

Landbank Board Meeting Minutes for September 6, 2023

Present: Nicole Justice Green, Tom, Schaffer Allison Kaupelis, Stu Baker, Katie Anderson, Meghan Bambara, Jim Monty, Allan Jones

The meeting was called to order by Stu Baker at 6:04 and he asked if there were any questions concerning the Executive Director's Report.

Stu asked for an explanation of the LB work grant submitted in July. Nicole explained that the work grant of \$125,000 is for administration funding and it is like the yearly Rural preservation funding from HCR for PRIDE but for Land Bank. She is waiting for the EIN and certificate of incorporation before applying for it.

Stu asked for an explanation of the feasibility study for Newcomb to inform of best development potential. Nicole explained that there is a potential large 6-acre parcel of land that would be donated to the land bank and the Landbank currently does not know what could be done with the land. We need to find out and the best practice for landbanks to do this type of study. She added that all landbanks are still awaiting for the fallout from the recent judicial decision to limit profit to landbanks from the sale of landbank properties.

Allison asked what is the time line for completing the three houses and the one lot mentioned in the ED's report. Nicole explained that the Ticonderoga lot is the easiest to complete but we have no money in the landbank to move forward. As soon as funding is obtained and a bank account is set up we can move forward. As for the houses, Nicole will be focusing on the Springfield Road property. This house needs work done soon or it will continue to deteriorate. Nicole hopes to have work starting and underway by winter.

Allan asked if there is any way to get funding while waiting for the LB incorporation to be established? Nicole stated that PRIDE can submit expenses to the County for reimbursement for Land Bank activity; however, we need to get tax-exempt status before we can start applying for landbank grants. If the county says it is OK to proceed on a project, then Nicole feels confident that she can proceed.

The Board then reviewed the LB Memorandum of Understanding between PRIDE and Essex County. It states that there is a lump sum of \$25,000 of guaranteed funding from the County to PRIDE for administration of the Landbank. Nicole explained that the \$25K will be used to pay for LB staff. Jim Monte mentioned that there is hope that the Essex Board of Supervisors will add to the \$25K in the future. Nicole explained that the MOU is, in effect, a service contract between the county and PRIDE. A motion was made by Allison and seconded by Tom for Nicole to execute the MOU with Essex County. The motion Passed unanimously. There was a second resolution (requested by the county) to specifically authorize Nicole to sign the MOU.

Jim Monte noted that he received a call today from a county supervisor indicating that a family has a home that they wish to "get out from under." The supervisor will ask to have it donated for a tax credit however, the property needs demolition done as part of the deal. Nicole stated that she will need funding for the demolition. Nicole will discuss this possible land bank deal with the appropriate people.

A motion to adjourn the meeting was made by Stu and seconded by Allison. The meeting was adjourned at 6:36pm.

Respectfully submitted,

Tom schaffer