



Dutchess County-Poughkeepsie Land Bank
Meeting of the Board of Directors
April 30, 2025
DRAFT - Minutes

Present: Curt Darragh, Angela DeFelice (Vice-Chair), Susan Fortunato (Chair), John Morgan, Heidi Seelbach

Excused /Absent: Jacob Reckess (Treasurer)

Staff: Amy Gigliuto

Others: Paul Hesse

The meeting was called to order at 5:36 PM by Susan Fortunato, with a quorum of Directors present.

1. **Roll Call/Introductions:** Chair Fortunato opened the meeting and asked Vice Chair DeFelice to do a roll call.
2. **Public Comment (Agenda Items Only):**
3. **Approval of Minutes:** Minutes of the March 26, 2024 Board Meeting. (Darragh/Seelbach)
4. **Finances**
 - a. **Financial Statements:** The monthly financial statements as of March 31, 2025, were reviewed and presented to the Board.
 - i. Adjustments: None
 - ii. Cash: 403,939.39
 - iii. Revenue: 586.57
 - iv. Expenditures: 13,399.98
 - v. Accounts Receivable: 19,685.21
 - vi. Accounts Payable: 3,324.63
 - vii. The DCPOK Land Bank is operating at a loss of 14,697.84 Year To Date
 - b. The Financial Statements were approved as presented. (Seelbach/DeFelice)
5. **Policies**
 - a. [Information Technology and Disaster Recovery Policy](#) was brought to the Board for a vote by the Finance Committee. All in favor. Policy adopted. Discussion included the policy requiring the use of strong passwords and 2 factor authentication, that DCPLB does not have a lot of information technology.
 - b. [Time and Attendance](#) Policy was brought to the board for a vote by the Governance Committee. All in favor. Policy adopted.
6. **Property Acquisition**

- a. 60 Lincoln Avenue, Poughkeepsie (City). We have the executed agreement to purchase. There is a 90-day due diligence period, which will allow for a survey and a Phase I Environmental study. Secretary Darragh read [Resolution One of 2025](#) into the record. The resolution authorizes Executive Director Gigliuto or other Board Officers to act on behalf of the DCPLB and purchase 60 Lincoln Avenue, Poughkeepsie, for \$70,000.
 - i. 4 yay votes
 - ii. 1 abstention (Darragh)
 - iii. Resolution One of 2025 was duly adopted
 - iv. There was discussion on having community discussions around the end use of the property, the format of the meeting, and the possibility of a 2 or 3-family unit
 - b. Bleachery Wappingers Falls
 - i. Meeting held with DCPLB attorneys and Dutchess County Attorneys, and the Commissioner of Finance to discuss the transfer of the Bleachery properties to the Land Bank. The County has begun the process to foreclose. The owner has a redemption period (July). The County will then apply to the court for title, and then the County Legislature will need to vote on the transfer to the Land Bank.
 - ii. A sample sales contract was drawn up to be reviewed by the County Attorney
 - iii. Meeting with Asst. County Executive, Village of Wappingers Mayor, and County Commissioner of Finance to discuss the end use of the property.
 - iv. The DEC has liens against the property for the remediation that was done. Land Bank attorneys will need to work on getting them forgiven/reduced.
 - v. A phase II Environmental study will need to be done in order to determine what the end uses of the property can be and what monitoring will need to continue. We do not know what will be allowed.
 - c. Discussion about acquiring lots for sale
7. LBI Grant Request Submitted March 31st. Still waiting on a determination of application.
8. Amy Gigliuto presented the [Executive Director Report](#)
9. **Member Comments/Announcements:**
Chair Fortunato discussed having the Trust for Public Land come to a Board meeting to discuss what they do. All thought it is a great idea.
10. **Public Comment:**
Paul Hesse, Dutchess County Planning Dept., said that the county will be opening applications for the Housing Creation and Preservation Program. There is a workshop that outlines the program on May 5th
11. **The Meeting was adjourned at 6:42 PM**

COUNTY OF DUTCHESS

I, the undersigned, Curt Darragh, Secretary of the Dutchess County Poughkeepsie Land Bank,
DO HEREBY CERTIFY:

That I have compared the foregoing extract of the minutes of the meeting of Dutchess County Poughkeepsie Land Bank including the resolution(s) contained therein, held on the ___th day of ___ 2025, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Dutchess County Poughkeepsie Land Bank and of such resolution set forth therein and of the whole of said original insofar as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Dutchess County Poughkeepsie Land Bank had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY that there was a quorum of the members of the Dutchess County Poughkeepsie Land Bank present throughout said meeting.

I FURTHER CERTIFY that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed, or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the DCPLB this
___st day of ___, 2025.

SECRETARY OF THE CORPORATION

