

GMVLB Project Selection Committee Meeting

Location: 1 Kennedy Plaza, Urban Renewal Agency Office, Utica, NY
Date: **Thursday, May 24th, 2018**
Time: **1:30PM**
Conf. Call Info: **NOTE CALL-IN #1-(563) 999-1074 with ID#756734**

Attendance: Brian Thomas, Tolga Morawski, Mark Domenico, Christina Brown, John Mazzarella, David Dardzinski, Jocelyn Mosher
Call-In: Robert Albrecht, Cabryn Gurdo, Jerrine Corallo,
Regrets: Sam Russo, Michael Brown, **Judy Pangman??**

-Call to order @ ??

-Introductions, as needed

-Adopt Meeting Agenda

-Confirm Recording of the Minutes

-Review prior meeting minutes (April 2, 2018)

Old Business:

Partners & Organizational:

-Property Management/Inventory Software

-Did anyone see/participate in any presentations on the Loveland software?

-Next steps to move forward on software, suggestions?

-Any responses to "Donation request letters" sent out?

-MOU Updates (Bob)

-3 Partners currently in progress

1. Rome – David Ammadon

-Submitted MOU however it did not fit our version. Bob provided him with our version and we have been waiting since January for a response.

-Bob has followed up with Mike Brown.

2. Main Street First – Struggling

-Turmoil with partnership

-Some members that are adverse to risk are opposed to the partnership whereas others are onboard.

-Next meeting in 2 weeks – hoping for updates.

-Potential to be our strongest partner, however there are also conflicts with the Mayor of Little Falls.

3. SALT

- Sarah retired

-Jerrine? Accepted a position with an engineering firm in Albany doing grant writing, and therefore won't be doing as much with SALT but plans to maintain commitments.

- Unknown at present, but their next meeting is in June.
- Need more involvement.

-New MOUs

-Middleville?

- Herkimer Habitat for Humanity
 - Passed resolutions
 - Potential Worthy Partner

-Dolgeville?

-City of Utica

- In progress – Bob is working with Diane Schumacher
 - Should be ready for next meeting

-Need list of municipalities and their resolutions to know what is needed to move forward.

-Nonprofits without insurance pose a problem as Worthy Partners

- Need certain requirements

-Discussions with locals

- Brochures
- Involvement of beautification groups

-Inventory

- Do we know if lawns are being mowed? Etc.?
 - Bob – Lawn at Top Notch St. Property needs mowing
 - Need system for tracking.

-Signage for properties, updates (Mike Brown, others?)

-No signs in Rome

-Bob – Worthy Partners should fund signs for municipalities where we have them otherwise a generic sign should be created that we will fund.

- Allow Worthy Partners to put their “sticker” on the sign later.
- Need quotes for signs (Jocelyn)

Meeting at some point to flesh out discussion of (Mark, Brian, Tolga, John):

- To be discussed at next meeting

-Update re transferring Mark’s operational flowchart from last May into digital form.

Properties:

- Securing & lock changes, automatic action with building acquisitions (John Mazarella)
 - To create standardized lock system for properties
 - Replace Mark’s locks with Land Bank locks
- Real Property Proposal Instructions and Application – City of Rome (Mark)
 - Tabled

-City of Utica Properties

- 1128 Hammond Ave, Agent is Jennifer Testa at Castle Rock REO, accepted purchase offer of \$22K (John Mazzearella)
 - Closed Today
 - Press Release Today
 - Several News/Media groups came including Spectrum and KWGTV
 - Went well
 - To be shared on social media
 - Next Steps
 - Scope of work from John
 - To do a complete rehab, however addressing code enforcement issues are a priority.
 - More cost effective to do a rehab rather than a demo and the building can be salvaged, but needs to be stabilized first.
 - Needs roof, front porch, and doors.
 - Hazard Insurance impacts?
 - *Brian made a motion to make a resolution to move forward with stabilization and rehabilitation, David seconded, and the motion passed unanimously.
- 1163 Mohawk Street property research (assessed value, worth, etc.) next steps
 - Mayor reaching out to Randy? Regarding demolition
- Update on 613 Columbia Street (Brian)
 - Demoed
 - Need to confirm agreement

-Schoharie County:

- 934 State Route 443 Demolition, Town of Wright Update and site visit
 - Received deed
- Jerrine doing research on 3 properties and prepping letters
 - 124 Elm Street, Cobleskill (John)
 - 6ft chain-link fence circling property as of 6-8 weeks ago
 - Porch collapsed over the winter and is still down
 - 105 Elm St.
 - Apparently sold at foreclosure, but waiting for confirmation.
 - Lost resources as a result of the building being sold and there is the possibility that the building will not be restored. There were metals and valuable items that could be stripped from this property.
 - 840 West Fulton Road
 - Complication with the bank
 - Locals interested in purchasing property
 - Central Bridge & Village of Schoharie Properties
 - 118 River St., Central Bridge
 - Possibly foreclosed
 - Mark to connect Jerrine with Elizabeth?

-140 S. Main St.

-John

-Looks good, good windows and roof.

-Going through foreclosure

-not going to be able to get this property donated from a bank.

-Donation letter(s) sent for HSBC property? Other info.

-The Parrot House (in Village of Schoharie)

-Jerrine has not been able to get into contact with Peter Johnson.

-Hole in roof that needs to be tarped

-108 Union St., Sharon Springs (John)

-John toured property with mayor, deputy mayor, and members of the committee.

-Although he was expecting to rehab the property the tour made it clear that the structure needs to be demolished.

-Currently village owned

-Previously owned by a religious group that lost the structure to foreclosure.

-Religious group and mayor are optimistic and hopeful that it can be restored.

-To send letter offering to demo the structure, but not to restore it.

Christina made a motion to retract the previous motion to rehab the structure and move to a tabled demolition, Mark seconded and the motion passed unanimously

-City of Rome Properties

-Updates (John)

-513 North Washington Street, Rome, NY 13440

-212 West Bloomfield Street, Rome, NY 13440

-102 Fort Stanwix Park, North, Rome, NY 13440

-115 1/2 Turin Street (Empty Lot), Rome, NY 13440

-John to follow up with signage and deeds

-2 scopes complete

-John believes each of these buildings have potential, good neighborhoods.

-Game Plan Appraisals

-Required by state to do appraisals

-LISC needs (for funding for phase I):

-ESA

-RFP bulk pricing?

-Market analysis

-Scope

-Contractors

-Oil spill at Greenfield

-Importance of defining stabilization versus rehabilitation

-Herkimer County:

-Herkimer County Deeds from 11/28/17 ...where are they?

-Charles Crandall, **assistant attorney**, never filed four out of seven deeds.

-Issues with property taxes

-678 Furnace St. still owned by previous owner

-Need deed for Ilion property for utilities.

-John to follow up with **Rob (the attorney)**

-562 E Main St. Little Falls discussion (Christina and John)

-David Dardzinski provided drawings and proposals.

-1st floor is currently storage and junk

-2nd floor used to be a diner.

-Wall on second floor could be taken down to open up space.

-Could convert to 2-3 units

-Needs dormers

-Could earn up to \$1500/month

-No off street parking could pose a problem in winter months due to parking ordinances.

-Can park on sidewalk

-Possibly making agreement with local stores that have parking.

-Dave has units without off-street parking in Little Falls

Mark made a motion to move forward with the project at 562-564 E. Main St., David seconded, and the motion passed unanimously

-**Wells Fargo closing re 1347 Top Notch Drive in Little Falls complete.**

-Next steps; scope, etc. (John)

-[No Update] on Lester Avenue, View Terrace and Maple Avenue Properties in Ilion

-Awaiting MOU revisions from Ilion Attorney (Tolga) & conversation with Mayor (old or new one)

-Occupied West Winfield Property (503 Clapson Circle) eviction status (John)

-John to check in with police

-Results of Clean-out quotes and recommendations for next steps (John)

-135 North Main Street, Herkimer

-126 Main Road, Herkimer

- 459 East Main Street, West Winfield
- John has quotes
- Moving forward

-330 North Prospect St, Herkimer, next steps?

- 20-22 West Street, Ilion, needs to be demolished (John)
- Mayor resigned in Ilion
- To contact new mayor to discuss moving forward

- *Two remaining properties from “pre-limbo” list, including;
 - 55 Glen Ave (foundation shifting, gutted)
 - 208 Loomis Street (2nd floor looks to have collapsed)
- Both need to be demolished

-\$5,000.00

David made a motion to demolish properties contingent on offer letter to acquire property, Brian seconded and the motion passed unanimously

-Montgomery County:

- Countywide Code Enforcement interest...
- Village of Fort Plain
 - 21 State Street closing completed for \$12,900
 - Other properties up for REO sales in target areas
 - 58 Center Street, closing with Castle Rock near completion
 - *Demolition assistance requested for two properties (Tolga)
 - 148 Canal Street, needs hazmat assessment
 - No Updates
 - 19 Douglas Street, Fort Plain, needs review, who has deed?
- Beech Nut, review stabilization documents.
- RFP for work from County still pending

-Otsego County:

- No Updates
- Waiting on paperwork from county

New Business:

- Process for updating the required Inventory file on the website each month
- Monthly spreadsheet to LISC
- Establish an annual project budget account per FGU such as:
 - 20% demolition/ 80% acquisition and stabilization
 - 50%/50% sales proceeds split between the Land Bank and FGU project account.

-Request for proposals

-Based on Johns work scope, have a standing submission deadline of 4pm on the last business day of each month. The proposals shall be date stamped and in a sealed envelope. Proposals can be opened (publically?) and the applicants name and bid can be read. John can vet the proposals (tax history, code history, criminal history...) and prepare the agenda for the project selection committee.

-The project selection committee can review and vote on a recommendation of award to the full board.

-Other ways to stem the tide/normalize flow of "data" to the land bank

-Any new items?

-Set date and time for next meeting

-June 25th at 12:30 PM

-David made a motion to adjourn the meeting at 3:43 PM