

MINUTES of the Pembroke Town Board **Workshop Meeting** held on **February 27th, 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; Tom Carpenter, Jim Parlavecchio & Rich Morelle, Clark Patterson Lee; Josh Pray, Manufacturer Representative for roofing product.

The Workshop was called to order at 4:30 P.M.

PUBLIC PARTICIPATION

COST OF FREEDOM MOVING WALL EVENT – Joe Joyce from the American Legion said the latest flyer for the escort of the moving wall is now being circulated. The escort will be a motorcycle escort from the Home Depot parking lot in Batavia up route 63 to route 77 to the Town Park on June 11th, 2014.

Mr. Joyce said Mercy Flight has asked to participate in the event and land at the Town Park if the Town is ok with that. The Town Board told Mr. Joyce where they would be able to land safely.

Bids have been obtained for the port-a-johns for the event. The Town will cover the cost for the port-a-johns for the park.

CERT TRAINING PROGRAM – Pam Ware said there was a chance that CERT (Community Emergency Response Team) training could be held here at the Town of Pembroke. It has been many years since the training was offered in Pembroke. The training is offered to individuals not involved with Fire and Police. The program runs for 6-8 weeks and would train people what not to do and correct procedure to follow in an emergency.

OLD BUSINESS

1. **COMMUNITY CENTER ROOF - Heater and Ceiling Tiles leaks**
Tom Carpenter said Clerk Patterson Lee understands the Town Board's frustration over the issues with the roof project at the Community Center. The project was intended to be done before winter and that didn't happen which created a bunch of challenges from leaks to heating issues and some of the work just cannot be done in winter conditions with ice, snow and wind. Also, workers were not on the job as much as they could have been when the weather was good. Clark Patterson has been addressing those issues with Elmer Davis. Councilman Arnold and Councilman DeWind stressed their frustration over the roof not being complete. Tom Carpenter said they feel the same frustration and will keep pushing the roofers and make sure the Town gets the job they are paying for. At this point the roofers need a series of good weather days to open the job up and complete it as needed.

 A **MOTION** was made by Councilman Arnold, seconded by Councilman DeWind to approve Change Order No. 3 on the roof project to replace an additional HVAC unit on the Community Center roof that was not included in the original scope of the project.

ALL AYES –MOTION CARRIED

2. SEWER PROJECT UPDATE DIST. 2.

Councilman Sformo said that the public information meeting was held on February 19th and 8 residents were in attendance from district #2. Clark Patterson is working on a letter to send to the residents that did not attend the meeting.

3. RIGHT TO PRACTICE FORESTRY & RIGHT TO FARM LAWS

Public Hearings will be held on March 12th.

4. LETTER TO EAST PEMBROKE FIRE DEPT.

The Town Board decided to not send a support letter at this time for the EP Fire District expansion project as they see no benefit from the letter for Town residents.

5. GCEDC UPDATE- industrial park

Councilman Worth and Zoning Officer Charles Reid met with the engineers, GCEDC and members of Yancey’s Fancy. There is an issue with emergency codes at the new building site. They are working on the problems and Councilman Worth will have an update at the March meeting.

6. STAFFING ~ Alternate Board Members

A public hearing will be held on March 12th for a Local Law to add and alternate board member to both the Planning Board and the ZBA.

7. FIRE DEPT. ENTRANCE ROOF AT COMMUNITY CENTER

Councilman DeWind said they are almost finished with the roof over the Corfu Fire bay door at the Community center building.

8. CEMETERY - GRANT PROJECT WORK

Councilman DeWind said the North Pembroke grant work will be finished in the spring. Councilman Worth said the Town received a letter regarding the Veteran’s Cemetery. There is a push to finish the archeological study with the Indian Reservation and finalize the purchase of the property.

9. HEALTH CARE POLICY FOR TOWN EMPLOYEES

Councilman Arnold said the current health insurance plan for employees will discontinue on April 1st. The new plan being offered is similar to what coverage the employees have now. The changes in cost are as follows (current price/new price): Single plan - \$361/\$384, Two Person plan - \$920/\$769, Family plan \$975/\$1,096.

The board discussed what changes could be made to the costs of the plan and would like to invite the employees to the next workshop meeting to discuss the changes. The Board would also like to hold a meeting with Independent Health for the employees so they can better understand their coverage.

10. INSULATION ISSUE AT TOWN HALL TO PREVENT PIPES FROM FREEZING

Councilman DeWind will call get another quote for spray insulation here at the Town hall to repair the cold air leakage in the ladies bathroom and hallway.

11. PARK BENCH

A **MOTION** was made by Councilman DeWind, seconded by Councilman Sformo to place a memorial bench in a position that the board agrees to along the walking trail in the Town Park in honor of Justice O'Connor's granddaughter who passed away in January.

ALL AYES –MOTION CARRIED

12. DEPT. OF LABOR EMERGENCY LIGHTING PROBLEM

Councilman DeWind is having Scott Strollo fix the emergency exit lights at the Community Center.

13. COMMUNITY CENTER PAINT AND TILES

The Genesee County Jail weekenders will be painting and replacing ceiling tiles in the Community Center over the next few weekends. Councilmen DeWind and Worth have been working on getting the paint and tile bids and getting them ordered. The town will rent scaffolding from McCabe Enterprises.

14. MERTIE DOLL HOUSE

Councilman DeWind spoke with Harris Realty to get the Mertie Doll house back on the market. Councilman Worth will sign the contract to list the house at \$100,000.00

15. CREDIT CARD PROCESSING

Town Clerk Begin informed the Board that when trying to process a credit card payment this past week for taxes the payment would not go through. Mrs. Begin contacted the company GovTeller and was informed that we no longer had an account with them and that the account was closed January 31st, 2014. When asked who closed the account Mrs. Begin was told that it was closed by Genesis PPG, the original company that contracted the account for us. When Mrs. Begin emailed Genesis PPG they blamed GovTeller. Mrs. Begin contacted GovTeller and asked for a refund of the \$240 paid to them in November. A refund will be sent. Mrs. Begin contacted BAS to see what they have to offer in credit card processing.

16. COMMITTEE CRITIQUE

Councilman Sformo thinks that the board does not always discuss things to an end point and may jump a little too fast on other things. Councilman Arnold said he thinks things are running much smoother than in the past.

ROUND TABLE DISCUSSION

Councilman Sformo – Mr. Sformo received a call from a couple of people from the fire districts regarding the payments that they received from the Town for their fire district taxes that were collected by the tax collector. Mr. Sformo asked if the payment could be sent to them without requiring them to sign vouchers. Mr. Worth said the voucher authorizes the Supervisor to sign the check and the town then has a paper trail for the auditors.

Councilman DeWind – Mr. DeWind asked where the town was at with the Park grant. The grant was supposed to be closed in 2010 and the Town is waiting on \$10,000.00. NYS Park and Recreation want another map of the park before they will issue the check. Councilman Worth will have CPL create an updated map and a letter will be written to them and other State representatives about the way this has been handled.

Town Clerk Begin – Mrs. Begin informed the board of the lawsuit filed by the companies who own the fiber optic lines that run the entire length of the Thruway. Each municipality along the thruway was included but the State handles these matters. This information will be filed in the office of the Town Clerk.

RESOLUTIONS -**RESOLUTION # 15 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; 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 # 14b of 2013 and # 2b of 2014.

RESOLUTION # 16 of 2014 – Snow and Ice Contract Approval 2014 - 2016

On **MOTION** of Councilman Sformo, seconded by Councilman Arnold, 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 Board of the Town of Pembroke on February 27th, 2014 makes a resolution to approve the Snow and Ice Contract No. D009745 between the State of New York and the Town of Pembroke for snow and ice control which will expire on June 30th, 2016 unless further extended. The contract will be for \$238,926.33.

RESOLUTION # 17 of 2014 – 2013 Budget Amendment – CHIP’s monies

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; Councilman DeWind, AYE.
ALL AYES - MOTION CARRIED

WHEREAS, the Town Board of the Town of Pembroke makes a resolution to increase appropriation DB5112.2 in the amount of \$20,148.40 and increase estimated revenues DB3501 in the amount of \$20,148.40 for increased, unexpected CHIP’s monies received in 2013.

RESOLUTION # 18 of 2014 – 2013 Budget Amendment - GCEDC Gant money

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, the Town Board of the Town of Pembroke makes a resolution to increase appropriation B6989.4 in the amount of \$750,000.00. Source of funding is the unreserved committed fund balance in Fund B funded in the amount of \$250,000.00 per year 2010, 2011 and 2012 by Local Law # 1 of 2010 and # 1 of 2013.

RESOLUTION # 19 of 2014 – 2013 Budget Amendment – JCAP Grant

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; Councilman DeWind, AYE.
ALL AYES - MOTION CARRIED

WHEREAS, the Town Board of the Town of Pembroke makes a resolution to increase appropriation A1110.45 in the amount of \$5,502.01 JCAP Grant and increase estimated revenue A3089 in the amount of \$5,502.01 for a JCAP Grant received in 2013.

RESOLUTION # 20 of 2014 – 2013 Budget Amendment – County Chargeback

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; Councilman DeWind, AYE.
ALL AYES - MOTION CARRIED

WHEREAS, the Town Board of the Town of Pembroke makes a resolution to increase appropriation SW1-1420.4 contractual \$100.00 and SW1-1989.4 County Chargebacks \$163.43 source of funding unreserved fund balance.

RESOLUTION # 21 of 2014 – 2013 Budget Amendment – Roof at Corfu building

On **MOTION** of Councilman Sformo, seconded by Councilman Arnold, 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 Board of the Town of Pembroke makes a resolution to amend the budget to increase appropriation line A1620.21 Buildings-Corfu for new roof in the amount of \$210,000 with source of funding the unreserved fund balance.

On **MOTION** of Councilman Arnold, seconded by Councilman Sformo 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 FEBRUARY 27, 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.