

GMVLB Project Selection Committee Meeting Minutes

Location: 1 Kennedy Plaza, Urban Renewal Agency Office, Utica, NY
Date: **Monday, June 25th, 2018**
Time: **12:30PM**
Conf. Call Info: **NOTE CALL-IN** #1-(563) 999-1074 with ID#756734

Attendance: Brian Thomas, Tolga Morawski, Robert Albrecht, David Dardzinski, John Mazzarella, and Jocelyn Mosher

Call-In: Judy Pangman, Chris Brown

-Call to order @ 12:39PM

-Confirm Recording of the Minutes

-Review prior meeting minutes (May 24, 2018)

Robert Albrecht made a motion to approve the May 24, 2018 minutes, Brian Thomas seconded the motion, and it passed unanimously

Old Business:

Partners & Organizational:

-Property Management/Inventory Software

-Tolga working to nail down pricing

-Talking with CEO of eProperties Plus

Skipped ahead as Robert Albrecht had to leave early due to an ill family member

-Robert's Report

-Provided binder from Dolgeville Land Bank committee at the meeting

-Dolgeville Forward

-Potential Worthy Partner

-Mayor and community members created inventory of properties to be considered

-Includes property information, owner info, pictures, etc.

-156 S. Main St.

-Demo

-Next steps?

-Owned by Secretary of the Navy

-Realtor to do research

-John to reassess prior to next meeting

-MOUs

-Dolgeville

-Cornerstone Church

-Signed by us

-Waiting for their signature

-Cherry Valley

-Village passed resolutions

-Formed Worthy Partner group

-Group has a long way to go

-Not yet a nonprofit organization

- Rome
 - To sign MOU tomorrow night
- Middleville
 - Doesn't have a potential Worthy Partner organization
 - Could potentially have municipality as Worthy Partner
 - This way small municipalities are not being discounted if they do not have a Worthy Partner organization available
 - Not planning to redevelop properties
 - Still need 5-50 Resolution
 - Robert Albrecht to follow up
- Any responses to "Donation request letters" sent out?
 - No responses
- Signage for properties, updates (Jocelyn)
 - Waiting for quote from Premiere signs
 - Provided other quotes at the meeting
 - Waiting for confirmation of price for frame from Serianni Signs.
- Inventory
 - Jocelyn updating website
 - Need to send updated list to LISC
 - John M. and Jocelyn to work on this
 - 2 spreadsheets
 - 1 for LISC
 - 1 for the website
 - Different disclosure requirements
- Update re transferring Mark's operational flowchart from last May into digital form.

Properties:

-City of Utica Properties

- 1128 Hammond Ave, Update (John)
 - Secure
 - Scope complete
 - Grass cut
 - LISC needs Environmental Review, Scope of Work, and an approved RFP to give next disbursement
 - Environmental Reviews are costly
 - John M. to look into other options
- 111 Hawthorne Ave
 - John M. to meet with Marc Dingle
 - Small single family home
 - Wasn't taken care of
 - JP Morgan Bank
 - Potentially interested in short sale

- Potential donation
- Update on 613 Columbia Street (Brian)
 - Brian Thomas and Tolga Morawski to discuss costs

-City of Rome Properties

- Updates (John)
 - 513 North Washington Street, Rome, NY 13440
 - 212 West Bloomfield Street, Rome, NY 13440
 - 102 Fort Stanwix Park, North, Rome, NY 13440
 - 115 1/2 Turin Street (Empty Lot), Rome, NY 13440
 - Scopes completed for all properties
 - RFP for land survey for Fort Stanwix and Turin Street properties has been sent out
 - Clean-out contracts completed
- 5/50 Resolution from the City
 - Tolga to discuss at meeting with Rome

-Herkimer County:

- Herkimer County Deeds from 11/28/17 ...where are they?
 - Still waiting on 4 of the 7 Deeds
 - Tolga followed up with Rob Malone and the property director
 - To follow up with the Attorney
- 562 E Main St. Little Falls discussion (Christina and John)
 - Realtor/Buyers Agent
 - Need someone advocating for our side and working with us
 - Long-term advantages
 - Nominal costs
 - Takes strain off of other staff members
 - Need to vote at board meeting
 - **David Dardzinski made a motion to recommend to the board at the next GMVLB board meeting to move forward with finding a realtor/buyers agent, Tolga Morawski seconded, and the motion passed unanimously**
 - From there to decide if this is a topic for the Space Committee or the Project Selection Committee
- Wells Fargo closing re 1347 Top Notch Drive in Little Falls complete.
 - Next steps; scope, etc. (John)
 - Environmental Review needed
- [No Update] on Lester Avenue, View Terrace and Maple Avenue Properties in Ilion
 - Awaiting MOU revisions from Ilion Attorney (Tolga) & conversation with Mayor (old or new one)
- 7 and 9 Main St., Middleville
 - Both single families

- Flood damage
 - Village of Middleville wants to demo both properties
 - Asked GMVLB to help with asbestos testing, but not mitigation or demolition of the buildings
- **David made a motion to proceed with HAZMAT testing, Brian seconded, and the motion passed unanimously****

-Montgomery County:

- Countywide Code Enforcement interest...
- Tax Foreclosure Auction
 - Tolga and John M. split county to get through list more quickly
 - Stone Lodge, 132 West Grand St., Palatine Bridge
 - Rehab
 - Pulled from Bank foreclosure list
 - Currytown Rd., Town of Glen (George Washington stayed here)
 - Recurring foreclosure
 - Possible demo
 - Foreclosed trailers
 - Tolga to talk with rural housing to discuss options
- Village of Fort Plain
 - To have realtor watch properties for us
 - Save staff members time
 - Tolga to look into options
- Beech Nut, review stabilization documents.
 - Tolga and John M. did a walkthrough last Wednesday
 - MacHyney and Windy Hill Restorations
 - HAZMAT, roof, clean-out needed
 - To consider more contractors

-Otsego County:

- Oneonta Properties/Projects:
 - Within the next 2 weeks
 - Find house in Oneonta
 - City vs. Town
 - Judy Pangman to send list of properties to me
 - John Mazzarella to move forward with research on property located on Rose Ave.
 - Donation letters being sent re bank/REO properties.
- 177 Main Street, Otsego
 - John met with owner
 - Gave in-take form
 - Building collapsing inside
 - Demo
- See John Mazzarella's write-ups on:
 - Potential donation: 26 Canadarago Street, Richfield Springs, likely a demo (awaiting additional info from Meg and/or Craig Gelbsman)

- Cherry Valley
 - John M. met with Mayor
 - Toured 7 properties
 - 8 Lancaster
 - Wreckage
 - To have asbestos testing
 - Small barn leaning
 - Demo
 - All but 1 property is decent
 - Mostly bank owned

-Schoharie County:

- Report on local project committee efforts (Jerrine)
 - *934 State Route 443 Demolition, Town of Wright Update and site visit
 - Submitted donation contract
 - Tolga spoke with Jenn Greco to compile list of required documents
 - Demo
 - Moving forward

- 124 Elm Street, Cobleskill (John)
 - Demo
 - No progress
 - Collapsed porch
 - John to reach out to Mike? regarding demo

- 156 Main Street Esperence
 - Old
 - Shane Nickle
 - John M. spoke with owner
 - Demo
 - Owner wants to rehab
 - John M received an email from Esperence
 - Owner wants to make part of the property a public park
 - House and barn to be demolished
 - John M. to forward email to Shane Nickle and to the mayor to discuss

-Request for proposals

- Based on Johns work scope, have a standing submission deadline of 4pm on the last business day of each month. The proposals shall be date stamped and in a sealed envelope. Proposals can be opened (publically?) and the applicants name and bid can be read. John can vet the proposals (tax history, code history, criminal history...) and prepare the agenda for the project selection committee.
- The project selection committee can review and vote on a recommendation of award to the full board.

-Set date and time for next meeting (7/30/18)

-Adjourn 2:13PM

****David Dardzinski made a motion to adjourn, Brian Thomas seconded, and the motion passed unanimously****

Respectfully submitted by:
Jocelyn Mosher