



# NASSAU COUNTY

## LAND BANK CORPORATION

ONE WEST STREET  
MINEOLA, NEW YORK 11501  
TEL: 516-572-1398  
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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, AUGUST 23<sup>rd</sup>, 2018 BOARD MEETING

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

The Attendees were:

**Board Members:**

Siela Bynoe- 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  
Kevin Crean- Director of Nassau County Housing  
Kevin Walsh, Esq.- County Attorney's Office

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- Call to Order at or about 3:20pm
    - The meeting was convened with the attendance of the following Directors

- Siela Bynoe
  - Kennetha Pettus
  - Frank Moroney
  - Errol Williams
- Motion to adopt the minutes from July 19<sup>th</sup>, 2018
    - Moved by Board Member Moroney, seconded by Board Member Williams
    - Minutes adopted by unanimous vote
  - Executive Director Report
    - July and August
      - RFQ for Architecture/Phase 1 and 2
      - See excel list of respondents
      - Plan to narrow down the list to three vendors for each RFQ
      - A ground up build would cost around \$300,000
      - Next grant application is due 9/7/2018
        - Will be done through a 'slideroom' program
        - Handed our the draft of our application
      - Conference call with AG's Office
        - Will fund between \$500,000 and \$2,000,000 for each Land Bank
        - The NCLB will request the full \$2,000,000
      - Hope to have 15-16 properties in the LB's inventory by year's end
      - Still working on getting 160 Hendrick taken down
        - Have letters in hand from most utility companies
        - 15-30 days until National Grid disconnect
        - Water is done
        - Looking at demolition by the end of September
        - File plans with building department, then the plan is presented to the BZA (Board of Zoning Appeals)
        - Following that: Architect
          - May need to hire a Zoning Attorney
      - Need to ask for extension from Enterprise regarding previous proposed plan (use of funds)
      - The LB will bring in the architecture firm who responded
        - Background checks on all firms starting w/ architect
        - A committee should meet with the architect to decide if the LB needs to rebid
      - Infrastructure Committee
        - Errol Williams
        - Frank Moroney
        - Brittney Russell will coordinate a meeting
      - The LB will ask the County Attorney if it can use their office's investigators
      - Ask for disclosure forms from architect before the next meeting
      - Regarding Phase 1, ask for price bids, pick minimum of three
      - By next meeting, phase 1 applicants should have prices so the LB can pick (same goes for architect)

- Funding
  - Support letter from County, CDA's, etc.
  - Will soon have letters from NCLT, LIHIP, etc.
- Paid Intern
  - Necessary to have some help
  - Individual in mind is a 3L from Hofstra Law
  - Max of 17.5 hours a week, including every Thursday
  - Check with the school to make sure this is acceptable
  - \$15/hour
- Land Bank Business
  - Former Executive Director Dave Ragonetti helped closed out the previous bank accounts
  - Executive Director Brittney Russell and Chair Bynoe then opened them back up
  - Chair Bynoe met with the Uniondale Land Trust, who would like to work with the NCLB
- Public Comment
  - N/A

At which point Chair Siela Bynoe made a motion to enter Executive Session, moved by Board Member Moroney, seconded by Treasurer Kennetha Pettus

- Executive Session at or about 3:57pm, resume at 4:02pm

At which point Chair Siela Bynoe made a motion at 4:02pm to adjourn the meeting, moved by Board Member Moroney, seconded by Board Member Williams

**MEETING ADJOURNED** to Thursday, September 13<sup>th</sup>, 2018 @ 3:00pm at the First Floor Conference Room at One West Street, Mineola, NY 11501