

Freda Eisenberg, Chair
Jacquie Leventoff, Vice Chair
George Nikolados, Treasurer
Anna Milucky, Secretary

Jill M. Weyer, Executive Director



Nancy Buck
Vicky Ferguson
Sims Foster
Alan Sorensen
Ira Steingart

MINUTES

Board Meeting – via ZOOM March 17, 2021

BOARD MEMBERS:

IN ATTENDANCE: Anna Milucky, Freda Eisenberg, Jacquie Leventoff, Vicky Ferguson, George Nikolados, Nancy Buck, and Ira Steingart (8:45)

ABSENT: Julian Dawson, Alan Sorensen, and Sims Foster

OTHERS PRESENT: Jill Weyer, Allison Cappella, Kathy Germain and Bill Anderson

I. Call to Order / Roll Call

The meeting was called to order by Freda Eisenberg at 8:03 am.

II. Approval of Bills to Pay

A motion was made by Ferguson, seconded by Leventoff, all present approved the bills to be paid listed on the financial report.

III. Approval of Minutes – February 17, 2021

A motion was made by Milucky, seconded by Ferguson, all present approving the minutes from the February 17, 2021 meeting.

IV. Discussion/Presentation

RUPCO New Construction Update – Kathy Germain & Bill Andersen presented a status update on the construction of 3 new homes, two in Liberty and one in Monticello. While construction costs are rising due to COVID-19 we are working to keep costs as low as possible. There is a 5-7% increase in the cost of the modular builders. The first RFP for vendors yielded one response, so an additional round of RFPs were issued to separate out the services and solicit additional vendors with the hopes of getting more responses and more competitive pricing. Jacquie offered to share her list of contractors to assist with getting more responses. Bill will send RFPs to share. We are researching other opportunities and funding strategies to keep units affordable, as well as reaching out to realtors to pre-sell these homes, and they are working with funders and bankers to inquire about pre-qualifications.

V. Resolutions

RESOLUTION TO JOIN NEW YORK LAND BANK ASSOCIATION (NYLBA) & DESIGNATE VOTING MEMBER

WHEREAS, the NYLBA works on behalf of all Land Bank's in the state and offers resources including training and conference opportunities and it would be in the best interest to join;

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

1. the Board join the NYLBA at a reduced annual membership cost of \$250 due to a financial hardship related to Covid-19 and funding availability; and

2. designates Jill M. Weyer, Executive Director, to serve as the voting member on the NYLBA Board of Directors.

Moved by Nikolados, seconded by Steingart, put to a vote with all present approving, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION ADOPTING CERTAIN SCLBC POLICIES STATEMENTS & PROCEDURES

WHEREAS, the Sullivan County Land Bank Corporation is a not-for-profit corporation duly organized and validly existing under the laws of the State of New York; and

WHEREAS, the SCLBC desires to adopt certain policies, statements and procedures to assist it in the implementation of its stated purposes and in compliance with the New York Not-For-Profit Corporation Law, the New York Public Authorities Accountability Act of 2005 and the New York Public Authorities Reform Act of 2009, as amended.

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

1. The SCLBC hereby adopts the following policies and guidelines in the form presented at this meeting:
 - a. Acquisition Policy
 - b. Disposition Policy
 - c. Non-Discrimination & Affirmative Action Policy
 - d. Procurement Policy
 - e. Defense and Indemnification Policy
 - f. Travel Policy
 - g. Privacy Policy
 - h. Internal Control Policy
 - i. Code of Ethics & Conflict of Interest Policy
 - j. Acceptance of Donated Property Policy
 - k. Sustainable Construction Policy
 - l. Whistleblower Policy
 - m. Mission Statement
 - n. Investment Policy
 - o. Harassment-Free Workplace Policy
2. This Resolution shall take effect immediately.

Moved by Milucky, seconded by Ferguson, put to a vote with all present approving, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO ADOPT THE 2020 REPORTS TO COMPLY WITH ABO REQUIREMENTS

WHEREAS, the State of New York Authorities Budget Office requires the Sullivan County Land Bank Corporation to submit annual reports for reporting purposes; and

WHEREAS, drafts of the 2020 annual reports were presented to the Board.

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

1. The 2020 Annual Reports, attached hereto as Exhibit A is adopted;
2. This Resolution shall take effect immediately.

Moved by Steingart, seconded by Ferguson, put to a vote with all present approving, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO AUTHORIZE PAYMENT TO THE VILLAGE OF MONTICELLO FOR ZOMBIE 2.0

WHEREAS, a grant application was submitted to LISC in March 2019 on behalf of the Village of Monticello and Liberty and was awarded \$100,000; and

WHEREAS, a portion of the budget was for additional code enforcement staff at the Village of Monticello totaling \$26,100; and

WHEREAS, in order to receive payment the deliverables of the grant need to be completed and proof supplied to close out the grant.

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

1. hereby authorizes payment to the village totaling \$26,100 in two disbursements in accordance with the Zombie 2.0 grant agreement; and
2. This Resolution shall take effect immediately.

Moved by Leventoff, seconded by Milucky, put to a vote with all present approving, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

RESOLUTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE A LEASE AGREEMENT WITH USPS FOR 3 LIBERTY STREET

WHEREAS, the Land Bank purchased the Broadway Theater property that has a parking lot located at 3 Liberty Street; and

WHEREAS, it was brought to our attention that the lot was being leased by the United States Postal Service (USPS) employees for \$700 a month; and

WHEREAS, the Land Bank desires to negotiate lease with the USPS to continue this agreement until such time that a redevelopment plan is finalized for the Broadway Theater property.

NOW, THEREFORE, BE IT RESOLVED BY THE SULLIVAN COUNTY LAND BANK CORPORATION AS FOLLOWS:

1. The Executive Director is authorized to negotiate and execute a lease agreement, in a form and content approved by the Land Bank counsel.
2. This Resolution shall take effect immediately.

Moved by Ferguson, seconded by Buck, put to a vote with all present approving, carried and declared duly adopted on a vote of 7 ayes, 0 nays.

VI. Board Discussion

1. BOCES Building, Liberty – Freda gave an overview of the options available for the old BOCES building on Weirk Avenue in the Village of Liberty. A site visit will be coordinated with Frank DeMayo and Vicky, along with any other interested board members to review the building and discuss options.
2. Zombie Grant – The need for capacity to administer this grant is needed. Allison will help as needed but it is up to the Land Bank to identify a potential administrator for this grant. If anyone know a retired banker or realtor interested, we can move forward with assistance.

VII. Public Comment

No public comment received.

VIII. Adjournment

The meeting was adjourned at 8:52 am upon a motion by Milucky, seconded by Leventoff, with all present approving.