



Troy Community Land Bank *Acquisitions & Disposition Committee Meeting*

Date: December 5, 2019

Location: TCLB Office 200 Broadway, Suite 701, Troy, NY 12180

Time: 12:00 pm

Present: Brian Barker, Committee Chair, Heather King, Member, Jeanette Nicholson, Member, Gregg Tobin, ex officio Member, Kate Hedgeman, Counsel (attended by phone), and Tony Tozzi, TCLB staff

Minutes:

- Chair Barker called the meeting to order at 12:09pm and declared a quorum was physically present (3 of 3 members);
- October 3, 2019 and November 14, 2019 meeting minutes: Motion to adopt as amended by Staff Tozzi made by Chair Barker, seconded by Member King; motion passed 3-0.
- **Property Updates/New Business, Staff Tozzi:**
 - **791 River St.** will “plug along” throughout the winter and Members have noted work moving forward;
 - Staff Tozzi noted a meeting that was conducted with all parties the last week of November to address progress;
 - Insurance extended until March 1, 2020;
 - North wall dimension issue, pending change order as requested by Staff Tozzi
 - **3325 Sixth Ave.** provided documents including ‘projected and costs paid spreadsheet,’ ‘asbestos report(s),’ proposal from Ambient, contract from Orion, and roof proposal from Johnny Bobo to members for review;
 - Review of informal sampling from Ambient indicates no asbestos present;
 - Ambient indicated a variance may be needed from the City as a result of part of the roof falling;
 - Staff Tozzi will need Board approval for a contract to be awarded to Ambient for \$22k, if that is the direction decided;
 - Attorney Hedgeman will review the proposed contract and suggests a resolution be passed in the event a variance is required;
 - Member King made motion to approve variance resolution, seconded by Chair Barker, resolution passed 3-0.
 - Review of Orion (Asbestos Remediation Company) Contract Cost - \$22,444
 - Staff Tozzi noted that contract number is more than \$10k less than what TAP has estimated;
 - Members reviewed contract;
 - Member King made motion to approve resolution to put forth contract for Board approval, seconded by Member Nicholson, resolution passed 3-0.

- Review of Proposal for roof from Johnny Bobo-\$20k
 - Previously provided an estimate of \$16k;
 - To stabilize the roof structure and put a new roof on 3325 Sixth Ave. it would cost \$20k (rubber, modified, flat roof);
 - Member Nicholson put forth a motion to put forth a recommendation to the Board, Chair Barker seconded, resolution passed 3-0.
- **Unfinished Business, Chair Barker:**
 - TCLB has been pursuing a partnership with RPI School of Architecture, TAP, and Habitat for Humanity for an ‘Urban Design Build’ partnership with RPI having an Urban Design Studio;
 - RPI has decided to move forward with the design plans beginning in the Spring 2020 (1/13/20) semester;
 - The School of Architecture will have the role(s) of design, research, and leadership, TAP is the ‘architect of record,’ community liaison role(s), TCLB is the site acquisition role, and Habitat for Humanity would hold the role of construction and real estate (identify family and sale);
 - RPI has a great interest in promoting and participating in the partnership to increase awareness to the School of Architecture;
 - TCLB needs to identify the appropriate property to provide for the project;
 - RPI has two architecture studios. The ‘Building Science Studio’ has an interest in a rehab site to use tools provided from organizations such as NYSERDA to test and access the tools. The Urban Design Studio is interested in a new build only (4-6 units is preferred by both RPI and Habitat);
 - Members discussed potential properties in TCLB stock (especially contiguous parcels);
 - Chair Barker provided additional context as to the long-term plan for the proposed partnership: Every academic year there would be a different property that RPI, Habitat, and TAP would cycle through, indefinitely, with properties provided by TCLB-the partnership is a vehicle to redevelop the neighborhood;
 - TCLB requires an application from ‘the partners’ and proposal for intent for property, from Habitat;
 - A&D Committee identified the following potential parcel options for the Urban Design Studio, TAP, and Habitat partnership: Park Ave. (2 vacant lots), River St. parcels, Corner of Swift & Sixth Ave., 140 President St., and potentially the properties that TCLB, the City, and CDTA have discussed using as a depot location (currently in the City’s comprehensive plan but nothing is concrete);
 - Staff Tozzi will send information about potential sites and the tax map of 899 River St. to be reviewed by RPI.

- **54 Fifth Ave. (SEAT renovation):**
 - Materials needed that TCLB has been requested to pay;
 - SEAT has requested TCLB open accounts with Home Depot, Lowes, and area hardware stores;
 - Attorney Hedgeman would like preapproval process prior to supply purchase (over a specific amount, i.e.: \$500).
- **3231 Seventh Ave.:**
 - Staff Tozzi reviewed a pending donation of 3231 Seventh Ave., to TCLB;
 - A&D has recommended to accept the donation to the Board;
 - Staff Tozzi noted the building seems to be in decent shape, and is gutted with stacked sheetrock, ready to be hung;
 - Hesitancy in moving forward due to supply/demand of TCLB resources but all Members agree sounds in line with TCLB's mission;
 - Motion made to accept donation by Member Nicholson and Member King seconded.
- Chair Barker motioned for A&D to move into **Attorney/Client privilege** and Member King seconded;
 - Meeting reconvened at 1:12pm.
- **Motion to Adjourn:** Motion made by Chair Barker, seconded by Member Nicholson; motion passed 3-0;
- Chair Barker declared the meeting adjourned at 1:21pm.

Action Items:

- *Staff Tozzi: send parcel information to RPI;*
- *Discuss grant opportunities for RPI partnership potential.*