

Freda Eisenberg, Chair  
 Jacquie Leventoff, Vice Chair  
 George Nikolados, Treasurer  
 Terri Ward, Secretary

Jill M. Weyer, Executive Director



Nancy Buck  
 Vicky Ferguson  
 Sims Foster  
 Joshua Potosek  
 Bruce Reynolds  
 Alan Sorensen  
 Ira Steingart

**MINUTES**

**Board Meeting  
 November 21, 2019**

**BOARD MEMBERS:**

**IN ATTENDANCE:** Freda Eisenberg, Joshua Potosek , George Nikolados, Jacquie Leventoff, Nancy Buck, Alan Sorensen, Vicky Ferguson, Bruce Reynolds, Terri Ward, Sims Foster and Ira Steingart (8:41)

**ABSENT:**

**OTHERS PRESENT:** Jill Weyer, Eugenia Manwelyan, Juan Journet, Allison Capella, Ed Homenick

**I. Call to Order / Roll Call**

The meeting was called to order by Freda Eisenberg, Chair at 8:33 am.

**II. Approval of Bills to Pay**

**Paid:**

Jacobowitz & Gubits (September '19)	\$1,931.79
Lee & Mason Financial Services, Inc.	\$1,559.95
Gorick Construction Company, Inc.	\$96,400.00
CHB Inspections (48 Yaun)	\$ 800.00
NYSEG (7 Washington Street, Mont.)	\$ 12.67
Deerpark 1 Environmental Services, Inc.	\$ 9,680.00
New Hope Community, Inc.	\$ 1,320.00
Major League Maintenance (20 Orchard)	\$ 150.00
CaRDI Conference Registration Fee	\$ 125.00
Atlanta, GA Airport	\$ 50.00
CaRDI Conference Parking	\$ 10.50
Next Day Flyers	\$ 79.43
GoDaddy – Office 365 (2 year renewal)	\$ 129.34
Lee & Mason Financial Services, Inc.	\$1,582.83

**To Be Paid:**

Jacobowitz & Gubits (October '19)	\$ 1,545.93
Sullivan County Democrat (Legal Notices)	\$ 77.39
Harris Woods Homeowners Association	\$ 285.00
Gorick Construction Company, Inc.	\$ 141,369.00
Commissioner of Motor Vehicles (Trailer Reg.)	\$ 32.25
Major League Maintenance (20 Orchard)	\$ 1,200.00
CHB Inspections (17 Cooke & 20 Orchard)	\$ 2,025.00
Deerpark 1 Environmental Services, Inc.	\$ 8,800.00
Insero & Co.	\$ 600.00
Keystone Engineering	\$37,781.00
River Realty Services, Inc. (26 Racine Utilities)	\$ 40.06
Collier Construction LLC	\$27,772.00
New Hope Community, Inc.	\$ 560.00
RUPCO, Inc. (48 Yaun)	\$ 1,500.00

A motion was made by Ward, seconded by Sorensen, all present approved the bills to be paid listed above.

**III. Approval of Minutes – October 17, 2019**

A motion was made by Buck, seconded by Steingart, all present approved minutes from October 17, 2019 meeting.

**IV. Status Report & Resolutions**

**RESOLUTION TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT FOR CLEANUP SERVICES WITH TECTONIC ENGINEERING**

WHEREAS, a proposal has been received from Tectonic Engineering for cleanup services related to the Environmental Assessment work being done on Monticello Manor; and

WHEREAS, the Land Bank’s Board of Directors believes that it is not prudent or appropriate to prepare a separate bid and it is in the best interest of the Corporation to accept such proposal and enter into an agreement for cleanup services with Tectonic Engineering, because the County is already in contract with them to do environmental site assessment and remediation analysis on this site and will be more cost effective and efficient to use their services to accomplish this task.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Jill M. Weyer, Executive Director is authorized to execute an Agreement for cleanup services with Tectonic for an amount not to exceed \$15,000 as quoted in the proposal attached hereto as Exhibit A, subject to approval of an agreement by the Land Bank’s Attorney;
2. This Resolution shall take effect immediately.

Moved by Sorensen, seconded by Ward, put to a vote with all present, unanimously carried and declared duly adopted by a role of the board on a vote of 11 Ayes, 0 Nays.

**Exhibit A**

Item No.	Description	Fee	Estimated Quantity	Extended
1.1	Pre-Work Walkthrough	No charge		
1.2	Personnel for grass/weed trimming - standard time (includes reimbursable expenses such as miles & tolls)	\$650.00 / day	1	\$650.00
	Weed whacker rental (fully loaded, includes cost of fuel)	\$140.00 / each	1	\$140.00
1.3	Cleanup personnel - standard time (includes reimbursable expenses such as miles & tolls)	\$2,600.00 / day	4	\$10,400.00
	30-cubic yard roll off containers	\$585.00 / each	2	\$1,170.00
1.4	Waste Disposal	\$165.00 / ton	10.5*	\$1,732.50
1.5	Window Security	\$1,700.00 / Lump Sum	1	\$1,700.00
1.6	Post-Work Walkthrough	No charge		
<b>TOTAL ESTIMATED COST FOR ITEMS/QUANTITIES LISTED ABOVE:</b>				<b>\$14,092.50</b>

\* Note: Disposal quantity is estimated based on the following conversion factor: 1 CY loose MSW = 350 pounds.

**RESOLUTION TO APPLY FOR THE USEPA BROWNFIELD CLEANUP GRANT**

WHEREAS, USEPA announced funding available through the FY20 Brownfield Cleanup Grant program; and

WHEREAS, an application would be submitted to continue the efforts of the Land Bank to apply for the maximum funding request of \$500,000 with a 20% match requirement from the Land Bank, through the Enterprise Grant funding received.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Jill M. Weyer, Executive Director, is authorized to execute any and all documents necessary to apply for the FY20 EPA Brownfield grant program and, if awarded, such grant is accepted.
2. This Resolution shall take effect immediately.

Moved by Sorensen, seconded by Ward, put to a vote with all present, unanimously carried and declared duly adopted by a role of the board on a vote of 11 Ayes, 0 Nays.

**RESOLUTION TO AUTHORIZE EXECUTION OF AN OPTION TO BUY 430 BROADWAY AKA THE STRONG BUILDING - TABLED**

Moved by Eisenberg, seconded by Leventoff, put to a vote with all present, to table the above resolution.

**RESOLUTION TO INCREASE THE AWARD TO TRI COUNTY MOLD BUSTERS LLC FOR 17 COOKE LANE**

WHEREAS, the Board awarded the contract to Tri County Mold Busters LLC at its August 15, 2019 meeting proposals were solicited contractors for residential mold remediation at 17 Cooke Lane, in the amount of \$9,000; and

WHEREAS, due to increased mold growth, additional work was required, resulting in a total cost of \$11,500.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Jill Weyer, Executive Director, is authorized to increase the agreement and pay Tri County Mold Busters LLC for an amount not to exceed \$11,500;
2. This Resolution shall take effect immediately.

Moved by Leventoff, seconded by Ferguson, put to a vote with all present, unanimously carried and declared duly adopted by a vote of the board on a vote of 11 Ayes, 0 Nays.

**RESOLUTION TO INCREASE THE AWARD TO KEYSTONE ENGINEERING FOR ENVIRONMENTAL TESTING**

WHEREAS, the Board awarded the contract to Keystone Engineering at its May 16, 2019 meeting for environmental testing and professional services in the amount of \$25,000; and

WHEREAS, due to additional work needed related to 39-45 High Street, additional work was required, resulting in a total cost of \$38,000.

NOW, THEREFORE, BE IT RESOLVED by the Sullivan County Land Bank Corporation that:

1. Jill Weyer, Executive Director, is authorized to increase the agreement and pay Keystone Engineering for an amount not to exceed \$38,000;
2. This Resolution shall take effect immediately.

Moved by Nikolados, seconded by Ferguson, put to a vote with all present, unanimously carried and declared duly adopted by a vote of the board on a vote of 11 Ayes, 0 Nays.

**V. Discussion Items**

Sustainable Building Policy

A draft was being developed and will be presented next month. Freda expressed a need to “test drive” the policy for feasibility and effectiveness in our rural area.

430 Broadway Discussion

The resolution to purchase was tabled but the Board discussed the importance of site control and the role this building could play in the redevelopment of the block and downtown Monticello. The board was favorable in keeping conversations going with the owner and to discuss the possibility of longer term options and reducing the sales price. The Board would also like to determine a rate for sales prices (i.e. cost per square foot, or per unit costs) which Jill and Eugenia will draft for review.

Other Items

Nancy expressed concern on the pro-rata taxes on homes to be sold and to ensure buyers are aware of additional taxes that may be due because of the transfer date. Jill and Eugenia will be sure to let buyers know about potential back taxes that may be due.

**VI. Public Comment**

Freda welcomed Allison Capella from Sullivan Renaissance, the new community planner who was previously employed by the Newburgh Land Bank and sits on the Newburgh Habitat Board. Allison expressed her willingness to work with the Board and to help as needed.

**VII. Adjournment**

The meeting was adjourned at 9:29 am upon a motion by Ward, seconded by Nikolados, with all present approving.