



NASSAU COUNTY

LAND BANK CORPORATION

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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, OCTOBER 11, 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 3:10pm
 - The meeting was convened with the attendance of the following Directors
 - Siela Bynoe
 - Meredith A. Hughes
 - Kennetha Pettus
 - Errol Williams

- Discussion on September 13, 2018 minutes
 - Minutes to reflect that Kennetha Pettus was present, with an arrival at or about 3:17pm
 - Motion to amend and adopt the minutes from September 13, 2018
 - Moved by Vice Chair Meredith Hughes, seconded by Board Member Errol Williams
 - Minutes adopted by unanimous vote

- Executive Director Report
 - Inventory
 - CRC/NCST 3 properties
 - Foreclosure process is ongoing (liens against properties)
 - County Owned Properties
 - Picked out 8 properties from the “failed sales” list
 - All have already gone through DPW/Planning
 - Will need to come up with an agreement with the County (fee splitting)
 - Will use other land bank sample agreement for reference
 - Transfer of properties will be for \$0
 - At which point Chair Siela Bynoe made a motion to enter Executive Session, moved by Vice Chair Hughes, seconded by Treasurer Kennetha Pettus

- Executive Session at or about 3:15pm, resumed at 3:24pm
- Funding Application
 - The NCLB's application requested 2 million in funding
 - Will find out by January 1st 2019 the NCLB's award amount
 - The Governor's budget allotted some money for additional funding (approximately 3 million)
- Developed a policy and procedure chart
 - Regarding the process of developing and rehabbing a property

At or about 3:26pm, Board Member Frank Moroney arrived

- Auditing
 - Need audit, finance and governance committees
 - This may have already been done earlier in the year- will need to confirm
 - Acknowledgment/Fiduciary Committee needed as well
- In regard to future committees, Chair Bynoe stated that Kevan Abrahams will most likely be appointing another board member to fill in for Clara Gillens Eromosele, as she has personal matters to attend to
- Contract with Fusion Architecture
 - No indemnity clause or professional liability in vendor's proposed contract
 - Will need to change that
- The NCLB needs to adopt a Sexual Harassment Policy
 - Working with Nassau County HR rep to match their policy
 - NY State law requires this
- 160 Hendrickson Property
 - Received all the letter required from various utility companies
 - Ready to go forward with demolition after contractor receives the letters
 - As was discussed previously, the board should appear for a photo of the completed demolition to be put on the NCLB website
- Land Bank Business

- Meredith Previously mentioned a property in Westbury

- Checking with the County Attorneys' Office regarding the details on the property

- Public Comment

- N/A

At which point Chair Siela Bynoe made a motion at 3:42pm to adjourn the meeting, seconded by Vice Chair Hughes, seconded by Board Member Moroney.

MEETING ADJOURNED to Thursday, November 8, 2018 @ 3:00pm at the First Floor Conference Room at One West Street, Mineola, NY 11501