be more detailed relating to production or environmental costs. Arbor will try to keep the projects separate financially. The final LISC disbursement will be sent in. The land bank will need to sell properties to make up funding. D. Kenny and J. Glass are meeting with Department of Social Services and the ESPRI navigators to see if there are any people interested in buying a home. The insurance policy was discussed. For general liability insurance the cost for a six month extension is \$10,274.00. Property insurance is \$4,285.42 for the year. For each new property added, there is an additional charge. J. Furman asked how insurance is chosen. Arbor reached out to the Syracuse and other land banks to see who they use. Several land banks use the same insurance company. Some insurance companies will not offer a quote since land banks are still so new. J. Furman suggested building a process going forward to get the best price. There was discussion on land banks paying into one company to get better pricing. Officers insurance is up for renewal in July. On a motion by N. Wagoner, seconded by J. Furman and unanimously carried, the quote of \$4,285.85 and \$10,274 was approved. A. Keith will put request for insurance quotes out to market.

PROPERTY UPDATES

Rehabs

628 Newtown – The house is finished and will be offered for \$84,900. Arbor was approved at the last meeting to sell a property at 10% lower than asking price without additional board approval. On a motion by J. Koski, seconded by N. Wagoner and unanimously carried, the sale price of \$84,900 for 628 Newtown was approved. An application will have to be completed by interested parties to make sure they fit the criteria. Deed restriction is five years for LISC but 10 years for Enterprise funding.

458 Tompkins Street – An offer is expected on this house this week. T. Sweet suggested going forward to look into RTA.com (Ready to Assemble) for cabinets. He has used them before and has saved several thousand on cabinets.

215 Kendall Place – This property is complete and a suggested sale price is \$59,900. On a motion by N. Wagoner, seconded by J. Koski and unanimously carried, the sale price of \$59,900 for the Kendall Place property was approved.

814 West Clinton Street – The rehab has started. The sale price is difficult to figure out because of variety of prices for surrounding properties. Arbor is thinking of starting the price at \$150,000, which would net \$24,770 profit. There are no income restrictions on this property. N. Wagoner suggested being more aggressive with the sale price once completed.

450 West Washington Avenue – This property was transferred to the land bank for rehab. Phase 1 and asbestos surveys are ordered. Comparable prices of houses in the area are \$90,000.

Demos

302 East Second Street – The owner of 304 East Second Street is not responding to Arbor. The demo company came back with a quote of \$18,000 to build a barrier while they tear 302 East Second Street down. Arbor offered \$15,000 for the property. The owner's attorney says there is someone else interested in the property. R. Soda asked board members if Arbor should offer \$25,000 for the second property or walk away. The houses are not possible to rehab. Elm Chevrolet has increased their price for purchasing both properties once demolished to \$4,000 total. A suggestion was made to have code enforcement look into the property for violations as the property does not appear to be in good shape. The land bank already owns 302 East Second Street. To satisfy state requirements the demo needs to be done by June 30, 2019. R. Soda will try to get in touch with owner again.

510 John Street – Arbor is waiting on closing date to demo this property, which was donated by Mr. Cooper properties.

303 Sutton – Bids will be sent out this week for demo.

ESPRI

406 West Gray Street – Jim Capriotti closed on this property in December. Arbor is waiting on a work scope from him for the property.

357-359 Columbia Street – Jim Capriotti is not sure when he will purchase this property. Arbor asked if they should wait for Mr. Capriotti to purchase or look for another purchaser. J. Koski will reach out to Mr. Capriotti. A project must be completed within 12 months.

454 Sullivan Street – J. Furman will initiate the process through the County Executive, to transfer property to the land bank so they can start the project.

418 West Church Street – A tour will be scheduled this property once the heat and other services are on. The project is scheduled to be completed in October 2019.

375 West Clinton Street – Jim Capriotti has put in an offer for this empty lot for parking for surrounding properties he is working on. The vacant land has been on the market for 10 months. Arbor would like to offer it to Mr. Capriotti for \$1,000. There was discussion. Members of the board didn't feel that this may be the best use for this vacant land with LECOM coming on board over the next couple years. A parking lot is hard to take away once you have it. J. Eaton is concerned about vacant lots being used as dump sites. J. Eaton will reach out to Vinnie Azzarelli to discuss land bank as well as other positive things going on in the area. D. Kenny discussed the costs associated with maintaining the lot. Mowing costs \$40 each time it is mowed, once or twice per year; listing cost is \$1,500 for broker. The average cost during the winter is \$120 per and \$160 per month in the summer. J. Furman commented that most vacant lots sell for less than \$500 at auction. Jim Capriotti owns three properties in the area. Off-street parking to accommodate LECOM students may be a benefit to renting apartments. The board tabled the offer until the February meeting.

NEW/OTHER BUSINESS

Legal Invoice Updates – D. Kenny asked B. Maggs if he could break out his invoices for legal services between board legal costs and property legal costs. B. Maggs will break his invoices into a percentage of time spent monthly on strictly board legal services, versus legal services related to property transfer and management.

Arbor is waiting for Sutton, John Street and 759 East Second Street to be demolished. Legislature approval has been given to transfer 759 East Second Street to the land bank. The County Executive will need to sign the deed. The Grove Street deed has been signed, but not delivered yet as eviction is pending.

New Mr. Cooper Property – D. Kenny discussed a 3 bedroom property at 506 Franklin Street which was donated to the land bank from Mr. Cooper. Arbor estimates the rehab will be about \$80,000. D. Kenny put in triage request to Mr. Cooper for \$20,000 grant to assist with this project.

D. Kenny will arrange a tour of the three completed houses: Tompkins, Newtown and Kendall. She will send out dates to everyone.

Sewer Bills – D. Kenny asked if the land bank has to pay sewer bills as it is tax exempt. B. Maggs explained that there is a sewer use charge that is generated by water usage and they will be billed a

minimum for this usage. The Sewer District tax is the only tax than cannot be waived and is assessed by the sewer district.

2019 Tax Foreclosure List – J. Furman will get list to Arbor when available, possibly next week. Home owners still have 30 days to pay their taxes after February. J. Furman will have a more accurate list after those 30 days. The property auction is scheduled for March 27, 2019.

Treasurer vacancy: T. Sweet asked for a motion to appoint Jennifer Furman as Treasurer of the Chemung County Property Development Corporation. On a motion by J. Koski, seconded by N. Wagoner and unanimously carried, Jennifer Furman was approved for the previously vacant Treasurer’s position.

NEXT MEETING/ADJOURNMENT

The next meeting is scheduled for Wednesday, February 20, 2019 at 9:00 AM, 5th floor conference room of the Hazlett building. On a motion by N. Wagoner, seconded by J. Furman and unanimously carried, the meeting adjourned at 10:40 AM.

Respectfully submitted,

Mary K. Rocchi
Recording Secretary