



ALBANY COUNTY
LAND BANK CORPORATION

MEETING OF THE BOARD OF DIRECTORS
JULY 16, 2019 | 5:30 PM
MINUTES
200 HENRY JOHNSON BLVD; 2ND FLOOR COMMUNITY ROOM

Present: Jeffery Collett, Philip Calderone, Todd Curley, Pastor David Traynham, Natisha Alexander, Sam Wells

Staff: Adam Zaranko, Amanda Wyckoff, Irvin Ackerman, Erica Ganns

Counsel: Catherine Hedgeman

The meeting was called to order at 5:30 pm by Vice Chair, Pastor David Traynham with a quorum of Directors present.

- 1. Public Comment:** Lindsay Woodson & Rebecca Greenburg from the Harvard ACT Center introduces themselves and explain they are working with the City of Albany on a project called Cities Rise.
- 2. Approval of Minutes:** Minutes of the June 19, 2019 Board of Directors Meeting were approved as presented. (P. Calderone, T. Curley)
- 3. Financial Statements:** The monthly financial statements were reviewed and approved by the Finance Committee and provided to the Board.
- 4. Adopting a Resolution to Approve the Sales of Multiple Properties:** Sales summaries include details for each property and have been reviewed by Land Bank staff as well as the Acquisition & Disposition Committee. During discussion, the Executive Director provided an overview of the application review and approval process. The presentation includes 9 properties over 5 municipalities, consisting of 7 parcels of vacant land and 2 buildings. 157 Williamsburg Court is recommended for sale to Adria and Guerman Ermolenko who will operate the property as a rental. 18 Sand Street is recommended for sale to adjacent property owner, Ambrose Asante. 30 Carnevale Drive, a vacant lot in Colonie, is recommended for sale to adjacent property owner, Karen Aveyard. 38 Imperial Avenue is Cohoes is recommended for sale to 33 Wild Horses, LLC. 5 Albany Street is recommended for sale to adjacent property owner, Robin Davis. 542 Third Street is Albany is recommended for sale to Robert DeStefani. 98 Congress Street Rear in Cohoes is recommended for sale to Teresa Broderick. Field Road, a landlocked parcel in Westerlo is recommended for sale to adjacent property owners, Travis Myhre & Tanya Skinner. Lynwood Court is recommended for sale to the Town of Guilderland. (T. Curley/S. Wells)
- 5. Adopting a Resolution approving a professional services agreement for Real Estate Development and Planning Consultant Services:** The Executive Director explains further this agreement is in connection with ACLB's ongoing efforts to activate 3 separate clusters consisting of up to 200 properties in its inventory. A competitive RFP was issued, and six responses were received. An evaluation committee used the selective scoring criteria contained within the RFP. Of the six firms, the top three finalists were selected and then

interviewed by the evaluation committee. The Executive Director explains that the Albany County Land Bank Corporation's RFP Selection Committee has conducted final interviews of the top scored qualified Respondents to the RFP and is seeking approval to enter into a professional services agreement for Real Estate Development and Planning Consultant Services with MRB Group, for an amount not to exceed \$28,625. (S. Wells/N. Alexander)

6. **Adopting a Resolution approving a professional services agreement with MC Environmental Services, Inc. for the Packaging, Transport and Disposal of Waste:** The Executive Director informs the Board of Directors that upon acquisition inspection of a 5-acre parcel in Westerlo, ACLB staff discovered several barrels of oil with contents that would be consistent with the land's historic farm use. The parcel is not marketable for sale until the contents are safely and responsibly disposed of. A contract fee schedule is outlined and presented, and the final cost of removal will be dependent on each barrel's individual contents. (T. Curley/N. Alexander)
7. **Governance Update:** The Executive Director noted that the Board Candidate Committee has submitted a recommended candidate, as well as an alternate candidate, to the Albany County Legislature for consideration to appoint a director to the Board to fill the vacancy. ACLB has not heard back at this time and the Executive Director will check in with the Chairman's office in a few weeks.
8. **New Business:** No New Business.
9. **Executive Director Updates:** The Executive Director shared the results of a recent analysis of Land Bank sales that demonstrated that annual, the majority of building sold by the Land Bank in municipalities throughout Albany County are to owner occupants. Depending on the year the percentage of sales to owner-occupants has typically ranged from 50% to 80%. In the City of Albany - the percentage of building sales to owner occupants has been increasing annually. In addition, the total number of side lot sales (sales of vacant lots to adjacent owner-occupants in the Land Bank's focus neighborhoods) has increased every year since the land bank was established.

Adjournment

The meeting adjourned at 6:07 pm.

Respectfully submitted,

Erica Ganns
Office Manager
Albany County Land Bank Corporation

Attested:



Secretary