



**TROY COMMUNITY LAND BANK CORPORATION**  
**200 Broadway, Suite 701**  
**Troy, New York 12180**

**A&D Committee Meeting**  
Wednesday December 9<sup>th</sup>, 2020  
3:30 PM

This meeting was conducted electronically via Zoom and Telephone  
Meeting Recording Link: [https://youtu.be/jFOI\\_QMAMoU](https://youtu.be/jFOI_QMAMoU)

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**I. Call to Order**

Chair Barker called meeting to order at 3:37PM

**II. Roll Call**

Chair Barker called the roll and noted the following in attendance:

Brian Barker, Committee Chair;

Jeanette Nicholson, Committee member

Heather King, Committee member (joined the meeting late)

Kate Hedgeman, Esq; Counsel, ex-officio member

Tony Tozzi, Committee staff

Chair Barker declared a quorum assembled.

**III. Approval of November 03, 2020 minutes**

Motion to adopt as drafted made by Ms. Nicholson, seconded by Chair Barker, and approved 2-0.

**IV. Purchase Applications**

Mr. Tozzi noted that no purchase applications were available for the Committee to review, and also noted that he has received no new purchase applications to review himself.

**V. Properties approved for sale – discussion and update.**

Counsel Hedgeman provided the follow status updates:

790 River Street: Ms. Hedgeman and the owner's attorney have been moving paperwork forward, however a COVID related issue has delayed the owner's attorney, in turn delaying progress.

103 Ferry: Ms. Hedgeman has forwarded the purchase contract to the buyer and attorney.

899 River Street: Title work is underway. A release of reverter needs to be issued by the City.

**VI. Enforcement:**

Counsel Hedgeman stated that SEAT was taking the lead on enforcement inspections. Mr. Tozzi stated that he has been working with George Brower and Rebecca Paavola to develop an overall inspection structure. Mr. Tozzi has developed a spreadsheet providing contact and other information regarding properties requiring inspections. Mr. Tozzi also indicated that he recently has had several conversations with Mr. Brower and an inspection prioritization has been established. A spreadsheet is available to identify properties requiring inspections in a prioritized order.

3036 Seventh Avenue: A CO has been issued for both units, meaning that the units are inhabitable. The committee has concerns about the workmanship of the property, but Ms. King does not believe that intervention should occur unless it impacts the habitability of the property. The board has a decision to make on the standards of properties that they approve. TCLB has a mission to improve the neighborhood and the property passes by that standard. The board has leverage on the situation by withholding the reverter lease. Mr. Tozzi has a working relationship with Mr. Jeter, stating that he can provide a list of improvements to make, the committee agreed.

## **VII. Foreclosures**

Counsel Hedgeman provided the following status of properties moving towards foreclosure, or that were previously:

822 River Street: This property had been targeted for foreclosure, but the owner has provided ample information demonstrating progress to date, an explanation of why there were no replies to several attempts to communicate, a revised progress schedule, and other related information. Counsel noted that she and Mr. Tozzi have reviewed the information submitted, and that Mr. Tozzi felt a modification to the note and mortgage to extend the project completion deadline seemed to be the most appropriate path forward.

785 River Street: Mr. Tozzi reported that he was able to view the roof of the building during an inspection of the roof of 791 River Street two weeks ago, and that four chimneys were collapsing, and the roof covering appeared that it could be compromised. He further explained what the physical conditions inside the building were two years ago and the complexity and hazards of entering the building for either inspection, clean-out or stabilization work.

836 River Street: Counsel is awaiting title work prior to taking next steps toward eventual foreclosure of deed in lieu of foreclosure.

3209-3211 Seventh Avenue: Counsel has mailed the owners as first steps towards foreclosure. Mr. Tozzi noted that he requested to Mr. Brower that an attempt be made to inspect the building, that he did not expect the owners would reply to the request, but that it would be helpful to further strengthen the record.

## **VIII. Updates on properties:**

Mr. Tozzi reported the following:

791 River Street – Weekly inspection have been conducted and will continue to be conducted. TAP was not able to complete the punch list due to IT problems as Beth Steckley has been working from home. Mr. Tozzi further stated that the punch list is now expected to be provided by mid-day Thursday. Concerns about the dependency on the GC to correct numerous workmanship and other problems were presented. The Chair also indicated that TAP's list should not be referred to as a 'punch list' because such a list is intended for relatively minor issues that need to be addressed near the completion of a project, and that the list should be labelled a 'deficiencies list' instead.

Beacon-related properties: Mr. Tozzi stated that he spoke with Duncan Barrett from Beacon about two weeks ago to check on progress and was told that Beacon was working through its due diligence. Mr. Tozzi noted that he thought Beacon's LIHTC application submittal deadline was sometime this month, and that he would contact Mr. Barrett for an update.

## **IX. Updates on Projects**

Mr. Tozzi reported as follows:

11 Winnie: Progress is at or very near suspension because revisions need to be submitted to Code Enforcement by Reeves Engineering. Mr. Tozzi stated that the lack of the engineering work for this project and others has been frustrating to GC's, Enterprise Community, he, and others. He indicated that he will reach out to have a direct discussion with Russ Reeves about the situation as it presently exists and a clearly defined timeline for information submittals to Code Enforcement.

54 Fifth Avenue: Mr. Tozzi stated that SEAT has completed all stabilization work in the cellar and that, based on photos provided, the work and the cellar in general looked excellent, window replacements have begun, installation of interior doors has begun, front and back decks and stairs have been completed, and that a design for the main stairway is needed from the engineer in order to complete phase 1 and may effect getting the furnace in the basement.

3229 Sixth Avenue: The GC, Johnny Bobo, is presently working to stabilize, fortify and otherwise improve the roof structure so that a new roof deck and covering can be placed over the existing roof covering. Mr. Tozzi indicated that this was a change designed by Reeves Engineering because the cost to remediate the existing roof covering asbestos materials would be extremely expensive, and that encapsulating it is a far more cost-effective approach.

7 Park Avenue: The City has agreed to issue a condemnation letter, which will enable asbestos remediation costs to be substantially reduced while still complying with applicable federal, state and local codes. Alpine Environmental has been engaged to perform air monitoring and variance work. National Grid needs to be contacted to verify that gas service has been disconnected. There is a contract deadline of 12/31/2020 to complete all work and the demolition GC has not indicated any problems thus far towards meeting it.

## **X. Executive Session**

At 4:07 Chair Brian Barker motioned to enter into Executive Session to conduct an attorney-client privileged meeting, which was seconded by Jeannette Nicholson and passed 2-0.

At 4:53 the Committee reconvened from Executive Session and it was noted that no action was taken during Executive Session.

**XI. Adjourn Meeting**

A motion to adjourn the meeting was made by Brian Barker, seconded by Jeanette Nicholson, passed 2-0.

Chair Barker declared the meeting adjourned at 4:54.

Respectively Submitted,

A handwritten signature in blue ink, appearing to read "Tony Tozzi", with a stylized flourish at the end.

Tony Tozzi,  
Executive Director