



HERKIMER COUNTY LAND BANK

"Revitalizing Herkimer County One Property at a Time"

109 Mary Street, Suite 1310, Herkimer, New York 13350

Phone: 315-867-1650

Email: hclb@herkimercountyny.gov

Herkimer County Land Bank Board of Directors

Meeting Agenda

Meeting Date: Wednesday May 20, 2026 at 10AM

Meeting Location: Herkimer County Office Building, 109 Mary Street, Legislature Chambers

1. Introduction/Sign In All present
2. Call Meeting to Order: James Wallace
3. Roll Call: Mr. Wallace X Mr. Campione X Mr. Donley X
Ms. Bennett X Mr. Bono X Ms. Enea X Mr. Paul _____
Other Present: Mr. Edwards and Mr. Lucenti

4. Stand for Pledge of Allegiance: Mr. Lucenti lead us

5. Previous Meeting Minutes from March 18, 2026 Regular Meeting and March 26, 2026 Special Meeting:

Motion to: Accept previous meeting minutes as printed or any noted changes.

Motion By: Mr. Donley 2nd Mr. Campione

Any Discussion/Changes: None

For 6 Against 0

6. Treasurer - Financial Reports: **a.) Bi-monthly report b.) Char 500 report c.) IRS Tax Exempt filing**

Motion to: Accept Treasurer's reports

Motion By: Mr. Bono 2nd Mr. Campione

Any Discussion/Changes: _____

For 6 Against 0

Herkimer County Land Bank Board of Directors
James W. Wallace, Chairman
Peter J. Campione, Vice Chairman
Kimberlee Enea, Treasurer
Cynthia Bennett, Director

Raymond Donley, Director
Vincent Bono, Director
Robert Paul, Director



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7. Rehabilitation Projects Update: Discussion: Mr. Edwards gave an update; a.) 161-163 E. Main St. Ilion and 116 S. Washington St. Herkimer are progressing toward completion. b.) No progress on 25 Michigan St. Mohawk. c.) 770 White Creek Rd. Newport is also showing great progress.

8. Sale of Land Bank Properties with a Development Enforcement Mortgage

Motion to: Approve the bid and sale of 173 Central Ave., Ilion NY 13357

Motion By: Ms. Enea 2nd Mr. Donley

Any Discussion: _____

For 6 Against 0

9. Land Bank Properties update: Mr. Edwards gave an update; a.) 900 State Rt. 5S property-two postings to the door and certified mail sent, with no reply. The second 30-day notice ends May 22 which I will go to the Town of German Flatts Court to file the eviction notice with the court. b.) 386 W. Main St. Little Falls project is moving forward. The driveway has been cleared and widened allowing access to the house. c.) 5 of the 6 properties that were demolished the now vacant lots have all been sold and are back on the tax rolls. d.) Request to take property in the Town of Salisbury e.) Request from the Village of Ilion for assistance with properties f.) No bids received for two properties – 29-31 W. River Dr. Ilion and 124-126-128 E. Main St., Ilion. I will post with a longer return date. If no response we will need to look at potentially doing demolitions down the road. g.) Current In-Rem properties will be a little later this year, Kim will call a properties committee meeting when ready. h.) Rick Cote, Dolgeville property

10. Property Clean Out Bids

Motion to: Approve the Clean Out Bids

Motion By: Ms. Enea 2nd Mr. Campione

Any Discussion: _____

For 6 Against 0



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11. Contractors Update: Mr. Edwards gave an update; Only a couple of applications have come in. Hopefully when we the 386 W. Main St. Little Falls project is ready, we will have more interest.

12. Side Lot Properties update: Mr. Edwards gave an update; a.) We received no bids on the current list of Side lots. I will send second/final notices to adjoining owners. If still no reply, then the properties will be posted for sale to the general public. b.) Pullman St. Herkimer lot update c.) Otsego St. Ilion lot update

Other: _____

13. Lock St., Frankfort vacant lot: This is the last of our first bunch of demolitions where the lot has not been sold. The Village of Frankfort is interested in the property.

Motion to donate vacant lot on Lock St., Frankfort to the Village of Frankfort:

Motion By: Mr. Bono 2nd Mr. Campione

Any further discussion: Mr. Edwards explained there will be legal and filing costs to the land bank

For 6 Against 0

14. 1270 Chyle Rd., Town of Stark: The purchaser of 1270 Chyle Rd., Jordanville – Town of Stark has requested a change in the development enforcement agreement to go from a rehabilitation to a demolition. After Mr. Young had contractors review the property it was deemed this is the best course of action for the property. Mr. Young was advised that even with board approval the development enforcement mortgage will remain in place until a certificate of occupancy or completion is issued and a copy submitted to the Land Bank.

Motion to agree to development enforcement change request for 1270 Chyle Rd, Town of Stark:

Motion By: Ms. Enea 2nd Mr. Bono

Any further discussion: _____

For 6 Against 0

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15. Engineering Services: Put out request for engineering services. These reports are one of the requirements set by HCR. Three companies replies and two submitted proposals. Black River Testing was the low bidder.

Motion to hire Black River Testing for the specified engineering services.

Motion By: _____ Mr. Donley _____ 2nd _____ Mr. Campione _____

Any further discussion: _____

For _____ 6 _____ Against _____ 0 _____

16. Housing and Community Renewal Request: Submit a request to the New York State Housing and Community Renewal for a change to our contract. Request that funds reallocated from rehabilitation to demolition.

Motion to send a request for a change in contract to NYS HCR for more funds to be used for demolitions:

Motion By: _____ Ms. Enea _____ 2nd _____ Ms. Bennett _____

Any further discussion: _____

For _____ 6 _____ Against _____ 0 _____

17. Other Business: Mr. Edwards discussed; a.) Survey of 386 W. Main St., Little Falls b.) Appraisal of 900 State Route 5S property. Mr. Edwards will send out what grants are currently available for the directors to review and if there is interest in applying. Could possibly work with two count planning or other organizations to administer those programs. Also discussed needing a property maintenance person. Mr. Edwards will send the directors specifications of what the land bank is looking for. Discussion on replacing Mr. Paul on the board due to his not being able to attend meeting. Get names to the Chairman.

18. Motion to close meeting, next meeting scheduled is Wednesday July 22, 2026 – at 10AM in the Herkimer County Legislature Chambers with Committee meetings starting a 9:45AM.

Motion By: _____ Mr. Campione _____ 2nd _____ Mr. Bono _____

Any Discussion: _____

For _____ 6 _____ Against _____ 0 _____