



NASSAU COUNTY

LAND BANK CORPORATION

ONE WEST STREET
MINEOLA, NEW YORK 11501
TEL: 516-572-1398
FAX: 516-572-2789

BRITTNEY C. RUSSELL
EXECUTIVE DIRECTOR

BOARD OF DIRECTORS

SIELA A. BYNOE
Chair

MEREDITH A. HUGHES
Vice Chair

KENNETHA PETTUS
Treasurer

FRANCIS X. MORONEY

ERROL E. WILLIAMS

CLARA GILLENS
EROMOSELE

EDWARD H. WARD

NASSAU COUNTY LAND BANK CORPORATION

MINUTES, SEPTEMBER 13, 2018 BOARD MEETING

A meeting of the Nassau County Land Bank Corporation was held this date in 1st Floor Conference Room at One West Street, Mineola, New York beginning on or about 3:00pm

The Attendees were:

Board Members:

Siela Bynoe- Chair
Meredith A. Hughes- Vice Chair
Kennetha Pettus- Treasurer
Frank Moroney
Errol Williams

Executive Director:

Brittney C. Russell

County Attendees:

Andrew Kahl- County Attorney's Office
Ted Hommel, Esq.- Counsel to the Board, County Attorney's Office

-
- Call to Order at or about 3:15pm
 - The meeting was convened with the attendance of the following Directors

- Siela Bynoe
 - Meredith A. Hughes
 - Frank Moroney
 - Errol Williams
- Motion to adopt the minutes from August 23rd, 2018
 - Moved by Board Member Errol Williams, seconded by Board Member Frank Moroney
 - Minutes adopted by unanimous vote
 - At or about 3:17pm, Treasurer Kennetha Pettus arrived
 - Executive Director Report
 - Inventory
 - CRC has 3 home that are in active foreclosure
 - County Owned Properties
 - List of properties distributed
 - Bolded properties are failed sales that are ready for transfer
 - Upcoming meeting with Kevin Walsh on how to proceed
 - 160 Hendrickson
 - Need National Grid letter
 - Road opening permit was accidently sent to the ToB by National Grid
 - This is holding up the demo
 - Phase 1
 - Reay for price quote
 - Tanya from Enterprise said that the LB may not need a Phase 1 done
 - Enterprise Funding
 - The NCLB will be putting in a \$2 million grant application request, the maximum amount
 - Enterprise is extending us time to use the funds we already have
 - The LB's balance will not preclude the LB from getting additional funding
 - The Land Bank Association is lobbying to get including in the next AG budget
 - As per Kevin Crean, LB properties may qualify for home funds
 - ~35k per unit
 - Intern
 - The proposed schedule and pay is fine with Hofstra
 - \$15/hr for 17.5 hour/wk
 - Discussion on how the intern will be paid
 - Stipend (monthly) through the Land Bank
 - 1099 at end of the year
 - An agreement will be drawn up to reflect this
 - National Development Council (NDC) Training
 - 1 class left this year (December)
 - 12/11-12/14

- Has already been budgeted for
- Since there is no debit card, will inquire how to pay
- Revisit Debit Card Discussion
 - Card will have access to \$2,000 in petty cash
 - Turn off ATM access
 - Resolution to authorize setting up a new checking account, with a \$2,000 limit and no ATM access
 - Motion by Chair Bynoe, moved by Board Member Moroney, seconded by Board Member Errol Williams
 - Resolution passes by unanimous vote
 - Need receipts for record keeping
 - Invoices need approval by Treasurer Pettus
- Architecture Services
 - Committee met w/ Fusion
 - Great experience, well qualified
 - Very accommodating
 - In a year or so, will consider doing another RFP
 - Discussion regarding length of contract
 - 1-year contract plus two 1 year renewals (at the Land Bank's discretion)
 - Have the vendor draft the contract and then send to the LB for review
 - Resolution to hire Fusion
 - Motion by Treasurer Pettus, moved by Chair Bynoe, seconded by Board Member Moroney
 - Resolution passed by unanimous vote
- Land Bank Business
 - If given all the County properties, will need to partner with other agencies and organizations
- Public Comment
 - N/A

At which point Chair Siela Bynoe made a motion at 3:40pm to adjourn the meeting, seconded by Vice Chair Hughes, seconded by Board Member Williams.

MEETING ADJOURNED to Thursday, October 11th 2018 @ 3:00pm at the First Floor Conference Room at One West Street, Mineola, NY 11501