



## Niagara Orleans Regional Land Improvement Corporation (NORLIC)

### Meeting Minutes – September 23, 2022

A meeting of the Niagara Orleans Regional Land Improvement Corporation was held at 9 a.m. on September 23, 2022 at the Samuel M. Ferraro Center for Economic Development, 6311 Inducon Corporate Drive, Sanborn, NY.

#### **Board of Directors:**

Richard Updegrove – Chairman  
Michael Casale – Board Member  
Rob DePaolo – Board Member  
Lynne M. Johnson – Board Member (Via Webex)  
Kevin Forma – Board Member  
Christopher Voccio – Board Member

#### **Absent:**

Brian Smith – Vice Chairman  
Katherine Alexander - Attorney

#### **Officers:**

Andrea Klyczek – Executive Director  
Amy Fisk – Treasurer

#### **Staff:**

Matthew Chavez - Project Manager  
Jacquiline Minicucci – Recording Secretary  
Jack Welch – Orleans County

- 1-2. **Welcome Remarks/Roll:** The meeting was called to order at 9:11 a.m. by Chairman Updegrove.
3. **Approval of Minutes:**
  - A motion to approve the minutes from the August 26, 2022 NORLIC meeting as submitted by Jacqueline Minicucci was made by Mr. Casale, seconded by Mr. DePaolo. Ayes 6, Noes 0. Motion Passed.
4. **Financial Report:** Mrs. Minicucci provided the board members with expense reports and checking account balance information.

#### **Action Items:**

- A motion to move the HCR Grant acceptance to Action items was made by Chairman Updegrove and seconded by Mr. DePaolo.
- Mr. Chavez informed the board that NORLIC will receive \$150,000 in grant funding from the Housing Trust Fund for administrative expenses. A motion to accept the HCR Grant funding was made by Mr. Casale and seconded by Mr. Forma.

### Project Updates:

5. Amy Fisk presented the board with the following items:
  - Haseley Drive – Ms. Fisk stated that there were no responses for the radiological testing RFP from firms in New York State. Per a list provided by DEC, the RFP was re-issued to out of state firms and three responses were received. The lowest responsible bidder will be chosen.
  - Kanthal Global – Ms. Fisk informed the board that Labella Associates was chosen to complete the structural assessment and environmental review. Work is in process. A full asbestos review will be completed and additional testing will be done on containers that were found on the property.
  
6. Matt Chavez presented the board with the following items:
  - 724 Church St. – Confirmation of ownership is being obtained. The bid deadline for demolition proposals is October 3, 2022. Ms. Johnson stated that upon approval, the the Orleans County attorney is prepared to transfer ownership to NORLIC.
  - Niagara Falls Properties – The access agreement is in process and the Niagara Falls City Council will vote on approval to transfer the properties on October 5, 2022. Two properties originally voted on by this board for acceptance at 552-5<sup>th</sup> Street and 538-8<sup>th</sup> Street are being removed from the transfer list. The City of Niagara Falls will work with NORLIC to find replacement properties.
  - First Time Homebuyers Workshop – Mr. Chavez stated that the workshop was well attended and beneficial to participants.
  - Home Funds – Mr. Chavez stated that the CHDO agreement is under legal review and he is working closely with the City of Niagara Falls to resolve any concerns. Vacant parcels have been identified for possible construction to start in the Spring of 2023. Ms. Fisk suggested that the parcels have Phase I and radiological testing completed prior to construction through the Brownfield Cleanup Program.

### New Business:

- Mr. Chavez informed the board that an RFP will be issued to obtain a building inspector to inspect potential properties, provide reports and rehabilitation estimates.
- Mr. DePaolo stated that the City of North Tonawanda has some vacant lots for single-family home development and inquired if NORLIC would have the authority to purchase the lots for redevelopment. Chairman Updegrave stated that purchasing the properties is not in guidance with the mission of the landbank.

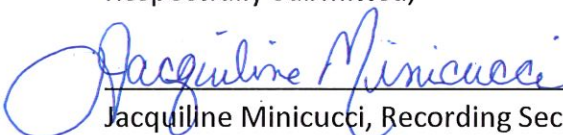
Attorney Business: None

Other Business: None

### Adjournment:

A motion to adjourn the meeting at 10:12 a.m. was made by Chairman Updegrave, seconded by Mr. Casale. Ayes 6, Noes 0. Motion Passed.

Respectfully Submitted,

  
Jacquiline Minicucci, Recording Secretary