



Nancy Buck
Jacqueline Leventoff
David Sager
Ira Steingart
Daniel Wright

SULLIVAN COUNTY
LAND BANK CORPORATION
100 North Street, Monticello NY, 12701
P.845-807-0527 Planning@co.sullivan.ny.us

Freda Eisenberg
Josh Potosek
Alan Sorensen
Terri Ward

MINUTES

Board Meeting

March 2, 2017

BOARD MEMBERS:

IN ATTENDANCE: Nancy Buck, Freda Eisenberg, Jacqueline Leventoff, Josh Potosek, David Sager, Ira Steingart, Terri Ward (8:24 a.m.)

ABSENT: Alan Sorensen, Daniel Wright

OTHERS IN ATTENDANCE: Andy Ford (County Attorney's office), Denise Frangipane (Sullivan Renaissance), Art Hussey (SC Grants Administration), Ron Stabak (Village of Liberty)

I. Call to Order / Roll Call

The meeting of the Board of the Sullivan County Land Bank Corporation was called to order by F. Eisenberg, Chair, at approximately 8:06 a.m. on March 2, 2017, with a quorum of Board members present. (A copy of the meeting's agenda is attached hereto.)

II. Approval of Minutes

F. Eisenberg entertained a motion to approve the minutes of the organizational meeting held on February 14, 2017. Motion made by N. Buck and a seconded by I. Steingart. Motion passed.

III. Treasurer's Report

D. Sager noted that the SCLBC did not yet have funds with which to establish a bank account. Discussion followed noting that the Board had authorized the agreement with the County and this was being worked on. Once complete, County would be received and banking could commence.

IV. Chairman's Report

A. CRI Grant

F. Eisenberg provided an update on the CRI Grant announcement. Grant time frame is two years from acceptance of grant. Discussion on whether to accept grant as soon as

available (*e.g.*, April 2017) or wait until the Land Bank has hired an executive director and is further along with policies, etc. Discussion regarding the purpose of the Land Bank re: making money/breaking even versus improve areas of blight, prevention of blight regardless of ability to turn a profit on individual properties.

B. Executive Director search

F. Eisenberg updated Board on the Executive Director advertisement, which is still being worked on. She received good information re: places to advertise the position. J. Leventoff asked whether County benefits would be available given the Land Bank is a public authority. This did not seem to be an option based on discussion of the Board, but the Personnel Committee would look into this.

C. Other potential funding sources: USDA

J. Leventoff and F. Eisenberg discussed their meeting with USDA regarding potential funding programs. USDA provides mortgage assistance to eligible purchasers and can include the costs of repairs in the mortgage, a mechanism that would be helpful to potential buyers of SCLBC homes. Approved contractors and their scopes of services are included in the mortgage documents and USDA pays the contractors directly, further supporting the land bank goal of buyer accountability.

D. Website

F. Eisenberg updated Board on status of website. The NYS ABO office requires a website but does not have a set timetable within which this must occur. Land Bank is looking to initiate its web presence with a page on the County's website.

V. Old Business

A. Property acquisition

- N. Buck reminded the Board of the tax sales and deadline for finalizing list to the auction house. Last day for repurchase by owner is April 24th; final list to auctioneer by the end of April. Discussion ensued regarding the need for the SCLBC to identify properties to request from the County, as well as the timetable and procedure.
- Discussion regarding the role of the Land Bank in blighted neighborhoods and blocks and those where the neighborhood or block is at a tipping point.
- F. Eisenberg discussed parcels on offer in Liberty and desire to respond to seller. Information was previously distributed to Board and will be redistributed for any response by the Board.

B. Meeting schedule

- F. Eisenberg proposed that while the Board is developing policies and processes in place with respect to acquisitions, they should meet every two (2) weeks instead of monthly. The Board set the next meeting date for Thursday, March 16th.
- F. Eisenberg suggested that in order to facilitate compliance with Open Meetings Law and public notice requirements SCLBC subcommittees should have their meetings scheduled just before the Board meetings. For example, a committee might meet at 8:00 a.m., with full Board to follow at 8:20.

VI. New Business

A. Board composition, volunteer involvement

- Discussion was had about changing the Board with respect to the representative from the Village of Liberty. There was also a desire to look into changing Bylaws to provide for alternates to help ensure representation at meetings as well as quorum.
- Discussion was had regarding creation of additional seats on the Board, timing of such and concern re: add or subtracting seats. J. Leventoff noted a need for involvement on Board or in advisory capacity of people experienced in real estate, development and construction, and finance, as well as appearing before groups such as Board of Realtor to discuss the role of the Land Bank.

VII. Public Comment

D. Frangipane asked if the Land Bank had been in communication with Habitat for Humanity and noted the value of partnerships with that group and other housing organization. The Board noted that the executive director, when hired, would be tasked with partnership building.

VIII. Adjournment

After public comment, F. Eisenberg announced that the next meeting will be on March 16, 2017 at 8:20 a.m. Any committee meetings will be scheduled for 8:00 a.m.