

MINUTES of the **Regular Meeting** of the Pembroke Town Board held on **May 14, 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; Tom Schneider, Planning Board Chairman; Nathan Witkowski, ZBA Chairman; Deborah Conti, Assessor; Lois Brockway, Historian; Robert Musall, VFW Corfu Cathie Wild Post 9000.

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

Robert Musall came to thank the board for support of the VFW parade. Mr. Musall presented a plaque to the Town Board. He invited Board members to speak at the Memorial Day Ceremony that follows the parade. Mr. Musall also gave some background information on a \$1,000.00 scholarship that the VFW gives to one graduate from Pembroke each year and also described work that the VFW is involved in throughout the community.

Historian Lois Brockway explained to the Board that the historians would like to do a reprint of the Bicentennial history book. They purchased 500 in 2012 and have sold all but 35 of them. She asked the board for permission to reprint the book. She also explained that a few enhancements would be made, additional pictures added and due the increase in cost they would sell the books for \$15.00.

A **MOTION** was made by Councilman Sformo, seconded by Councilman Arnold to allow the historical department to order 200 copies of the updated bicentennial history book.
ALL AYES –MOTION CARRIED

Mrs. Brockway said that the historical society paid to have the pictures in the hallway of the Town Hall to be reframed because the pictures were not holding up on the barn wood they were originally placed on. Mrs. Brockway asked the board if it was ok to have the pictures hung in the hallway on new hangers as the previous wire hangers are not sufficient for the new frames. The Board gave permission for the pictures to be hung with new supports.

APPROVAL OF MINUTES

On **MOTION** of Councilman Sformo, seconded by Councilman DeWind, to approve the minutes of the Regular Meeting April 9th, 2014, and the Workshop Meeting April 24th, 2014.
ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS**ASSESSOR** – Deborah Conti

- Mrs. Conti said that there was an article in the Buffalo newspaper about the VA Cemetery that stated it may be closing very soon. As soon as the deeds are transferred Mrs. Conti will let the board know.
- Mrs. Conti spoke with the County Real Property Director about the tax cap and the STAR Rebate and the County is starting to prepare how they can meet the tax cap so that the residents can take advantage of whatever refunds are available for them.
- Mrs. Conti is working on getting a shape file from County Planning to update all of the locations where public water exists so that those residents insurance coverage has the correct ratings. This should lower the insurance rates for those residents. Councilman Worth said that the Pembroke Fire Department is also working on the necessary paperwork.
- Councilman Sformo asked Assessor Conti how things have been going since the new assessments went out. Mrs. Conti replied that things are going very well. There have been some adjustments made and records have been kept of everyone that has called. Mrs. Conti said there have been no disgruntled people in to see her. Mrs. Conti said Grievance Day is Tuesday May 27th.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report has been submitted.

HIGHWAY – Stephen Stocking

- No Report at this time.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin said the new credit card machine has been installed and both clerks have been trained on its use.
- Mrs. Begin reported that the interest and penalties collected during Tax Collection 2014 was \$4,954.39. That is up from the \$3,804.60 that we collected in 2013. There were 99 unpaid bills returned to the County Treasurers office.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said the Planning Board meeting was cancelled in April but they will see two land separations in May and a special use permit for a pond.
- Mr. Schneider said the Department of State is offering free online training for planning and zoning board members. He would like to offer it to the members of the planning and ZBA boards. The board agreed that it was a good idea and Councilman Worth said it is something that could be done here at the Town Hall so that the members could take the courses during a meeting and get paid for them.
- The Zoning Committee discussed looking into the Comprehensive Plan. The committee will determine if the plan needs to be reviewed. Nate Witkowski said that it looks like it needs to be updated. Mr. Schneider said that if they decide to move on to a formal

review they will need to include a couple citizens and possibly a village trustee in the review process.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski said that the ZBA held a public hearing in April for a mobile home on Lake Road which was approved.
- There is nothing on the agenda for May and the meeting will be cancelled.

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

- The April monthly reports have been submitted and filed. Justice O'Connor collected \$39,220.00, Justice Mileham collected \$11,891.00.

DEPUTY SUPERVISOR – John Worth

- Mr. Worth said that all of the PC's at the Town Hall are up to date. The clerks are working on entering information into Docuware.
- Mr. Worth said that our bookkeeper Laura Landers would like to come to the June Board meeting to review the audit with the Town Board.

OLD BUSINESS

1. Sewer Project update – Councilman Sformo said that the main pipe is in the ground. The pumps are installed but not connected because are waiting on a contract for electrical service. The district is also waiting on lateral hookups. There are 18 out of 22 residents south of Cohocton that have expressed interest in sewer district No. 2 grinder pumps.
2. GCEDC Update ~ BETP – Mr. Worth said that Zoning Officer Charles Reid has been there every day doing inspections for the Yancey's Fancy project.
3. Staffing and Interviews - Nothing to Report
4. Cemetery Work - Councilman DeWind reported that he is waiting for the contractor to start the driveway work at the North Pembroke Cemetery and he is hoping to get a few headstones repaired at the Brick House Corners Cemetery this summer.
5. Fix Insulation issue at Town Hall to prevent pipes from freezing – Councilman DeWind and Councilman Worth will begin working on getting the repairs done at the Town Hall in June.
6. Community Center ceiling tile job – Councilman DeWind said the workers from the Genesee county Jail did a good job replacing all the ceiling tiles in the Community Center. Scott Strollo will replace any tiles where there was hard wiring for electric. Councilman DeWind asked if the Board would write a letter thanking the Sheriff's department for help with the Community Center work. Mr. DeWind said he received an estimate to repair the kitchen door to the Community Center lock for the cost of approximately \$1,500.00. Mr. DeWind said for that price he would like to look at the cost of replacing the entire door.
7. Real-estate progress ~ Councilman Worth said the closing on the Mertie Doll property will be done soon. The realtor sign is marked SOLD.
8. Heater at Corfu Fire Department Truck Bay – Mr. Worth said the heater replacement will be done soon.

9. East Pembroke Fire Dept. support letter – Town Clerk Begin wrote a support letter for the East Pembroke Fire department and provided it to the Town Board for review. The board agreed to send the letter to the Fire District.
10. Court Help – The Town Board agreed to hire Bradley Lang to help the court while Angelina is out on maternity leave.

 A **MOTION** was made by Councilman Arnold, seconded by Councilman DeWind to hire Bradley Lang to work at the Court Office while Angelina Johnson is out on maternity leave for a period of 6-8 weeks not to be more than 10 hours per week.

ALL AYES –MOTION CARRIED

-
11. Elmer Davis Bill – There is a bill due for the roof for \$53,429.14 which leaves a balance of \$21,211.54 left to pay. Councilman Worth would like to wait to pay the entire balance until the punch list is done. Councilman Sformo said we should pay the current bill that is due but not the balance until the punch list is done. The Board agreed to pay the current bill that is due and wait until the punch list is done to pay the balance.
 12. J O’Connell Change – Councilman Worth informed the Board that Valerie who has done most of the grant work for us has moved on to take a job with UB so we will have a new person taking over with the sewer project.

NEW BUSINESS

1. Plan for getting park in shape for Moving Wall ~ Highway Superintendent Stocking will start preparing the park for the moving wall.
2. Community Center Floor Wax ~ The floors will be waxed ASAP.
3. 2013 Audit ~ Auditors are almost finished with the 2013 Audit.
4. Industrial Appraisal ~ A new appraisal for insurance will be done as soon as the pump stations are installed for the sewer district.
5. Board and committee critique do at work shop everyone do again in May
6. Cemetery Bank account ~ Councilmen Arnold and Worth are working on closing the cemetery bank account that is still open from when the Association was in control of the North Pembroke Cemetery.
7. Sand/Salt Budget ~ Councilman Worth said it is going to be about \$230,000 to refill salt barn in 2014.
8. Gasboy ~ Discussion at workshop on May 29th.

RESOLUTIONS

RESOLUTION # 40 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 2014 working budget, 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 # 5 of 2014.

RESOLUTION # 41 of 2014 – Representatives for Village of Corfu Steering Committee

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

RESOLVED, that the Town Board of the Town of Pembroke hereby agrees to have two Town Board members, Councilman Arnold and Councilman Sformo represent the Town of Pembroke on the Village of Corfu Steering Committee which will consist of representatives from the Village of Corfu and the Town of Pembroke, for the purpose of studying the effects and costs associated with the potential dissolution of the Village of Corfu.

RESOLUTION # 42 of 2014 – Approval of Payment No. 8 – Sewer District # 1

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 next payment submittals for the WQIP sewer grant reimbursements can be submitted immediately; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Board approves Sewer District No. 1 - Contractor's Application for Payment No. 8 for in the amount of \$97,814.14; and **BE IT FURTHER**

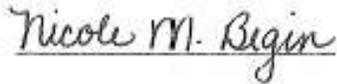
RESOLVED that the Town Board authorizes the Town Supervisor to sign this application for submittal to receive grant reimbursement.

The Board discussed the Workshop meeting of May 22nd and decided to reschedule to May 29th due to scheduling conflicts. The Town Clerk will advertise the change.

On **MOTION** of Councilman Arnold, seconded by Councilman Sformo to adjourn the meeting at 8:02 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 MAY 14, 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.