

MINUTES
Board Meeting
October 10, 2017

BOARD MEMBERS:

IN ATTENDANCE: Nancy Buck, Freda Eisenberg, Jacquie Leventoff, Josh Potosek, Ron Stabak, Terri Ward, Ira Steingart, Alan Sorensen

ABSENT: David Sager

OTHERS PRESENT: Jill Weyer

I. Call to Order / Roll Call

The meeting was called to order by Freda Eisenberg, Chair, at approximately 8:43 a.m.

II. Approval of Minutes

A motion was made to approve the minutes of the September 12th, 2017 meeting minutes by Buck and seconded by Leventoff and the were approved by all in attendance.

III. Report and Discussion

a. Chair

Eisenberg gave an insurance update, citing information that was being gathered. Vacation schedules have delayed obtaining some information.

She also reported on the upcoming VAD (Vacant, Abandoned & Deteriorated Properties) Academy being held by the Center for Community Progress in Hartford on November 6 and 7. She and Vice Chair Leventoff will be attending, as well as staff from SC Planning, Assistant Commissioner Jill Weyer and Planner Travis North.

b. Treasurer

Jill Weyer reported that the checkbook and debit card are in the mail and should be arriving soon. A discussion on how to handle reporting on Bills to Pay was had by the Board. It was decided that a list of bills paid to date and bills to be paid should be presented at the meeting. A motion was made by Stabak and seconded by Buck to approve the payments for the Legal notices, website and NYSDOS certificate. Jill also mentioned the upcoming VAD Academy training and the need for room and board. A motion was made by Steingart and seconded by Stabak to approve payment for VAD Academy expenses.

c. Personnel

Jacque suggested revisions to the personnel policy but needs the word document to make the necessary revisions for review and adoption.

IV. Old Business

a. Property Acquisition

Eisenberg mentioned that further discussion with the Sullivan County Legislature at this month's Executive committee on the land locked parcel behind 55 Park Avenue will take place with the hopes of transferring this parcel to the Land Bank as well.

b. Insurance

Eisenberg reported that we are still working on the Insurance requirements that LISC needs for the grant agreement. The high cost of the general liability as it relates to construction and demolition is off putting to the board.

c. LISC Grant

A resolution is needed to accept LISC grant and to enter into agreement with the County to administer the grant funds. A motion was made by Ward and seconded by Leventoff, all in favor. A resolution will also be required from the County.

V. New Business

a. RFP responses are due on October 13th. The Executive Board will meet on Tuesday October 17th to review the proposals and to make recommendations. A motion was made by Leventoff and seconded by Eisenberg to schedule a meeting for October 24th at 8:30 to review and award proposals as necessary.

b. Environmental & Demolition Process

A handout was distributed that went over scenarios for the demolition process. The three scenarios: 1. The Land Bank handles all levels of procurement and oversight of the project, 2. A consultant is hired to do preliminary asbestos monitoring and air quality monitoring throughout the demolition process and demo bid is done separately, and 3. A consultant is hired to manage the entire process and subcontract as necessary for the asbestos, demo and air monitoring.

VI. Public Comment

There was no public comment.

VII. Adjournment

The meeting was adjourned at 9:34 upon a motion by Eisenberg, seconded by Stabak, with all approving.