



**TROY LOCAL DEVELOPMENT CORPORATION  
Board of Director  
Meeting Minutes**

**November 8, 2013  
8:30 a.m.**

**BOARD MEMBERS PRESENT: Wallace Altes, Bill Dunne, Hon. Ken Zalewski, Andy Ross and Dep. Mayor Pete Ryan**

**ABSENT:**

**ALSO IN ATTENDANCE: Justin Miller Esq., Monica Kurzejeski, Joe Mazzariello,, Selena Skiba, Andy Piotrowski, Andrew Kreshik, Laban Coblentz, Kevin Blodgett, Ken Crowe and Denee Zeigler**

**Minutes**

Wallace Altes, Chairman, called the meeting to order at 8:35 a.m. and advised that they will be meeting as a committee of the whole.

- I. Approval of Minutes from October 11, 2013 and October 18, 2013 board meetings

**Andy Ross made the motion to approve the minutes.  
Ken Zalewski seconded the motion, motion carried.**

- II. Center of Gravity

Laban Coblentz spoke about news and updates at the Center of Gravity. Mr. Coblentz presented to the board a proposal to sponsor phase II of the project. This phase focuses on sustainability. Mr. Coblentz advised that he has scaled back his involvement of the day to day operations and things seem to be moving along fine. They are now entering the phase of expanding the capabilities of the center. Many companies have approached them to be a part of the project if it expands to the Quackenbush building. Start Up New York wants to set up a hub and have several spokes – Center of Gravity would hopefully be one of those spokes. Whether or not the Quackenbush goes through we would still want to try and expand the space. The Chairman asked if David Bryce would still be the owner of the Quackenbush if the CFA grant was approved. Mr. Coblentz explained that the grant application originally shows Center of Gravity as the applicant. That may be something they have to change. The Chairman also asked about the potential tenants on the 3<sup>rd</sup> and 4<sup>th</sup> floors. Mr. Coblentz advised that the potential tenants are a little of both. Monica Kurzejeski noted that there are other businesses that are looking to get on board that are in varying stages of maturity. Mr.

Coblentz explained that he is looking to expand paid staff and work on the shared business services. There is a way to market this on the state/federal level that includes Troy and allows them to act as a business incubator. A discussion took place about some of the smaller businesses that are currently working through the center.

Mr. Coblentz referred to the handout to show the first phase was through the Rensselaer County IDA and TLDC. This phase is asking for \$75,000 over the next nine months. Andy Ross asked about the timeframe and questioned why not a year. Mr. Coblentz advised that he wanted to set a nine month deadline rather than a year to really push themselves with a harder deadline. Ken Zalewski wanted to note the growing enthusiasm for the Center of Gravity and the need for additional space. Bill Dunne asked if the shared business services would have a different membership level. Mr. Coblentz advised that he thinks no, but will be discussing it more in the future. Mr. Dunne added that it is important to have a component that can do the books, grant writing, etc. It will also be great if it could be one of the spokes. Mrs. Kurzejeski added that it would be a great way to introduce the businesses to the corporate world. The Chairman asked what the leveraging possibilities would be for the City. Mr. Dunne explained that we can recoup if the businesses stay and flourish here. If they can populate the vacant spaces and rent or own in Troy, that is where we recoup it. This extends out and people start to see Troy as a place to start a business.

The Chairman advised that legal counsel has not seen the proposal yet. If the board agrees, we could endorse the idea and move forward with the details of the contract. Justin Miller noted that it seems like a contract for services and we would have to follow the procurement. The financial officers would also have to take a look at it. It could be put together as a contract item and present to the board formally.

**Ken Zalewski made a motion to endorse the concept and prepare a formal agreement.**

**Andy Ross seconded the motion, motion carried.**

III. Kevin Blodgett, former Trojan Hardware

Monica Kurzejeski introduced Kevin Blodgett owner of the former Trojan Hardware building to the board members. Kevin Blodgett advised that he is doing work on two of the storefronts of the building. Rare Form Brewery will be moving into one of the spaces, their license will be approved in January 2014. Mr. Blodgett advised that 90 Congress Street is currently asking for a \$50,000 loan to bridge the gap to finish façade and structural work. They are also preparing a space on the 1<sup>st</sup> floor of one of the other buildings. It will be a bar/restraunt/delli that will take up about 3,000 SF. It will be one business that shares a common kitchen, but will appear on the outside to be two separate businesses. Each establishment will have a different target group and atmosphere. Ken Zalewski clarified the addresses of the building noting it spans from 90 Congress St., 96-98 Congress St. and 135 Fourth St. Monica Kurzejeski wanted to note that as far as an economic development stand point, the urban core needs to expand out a little towards Congress Street. Bill Dunne agreed that establishing a business at that corner will help to create a different atmosphere in that section. It is an anchor location. Mrs. Kurzejeski also stated that there are seven residential units upstairs that are near completion. Justin Miller questioned the parcel/building owners. Mr. Blodgett stated he is the owner of the building free and clear. The Chairman

asked if the board was ready to approve the idea in concept than the legal counsel can prepare the documents. Mrs. Kurzejeski stated that it will be great to see that corner brightened up. Mr. Blodgett agreed and added that it is an important gateway into the downtown coming from Brunswick, Averill Park and other areas East. The board had a brief discussion of other projects that Mr. Blodgett has been working and completed.

**Ken Zalewski made a motion to approve the proposal.  
Andy Ross seconded the motion, motion carried.**

The Chairman recessed the regular board meeting and conveyed as the Governance Committee.

## **Governance Committee**

### IV. Policies and Procedures

Monica Kurzejeski distributed a packet outlining the process for loan and grant applicants follow when applying for assistance from the board. Andy Ross indicated that he would like to add a sheet that allows for scoring the applicants to weigh their strengths. The Chairman explained that Monica would screen the applicants to make sure the info is here and ready to go. Justin Miller also noted that we should have a way to classify and track the projects. A suggestion was made to look at them in a competitive sense similar to the CFA with a review every six months. Mrs. Kurzejeski advised that economic development doesn't happen at one time. Ken Zalewski added that he thought the idea of a check list would help make the process fairer. Bill Dunne suggested adding an application fee and credit check. Mrs. Kurzejeski advised all of the updates will help screen out people that don't have their ducks in a row and show what was done for each project from beginning to end. Joe Mazzariello questioned when we would ask for the financing documentation. Justin Miller suggested that we expand the taxes paid section as well as do an in depth credit check. Mrs. Kurzejeski explained that she would like to get the applicants to the board easier. She also noted that there are about 1/2 that get referred to other agencies. The one's that come to us are pretty established. Ken Zalewski suggested combining the checklists into one form.

The Chairman adjourned the Governance Committee portion of the meeting.

## **Board Meeting**

### V. Old Business

Bill Dunne updated the board members on the King Fuels site noting that he received the letters of condemnation for the two buildings. Andrew Kreshik spoke to the board about the process of soliciting three quotes for the two buildings. Currently, they are selecting the bidder to use. Andy Ross asked about the qualifications. Mr. Kreshik explained that they are qualified demolition companies and are local. Mr. Dunne added that the Hudson Mohawk Gateway was advised of the proposed demolition and they found that nothing historic is currently on the site. He also explained that once the buildings are down the site will be clear on top of the round and they will be able to start remediation in the spring. It should be completed by the end of 2014 or beginning of 2015. The LDC board approved up to \$200,000 for this process.

Justin Miller asked if there was a proposed agreement set up yet for both the air monitor and demolition contractor. Andrew Kreshik advised that the contract for air monitoring will be with Alpine Environmental for \$10,000. Mr. Kreshik advised the demolition contractor would be Provincial Contracting for \$49,000. Mrs. Kurzejeski asked if there was a contingent fee or miscellaneous fees. Mr. Kreshik explained that it is a fairly simple demo. The buildings are also full of scrap that the demolition company will be able to recoup. Mr. Ross asked if change orders are allowed. Mr. Kreshik advised no, it is a flat rate. The contract is very specific.

Ken Zalewski questioned if both the Benzoil building and the fire house (bldg 3) area are contaminated with asbestos. Mr. Kreshik advised that we will get another quote in the next week to do the abatement on the four other buildings. He also advised that we may also have to wait until spring due to cost increases of abatement in the winter. The Chairman asked if there were any other comments or questions.

**Ken Zalewski made a motion to authorize the executions of contracts for air monitoring and demolition.  
Andy Ross seconded the motion, motion carried.**

VI. Natural Products Recycling

Bill Dunne spoke to the board about a 4.3 acre parcel located North of the Wynantskill creek on the King Fuels site just outside the clean up area. The contractor is interested in leasing the space from us in order to put in a facility to recycle natural products such as brick, dirt, stone, concrete, etc. It would benefit us greatly because they will be cleaning up the site, generate some rental income and allow the City to bring materials to them and keep it out of the City waste stream. Mr. Dunne advised this will assist with the removal of debris during the removal of the last four buildings on the site.

VII. Financials

Joe Mazzariello discussed the balance sheet and explained some updates that were made to break down the incomes and expenses. Mr. Mazzariello explained that many of the economic development approvals showing on the sheet have not been dispersed yet. The loans for Essence Salon and Old World Provisions are currently having difficulty repaying the loans and Mr. Mazzariello would like to discuss in detail. Justin Miller advised that they move into executive session to discuss any further. The board discussed some other changes that can be made to the financial sheet in the future that can assist with creating the budget. Justin Miller noted that there is a lot of activity for this board due to the fact that there is a large amount of funding available. For the future, it would be a good idea to lay some framework for the loan programs from beginning to end.

VIII. 444 River Street

Bill Dunne gave an update to the board about Vecino's closing for the Neitzel Building at 444 River Street. They are working to finalize their financing and should be completed in the first quarter.

One of the tenants, Collar Works wanted to see if they would be able to stay part time in the building until 623 River Street is finalized. Mr. Dunne noted that they would have to come up with a new, short term lease. Justin Miller

noted that it would be up to Vecino to keep them as a tenant until their other project is finalized.

The three window air conditioners discussed at a previous meeting were posted on Craigs List for sale.

Mr. Dunne advised that they also received a price from Finelli's to winterize the building and roof. Andy Ross questioned if the utilities and heat will be kept on. Mr. Dunne advised that the heat will be on. Finelli's budgeted 32 hours to deal with the roof issues, check plumbing and deal with other issues. Discussions have also taken place with Matthew's Sprinkler to take a look at the building.

Bill Dunne planned on taking Tom Carroll from the Hudson Mohawk Industrial Gateway to see if there were any items that he would be interested in salvaging for the gateway museum.

The Chairman asked if there were any additional items to be discussed before they go over potential legal matters and financial issues.

**Ken Zalewski made a motion to discuss potential legal matters of tenants.**

**Andy Ross seconded the motion, motion carried.**

The board moved out of executive session with no action taken.

IX. Adjournment

**Ken Zalewski made a motion to adjourn the meeting.**

**Andy Ross seconded the motion, motion carried.**

The meeting was adjourned at 11:00 a.m.