



## Enforcement and Compliance Committee Meeting Minutes

*A meeting of the Enforcement and Compliance Committee of the Albany County Land Bank Corporation was convened on November 9, 2022, via audioconference.*

**Committee attendance:** Charles Touhey, Sam Wells, Joseph Seman-Graves

**Staff attendance:** Adam Zaranko (Executive Director), Amanda Wyckoff (Director of Operations), Erica Ganns (Assistant Director of Operations), Elista Gayle (Applications Coordinator), Susan Baker (Enforcement and Administrator Coordinator)

**The meeting was called to order at 4:36 PM.**

**Review of Minutes:** The minutes from the October 12, 2022, Enforcement and Compliance meeting were reviewed and approved.

**Review of Enforcement and Compliance Actions:** The Director of Operations presented the following requests:

**Buyer Requests:**

The following requests were submitted to the Land Bank for review:

**97 Orchard Hill Road, Town of New Scotland:** Buyer is requesting an extension of their enforcement mortgage completion date. The new completion date would be 04/01/2023. Committee recommends approving the request.

**510 Kenwood Avenue, Town of Bethlehem:** Buyer is requesting an extension of their enforcement mortgage completion date. The new completion date would be 10/27/2023. Committee recommends approving the request.

**412 Third Street, City of Albany:** Buyer is requesting an extension of their enforcement mortgage completion date. The new completion date would be 10/03/2023. Committee recommends a 6-month extension and will consider an additional 6-months upon satisfactory demonstration of progress.

**Staff Recommendations:**

The following request was submitted by Land Bank staff for review:

**48 Bassett Street, City of Albany:** Buyer has not made satisfactory progress on redevelopment. Staff recommends referring project to counsel to issue notice letter to Buyer. Recommendation supported by Committee.



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**582 Clinton Avenue, City of Albany:** Legal letter was issued in October and Buyer has not provided the requested information (construction schedule and/or signed contracts & architect plans). If there is no response by the next meeting, the Committee requests additional legal action be considered.

**49 Park Avenue, City of Albany:** Buyer has not made sufficient progress and is non-responsive. Committee members and Staff discussed options. Committee recommended an attorney letter requesting a meeting or exploring additional legal remedies for non-performance. The Executive Director will consult with counsel to explore additional legal options.

**The meeting adjourned at 5:02 PM.**

Respectfully submitted,

Susan Baker  
Enforcement and Administrative Coordinator  
Albany County Land Bank