

MINUTES of the Pembroke Town Board **Workshop Meeting** held on **January 23rd, 2014** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

PRESENT: John J. Worth, Deputy Supervisor
Edward G. Arnold, Jr., 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; Dan Lang, Town of Batavia Building and Zoning; Joe Joyce, Oakfield Alabama American Legion Post 626; Tom Lichtenthal, Town of Batavia Highway Superintendent; Members of the East Pembroke Fire District.

The Workshop was called to order at 5:00 P.M.

PUBLIC PARTICIPATION

ZONING DISCUSSION – Dan Lang from the Town of Batavia Building and Zoning department spoke to the Town Board about what they could offer the Town for zoning and code enforcement. Mr. Lang said that there is already an Intermunicipal agreement in place but that it may need to be changed if they are needed on a more full time basis. The Board asked Mr. Lang if he would be willing to sit down with our code enforcement officer Charles Reid and members of the zoning committee to work on streamlining the process and to help Mr. Lang understand the processes we have in place and changing them if needed.

COST OF FREEDOM MOVING WALL EVENT – Joe Joyce from the Oakfield Alabama American Legion Post 626 updated the Board on the Cost of Freedom Moving Wall event coming to the Town Park June 11th to June 15th. Mr. Joyce said that they have broken down the days to commemorate Law Enforcement, Fire Enforcement, and the FBI. There will be special ceremonies for those organizations at 11:00 A.M. each day. They are setting up speakers and food vendors at this time and may have some help from Genesee Community College on production of the programs. There were 16 poems submitted by students of the Pembroke School District. One of those poems will be chosen to be engraved on the stone memorial that will be permanently placed in the Town Park during the event.

EAST PEMBROKE FIRE DEPARTMENT IMPROVEMENT PLAN – Engineer Tom Lichtenthal presented to the Town Board a master plan for the East Pembroke Fire District. Mr. Lichtenthal said that when the fire department building on Route 5 was hit and damaged by a car two years ago the building was thoroughly inspected and found to be not structurally sound. There are two sections of the building, one is the older 1930's section (west end) that when built was made to hold a smaller, less heavy vehicle and now the floor slab is not sound and is breaking. The newer section (east end) was also found to be not sound and not supportive enough to hold the weight of the new trucks. Steel beams have been put in temporarily to hold the weight but something will need to be done in the near future. The fire department has been working with engineers for two years on a twenty year plan to help them construct a new building and also be able to maintain and replace vehicles and equipment as needed. The plan would require them to implement a tax rate increase to \$1.90 per thousand and hold that rate for the next twenty years.

The new rate means that an average house assessed at \$100,000.00 would pay an additional \$80.00 per year in taxes. The Fire District plans to present to the Batavia and Alabama Town Boards and will hold a public hearing to get public input on the plans. The Town Board agreed to write a letter of support for the Fire District.

ASSESSMENT INFO – Assessor Debbie Conti spoke to the Town Board about a request they had made to have property value information sent to residents so that property owners could update the assessor's records if they feel there is something not right about their assessment value. The Board discussed ways to get this information out to the public. The Board decided to get the information to residents by way of the website and to offer forms to print or email to the assessor, to update any changes they may have made.

OLD BUSINESS

UPDATE-SEWER PROJECT – Town Clerk Begin reported on the sewer meeting that was held on January 21st. The Village project will be at substantial completion by May 15th. The project deadline is June 30th so the engineers are going to ask for an extension to give residents in the district time to connect.

UPDATE-ROOF REPAIR PROJECT/CHANGE ORDER – The change order was reviews and Councilman Worth was given approval to sign the change order form and return it Clark Patterson.

RIGHT TO PRACTICE FARMING/FORESTRY – Councilman Sformo is conferring with the Attorney about the Right to Farm and Right to Forestry Local Laws. Attorney Mark Boylan suggested sending it to County Planning for review and that the Town make themselves lead agency on the SEQR.

GCEDC UPDATE – Due to unexpected personal events Councilman Worth and Councilman Sformo were unable to make it to the GCEDC meeting on January 16th. The purpose of attending was to talk with them about reserves in sewer gallons for the BETP. The Committee will try to make the next meeting or set something up at their office.

UPDATE-WINTERFEST – The Winterfest is a go for this Saturday January 25th, 2014. There is an issue with the health permit issued for the Community Center not covering the food vendors. Councilman Sformo will stop at the County Health Department to discuss it with them.

NEW BUSINESS

INVESTMENT PLAN – Councilman Worth is working on an investment plan. More information to come in February.

SET UP CREDIT CARD MONEY BACK PROGRAM – Councilman Worth is working with M&T Bank. More information to come in February.

NEW SEWER DISTRICT – Councilman Sformo received a letter that was written by Engineer Jeremy DeLyser at Clark Patterson Lee. The letter is to inform the residents south of Cohocton about the option they have to connect in to sewer district #2. The Board will review the letter and suggest any changes if needed. A date will also be set to hold an informational meeting.

FIX INSULATION ISSUE AT TOWN HALL TO PREVENT PIPES FROM FREEZING – Councilman DeWind had a contractor out to look at the Town Hall pipes and windows. The pipes in ceiling and along the south wall in the ladies room froze and broke. Brian from Seaman's Hardware repaired them and advised the Town to do something about the pipes for the future as this was not the first time he has had to repair the same pipes. Also, the windows on the west side of the building are leaking a lot of air. The contractor looked at the swinging doors in the vestibule. The doors never stay closed and a lot of heat and cold air is lost out of them. The back door at the end of the ramp has a gap in the bottom and snow is coming in through the bottom. The contractor will give an estimate for the repairs.

INSURANCE MEETING WITH JOE TERESI JR. – Councilman Arnold & Councilman Worth met with Mr. Teresi about 2014 insurance coverage for Town Officials, property and theft. The cost of our insurance premium has gone up \$1,134.27. It was suggested that the town look at the coverage for the gas pumps, and equipment mid-year.

MERT'S HOUSE LISTING SALE – The contract with Nothnagle Realty for the sale of Mertie Doll's house has been cancelled. The sale offer that was pending was withdrawn by the buyers. Mr. DeWind will contact Bob Harris Realty to try to sell the house again.

COMMUNITY CENTER ~ PAINTING, CEILING TILES & FLOOR WAX – Councilman DeWind is working with the Sheriff's Department to get the weekenders out to the Community Center to replace the ceiling tiles and paint the Community Center. Mr. DeWind will coordinate a couple consecutive weekends and have necessary supplies ready for them to work.

MUSEUM GLASS CABINETS REMOVE – Councilman Worth said that the gentleman that is making new cabinets for the museum may use some of the glass in the old cabinets. The Historical Association gave the museum money to purchase new cabinets.

AUDITORS HAVE STARTED 2013 AUDIT – Councilman Worth said that the auditors from Drescher and Malecki have started the 2013 Audit.

ROUND TABLE DISCUSSION

Councilman DeWind – Mr. DeWind informed the board that some of the tin for the roof over the Corfu Fire department door was damaged during transport. The weather is also delaying the project. Brier Hill will work on the roof as soon as possible.

Councilman Arnold – Mr. Arnold is working on the recycling/trash contract for 2014 and looking to get some bids. Mr. Arnold also asked the board if we could change the contract dates from January 1st through December 31st to March 1st through February 28th. Councilman Sformo asked to have in the contract two trash days in the months of May through September.

Councilman Arnold is working with Tompkin's Insurance Agencies on the healthcare coverage that will begin April 1st.

Councilman Sformo – Mr. Sformo spoke with Beverly Neeland regarding the Community Band concerts that are performed each year for the Town. Mr. Sformo confirmed that the concerts performed for the Town are Winterfest in January and the Christmas concert in December. The voucher will be sent to the Community Band in February.

Councilman Worth – Mr. Worth asked the board what they wanted to do with the phone for the zoning officer that is no longer in use. The Board agreed that the phone should be used by Councilman Worth while he is performing the duties of the Supervisor.

Superintendent Stocking – Mr. Stocking said the Indian Falls Log Cabin has requested to shut down Gilmore Road for one day in September for a car show. Councilman Arnold suggested finding out when Corfu Darien Kiwanis was holding their Fall Car Show in September so that they don't plan it for the same day. Since Gilmore Road is a Town Road it would be up to the Highway Superintendent to give approval.

Mr. Stocking is waiting to hear back from NYS DOT regarding reimbursement for the corn snow fence that the Town paid for to have left up on Alleghany Road.

Mr. Stocking said he is now purchasing fuel from NOCO Energy and NOCO is listed on State Bid.

RESOLUTIONS -

RESOLUTION # 5 of 2014 – Payment of Abstract

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.
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 # 13b of 2013 and # 1b of 2014.

On **MOTION** of Councilman Arnold, seconded by Councilman DeWind to adjourn the meeting at 7:36 P.M. ALL AYES – MOTION CARRIED

Respectfully Submitted,

Nicole M. Begin

Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD WORKSHOP MEETING OF JANUARY 23, 2014 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.