



**Meeting of the Board of Directors  
December 21, 2021  
5:30 PM**

**Meeting Minutes**

***A public meeting of the Board of Directors of the Albany County Land Bank Corporation was convened on December 21, 2021, via audioconference in accordance with New York State law.***

**Present:** Charles Touhey (Chair), Sam Wells (Secretary), Anthony Capece, Joseph LaCivita, Juanita Nabors, David Rowley

**Staff:** Amanda Wyckoff (Director of Operations), Erica Ganns (Assistant Director of Operations), Will Sikula (Planning & Projects Coordinator), Elista Gayle (Application Coordinator), Susan Baker (Administrative Assistant)

**Counsel:** Nicole Green

The meeting of the public body was called to order @ 5:33 PM by Chair, Charles Touhey. A quorum of Directors was present.

**1. Public Comment:**

There were no public comments.

**2. Review and Approval of Prior Meeting Minutes:**

Minutes of the November 2021 Board Meeting were presented by the Director of Operations. The minutes were adopted unanimously as presented. (S. Wells, D. Rowley)

**3. Review of Financial Statements:**

The Director of Operations provided an overview of the financial reports as of November 30, 2021. The reports were reviewed at the December Finance Committee meeting.

Reported was the land bank has received the funding from the NYS HCR Cares Act and is working with Albany County on the grant which will fund full rehabs of vacant buildings.



The Director of Operations reported that there are currently two applications underway for NY State's for Legacy Cities program. The Land Bank will be seeking to submit a third application to the program, which is the maximum number of applications allowed.

The land bank is in a holding pattern regarding the availability of new properties from Albany County and staff does not expect the County to make any new properties available until mid-2022.

#### **4. Adopting a Resolution to approve the sales of multiple properties (Resolution 41 of 2021):**

Property purchase offers for each property sale presented to the Board of Directors this month have been reviewed and recommended to advance by the Acquisition & Disposition Committee, which convened earlier this month. During the discussion, on behalf of the Executive Director, the Director of Operations presented recommended dispositions based on recommendations provided by the Acquisition and Disposition Committee and staff review. The presentation includes four vacant lots in the City of Albany and one vacant lot and one vacant residential building in the City of Cohoes.

- 5 Rosemary Circle, a residential vacant lot in the City of Albany, was approved for sale to Barry Stith
- 143 Sheridan Avenue, a residential vacant lot in the City of Albany, was approved for sale to Housing Visions Unlimited, Inc.
- 223 Colonie Street, a residential vacant lot in the City of Albany, was approved for sale to Harry Mercado as part of the Land Bank's side lot program
- 540 North Pearl Street, a residential vacant lot in the City of Albany, was approved for sale to ZHRE NP356 LLC / Erez Zohar
- 102 Ontario Street, a residential vacant building in the City of Cohoes, was approved for sale to Milltown Homes, LLC
- 104 Ontario Street, a residential vacant lot in the City of Cohoes, was approved for sale to Milltown Homes, LLC

The motion was approved as presented. (J. Nabors, A. Capece)

#### **5. Underserved Communities Committee Updates**

The Director of Operations presented that the number of contracts issued to minority, veteran, and women owned businesses in 2021 was double that of the previous year.



## 6. Executive Director Updates

The Director of Operations noted that the Executive Director was absent from tonight's meeting since he was required to be in quarantine.

The Director of Operations said they were very happy with the number of responses to their RFP for the Henry Johnson Boulevard project. This is moving forward, and the first meeting of the joint Land Bank – City of Albany RFP Selection Committee has been convened.

The Director of Operations stated the Ontario & West Street RFP is anticipated to be released in the first quarter of 2022.

Motion was made to adjourn the meeting. (S. Wells, A. Capece).

**The meeting was adjourned at 5:53PM**

Respectfully submitted,

Susan Baker  
Administrative Assistant  
Albany County Land Bank Corporation

Attested:

A handwritten signature in blue ink, appearing to read "Samuel", written over a dashed horizontal line.

Secretary

