



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

**May 8, 2015
8:30 a.m.**

BOARD MEMBERS PRESENT: Kevin O'Bryan, Bill Dunne, Dep. Mayor Pete Ryan, Andy Ross and Hon. Ken Zalewski

ABSENT:

ALSO IN ATTENDANCE: Ken Crowe, Selena Skiba, Justin Miller, Heather Reina, Richard Kiernan, Brant Dean, Michael Paris, Denise Saint-Onge, Mary Ann Liotta, Neil Pelone, Andrew Kreshik and Denee Zeigler

Minutes

The Chairman called the meeting to order at 8:30 a.m.

I. Minutes

The board reviewed the minutes from the April 10, 2015 board meetings.

**Andy Ross made a motion to approve the April 10, 2015 board meeting minutes.
Hon. Ken Zalewski seconded the motion, motion carried.**

II. 50/50 Façade Grant Requests

772 2nd Ave - Bill Dunne introduced the first applicant to the board members. Heather Reina spoke about the exterior work that had to be completed for her property. Ms. Reina explained that new siding, supports for the front porch and a new front door. Mr. Zalewski asked if the property is owner occupied. Ms. Reina advised she lived there at one time and now lives in Albany. She advised her mother lives there now. Ms. Reina advised that she wants to improve the property and noted she was concerned with recent fires in the area that were targeting properties that appeared to be. Mr. Zalewski asked if the second floor is rented out. Ms. Reina advised yes. Ms. Reina handed out photos of the property to the board members. Mr. Dunne explained the next steps to the applicant.

**Dep. Mayor Pete Ryan made a motion to approve the 50/50 Façade grant for Heather Reina at 772 2nd Avenue.
Hon. Ken Zalewski seconded the motion, motion carried.**

80 Ferry St. – Mr. Dunne introduce the second applicant to the board members and advised he owns 82 Ferry Street. Richard Kiernan spoke about his recent purchase of the building next door to him, 80 Ferry Street. He advised that he would like to replace the siding and windows. Mr. Kiernan

has been in contact with his neighbors that are putting in a new fence. He would like to try and coordinate with them to keep the look consistent. Mr. Dunne advised that he is located in the Historic District and would require review of any work that needs to be done. Mr. Keirnan advised that he is set to go in front of the board on June 12th.

Hon. Ken Zalewski made a motion to approve the 50/50 Façade grant for Richard Kiernan at 80 Ferry Street. Dep. Mayor Pete Ryan seconded the motion, motion carried.

539 Pawling Ave – Mr. Dunne introduced the third project to the board members. Michael Paris, the tenant, and Brant Dean, property manager spoke on behalf of the landlord. The Mr. Paris explained his company moved into the complex earlier this year and is a national office furniture liquidator called Office Furniture Outlet. He advised that he is a lifelong resident of the area. He noticed the work done at Rainbow Cleaners and some other work being done in that area and would like to continue it in their plaza. The Chairman agreed that this is an important property for that area. Mr. Dunne also agreed and explained that was one of the reasons that they chose that area. Mr. Paris advised there is a lot of activity with the surrounding businesses. Pete Ryan asked where the loading and unloading of furniture takes place. Mr. Paris explained that they do most of the loading on Albia Ave and is always willing to work with the surrounding residents if there are any issues. Mr. Zalewski appreciates the investment in the area. Andy Ross asked if the grant is for them or the owner of the plaza. Mr. Paris advised it is for the owner of the plaza. He is located out of the area and has been helping the owner of the plaza to move this forward.

Hon. Ken Zalewski made a motion to approve the 50/50 Façade grant for HMS Route 303, LLC at 539 Pawling Avenue. Andy Ross seconded the motion, motion carried.

183 4th Street - Mr. Dunne introduced the fourth applicant to the board members. Denise Saint-Onge spoke about her recently purchased property at 183 Fourth Street and handed out a quote for the work that she would like to do to the façade. Mrs. Saint-Onge advised that there is a lot of stabilization work that needs to be done. It has been vacant for many years and everything from the top down needs to be re-done. Mr. Dunne asked about her other property that they had worked on. Mrs. Saint-Onge advised 227 Fourth Street was one of their completed projects. Mr. Dunne advised that property came out very nice. Mrs. Saint-Onge advised they will do a mixture of renovation and replacing. The Chairman advised that this property is exactly what this program was designed for. Mr. Ryan agreed that he is glad to see work in that area continuing.

Hon. Ken Zalewski made a motion to approve the 50/50 Façade grant for Denise Saint-Onge at 183 4th Street. Andy Ross seconded the motion, motion carried.

544 2nd Avenue - Mr. Dunne introduced the fifth applicant to the board members. The Chairman noted that he is excited to see these grants reaching outside the business district in Troy. The board asked where this property was located. Mary Ann Liotta advised that it is located between 114th and 115th on 2nd Avenue and distributed photos and estimates to the board members. Mr. Dunne advised that there other items needed to set up the grant paperwork and staff will be in touch.

Hon. Ken Zalewski made a motion to approve the 50/50 Façade grant for Mary Ann Liotta at 544 2nd Avenue. Andy Ross seconded the motion, motion carried.

III. BDAP Loan request

Bill Dunne introduced Neil Pelone to the board members. Mr. Pelone advised that he started his business in 2009 in a small office out of his apartment on Madison Street. He has been renting space at 18 2nd Street and is planning on expanding his business into 16 2nd Street. Mr. Pelone advised that business has been steady and he is planning to hire a new full time employee in the next few months. Mr. Ryan asked if his firm is doing work on River Street. Mr. Pelone advised yes, 155 River Street. He advised they do a lot of local projects that range in size. Mr. Pelone advised that his lease is for three years and asked that the loan be structured to match the lease. Mr. Miller asked if the loan is for furniture or tenant improvements. Mr. Pelone advised it will be for equipment and furniture and a small portion will assist in the renovations. Mr. Dunne advised it would be great for the board to assist a small business with their expansion.

Hon. Ken Zalewski made a motion to approve the BDAP loan for Neil Pelone at 16 2nd Street. Hon. Pete Ryan seconded the motion, motion carried.

IV. Clark House refinance

Mr. Dunne advised that the applicant is not here, however we have reviewed this loan in previous meetings. The board was given a final copy of the loan term sheet and amortization schedule. Mr. Miller advised that this will be a modification of their previous loan. The board took some time to review the paperwork.

Hon. Ken Zalewski made a motion to approve the modification and restructure of Clark House LLC's previous loan to include an additional \$75,000. Andy Ross seconded the motion, motion carried.

V. Temple University

Mr. Dunne explained that the drawings hanging up in the conference room are the final product of the Temple University students. He asked the board members to take a look at the final product.

VI. King Fuels

Andrew Kreshik spoke about the current status of the King Fuels site. He advised that work has recommenced and there has been a change in the air monitoring company from Alpine to Atlantic Environmental Services. Mr. Kreshik explained that the Department of Labor advised us what work needs to be completed in order to start working again at the site. Atlantic is currently taking samples of the piles that were identified as needing characterization. These samples will be provided to the Department of Labor in order to get the variance to recommence activity at the site. Mr. Kreshik advised that there are some piles that we know contain some cross contamination a result of one of the building demolitions. The pipe on site is no longer there, but the asbestos wrap was left behind. The various other piles on the site from are assumed to test negative for asbestos. Once

Atlantic is done with the testing, they will present their findings to the Department of Labor. When we get permission to work again on the site, there will be a two-step process to remove the debris. The contaminated material will be quarantined and dealt with by a licensed asbestos removal company which will require a separate contract. The clean debris can be removed by any contractor. After that, the site will be considered clean and National Grid can move in to do their work. The tenant on the site will also be out by June 1st. The site could conceivably be ready for National Grid by July 1st.

Mr. Kreshik noted further discussions will be needed regarding the asbestos contaminated material found on the site by the previous contractor. There may be some financial responsibility on their part. He advised that it is in our best interest to start working again with another contractor once we get the test results back. There is another company named Atlantic that does asbestos abatement and is familiar with this site.

The board had a general discussion on the change of contractors.

Mr. Ross asked if National Grid will be able to start the work this calendar year. Mr. Kreshik advised that the work can start as soon as clearance is received from The Department of Labor. Mr. Miller advised that National Grid will have to extend their license agreement. Mr. Ross asked if the overall timeframe will be 14-16 months. Mr. Miller advised that Phase 1 will be about 6 months and Phase 2 will be about 1 year. Mr. Kreshik advised that is an accurate timeframe but may run into delays with the gas lines on site.

VII. Scolite site

Mr. Kreshik advised that he was contacted by NYS DEC and advised that they are working to co-ordinate the cleanup of four local sites in the Capital Region by working with the same contractor. He advised that our site is a grade and cap. Mr. Dunne asked if there is a request for funding. Mr. Kreshik advised the City is obliged to 10% of the remedial cost according to the record of decision, but we may be able to cover the cost under a Brownfield's grant. Mr. Kreshik advised that funds will be needed for a new building survey. A survey was done by Angstrom Environment about 10 years ago but there have been many changes to the requirements by the Department of Labor. The board had a general discussion on the site. Mr. Kreshik advised that the fee for the survey was \$2969. If anything additional is found on the site they amount would change. Mr. Dunne advised we could propose up to \$4,000.

**Andy Ross made a motion to approve up to \$4,000 for Angstrom Environmental to complete a survey of the site.
Hon. Ken Zalewski seconded the motion, motion carried.**

VIII. Proposed real estate

Mr. Miller advised that there is a real estate item that needs to be discussed in executive session due to the fact that if discussed publicly the value could be affected.

**Hon. Ken Zalewski made a motion to move to executive session to discuss the proposed sale of real estate.
Andy Ross seconded the motion, motion carried.**

Hon. Ken Zalewski made a motion to adjourn executive session.

Andy Ross seconded the motion, motion carried.

The board returned from executive session with no action taken.

Hon. Ken Zalewski made a motion to expend up to \$10,000 to undertake appraisals of property owned by the Troy Local Development Corporation.

Andy Ross seconded the motion, motion carried.

IX. Financials

Selena Skiba reviewed the financials with the board members. Mrs. Skiba noted the cash deposit held for \$25,000 is for a parking study. The allowance receivables have been adjusted for the payments received by To-Do Development. Grants payable is the façade grants that are waiting to be paid.

Mrs. Skiba went over the operating statement and bad debt recoveries. Mr. Skiba advised that the proceeds for the sale of the Neitzel building have been adjusted. Mr. Zalewski asked for a recap of the sale. Mr. Miller advised that the building was sold for \$650,000. We received \$350,000 up front and will receive the balance of \$300,000 in 18 months. He advised that interest will accrue after that point.

The board questioned the allowance for loan receivables and loan loss allowance. Mrs. Skiba advised that is the amount set aside for what our loss could be.

Mr. Dunne asked if the notes payable needs to change. Mr. Miller asked if it reflects the payoff amount for Scolite. Mrs. Skiba advised she will look into.

Dep. Mayor Pete Ryan made a motion to accept the financials as presented.

Andy Ross seconded the motion, motion carried.

X. Adjournment

The Chairman asked if there was any other business to discuss. With no other items, the meeting was adjourned at 9:48 a.m.

Dep. Mayor Pete Ryan made a motion to adjourn the meeting.
Hon. Ken Zalewski seconded the motion, motion carried.