

Village of Fairport
Office of Community + Economic Development
31 South Main Street
Fairport, New York 14450

MINUTES
Industrial Development Agency
Board of Directors Meeting
May 17, 2010

Board Members present:

Jim Unckless, Chairman
Andree Mastrosimone
Ken Rohr
Donna Yawman

Guests:

Greg McMahon, McMahon and LaRue Engineers
Don Payne, CountryMax owner

Staff present:

Monika Salvage, Assistant

Others present:

Lou Morin II, Counsel

Excused:

Kevin Clark, Vice Chairman
Kal Wysokowski, Exec. Director

The regular meeting of the Fairport IDA Board of Directors was called to order at 4:30 pm.

I. CountryMax Expansion and Request for Utility Easement

Greg McMahon provided an overview of the proposed CountryMax expansion and outlined the request for a 10 feet wide easement along the north side of the IDA property line, which impacts property owned by the Fairport IDA as well as the Senior Living Council. Jim Unckless mentioned the already existing easement on this parcel for fiber optic cable. Greg will research the exact location in order to not disturb this existing easement. Generally, the Board looks favorably upon this expansion.

II. Approval of Minutes

A motion to approve the minutes of the April meeting was made by Donna Yawman, seconded by Ken Rohr, unanimous. Andree Mastrosimone abstained from the vote.

III. Financial Reports

- a. **Resolution 2010-05** authorizing payment of bills was reviewed. Motion to authorize payment of bills, with two bills awaiting further review, was made by Ken Rohr, seconded by Donna Yawman, unanimous.
- b. **Reconciliation Report** was reviewed and accepted.

IV. Old Business

a. Executive Session

A motion to move into executive session at 5:00 pm to discuss the acquisition of real property was made by Donna Yawman, seconded by Andree Mastrosimone, unanimous. A motion to move out of executive session at 5:30 pm was made by Donna Yawman, seconded by Andree Mastrosimone, unanimous.

b. Parker Street – Permits

Monika Salvage informed the Board of the permit process and the responses from Army Corps of Engineers, Department of Environmental Conservation and the NYS Canal Corporation regarding our joint application and the next steps. We are waiting for the soil remediation report from LaBella.

V. New Business

a. Audit Committee Report

Ken Rohr shared with the Board the discussions of the Audit Committee last Friday regarding Internal Controls measures and the update of loan application forms.

b. Governance Committee Report

Donna Yawman reported that the Governance Committee met before the Board meeting. The Committee will look into the Board self-evaluation requirements in the Public Authorities Reform Act.

VI. Motion to adjourn at 5:45 pm was made by Ken Rohr, seconded by Andree Mastrosimone, unanimous.

The next meeting is scheduled for June 21, 2010 at 4:30 pm.