

**MINUTES** of the Pembroke **Town Board Workshop** held on **June 28, 2012** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

PRESENT: Edwin F. Mileham, Supervisor  
Edward G. Arnold, Jr., Councilman  
Peter Sformo, Councilman  
John Worth, Councilman  
Gary L. DeWind, Councilman

OTHERS PRESENT: Nicole Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Mark Masse, GCEDC; Mark Boylan, Town Attorney; Jeremy DeLyser, Clerk Patterson Lee; Ken Lauer, Village Trustee.

The Workshop was called to order at 7:30 A.M.

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**BID OPENING  
FOR  
1998 10 WHEEL MACK DUMP TRUCK  
MODEL RD690S WITH 109,758 MILES**

Superintendent Stocking called the Bid Opening to order at 7:37 A.M.  
The Notice to Bidders was placed on the Town's webpage and published in the Daily News and the Akron Corfu PennySaver on June 16, 2012.

Bids were requested for the truck and one bid having been received was opened. Results were as follows:

Edward Arnold Scrap Processors Inc.

1- 1998 10 Wheel Mack Dump Truck, Model RD690S      \$9,875.00

Superintendent Stocking reviewed the bid and gives his recommendation to the Town Board.

The Bid Opening was declared closed at 7:41 A.M.

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**OLD BUSINESS**

**Cemetery sign** – The sign for the Richville cemetery on Back street is at the Town Hall and ready for installation.

**Pembroke Town Park** – The unsigned agreement with Pembroke School was found. Councilman Arnold said that the agreement was not signed because the committee wanted to see how it would work out before the agreement was signed. Mr. Arnold said the Town is new at managing a park and sometimes it takes a couple years to get the bugs worked out and find out what needs to be done.

Councilman Worth said there was a second agreement for the stripping machine. The Town Supervisor will look for that agreement.

The soccer nets seem to be missing from the park and no one knows who has them. The committee will ask PYA and the school to see if they can look for the nets in their equipment.

Councilman Arnold said that Taylor McCabe from the Lyndonville Tigers is working on how to run electric for the scoreboard but at for the time being they have a portable one that they are using.

Councilman Arnold said there have been complaints and conflicts regarding scheduling of fields at the Town Park. There was some discussion previously about having the Town Clerk schedule the fields at the park. Councilman Arnold and Councilman DeWind will schedule a mandatory meeting with the Town, PYA and the school. The Town Clerk will mail out the meeting letters and take the minutes if needed to have something in writing.

Supervisor Mileham reported that he obtained three (3) quotes for the new park pavilion. The quotes are as follows:

- Brier Hill / 77 Construction - \$45,950.00
- Rock Construction - \$42,450.00
- Thompson Builders - \$28,195.00

Supervisor Mileham consulted some of the references for Thompson Builders and received very positive feedback. The Board discussed and compared the spec for all three bids.

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 A **MOTION** was made by Councilman DeWind, seconded by Councilman Arnold to accept the lowest quote from Thompson for the construction of a park pavilion in the Town Park.  
**ALL AYES - MOTION CARRIED**  
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Councilman Worth said there is an issue with barn swallows nesting in the first park pavilion. The Committee will work on a solution.

**Janitorial Services** – Supervisor Mileham attained two (2) quotes for janitorial services at the Town Hall, Community Center, Court Offices and Park bathrooms. The two (2) quotes were compared to the current billing amount for the present cleaning crew. There have been issues with cleaning of the facilities. ARC gave a quote significantly lower than anyone else.

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 A **MOTION** was made by Councilman DeWind, seconded by Councilman Worth to change janitorial services to ARC for the cleaning of the Town Hall, Community Center, Court Offices and Park bathrooms  
**ALL AYES - MOTION CARRIED**  
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There was some discussion about charging the users a cleaning fee. The Village is using the hall for Village DA night and the hall is not being cleaned after use.

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On **MOTION** of Councilman Arnold, seconded by Councilman Worth to enter into Executive Session to discuss contract negotiations.

ALL AYES - MOTION CARRIED

TIME 8:40 A.M.

On **MOTION** of Councilman Worth, seconded by Councilman Arnold to reconvene into regular session.

ALL AYES – MOTION CARRIED

TIME: 8:55 A.M.

Supervisor Mileham reported that no decisions were made in Executive Session.

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**BETP** - Mark Masse from the GCEDC said that three companies have expressed interest in the Buffalo East Tech Park – South on the south west corner of Main and Alleghany Roads. The GCEDC will keep the Town board updated on any changes.

**Sewer District #1** - Jeremy DeLyser said that the work plan for sewer district #1 has been approved by the DEC. The engineers and attorney are working on a municipal agreement between the town and the Village of Corfu. Mr. DeLyser said that Clark Patterson Lee is working on plans and specs to be submitted by the end of July. Once all the paperwork is submitted and we get approval from the DEC we can bid out the project.

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A **MOTION** was made by Councilman Worth, seconded by Councilman Arnold to authorize the Town Supervisor to sign a change order with Clark Patterson Lee to include the Route 5, Main Road survey in plans for Sewer District #1.

ALL AYES - MOTION CARRIED

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**Mertie Doll property** – The Board was contacted by the executor of the estate for the property on Alleghany Road next to the Town Park. The Town was given the right of first refusal when the park property was bought from Mertie Doll. The town expressed interest in purchasing the home and the Town’s attorney made a proposal for the purchase on behalf of the Town. The Board agreed to the amount of purchase at \$122,000.00. A public hearing and resolution subject to permissive referendum will be done if the offer is accepted by the executor of the estate.

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A **MOTION** was made by Councilman Arnold, seconded by Councilman DeWind to authorize the Town Supervisor to sign a contract to purchase the Mertie Doll Property.

ALL AYES - MOTION CARRIED

**Intermunicipal Agreement with Village of Corfu for the Village Police Dept** – Supervisor Mileham has been looking into an intermunicipal agreement with the Village of Corfu for police coverage of the Town Park. With an agreement in place the Village police could monitor the park and would be able to enforce the speed limit and would be able to write tickets and make arrests for violations. The Board looked over the agreement that the Village and Town of LeRoy currently use. The Board felt that more research should be done as far as potential cost and liability for the police officers and agreed that if there are no improvements after new signage and speed bumps are in place the agreement should be looked into further.

**Credit Card Acceptance** – Town Clerk Begin has been looking further into acceptance of credit cards as another form of payment. Mrs. Begin is waiting for a call back from Tim Fancher of Genesis PPG for more information. Mr. Mileham said he would like to make a decision in July.

### **NEW BUSINESS**

**Panic Alarms** – Supervisor Mileham is looking into installation of fire and panic alarms in the Town offices. He feels there is a necessity for them. The wiring is already installed, the alarms are in and the panic buttons just need to be put in and connected with the sheriffs department. He will have a price at the next meeting for monitoring fees. Councilman Worth said that all department doors should be locked up as well including the door connecting the highway department to the Town offices.

**Veterans Cemetery** - The Veterans Association is looking into vacant farm land on Route 77 and also on Main Road near Cleveland Rd. for the future site of a national veteran's cemetery. The Board had mixed feelings about it, on one hand it would be a great thing to have here in the Town but on the other hand it would take land value off of the assessment rolls. The Board will watch how it progresses.

Supervisor Mileham reported that NYS DEC approved a renewal for an earth products permit on Akron Road. This permit is renewed every couple of years and is renewed to keep it active.

### **RESOLUTIONS**

On **MOTION** of Councilman Arnold, seconded by Councilman DeWind, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, AYE; Councilman Worth, AYE; Councilman Sformo, AYE; Councilman DeWind, AYE; Supervisor Mileham, AYE.

ALL AYES - MOTION CARRIED

**RESOLUTION # 45 OF 2012** – Municipal Resolution – Water Quality Improvement  
Projects and Nonagricultural Nonpoint Source Projects

Resolution authorizing the items listed below pursuant to the Bond Acts enacted in 1965, 1972 and 1996 and the Environmental Protection Fund, *as* well as federal grant awards available for such projects.

**WHEREAS**, The Town of Pembroke herein called the "Municipality", after thorough consideration of the various aspects of the problem and study of available data, has hereby determined that certain work, as described in its application and attachments, herein called the "Project", is desirable, is in the public interest, and is required in order to implement the Project; and

**WHEREAS**, the Environmental Conservation Law ("ECL") authorizes State assistance to municipalities for water quality improvement projects by means of a contract and the Municipality deems it to be in the public interest and benefit under this law to enter into a contract therewith; **NOW, THEREFORE, BE IT**

**RESOLVED BY** Town of Pembroke

1. That Supervisor Edwin F. Mileham, Jr. or such person's successor in office, is the representative authorized to act in behalf of the Municipality's governing body in all matters related to State assistance under ECL Articles 17, 51 and 56 and/or any applicable federal grant provisions. The representative is also authorized to make application, execute the State Assistance Contract, submit Project documentation, and otherwise act for the Municipality's governing body in all matters related to the Project and to State assistance;
2. That the Municipality agrees that it will fund its portion of the cost of the Project and that funds will be available to initiate the Project's field work within twelve (12) months of written approval of its application by the Department of Environmental Conservation;
3. That one (1) certified copy of this Resolution be prepared and sent to the Albany office of the New York State Department of Environmental Conservation;
4. That this resolution take effect immediately.

On **MOTION** of Councilman Sformo, seconded by Councilman Worth, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, ABSTAIN; Councilman Worth, AYE; Councilman Sformo, AYE; Councilman DeWind, AYE; Supervisor Mileham, AYE.

**FOUR AYES, ONE ABSTAIN - MOTION CARRIED**

**RESOLUTION # 46 of 2012** – Accept bid for 1998 10 Wheel Mack Dump Truck

**WHEREAS** the Town of Pembroke desires to sell a 1998 10 Wheel Mack Dump Truck model RD690S with 109,758 miles; and

**WHEREAS**, after the vehicle was advertised for bid according to Town Law; a Bid Opening was held on June 28, 2012 at 7:30 A.M. at the Pembroke Town Hall; and

**WHEREAS** only one (1) bid was received bidding the vehicle; **NOW, THEREFORE, BE IT**

**RESOLVED** that Pembroke Town Board authorizes Highway Superintendent Stephen Stocking to accept the bid submitted by Edward Arnold Scrap Processors, Inc. in the amount of \$9,875.00.

**ROUND TABLE DISCUSSION**

**Councilman Worth** – Mr. Worth is working on getting two new computers to replace the Assessor's and the zoning clerk laptop. He is also working on getting all computers hardwired to eliminate wireless access. Training for the Docuware program will be in the next few weeks.

**Councilman Sformo** – Mr. Sformo asked that the signs in the community center be replaced to reflect the new committee contacts numbers. Mr. Sformo also said that the can opener and the stove in the kitchen at the community center need to be replaced. Councilman Arnold will get working on replacing the appliances.

**Councilman DeWind** – Mr. DeWind said that he would like to do some of the Tombstone repair at the Brick House Corners Fair Cemetery on Main Road. There is one company in the area that repairs them and the Town received a quote from him in the spring. Mr. DeWind has money budgeted for the repairs and 15 tombstones will be repaired starting with the worst stones. The cost will be \$4,875.00. Mr. DeWind will contact Rock Construction and Brier Hill to let them know we have chosen Thompson Builders for the new park pavilion. The lids for the new trash cans at the park are being shipped.

**Superintendent Stocking** – Mr. Stocking reported that the side roads have been mowed and mowing on the state roads will begin next week. On July 23<sup>rd</sup> Phelps Road will be paved. The County snow and ice dropped \$700.00 due to the mild winter. The State salt contract stayed the same. There was a barrel at the North Pembroke cemetery that was full of electronic equipment, the highway department removed it. The highway department will lay some stone in the driveway at the North Pembroke cemetery. There is a drainage issue at the park near the football field that the highway department worked on to dry out but a small drainage ditch with crosswalks can be put in to resolve the problem permanently. The sweeper is currently being repaired.

**Supervisor Mileham** – Mr. Mileham said the paperwork is done for the agreement with Cornerstone church regarding the fence around the cemetery at Main and Slusser Roads.

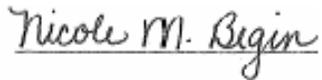
Engineer Tom Carpenter will do a walk through of the building to find out what needs repair or replacement at the Town building. Grant writer Gary Rouleau from Jean O'Connell does will come in to discuss grants available for building repairs.

**PUBLIC PARTICIPATION**

Edward Beideck of Akron Road spoke with the Town Board about the gravel pit on Akron Road. The gravel pit renewed their blasting permit with the NYS DEC. Mr. Beideck asked the town board if they would consider rezoning that property to ag-residential since the property in question is currently being used as farm land and not as earth products. Mr. Mileham will ask Mark Boylan if it could be rezoned and if it could be rezoned would the quarry be grandfathered in as earth products. The board will look into the possibility of rezoning the property.

On MOTION of Councilman Arnold, seconded by Councilman DeWind, to adjourn the Workshop at 10:35 A.M.  
ALL AYES – CARRIED

Respectfully Submitted,



Nicole M. Begin  
Town Clerk

THESE MINUTES ARE THE FINAL MINUTES OF THE TOWN BOARD WORKSHOP OF JUNE 28, 2012 AND ARE SUBJECT TO CHANGE AND/OR REVISION PRIOR TO APPROVAL BY THE TOWN BOARD.