



**Meeting of the Board of Directors
February 16, 2021 | 05:30 PM
Minutes**

(Regular meeting of the Board of Directors of the Albany County Land Bank Corporation was convened remotely in accordance with Executive Order 202.1 of New York State)

Present: Charles Touhey (Chair), Natisha Alexander (Treasurer), Samuel Wells (Secretary), Juanita Nabors, Chris Spencer, Joe LaCivita, Anthony Capece, David Rowley, Mark Bobb-Semple.

Staff: Adam Zaranko (Executive Director), Amanda Wyckoff (Director of Operations), Erica Ganns (Assistant Director of Operations), Will Sikula (Planning & Projects Coordinator), Elista Gayle (Applications Coordinator)

Counsel: Michelle Marinello (Whiteman Osterman Hanna)

The meeting was called to order at 5:34 PM by Chair, Charles Touhey, with a quorum of Directors present.

1. Public Comment:

No public comments were received prior to the meeting.

2. Review and Approval of December 2020 Minutes:

Minutes of the January 2021 Board Meeting were approved as pending correction to a typo regarding the spelling of Joe LaCivita's name. The motion was approved unanimously. (N. Alexander, S. Wells)

3. Review of Financial Statements:

The Executive Director provided an overview of the January 2021 financial reports as of January 31, 2021. The Land Bank is waiting to hear back from the Small Business Administration regarding forgiveness of the PPP Loan. While the loan is expected to be forgiven, the balance of the money is shown on the balance sheet as a separate line item. Snow removal costs for 2021 have been significant this year due to the arrival of two large snowstorms so far this year. The Executive Director explained that it is very difficult to predict the cost of snow removal on any given year, but the Land bank typically budgets \$75,000 for maintenance per year.

The Land Bank is currently working with the New York Land Bank Association to advocate for federal funding that would support the Land Bank's mission of returning underutilized and abandoned properties back to productive use. HR 816, the Restoring Communities Left Behind Act would fund community-based organizations that partner with land banks and up to 10% of grant funding could be used for demolition in connection with neighborhood revitalization efforts. Currently, very few



grants available at any government level allow grant funds can be used for demolition or are available directly to land banks.

4. Presentation of Annual Operations and Performance Report

The Executive Director presented the Albany County Land Bank's 2020 Annual Report. This year's report highlights the Land Bank's performance over the previous year. The annual operations and performance report is also submitted as part of the Albany County Land Bank's required reporting to New York State as a public authority. The report and an appendix will be posted on the Land Bank's website so that it may be publicly accessible.

5. Adopting a Resolution to approve the sales of multiple properties:

Property purchase offers for each property sale presented to the Board this month have been recommended by the Acquisition & Disposition Committee, which convened remotely earlier in the month in connection with NYS COVID-19 Executive Orders. During discussion, the Executive Director provided a recommended disposition based on the recommendations provided by the Acquisition and Disposition Committee. The presentation includes twelve properties located in the four municipalities, consisting of three buildings and nine vacant lots.

184 Third Street, a vacant lot in the City of Albany was approved for sale to Aleesha Fiddemon & Julian Ford. 529 Clinton Avenue, a two-family residential building in the West Hill neighborhood, was approved for sale to Patrick Chiou. 598 and 600 Third Streets, a residential building and vacant lot respectively, in the City of Albany, was approved for sale to Jermaine White and Alan Hughes. It was disclosed that Jermaine White writes scopes of work on buildings for the Land Bank. 8-10 Bleecker St, a vacant lot in the Town of Green Island, was approved for purchase to Robert Boudreau with Kirk J Avery as the first alternate buyer. 880 Troy Schenectady Road, a ravine with a floodway located in the Town of Colonie was approved for transfer to the Town of Colonie to preserve as open green space. Gedney Hill Road, 3.5 acres in the Town of Coeymans, was approved for sale to Dominic and Shona Ruggeri to preserve as open space. 62 Lark Street and 158 Second Street, two vacant lots in the City of Albany, were tabled for further review at the behest of Juanita Nabors. 233 & 234 Colonie Street, two non-contiguous vacant lots in the City of Albany were approved for purchase to Shawn Henry.

The motion was revised to table the sale of 62 Lark Street and 158 Second Street as requested by Juanita Nabors. The amended motion was approved unanimously. (J. LaCivita, C. Spencer)

6. Adopting a Resolution confirming an appointment to the Albany County Land Bank's Underserved Communities Committee:

The Executive Director presented the resolution to appoint Mark Bobb-Semple to the Albany County Land Bank's Underserved Communities Committee. Charles Touhey added that any Board member is always welcome to attend any Land Bank Committee meeting.

The Resolution was unanimously adopted as presented. (C. Spencer, M. Bobb-Semple)



7. Adopting a Resolution to enter into agreement for demolition and abatement services by and among Albany County Land Bank Corporation and Cristo Demolition, Inc. for property located at 219 Orange Street, Albany, New York

The Executive Director presented the demolition services resolution to enter into a contract with Cristo Demolition to demo the building at 219 Orange Street in the City of Albany. The Land Bank publicly advertised a Request for Proposals and the lowest qualified offer received was from Cristo Demolition for \$37,000. The property has been approved for purchase to the adjacent neighbor pending the demolition of the structure.

The Resolution was unanimously adopted as presented. (N. Alexander, J. LaCivita)

8. Adopting a Resolution to enter into agreement for demolition and abatement services by and among Albany County Land Bank Corporation and Cristo Demolition, Inc. for property located at 319 Sherman Street, Albany, New York

The Executive Director presented the resolution to enter into contract with Cristo Demolition for the demolition of 319 Sherman Street. The Land Bank publicly advertised a Request for Proposals and the lowest qualified offer received was from Cristo Demolition for \$36,000.

The Resolution was unanimously adopted as presented. (D. Rowley, A. Capece)

9. Resolution demonstrating support of Albany County proposed Local Law No. B For 2021

The Executive Director presented the resolution in support a Albany County local law that would allow for an expedited foreclosure process from two years to one year. The current sponsors of the bill are Albany County Legislators Carolyn McLaughlin and Matthew Peter. The Executive Director explained that the law would allow the Land Bank to receive abandoned properties in better condition and allow the Land Bank to better and faster serve their mission. Sam Wells is currently working on the implementation at the local level with the City of Albany and explained how the expedited foreclosure will work and who it most affects (deceased with no apparent heirs, and owners who have fully abandoned the building). Joe LaCivita asked how other local municipalities can be ready for the new law. Sam Wells explained that the local municipality must also pass a local law in addition to the County.

The Resolution was unanimously adopted as presented. (S. Wells, M. Bobb-Semple)

10. Resolution Approving a Marketing Agreement with Collective Effort

A Resolution was presented by the Executive Director with the purpose of hiring a local company to help enhance outreach and education about the Land Bank. The recommended company is a minority-owned company based out of Troy, NY will assist the Land Bank in creating a video podcast to highlight the Land Bank's work and increase awareness about the Land Bank. At first, the Land Bank will ask them to produce approximately ten podcast episodes. Natisha Alexander applauded the staff on their effort to hire more locally based minority contractors based locally. Sam Wells also



explained that Collective Effort was hired to do work for the City of Albany for census awareness and produced good media content for that project.

The Resolution was unanimously adopted as presented. (N. Alexander, S. Wells)

11. Underserved Communities Committee Updates

The Executive Director summarized the most recent Underserved Communities Committee meeting. The current priority is to match local residents with funding for first time homeownership. The Land Bank is currently working with Home HeadQuarters to help more people access more resources to purchase properties from the Land Bank. Through this partnership the Land Bank hopes to also expand opportunities for minority contractors through a larger project pipeline and better access to capital.

12. Executive Director Updates

The Executive Director presented the final draft of the Request for Proposals for Ontario Street Cluster, the second of three large real estate clusters assembled by the Land Bank to support larger neighborhood revitalization projects. The Ontario Street Cluster consists of two large commercial buildings at 130 & 135 Ontario Street and two large vacant lots at 134 & 154 West Street. As a follow up to the Acquisition and Disposition Committee meeting, the Executive Director suggested that the Land Bank require proposals for the properties to have a plan for all the properties so that developers don't end up only applying for the most appealing properties. In the case that there is interest in smaller partial uses, the Land Bank will prioritize partnerships and will connect those partnerships to development respondents, to the extent practicable. As a follow up, Mark Bobb-Semple, Anthony Capece, and Natisha Alexander asked to be involved in the outreach plan for the Request for Proposals.

The meeting was adjourned at 6:50pm.

Next Meeting:

March 16, 2021

Location and Time: TBD

Respectfully submitted,
William J. Sikula IV
Planning and Projects Coordinator

Albany County Land Bank Corporation
Attested:

A handwritten signature in cursive script, appearing to read "Daniel M.", written over a horizontal line.

Secretary