



Albany County Pine Hills Land Authority
Governance Committee Meeting

Thursday, December 11, 2025, at 10:15 AM
Lally School of Education, 3rd Floor Conference Room
1009 Madison Ave, Albany, NY 12208

AGENDA

1) Call to Order & Roll Call	Jasmine Higgins, Chair
2) Meeting Minutes Review – May 8, 2025 p.1-2	Jasmine Higgins, Chair
3) Annual Governance Committee Review Items	Jasmine Higgins, Chair
a) Conflict of Interest Policy Declaration Summary/Review p.3	
b) Review Attainment of Performance Goals p.4-6	
c) Develop Performance Goals for 2026	
d) Committee Annual Report p.7	
4) Adjournment	Jasmine Higgins, Chair



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ROLL CALL

Board Member	Present/Excused/Absent
Jasmine Higgins, Chair	
Dominic Mazza, Ex-Officio	
John Nigro, Member	
Sarah Reginelli, Member	
Alejandra Paulino, Member	
Alison Walsh, Member	
Dannielle Melendez, Member	



Albany County Pine Hills Land Authority Governance Committee Meeting Minutes – 5/8/2025

A Meeting of the Albany County Pine Hills Land Authority (“ACPHLA” or “Authority”) Governance Committee was held on Thursday, May 8, 2025, at 10:00 am at 994 Madison 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, Ex-Officio Member and Acting Chair, John Nigro, Member; Alison Walsh, Member; Sarah Reginelli, Member

Excused Members:

- Jasmine Higgins, Chairwoman
- Dannielle Melendez, Member
- Alejandra Paulino, Member

Advance Albany County Alliance Staff:

- Kevin O'Connor, Director of Economic Development, Albany County and CEO
- Dylan Turek, Sr. VP of Development
- Sara Paulsen, Executive Assistant
- Corinna Testo, Administrative Project Manager
- Mark Opalka, Controller
- Ann Marie Rollins, Accounting Assistant
- Joseph Galea, Director of Facility Operations

Also present:

- Thomas Owens, Esq.
- A. Joseph Scott, Esq.
- Jeffery Jamison, Esq. (video)
- Paul Goldman, Esq.
- Daniel P. McCoy, Albany County Executive
- Michael Lalli, Albany County Director of Operations
- Anthony J. Salerno, Albany County Public Defender's Office

Guests:

- John Wallner, Pine Hills Neighborhood Association
- Tiarnan Barrett, Baker Public Relations
- Jacqueline Conti, J.D., MAI
- Kenneth Louzier, City of Albany Neighborhood Specialist



Albany County Pine Hills Land Authority Governance Committee Meeting Minutes – 5/8/2025

The meeting was called to order at 10:00 am. Albany County Executive Daniel P. McCoy provided an overview of current property management initiatives, including the interest from various businesses and the need for mixed-use developments, especially for senior housing. He noted the importance of properly maintaining the Campus properties and providing appropriate security while managing financial obligations related to bonds/maintenance costs and discussed plans to transition certain county departments into available spaces to optimize operations and increase activity on the Campus.

1. As the first order of business, Mr. Mazza made a roll call and confirmed there was a quorum.
2. The next order of business was the Approval of Meeting Minutes from January 9th, 2025. The Minutes were approved pursuant to a unanimous vote.
3. For the next order of business, Mr. Owens provided an overview of Authority Budget Office requirements for public document postings on the website. A website audit was conducted by Mr. Owens of the required document postings, and Mr. Owens is working with Ms. Paulsen to reach full compliance.
4. The next order of business was Executive Session. Upon a motion made by Ms. Walsh to end the regular Committee Meeting and enter Executive Session for the purposes of (i) discussing board governance/performance; and (ii) the potential appointment or retention of a certain corporation, seconded by Ms. Reginelli, the motion was approved pursuant to a unanimous vote at 10:25 am. Upon a motion made by Ms. Walsh, seconded by Ms. Reginelli and unanimously approved, the Committee exited Executive Session and returned to the regular Committee Meeting at 10:36 am. No action was taken in the Executive Session.
5. The next order of business was Public Comments. There were no public comments.
6. The meeting adjourned with unanimous consent of all Committee Members at 10:37AM.

ALBANY COUNTY
PINE HILLS LAND AUTHORITY

BOARD OF DIRECTORS CONFLICT OF INTEREST DISCLOSURE STATEMENT

This Disclosure Statement shall be completed and submitted by all Directors as soon as reasonably practicable following appointment, and on an annual periodicity during their term on the Board.

Pursuant to the purposes and intent of the policy on conflicts of interest requiring disclosure of certain interests, adopted by the Board of Directors, a copy of which has been furnished to me, I hereby state that I have read and understand the policy and agree to comply with the policy. I understand that the policy applies to all committees and subcommittees having board-delegated powers. I understand that the Corporation is a Local Public Authority and a charitable organization that must engage primarily in activities that accomplish one or more of its tax-exempt purposes to maintain its tax-exempt status. I hereby state that I and/or members of my immediate family have no affiliations or interests and have taken part in no transaction which, when considered in conjunction with my relation to the Corporation, might constitute a conflict of interest, EXCEPT as is noted below. (If none, write "None". Please use additional paper if more space is needed.)

Please also provide below your employment and other Director/Officer positions:

I also agree to report (as soon as practicable) to the Governance Committee in writing of any situations that may develop in the above areas.

Printed Name: _____ Date: _____

Signature: _____

Authorities Budget Office Policy Guidance



Authority Mission Statement and Performance Measurements

Name of Public Authority: Albany County Pine Hills Land Authority ("Authority")

Public Authority's Mission Statement:

The purposes of the Albany County Pine Hills Land Authority shall be to: (a) promote accessible, efficient and economically productive use of the former College of Saint Rose ("CSR") properties; (b) acquire, construct, reconstruct, continue, develop, equip, expand, improve, maintain, finance, and operate the CSR properties; (c) stimulate and promote economic development; and (d) repurpose and dispose of the CSR properties in support of the public interest.

Date Adopted: January 9, 2025

List of Performance Goals (If additional space is needed, please attach):

- Establish and enter into a Financing Agreement with Albany County to support the financial operation of the Authority
- Take actions to complete an Authority Bonding Transaction to acquire the CSR Properties and support ongoing Authority operations (including retaining an underwriter, closing, etc.)
- Close the CSR Properties acquisition
- Operate, Manage and Maintain the CSR Properties (post-acquisition) in accordance with the Authority mission

Additional questions:

1. Have the board members acknowledged that they have read and understood the mission of the public authority? ***The Board Members of the Authority have read and understand the mission.***
2. Who has the power to appoint the management of the public authority? ***Authority Board Members are appointed (pursuant to its enabling legislation) by the Albany County Executive (4 Members), Chairperson of the Albany County Legislature (2 Members) and the Mayor of Albany (1 Member). Pursuant to its bylaws, the Board Members appoint the officers and executive management.***
3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority? ***The Authority appoints the executive staff (e.g. CEO, CFO and/or other executive staff) in accordance with its bylaws. Management serves at the pleasure of the Board of Directors.***
4. Briefly describe the role of the Board and the role of management in the implementation of the mission. ***The Authority Board is an independent body responsible for oversight and management of the Authority. The Board adopts rules, regulations, and policies governing the Authority in accordance with the Authority's Enabling Legislation, Public Authorities Law and all other relevant legal requirements. The Board looks to the Authority management to implement the day-to-day operations, subject to Board oversight and in compliance with said policies, all in support of the Authority's mission.***
5. Has the Board acknowledged that they have read and understood the responses to each of these questions? ***Yes. This "Mission Statement and Performance Measurements Report" was reviewed with the Board.***

2025 Results

1. Successfully purchased the former CSR properties and closed on a \$40m bond deal with M&T Bank.
2. Entered into an agreement with planning and engineering firm CPL to produce and present a full redevelopment strategy.
3. Unveiled the “Reimagine Saint Rose” brand, signaling a long-term, community-driven vision to transform the former college campus.
4. Presented the CPL redevelopment strategy to the public in November.
5. Entered into a Purchase and Sale Agreement with Albany County to purchase five buildings on campus for \$6 million (Hearst Center, Huether School of Business, Neil Hellman Library, Events/Athletic Center and 1000 Madison Ave.

December 11 2025

To: Board, Albany County Pine Hills Land Authority (“ACPHLA”)

From: ACPHLA Governance Committee

Subj: Governance Committee Annual Report for 2025

The ACPHLA Governance Committee Charter provides that the Governance Committee shall “annually review, assess and make necessary changes to the Governance Committee Charter and provide a self-evaluation.”

Below is the Committee’s Annual Report for the 2025. The format below identifies each of the Committee’s major purposes/areas of responsibilities identified in the Committee Charter, followed by a brief summary of the Committee’s 2025 activities.

I. Review and Inform Board of Relevant Governance Practices

A. 2025 Actions

- Developed an “Event/Compliance Calendar” for staff to manage which identifies legal and/or prudent governance activities throughout each calendar year.

II. Review and/or Update Governance Policies

A. 2025 Actions

- During 2025, the Committee/Board reviewed and updated (if necessary) nearly all of the Authority’s policies and procedures including: Procurement, Property Disposition, Property Acquisition, Investments, ABO Board Survey Results, Public Postings on Website, Conflict of Interest, Ethics, Whistleblower, Performance Reports, Annual Budget, Annual Report, Charters for Every Committee

III. Advise Appointment Authorities on Recommended Experience and Skills for Potential Board Members

A. 2025 Actions

- The Committee concludes that the current Board composition, which includes significant experience in public authority governance, state/local government operations and advocacy, property development, financial oversight, and relevant community/neighborhood involvement provides the necessary experience/skill set to support effective corporate governance and mission achievement. The Committee will advise the relevant Appointing Authorities of any recommendations that the Committee and/or Board may develop concerning any particular skill/background desired for a new Board member.

IV. Other Tasks

A. Responsibilities

- Review Committee’s Charter annually and recommend any proposed changes to the Board

B. 2025 Actions

- Committee reviewed its Charter, and has no recommended changes