



Niagara Orleans Regional Land Improvement Corporation (NORLIC)

Meeting Minutes – May 30, 2025

A meeting of the Niagara Orleans Regional Land Improvement Corporation was held at 9 a.m. on May 30, 2025 at the Orleans County Administration Building, 14016 Route 31, Albion, New York 14411.

You Tube Livestream: <http://www.niagaraorleanslandbank.com/boardmeetings.html>

- 1-2. Welcome Remarks/Roll: The meeting was called to order at 9:19 a.m. by Chairman Updegrove.

Board of Directors:

Richard Updegrove – Chairman
Christopher Voccio – Vice Chairman (Excused)
Rob DePaolo – Board Member
Kevin Forma – Board Member (Virtual)
Lynn Johnson – Board Member
Vicki Smith – Board Member (Virtual)
Board Member - Secretary – (Vacant)

Officers:

Andrea Klyczek – Executive Director
Amy Schifferli – Treasurer

Staff:

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

3. Approval of Minutes:

A motion to approve minutes from the March 28, 2025 NORLIC meeting as submitted by Jacquiline Minicucci was made by Chairman Updegrove, seconded by Mr. DePaolo. Ayes 5, Noes 0. Carried.

4. Financial Report: Ms. Minicucci reviewed expenses and provided the board with current financial and grant statements. Mr. Chavez reviewed the Phase II Project Commitment Log. No concerns noted.

Action Items:

5. 1711 Main Street, Niagara Falls:

Mr. Chavez stated that the proposed plan for the former Rapids Theatre is to secure the building and provide a property condition survey. The predevelopment expenses will be funded by the HCR Phase II grant. Mr. Forma stated that the Niagara Falls URA will also be providing assistance to the project. A motion to approve the utilization of grant funding was made by Mr. Forma and seconded by Mr. DePaolo. Ayes 5, Noes 0. Carried.

6. 413 – 16th Street, Niagara Falls:

The property is currently owned by an entity from Canada and they would like to donate the property to NORLIC. The grass is being maintained and it is located in the Short Term Rental district. NORLIC will bill for any legal fees incurred. Mr. Forma will check to ensure there aren't any current code violations. NORLIC will do a property condition inspection and ensure that there are no tax arrears. A motion to table the property acceptance until all due diligence items are complete and approve a vote by email was made by Chairman Updegrove and seconded by Mr. DePaolo. Ayes 5, Noes 0. Carried.

7. Junkyards – Town of Niagara:

Ms. Klyczek informed the board that there has not been any further action taken with the parcels. NORLIC only owns the tax liens and without full ownership, it has been difficult to find a developer. Ms. Klyczek requested the board consider pursuing foreclosure. The DEC agreement is time sensitive, therefore, disposal of the properties is becoming a priority. Grant funds can assist with the expense of foreclosure and debris removal. The board requested that Ms. Klyczek obtain further information regarding the foreclosure process to be discussed at the next board meeting.

8. Realtor RFP:

Mr. Chavez provided the board with a summary of the bids received for realtor services. The board reviewed both bids stating that 716 Realty was qualified and had the best commission rates. A motion to accept 716 Realty for realtor services was made by Ms. Johnson and seconded by Mr. DePaolo. Ayes 5, Noes 0. Carried.

Project Manager Update: M. Chavez

Mr. Chavez informed the board that he attended the Landbank Conference in Oswego and shared information regarding funding opportunities.

- 1.) Phase I Grant: The Phase I grant for operational expenses will be renewed for 2 additional years. HCR will issue guidelines on the application process mid-August.
- 2.) Phase II Grant: Additional Phase II grant funds will be issued to support capital projects and have a focus on the creation and preservation of housing units. NORLIC has applied for an extension and increase of the 2023 Phase II funding of \$592,887. An application was also submitted for new funding of \$1,405,263 to be utilized for stabilization and demolition capital expenses.

Other Business:

Mr. Forma informed the board that the City of Niagara Falls would like to complete a partial demolition on the former Public Safety Building located on Hyde Park Boulevard and is requesting the assistance of the landbank because the municipality is not eligible for DEC grant funding. Ms. Schifferli stated that prior approval would need to be obtained from DEC and that the grant has a \$500,000 limit.

Attorney Business: No report.

Adjournment:

A motion to adjourn the meeting at 9:57 a.m. was made by Chairman Updegrave, seconded by Ms. Johnson. Ayes 5, Noes 0. Carried.

Respectfully Submitted,


Jacqueline Minicucci, Recording Secretary

