



ALBANY COUNTY  
LAND BANK CORPORATION

**Annual Meeting of the Board of Directors  
August 16, 2022 | 5:30PM  
Meeting Minutes**

*A public meeting of the Board of Directors of the Albany County Land Bank Corporation was convened on August 16, 2022, via audioconference in accordance with New York State law.*

**Present:** Charles Touhey (Chair), Sam Wells, Anthony Capece, Juanita Nabors, Joseph Seman-Graves

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

**Counsel:** Nicole Green

**The meeting of the public body was called to order at 5:32 PM by Chair, Charles Touhey. A quorum of Directors was present.**

**1. Public Comment:** A written public comment was received by Ms. Tabora Marcus, President of the West Hill Neighborhood Association regarding lots owned by the Land Bank located at 311 Frist Street and 315 First Street.

**2. Review and Approval of Prior Meeting Minutes:** Minutes of the July 19, 2022, Board of Directors Meeting were presented. A motion to adopt the minutes as presented was approved unanimously. (J. Seman-Graves, J. Nabors)

**3. Review of Financial Statements:** The Executive Director informed the Board that the State of New York's Department of Homes and Community Renewal approved the Albany County Land Bank's application for funding under the Land Bank Initiative. The grant award is \$200,000 and will support the Land Bank's operations. The Executive Director reported that the Land Bank has approximately 339 properties of which 9 are buildings and 150 are lots available for sale. Of the 150 available lots, approximately 40 have been identified as landlocked. The remaining properties in the Land Bank's inventory are assigned to various initiatives and programs, including redevelopment clusters. Currently there are 37 pending sales. The Executive Director presented an overview of the financial reports as of July 31, 2022. The reports were prepared by the Land Bank's accountants and the reports were reviewed by the Finance Committee, which convened earlier this month.



**4. Adopting a Resolution appointing Joseph Seman-Graves to the Enforcement and Compliance committee (Resolution 26 of 2022):** The Executive Director presented a Resolution to appoint Joseph Seman-Graves to the Land Bank's Enforcement and Compliance Committee. Mr. Seman-Graves has expressed interest in serving on a committee and Natisha Alexander has graciously relinquished her seat on the Enforcement and Compliance Committee to provide Mr. Seman-Graves an opportunity to serve. The motion was approved unanimously as presented. (A. Capece, S. Wells)

**5. Adopting a Resolution to approve the sales of multiple properties (Resolution 27 of 2022)**

The Executive Director presented a Resolution to approve the sale of a property. Property purchase offers for this property sale presented to the Board of Directors this month have been reviewed and by the Acquisition & Disposition Committee, which convened earlier this month. During the discussion, the Executive Director recommended property dispositions based on recommendations provided by the Acquisition & Disposition Committee and staff review. This presentation includes 8 vacant lots in the City of Albany and 2 vacant lots in the City of Cohoes.

- 5 Park Avenue, one residential vacant lot in the City of Albany, was approved for sale to Kon Go Bowen under the Lots for Less Program
- 6 Alexander Street, one residential vacant lot in the city of Albany, was approved for sale to Kon Go Bowen under the Lots for Less Program
- 41 Sloan Street, one residential vacant lot in the City of Albany, was approved for sale to Kon Go Bowen under the Lots for Less Program
- 76 and 78 Beverly Avenue, two residential vacant lots in the City of Albany, were approved for sale to Michael D. LeFure and Anthony T. LeFure
- 311 First Street, one residential vacant lot in the City of Albany, was tabled by the Board of Directors
- 516 Second Street, one residential vacant lot in the City of Albany was approved for sale to Jama Graham under the Lots for Less Program
- 378 Second Street, one vacant residential lot in the City of Albany, was approved for sale to Dawn Hewitt under the Lots for Less Program
- 98 Congress Street rear, one residential vacant lot in the City of Cohoes was approved for sale to Chad Dehlmer
- 140 Main Street, one residential vacant lot in the City of Cohoes was approved for sale to Sean Peabody under our Lots for Less Program

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



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**5. Underserved Communities Updates:** The Executive Director provided the following updates: The Executive Director is working with the SEAT Center to engage a local financial institution to be involved in building the Land Bank's first "City Home" affordable home. The SEAT Center/YouthBuild is taking the lead on scheduling a meeting with a local financial institution. The Land Bank has been building a partnership with local philanthropic, community development organizations, the City of Albany, and others to help bring the investment that will occur at the intersection of Clinton Avenue and Henry Johnson Boulevard into the West Hill neighborhood and build affordable homes. The project will require significant funding, but the State of New York has indicated that it will be increasing its funding allocation towards the creation of affordable homeownership.

**7. Governance Updates:** The Executive Director reminder the Board to complete their required filings and Board member training, which can be completed annually. The Executive Director reminded the Board that they have been provided all the required documents and that Land Bank staff is available to assist.

**8. Executive Director Updates:** The Executive Director provided and update on the Ontario and West Street Request for Qualifications. The Selection Committee, which is comprised of county, city, and Land Bank representatives, were pleased with number and quality of responses received as well as the capability of some of the respondent teams. The initial round of scoring has been completed and interviews are being scheduled. The South End Co-Development continued to proceed. The State of New York has agreed to fund their portion of the 11 new affordable home and the Land Bank's co-development partners will soon begin the next portion of the project which includes site surveys. The co-development team is awaiting the results from the analysis regarding the scattered site affordable rental portion of the project from the project architects. The Land Bank has been involved in multiple conversations with Home Leasing and many community stakeholders and officials regarding ways Home Leasing's second phase of their Clinton Avenue development project can help support more local opportunities such as workforce development with the goal of having established expanded outreach and engagement that can be built upon for the redevelopment effort at the intersection of Clinton Avenue and Henry Johnson Boulevard. The Land Bank has been contacted by the Advance Albany County Alliance to explore the possibility of collocating office space to create a hub or one-stop shop of quasi-governmental County entities and there was a discussion regarding the benefits of co-locating, a possible location, and associated challenges/concerns such as parking accessibility, which was noted by Ms. Nabors. The Executive Director will continue to stay involved in the exploration.

**Motion was made to adjourn the meeting (S. Wells, A. Capece). The meeting was adjourned at 6:13 PM**

Respectfully submitted,

Susan Baker  
Enforcement and Administrative Coordinator  
Albany County Land Bank Corporation

Attested:

Secretary