

Minutes

Board of Directors Meeting
Wednesday, February 24, 2021
4:00 pm
WebEx

Due to the declaration of a public health emergency and the social distancing requirements imposed at the Federal, State and local level, this meeting was held in accordance with Executive Order 202.1 by video/telephone conference that was made available to the public.

Board Members Present: Mayor Ben Walsh, Vice-Chair Helen Hudson, Treasurer Brad O'Connor, all via tele/videoconference (in accordance with the Governor's Executive Order 202.1)

Staff Present: Michael Collins, Meghan Ryan, Esq., all via tele/videoconference (in accordance with the Governor's Executive Order 202.1)

I. Call Meeting to Order

Mayor Walsh called the meeting to order at 4:02 P.M.

II. Roll Call

Mayor Walsh noted all Board members were present.

Proof of Notice

Mayor Walsh acknowledged notice of the meeting had been timely and properly provided.

III. Minutes

Mayor Walsh asked for a motion to approve the minutes from the January 27, 2021 Board of Directors meeting. Ms. Hudson made a motion to approve the minutes. Mr. O'Connor seconded the motion. **THE MINUTES FROM THE JANUARY 27, 2021 BOARD OF DIRECTORS MEETING WERE UNANIMOUSLY APPROVED BY ALL BOARD MEMBERS PRESENT.**

IV. New Business

1) Resolution No. 3435

Resolution No. 3435 was introduced by Ms. Ryan. As discussed at the last meeting, quotes were solicited for the appraisal of the parking lot at 109 West Washing Street. Ms. Ryan noted that an

appraisal is good to have and any time SURA sells property an independent appraisal is required under the property disposition guidelines. This is a larger commercial property and the quotes vary. For services in this dollar range the procurement guidelines require Board approval and designation of an individual to enter into the appraisal contract of SURA's behalf. Four (4) quotes were received. The lowest was from CNY Pomeroy Appraisers for \$2,500. Ms. Ryan indicated that she checked with David Clifford (Commissioner of Assessment) and he said they are a reputable appraiser and can handle this kind of commercial work. CNY Pomeroy also projected the quickest turnaround, which was ten (10) days. The Resolution authorizes entering into a contract with CNY Pomeroy Appraisers for an appraisal of the parking lot for \$2,500. Ms. Ryan pointed out a couple typos discovered in the draft Resolution that she will correct if the Board approves. Mayor Walsh asked if the idea is to get the appraisal and then decide if SURA is willing to entertain the offer received for the purchase of the property, solicit bids or a RFP, and have a sense of value. Ms. Ryan advised that that is the idea. Mayor Walsh asked for a motion. Mr. O'Connor made the motion to approve the Resolution. Ms. Hudson seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED RESOLUTION NO. 3435 AUTHORIZING THE PROCUREMENT OF APPRAISAL SERVICES FROM CNY POMEROY APPRAISERS.**

V. Items for Discussion

None

VI. Adjournment

There being no further business to discuss, Mayor Walsh asked for a motion to adjourn the meeting. Ms. Hudson made the motion. Mr. O'Connor seconded the motion. **ALL BOARD MEMBERS PRESENT UNANIMOUSLY APPROVED THE MOTION TO ADJOURN THE MEETING AT 4:06 P.M.**