

**MINUTES** of the **Regular Meeting** of the Pembroke Town Board held on **September 11, 2013** at the Pembroke Town Hall, 1145 Main Road, Corfu, NY.

**PRESENT:** Edwin F. Mileham Jr., Supervisor  
Edward G. Arnold, Jr., Deputy Supervisor  
Gary L. DeWind, Councilman

**ABSENT:** Peter G. Sformo, Councilman  
John J. Worth, Councilman

**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; Mike DiStefano; Pam Ware; Taylor McCabe.

The meeting was called to order at 7:02 P.M.

Deborah Conti gave the invocation and a moment of silence was observed for all those who lost their lives on September 11<sup>th</sup>, 2001.

Supervisor Mileham led the Pledge to the Flag.

**PUBLIC PARTICIPATION** –

Pam Ware appeared on behalf of Corfu Winterfest. The Winterfest is scheduled for January 25<sup>th</sup>, 2014. Ms. Ware said the Winterfest is being planned by a group of Corfu citizens this year to alleviate some of the pressure on the Village Clerk and Trustees. They are looking for DJ's and people to help out and participate in the Winterfest in 2014. There are many groups already coordinated for involvement including profit and not-for-profit groups. They are still looking for vendors, funding and donations. Their next meeting is scheduled for Tuesday September 17<sup>th</sup> at 6:30 P.M. at the Pembroke Community Center. Pam Ware can be reached at 585-599-3817 or by email at pw@buffalo.com.

Mike DiStefano from Scribner Road spoke to the board about a vacant piece of property on Scribner Road that he purchased. Mr. DiStefano said that he is having issues with the property along the roadway with standing water that is flooding the front of the property out. He asked if the Town could do anything about it by cleaning out the ditch along the neighboring properties to get the water moving. Highway Superintendent asked if he was the person plugging up the ditch and backing it up on the neighbors because he has received several complaints from the people on Scribner Road. Mr. DiStefano said he was trying to fix the problem. Mr. Stocking told him to cut himself a swale. Mr. Stocking also said that people used to clean their ditches regularly and that no one keeps their ditches clean anymore and this creates standing water especially in Genesee County. Mr. Stocking said he can stop over to the property and shoot some grades to see which way the water is flowing.

On **MOTION** of Councilman Arnold, seconded by Councilman DeWind, to approve the Minutes of the Special Meeting August 7<sup>th</sup>, 2013, Regular Meeting August 14<sup>th</sup>, 2013, Roof Bid Opening August 20<sup>th</sup>, 2013 and the Workshop Meeting August 29<sup>th</sup>, 2013.  
**ALL AYES - MOTION CARRIED.**

## **DEPARTMENT REPORTS**

### **ASSESSOR** – Deborah Conti

- Mrs. Conti said that everyone under age 65 should have received their STAR mailer from the state. The deadline to register is December 31<sup>st</sup>, 2013. Seniors will receive their normal mailing in January. There will be some information regarding STAR in the fall newsletter.
- Mrs. Conti explained to the board what information is on the Assessor's page on the Town website so the board could decide if they want to make changes or additions.
- Mrs. Conti asked if the data mailers that the board has asked the Assessor to mail to residents could be sent in January so that the cost of the mailing (envelopes, postage, & paper) could be budgeted for in the 2014 budget.

### **ZONING & CODES ENFORCEMENT** – Shellye Dale-Hall

- Monthly report submitted and filed.
- Mrs. Dale-Hall reported that the zoning office is busy with new items permits coming in and they are closing out many permits so that there is little to no backlog.

### **HIGHWAY** – Stephen Stocking

- Mr. Stocking reported that the salt barn is filled.
- The second mowing is complete and the third mowing is going to be done soon.
- Mr. Stocking is meeting with Pat from the DOT to discuss the 2014 snow and ice agreement.
- Mr. Stocking asked the board to budget for paving of the park driveway in 2014. He said when they do the paving on Scribner Road they can do the driveway at the same time to save some money.
- Mr. Stocking will not be in attendance at the Workshop meeting on September 26<sup>th</sup>.

### **TOWN CLERK** – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin reported that we sold approximately \$5,400.00 in hunting/fishing licenses since the selling start date of August 12<sup>th</sup> which is just about what we sold last year in the same time frame. Of that amount the Town gets to keep approximately \$280.00. Also, \$1,068.00 of the hunting licenses sold were purchased with credit card.
- BAS will be setting up the program and coming out to train in October for the Town Clerk program.
- The County is rolling out a new tax program and will be training the clerks soon.
- There will be training in October for the new DEC program that rolls out in February 2014.

### **PLANNING BOARD** – Thomas Schneider

- Mr. Schneider reported that the GCEDC has filed all their paperwork for the changes requested for BETP and Yancey's Fancy. The County Planning Department is requesting a Type 1 Long Form SEQR for the text changes.

- There is a public hearing scheduled on September 25<sup>th</sup> for the RC Pulsars to determine what complaints could be alleviated by the pulsars.
- There is also a public hearing in September for American Paving for their special use permit.
- The Planning Board will have a recommendation to the Town Board in September for the zoning text changes.

#### ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski stated that there were two things on the ZBA agenda in August. One item was approved for a fence on Evergreen Drive. The other was an information session for a land separation. The applicant will be back for a public hearing in September.
- There is a public hearing for an area variance and a side yard set-back variance on Alleghany Road that will be discussed at the September ZBA meeting.
- There GGLDC is requesting variances for the Yancey's Fancy project at the BETP. Mr. Witkowski said the ZBA will address this at the September meeting. Supervisor Mileham said he attended the GCEDC meeting last week and that Yancey's Fancy is looking to expand at the BETP location. Zoning Officer Shellye Dale-Hall said that the EDC is asking to be exempted from zoning fees. The Board will discuss as a whole at the workshop meeting.

#### JUSTICES – Robert Alexander & David O'Connor

- The August monthly reports have been submitted & filed. August fines and fees remitted to the Town ~ O'Connor \$56,765.00.

#### SUPERVISOR – Edwin F. Mileham, Jr.

- Mr. Mileham said that the budget process is underway.

### **COMMITTEE REPORTS**

#### Audit, Finance, Insurance, Investment, & Purchasing – Edward Arnold Jr

- No report at this time.

#### Building & Ground, Highway Assessment, Court – Gary DeWind

- Councilman DeWind reported that he is meeting with Brier Hill about the construction of the small roof over the Corfu Fire Department man door on the East side of the building that was hit by a truck last winter.
- There is a pre-construction roof meeting scheduled for Tuesday September 17<sup>th</sup> at 9:00 A.M.

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

- No report at this time.

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

- Supervisor Mileham reported that the sewer project is under way and that digging started today. The next monthly sewer meeting is scheduled for Tuesday September 24<sup>th</sup> at 10:00 A.M.

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

- Councilman DeWind said that the flag at the park was down last week because someone cut the rope. He has since replaced the rope and is hopeful that it does not get vandalized again.
- Supervisor Mileham reported that Councilman Sformo has heard from residents that as the night gets earlier the entrance to the park is difficult to see. People are leaving the park after hours because they are cleaning up the park and sometime it is dark before they leave. Councilman Sformo was wondering if it would make sense to install a street light at the entrance while we are doing the electrical work. Also, it might help next year when the park is open 24 hours a day for the memorial wall. Superintendent Stocking will contact the DOT and National Grid to see if a light post can be installed at the park entrance.

Human Resources/Benefits – Ed Mileham Jr.

- Supervisor Mileham has not heard anything yet about the changes that will be coming to our healthcare due to Obamacare.

IT, Grants- John Worth

- Supervisor Mileham reported that the Board received an email from Tom Lajewski at J. O'Connell and Associates informing the Town that new WQIP grant that we applied for to extend the sewer project is not eligible for funding this time around. The new WQIP grant proposed is focused on addressing water quality issues related to systems *specifically* on small lakes.

**OLD BUSINESS**

Community Center Roof – Pre-Construction meeting being held at the Community Center on September 17<sup>th</sup> at 9:00 A.M.

Park Agreement with Pembroke Central School District – Highway Superintendent Stocking asked to have the Snow plowing agreement kept separately from the Park agreement. The Board decided to table it until the Workshop meeting when all board members would be present.

**NEW BUSINESS**

Walking/Bicycle Trail – Councilman Arnold said that the committee formed in Batavia to create a walking/bike trail is slowly moving ahead.

Lyndonville Tigers Championship Game - Taylor McCabe came in to speak to the board about their Championship game being held at the town park on Saturday September 7<sup>th</sup> at 4:00 P.M.

The Tigers owner is putting forth \$2,000.00 for a 10 minute fireworks display after the game. Mr. McCabe said they are advertising in the paper, radio, on Facebook and on flyers throughout town. They have applied for their fireworks permit and have Corfu Fire Department on standby. Olympic Gold Medalist Jenn Suhr from Fredonia will be at the game for the coin toss and to sign autographs. Concessions are being provided by the Pembroke Youth Association. The Board discussed all that the Lyndonville Tigers have done to help at the park with the bleachers and football field and said they would like to help with the fireworks display.

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A **MOTION** was made by Councilman DeWind, seconded by Councilman Arnold to co-sponsor a fireworks display with the Lyndonville Tigers and provide up to an amount of \$2,000.00 towards the fireworks display to thank the Tigers for the maintenance and upkeep of the Town Park and Football Field.

**ALL AYES - MOTION CARRIED**  
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Supervisor Mileham said that Nora Kohorst came in to see him and has spoken to the Chamber of Commerce because she is interested in working on the Pembroke page in the travel guide. She offered to do it free of charge. Supervisor spoke with Kelly Rapone at the Chamber of Commerce and the Chamber is ok with Nora working on the Pembroke page. The Board said they don't have a problem with her working on it. Supervisor Mileham will call Nora and let her know.

Supervisor Mileham received a call from Jack Bernard, Caretaker of Cemeteries regarding two plots at the North Pembroke Cemetery. The owner of the plots is moving to California and would like to sell the plots back to the town. The Board agreed to buy back the plots for the amount that they were purchased for. There is also a stone on the plot that the current owner will need to remove. Town Clerk Begin will call the previous Caretaker to see what price they were purchased for. We have still not heard anything regarding the grant for the North Pembroke cemetery that the Town applied for. Superintendent Stocking said that Matt from Matt's Landscaping asked if the Town would like him to trim some overgrown shrubs at the North Pembroke Cemetery. The Board told Mr. Stocking to tell Matt to go ahead and trim or remove them if needed.

## **RESOLUTIONS**

**RESOLUTION # 55 of 2013** – Payment of Abstract # 9 of 2013

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

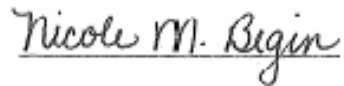
**ALL AYES - MOTION CARRIED**

**RESOLVED** that the Town Board of the Town of Pembroke authorizes the Town Supervisor to make all approved payments and bills contained in Abstract # 9 of 2013.

On **MOTION** of Councilman DeWind, seconded by Councilman Arnold to adjourn the meeting at 8:16 P.M.

ALL AYES – CARRIED.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nicole M. Begin". The signature is written in dark ink and is positioned above the typed name.

Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF SEPTEMBER 11, 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.