



BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
December 19, 2024 – 2:00 PM
Brisbane Building Conference Room 521
403 Main St. Suite 602
Buffalo, New York 14203

Call to Order by Board Chair, Scott Bylewski

ATTENDANCE:

Board Members *Present*:

Scott Bylewski, Daniel Castle, Raymour
Nosworthy, Catherine Amdur, Adam McNeill,
Cavette Chambers, Scott Bylewski, Jeremy Toth,
Debbie Gable, Karen Utz

Board Members *Excused*:

Oluwole McFoy

BENLIC Counsel *Present*:

John Sidd

BENLIC Staff:

Jocelyn Gordon, Alexis Duwe, Benjamin Brown,
Matthew Azzano

HAND OUTS:

Agenda; Minutes of October 2024 Board Meeting; October 2024 Treasurer's Report; November 2024 Treasurer's Report; **Resolution #2024-23** – Disposition of 531 Roanoke Avenue – Side Lot Sale

NEW BUSINESS:

1. Roll Call

Board Chair Scott Bylewski announced a new focus on collaboration between BENLIC and the City of Buffalo and Erie County. He clarified the need for strong communication between all parties to ensure the successful execution of BENLIC's projects and mission.

Regarding recent concerns over the ARPA project, Chair Bylewski explained that the County and City executives want to see the highest value realized for the community. He noted that the bidding process for the City of Buffalo portion of the ARPA project will begin following further direction from the Mayor of Buffalo and Erie County Executive.

As two new board members were in attendance, everyone present at the meeting introduced themselves.

2. Approval of October 2024 Minutes:

The minutes of the October 17th, 2024 Board of Directors meeting were presented and reviewed.

A motion to approve the October 17th, 2024 Board of Directors meeting minutes was made by Jeremy Toth, seconded by Adam McNeill, and carried as approved. Karen Utz, Debbie Gable, and Raymour Nosworthy abstained as they were not present at the October meeting.

3. Treasurer's Report:

BENLIC provided the October and November 2024 Treasurer's Reports in advance of the meeting. Executive Director Jocelyn Gordon presented the Treasurer's Reports to the Board. She explained how the Treasurer's Report is separated by project and shows all of BENLIC's accounts. Debits and credits are divided according to their respective programs to provide a clear idea of where funds are being spent. City ARPA and County ARPA fund balances are kept in separate accounts and not comingled. No corrections were offered.

A motion to approve the September Treasurer's report was made by Jeremy Toth, seconded by Catherine Amdur, and unanimously carried as approved.

4. **Resolution #2024-23** – Disposition of 531 Roanoke Avenue – Side Lot Sale

The Buffalo Erie Niagara Land Improvement Corporation (BENLIC) acquired the property of 531 Roanoke Avenue in the Town of Evans via the 2019 Erie County In-Rem Auction. Due to its deterioration, the house was deemed unsuitable for rehabilitation by the BENLIC property inspector. This property was demolished in July 2024 by N Mathews Enterprises. BENLIC utilized grant funding through NYS HCR to perform this work. After the demolition, BENLIC

marketed the property to adjacent homeowners and received two closely competing offers.

These offers were presented to the Board during the October 2024 meeting, but the resolution was tabled as the Board requested BENLIC staff to request the best and final offer from each offeror. These new, higher offers were presented to the Board.

A motion to approve the submission sale of 531 Roanoke Avenue to Darren & Kathleen Azzarella was made by Daniel Castle, seconded by Jeremy Toth, and unanimously carried as approved.

5. Approval of 2025 Board of Directors Meeting Schedule

BENLIC provided a proposed schedule for the 2025 Board of Directors Meetings. The proposed meetings will continue to take place on the third Thursday of each month. Cavette Chambers requested to adjust the meeting time to 2:30 – 3:30 because of the City Legislature schedule. Board members agreed with this proposed adjustment.

A motion to approve the 2025 Board of Directors Meeting Schedule was made by Catherine Amdur, seconded by Daniel Castle, and unanimously carried as approved.

6. Executive Director's Report

Executive Director Jocelyn Gordon advised the board that bid packages for the construction of five houses in Cheektowaga under the ARPA project have been released and are due on January 13.

A motion to adjourn the meeting was made by Jeremy Toth, seconded by Catherine Amdur, and unanimously carried as approved.

NEXT MEETING: Board of Directors Thursday, January 23rd, 2024, 2:30 p.m.

Location: Conference Room 521, Brisbane Building 403 Main Street, Buffalo NY 14203

Recorded by: Matthew Azzano, BENLIC Staff

Submitted for Approval: Jocelyn Gordon, Executive Director

Adopted by BENLIC Board Members on _____