



**Albany County Pine Hills Land Authority**  
**Board of Directors Meeting Minutes – 3/28/2025**

A Meeting of the Advance Albany County Pine Hills Land Authority (“ACPHLA” or “Authority”) Board of Directors was held on Friday, March 28, 2025, at 10:30 am at 420 Western Avenue, Albany, NY 12203. Members of the public were able to attend the meetings by attending in person; additionally, the Meeting was live streamed via the internet.

The following Members were present at, and participated in the meeting:

Dominic Mazza, Chair, John Nigro, Member; Alison Walsh, Member; Sarah Reginelli, Member; Dannielle Melendez, Member, Jasmine Higgins, Member

Excused Members:

- Alejandra Paulino, Member

Advance Albany County Alliance Staff:

- Kevin O'Connor, Director of Economic Development, Albany County and CEO
- Amy Thompson, CFO
- Dylan Turek, Sr. VP of Development
- Sara Paulsen, Executive Assistant
- Antionette Hedge, Economic Development Coordinator

Also present:

- Harol Islin, Esq. (video)
- Jeffery Jamison, Esq. (video)
- Thomas Owens, Esq.
- Paul Goldman, Esq.
- David Reilly, Albany County Commissioner of Division of Management & Budget
- Michael Lalli, Albany County Director of Operations
- Alexander Mathes, Mathes Public Affairs

Guests:

- Jacqueline Conti, J.D., MAI
- John Wallner, Pine Hills Neighborhood

The meeting was called to order at 10:30 am.

1. As the first order of business, a roll call was made, and it was confirmed there was quorum. Next, Mr. Mazza reminded the board that each NYS Authority Board Member



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is required to complete the Board Member Training course offered by the Authority Budget Office by June 30<sup>th</sup>, 2025. He asked that each member complete the training if they have not already, and to provide the certificate of completion to Ms. Paulsen.

2. The next order of business was the Approval of Minutes from March 5<sup>th</sup>, 2025. The Minutes were approved pursuant to a unanimous vote.
3. The next order of business was the Audit Committee Report. Ms. Walsh and Ms. Thompson provided an overview of the various topics of the Committee Meeting including the actions, resolutions and recommendations adopted by such Committee .
  - a. Mr. Owens presented a Resolution to accept and approve the PARIS reports (Annual, Procurement, Investment and Independent Audit/2024 Financial Statements), and for the PARIS Reports to be filed with the Authority Budget Office (ABO) and distributed. It was noted that the Audit Committee passed a resolution which recommend that this Resolution be adopted and approved by the Board. Following discussion and after a motion made by Ms. Reginelli, seconded by Ms. Higgins, Resolution 2025-03-04 was approved pursuant to a unanimous vote.
  - b. Ms. Walsh discussed and briefed the Board on the other topics and actions taken by the Audit Committee, including the Committee’s review and approval of the Financial Statement, Independent Audit Results, Auditor Independence, Review of Committee Charter & Annual Assessment of Internal Controls.
4. The next order of business was the CFO Report. The first payroll for the Authority has been run, and a cost allocation plan was discussed by the Chair, CEO and CFO. The Bonadio Group recommended MS Consultants, and a meeting has been scheduled with MS Consultants for Mr. Mazza, Mr. O’Connor, and Ms. Thompson to further discuss.
5. The next order of business was CEO Report.
  - a. Mr. O’Connor announced that the Albany County Department of Public Works crews conducted a “spring cleanup” to assist in tackling overdue maintenance and cleanup on the campus. Mr. O’Connor also announced that there are temporary use agreements for the campus being considered, including the gymnasium being used for a girls’ basketball team’s practice. Mr. Owens presented a Resolution considering the approval of a negative declaration under SEQRA, and negotiating and executing a Temporary License Agreement with Albany County for no consideration for certain portions of campus buildings for recreational, storage and office space and related parking spaces. The Board reviewed and discussed the potential environmental impacts, appraisal results



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for such space, how the license agreement was in support of the Authority’s mission and certain findings required by statute, all as detailed in the Resolution. On a motion made by Mr. Nigro, seconded by Ms. Walsh, Resolution 2025-03-05 was approved pursuant to a unanimous vote.

- b. Next, Mr. Turek provided an update on the Comprehensive Plan RFP. An addendum has been posted to answer inquiries, and a review committee is being formed to review the responses. The estimated date for selection and recommendation to the Board is May 2025.
6. The next order of business was Other Business. There was no Other Business.
7. The next order of business was Public Comments. Pine Hills Resident, Mr. John Wallner, complimented the swiftness, effectiveness, and engagement of the Authority in the acquisition and redevelopment of the property.
8. The next order of business was Executive Session. Upon a motion made by Mr. Mazza to end the regular Board Meeting and enter Executive Session for the purposes of (i) discussing the potential disposition of real estate when the publicity of such discussion would substantially affect the value thereof; and (ii) for the Board to seek and receive legal advice from the Authority’s counsel, seconded by Mr. Nigro, the motion was approved pursuant to a unanimous vote at 11:11am. Upon a motion made by Ms. Higgins, seconded by Ms. Melendez and unanimously approved, the Board exited Executive Session and returned to the regular Board Meeting at 12:11pm. No action was taken in the Executive Session.
9. After a motion made by Ms. Reginelli to adjourn, seconded by Ms. Higgins, the meeting adjourned with unanimous consent of all Board Members at 12:12 pm.

