

BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION

BOARD OF DIRECTORS MEETING MINUTES
February 28, 2014 – 9:00 AM
Edward A. Rath County Office Building, Room 1004

Call to Order by Chairwoman Maria Whyte.

ATTENDANCE:

Board Members Present: Maria Whyte, Frank E. Krakowski, Brendan Mehaffy, Joseph L. Maciejewski, David Comerford, Joseph Hogenkamp, James Comerford, Jr., Donna J. Estrich, Timothy Ball, Michael Siragusa
Board Members Excused: Christina Orsi
Fiscal Agent Present: Bob Keating
Executive Director: Jocelyn Gordon

GUESTS:

Assistant County Attorney Martin Polowy, DEP representatives: Dale Morris, Tom Dearing, Ken Swanekamp, Del Costello

HAND OUTS:

Agenda: Minutes of January 17, 2014 Board Meeting: Scope of Work OAG Contract.

NEW BUSINESS:

1. Roll Call
2. Approval of Minutes: The minutes of the January 17, 2014 Board of Directors Meeting were presented and reviewed. A motion made by Donna J. Estrich to approve, seconded by James Comerford Jr., and unanimously carried as approved.
3. Treasurer's Report: A motion to approve the report that was read into the record by Joseph Maciejewski was made by Joseph Hogenkamp, seconded by Donna J. Estrich, unanimously carried as approved.
4. 2013 Pilot Project Update:
 - **45-55 Pyle Court, Tonawanda**: BENLIC/County Assistant Attorney Martin Polowy negotiating with Town of Tonawanda regarding terms of transfer from BENLIC to the Town.
 - **39 Fowler Street, Tonawanda**: RFP is due back March 7, 2014; the Board will be able to review bids at the next scheduled Board meeting.
 - **44A Windwood Court, Cheektowaga**: Title search underway. All lien holds cannot be notified therefore notification will be done by publication. Judgment is scheduled for May and sale scheduled for June.

- **3048 William Street, Cheektowaga:** Title search underway. All lien holds cannot be notified therefore notification will be done by publication. Judgment is scheduled for May and sale scheduled for June.
- **59 North Main Street, Angola:** Title search underway. Lien holds have been served, anticipated judgment in April and sale possible in May.

5. OAG Contract Update:

- Contract Review: Scope of Work highlighting the following items.
 - Demolition of 50 properties in the City of Buffalo
 - Demolition of 5 properties in the City of Lackawanna
 - Rehabilitation of approximately eight (8) properties throughout Erie County, including any in the Cities of Buffalo and Lackawanna.
 - Side lot Program
- Contract Review: Jocelyn reviewed several sections of the 172 Page OAG contract with the Board.
- Discuss process of subcontracting with partner cities: The City of Buffalo contract must be finalized first to meet the timeline of demolishing 50 homes starting this Q1 of the grant period. James Comerford, Jr. agreed to email Jocelyn Gordon the City's typical vetting process for contractors. Martin Polowy agreed to begin drafting the Agreement for completion in one week. All parties were reminded that the OAG Project Manager (i.e. Community Enterprise Partners, has the authority to approve all subcontracts over \$100,000.
- The Land Bank Working Group will continue to identify more properties for rehab portion of grant.

6. Privacy Policy:

- A motion made by James Comerford Jr. to accept the BENLIC privacy policy as written, seconded Timothy Ball; unanimously carried as approved

7. Miscellaneous:

- ABO Compliance
- REO Properties
- NYS Association of Land Bank's and NYS Non-Profit Revitalization Act

8. Adjournment:

- A motion to adjourn was made by Michael Siragusa and seconded by James Comerford, Jr. The motion was carried unanimously.

NEXT MEETING: Board of Directors – 9 a.m. Friday, March 21, 2014
Location: Rath County Office Building, Room 1004

Recorded by: Frank E. Krakowski
Submitted for Approval: Maria R. Whyte
Adopted by BENLIC Board Members on March 21, 2014