



Niagara Orleans Regional Land Improvement Corporation (NORLIC)

Meeting Minutes – October 27, 2023

A meeting of the Niagara Orleans Regional Land Improvement Corporation was held at 9 a.m. on October 27, 2023 at the Orleans County Administration Building located at 14016 Route 31 West, Albion, NY 14411.

- 1-2. Welcome Remarks/Roll: The meeting was called to order at 9:17 a.m. by Chairman Updegrove.

Board of Director Attendance:

Richard Updegrove – Chairman
Christopher Voccio – Vice Chairman
Michael Casale – Board Member
Rob DePaolo – Board Member
Kevin Forma – Board Member (Via Zoom)
Lynn Johnson – Board Member
Heather Peck – Board Member (Absent-Excused)

Officer Attendance:

Andrea Klyczek – Executive Director
Amy Schifferli – Treasurer

Staff Attendance:

Katherine Alexander – Attorney (Via Zoom)
Matthew Chavez - Project Manager
Jacquiline Minicucci – Recording Secretary
Jack Welch – Orleans County

3. Approval of Minutes:
A motion to approve minutes from the August 25, 2023 NORLIC meeting as submitted by Jacqueline Minicucci was made by Mr. Casale, seconded by Mr. Voccio. Ayes 6, Noes 0. Carried.
4. Financial Report: Mrs. Minicucci reviewed financial activity and provided the board with an expense report. Chairman Updegrove requested clarification regarding the use of restricted funds. Mrs. Minicucci informed the board that per our auditor, when restricted funds are used for expenses and reimbursed from the HCR grant, the reimbursement remains restricted. Chairman Updegrove asked if non-restricted funds could be used for expenses, Mrs. Minicucci stated that once the bank accounts are consolidated, there should be enough operating revenue to cover expenses. Grant drawdowns may need to be requested more frequently than a quarterly basis to keep the account funded.

Action Items:

5. PARIS 2024 Budget: Mrs. Minicucci reviewed the revenues and expenses for the years 2022-2027. The board requested clarification of when revenues should be recorded. Ms. Fisk stated that in other PARIS budgets she has prepared, revenues are recorded in the year they are drawn down, not the year awarded as was presented to the board. Ms. Minicucci stated that she will receive clarification and make any corrections prior to submission. A motion for approval was made by Mr. Updegrave and seconded by Mr. Voccio. Ayes 6, Noes 0. Carried.

6. Property Acceptance:
Mr. Chavez presented the board with inspection reports that were prepared for each proposed property.
 - a.) 925 Grove Avenue, Niagara Falls: – Mr. Chavez reported that the 1,242 sq. ft. single-family home has 5 bedrooms, 1 bath and is in good condition. The proposed plan is to use HCR Phase II grant funding to remove junk and stabilize the property. There are two vacant properties across the street and the home is within walking distance to the train station.

 - b.) 451 – 12th Street, Niagara Falls: Mr. Chavez reported that the 2,244 sq. ft. multi-family dwelling has 6 bedrooms. The proposed stabilization plan is to repair the porch and possibly install windows utilizing HCR Phase II grant funding.

 - b.) 612 Tronolone Avenue, Niagara Falls: Mr. Chavez reported the 2464 sq.ft multi-family home has 6 bedrooms and 3 bathrooms. The second floor needs repairs due to a minor fire. The proposed plan is to utilize HCR Phase II grant funding for either stabilization or demolition based on cost estimates. Mr. Forma stated that of the three properties presented, 612 Tronolone will need more repairs but is in a good location.
A motion to accept all three properties was made by Mr. Voccio and seconded by Mr. DePaolo. Ayes 6, Noes 0. Carried.

Project Manager Update:

Chairman Updegrave inquired what the proposed plan is for the two adjacent properties to 1129 Niagara Avenue in the City of Niagara Falls. Mr. Forma stated that the next step is for code enforcement to conduct inspections and assured the board that the City of Niagara Falls is in agreement and supports the landbanks mission. Mr. Forma informed the board that the Niagara University study will help provide additional data that will assist the municipality in creating a process to encourage landlords to be compliant.

Mr. Voccio excused himself from the meeting at 9:57 a.m.

7. - Niagara University Study Update – Mr. Chavez stated that the study is being funded by the Local Initiatives Support Corporation (LISC) in the Downtown Revitalization Initiative (DRI) area. Labella Engineering is assisting with GIS property mapping. A public open house will be held for local residents and stakeholders. Mr. Chavez will lend support to the study as needed.
- Center for Community Progress Technical Assistance Grant, Lockport NY – The Landbank will assist with the execution of the grant, which will provide the city of Lockport technical assistance to study and address the problem of vacant, abandoned, and distressed properties. Our National Land Bank Network partner, The Center for Community Progress, is being funded by General Motors to do this work in their host communities outside of Michigan.
- National Landbank Summit Overview - Mr. Chavez gave the board an overview of the conference topics.

Mr. Forma excused himself from the meeting at 10:02 a.m.

Attorney Business:

- Chairman Updegrave requested the status on the in REM tax foreclosure moratorium. Ms. Alexander stated that the proposed legislative bill has not been signed by the Governor. The law has had several versions presented, delaying any action.
- Ms. Alexander informed the board that the County has a letter of acknowledgement from the owner of two junkyards for payment of back taxes. Ms. Alexander prepared a resolution to return the tax liens to Niagara County.


Other Business:

- Ms. Johnson stated that Orleans County currently does not have any in REM properties available.
- Mr. DePaolo informed the board that the former Rainbow Sports building in North Tonawanda has been sold to a reliable developer for renovation.

Adjournment:

A motion to adjourn the meeting at 10:21 a.m. was made by Mr. Updegrave, seconded by Mr. DePaolo. Ayes 4, Noes 0. Carried.

Respectfully Submitted,


Jacqueline Minicucci, Recording Secretary

