



NASSAU COUNTY

LAND BANK CORPORATION

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BOARD OF DIRECTORS

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KENNETHA PETTUS

FRANCIS X. MORONEY

ERROL E. WILLIAMS

EVLYN TSIMIS

NASSAU COUNTY LAND BANK CORPORATION

MINUTES: **August 8, 2019** BOARD MEETING

A meeting of the Nassau County Land Bank Corporation was held this date in the 1st Floor Conference Room on West Street, Mineola, New York scheduled for 3:00PM.

The Attendees were:

Board Members

1. Siela A. Bynoe – Chair
2. Meredith A. Hughes – Vice Chair
3. Francis X. Moroney
4. Errol E. Williams

Executive Director

1. Brittney C. Russell

Attendees

1. Ted Hommel, Esq. – Counsel to the Board, Nassau County Attorney's Office
2. Nicholas LoBosco – Nassau County Land Bank Intern
3. Jadain Mckoy – Legislative Intern
4. Sabrina Andino – Legislative Intern

CALL TO ORDER AT OR ABOUT 3:10PM

- The meeting was convened with the attendance of the following Board members:
 - Siela A. Bynoe
 - Meredith A. Hughes
 - Francis X. Moroney
 - Errol E. Williams

Review of July 11, 2019 Minutes

- Motion to adopt minutes made by Meredith, moved by Errol, and seconded by Francis.
UNANIMOUS

Executive Director's Report

Enterprise Audit:

Susan Kupper (Enterprise Auditor), Camila Fernandez (will be assisting Tania with grant administration), Nick and ED Brittney Russell were present during the audit. Enterprise reviewed the following:

- Confirmed the NCLBC has adequate recordkeeping and keeps track of grant funds separately. This was done using QuickBooks's reports.
- Reviewed my timesheets from 4/27/29 – present.
- Reviewed my paystubs from 4/27/29 – present.
- Reviewed 160 Hendrickson appraisal and associated payments,
- Reviewed demo contract and associated payments.
- Reviewed predevelopment expenses.
- Reviewed 44 Elm Bids.
- Reviewed all 2019 invoices and payments.

The construction at 44 Elm and future projects were discussed. ED Russell drove both women around Hempstead and showed them 44 Elm, 147 Harvard and 143 Harvard and 60 Stewart.

Susan was impressed that all the requested documents were placed in a binder and labeled. She indicated that there would be no findings and she would be following up with the Landbank in writing.

478 Uniondale Ave

- The contract has been executed.
- I have received the 10% deposit.
- A closing date will be scheduled shortly.

Habitat for Humanity

- ED Russell met with Habitat for Humanity along with DC Tsimis, Kevin Crean, Kevin Walsh, Ted Hommel and Nick LoBosco.
- Habitat Nassau has the capital to build new construction but no land to do so. They are looking to partner with the NCLBC to build in 2019-2020.

147 Harvard

- The Village of Hempstead Planning Board approved the plans as constructed.

44 Elm

- Upon excavation of the site QC found the following condition. The current material is as follows, 12”+ unsuitable backfill material, contains concrete, brick, etc. 24”+ clay. It seems once you get below 48” the material seems to be acceptable. Six holes were dug and all revealed the same or similar conditions.
- A solicitation will be sent out to procure a testing firm: Testing for 44 Elm is primarily for determining the makeup of the existing fill and determining if there are any contaminants, i.e., oil, organic material, etc.

143 Harvard

- The property transferred from various persons and entities to Gross Polowy LLC 5 years ago. Gross Polowy had a scheduled auction about a month ago but the receptionist informed me they still have not sold it and are waiting to publish a new sale (auction) date.

7 East Dewey

- The contract has fully executed and a title report ordered. We are scheduled to close on or before August 27, 2019.

New Millennium

- The NCLBC received revisions from New Millennium’s attorney which are under review.

CDCLI:

- On August 6th ED Russell had a catch-up conversation with Gwen O’Shea and her team regarding the 44 Elm bid. We decided to begin affirmative marketing 30 days after the start of construction.
 - The Board decide to select a homebuyer by lottery.
- CDCLI will be sending a proposed scope of work for the 60 Stewart project

Training:

NeighborWorks: August 19-23 (New Orleans)

- Sold out. Over 2500 participants.
- Next Conference is December 9-13 in Portland, Oregon.

MOTION TO GO INTO EXECUTIVE SESSION, made by Siela, moved by Errol and seconded by Francis. UNANIMOUS.

Executive Session began at 3:31PM

MOTION TO LEAVE EXECUTIVE SESSION, made by Siela, moved by Francis and seconded by Meredith. UNANIMOUS.

Executive Session ended at 3:45PM.

MOTION FOR NCLBC TO ADOPT NASSAU COUNTY VENDOR DISCLOSURE FORM made by Siela, moved by Meredith, and seconded by Errol. UNANIMOUS.

MOTION TO ENGAGE MTL FOR PURPOSE OF TESTING SOIL/FILL AT 44 ELM AT QUOTED PRICE OF \$1,895.00 made by Siela, moved by Francis, and seconded by Errol. UNANIMOUS

At 3:50PM, Board Chair, Siela, motioned to adjourn the meeting to **September 12, 2019**, seconded by Meredith.

MEETING ADJOURNED to **September 12, 2019** at 3:00PM at the First Floor Conference Room at One West Street, Mineola, New York 11501.