

Livingston County Land Bank Corporation
Board of Directors Meeting
December 19, 2024
Meeting Minutes

Members: WILLIAM BACON, IAN COYLE, AMY DAVIES, ANGELA ELLIS, WILLIAM FULLER, SHANNON HILLIER, DANIEL L. PANGRAZIO

Staff: MEGAN CROWE, Planning Director; NATE COLE, Community Development Specialist, AMY LUTZ, Administrative Secretary; ANTHONY SCORSONE, Associate Real Estate Broker

Agenda Item	Call to Order and Welcome
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Mr. Pangrazio called the meeting to order at 1:35 p.m. and welcomed the group.

Agenda Item	Approval of Minutes
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Mr. Pangrazio asked if there were any additions, corrections, or deletions to the *November 21, 2024* Draft Meeting Minutes.

A motion to approve the November 21, 2024, meeting minutes was made Ms. Hillier and seconded by Ms. Ellis. The motion carried.

Agenda Item	Treasurer's Report
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Ms. Davies reported for the month of November per the distributed document:

The starting balance was \$115,293.16. Total expenses were \$11,047.46. Total deposits were \$169,000.00 The Ending balance equals \$273,245.70.

A motion to accept the Treasurer's Report was made by Mr. Bacon, seconded by Ms. Ellis. The motion carried.

Agenda Item	Real Estate Broker Contract
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Mr. Pangrazio introduced Anthony Scorsone, Real Estate Advisor. Mr. Scorsone spoke to the group.

Mr. Cole presented the Resolution to approve Mr. Scorsone as the Real Estate Broker for the Land Bank.

Motion to approve Resolution Authorizing the Executive Director of Livingston Land Bank Corporation to sign a Real Estate Broker Services Contract with Anthony Scorsone was made by Ms. Ellis and seconded by Ms. Hillier. The motion carried.

Agenda Item	Property Reviews
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Mr. Cole gave an update on the following properties:

A. 32 Jefferson St. – Dansville

Project Updates: Siding and interior are complete, electrical will be complete next week. Mike's contractor has to coordinate water and sewer hook ups. The gas planner from NYSEG is coming 12/18, the HVAC crew will follow them.

Next Steps: Start preparing for the sale of the property. Mr. Scorsone suggested holding the sale until the 2nd week of February.

B. 52 W Main St- Avon

Project updates: Abstract of title back. Waiting on re-dated survey map from Welch & O'Donoghue. Upon receipt, the title documents will be drafted and sent to the Buyer's attorney for review.

Next Steps: Working with Shannon on the sale of the property.

C. 1 Price St. – Nunda

Project Updates: Price Street has been added to our LBI Phase II application as a property that we will demolish and redevelop ourselves with potential for subdivision and two properties to be developed. An interested buyer reached out. Discussion took place on options for sale of property.

Motion was made to demolition the property by Mr. Bacon, seconded by Mr. Fuller. The motion carried.

D. Mobile Home Replacement Project-

Project updates: Submitted final draw 12/6, it is currently being processed by the State.

The extension request was approved by HCR. Confirmed with Jeff that he will be writing the final report for the grant.

Next steps: Produce PR to highlight program success. Begin the close out process.

E. 62 Elizabeth St-Dansville

Project Updates: The seller is putting on a new metal roof. LiRo estimates renovations to be \$332,090.00.

Layout challenges, potential asbestos (Montrose can submit a Phase 1 assessment eligibility request), mixed use possibility.

Next Steps: Decide on use of the property. Decide on purchase.

Discussion took place on purchase options. The committee decided unanimously to no move forward on this property.

Agenda Item	Other Business
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<ul style="list-style-type: none">• Department of Environmental Conservation (DEC) /County/Land Bank Memorandum Of Understanding (MOU)	
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Mr. Cole updated the Committee on the DEC MOU. Property in Lima was discussed. When submitted, a list of properties that we would like in the agreement is requested.

<ul style="list-style-type: none">• LBI Phase II submitted	
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The Phase II was submitted.

<ul style="list-style-type: none">• Website updates: Livingstoncountylandbank.org	
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Information has been updated. Photos have been uploaded and videos will be added as received.

Agenda Item	Year-end Resolutions
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Resolution Electing Board Officers for 2025:

Dan Pangrazio, Chairman and FOIL Appeal Officer

Ian Coyle, Vice Chairman

Megan Crowe, Executive Director

Amy Davies, Treasurer

William Bacon, Secretary

Shannon Hillier, FOIL Officer

Angela Ellis, Board Member

William Fuller, Board Member

Audit Committee: Amy Davies, Angela Ellis, William Fuller

Finance Committee: William Bacon, Ian Coyle Amy Davies

Governance Committee: Angela Ellis, William Fuller, Shannon Hillier

Motion was made to accept the Resolution Electing Board Officers for 2025 by Ms. Hillier, seconded by Ms. Davies. Motion carried.

Meeting Calendar for 2025 was discussed.

Motion was made to accept the Resolution Establishing a Meeting Calendar for 2025 by Ms. Hillier, seconded by Mr. Bacon. Motion carried.

Motion was made to accept the Resolution Adopting Policies for 2025 by Mr. Mr. Bacon, seconded by Mr. Fuller. The motion carried.

Next Meeting is Thursday January 23, 2025 @ 1:30 p.m. in Room 205/208

Adjourn	<i>A motion to adjourn was made by Ms. Hillier and seconded by Mr. Coyle. The motion carried. Mr. Pangrazio adjourned the meeting at 2:10 p.m.</i>
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Respectfully submitted, William Bacon, Secretary
Recorded by, Amy Lutz, Administrative Secretary