



BOARD OF DIRECTORS MEETING MINUTES

JANUARY 17, 2017 | 5:30 PM

200 HENRY JOHNSON BLVD, 2ND FLOOR COMMUNITY ROOM, ALBANY, NY 12210

Present: Charles Touhey, Pamela Harper, Sam Wells, David Traynham, Chris Spencer, Todd Curley

Staff: Adam Zaranko, Irvin Ackerman, Christina Wiley

Counsel: Catherine Hedgeman

The meeting was called to order at 5:33pm by Chair Charles Touhey, with a quorum of Directors present.

1. Public Comment

Jewel Cook: Ms. Cook, a former applicant to purchase a Land Bank property, notes additional resources are available to rehabilitate the property if it becomes available again.

Tom McPheeters: Mr. McPheeters addressed the Board regarding a pending property purchase application that will be presented at today's meeting, submitted by Habitat for Humanity. He suggests Habitat share their plans to build new houses with the neighborhood as well as other Habitat home owners on the same street (Delaware St, Albany). Concerns of overdevelopment and diminishing green space was verbalized by other Habitat homeowners. Secondly, Mr. McPheeters noted attendance at Breathing Lights clinics and workshops is strong and hopes that the Land Bank is capturing interested individuals and working through any barriers. AmeriCorps member Sylvia Hahn Berman, Community Outreach Coordinator, is finding community events for the Land Bank to participate in for increased awareness and education of the process of purchasing properties from the Land Bank.

Sylvia Jones of 58 Delaware Street: Ms. Jones stated that Habitat had proposed a neighborhood playground and jogging park on her block, which has not yet been established. Ms. Jones also expressed the concern of future parking concerns with increasing population on Delaware Street associated with the proposed new construction.

2. Approval of Minutes: Minutes of the December Board Meeting were approved as presented (T. Curley/C.Spencer).

3. Financial Statements

The financial statements were reviewed by the Finance Committee and are presented to the Board: There are no material changes to the financials; grant funding is being spent responsibly on demolitions and stabilizations; additional grant applications are still pending.

4. Adopting a Resolution to Approve the Sales of Multiple Properties

Discussion:

- 59 Delaware Street, Albany: one side lot application was received by Habitat for Humanity Capital District to construct new, affordable, single family homes on this and the adjacent vacant lot. CAC noted concerns of possible overdevelopment on the street and suggested Habitat contact the other homeowners on the street about their redevelopment plans. A&D recommends approval of the proposed use of the property.
- 183 Elm Street, Albany: one side lot application was received to purchase this vacant lot for proposed new construction of multi-family dwellings. The applicant has 25 years of construction experience and may retain the units as investment properties or resell upon completion. If the property is sold

within 5 years, new owner would need to be approved by ACLB. CAC and A&D recommend approval of the proposed use of the property.

- 134 Green Street, Albany: one application was received to purchase the two condominium units that are located in this building, one unit will be a primary residence, and an adult child will occupy the second unit. The applicant attended a Breathing Lights forum and was inspired to purchase a property from the Land Bank. The applicant is aware of the additional fees associated with owning condominium units, in addition to property & school taxes. CAC and A&D recommend approval of the proposed use of these properties.
- 255 Livingston Avenue, Albany: one application was received to purchase this ½ of a duplex, formerly owned by St. Joseph's Housing. The applicant is in the process of purchasing the other half of the duplex from the owner. The applicant is an Albany Police Officer who is taking an active role in improving the community in which he works and who wants to become a part of the solution for vacancy. CAC and A&D recommend approval of the proposed use of the properties.
- 326 Broadway, Watervliet: This property is currently occupied by a tenant who has been living in the property with his family for over five years—and who didn't cause the foreclosure. The tenant approached the Land Bank with the willingness to become a homeowner and purchase the property, so the Land Bank is working with the occupant so the family need not be displaced. A&D recommends approval of the proposed use of the property.
- 100 & 102 Lark Street, Albany: These are grant-funded, full-rehabilitation projects being completed in partnership with Habitat for Humanity Capital District. The previously approved co-development agreement did not include the provision for the Land Banks Executive Director to execute the sale of the properties to Habitat's qualified buyers, therefore approval is needed to enter into the forthcoming sale contracts and related documents per the terms contained therein, to sell the properties. A&D recommends approval of the proposed uses of the two properties.

A motion to approve the sales of multiple properties passed unanimously (S. Wells/C. Spencer).

5. **Resolution to Authorize the Lease of Real Property** Albany County Land Bank does not currently have the capacity to manage rental units/ properties at a large scale, nor is it the mission/ vision of the Land Bank to do so. In the rare instances where the Land Bank acquires a property from Albany County that is tenant-occupied, the Land Bank offers the tenant the opportunity to apply to purchase the property, providing they meet the Land Bank's purchase criteria and complete the application process. In such cases, a lease agreement is needed to bridge the gap of time until the property is sold, and the lease needs to be approved by the Board of Directors. Lease rates are deemed fair and the agreement serves to move forward to a favorable outcome for the property, ideally a closing. A motion to approve the resolution, with minor changes to language in the lease as suggested by Board members, passed unanimously (C. Spencer/ T.Curley).
6. **Resolution to Authorize a Co-development Agreement with Habitat for Humanity Capital District** A cluster of properties on Orange Street in Albany has been identified by Habitat for Humanity as a potential development site for new construction of affordable housing. Habitat currently owns properties near the corner of Lark and Orange Streets. The Land Bank owns two vacant lots with the potential to acquire another adjacent property in the near future, in the same vicinity to Habitat's properties. Where needed, grant funds for demolition will be utilized to ready the parcels for development. The agreement, which has been presented to the Office of the Attorney General's grant funding administrators, will include revenue sharing between Habitat and the Land Bank and stipulates that Habitat will find property owners via their current model. Board members recommend that Habitat communicates their plans to build additional homes to home owners on Orange Street. A motion to approve the resolution passed unanimously (S. Wells/ D.Traynham).
7. **Governance Committee Update--Pamela Harper, Chair** Recommendations for candidates to serve as Board Members can be sent to the Executive Director, along with a letter of interest and resume from the candidate. Annual Financial Disclosure Statements are to be

completed by all Land Bank Officers and Directors. Temporary Board sub-committee assignments will be needed, as well as temporary appointments for the positions of Secretary and Treasurer.

8. Executive Director Updates:

- New, larger "For Sale" signs have been posted and property evaluations completed for many of the new acquisitions located in the towns of Berne, Bethlehem, Clarksville, Coeymans, Green Island, Guilderland, New Scotland, Rensselaerville and Westerlo. These properties will also be marketed aggressively and posted online with the MLS. Although the properties were recently acquired the Land Bank is already seeing a great deal of interest in the properties.

9. Adjournment

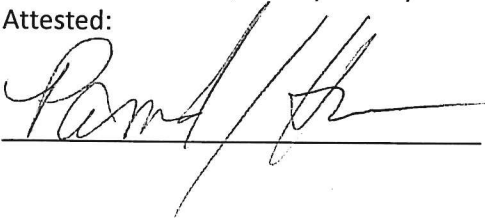
The meeting adjourned at 6:55pm and went into Executive Session.

NEXT MEETING:

February 21, 2017 at 5:30 pm
200 Henry Johnson Boulevard, Albany, NY
Second Floor Community Room

Respectfully submitted,
Christina Wiley
Executive Assistant, Albany County Land Bank Corporation

Attested:

A handwritten signature in black ink, appearing to be "Pamela H.", written over a horizontal line.