

MINUTES of the **Regular Meeting/Public Hearing** of the Pembroke Town Board held on **January 8, 2014** at the Pembroke Town Hall, 1145 Main Road, Corfu, NY.

PRESENT: John J. Worth, Deputy Supervisor
Peter G. Sformo, Councilman
Edward G. Arnold, Jr., Councilman

ABSENT: Gary L. DeWind, Councilman

OTHERS PRESENT: Nicole M. Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Deborah Conti, Assessor; Tom Schneider, Planning Board Chairman; Richard Doktor, ZBA; Charles Reid, Zoning & Codes Enforcement; Tim and Ethan Librock.

The meeting was called to order at 7:05 P.M.

Deborah Conti gave the invocation and Deputy Supervisor Worth led the Pledge to the Flag.

On **MOTION** of Councilman Sformo, seconded by Councilman Arnold, to approve the Minutes of the Regular Meeting/Public Hearing December 11th, 2013, and the Workshop & End of Year Meeting December 26th, 2013.

ALL AYES - MOTION CARRIED.

PUBLIC PARTICIPATION – None

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti said the Assessor’s office is open to accept STAR and tax exemption forms Monday through Friday from 8:30 to 4:30 P.M.

ZONING & CODES ENFORCEMENT – Charles Reid

- Monthly report submitted and filed.

HIGHWAY – Stephen Stocking

- Mr. Stocking said that due to the Blizzard of 2014 they need to work on the State roads that are packed with ice. He said there were a lot of tractor trailers that exited in Pembroke due to the thruway being shut down.
- Mr. Stocking said that they are already over half way through the salt barn and will order more when they are down to ¼ of salt mix.

TOWN CLERK – Nicole M. Begin

- Monthly report and Annual report submitted and filed.
- Mrs. Begin said that taxes are coming in really slow maybe due to the weather.
- The new computer for DEC sales is set up. The program is now URL based and will no longer need to be on the DEC owned computer.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said that Yancey’s Fancy is on the agenda for January.

- Mr. Schneider said that there are currently open positions, one for the Planning Board and one for the ZBA. He has put out feelers to see if anyone is interested in being on the boards. After January 31st the Committee will conduct interviews.
- The next Zoning Committee meeting will be held on January 21st at 7:00 P.M.
- The RC Pulsars are working on a plan to alleviate some of the noise for the upcoming season.

ZONING BOARD OF APPEALS – Nathan Witkowski

- No Report.

JUSTICE – David O’Connor

- The December monthly reports have not been received yet.

DEPUTY SUPERVISOR – John Worth

- Mr. Worth said that he is meeting with the bank and bookkeeper to get accounts set up for him to access and work out how things will run in 2014. The book keeper has mentioned making more purchases with the Town credit cards to get cash back.

COMMITTEE REPORTS

Committee 1 - Audit, Finance, Investment, IT, Grants Youth Recreation & Court

~ Edward Arnold Jr

- No report at this time.

Committee 2 – Human Resources, Health Insurance & Benefits, Employee Handbook, Insurance

~ Gary DeWind

- No report at this time.

Committee 3 – Building & Grounds, Highway, Cemeteries and Parks/Land

~ Pete Sformo

- Councilman Worth said that the pipes at the Town Hall froze and broke. Brian from Seaman’s Hardware is working on them and will have them repaired as soon as possible. Brian said this has been an ongoing problem in the same spot with the pipes. Councilman Worth said that there should be a permanent fix done to it in the spring.
- Councilman Sformo said that users to the hall were not familiar with the stove at the Community Center and did not read the directions that are there. Councilman Sformo thinks that the pilot lights should stay lit so that people aren’t messing with the gas. Labels will be placed on the stove to assist in its use.

Committee 4 – Planning & Zoning, Code Enforcement, Public Safety, Water, Sewer, Refuse & Recycling, Assessment

~ Pete Sformo

- Councilman Sformo talked with the engineers about billing the EDC for the extra sewer work that was done across from the high school for the BETP. Everything is running smooth with the sewer project.

- Mr. Sformo said that Engineer Jeremy DeLyser is working on a letter for residents south of Cohocton to explain to them how their debt service is going to work and a public information meeting will be set up.
- Councilman Sformo will set up a meeting with the Town of Batavia to discuss how they do zoning and codes so that we can figure out where our zoning and codes department is going.
- Mr. Sformo asked if a projector could be mounted in the board room for use by the boards for their meetings. Mr. Sformo will get prices on what would be needed for complete install.
- The board discussed the renewal of our PSI recycling and trash contract. Councilman Sformo asked if we could add a second trash day each month during the summer. The board discussed bidding out the contract to see if any other refuse companies are interested. PSI has continuously been the lowest bidder. The committee will have to create bid specs.

OLD BUSINESS

ENTRANCE ROOF AT COMMITTEE CENTER – Being worked on.

CEMETERY GRANT PROJECT WORK – Driveway work will be done in the spring.

WAX FLOOR IN AREAS NOT DONE THE FIRST TIME – Floors will be waxed in the Corfu building in the spring.

NEW BUSINESS

CHANGE ORDER FOR ELMER DAVIS ROOFING - Mr. Worth said that the Town received a change order for the roof repair at the Community Center for a cost of \$2,969.25. The board agreed to talk with the engineer before approving because the change is something that was thought to already be in the contract.

INVESTMENT PLAN – Councilman Arnold will go with Councilman Worth to Five Star and Bank of America to see if there are better investment options for reserve funds. Councilmen Arnold and Worth have a meeting with M & T and the bookkeeper on January 15th, 2014.

CLOSE INACTIVE BANK ACCOUNT AT M&T - Mr. Worth said there is one old bank account with 4 cents in it. The board agreed to close the account.

STAFFING AND INTERVIEWS – Working on filling the positions for the Planning and ZBA boards.

PLAN TO GET PARK IN SHAPE FOR MOVING WALL – W plan will be worked on the have the park in good shape for the cost of freedom tribute in June.

SET UP MEETING FOR NEW HEALTH CARE POLICY FOR TOWN – Councilman Arnold will be working with Tompkins to get new healthcare information and set-up what is needed for our April 1, 2014 renewal date.

RIGHT TO PRACTICE FORESTRY/RIGHT TO FARM – Councilman Sformo will find out what is needed to get these laws enacted.

RESOLUTIONS

RESOLUTION # 3 of 2014 – Payment of Abstract

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

WHEREAS, A request has been made to pay the normal operating expenses of the Town of Pembroke, and,

WHEREAS, these payments are within the normal scope of the 2013 & 2014 working budgets, and create no additional cost to the Town of Pembroke; **NOW, THEREFORE BE IT**

RESOLVED, That the Town of Pembroke hereby authorizes the Supervisor to make the appropriate payments contained within abstract # 13 of 2013 and # 1 of 2014.

RESOLUTION # 4 of 2014 – Contract Agreement – TruGreen

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

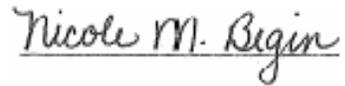
RESOLVED, the Town of Pembroke Town Board, authorizes the Town of Pembroke Supervisor to enter into a contract agreement for 2014, for the amount not to exceed \$3,348.00 with TruGreen, 40 Ridgeland Road, Rochester, NY 14623, for two (2) scheduled pesticide and fertilizer applications at the Town Park located at 8799 Alleghany Road., Corfu, NY 14036.

The Board discussed bidding this work out in 2015 and maybe only doing it one time a year.

On **MOTION** of Councilman Arnold, seconded by Councilman Sformo to adjourn the meeting at 7:55 P.M.

ALL AYES – MOTION 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 printed name of the signatory.

Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF JANUARY 8, 2014 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.