



T C P D C

TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION

607.687. 8256

| www.tiogacountyny.gov

| 56 Main St. Owego NY 13827

**Tioga County Property Development Corporation
Special Board of Directors
Wednesday, May 18, 2022 at 4:00 PM
Ronald E. Dougherty County Office Building
56 Main Street, Owego, NY 13827
Economic Development Conference Room #201**

Meeting Minutes

1. **Call to Order** – Chairman Kelsey called the meeting to order at 4:02 pm.
2. **Attendance**
 - a. Roll Call: M. Sauerbrey; M. Baratta; R. Kelsey; D. Astorina; L. Pelotte; H. Murray
 - b. Absent: P. Ayes; S. Yetter
 - c. Invited Guests: B. Woodburn, M. Schnabl, S. Zubalsky-Peer
 - d. Walk-in Guests: R. Fuller, F. Van Housen
3. **Old Business**
 - a. Approval of Minutes of Regular Board Meeting, April 27, 2022.
Motion to approve April 27, 2022 Regular Board Meeting Minutes, as written.
L. Pelotte/H. Murraray/Carried
None Opposed
Abstentions – None
 - b. Status report on TCPDC Budget
Ms. Woodburn gave the board an update on the status of the TCPDC budget. Ms. Woodburn broke down past, future and potential income and expenses for TCPDC.
 - c. Discussion regarding New Board Member
Ms. Zubalsky-Peer introduced herself to the board members. She currently works for Tioga Opportunities as the Director of Planning and Development. She has an extensive background in housing, planning and development.
 - d. Discussion regarding appointment of Treasurer
With C. Brown’s resignation from the board, the position of treasurer is now vacant. After board discussion, it was decided that M. Baratta will take over as treasurer, and H. Murray will take over as secretary.

A PARTNER OF

TEAM TIOGA

Motion to appoint M. Baratta as the treasurer of the Tioga County Property Development Corporation.

**R. Kelsey/M. Sauerbrey/Carried
None Opposed
Abstentions – None**

Motion to appoint H. Murray as the secretary of the Tioga County Property Development Corporation.

**D. Astorina/M. Baratta/Carried
None Opposed
Abstentions - None**

e. **Status of 103 Liberty Street/OACSD project**

Mr. Kelsey reported that he attended the ribbon cutting for the OACSD project at 103 Liberty Street. Ms. Woodburn reported that the electric is in the process of being turned back on, insurances are in place, and the water will be turned back on in the coming weeks. The students will be starting work on the house soon. M. Baratta asked if a building permit is in place. Ms. Woodburn will check in on the status of the building permit. D. Astorina inquired about documentation of the progress of the project. Ms. Woodburn noted that the school district has a student public relations that have been taking pictures of the project.

Ms. Woodburn also reported that LCP Group worked with the students with demolition of the garage on the property. LCP Group has sent an invoice for their work with the students. Hooker Foundation funds will be used to pay this additional cost.

Motion to acknowledge the additional cost from LCP Group for the demolition work with OACSD students to demolish the garage at 103 Liberty Street.

**D. Astorina/L. Pelotte/Carried
None Opposed
Abstentions – None**

f. **Status report on INHS Re-development Project on Temple/Liberty Street**

Ms. Woodburn reported there is no update since last month on the local approvals. The Village of Owego Zoning Board of Appeals meets next week to determine the boundary for the High Density Mixed Use zone in the Village.

Mr. Kelsey brought up the idea of creating a committee or group to involve the residents of the Liberty and Temple Street area in the INHS redevelopment project, and other projects in the future. M. Baratta noted that from a legal standpoint, this committee should be an advisory committee. R. Kelsey noted that they will discuss this with legal counsel J. Meagher. Discussion about the project ensued. R. Kelsey mentioned perhaps updating the Housing Study that was completed in 2019.

Motion to enter into Executive Session pursuant to Public Officers Law Section 105 at 4:37 pm to discuss property acquisition.

**M. Sauerbrey/ L. Pelotte/Carried
None Opposed
Abstentions – None**

Ms. Sauerbrey motioned to adjourn Executive Session at 5:35 pm.

Motion to move forward with the acquisition of 98 Fox Street, Owego.

**M. Sauerbrey/D. Astorina/Carried
None Opposed
Abstentions - None**

Motion to recommend Sara Zublaksy-Peer to the Tioga County Legislature for appointment as a Board Member of the Tioga County Property Development Corporation Board.

**M. Baratta/M. Sauerbrey
None Opposed
Abstentions - None**

4. Adjournment – Ms. Sauerbrey motioned to adjourn the meeting at 5:39 pm.