

MINUTES of the Pembroke Town Board Workshop held on February 24, 2011 at the Pembroke Town Hall, 1145 Main Road, Corfu, NY.

PRESENT: James H. Tuttle, Supervisor
Peter Sformo, Councilman
John Worth, Councilman
Gary L. DeWind, Councilman
Edward G. Arnold, Jr., Councilman

OTHERS PRESENT: Stephen Stocking, Highway Superintendent; Nicole Begin, Town Clerk

The Workshop was called to order at 7:36 A.M.

OLD BUSINESS

Supervisor Tuttle reported on the Clerk-Typist Interviews. In attendance for interviews were Supervisor Tuttle, Councilman Worth, Councilman Arnold, Assessor Deborah Conti and Zoning Officer Shellye Dale-Hall. There were many good perspectives. A choice had been made and the candidate will be notified.

The Generator for the Community Center is on it way and the voucher will be signed at the next board meeting for payment.

Supervisor Tuttle asked where we stand on the purchase of the striping machine for the school. Councilman Worth stated that the board agreed to arrange a contract with the school to give them the money to purchase the machine and in turn the school would stripe the fields at the park. Councilman Sformo said that he spoke to the school and they are not interested in striping fields all summer. The school is not willing to let PYA use the machine to stripe the fields during the summer. Councilmen Arnold said we need to get some information and bring it to the board meeting so that a resolution can be done to purchase the machine. Councilman Arnold said that a meeting should be put together with PYA, the high school and ourselves so that we can work out a better way for use of the fields.

Supervisor Tuttle said that the baseball tournament that is being planned by the Darien Lake and GCEDC for June at the Town Park is underway.

Charles Reid stepped in to question the boards feeling about address numbers being put on properties throughout the Town. Mr. Reid said there are many, many houses without numbers and stated that it is a NYS law to have your address displayed on your home. Superintendent Stocking said that an article has been placed in the Town newsletter several times and nothing changes. Supervisor Tuttle said that there is not much we can do. Councilman Sformo said that the Pembroke Fire Department is selling house number signs for emergency use. Councilman De Wind told Charlie to get together with the Fire Department.

NEW BUSINESS

Supervisor Tuttle said that we need to do a few resolutions this morning.

1. Budget Transfers for 2010 – Need to be done so that we can close out the books for 2010 so that we can get ready for the audit that will be done in the next couple of weeks.
2. Appropriation of Unanticipated Sales Tax for Economic Development - This is the money that the Town said it would encumber for Economic Development for 2010. This is just a paper transfer and no money will be given at this time. No payments will be made until the GCEDC meets the requirements that they said they would. Councilman Sformo questioned whether the agreement was to give money to the GCEDC in 2010 or to just encumber it. Councilman Worth said that the GCEDC was entitled to it in 2010 but does not have to receive it in 2010.
3. Health Insurance Renewal – Supervisor Tuttle called Tompkins and requested a comparison with Independent Health and Blue Cross/Blue Shield (BSBC). The difference in cost for a comparable plan is \$30 increase single and \$100 increase for a family with BCBS per month. Need to sign contract to start insurance for this year starting on April 1st, 2011.

Supervisor Tuttle said that Tom Carpenter at Clark Patterson sent a proposal of the work plan for the Waste Water Treatment Project. They have requested that we look it over and get back to them with any questions or comments. There was some discussion between board members about the upgrade to the Corfu lift station and whether or not the Town grant or the Village grant will cover it. Supervisor Tuttle will ask Clark Patterson.

Upcoming events –

Darien Lake Annual Traffic Luncheon – April 27th, 2011 at Noon @ Darien Lake

EDC Public Hearing on Free Trade Zone – March 16th, 2011 from 2-3 P.M @ EDC Med Tech Bldg.

ROUND TABLE DISCUSSION

Supervisor Tuttle - GCEDC has invited Town Officials to their annual luncheon on March 11th, 2011 from 12-1:30 P.M. @ GCEDC.

Supervisor Tuttle, Councilman Worth and Assessor Deborah Conti attended a meeting with the Genesee County Sheriff's head of communications Steve Sharp; Ed Mileham, Fire Chief for Indian Falls; and Gary Maha, Genesee County Sheriff. There is some concern about housing numbers at Indian Falls Lake. There is a meeting this evening with the Homeowners Association from Indian Falls Lake, the Indian Falls Fire Department and the GC Sheriff's Department. Supervisor Tuttle will attend to represent the Town.

There is a retirement seminar coming up on March 31st for anyone coming up for retirement in the NYS retirement system.

At the Tonawanda Creek Watershed meeting on Wednesday February 23rd a project was discussed for the Town of Pembroke. A handout was given on the CARE (Community Action and Renewed Environment) program through the EPA. Grants run from \$75,000 to \$100,000 and are no match. Supervisor Tuttle will give the information to J O'Connell to look into and we can use the money to start cleaning up Murder Creek.

Superintendent Stocking – The road material to salt the roads is getting low so the Highway Department was going to mix up 1500 ton of material today. That would give us a total of 8,100 ton mixed for this winter season. We had two trucks go down within 30 minutes of each other on a night when the snow was coming but they were fixed right away.

Councilman De Wind – Councilman De Wind and Councilman Arnold will meet with Brian Van Buren who out in our Tiny Tots play area. We may be looking at spending around \$30,000 or less to upgrade the playground in 2011. The field needs to be fertilized again and the cost would be about \$2,200 for the year. Councilman De Wind will set a date to meet with the fence people about putting up a fence along the driveway and maybe about putting in a batting practice area. A few more bleachers are needed for the football field so as not to move the bleachers from the ball diamonds.

Councilman De Wind and Councilman Arnold received a call from Village Mayor Todd Skeet about a Semi Professional Football Team who would like to use the Town Football field for about five of their games. This would draw in people from all over. They may even pay the Town to use the field or help in putting in a scoreboard. The team is out of Lyndonville and is very impressed with the park fields. They would take care of insurance for these games. The Board would like some more information.

Councilman Sformo – Councilman Sformo received an email from the Community Center Band who has requested use of the Pembroke Community Center for May 15th @ 2 P.M. for their Spring Concert.

There was a mess left at the Community Center after the Red Cross used the facility. Tape stuck to the floor, garbage not removed, floor not cleaned, etc.. This is not the first time they have left it in disarray. A call will be made to them and they may not have use of the hall any longer. The cost to clean the hall after use is around \$65.00. There was a lot of discussion regarding the use of the cleaners to clean the Community Center hall on a regular basis. Councilman Arnold said that this is something we discuss regularly but we still have no definitive answer to the problem. We should have the cleaner come in to clean the Community Center once a month and on an as needed basis when there is going to be a wedding or large function. Councilman Sformo thinks that will not work, he feels there should be someone who checks the hall on a daily basis and cleans as needed.

RESOLUTIONS

On **MOTION** of Councilman Worth, seconded by Councilman Arnold, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, AYE; Councilman Worth, AYE; Councilman Sformo, AYE; Councilman De Wind, AYE; Supervisor Tuttle, AYE. ALL AYES - MOTION CARRIED

RESOLUTION # 10 of 2011 – Appropriation of Unanticipated Sales Tax for Economic Development

WHEREAS The Pembroke Town Board has through the enactment of Local Law No. 1 of the Year 2010 committed the Town of Pembroke to grant \$250,000.00 with certain conditions to the Genesee County Economic Development Center for economic development; and

WHEREAS the Pembroke Town Board has determined there is unanticipated Sales Tax received for 2010 in excess of the amount Budgeted in the 2010 Budget; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Board appropriates \$250,000.00 of said unanticipated Sales Tax to fund the 2010 installment of said grant.

Budget Journal Entries as follows:

B1120	Sales Tax	\$250,000.00	
B6989.4	Economic Development - Contractual		\$250,000.00

On **MOTION** of Councilman Arnold, seconded by Councilman De Wind, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, AYE; Councilman Worth, AYE; Councilman Sformo, AYE; Councilman De Wind, AYE; Supervisor Tuttle, AYE. ALL AYES - MOTION CARRIED

RESOLUTION # 11 of 2011 –Final Budget Transfers for 2010

RESOLVED, That the Supervisor be authorized to make the following Budget transfers:

FROM:	A1110.13	MUNICIPAL COURT – CONSTABLE/SECURITY	2443.96	
TO:	A1110.14	MUNICIPAL COURT – DEPUTY CLERK –FT		2443.96
FROM:	A1440.4	EINGINEER – CONTRACTUAL	5160.00	
TO:	A1420.4	LAW – CONTRACTUAL		5160.00
FROM:	A1355.11	ASSESSMENT – CLERK TYPIST PT	575.08	
TO:	A1460.1	RECORDS MANAGEMEMT OFFICER –PERSONAL SVC		435.00
	A1460.4	RECORDS MANAGEMEMT OFFICER – CONTRACTUAL		140.08

FROM:	A1620.11	BUILDINGS – PERS SVC –CORFU	1079.64
	A1620.12	BUILDINGS – PERS SVC – PEMBROKE	1654.00
	A1620.411	BUILDINGS –CONTRACTUAL –CORFU -TELCOM	652.77
	A1620.421	BUILDINGS –CONTRACTUAL –Pembroke –Telcom	861.61
	A1620.423	BUILDINGS –CONTRACTUAL –Pembroke -Gas	1213.35
	A1990.4	CONTINGENT ACCOUNT	1317.93
TO:	A1620.412	BUILDINGS –CONTRACTUAL –Corfu –Electric	1155.71
	A1620.413	BUILDINGS –CONTRACTUAL –Corfu -Gas	50.11
	A1620.414	BUILDINGS –CONTRACTUAL –Corfu -Supplies	1628.69
	A1620.422	BUILDINGS –CONTRACTUAL – Pembroke –Electric	45.09
	A1620.424	BUILDINGS –CONTRACTUAL –Pembroke –Supplies	3899.70
FROM:	A6772.4	PROGRAMS FOR THE AGING –CONTRACTUAL	213.00
TO:	A6410.4	PUBLICITY –CONTRACTUAL	213.00
FROM:	A9010.8	STATE RETIREMENT	4738.77
TO:	A9060.8	HOSPITAL & MEDICAL INSURANCE	4738.77
FROM:	B3620.1	SAFETY INSPECTION – CODE ENFORC. OFCR	557.22
TO:	B3620.11	SAFETY INSPECTION –CLERK TYPIST –PT	370.32
	B3620.43	SAFETY INSPECTION - MILEAGE	186.90
FROM:	B8020.1	PLANNING – PERSONAL SERVICES	45.39
TO:	B8020.11	PLANNING – CHAIRMAN	9.39
	B8020.12	PLANNING – SECRETARY	36.00
FROM:	B8030.1	ZONING BD APPEALS –PERSONAL SERVICES	15.37
TO:	B8030.11	ZONING BD APPEALS – CHAIRMAN	9.37
	B8030.12	ZONING BD APPEALS – SECRETARY	6.00
FROM:	DA9010.8	STATE RETIREMENT	1351.48
	DA9050.8	UNEMPLOYMENT INSURANCE	3000.00
TO:	DA9060.8	HOSPITAL & MEDICAL INSURANCE	4160.39
	DA9089.8	COVERALLS	191.09
FROM:	DB5110.1	GENERAL REPAIRS –PERSONAL SERVICES	955.04
TO:	DB5110.4	GENERAL REPAIRS -CONTRACTUAL	955.04

On **MOTION** of Councilman De Wind, seconded by Councilman Arnold, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, AYE; Councilman Worth, AYE; Councilman Sformo, AYE; Councilman De Wind, AYE; Supervisor Tuttle, AYE. ALL AYES - MOTION CARRIED

RESOLUTION # 12– FLBOA Attendance / Charles Reid

WHEREAS the Finger Lakes Building Officials Association, Inc. is having its annual training on March 14 – 17, 2011 in Hilton, New York; and,

WHEREAS Building Inspector Charles Reid has requested permission to attend; and

WHEREAS the cost for this meeting is \$390.00 plus mileage to be divided by the Town's of Darien and Pembroke; **NOW, THEREFORE, BE IT**

RESOLVED that Charles Reid be authorized to attend the Finger Lakes Building Officials Association, Inc. annual training on March 14 – 17, 2011 in Hilton, New York

On **MOTION** of Councilman De Wind, seconded by Councilman Arnold, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, AYE; Councilman Worth, AYE; Councilman Sformo, AYE; Councilman De Wind, AYE; Supervisor Tuttle, AYE. ALL AYES - MOTION CARRIED

RESOLUTION # 13 of 2011 – Renewal of Health Insurance for 2011

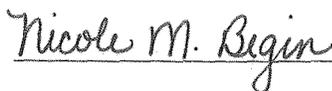
WHEREAS The Pembroke Town Board has received 2011 Health Insurance renewal forms and information from Tompkins Insurance and Independent Health; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Supervisor James H. Tuttle is authorized to renew the existing Health Insurance Plan with Independent Health at the rates of: Single plan \$299.12, Double Plan \$762.75 and Family Plan \$807.63.

On **MOTION** of Councilman De Wind, seconded by Supervisor Tuttle, to adjourn the Workshop at 9:48 A.M.

ALL AYES – CARRIED

Respectfully Submitted,



Nicole M. Begin
Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD WORKSHOP OF FEBRUARY 24, 2011 AND ARE SUBJECT TO CHANGE AND/OR REVISION PRIOR TO APPROVAL BY THE TOWN BOARD.