Due to the Novel Coronavirus (COVID-19) Emergency and State and Federal Bans on large meetings or gatherings and pursuant to Governor Cuomo’s Executive Order 202.1 issued on March 12, 2020, suspending the Open Meetings Law, the Suffolk County Landbank Board Meeting will be held electronically via Zoom Video Conferencing (please see instructions below). Instead of a public meeting open for the public to attend in person, members of the public may Listen to or log into the video conference. We are encouraging the public to send in their statements for the public portion to the following e-mail address landbank@suffolkcountyny.gov. The Minutes and Recordings of the Landbank Board Meetings will be posted on the Suffolk County Landbank website.

https://us02web.zoom.us/j/86500344571?pwd=aml2KzdSYWhteStobE84NG1ZZXVodz09
Meeting ID: 865 0034 4571
Passcode: 165997
Dial by your location
  +1 929 205 6099 US (New York)
  +1 312 626 6799 US (Chicago)
  +1 301 715 8592 US (Washington D.C)
  +1 669 900 6833 US (San Jose)
  +1 253 215 8782 US (Tacoma)
  +1 346 248 7799 US (Houston)

Board Meeting Agenda
December 2, 2020 – 11:30AM

I. Call to Order

II. Public Portion

III. New Business
   a. Review and Approve Minutes :
      i. December 2, 2020 Board Meeting, Exhibit A
   b. Staff Report
   c. Requested SCLBC Board Actions
      i. Resolution 2021-01
         Authorizing the Negotiated Disposition of the Property at 216 Washington Drive, Mastic Beach.
ii. Resolution 2021-02
Authorizing the Executive Director to Negotiate and Enter Into a Rent-to-Own Pilot Program with a Selected Non-Profit Partner Agency

d. Next Steps
The Next Landbank Board Meeting will be held on March 24, 2021

IV. Old Business
a. None

V. Adjourn
ZOOM MEETING VIDEO CONFERENCE ONLINE

December 2, 2020 at 11:30 a.m.

Verbatim Meeting Minutes

PRESENT:

Board of Directors:
Peter Scully, Deputy County Executive
Natalie Wright, Commissioner, SC Dept. of Economic Development and Planning
Hon. Robert Calarco, Presiding Officer, Suffolk County Legislature
Hon. Thomas Cilmi, Suffolk County Legislator, District #10
Hon. Rich Schaffer, Supervisor, Town of Babylon
Cara Longworth, Empire State Development

Staff Present:
Sarah Lansdale, President, SC Landbank Corp.
Janet Gremli, Dept. of Health Services
Matthew Kapell, Project Manager, Suffolk County Landbank
Mikael Kerr, Project Coordinator, SC Landbank Corp.
Colleen Badolato, Secretarial Assistant, SC Dept. of Economic Development and Planning

Not Present:
Robert Braun, Counsel, Suffolk County Dept. of Law

Natalie Wright: Welcome everybody. This is the December 2nd scheduled meeting of the Suffolk County Landbank Corporation, and for the record we do have a quorum present. The notice of the meeting followed the Open Meetings Law as amended by Executive Order 202.72, allowing meetings to take place telephonically or through similar devices until December 3, 2020. In this instance, we'll be using Zoom and we'll be recording the entirety of the meeting. If the meeting does unexpectedly close for any reason, please just wait one minute and then try to reconnect. All votes on Board actions and resolutions will be done via a roll call and we ask all board members to clearly state their name when making a motion, and clearly state their vote, when their name is called. Matt, will you conduct a roll call please.

(Roll Call by Matt Kapell)

Natalie Wright: Present

Supervisor Rich Schaffer: Here

Leg. Tom Cilmi: Here

Peter Scully: Here

P.O. Rob Calarco: Present
Cara Longworth: No response

Matt Kapell: I see Cara on here. I'm not sure if she hears me or not.

Sarah Lansdale: Well we still have five in the affirmative, so we can continue on.

Natalie Wright: Okay, great. So we will commence the meeting at this time. Next item on the agenda is the Public Portion. So, in accordance with Executive Order 202.72, the public portion will be limited to viewing and listening, and any public statements can be submitted to the email address: landbank@suffolkcountyny.gov and will be read during this portion. To my understanding, we have no public comments that have been received. Matt, is that correct?

Matt Kapell: Correct.

Natalie Wright: Great, so we'll close the public portion. Moving on into New Business. The only item under new business is review and approve minutes. So we have the Minutes from the October 21, 2020 meeting, which were attached. Is there a motion to approve the October 21, 2020 minutes?

Supervisor Rich Schaffer: Schaffer will make a motion.

Natalie Wright: Excellent. Schaffer with a motion and is there a second?

Leg. Tom Cilmi: Second.

Natalie Wright: Leg. Cilmi with a second. Matt, will you do a roll call please.

(Roll Call by Matt Kapell)

Natalie Wright: Yes

Supervisor Rich Schaffer: Yes

Leg. Tom Cilmi: Yes

Peter Scully: Yes

P.O. Rob Calarco: Yes

Cara Longworth: No response

Matt Kapell: Five

Natalie Wright: Excellent, motion moves. The next item on the agenda is the Staff Report.

Matt Kapell: Oh, yeah, Sarah, do you have the Staff Report to present Mike is...

Supervisor Rich Schaffer: Hey Natalie, before the staff does the report could I just say that I read an article in the Albany Times Union about the County of Albany's Landbank and controversies and unhappiness. So I just want to commend our staff because I think they are top-notch and they make us all proud about the work that they've accomplished over these years, so I think that should be duly noted for the record. Critical comments of another county's Landbank, but our Landbank doing everything that they can to make us look terrific and to accomplish all goals of what the original State legislation was all about.

Natalie Wright: Supervisor, I couldn't agree with you more. You know, I've really been, since coming to the county,
since I've only been here since about 2019, the Landbank, I've really been impressed with the work that the Landbank does and their continued persistence to identify new opportunities and sort of push the envelope on what the Landbank is able to achieve, so we do a lot of great things in Eco. Dev., but certainly, the Landbank is one of those shining examples.

**Sarah Lansdale:** Thank you so much for those kind words. I want to – Matt, do you have the Power Point? You're muted Matt.

**Matt Kapell:** I do have that presentation up if you want

**Sarah Lansdale:** Do you want to share your screen?

**Matt Kapell:** Sure.

**Sarah Lansdale:** Thank you. And while he's getting that up I just want to thank the entire team, board, and staff for working together to make the Landbank as successful as we've been so far.

**Matt Kapell:** So Mike, who usually does the environmental background is speaking at a virtual event right now, so I'll just go through the screens, and Sarah, if you have anything you want to add, let me know.

**Janet Gremli:** If you have any environmental questions, I can answer those for you.

**Sarah Lansdale:** Janet do you want to address this slide in terms of the pending sales?

**Janet Gremli:** Well, I think it's somewhat self-explanatory that we're still waiting for 620, 628, and the Northport locations to go through for those sales. I can speak more clearly that on the first portion of that slide that the remediation at 60 Dale St, in West Babylon has been completed successfully for the County. They are now working with the State DEC. 1200 Montauk Highway this week sent me their closure report for review. So the remediation there has been, I believe, satisfactorily completed for the County. Again, the DEC, we're just pending their work there with the DEC at that site. 8 Drayton, we're going to begin with the County, if there's anything that we have to cover, and anything the DEC is requiring, they are currently working with them on. If you have any questions, I can answer them.

**Matt Kapell:** Sarah, do you want to give an update on 50 Commonwealth?

**Sarah Lansdale:** Sure. So 50 Commonwealth is in the hamlet of Wyandanch, and I want to thank the Town of Babylon for working with us in reviewing all of the – we issued an RFP earlier this year and we received 8 or 9 proposals and we've been in the process, this fall, of reviewing those proposals and part of what we wanted to do was work with both the local County Legislator, Legislator Richberg, as well as the Town in reviewing the proposals and also working with the Wyandanch Implementation Committee. So, we've narrowed it down to three leading proposals, and out of that we conducted interviews with the proposers, and the proposals range from for sale housing, rental housing and an art center. We reviewed them yesterday with our economic development partner, National Development Corporation and we have a series of follow-up questions, so we are not prepared to take any action today, but hopefully, at our next Board meeting we can come up with a recommendation for disposition for your consideration.

**Matt Kapell:** Any questions? Oh, here's a list of the different proposals, if you guys want to take some time to look through them.

**Sarah Lansdale:** And the three finalists right now are the top three. We are taking another look at D&F as well.

**Matt Kapell:** Any questions?
Sarah Lansdale: I’d be happy to share this with you with all the Board members as well.

Supervisor Rich Schaffer: If you could that would be great.

Sarah Lansdale: Absolutely.

Matt Kapell: Next, on to Zombie Houses. I’ll go through this quickly. 46 Stuyvesant Ave. is actually finished and is currently being marketed. 5 Rutland Road is well on its way to being finished. 19 Chestnut Street - we’re in the process of transferring that to Habitat. 256 Commack Rd. - we’re just beginning planning for construction on that and we are in the pre-acquisition phase on 248 Crooked Hill Road. Another update is that we just recently made a deal on 106 Irving Place in Wyandanch. And that’s about it for the presentation.

Sarah Lansdale: Matt, before we go to the resolutions, do you just want to provide for the Board on the…

Matt Kapell: Oh, yes. So we discovered three weeks ago at one of our houses in 114 Longfellow, which isn't on this list, but that we were informed that we had squatters inside. We were able to remove them pretty easily. We put all of their stuff, we changed the locks. We changed the locks one time and then they broke in again and changed the locks back. So we changed the locks the second time and were able to get inside, remove all their stuff and put it in storage, remove the squatters. We did return all the squatters stuff, so they have their belongings and they're totally out, but we have decided in response to that, this is the second time that’s happened to us, and both the times it's been on two properties that we’ve finished, had already invested quite a bit of money on, so we are requiring our development partners now to install security systems in all of our completed houses. And, that's about all I have to say, unless you have anything to add Sarah?

Sarah Lansdale: Nope, that's good. Thanks.

Natalie Wright: Great. Thank you Matt. The next item on the agenda, section on the agenda is the Board Actions. So, the first Board item is Resolution 2020-22 – Authorizing the Executive Director to Enter into Renewed Service Contracts with Previously Contracted Firms. Matt or Sarah, is there anything that you want to mention on background here?

Matt Kapell: No, this is, we do this every year. It just gives Sarah the ability to re-enter into our agreements with our lawyers and our development partners. It’s administrative and we pass it every year, unless anyone has any questions?

Leg, Tom Cilmi: Motion to approve.

Supervisor Rich Schaffer: Second

Natalie Wright: Cilmi with a motion, Schaffer with a second. Matt, will you do a roll call please.

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes

Leg. Tom Cilmi: Yes
Supervisor Rich Schaffer: Yes

Cara Longworth: No response

Matt Kapell: Five

Natalie Wright: Excellent, motion passes. Next item, Resolution 2020-23 CREATING OFFICER POSITION OF ASSISTANT SECRETARY. Is there a motion?

Supervisor Rich Schaffer: I'll make a motion.

Natalie Wright: Schaffer with a motion. Is there a second?

Leg. Tom Cilmi: I'll second for the purpose of discussion. I don't recall if we talked about this in our briefing. Somebody remind me please.

Matt Kapell: It's creating a second position of Secretary on the Board allowing them to – we don't have, we only have two people that sign the checks and this is creating another position to, if I'm not mistaken, Sarah was to put Dorian in this position.

Sarah Lansdale: Absolutely, so that we can have three people signing checks. It's really as Matt said, to address signing checks. Currently, we only have two people, and that's myself and Natalie Wright.

Leg. Tom Cilmi: So, is there any change in salary allocation or anything like that or is this purely ministerial?

Sarah Lansdale: No it's purely ministerial. I should have led with that.

Leg. Tom Cilmi: Okay. I'll second the motion if I didn't do that already.

Natalie Wright: Great. Legislator Cilmi with a second. Matt, will you do a roll call please.

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes

Leg. Tom Cilmi: Yes

Supervisor Rich Schaffer: Yes

Cara Longworth: No response

Matt Kapell: Five

Natalie Wright: The motion passes. Next item is 2020-24 Election of Officers for the 2021 Fiscal Year. I believe there are no changes. Is that correct Sarah and Matt?

Matt Kapell: No, there are no changes.
Sarah Lansdale: No changes at all.

Matt Kapell: Cara is trying to get through. She texting me that she votes yes.

Natalie Wright: Okay. Is there a motion to approve?

Leg. Tom Cilmi: Cilmi makes a motion to approve.

Natalie Wright: Legislator Cilmi with a motion. Is there a second?

P.O. Rob Calarco: Calarco seconds.

Natalie Wright: Presiding Officer Calarco with a second. Matt will you do a roll call please?

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes

Leg. Tom Cilmi: Yes

Supervisor Rich Schaffer: Yes

Cara Longworth: Yes

Matt Kapell: Six


Matt Kapell: No changes

Natalie Wright: No changes. Is there a motion to approve?

Leg. Tom Cilmi: Cilmi makes a motion to approve.

Natalie Wright: Legislator Cilmi with a motion. Is there a second?

Supervisor Rich Schaffer: I'll second

Natalie Wright: Okay, Supervisor Schaffer with a second. Matt will you do a roll call please.

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes

Leg. Tom Cilmi: Yes
Supervisor Rich Schaffer: Yes

Cara Longworth: Yes

Matt Kapell: Six

Natalie Wright: Excellent. Next item on the agenda: Resolution 2020-26 Appointing Dorian Dale as Designee for Natalie Wright. The only background here is I'm expecting to go out on maternity leave January.

Supervisor Rich Schaffer: Oh, congratulations!

Natalie Wright: Yeah, thank you. So we have one little girl right now that'll be about 2½ when this next little girl comes along.

Supervisor Rich Schaffer: Oh, daddy's gonna be happy.

Natalie Wright: Daddy's gonna be overwhelmed with female... Is there a motion?

Supervisor Rich Schaffer: And Natalie will be overwhelmed also with having Dorian in charge.

Natalie Wright: Well, yeah, you know Dorian brings a special energy to everything.

Supervisor Rich Schaffer: Yes, he does. I'd like to offer that motion as one of my constituents, Dorian Dale.

Natalie Wright: Alright, so on the resolution designating Dorian Dale as designee for myself, Natalie Wright. It sounded like Supervisor Schaffer you're making a motion.

Supervisor Rich Schaffer: Yes, I will.

P.O. Rob Calarco: Calarco seconds.

Natalie Wright: Presiding Officer Calarco with a second. Matt, will you do a roll call please.

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes

Leg. Tom Cilmi: Yes

Supervisor Rich Schaffer: Excitedly, Yes

Cara Longworth: Yes

Matt Kapell: Six

Natalie Wright: Great. Motion passes. Resolution 2020-27 Designating Dorian Dale as an additional Bank Signatory. Is there a motion to approve?
Supervisor Rich Schaffer: I'll make that motion.

Natalie Wright: Supervisor Schaffer with a motion. Is there a second?

P.O. Rob Calarco: Calarco seconds.

Natalie Wright: Presiding Officer Calarco with a second. Matt, will you do a roll call please.

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes

Leg. Tom Cilmi: Yes

Supervisor Rich Schaffer: Yes

Cara Longworth: Yes

Matt Kapell: Six

Natalie Wright: Motion passes. Resolution 2020-28 Authorizing the Executive Director to Enter into a Co-Development Agreement with Habitat for Humanity of Suffolk. Matt or Sarah, do you want to just provide any background here?

Matt Kapell: Sure. This is to allow us to partner with Habitat for Humanity in a different way. The way we've done it in the past where we would donate properties to Habitat for Humanity and then we'd wash our hands of it. They would take care of everything else. They'd redevelop it, most times knock it down and build a new house, but we would have very little to do with it after that. This allows us to use them more, in the way that we use CDC and LIHP as a co-developer and to pay them a 10% development fee to rehab houses instead of just handing houses off to them. They'll actually be an active participant, we'll hold on to title of the house and we'll control the rehabilitation of the property and when we sell it, the proceeds from the sale will come back to the Landbank rather than us losing those proceeds of sales when we just donate the property.

Supervisor Rich Schaffer: Great, I make a motion.

Natalie Wright: Great. Supervisor Schaffer with a motion. Is there a second?

Leg. Tom Cilmi: Cilmi seconds.

Natalie Wright: Legislator Cilmi with a second. Matt will you do a roll call please.

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes
Leg. Tom Cilmi: Yes

Supervisor Rich Schaffer: Yes

Cara Longworth: Yes

Matt Kapell: Six

Natalie Wright: Excellent. The motion passes. The next item on the agenda is **Resolution 2020-29 Authorizing the Disposition of 5 Rutland Rd., Mastic.** Is there a motion?

Supervisor Rich Schaffer: Schaffer will make a motion.

Natalie Wright: Supervisor Schaffer with a motion. Is there a second?

Peter Scully: Scully second.

Natalie Wright: Deputy County Executive Peter Scully with a second. Matt, will you do a roll call please.

(Roll Call by Matt Kapell)

Peter Scully: Yes

P.O. Rob Calarco: Yes

Natalie Wright: Yes

Leg. Tom Cilmi: Yes

Supervisor Rich Schaffer: Yes

Cara Longworth: Yes

Matt Kapell: Six

Natalie Wright: Great, and that was the last resolution which moves. There's no Old Business or correspondence. Just in terms of Next Steps – the 2021 Landbank Board Meeting Schedule will be determined and sent out. If there are no other items for discussion and there's nothing else on the agenda as written, is there a motion to adjourn the meeting?

Supervisor Rich Schaffer: Schaffer will make a motion and wish you the best of luck Natalie.

Natalie Wright: Oh, thank you so much. Supervisor Schaffer with a motion. Is there a second?

Peter Scully: Scully second.

Natalie Wright: Deputy County Executive Peter Scully with a second. Matt, will you do a roll call please.

(Roll Call by Matt Kapell)

Natalie Wright: Yes

Supervisor Rich Schaffer: Yes
P.O. Rob Calarco: Yes

Leg. Tom Cilmi: Yes

Cara Longworth: Yes

Natalie Wright: You already called my name, the first one.

Matt Kapell: Right

Natalie Wright: Yes, a double yes.

Matt Kapell: Peter did I call you?

Peter Scully: Yes

Matt Kapell: Six

Natalie Wright: Excellent. The meeting is adjourned. I wish everyone, since we will not be meeting again, and we'll put our schedule out for 2021, and I hope everyone has a nice holiday season and hopefully, a healthy conclusion to 2020 and brighter skies ahead for 2021 for everybody.

Leg. Tom Cilmi: Being healthy to everybody.

Natalie Wright: Thank you everyone. Have a great day.

Meeting adjourned at 11:54 a.m.
RESOLUTION SCLBC # 2021-01
AUTHORIZING THE NEGOTIATED DISPOSITION OF THE PROPERTY AT
216 WASHINGTON DRIVE, MASTIC BEACH

WHEREAS, Suffolk County Landbank Corporation (“SCLBC”) resolution #2015-09 authorized the acquisition of certain properties via the National Community Stabilization Trust’s (“NCST”) Donation and First Look Property Acquisition programs; and

WHEREAS, SCLBC resolution #2017-06 authorized the Executive Director to enter into a Memorandum of Understanding with the Town of Brookhaven; and

WHEREAS, the SCLBC purchased, via the NCST First Look Property Acquisition program, certain real property located at 216 Washington Drive, Mastic Beach for purchase price of $0.00; and

WHEREAS, said real property is located within the Mastic Shirley Conservation Area and prone to flooding; and

WHEREAS, the Town of Brookhaven has agreed to accept the property, demolish any structures, and maintain the property as open space in perpetuity; and

WHEREAS, disposition of this property is within the mission of the SCLBC to efficiently facilitate the return of distressed and underutilized properties within Suffolk County to productive uses; and

WHEREAS, disposition of this property for open space purposes is an approved action by Enterprise Community Partners, the administrator of the New York State Attorney General’s Community Revitalization Initiative for landbanks; and

WHEREAS, pursuant to the SCLBC’s disposition policy, proper information has been provided to this Board of Directors pursuant to PAL§ 2897(7)(b); therefore be it

RESOLVED, that the SCLBC authorizes the Executive Director to enter into a contract with the Town of Brookhaven for the sale of 216 Washington Drive, Mastic Beach, NY for an adjusted sale amount of $1, to be waived.

As Assistant Secretary of the SCLBC, I, Dorian Dale, do hereby certify and declare that the foregoing is full, true and correct.
BOARD RESOLUTION # SCLBC 2021-01
LAID ON THE TABLE 2/3/2021

Name: Dorian Dale
Assistant Secretary, Suffolk County Landbank Corporation

February 3, 2021
Motion:
Bellone/Scully, Dale, Calarco, Cilmi, Schaffer, Longworth

Second:
Bellone/Scully, Dale, Calarco, Cilmi, Schaffer, Longworth

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MOTION

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Approved __ Failed __

RESOLUTION DECLARED

__ Adopted
__ Not Adopted
RESOLUTION SCLBC # 2021-02
AUTHORIZING THE EXECUTIVE DIRECTOR TO NEGOTIATE AND ENTER INTO A RENT-TO-OWN PILOT PROGRAM WITH A SELECTED NON-PROFIT PARTNER AGENCY

WHEREAS, the Suffolk County Landbank Corporation (“SCLBC”) has received grant funding from the New York State Office of the Attorney General (“OAG”) under the Community Revitalization Initiative which aims to foster the stabilization of neighborhoods across the State; and

WHEREAS, pursuant to and in accordance with OAG’s Community Revitalization Initiative, the SCLBC established a residential rehabilitation (“Zombie Properties”) pilot program to acquire and rehabilitate vacant, bank foreclosed properties, selling and/or leasing the homes to new, income qualified homeowners as affordable housing; and

WHEREAS, Section D of the Suffolk County Landbank Corp Real Property Disposition Policy allows for the leasing of real property; and

WHEREAS, SCLBC and Long Island Housing Partnerships Community Land Trust hereby desire to partner to co-develop several vacant, abandoned, tax-delinquent and tax-foreclosed properties into affordable, rent-to-own homes, beginning with 55 E. Locust St. Central Islip; now therefore be it

RESOLVED, the SCLBC hereby authorizes the Executive Director or her designee to negotiate and execute a co-development agreement with Long Island Housing Partnerships Community Land Trust for the development of an affordable, rent-to-own pilot program.

As Assistant Secretary of the SCLBC, I, Dorian Dale, do hereby certify and declare that the foregoing is full, true and correct.

Name: Dorian Dale
Assistant Secretary, Suffolk County Landbank Corporation

February 3, 2021
THE SUFFOLK COUNTY LANDBANK CORPORATION
H. Lee Dennison Building
100 Veterans Memorial Highway, 11th Floor
Hauppauge, NY 11788-0099

BOARD RESOLUTION # SCLBC 2021-02
LAID ON THE TABLE 2/03/2021

Motion:
Bellone/Scully, Dale, Calarco, Cilmi, Schaffer, Longworth

Second:
Bellone/Scully, Dale, Calarco, Cilmi, Schaffer, Longworth

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MOTION

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RESOLUTION DECLARED

__ Adopted
__ Not Adopted

Name: Dorian Dale,
Assistant Secretary
The Suffolk County Landbank Corporation