



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

**May 9, 2014
8:30 a.m.**

BOARD MEMBERS PRESENT: Bill Dunne, Dep. Mayor Pete Ryan, and Hon. Ken Zalewski

ABSENT: Andy Ross

ALSO IN ATTENDANCE: Justin Miller Esq., Selena Skiba, Andrew Kreshik, Sara Fish, Mike Marre, Bob Gardinier and Denee Zeigler

Minutes

In the absence of a Chairman, the board elected Bill Dunne as temporary Chairman of the meeting.

**Hon. Ken Zalewski made a motion to elect Bill Dunne as temporary Chairman for this meeting.
Dep. Mayor Pete Ryan seconded the motion, motion carried.**

Bill Dunne called the meeting to order at 8:40 a.m.

- I. Approval of Minutes from April 11, 2014 regular board meeting and Audit and Finance meeting

**Hon. Ken Zalewski made the motion to approve the minutes.
Dep. Mayor Pete Ryan seconded the motion, motion carried.**

- II. 50/50 Façade Grant applications

Tom's Floorcovering - Bill Dunne introduced Mike Marre of Tom's Floorcovering to the board. Mr. Marre discussed the plan to replace the windows, paint and restore the façade to the original conditions and repoint. Mr. Dunne asked how long he has been at that location. Mr. Marre advised that he has been at that location for 22 years and the business has been there for about 34 years. Mr. Dunne noted that now that the sidewalks and people are starting to beautify their buildings and it is looking great. Ken Zalewski asked where we were at as far as the façade funding. Mr. Dunne explained that the former façade program was funded with CDBG money and is no longer active. The current program was set up with LDC funds. Money was budgeted for this program last year and is nearing completion. Mr. Dunne advised there is an agenda item listed for this meeting that will discuss additional funding.

Dep. Mayor Pete Ryan asked when the work will start for Tom's Floorcovering. Mr. Marre advised that they have received all of their quotes

and were waiting for approval to begin the work. Mr. Zalewski asked if they were asking \$5,000.00 for each building. Mr. Marre advised yes. Mr. Marre advised that he really wants to take the building back to how it originally looked and use colors that complement the other buildings on the street.

**Dep. Mayor Pete Ryan made a motion to approve the 50/50 Façade Improvement grant funding in the amount of \$10,000 for Tom's Floorcovering at 340 and 342 Congress Street.
Hon. Ken Zalewski seconded the motion, motion carried.**

Café Congress – Sara Fish spoke about her project at 336 Congress Street, Café Congress. Mrs. Fish advised that she recently purchased the building and spoke about the work being done on all three floors. Mrs. Fish spoke about the plan to create an exit for her business onto Walnut Street located behind her property to help ease traffic onto Congress Street. To date, the roof has been replaced and the entire building gutted. The façade grant funding would be used towards repairing the current façade, painting, pointing brickwork on the corner and new windows. Mr. Zalewski asked about the current project cost listed on the scope of work of \$50,000 and asked if we should make an adjustment to the grant amount. Mr. Dunne advised that the cap for the program is \$5,000 per site. Mr. Ryan asked when she anticipated a grand opening. Mrs. Fish advised they are hoping for the second week in June.

**Hon. Ken Zalewski made a motion to approve the 50/50 Façade Improvement grant funding in the amount of \$5,000 for Sara Fish at 336 Congress Street.
Dep. Mayor Pete Ryan seconded the motion, motion carried.**

Mr. Zalewski made both grant recipients aware of a micro grant program available through the fraternity located in their neighborhood. Both applicants were aware of the program.

III. HUD 108 Loan update

Selena Skiba advised the HUD 108 Loan update related to a meeting that took place with a representative from Pioneer Bank. Mr. Dunne advised that he was present at the meeting with Joe Mazzariello and Jim McGlynn, Pioneer Bank's municipal investment officer. It was determined that refinancing would require the board to put a significant amount of cash up front which would give us a better loan payment, but restrict us significantly in our future projects and plans. Mr. Dunne advised when they weighed it out, it would not be beneficial to the board to refinance the HUD 108 loan.

IV. King Fuels

Atlantic Testing change order - Bill Dunne discussed two items that were handed out to the board members; change order #2 from Atlantic testing and a quote from Intervid for security cameras at the site.

Mr. Kreshik spoke about change order #2 from Atlantic testing. Mr. Kreshik explained that building #1 on the site has been used for quite some time by the City to house rock salt. Over time the rock salt has comingled with asbestos debris and some of the wrap that has fallen from the asbestos pipes above. Mr. Kreshik advised that once the weather conditions improved, we were able to get in and inspect the areas that were not accessible during the winter months. It was found that a lot of the rock salt within the eight foot

border of where the pipes were hanging contained asbestos. The abatement is the only option to effectively remove it and make the building clean. Mr. Dunne advised the change order is for an additional \$24,750.00.

Mr. Zalewski questioned if the quoted amount from Atlantic testing is an estimate or if it is the bottom line and inquired if we should look into getting quotes from other companies. Mr. Kreshik advised that this is a change order from the current contractor for additional work. It would not benefit to solicit bids from other companies to come in for a single project that was originally mixed in with four projects. Mr. Kreshik advised this is the second change order from Atlantic. The first was for building #7 for approximately \$2,400. He advised that there was more debris exposure in this building due to mud, soil and the movement of the rock salt throughout the winter; the circumstances changed because the exposure changed. Mr. Kreshik added that the rock salt had been used after the original quote was received. Mr. Ryan questioned what Atlantic testing's original bid amount was based on. Mr. Kreshik explained that it was for a group of buildings. It was not itemized, rather based upon the linear footage of piping. It was not anticipated that so much debris would be comingled with the rock salt. Mr. Kreshik advised that the additional cost is due to tenting the entire building and the weight of the debris that has to be cleaned up. Mr. Zalewski asked what the original cost was going to be for the four buildings. Mr. Kreshik advised the original bid was \$46,750.00 based on what was visible. Mr. Zalewski asked why it wasn't anticipated. Mr. Kreshik explained that they all bid based on the specs. There were some weather conditions that prevented them from seeing the additional debris. He added that it is the biggest building on site. Mr. Zalewski asked if this was the best price they had to offer for the additional work. Mr. Kreshik advised yes. Mr. Zalewski thanked him for the explanation. Mr. Dunne asked if there were any other questions.

**Hon. Ken Zalewski made a motion to accept change order#2 from Atlantic Testing in the amount of \$24,750.00.
Dep. Mayor Pete Ryan seconded the motion, motion carried.**

Intervid quote - Mr. Kreshik spoke to the board about the second document that was handed out. Due to recent events at the King Fuels site, the question had come up several times if there were security cameras at the site. Mr. Kreshik advised that prior to the demo of the buildings and structures on the site, there was not a clear view. Now that the structures are down, cameras can be installed on the remaining building on the site. A quote has been obtained from Intervid for cameras that would be optimal for this site. Mr. Kreshik noted that they recommend four cameras; two fixed and two with 180°. The cameras suggested have a higher resolution than the cameras on the traffic lights along with night vision in order to capture information on license plates. Mr. Kreshik advised that the cameras can be mounted on the two corners of the eLot building and a secure telecom room can be set up on the 2nd floor of the building. Mr. Ryan asked if we are allowed to mount the cameras on the building left on site. Mr. Miller advised that we can put cameras on the building. Mr. Ryan noted that we need to have these in place to deter people from illegally dumping on the site. Mr. Zalewski questioned the quote where it mentioned four cameras in five locations. Mr. Kreshik explained that the fifth location would be the secure office on the 2nd floor of the building. Mr. Zalewski asked if this was the same company that has installed cameras in other Troy locations. Mr. Kreshik advised yes. Mr. Zalewski asked if they will have motion sensors. Mr. Kreshik noted that they will always be on and will be able to record for up to

30 days digitally. The board had a general discussion on other ways to deter illegal dumping on the site.

Dep. Mayor Pete Ryan made a motion to approve the quote from Intervid to install security cameras on site for \$21,795.00.

Hon. Ken Zalewski seconded the motion, motion carried.

V. Financials

Selena Skiba spoke to the board members about the current financials. Mrs. Skiba advised that there is a reimbursement payment they are waiting for from an Economic Development conference.

Mrs. Skiba inquired if Collar Works Inc. was still at 444 River Street. Mr. Dunne believes that they are out but will verify with Monica Kurzejeski.

Mrs. Skiba and Mr. Miller had a discussion with the board members regarding the sale of 9 First Street. Mr. Miller advised that we received a \$10,000 check from that sale last month and asked where it was reflected in the financial report. Mr. Skiba explained that we were carrying the estimated asset as \$51,000. Mr. Miller advised it can be adjusted in the report so that it is reflected for next month.

Mr. Skiba asked as what point do we right off bad debt. Mr. Miller advised that we can carry it for approximately a year and then take a look at it.

Mr. Miller questioned how the late payment for To Do Development is reflected in the financial report. Mrs. Skiba will look into. She also advised that all of the info in this report reflects the month of April and does not reflect May. Mr. Dunne asked if there was a motion to accept the financials.

Dep. Mayor Pete Ryan made a motion to accept the financials for April 2014.

Hon. Ken Zalewski seconded the motion, motion carried.

VI. Executive Session

Mr. Miller advised that we have pending litigation to discuss in executive session.

Hon. Ken Zalewski made a motion to enter into executive session to discuss pending litigation.

Dep. Mayor Pete Ryan seconded the motion, motion carried.

Dep. Mayor Pete Ryan made a motion to adjourn executive session with no action taken.

Hon. Ken Zalewski seconded the motion, motion carried.

The board returned from executive session with no action taken.

VII. Adjournment

Mr. Dunne noted that the RFP is out for the Redevelopment of the King Fuels site is out and to date we have received 16 responses back. The due date is June 6, 2014. Mr. Dunne advised that we can put out a short list and then narrow down from there.

The board adjourned the regular board meeting at 10:09 a.m.

Hon. Ken Zalewski made a motion to adjourn the regular board meeting.

Dep. Mayor Pete Ryan seconded the motion, motion carried.