

**MINUTES** of the Pembroke Town Board **Workshop Meeting** held on **December 26<sup>th</sup>, 2013** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

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

**OTHERS PRESENT:** Nicole M. Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Tom Schneider, Planning Board Chairman; Mark Masse, GCEDC.

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

**PUBLIC PARTICIPATION** – None

### **OLD BUSINESS**

**UPDATE-SEWER PROJECT** – Councilman Sformo said the sewer project is being worked on. The entire main pipe is not fully connected and they still have a little section of forced main to get into the ground. They will drill under route 77 south of the creek to get it to the pump station. There was a complaint from a previous resident on Main Road that is being looked at.

The Town Board discussed the agreement being made with the GCEDC for capacity reserve so that the EDC can provide some type of funding to the Village of Corfu toward the sewer project.

Councilman Sformo is working with the engineers, Attorney and Grant writers to get residents on Route 77 south of Cohocton Road into the sewer district. He also worked with them and the assessor to get the correct sewer unit information to the County Real Property Director so that tax bills could be generated with correct sewer billing information.

Mr. Sformo said Camden Group gave the Town a proposal for sewer line operation and maintenance. Mr. Sformo said due to cost we will need to get two other quotes.

**UPDATE-ROOF REPAIR PROJECT @ COMMUNITY CENTER** – Councilman Sformo said that there was a leak in the roof on a day when we had a lot of rain. The membrane somehow was torn because the metal flashing was not installed yet. It was temporarily repaired until they can back to work on it.

**UPDATE-PARK ELECTRICAL & WATER LINE** – McCabe Electric & Dave Barsuk are still working at the park.

**UPDATE-LIGHTING AT TOWN BUILDINGS** – The Community Center/Court Lime Energy grant lighting is done and McCabe Enterprises is now working at the Town Hall to install new light fixtures and bulbs. This installation will save the Town money on electric bills.

**UPDATE-WINTERFEST** – No new updates. Winterfest is scheduled for January 25<sup>th</sup>.

UPDATE-COST OF FREEDOM TRIBUTE – The American Legion presented to the County Fire Advisory Board to get volunteers for the event in June.

UPDATE-YANCEY’S FANCY – Mark Masse said the GCEDC is working with Yancey’s Fancy to subdivide the parcel that Yancey’s would like to buy at the BETP so that they can eventually create a road to extend past that parcel to connect to the parcel in the back of the Tech Park. The Town Board discussed in detail the amount that the EDC is charging Yancey’s Fancy for that subdivided parcel that could possibly include a very small portion of the entrance from the dedicated road to that parcel. Mr. Masse said the next GCEDC meeting is set for January 16<sup>th</sup>.

The Planning Board Chairman Tom Schneider is working with EDC and Yancey’s Fancy for a variance they may need for a retaining wall at the BETP site that Yancey’s Fancy would like to purchase. There may be some dirt that will need to be moved around the BETP site while construction is in progress. If there is any left after construction is finished it will be removed and used at the Town Park.

## **NEW BUSINESS**

ORGANIZATIONAL MEETING – The Organizational meeting is scheduled for Thursday January 2<sup>nd</sup> at 8:00 AM and has been advertised in the Batavia Daily News. Councilman Sformo suggested that the Board look at going back to all night meetings in 2014 as it is easier for people to make to meetings in the evening.

COMMUNITY CENTER PAINT – Supervisor Mileham reported that the weekenders from the jail can come out and paint the Pembroke Community Center if the board wishes to get it painted. Councilman DeWind said we should wait until after Winterfest to paint. The Board would like to replace ceiling tiles as well but will wait until the roof is finished.

SUPERVISOR RESIGNATION LETTER – Supervisor Mileham submitted his resignation letter for his position as Town Supervisor effective December 31<sup>st</sup>, 2013 (see attached). Mr. Mileham also forwarded a letter to M & T Bank to let them know he will no longer be on the bank accounts.

## **ROUND TABLE DISCUSSION**

**Councilman DeWind** – Mr. DeWind reported that the work at the Town Park and roof have been a hold a little due to the weather.

**Councilman Sformo** – Mr. Sformo said that Scott Strollo finished painting the Court and Village offices at the Corfu building. The VFW wall boards are also up and ready to use.

**Councilman Worth** – Mr. Worth informed the board that he and Town Clerk Begin met with Joint Youth Rec Director Donna Fix to get on the same page with funding and the recent grant we have been awarded. A letter was sent to all involved municipalities inviting them to attend a meeting to get them up to date on the Joint Youth Program.

Mr. Worth said that he and Laura Landers form Freed Maxick completed the 2012 court audit and would be more than willing to do the 2013 court audit as well.

**RESOLUTIONS** -

**RESOLUTION # 84 of 2013** – Approval of Payment No. 4 – Sewer District # 1

On **MOTION** of Councilman Sformo, 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

**WHEREAS** the next payment submittals for the WQIP sewer grant reimbursements are due by December 31<sup>st</sup>, 2013; **NOW, THEREFORE, BE IT**

**RESOLVED** that the Pembroke Town Board approves Sewer District No. 1 - Contractor’s Application for Payment No. 4 for in the amount of \$215,152.44; and **BE IT FURTHER**

**RESOLVED** that the Town Board authorizes the Town Supervisor to sign this application for submittal to receive grant reimbursement.

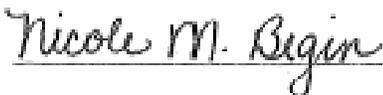
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On **MOTION** of Supervisor Mileham, seconded by Councilman Arnold to enter into Executive Session to discuss a personnel matter.  
ALL AYES - MOTION CARRIED TIME 10:24 A.M.

On **MOTION** of Councilman Sformo, seconded by Councilman Arnold to reconvene into regular session.  
ALL AYES – MOTION CARRIED TIME: 11:07 A.M.

Supervisor Mileham reported that no decision was made in Executive Session.

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On **MOTION** of Councilman Arnold, seconded by Councilman Sformo to adjourn the meeting at 11:15 A.M. ALL AYES – MOTION CARRIED

Respectfully Submitted,



Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD WORKSHOP MEETING OF DECEMBER 26, 2013 AND ARE SUBJECT TO CHANGE AND/OR REVISION PRIOR TO APPROVAL BY THE TOWN BOARD. APPROVAL OF MINUTES BY THE TOWN BOARD ARE DONE AT THE NEXT REGULAR TOWN BOARD MEETING.