



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

**August 8, 2014
8:35 a.m.**

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

ABSENT:

ALSO IN ATTENDANCE: Jeff Buell, Ken Crowe, Justin Miller Esq., Monica Kurzejeski, Joe Mazzariello, 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.
Andy Ross seconded the motion, motion carried.**

Bill Dunne called the meeting to order at 8:30 a.m.

I. Approval of Minutes from July 11, 2014 regular board meeting.

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

II. Consultant Proposals

Bill Dunne spoke to the board about the proposals received in June regarding the redevelopment of the LDC owned properties in South Troy. Proposals were received from three firms. Mr. Dunne explained he met with the Capital District planning commission recently and spoke about possible federal economic development agency funds that could assist with this process. Mr. Dunne also noted there are infrastructure funds available that may be useful for the second phase of the project. Monica Kurzejeski added that applications will be submitted later this year for consideration in the spring. Mr. Dunne discussed some of the demographic requirements that they use for eligibility and may be in the form of a 50/50 grant.

Mr. Dunne gave a brief outline of the three proposals received, noting they range in cost from low to high. He added that of the three, ELAN has done a lot of work with us in the past at this site. Andy Ross added that at one point he sat on the planning board for the Town of Brunswick and spoke about his experiences working with Clough Harbour. Mr. Ross added that the

proposals were very similar and suggested that we consider what they are offering and who will be involved with the project before we move forward. Mr. Dunne noted each of them have worked or will be working on city projects at one point. Ken Zalewski agreed that all three proposals seemed similar except for the cost and was not sure how to compare them otherwise. Mr. Zalewski suggested speaking to other cities and towns that they have worked with. Mr. Dunne advised we can ask for deliverables/references. The board had a general discussion on the process. Mrs. Kurzejeski suggested that we also check with the firm doing the comprehensive plan to see if they have any input. Pete Ryan agreed that they should ask for deliverables, but added that ELAN would be his choice. Mr. Dunne advised that based on comments we can narrow it down to two and discuss the deliverables and references at the next meeting.

III. Mt. Ida Grant Program

Mr. Dunne spoke about the Mt. Ida grant program discussed previously. In a past meeting, the board was eager to assist but wanted to see how the first round went and see if RPI would be giving some additional assistance. Mr. Zalewski spoke about the grant progress to date. One of the projects at the cemetery has been completed beginning to end and was a great success. Homeowner's have also done work. Mrs. Kurzejeski spoke about previous concerns from the board about the success of the program before we contributed. Mr. Dunne advised that there have been about six or seven grants given out and there is a notable difference in that section of the City. Mr. Zalewski noted that he really wanted to see RPI get involved in the project. Mrs. Kurzejeski agreed that RPI and its students are significant players in that area. Mr. Dunne will follow up with RPI.

IV. 405 River Street BDAP Application

Mr. Dunne advised that the BDAP application received for 405 River Street has been tabled pending the receipt of additional information.

V. 50/50 Façade Improvement grant, 147 4th Street

Mr. Dunne introduced Jeff Buell to the board to discuss the project at 147 4th Street. Jeff Buell spoke about the conditions of 147 4th Street prior to Michael Romig and Rashdie Chowdhury purchasing it. Mr. Buell explained it was one of the City owned buildings set to be demolished. They have invested a lot into stabilizing the building and will be having their closing next week to continue working on the building. They are asking for assistance with the façade to the commercial space on the first floor and both of the owners will be living in the building. Mrs. Kurzejeski asked what kind of retail shop will be there. Mr. Buell explained that it will be a book store with other items and maybe add in a wine component called The Superior Merchandise Company. Pete Ryan asked if the structural issue with the garage was fixed. Mr. Buell advised no, but will be addressed at another time. Mr. Buell spoke about the project in general. Mr. Ryan was glad to see this building saved from demolition and turned around into a success. With the work continuing in this area, it will be quite a turnaround in the next 12-18 months in that area. Mrs. Kurzejeski asked about the owner of the third building in that group. Mr. Buell was not sure.

Mr. Dunne added that he would like to see the parking lot next to the cab stand cleaned up. Mrs. Kurzejeski suggested that the cabs can be located downtown but can't be staged; it takes up a lot of on street parking. The

board had a general discussion of ways to clean up that section of Congress/Ferry.

Joe Mazzariello advised that we would need to appropriate funds. Mr. Dunne asked if \$5,000 more would cover this grant or should we put in additional funds. Mrs. Kurzejeski advised that there are a couple of other places that were asking about the grant. Mr. Dunne suggested \$25,000 be added into the façade grant program.

**Dep. Mayor Pete Ryan made a motion to appropriate \$25,000 to the façade improvement grant program fund.
Andy Ross seconded the motion, motion carried.**

**Andy Ross made a motion to approve the 50/50 Façade Improvement grant in the amount of \$5,000 to Mike Romig for work at 147 4th Street.
Hon. Ken Zalewski seconded the motion, motion carried.**

Andy Ross asked about the timeframe of the project. Mr. Buell stated that if the loan closes in the next week, it should be completed in about four months.

VI. Financials

Joe Mazzariello presented the financials to the board members. Mr. Mazzariello spoke about the balances of accounts, loans and income and current liabilities. Mr. Mazzariello advised that we are not able to refinance the HUD Section 108 loan. Mr. Dunne spoke about the history of this loan and advised that as we continue to make payments, it is not going to be long before the funds are gone. Mr. Mazzariello suggested doing a cash flow for the next 18 months. Mr. Dunne suggested doing it for 48 months. There should be some funds coming in from the Neitzel building and work being done at the King Fuels site. Mr. Dunne noted that there may be some responsibility of the City to assist in repaying the loan. Mr. Mazzariello is concerned that we may get some criticism about the way we have been paying this loan back. Mr. Zalewski noted that there is no guarantee that we will continue to get CGBG funds. Mr. Dunne questioned whether or not that is a real possibility. Mr. Mazzariello advised we may need to draw some funding from elsewhere to help pay down. He noted there is about \$1.9 Million left. Mr. Miller advised that it started at about \$3 Million. Mr. Mazzariello also noted that there is about \$54,000 left in BEDI funds.

Mr. Mazzariello discussed some of the loan receivables. One of the loans is paying, but paying late. Mr. Dunne asked if he is current for his other City bills. Mr. Mazzariello will look into. Mr. Ross asked if names and addresses can be added to the business name. Mr. Mazzariello advised he will make the changes and summarized the other items listed on the financial sheet. Mr. Ross asked about insurance on the properties. Mr. Mazzariello advised all of our properties have insurance.

Mrs. Kurzejeski asked if two marketing requests could be added to the budget. Deb Lockrow did a Sundays in Troy brochure and wanted to know if we could contribute \$100 towards the printing of the fliers. Mr. Dunne noted that we set aside marketing funds in the budget. Mr. Zalewski asked if the BID is also contributing to the printing of the brochures. Mrs. Kurzejeski advised they are contributing \$100. Mr. Zalewski asked if the LDC logo can be added to the next printing. Mrs. Kurzejeski advised that there is also an

opportunity from the Business Review to be part of a publication that highlights transformational projects within the City. Mr. Dunne asked about the cost of the transformation article. Mrs. Kurzejeski noted it is \$3,000 for a full page color ad that highlights some of the transformative projects that have happened in the City recently. Mr. Zalewski asked if we have to design it. Mrs. Kurzejeski advised that we supply them with some photos and they will create the ad. She added that the main topic is 50 projects that are reshaping the Capital District. This is a way to show the diversity of Troy.

Andy Ross made the motion to approve the expenditure of advertising costs up to \$3,150.00.

Hon. Ken Zalewski seconded the motion, motion carried.

Mr. Mazzariello questioned the three loans that we are getting ready to close on. Justin Miller advised that 3t Architects will be having their closing soon and we were still working out a couple of details for the Apprenda loan. Mr. Dunne noted that we are all set for the Apprenda loan to move forward.

Mr. Mazzariello noted that the budget has to be done by November 1st. Mr. Miller advised that we work on it during the September meeting and approve in October.

Hon. Ken Zalewski made the motion to approve the amended financials.

Andy Ross seconded the motion, motion carried.

VII. Executive Session

Mr. Dunne asked for a motion to move to executive session to discuss pending litigation.

Andy Ross made a motion to move to executive session to discuss pending litigation.

Hon. Ken Zalewski 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.

VIII. Adjournment

The meeting was adjourned at 10:00 a.m.

Hon. Ken Zalewski made a motion to adjourn the meeting.
Andy Ross seconded the motion, motion carried.