

MINUTES of the **Regular Meeting** of the Pembroke Town Board held on **April 9, 2014** at the Pembroke Town Hall, 1145 Main Road, Corfu, NY.

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; Charles Reid, Zoning & Codes Enforcement; Tom Schneider, Planning Board Chairman; Deborah Conti, Assessor; J. Martin Welch & Rocco S. Leone, New York Life; Aaron Swable, Highway Department; Guy Gabbey, representing High Point Church.

The meeting was called to order at 7:00 P.M.

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

PUBLIC PARTICIPATION – Mr. Welch and Mr. Leone from New York Life were here to present a life insurance plan for the Town employees. They gave background information on their company and had life insurance information packets for the employees. They explained what they can offer the employees and what the guarantees are on their policies. Mr. Worth will pass the information on the employees who were not in attendance and get back to them.

APPROVAL OF MINUTES

On **MOTION** of Councilman Arnold, seconded by Councilman DeWind, to approve the minutes of the Regular Meeting March 13th, 2014, Special Meeting March 24th, 2014 and the Workshop Meeting March 27th, 2014. **ALL AYES - MOTION CARRIED.**

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti said that she received calls today regarding the potential closing of the property being looked for the VA Cemetery. Mrs. Conti will let the Board know when the formal announcement is made.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report has been submitted.
- Mr. Reid said he also received calls regarding the potential VA Cemetery property. He was being asked about any outstanding violations or permits on the property.
- Mr. Reid said there was one new complaint this month regarding a dog fence on Marble Road.
- Yancey's Fancy project work has begun. They have started digging the foundation and will likely pour concrete this week.

HIGHWAY – Stephen Stocking

- Mr. Worth reported that the CHIP's money we receive from the state was increased this year by approximately \$10,000.00 due to the heavy winter.
- Mr. Worth said the Highway Superintendent has estimated that the cost to refill the salt barn will be around \$230,000.00.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin said that Local Laws #2 & #3 of 2013 were filed in February and the NYS Comptroller's office will be sending a letter.
- The new credit card system will be installed shortly. The new company will be providing signage and envelope stuffers to inform residents that they can use a credit card for payments.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said the Planning board reviewed a land separation at the March meeting and it was approved.
- Mr. Schneider attended his second session of zoning and codes training and is finding the course to be very interesting. He thanked the Town for allowing him to attend.
- The County is looking for the land separation for Yancey's Fancy and the EDC. The attorney for the EDC said it is forthcoming and in the process of being finalized.
- Mr. Schneider said that he thinks the Zoning Law Review Committee will take a look at the Comprehensive Plan to see if a more thorough review needs to be done. If so, a formal committee will need to be established to make any changes.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Schneider reported for Mr. Witkowski that there was one variance granted at the March meeting for a carport.

Councilman Sformo left the meeting at 7:20 P.M.

JUSTICE – David O'Connor & Edwin F. Mileham, Jr.

- The March monthly reports have been submitted and filed. Justice O'Connor collected \$45,506.00, Justice Mileham collected \$7,878.50.

DEPUTY SUPERVISOR – John Worth

- Mr. Worth said that the state budget that has been passed includes a rebate program for receivers of STAR. The state is still working on the details but it is based on the Town and School system maintaining their tax cap.
- The Doll property is being inspected this evening and the property should close in the next few weeks.
- Thursday April 17th is the day the roofers will go over their final punch list with Councilman Worth. If any other board members would like to attend they are more than welcome, time to meet is 1:00 P.M.

COMMITTEE REPORTS

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

~ Edward Arnold Jr

- Mr. Worth reported that youth Director Donna fix is getting the field trips planned for this summer's youth program. The field trips are being planned because a grant was received from the Rochester Area Community Foundation to enhance our program and enrich the experiences of our youth.

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

- No report at this time.

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

~ Councilman Peter Sformo

- Mr. Arnold reported for Mr. Sformo regarding the Sewer project. The gravity sewer line to the Town Park pavilion cannot be done due to elevation. The engineers are aligning contractors to work with Randsco for the lateral lines to the houses. The 8" main line is installed. There still needs to be 1200 feet of 2" line installed. Laterals are done from Cohocton Road North on Route 77. The pump station will be delivered on site and installed next week. All gravity lines have been televised by Sconex Company and all slopes have been deemed satisfactory by Cory Neefus, the engineer on the project. Mr. Neefus met with 90% of the homeowners north of Cohocton Road to verify where the laterals will go and all people were very happy with the price. The Board and Attorney will need to review the sewer use law and maintenance contract and how the billing will be handled by the village.
- Mr. Worth said that High Point Church is really interested in coming into the sewer district as an out of district user. Mr. Gabbey said he was in attendance to confirm their interest in hooking into the sewer line.

OLD BUSINESS

1. Sewer project update – discussed above.
2. GCEDC Update- industrial park – Yancey's Fancy work started.
3. Staffing and Interviews – Not discussed.
4. Cemetery work at North Pembroke – Tree trimming scheduled for fall by Town highway.
5. Fix Insulation issue at Town Hall – Mr. DeWind working on getting this done.
6. Community Center Tiles – Tiles ordered and ready for pick-up, will be installed in April.
7. Real-estate progress – reported by Deputy Supervisor above.
8. Recycling Bid – Only one bid was received by PSI Disposal.

- 9. Two Heaters at Community Center Truck Bay - \$5,702.00 replacement cost – Resolution to accept agreement from Turnbull Heating and Air Conditioning below.

NEW BUSINESS

- 1. Plan for getting park in shape for Moving Wall – Town will work on ASAP.
- 2. Community Center Floor Wax spring time – Floors will be waxed in the near future.
- 3. Museum Glass Cabinets – Old cabinets will be auctioned off or sold at a Town Hall garage sale.
- 4. 2013 Audit – waiting for final report.
- 5. Industrial Appraisal – will be done once pump stations are installed and project is up and going.
- 6. Board and committee critique to do at workshop in May.
- 7. Time Warner Franchise Agreement – waiting for legal update from Mark Boylan.
- 8. 2014-2015 Corfu Village Lease agreement has been signed and returned.
- 9. Town Hall Garage Sale – mentioned above.
- 10. Cemetery Bank account – Councilmen Worth and Arnold meeting to discuss North Pembroke Cemetery bank accts.

RESOLUTIONS

RESOLUTION # 34 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 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 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 # 4a of 2014.

**RESOLUTION # 35 of 2014 – Planning Board – Appointment of Alternate Board Member
John Kadziolka**

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 DeWind, AYE.
ALL AYES - MOTION CARRIED

WHEREAS the Town Board of the Town of Pembroke established the position of Alternate Board member for the Planning Board and ZBA through Local Law No. 3 of 2014; and

WHEREAS John Kadziolka was interviewed for the Planning Board and ZBA when a Planning Board member stepped down; **NOW, THEREFORE BE IT**

RESOLVED that John Kadziolka be appointed as an Alternate Board Member to the Planning Board for one (1) year with the term expiring December 31st, 2014.

RESOLUTION # 36 of 2014 – Approval of Pembroke Sewer District No.1 Change Order #3

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 DeWind, AYE.
ALL AYES - MOTION CARRIED

WHEREAS a Change Order is being recommended by Engineers at Clark Patterson Lee requesting a 90 day time extension due to unforeseeable weather conditions and finalization of the number of grinder pumps needed; and

WHEREAS this change will increase the contract price by \$0; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Board hereby approves Change Order #3 and authorizes the Town Supervisor to sign Change Order #3 documents.

RESOLUTION # 37 of 2014 – Turnbull Heating and Air Conditioning Contract

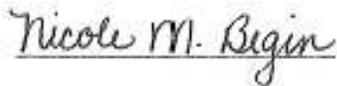
On **MOTION** of Councilman Arnold, seconded by Councilman DeWind, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, AYE; Councilman Worth, AYE; Councilman DeWind, AYE.
ALL AYES - MOTION CARRIED

BE IT RESOLVED that the Pembroke Town Board authorizes Deputy Supervisor John Worth to sign the agreement to install two hanging heating units in the Corfu Fire Department Truck Bays for a cost not to exceed \$5,702.00.

On **MOTION** of Councilman Arnold, seconded by Councilman DeWind to adjourn the meeting at 7:40 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 typed name of the signatory.

Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF APRIL 9, 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.