

Livingston County Land Bank Corporation Board of Directors Meeting
July 31, 2025, Room 205/208
Meeting Minutes

Members: William Bacon, Megan Crowe, Amy Davies, Angela Ellis, William Fuller, Daniel Pangrazio, Ian Coyle

Staff: Nate Cole, Megan Crowe, Alexandria Schoonover

Guest: Lexie Florczak, Hurwitz Fine PC

Agenda Item	Call to Order and Welcome
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Mr. Pangrazio called the meeting to order at 10:00 a.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 **June 26, 2025**, Draft Meeting Minutes.

A motion to approve the June 26, 2025, meeting minutes was made by Mr. Bacon and seconded by Mr. Fuller.

The motion carried.

Mr. Pangrazio asked if there were any additions, corrections, or deletions to the **June 30, 2025**, Draft Meeting Minutes.

A motion to approve the June 30, 2025, meeting minutes was made by Mr. Coyle and seconded by Mr. Bacon.

The motion carried.

Agenda Item	Treasurer's Report
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Ms. Davies gave the Treasurers report for the month of May: Beginning balance \$272,094.68 Income \$38,136.45 Expenses \$27,744.66. The ending balance totaling \$282,486.47

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

The motion carried.

Agenda Item	Property Updates
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313 Groveland Station Road, Groveland

1. The Land Bank would not be eligible to apply for grant funding through the MERP program. Due to the federal funding associated with this grant program, applications are limited to the listed operator of the well, or the operator's authorized representative (who the operator must specify in forms that are filed with the DEC). The operator of the well, according to the DEC's well database, is Mary Anita Prevost, who we believe may be a prior owner of the property.
2. The DEC also indicated that the gas well may be eligible for funding through an "orphan well" grant program. The orphan well program is not application-based.
Lexie explained the owner of the property is different than the owner of the well.
 - Mr. Pangrazio asked how quickly would the DEC be able to move.
 - Lexie said DEC would not be going forward with capping the well for a year.
 - Ms. Crowe explained this particular well has water in it and makes it unusable.
 - Negative and positive impacts for the orphan gas well was discussed.
 - Lexie will check with the DEC about the process to CAP.
3. Based on discussion with the DEC contact Tony provided (Paul Giachetti), who does the DEC orphaned well recommendations for this region, the gas well at this property will be recommended for entry into this program.
4. Based on these discussions, we propose moving forward with a purchase of the property with the gas well in its current state. By the time the rehabilitation is finished, hopefully the gas well will be capped and if it isn't, we can still sell the property or hold it until the well is capped.
5. Closing date is 9/1/25.

1 Price Street, Nunda

1. New build design should be done next week. Plans will be shared once satisfied with design.
2. LiRo is preparing a wetland permit to allow demolition and construction. After the wetland delineation was completed, LiRo contacted the DEC for advice on the next step and they suggested applying for a permit instead of going through the juridical determination process.
3. Still trying to find a company willing to dispose of the barrel on the property.
4. The demo bid had no respondents. LiRo's recommendation moving forward is the following:
 - a. Reduce or eliminate the need for testing of imported fill and topsoil
 - b. Eliminate the need for seeding guarantee by the Contractor. With remote work, it's costly for them to mobilize to the site for purposes of watering and mowing. They want to be done following acceptance of seeding application.
 - c. Reduction of required submittals to the greatest extent practical.
 - d. Rebid the project with a heavy effort to bring the project to as many properly licensed contractors as possible and successfully award the work
 - Mr. Cole explained another round of bidding will be conducted.
 - Ms. Ellis asked if LiRo used the template from the last project. Mr. Cole said they were similar, but changes in the insurance requirements.
 - Ms. Ellis explained we had a similar issue and had to lower the requirements of the submittals to move forward.
 - Mr. Bacon said LiRo is assuming there was contamination, would testing this relieve this issue?
 - Mr. Cole said because the property is condemned, we cannot let them enter. Mr. Pangrazio suggested we have an engineer enter a condemned building.
 - Mr. Bacon said LiRo is very cautious. But a test result could potentially change the bid requirements.
 - Mr. Cole said based off recommendations we could have more respondents.
 - Ms. Crowe said we will have contractors ready who will do the testing.
 - Ms. Ellis asked why are we not receiving bids now?
 - Ms. Crowe said the package was very heavy.
 - Discussion on testing took place.
 - It was decided to test for asbestos and construction condemnation and re-release without testing soil.

36 South Street, Leicester

1. Rehabilitation is in design and it is recommended that the bid goes out as a package with 7313 Groveland Station Road.
2. Leicester CEO will a walkthrough of the house with Jeff 8/5 to prepare for the rehabilitation.
 - Jeff has concerns about the staircase not being up to code (Steps higher) and an add on to the back that should be reviewed.
 - Relationship with LiRo was discussed.
 - Ms. Crowe explained we are pleased with the relationship but need to keep to the schedule.
 - Mr. Pangrazio said we need them to understand there are timelines that need to be met.

1920 Buell Ave, Lima

1. Tim Queeno reached out to Bill Fuller interested in purchasing the property for his laser engraving business. Bill Bacon has also been working on this with Tim. He would want to build a commercial building on the property.
2. The site has been cleaned to commercial standards.
3. The DEC can allow construction and operation of the business while monitoring is ongoing. Soil vapors will require a sub slab depressurization system.
4. Currently the property is zoned residential.

- Ms. Crowe explained the Mayor is in favor of the change and requested a more formal email to present to his board.
- Ms. Crowe said we will need to order an appraisal, and update what Tom had done years ago. We have to go through the County process. Potential \$8,000-\$10,000 sale from the County to the buyer.
- Mr. Pangrazio explained we will approach the zoning as a County.
- Ms. Crowe said we will work with the Village and the perspective owner.

Agenda Item	Prospective Properties
At 10:35 a.m., Mr. Coyle moved to enter into executive session to discuss prospective property purchases. Mr. Pangrazio seconded. The motion carried. Discussion took place on properties. 32 Jefferson Street, Dansville- No action was taken on this property. 148 Lima Road, Geneseo- No action was taken on this property. 3866 Main Street, Piffard- The property at 3866 Main Street was discussed. A motion to approve a purchase offer for property at 3866 Main Street, Piffard was made by Mr. Fuller, seconded by Mr. Coyle. The motion carried. 9935 Church Street, Hunt- No action taken on this property. 4626 Main Street, Hemlock- No action taken on this property. 14 Pine Street, Dansville- The property at 14 Pine Street was discussed. A motion to approve a purchase offer for property at 14 Pine Street, Dansville was made by Ms. Ellis, seconded by Ms. Davies. The motion carried. Mr. Bacon moved to end executive session at 11:08, seconded by Mr. Fuller. The motion carried.	

Agenda Item	Other Business
LBI Operational funding: 1. HCR released a new round of operational funding for Land Banks that was applied to. 2. This funding will provide \$100,000 a year for the next three years. This is the same funding we have been using since 2022. 3. The application has been filed LBI Property Maintenance: 1. Total Available Funding: \$25 million statewide; Land Banks may request between \$300,000 and \$2 million for eligible property-related activities. 2. Eligible Uses: Property acquisition, demolition (as a last resort), unrestricted rehab and development, predevelopment/technical assistance, and local housing repair programs. 3. Housing Repair Focus: \$15 million is reserved for programs that result in completed housing units, including owner-occupied and small rental rehab (not paired with other HCR funding). 4. Program Delivery: Up to 5% of the request may support staff or consultant costs directly tied to Application Process: Open rolling application through November 21, 2025, with awards made on a first-come, first-qualified basis; 18-month contract term. 5. This is essentially the same grant we currently have, but capital funds have been changed to home repair funds due to the State's goal of not duplicating housing programs. ○ The change to capital funds was discussed.	

- Mr. Cole explained the Capital half of our grant has been adjusted to property maintenance instead of building homes.
- Ms. Crowe explained it does not limit us to request reimbursement for property maintenance.
- Income restrictions are required.
- Mr. Coyle suggested Pros and Cons be explored at the next meeting.

HCR Vacant Rental Property

1. This grant can be used for rehabilitation of existing eligible vacant units and spaces into decent, safe, and affordable rental units.
 - a. Eligible properties include:
 - i. 1-5 unit residential building (including a single family home if it is a rental)
 - ii. Mixed-use building with up to five (5) residential units
 - iii. Any building that will be converted to a 1-5 unit residential building or mixed-use building with up to five (5) residential units
2. The standard award is \$50K/unit with a monthly rate affordable to 80% of AMI. The enhanced award is \$75K/unit with a monthly rate affordable to 60% of AMI.
3. This grant would be County led with the application due 9/9/25. The County is working with Community Intelligent Planning on the grant app.
 - The County is making a request for this in August.
 - The Land Bank could be a subrecipient or co-development partner.
 - Ms. Ellis will help write the grant.
 - It was agreed to move forward.

Manufactured and Mobile Home Replacement

1. The County did this program in 2024 and successfully replaced 3 mobile homes at no cost to the homeowner. The County was the grantee with CCA being the subrecipient of the grant, and the Land Bank partnered in the project through a co-development agreement.
2. This year, the County could be the applicant again with the Land Bank as a subrecipient and LiRo handling project management.
3. This grant is no longer CDBG funded, it is just state funds.
4. Application is due 8/21/25 and the County is working with Community Intelligent Planning on the grant app.
 - Ms. Crowe explained the County could be the lead and the Land Bank could be the co-developer, sub recipient.
 - The program was discussed.
 - It was agreed to move forward.

Adjourn

Next Meeting

The next meeting is Thursday, August 21, 2025 in **Room 305 @ 1:30 p.m.**

Mr. Pangrazio asked if there was a motion to adjourn.

A motion to adjourn was made by Mr. Coyle and seconded by Mr. Bacon. The motion carried.

Mr. Pangrazio adjourned the meeting at 11:26 a.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Alexandria Schoonover, Senior Account Clerk