



MEETING OF THE BOARD OF DIRECTORS

February 20th 2024 | 5:30 PM

MEETING MINUTES

A public meeting of the Board of Directors of the Albany County Land Bank Corporation was convened on February 20th 2024, at the office of the Albany County Land Bank at 111 Washington Avenue, Suite 100, Albany, NY.

Present: Charles Touhey, Samuel Wells, Anthony Capece, Juanita Nabors, Joseph Seman-Graves

Staff: Amanda Wycoff (Director of Operations), Erica Ganns (Assistant Director of Operations), Will Sikula (Planning and Projects Manager), Elista Gayle (Applications Coordinator)

Counsel: Michelle Marinello

The meeting of the public body was called to order at 5:30 PM by Chair, Charles Touhey. A quorum of Directors was present.

- 1. Public Comment:** None.
- 2. Review and Approval of Prior Meeting Minutes:** Minutes of the January 16th 2024 Board of Directors Meeting were presented.

A motion to adopt the minutes as presented was approved unanimously. (A. Capece, J. Nabors)

- 3. Review of Financial Statements:** The Assistant Director of Operations reported there was no Finance Committee meeting this month, but there were no changes to the financial status of the Land Bank.
- 4. Adopting a Resolution authorizing the sale of real property (Resolution 6 of 2024):** The Planning and Projects Manager presented a Resolution to approve the sale of real property. Property purchase offers for the property disposition presented to the Board of Directors this month have been reviewed by Acquisition and Disposition Committee, which convened earlier this month. During the discussion, the Planning and Projects Manager recommended property dispositions based on recommendations provided by the Acquisition and Disposition Committee and staff review of the property purchase applications. The presentation includes a commercial building in the City of Cohoes.

City of Cohoes

- a. 127 Remsen Street (B):** Applicant 3381 and Applicant 3382 both presented their best and final offers for the property, with Applicant 3381 offering \$90,000 and Applicant 3381 offering \$85,000. The Board recommended advancing the sale to Applicant 3381, with Applicant 3382 being the alternate buyer.

The motion was approved unanimously as presented. (J. Seman-Graves, S. Wells)

- 5. Adopting a Resolution approving a quiet title action for 255 First Street in the City of Albany (Resolution 7 of 2024):** Michelle Marinello presented a Resolution to approve a quiet title action for 255 First Street in Albany. There are a few outstanding mortgages and title defects and this would authorize the Land Bank's counsel to file

a complaint in court for the title action.

The motion was approved unanimously as presented. (S. Wells, A. Capece)

- 6. Staff Updates:** The Planning and Projects Manager informed the Board that the first reimbursement for the Land Bank Initiative Phase II funds has been filed. The Land Bank also has approval from City planning to demolish eight buildings. Staff has begun marketing and outreach for the First Time Homebuyer Program for 48 Second Ave and 50 Second Ave. Staff is also working with the City to come up with the MOU to purchase a section of West Street, adjacent to 130 Ontario Street. Land Bank is waiting for update from CPC to move forward with the First and Second Street project – the hard costs are set; just waiting for the soft costs and the next steps will be decided after those numbers arrive.

The Chairman updated the Board on the tiny homes project; he met with MLB Construction and they've requested a list of the Land Bank's vacant lots. Regarding the first cluster, the Chairman is attempting to set up a meeting with the water department to move forward on the project.

The Director of Operations informed the Board that due to the CARES grant funds that were used in 2023, the Land Bank has to submit a single-project audit for that project, which means that the completion of the full audit could be pushed back, and she is waiting for the proposal from Bonadio for that audit. The Director of Operations will forward the proposal to the Executive Director Transition Committee. The Director of Operations would like the Board to consider getting an extension for the annual audit until April 2024 and determine whether the draft can be audit can be uploaded while the single project audit is being completed. The Board agreed on the extension.

Sam Wells, Secretary and member of the Executive Director Transition Committee, updated the Board on the status of the Executive Director search. Three strong candidates have emerged from the seven interviews that have occurred so far, and those three will move on to second-round interviews. Juanita Nabors asked if the Board can have access to the resumes of the candidates, and the Chairman agreed, so the Director of Operations will provide access to the resumes to the Board. The Board will meet with the final candidate.

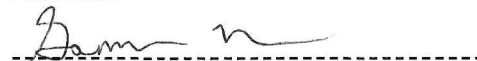
A motion to adjourn the meeting was approved unanimously.

The meeting adjourned at 6:05PM.

Respectfully submitted,

Susan Baker
Administrative and
Enforcement
Coordinator
Albany County Land Bank Corporation

Attested:



Secretary