

**COLUMBIA COUNTY LAND BANK CORPORATION
MARCH 2026 MEETING**

**CCLBC Board of Directors Agenda
Members:**

Matt B. Murell – Board Chairman	Brenda Adams - Secretary
Ron Knott – Vice-Chairman	Mark Taylor - Director
PJ Keeler - Treasurer	Patrice Perry - Director
Kimberly Prince-Walsh - Director	

- I. Call to Order**
- II. Roll Call**
- III. February Minutes***
- IV. Consent Agenda***
 - a. Disbursement Request (Bills)***
 - b. Acquisition Policy***
 - c. Code of Ethics Policy***
 - d. Conflict of Interest Policy***
 - e. Defense and Indemnification Policy***
 - f. Disposition Policy***
 - g. Document Retention Policy***
 - h. Enforcement and Compliance Policy***
 - i. Freedom of Information Law Policy***
 - j. Internal Control Policy***
 - k. Investment and Deposit Policy***
 - l. Privacy Policy***
 - m. Procurement Policy***
 - n. Public Access to Meetings Policy***
 - o. Sexual Harassment Policy***
 - p. Travel and Discretionary Funds Policy***
 - q. Whistleblower Policy and Procedures***
- V. Annual Report***
- VI. Confidential Evaluation of Board Performance**
- VII. Election of Officers***
- VIII. Purchase and Sale Agreement***
- IX. Administrative Report**
- X. Public Comment**



COLUMBIA COUNTY LAND BANK CORPORATION

BOARD OF DIRECTORS MEETING

401 State Street, Hudson, NY 12534
Meeting Minutes
February 17, 2026

I. Call to Order

Matt B. Murell called the meeting to order at 2:01 PM.

II. Roll Call

Directors Present: Matt B. Murell; Brenda Adams; Ron Knott; PJ Keeler; Patrice Perry; Mark Taylor

Also Present: Mike Tucker, Administrative Director; Chris Brown, Director of Operations;

III. January Minutes

C. Brown mentioned a revision to the draft minutes to correctly state a vote count as 6-0 rather than 4-0. M. Taylor made a motion to approve the minutes as revised, seconded by R. Knott. The motion passed 6-0.

M. Murell	Yes
B. Adams	Yes
R Knott	Yes
PJ Keeler	Yes
P. Perry	Yes
M. Taylor	Yes

IV. Request for Proposals – Legal Services

C. Brown presented a Request for Proposals related to land bank legal services. The board discussed the level of legal services currently required by the land bank, as well as the steps of the land bank's procurement process. M. Tucker stated that what the board was voting on was approving the language in the RFP as proposed. B. Adams made a motion to approve the RFP as drafted, seconded by R. Knott. The motion passed 6-0.

M. Murell	Yes
B. Adams	Yes
R Knott	Yes
PJ Keeler	Yes



COLUMBIA COUNTY LAND BANK CORPORATION

P. Perry	Yes
M. Taylor	Yes

V. Executive Session

C. Brown made a recommendation to enter Executive Session to discuss the acquisition of real property, as per New York State Public Officers Law Article 7 § 105 (h). M. Taylor made a motion to enter Executive Session, seconded by PJ Keeler. The motion passed 6-0. The board entered Executive Session at 2:09.

M. Murell	Yes
B. Adams	Yes
R Knott	Yes
PJ Keeler	Yes
P. Perry	Yes
M. Taylor	Yes

The Board exited Executive Session at 2:32 PM. The motion to exit Executive Session was made by B. Adams and seconded by M. Taylor. The motion passed 6-0.

M. Murell	Yes
B. Adams	Yes
R Knott	Yes
PJ Keeler	Yes
P. Perry	Yes
M. Taylor	Yes

VI. Purchase and Sale Contract – 1306 River Street, Valatie, NY

C. Brown reviewed a Purchase and Sale Contract for property located at 1306 River Street in Valatie, NY. The board suggested amended language reflecting a lot line adjustment of an adjacent parcel and a revised due diligence period. R. Knott made a motion to approve the budget amendment request, seconded by PJ Keeler. The motion passed 6-0.

M. Murell	Yes
B. Adams	Yes
R Knott	Yes
PJ Keeler	Yes
P. Perry	Yes
M. Taylor	Yes



COLUMBIA COUNTY LAND BANK CORPORATION

VII. Annual Audit Services

M. Tucker explained the need for the Land Bank to be audited per NYS Public Authorities Law, noting that while the Land Bank had very little financial activity during the year, much of the auditing services would be reviewing regulatory compliance. The board discussed the Land Bank's Procurement Policy, which requires three written quotes from qualified vendors. M. Tucker suggested that the board grant approval to the Administrative Director (Mr. Tucker) to secure auditing services as per the Land Bank's Procurement Policy and not to exceed \$10,000. A motion to approve this authorization was made by PJ Keeler, seconded by R. Knott. The motion passed 6-0.

M. Murell	Yes
B. Adams	Yes
R Knott	Yes
PJ Keeler	Yes
P. Perry	Yes
M. Taylor	Yes

VIII. Public Comment

No members of the public were in attendance.

IX. Adjournment

M. Taylor made a motion to adjourn, seconded by R. Knott. The motion passed 6-0.

M. Murell	Yes
B. Adams	Yes
R Knott	Yes
PJ Keeler	Yes
P. Perry	Yes
M. Taylor	Yes

The meeting adjourned at 2:39 pm.

Phone: 518-828-4718

Email: cbrown@columbiaedc.com

BILL TO:		INVOICE #	DATE	
Housing Trust Fund Corporation Disbursement Request Disbursements@hcr.ny.gov		001-2026	3/13/2026	
		LPA Name: Columbia County Land Bank Corporation		
		SHARS ID: 20240304		
DATE	EXPENSE	DESCRIPTION/PURPOSE	COMPANY	AMOUNT
1/1/2026 - 3/31/2026	OTPS	CEDC Administrative Services	CEDC	\$15,000.00
1/22/2026	OTPS	Phase 1 ESAs - Germantown	Crawford	\$2,121.75
2/13/2026	OTPS	NYS Charities Bureau registration	NYS Attorney General	\$25.00
3/4/2026	OTPS	Survey - Valatie Mill (1306 River St)	Crawford	\$6,000.00
		TOTAL DISBURSEMENT AMOUNT		
		REQUEST		\$23,146.75

COLUMBIA COUNTY LAND BANK CORPORATON

2025 ANNUAL REPORT

2025 Accomplishments and Activities	Status
1) Coordinated compliance with NYS Comptroller’s Office and PARIS requirements.	On-going
2) Participated in activities of the NYS Land Bank Association	On-going
3) Land Bank administration attended the NYS Land Bank Association Conference in March.	Completed
4) Prepared the 2024 CCLBC Annual Report and 2026 Budget.	Completed
5) Generated an inventory and listing of potential properties for review and consideration for purchase by the CCLBC. Updated monthly.	On-going
6) Submitted application to NYS HCR for Land Bank Initiative Open Round Property Services funds.	Completed
7) Acquire first slate of properties.	In-process
8) Finish CCLBC Website development. Maintain website updates in compliance with Section 2800 of the Public Authorities Law.	On-Going
9) Identify/acquire other properties that meet CCLBC’s property selection criteria; improve properties through demolition or rehabilitation in partnership with local organizations and municipalities.	In Process
10) Renewed Technical Assistance & Operations Funding under the NYS HCR Land Bank Initiative	Completed

2026 Work Plan Priorities	Status
1) Identify funding sources and secure Land Bank operating capital. Continue to support the efforts of the New York Land Bank Association (NYLBA) in seeking Land Bank funding from New York State. Prepare letters of support for State funding to our State Senate and Assembly representatives.	On-going

2) Prepare the 2025 CCLBC Annual Report. The Report must be approved by the Board of Directors and completed in PARIS by March 31, 2026.	In Process
3) Transfer two parcels to Columbia-Greene Habitat for Humanity to site affordable housing	
4) Contract for the demolition of the Valatie Gimp Mill, clean and prep site and market it for affordable housing development	
5) Collaborate with Columbia County's Pro-Housing Communities Technical Assistance Grant program as it relates to acquiring and rehabilitating abandoned properties	
6) Explore alternative/supplemental funding source(s) with the Berkshire Taconic Community Foundations	
7) Submit a second application for Property Services under NYS HCR LBI Open Round Funding (when available)	

VILLAGE OF VALATIE
COLUMBIA COUNTY, NEW YORK
RESOLUTION NO. 85 of 2026

At a regular meeting of the Village Board of Trustees for the Village of Valatie, Columbia County, New York, duly held on the 10th day of March 2026 at the Village Hall, 3211 Church Street, Valatie, New York, the following Resolution was proposed and seconded:

Resolution by: Trustee Larry Eleby ;
Seconded by: Trustee Matthew Carter .

WHEREAS, the Village Board of the Village of Valatie has determined that a parcel of real property that it currently owns identified as Tax Map ID No. 44.6-1-29, 1306 River Street, known as the former “Energy Onix” building and parcel together with a part or portion of Tax Map ID 44.6-1-25.110 contiguous to 1306 River Street as vacant land, located in Valatie, New York (“the property” see Exhibit A) that had been abandoned, is not being utilized and, therefore, is no longer necessary for public use and maintenance, and does not serve the needs of the Village; and

WHEREAS, the Village has received an offer from **COLUMBIA COUNTY LAND BANK CORPORATION**, a New York not for profit corporation, with a business address at 401 State Street, Hudson, New York 12534 to purchase the property; and

WHEREAS, the Village Board believes that the transfer is in the best interest of the village as it will remediate the property condition, with a goal to place the lands back on the tax roll and reclaim the undeveloped and abandoned parcel.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Valatie pursuant to the provisions of New York Village Law §1-102, does adopt this resolution authorizing the Valatie Village Mayor to execute any and all documents to sell and transfer the property, said documents being in form and content acceptable to the village attorney, and be it further

Upon question of the foregoing Resolution, the following Valatie Village Board members voted "Aye" in favor of the Resolution:

Trustee Larry Eleby _____;

Trustee Patrick Rodgers _____;

Trustee Matthew Carter _____;

Trustee Amy Freinberg-Trufas _____; and

Mayor Frank Berens _____;

The following Valatie Village Board Members voted "No" in opposition,
thereto: NONE.

The Resolution having been approved by a majority of the Village Board, the same was declared duly adopted by the Mayor of the Village of Valatie.

Dated: 3/10/26

Rebecca Daley

Rebecca Daley, Village Clerk
Village of Valatie

[SEAL]

EXHIBIT A

Tax Map ID No. 44.6-1-29, 1306 River Street, known as the former "Energy Onix" building and parcel together with a part or portion of Tax Map ID 44.6-1-25.110 contiguous to 1306 River Street as vacant land as delineated below.



REAL PROPERTY PURCHASE AGREEMENT

THIS REAL PROPERTY PURCHASE AGREEMENT (this "Agreement") dated as of the 10 day of March, 2026 (the "Effective Date"), is by between **VILLAGE OF VALATIE**, a New York incorporated village, with a business address at 3211 Church Street, Valatie, New York 12184 ("Seller"), and **COLUMBIA COUNTY LAND BANK CORPORATION**, a New York not for profit corporation, with a business address at 401 State Street, Hudson, New York 12534 ("Purchaser"). Individually, Purchaser and Seller may be referred to herein as a "party" and, collectively, as the "parties".

RECITALS

WHEREAS, Seller owns, in fee simple, title to that certain real property located at and commonly known as 1306 River Street, Village of Valatie, Town of Kinderhook, Columbia County, New York 12184, with improvements thereon, and further identified as SBL No. 44.6-1-29, and as more particularly described in Exhibit A, attached hereto and made a part hereof (the "Property"); and

WHEREAS, the Purchaser desires to acquire all of Seller's right, title and interest in and to the Property and Seller desires to transfer and convey all of Seller's right, title and interest in and to the Property to Purchaser; and

WHEREAS, the Purchaser further desires to acquire, through a lot line adjustment, that portion of Tax Map ID 44.6-1-25.110 contiguous to 1306 River Street as delineated in the highlighted image in Exhibit B; and

WHEREAS, Seller and Purchaser desire to enter into this Agreement to set forth the terms and conditions upon which Seller will sell and the Purchaser will acquire Seller's interest in the Property.

NOW, THEREFORE, in consideration of the mutual promises hereinafter set forth, and of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

CERTAIN DEFINITIONS

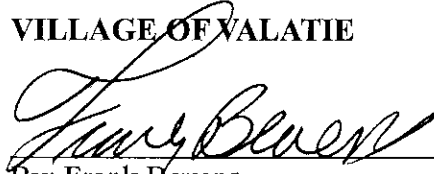
Section 1.1 Definitions. The parties agree that the following terms shall have the meanings set forth below, such definitions to be applicable equally to the singular and plural forms, and to the masculine and feminine forms, of such terms:

"Affiliate" means any entity, which directly or indirectly, through one or more intermediaries, controls or is controlled by, or is under common control of Purchaser or in which

IN WITNESS WHEREOF, the parties hereto have caused this Real Property Purchase Agreement to be duly executed as of the day and year first above written.

SELLER:

VILLAGE OF VALATIE

A handwritten signature in black ink, appearing to read "Frank Bevens", written over a horizontal line.

By: Frank Bevens
Its: Mayor

PURCHASER:

**COLUMBIA COUNTY LAND BANK
CORPORATION**

By: Matt B. Murell
Its: Chairman