

Suffolk County Land Bank Program
Suffolk County Department of Economic Development and Planning
Division of Planning and Environment
H. Lee Dennison Building – 4th Floor
Hauppauge, NY 11788-0099

December 13, 2013 at 10:00 a.m.
Meeting Minutes
Accepted by the Board March 6, 2014

Time: 10:07 a.m.

PRESENT:

Board of Directors:

Hon. Tom Cilmi, Suffolk County Legislator
Hon. DuWayne Gregory, Suffolk County Legislator
Joanne Minieri, Deputy County Executive and Commissioner of Dept. of Economic Development
and Planning
Jill Rosen-Nikoloff, Suffolk County Real Estate Director

Guests:

Hon. Kara Hahn, Legislator, 5th District
Walter Parish, NYS DEC
Errol Kitt, GEI Consultants, Inc., PC
Gary Rozmus, GEI Consultants, Inc., PC
Andre Bermudez, Economic Development and Planning

Staff Present:

Sarah Lansdale, Director of Planning
Thomas Kelly, Senior Project Manager, Dept. of Economic Development and Planning
Robert Braun, Esq., Counsel to the Land Bank, County Attorney's office
Colleen Badolato, Secretarial Asst.

Absent:

Hon. Steve Bellone, County Executive
Hon. Anna Throne-Holst, Supervisor
Andrea Lohneiss, LI Regional Director, Empire State Development Corp.

CALL TO ORDER

The Land Bank Board meeting was called to order by Joanne Minieri, Vice Chair, at approximately 10:07 a.m.. There were 4 members present, which constitutes a quorum.

Review and Approval of Minutes - Sept. 20, 2013 meeting. Motion to approve by Leg. Gregory, seconded by Joanne Minieri. Approved by all.

PUBLIC PORTION

OLD BUSINESS - (Sarah Lansdale)

June 7, 2013

- Approved By-Laws, MOU, Officers, and Sub-Committees
- Provided overview of 133 parcels eligible for Landbank consideration

- Agreed to send out notification letters to delinquent parcel owners

September 20, 2013

- Reviewed impact of notification letters
- Identified 4 parcels for EPA funded site assessments
- Submitted grant request to the NYS Attorney General's office
- Approved privacy policy

Q4 RESULTS (Tom Kelly)

- **Commenced Phase I environmental assessments with EPA on 4 selected properties.**
 - Kick-off Meeting held on November 12, 2013 with EPA, Nobis Engineering (selected by EPA), and SCLBC
 - Expected Phase I completion - Jan. 2014 (end of month)
- **Awarded \$675,000 grant by NYS Office of the Attorney General (OAG)**
 - Grant provides funding of additional 18 Phase I and Phase II (if necessary) site assessments.
 - Grant period: Dec. 2013 - Nov. 2015
 - Another round of funding will be available - Summer of 2014.
- **Update to SCLBC Eligibility List**
 - Treasurer's office received \$254K in incremental payments from 22 parcels.
 - Eligible for Landbank list is currently at 58 parcels (32 non-superfund parcels and 26 superfund parcels) down from 67 in Q3.

NEW BUSINESS

- **Actions Taken - Board Approval Required**
 - Accept \$675K Grant award from NYS Attorney General's Community Revitalization Initiative. *Motion to approve made by Leg. Cilmi, seconded by Joanne Minieri. So approved.*
 - Authorize the SCLBC to establish and open a bank account with any of the following institutions:
 - Bank of America, One Bryant Park, 12th Floor, New York, NY 10036
 - Capital One Bank, 275 Broadhollow Road, Melville, NY 11747
 - JP Morgan Chase, 395 North Service Rd., Suite 302, Melville, NY 11747
- Motion to approve by Leg. Gregory, seconded by Leg. Cilmi. So approved.*

➤ **Grants**

Community Revitalization Initiative (CRI)

| | |
|---------------------------------|------------------|
| Site Assessment (Phase I & II) | \$500,000 |
| Marketing | \$100,000 |
| Legal and Professional Services | <u>\$ 75,000</u> |
| Total Award | \$675,000 |

➤ **Next Steps/Timeline**

- Review findings of EPA top four sites - Jan. 2014
- Commence Phase I site assessments of 18 OAG parcels - Q1 2014
- RFQ for Legal and Professional Services - OAG - Q1 2014
- Initiate development of Superfund Site Action Plan - TBD

ADJOURNMENT

The meeting was adjourned at 10:45 a.m.

Next meeting of the Land Bank Board is scheduled for March, 2014.