



Meeting of the Board of Directors

August 17, 2021 | 05:30 PM

Meeting Minutes

A public meeting of the Board of Directors of the Albany County Land Bank Corporation was convened at 279 Central Avenue, Albany, New York.

Present: Charles Touhey (Chair), Joe LaCivita (Vice-Chair), Sam Wells (Secretary), Anthony Capece, Juanita Nabors

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

Counsel: Michelle Marinello (Counsel)

The meeting was called to order at 5:43 PM by Charles Touhey, with a quorum of Directors present.

1. Public Comment:

Two public comments were submitted in writing and have been submitted to the Board of Directors for their review.

2. Review and Approval of Prior Meeting Minutes:

Minutes of the July 2021 Board Meeting were presented by the Executive Director. The motion was approved unanimously as presented. (J. Nabors, A. Capece)

3. Review of Financial Statements:

The Executive Director provided an overview of the financial reports as of July 31, 2021. The reports were reviewed and discussed at the Finance Committee held on August 11, 2021.

The COVID-19 eviction moratoriums have led to a decrease in property acquisitions which has translated to a reduction in sales revenue. The 2022 annual budget is being drafted and the Executive Director noted that this will be a challenging budget year due to the compounding factors of the COVID-19 pandemic and conclusion of Community Revitalization Initiative grants from the NYS Attorney General. The Executive Director suggested that the Board revisit the 2022 budget mid-year and make any revisions necessary to reflect any changes create by COVID-19 restrictions. The Land Bank is going to applying for forgiveness of its second PPP Loan and the Executive Director has asked the accountants to prepare the necessary materials.

Snow removal and property maintenance is higher than previous years and will likely continue due to longer closing times, heavy winters, and number of properties banked for development projects. It is anticipated that the property maintenance budget item will need to be increased in the 2022 budget. The Executive Director noted that this year, year to year budget comparisons are less helpful due to the pandemic and its impact.



4. Adopting a Resolution to approve the sales of multiple properties (Resolution 31 of 2021):

Property purchase offers for each property sale presented to the Board of Directors this month have been reviewed and recommended by the Acquisition & Disposition Committee, which convened earlier in the month. During discussion, the Executive Director provided recommended dispositions based on the recommendations provided by the Acquisition and Disposition Committee and staff review. The presentation includes sixteen properties – ten located in the City of Albany and two in the Town of Bethlehem, consisting of two buildings and ten vacant lots.

Fish Road was approved for sale to Mark Carroll. Gedney Hill Road (178.-1-23) was approved for sale to build a modular home to Michael Ticker & Angelina Rohan. Gedney Hill Road (178.-1-21), a vacant lot in the Town of Coeymans was approved for sale to Valerian B & Hope V. Masao. Cedar Grove Road, a small vacant lot in the Town of New Scotland was approved for sale to United Upstate Service, Inc pending planning board approval for their proposed use. 35 Regent Street, a vacant lot in the City of Albany was approved for sale to David Sutton pending closing on the adjacent property. 52 Delaware Street, a two family residential building in the City of Albany, was approved for sale to TAGA Associates, LLC. 82 Catherine Street was approved for sale to the adjacent owner True Blue Properties LLC. 87 Clinton Street, a vacant lot in the City of Albany was approved for sale for the Mow to Own Program to Albany Community Land Trust pending closing on other pending sales that the entity has with the Land Bank. 124 Lark Street was approved for sale to the adjacent owner, Diana Moise. 124 Sherman Street, a residential vacant lot in the City of Albany was approved for sale to Michael & Melissa Wiseso who live within a block of the lot. 143 Sheridan Avenue, a recent demo, was approved for sale to Habitat for Humanity Capital District. 153 Fourth Ave, a two-family home in Albany's South End neighborhood was approved for sale to Laura Trivison pending a six month closing.

The motion was approved unanimously as presented. (S. Wells, J. LaCivita)

5. Adopting a Resolution approving agreements of phone and internet service (Resolution 33 of 2021):

The Land Bank is seeking authorization to enter into an agreement with Broadvoice for phone service and Crown Castle Fiber LLC for internet service. In total, the cost will be \$575 per month, which although higher than the current rate of \$465/month, should provide better service as there are currently many issues with the current service.

The Resolution was unanimously adopted as presented. (S. Wells, J. Nabors)

6. Governance – By-law requirements:

The Executive Director discussed that there are currently bylaws in place for attendance for Board Meetings and because of the return of in-person meetings, the Land Bank Executive Director is going to submit a poll to Board members to ensure that all members can attend the Board meeting. Joe LaCivita asked if it was a legislative requirement or Land Bank bylaws requirement to which the counsel answered that the Land Bank is subject to New York State open meetings law, which is a state statute. Sam Wells also suggested that Land Bank reach out to the County to see if they intend to appoint another member to the Board of Directors because the bylaws state there needs to be an odd number and it would help with meeting quorum.



7. Underserved Communities Committee Updates

The Land Bank is going to release Request for Proposal (RFP) for 22 scattered site properties owned by the Land Bank and the Albany Community Development Agency at the confluence of Henry Johnson & Clinton Avenue in Albany on August 18th. The Land Bank has engaged with local elected officials, community members, neighborhood groups and residents through multiple meetings to help inform and shape the project so it can meet the needs of multiple stakeholders. After distilling the feedback from the discussions, the Land Bank and ACDA is recommending that the Request for Proposals be structured differently than traditional development RFP's. Rather than focus heavily on property purchase price, the RFP should put seek development proposals that create affordable housing to help meet the tremendous unmet need as well those that achieve equitable redevelopment principles that are consistent with the community priorities identified through the Land Bank's outreach and engagement efforts. The balance of the scoring weight will be on selecting a developer who is capable and experienced enough to put such a project together including forming the necessary partnerships and navigating the various funding sources.

8. Executive Director Updates

The Executive Director presented the first application for the Legacy Cities Project, a grant that provides up to \$75,000 per unit to fully rehabilitate vacant buildings acquired and assembled by a NYS Land Bank and sell them to first time homebuyers, especially members of underserved populations – at an affordable price.

The meeting was adjourned at 6:26 PM (A. Capece, S. Wells).

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 "Danun", is written over a horizontal line.

Secretary

