

MINUTES of the **Regular Meeting** of the Pembroke Town Board held on **May 8, 2013** at the Pembroke Town Hall, 1145 Main Road, Corfu, NY.

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

ABSENT: Edwin F. Mileham Jr., Supervisor

OTHERS PRESENT: Nicole M. Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Deborah Conti, Assessor; Tom Schneider, Planning Board Chairman; Shellye Dale-Hall, Zoning & Codes Administrator; Nathan Witkowski, ZBA Chairman; Girl Scout members-Troop #42226.

The meeting was called to order at 7:00 P.M.

Deborah Conti gave the invocation & Deputy Supervisor Arnold led the Pledge to the Flag.

PUBLIC PARTICIPATION

Girl Scouts from Troop # 42226 presented their Silver Award Town Park Improvement Project ideas to the Town Board. Each Girl Scout has to work on a project for 50 hours to earn the award. The Board discussed the proposed items and decided they would like the Girl Scouts to move forward with a project. The park committee will work with the Girl Scouts to choose a project and help get them started.

On **MOTION** of Councilman Sformo, seconded by Councilman Arnold, to approve the Minutes of the Regular Meeting April 10th, 2013, the Special Meeting April 17th and the Workshop Meeting April 25th, 2013.

ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti said that there were a total of 219 change of assessment notices mailed. 164 of those changes were utility and gas wells. 55 were new construction projects. Based on those changes the increase in taxable value for the town is 2.3 million dollars. The change in 2012 was 3.7 million dollars.
- Grievance Day is scheduled for May 28th from 2-4 pm and 7-9 pm.

ZONING & CODES ENFORCEMENT – Shellye Dale-Hall

- Monthly report submitted and filed.
- A request has been received from the attorney for Donna Elliott regarding the Humel property. The appeal for the property is on the ZBA agenda for May 15th.

- Mrs. Dale-Hall asked the Town Board if a small change could be made to the zoning permit to add appeals. The board gave their approval.
- There is a site review for a fence on the monthly report and Councilman Sformo asked what it was for. Mrs. Dale-Hall said that the Town Zoning Law states that the zoning department does a review of the application and site plan of all fences constructed in the town so that they are not placed on or over property lines, etc. A \$10.00 charge is incurred to the owner that is applying.

HIGHWAY – Stephen Stocking

- Mr. Stocking said brush pick-up will begin on Monday weather permitting.
- Once the electrical construction is done at the park the driveway will get graded and sprayed for dust control.
- The town trucks have been cleaned and painted.
- The highway crew has been laying oil and stone on Phelps Road.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin thanked the Board for allowing her to attend the Town Clerk's Conference in April.
- While at the Town Clerk's conference Town Clerk Begin was able to see a BAS demonstration of the Town Clerk software that they offer. BAS is the software used by all the town clerks in Genesee County with the exception of Alabama and Pembroke. The BAS software is user friendly and offers some unique features. BAS also offers online payment of dog licenses and the current program being used does not.
- Mrs. Begin informed the board about a complaint received for a purebred dog owner. The complaint led to the Animal Control officer finding more dogs than were licensed. Also, this brought the attention to the purebred license itself and the restrictions that should be enforced for a purebred dog license. Mrs. Begin suggested that the board may want to eliminate the selling of purebred licenses. The state left purebred licensing optional to the towns in 2010. The board will discuss further at the workshop meeting on May 23rd.

PLANNING BOARD – Thomas Schneider

- The Planning Board meeting for May has been re-scheduled for May 22. Mr. Schneider said the Planning Board is looking at a couple of home occupations in May. Yancey's Fancy expansion project is also on the agenda for May 22nd.
- Mr. Schneider spoke with Attorney Mark Boylan regarding the RC Pulsars. An anonymous letter has been circulated with incorrect information regarding the RC Pulsars. Mr. Schneider went out to the location several times to survey noise and every time he could not hear a sound although he did not hear the gas engine planes which the club said they are trying to ban. Councilman Arnold asked that the Planning Board members go out and do the same. The Attorney is working with Mr. Schneider to get this issue resolved. Mr. Sformo said this issue needs to be resolved as soon as possible.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski reported that a gentleman went before the ZBA for a land separation to split two non-conforming lots. The request was not approved.
- The ZBA also reviewed signage for the roadside stand Kozi Cabin. The owner was given an area variance for signage with a couple stipulations
- There was a public hearing opened for a home occupation but a decision was not made and the hearing was not closed because the owner has stated that he may decide not to do the project.

JUSTICES – Robert Alexander & David O'Connor

- We have not yet received the April monthly reports. April fines and fees that will be remitted to the Town ~ Alexander \$19,770.00 & O'Connor \$21,425.00.

SUPERVISOR – Report given by Deputy Supervisor Edward G. Arnold Jr.

- Mr. Arnold reported that the insurance agency said that the insurance would not cover the new roof over the door at the community center that was hit by a town truck at the Corfu Fire Hall because it was not there when the accident happened.

COMMITTEE REPORTSAudit, Finance, Insurance, Investment, & Purchasing – Edward Arnold Jr

- No report at this time. The town is waiting for 2012 to be closed out by Jennifer from Freed Maxick and Battaglia.

Building & Ground, Highway Assessment, Court – Gary DeWind

- Nothing to report at this time.

Planning, Zoning, Code Enforcement, Public Safety – Pete Sformo

- Mr. Sformo said that the Zoning Committee had their first meeting on May 1st to review the zoning law. The next Zoning Committee meeting is scheduled for Wednesday May 29th at 7:00 pm.

Public Svcs., Water, Sewer, Refuse/Recycling, Economic, Intermunicipal, & Community Development – Pete Sformo

- Mr. Sformo said that the joint sewer informational meeting with the village was held on Tuesday May 7th. The project is a go and we are waiting for the referendum periods to end. The project has gone out to bid in the paper on May 8th. Bid opening will be held on June 14th at 2:00 pm.

Youth Recreation Parks and Recreation, Land acquisition, Cemeteries – Gary DeWind

- Councilman DeWind asked the highway superintendent to put some dirt or road shoulder material down where the new swing set will be placed for the foundation of the wood chip base.

Human Resources/Benefits – Ed Mileham Jr.

- No report at this time.

IT, Grants- John Worth

- Mr. Worth said that he is working on upgrading the server. We are replacing some of the systems and getting a new version of Docuware installed soon.
- Grant information was forwarded to the historical department but we have not heard back from the historians as to whether they want to apply or if it would benefit them.

OLD BUSINESS

- The Sewer Project - Contract signed by DEC, The State Comptroller, and the State Attorney General.
- Easements are coming in; we still have 3 left unsigned.
- The electric line from the main pavilion at the Town Park to the new pavilion and the new score board is being worked on by McCabe Electric.
- The National Fuel line to the Mertie Doll property is to be done in the next seven to ten days.

NEW BUSINESS

- Tambe Electric is interested in purchasing property on Genesee Street to possibly build and run the business. There is a process he would have to go through to do this due to the way the zoning law reads for that type of business. Mr. Schneider said that the zoning committee is working on getting these issues in the zoning law changed to allow these types of businesses on the arterial highways. The board, Mr. Schneider and Mrs. Dale-Hall spoke about business's that have been allowed due to being similar in nature. Councilman Arnold asked Mrs. Dale-Hall to call Tambe Electric back to explain to him the process and see if there is still an interest in the property.

RESOLUTIONS

RESOLUTION # 36 of 2013 – Sale of 2011 Town Pickup Truck

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

WHEREAS, The Town of Pembroke Town Board, having received a request from the Town of Pembroke Highway Superintendent to purchase a new pickup truck, and said request being approved on February 13, 2013, and

WHEREAS, the purchase of the new truck results in the sale of the current 2011 Ford F-250 Ext. Cab pickup truck, **NOW, THEREFORE, BE IT**

RESOLVED, that the Town Board of the Town of Pembroke hereby authorizes the Highway Superintendent to enter into a contract with Roy Teitsworth, Inc. for the sale of the town's 2011 Ford F-250 ext. cab for a guaranteed price of \$20,000.00 with any excess amount to be split on a percentage of 50/50.

RESOLUTION # 37 of 2013 – Payment of Abstract #5 of 2013

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

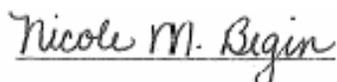
RESOLVED that the Town Board of the Town of Pembroke authorizes the Town Supervisor to make all payments and bills contained in Abstract # 5 of 2013.

Councilman Sformo would like the Audit and Finance Committee to look at the way the utility bills are being paid. He would like this to be looked at as soon as possible.

Councilman Sformo also informed the board that the Memorial Day Parade is at 12:00 pm on May 27th.

On **MOTION** of Councilman DeWind, seconded by Councilman Sformo to adjourn the meeting at 8:35 P.M.
ALL AYES – CARRIED.

Respectfully submitted,



Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF MAY 8, 2013 AND ARE SUBJECT TO CHANGE AND/OR REVISION PRIOR TO APPROVAL BY THE TOWN BOARD. APPROVAL OF MINUTES BY THE TOWN BOARD IS DONE AT THE NEXT REGULAR TOWN BOARD MEETING.