

Wayne County Regional Land Bank
16 William St, Lyons, NY
September 21, 2023 1:00 p.m.

Present: Steve Groat (Chair), Roger Gallant (Vice Chair), Joyce Moyer (Treasurer), Bob Ohmann, Brian Pincelli, Kristen Scott, Richard VanLaeken, Mike Donalty

Excused: Mark Humbert, Executive Director

Also Present: Kaleigh Flynn, Deputy Director

Meeting convened at 1:05pm

Approval of 9-21-23 Agenda

Mr. Donalty motioned to approve the 9-21-23 agenda as presented. Seconded by Mr. Pincelli. Passed.

Approval of 8-17-2023 Minutes

Mr. Pincelli motioned to approve the 8-17-2023 minutes as presented. Seconded by Mrs. Moyer. Passed.

Treasurer's Report

As of August 31, 2023, the balance in the regular checking account was \$1,375,207.61 with invoices to be paid totaling \$11,541.67.

Ms. Scott motioned to approve the Treasurer's Report. Seconded by Mr. Gallant. Passed.

Payment of Bills

The September bills were presented to be paid.

Mrs. Moyer motioned to pay the invoices as presented for payment. Seconded by Mr. Gallant. Passed.

1071 Rt 31, Macedon - Rando

Transfer of property is progressing.

Economic Development and Planning is working with the buyer on a PILOT agreement.

NYSDEC and NYSDOH completed their review of the Indoor Air Work Plan and provided approval to proceed with field work. However, NYSDEC, as a term of their approval, requires a pre-sampling building inspection to be conducted and a report of conditions noted during the inspection be provided to NYSDEC for review and approval prior to indoor air sampling work. A proposal was received from Stantec to perform the pre-sampling inspection, provide the preliminary report to NYSDEC, conduct the indoor air sampling in accordance with the approved Indoor Air Work Plan, and prepare and provide the final report to NYSDEC and NYSDOH for review and approval. Stantec included in their proposal an option for expedited lab analysis for an additional fee of \$160.00.

Mr. Pincelli motioned to authorize the Executive Director or Deputy Director to sign the proposal for Stantec to conduct the required indoor air sampling and reporting at 1071 Route 31, Macedon (Former Rando Site) in accordance with the NYSDEC & NYSDOH approved sampling work plan and to authorize the expedited lab analysis. Seconded by Mr. VanLaeken. Passed.

Stantec is the environmental consulting firm that has been conducting the testing/assessments at Rando to date. They are most familiar with the site, prior work completed there, and have been working with NYSDEC to perform the required steps to get clearance for the sale and occupancy of the building. This is also a time sensitive matter as the Land Bank is currently working with a buyer and is critical that the testing commence as soon as possible. It is in the Land Bank's best interest to have Stantec complete the indoor air sampling and reporting.

County Tax Foreclosure Process

Appraisals for the 11 properties that will be transferred from the County have all been received. The titles are ready to be transferred any time. We are just waiting on insurance coverage for each of the properties and once received the Land Bank will take title.

At the August meeting, the Board authorized Task Order #15 for LiRo to develop bid specs for the demolition of 19 Columbia St., Clyde. That proposal was signed and initiated LiRo to proceed with bid spec development. Our hope is to be able to solicit the bid in October.

Restore NY – Lyons

An RFP has been completed for an architectural firm to provide building condition documentation to SHPO for properties included in the RESTORE NY award and for two adjacent properties on Canal St. located in the Lyons Historic District. The Executive Director and Deputy Director evaluated proposals submitted taking cost, demonstrated experience with SHPO documentation, proposed work plan, and how quickly firms could perform the scope of work. As a result, Saratoga Associates was selected and a contract will be executed soon.

A discussion on next steps for the RESTORE NY process took place regarding the selection process for a developer or construction manager. It was decided that a meeting should be scheduled with officials from the Town of Lyons to go over grant requirements and the best course of action to facilitate that determination.

EPA Brownfield Multi-Purpose Grant

The cooperative grant agreement from EPA has not been received yet. Additional documentation was requested by EPA for review. We subsequently submitted the requested policy and procedure questionnaire and intergovernmental review documentation. We are waiting for the results of their review.

A joint RFP that was solicited with County Planning and Wayne Economic Development Corporation for a Qualified Environmental Professional to assist with EPA grant implementation for each of the agencies has been completed. After conducting extensive evaluations and interviews, Montrose is the selected firm to assist with grant implementation. The contract will be executed soon.

Land Bank Initiative Phase I and Phase II

The final disbursement request has been submitted to HCR for year one of Land Bank Initiative Phase I funding. Phase I includes renewals for up to two more years. The Land Bank's year two renewal request has been submitted and includes a request for an increase in funding to the maximum amount which is supported by the addition of a staff member and the scope of work projected in 2024.

We have been working to submit required documentation for activities requested in Land Bank Initiative Phase II. For acquisition only, we received approval to proceed with the purchase of 6 strategic properties in the Town of Lyons surrounding the properties identified in the RESTORE NY award. For demolitions, we are working to provide site-specific required documentation, which includes environmental and SHPO review.

Property Purchase Update

We have signed purchase contracts for six properties in the Town of Lyons that are strategic to the redevelopment of Downtown Lyons. We expect closings to occur soon.

Investments

The investment strategy recommended by the Finance Committee is beginning to be implemented. Funds will be placed into two CDs with two financial institutions- one six month, one 9 month- and a money market account.

The 2022 tax foreclosure auction proceeds from Wayne County will be received on Sept. 27.

Land Bank/Rural Housing Conference

The Land Bank Association piggybacked on a Rural Housing Coalition conference. Sessions were very informative. The Tyler case was a big topic and one that we still do not have guidance from the State on. Other Land Banks are using a similar approach to Wayne County by getting appraisals to value properties. There was a helpful session on SEQR and the site-specific HCR checklist, which we will need to complete for LBI Phase II activities. The housing conference revealed many funding and loan opportunities through various programs for rural housing that we plan to familiarize ourselves with more.

Adjournment

Mr. Donalty motioned to adjourn the meeting at 2:27pm and to reconvene on October 19, 2023 at 1pm. Seconded by Mrs. Moyer. Passed.

Respectfully submitted,
Kaleigh Flynn