

Village of Fairport  
**Office of Community + Economic Development**

31 South Main Street  
Fairport, New York 14450

---

MINUTES  
**Urban Renewal Agency  
Board of Directors Meeting**  
August 18, 2009

**Board Members present:**

Jim Unckless, Chairman  
Kevin Clark  
Andree Mastrosimone  
Donna Yawman

**Excused:**

Ken Rohr

**Staff present:**

Kal Wysokowski, Exec. Director  
Monika Salvage, Assistant

**Others present:**

Lou Morin II, Counsel

The regular meeting of the Fairport URA Board of Directors was called to order by Chairman Jim Unckless at 5:45 pm.

**I. Approval of Minutes**

A motion to approve the minutes of the July meeting was made by Kevin Clark, seconded by Andree Mastrosimone, and unanimously approved.

**II. Financial Reports**

- a. **Resolution 2009-08** authorizing payment of bills was reviewed. Motion to authorize payment of bills was made by Donna Yawman, seconded by Kevin Clark, and unanimously approved.
- b. **Reconciliation Report** was reviewed and accepted.
- c. **Section 8 Housing Report**  
Kal Wysokowski reported that the waiting list will reopen on September 1.
- d. **Loan Status Report** was reviewed and accepted.

**III. Old Business**

**a. Grant Request – Grube and O’Brien**

A motion to approve a senior grant to take care of drainage problems of up to \$4,000 for Grube was made by Donna Yawman, seconded by Andree Mastrosimone, and unanimously approved.

A motion to add \$97 to O’Brien’s original senior grant for additional labor cost (new total \$947) was made by Andree Mastrosimone, seconded by Kevin Clark, and unanimously approved.

**b. Audit Committee Report – Audit Firm Selection**

Jim Unckless reported about the interviews with audit firms and recommended a contract with Raymond Wager, CPA.

A motion to hire Raymond Wager, CPA as the Urban Renewal Agency's and Section 8 auditing firm for 1 year with the option to renew for two consecutive years was made by Donna Yawman, seconded by Kevin Clark, and unanimously approved.

**IV. New Business**

**a. Loan Application – Melissa Wilson**

Melissa Wilson applied for a home improvement loan to repair the roof and gutters on her house. She provided estimates for the work ranging from \$5,500 - \$7,500. No action was taken, as the matter was tabled until the next meeting.

**V. Motion to adjourn at 6:00 pm was made by Donna Yawman, seconded by Andree Mastrosimone, and unanimously approved.**

The next meeting is scheduled for Monday, September 21, 2009 at 5:30 pm.