



ALBANY COUNTY

LAND BANK CORPORATION

BOARD OF DIRECTORS MEETING MINUTES

APRIL 19, 2016 | 5:30 PM

CAPITAL SOUTH CAMPUS CENTER, 22 WARREN ST, ALBANY 12202

Present: Charles Touhey, Pamela Harper, Corey Ellis, Chris Spencer, Sam Wells, David Traynham, Todd Curley, Philip Calderone, Ralph Pascale; **Counsel:** Catherine Hedgeman

Staff: Amanda Wyckoff and Christina Wiley

Excused: Michael Jacobson

Meeting called to order at 5:35pm by Chair Charles Touhey, with a quorum of Directors present.

1. Public Comment

- Tom McPheeters: On May 11th the CAC will hold its annual public meeting (this will be the first one). It is an opportunity to reflect on the work done, celebrate successes and identify challenges to see what more can be done (i.e. market vacant buildings—especially in the South End). Mr. McPheeters thanked Amanda Wyckoff, Interim Executive Director for her commitment and work on behalf of the Land Bank as both Interim Executive Director and Property and Development Manager.
- John O’Grady: Thanked Amanda Wyckoff for taking on the position of Interim Executive Director, in addition to her role as Property and Development Manager. The City of Albany has engaged a consultant to work on a West Hill/ West End Community plan. Kevin Dwarka has worked with the Newburgh Land Bank and brings an expertise in land use and economic consulting. He finds money and puts a plan in place that meets neighborhood goals.
- Mark Robinson: Acknowledged the challenges of the Land Bank in its first two years and is looking forward to being a part of the consultant’s work in the West Hill/ West End plan. Also stated the need to focus on broad economic growth and draw investment to impoverished communities, exercising a holistic approach to change, which would include affordable homeownership opportunities, job training and prevailing wages as necessary benefits. The Councilman supports the 50-for-5 legislation without a community benefit agreement attached, and will present it to the Common Council. He feels the Land Bank neglected the needs and concerns of the community.

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

3. Financial Documents

Interim Executive Director Amanda Wyckoff reviewed the Financial Statements that were provided to the Board. The Financial Statements, which were previously reviewed by the Treasurer and the Finance Committee, were approved as presented (S. Wells/ D. Traynham).

4. Adopting a Resolution to approve the Executive Director to execute and deliver a Medical Plan for Land Bank employees

Recommendation: A major medical plan, which may be shopped year-to-year based on coverage and cost, has been researched (MVP Silver); company contributions to a Health Savings Account in lieu of a vision plan (plans aren’t great based on a staff of three). Administration of the HSA is being looked into. Recommended coverage is based on Habitat for Humanity’s model, with recommendations from M. Jacobson and his expertise with Human Resources and employee benefits, and is similar to Syracuse Land

Bank's coverage; while other Land Banks are eligible for County benefits. A motion to approve the resolution passed unanimously (C. Spencer/ C. Ellis).

5. Adopting a resolution to hire an Executive Director

The Chair introduced and welcomed Adam Zaranko, the successful candidate of the ED search that was held to fill the position vacated in January. A motion to approve the resolution passed unanimously (S. Wells/ P. Calderone)

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

- 1 Chestnut Hill Road South, Loudonville: Four purchase applications were received for this single family dwelling on a quiet street. The appraiser & town state there are two feasible courses of action: demolish and rebuild or complete the rehabilitation according to the original renovation plans on file with the Town of Colonie. The Community Advisory Committee expressed concerns that the applicants should be chosen according to who can finish the job and that the completed renovation blends with the community. One applicant owns a contracting company which the Land Bank has previously contracted to complete stabilization projects on Land Bank-owned-properties. Upon review, and taking these items into consideration, the Acquisition & Disposition Committee recommends selecting the highest bidder, Kacani (owner of the contracting company). It was noted, that these types of sales will help the Land Bank to be self-sustaining and enable future property rehab projects. A motion to approve the Kacani purchase application, and Chawla application if Kacani doesn't work out, passed unanimously (S. Wells/ C. Spencer).
- 9 Dana Avenue, Albany: 3-family dwelling in a severe state of disrepair. One application was received, from an adjacent property owner, to purchase, rehab as a 2-unit, and maintain as an investment property. The applicant owns and satisfactorily maintains other rental properties in the City of Albany, some of which required similar types of rehabilitation. The applicant filed an application for another land bank property (1 Chestnut Hill Road South) as a primary residence. Discussion included owner-occupied use is preferable to investors, only one application was received and the amount of work needed for the property to be brought back to code is significant, and the applicant's ability to manage rental properties. The CAC recommended approval of this purchase application. A motion to approve this Kacani application passed unanimously (T. Curley/ C. Spencer).
- 17 Glenwood Street, Albany: A two family dwelling on a quiet street, adjacent to New Scotland Elementary School, is in need of new systems, new roof and various cosmetic repairs. Two applications were received, both to renovate and maintain as rental properties. Both applicants own and manage other investment properties. Discussion included the quality of landlord of each applicant, which the Community Advisory Committee assisted as having knowledge of each. The CAC recommended approval of the application with the highest offer (Martin). The Acquisition and Disposition Committee notes if the Martin application does not go through, the second application has a below market offer, and the property would be put back on the MLS. A motion to approve the Martin application passed unanimously (C. Spencer/ S. Wells).
- 179 Third Avenue, Albany: A building was recently demolished on this property, after which an application was received by an adjacent property owner (of a vacant lot). The appraised value is deemed high by the A&D committee and the transaction does not qualify for a side lot purchase per policy. The CAC recommends approval of the purchase application, and the A&D committee recommends a counter offer of \$1000 plus closing costs. The applicant was present at the board meeting and spoke out against paying a higher amount, as he purchased the adjacent lot for \$200 from the County at auction. This application is being tabled for the Land Bank to go back to the applicant and see if a price can be agreed upon. (T. Curley/ P. Harper)

- 331 Clinton Avenue, Albany: A side lot purchase application was received for this vacant lot which is located next to the applicant's rental property (329 Clinton). The CAC recommended approval; the A&D committee recommends holding onto the lot as there could be development opportunities once the building on the other side (333 Clinton--proposed demolition with HRC) comes down. A motion for the Land Bank to maintain the lot and not sell, passed unanimously (P. Calderone/ D. Traynham).

7. Adopting a Resolution to approve the acquisition of multiple properties from Albany County

The County is proposing a resolution to transfer properties, countywide, to which it currently holds title, to the Land Bank. A motion to approve the transfer of developable properties from Albany County to the Land Bank passed unanimously (C. Spencer/ S. Wells). Examples of properties that are not eligible are those that are land-locked; wetlands; located next to highways; stairs; parks; brownfields; drainage ditches, etc.

8. Adopting a Resolution to approve a contract for asbestos abatement services with WPNT for 52 Delaware Street, was approved unanimously (D. Traynham/ P. Calderone).

9. Executive Director Updates:

- The Land Bank is looking to acquire properties located throughout the County and expects to do so in the next round of County transfers.
- By the numbers, to-date: 15 closed sales; 11 applications pending closing; 13 demolitions completed and 10 more proposed (presented to Albany's HRC, approvals needed).
- Board members recommend to amend the procurement policy so that the Executive Director may enter into contracts up to \$15,000, without seeking additional board approval, due to the minimum amount & scope of work needed on many Land Bank properties.
- Breathing Lights: Barb Nelson presented an update at the last CAC meeting, where only two members were left to hear the revised presentation. The Mayor of Albany is looking to use BL as a launch pad to solicit additional funding to address the blight of vacant/abandoned buildings in the city. Barb is available to provide an update to the Board upon request.
- Realtor summary provided by Peter McKee shows the amount of interest/ showings/ MLS and Zillow queries per property. There are 15 property listings with the McKee team now and that number is growing.

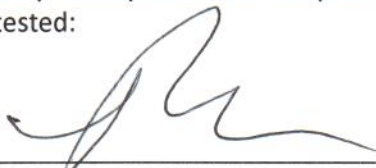
10. Adjournment

The meeting adjourned at 6:48pm.

NEXT MEETING:

May 19, 2016 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:



Ralph Pascale, Secretary