



ALBANY COUNTY

LAND BANK CORPORATION

BOARD OF DIRECTORS MEETING MINUTES

JUNE 20, 2017, | 5:30 PM

WATERVLIET SENIOR CENTER | 1501 BROADWAY, WATERVLIET, NY

Present: Charles Touhey, Pam Harper, Sam Wells, Chris Spencer, Jeffery Collett, Todd Curley, Natisha Alexander

Staff: Adam Zaranko, Irvin Ackerman, Amanda Wyckoff, Christina Wiley

AmeriCorps Members: Virginia Rawlins

Counsel: Catherine Hedgeman

The meeting was called to order at 5:30pm by Chair Charles Touhey, with a quorum of Directors present.

- 1. Public Comment** Suggestion for the Land Bank to consider promoting energy conservation measures to new buyers.
- 2. Approval of Minutes:** Minutes of the May Board Meeting were approved as presented (T. Curley /S.Wells).
- 3. Financial Statements**

The financial statements were reviewed by the Finance Committee and were provided to the Board. Staff is transitioning to the new accounting firm July 1st. 25th Hour has provided satisfactory services and organization grows so does its bookkeeping and accounting functions. The new firm has the capacity to fulfil the growing needs of the Land Bank.
- 4. Adopting a Resolution to Approve the Sales of Multiple Properties**

Sales summaries that include details for each property were distributed to the Board in advance of the meeting have been reviewed by local advisory groups and the Acquisition & Disposition sub-committee. Discussion included gathering data of the applications received by the Land Bank: the ratio of those seeking to purchase a primary residence versus an investment/rental property. A motion to approve the sales of multiple properties passed unanimously (C. Spencer/ P. Harper).
- 5. Adopting a Resolution to acquire 80 & 82 North Swan Street, Albany**

The two vacant lots on N. Swan Street are being offered to the Land Bank by HTFC, a subsidiary of New York State Housing and Community Renewal (HCR). Formerly "St. Joseph's Housing," the properties went into default that resulted in HCR foreclosing in March, 2017. The mission of HCR is to own residential properties, not vacant land and with the buildings having been demolished, HCR is offering the lots to the Land Bank, at no cost, free and clear of any past due taxes and mortgages. A resolution to approve the acquisition of the lots, subject to clear title, passed unanimously (P. Harper/ T.Curley).
- 6. Adopting a Resolution authorizing the Executive Director to enter into a contract with M. Cristo, Inc. for demolition services**

The Land Bank issued an RFP for demolition services of certain properties and M. Cristo Inc. provided the lowest responsible bid. A motion to approve entering into a contract with M. Cristo, Inc. passed unanimously (T. Curley/ N. Alexander).
- 7. Adopting a Resolution authorizing the Executive Director to enter into a contract with Provincial Contracting Services for demolition services**

The Land Bank issued an RFP for demolition services of certain properties and Provincial Contracting Services submitted the lowest responsible bid. A motion to approve entering into a contract with PCS passed unanimously (T. Curley/ J. Collett).

8. Adopting a Resolution authorizing the Executive Director to enter into a grant funding agreement with Enterprise Community Partners, Inc. for the Neighbors for Neighborhood program funding

A revision to last month's approved resolution, entering into a written agreement with the Enterprise, the administrator, not the Office of the Attorney General (OAG), for approximately \$450,000 grant funding. A motion to approve the resolution passed unanimously (P. Harper/ C. Spencer).

9. Adopting a resolution authorizing the Executive Director to enter into a grant funding agreement with Enterprise Community Partners, Inc. for Community Revitalization Initiative Land Bank funding

A revision to last month's approved resolution, entering into a written agreement with the Enterprise, the administrator, not the Office of the Attorney General (OAG), for approximately \$1 million CRI grant funding. A motion to approve the resolution passed unanimously (J. Collett/ C. Spencer).

10. Governance Committee Update -- Dr. Harper

- The Board Member training, held on June 16th, was a comprehensive review of New York State's Authority Budget Office (ABO) requirements for Board awareness and compliance.

11. Executive Director Updates:

- Introduction and welcome of the Land Bank's new Real Estate Sales Specialist, Erin Scantlebury. Erin will support the real estate sales component of the Land Bank's work.
- The discounted lot program, "Spend a little, get a LOT," is at about the half way mark. The program has generated a lot of interest, inquiries and applications to purchase vacant lots in the City of Albany.
- The Annual Meeting of the Community Advisory Committee in the City of Albany was held and a committee of the CAC will report feedback to the Board. The Land Bank received a draft of the notes from the meeting and is adopting some of the recommendations, and looking at others to guide our work.
- The Land Bank is grateful for the ongoing support from the City of Watervliet and thanks the City for hosting the past several Land Bank Board meetings. The next meeting of the Board will be hosted by the City of Cohoes, the exact location is being finalized and will be announced when finalized.

Adjournment

The meeting adjourned at 6:15pm.

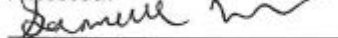
NEXT MEETING:

July 18, 2017 at 5:30 pm
Cohoes Music Hall, Cohoes, NY

Respectfully submitted,

Christina Wiley
Executive Assistant
Albany County Land Bank Corporation

Attested:



Secretary