

MINUTES of the first **Regular Meeting** of the month of the Pembroke Town Board held on **March 11, 2015** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

PRESENT: Annie Lawrence, Supervisor
Peter G. Sformo, Deputy Supervisor
Gary L. DeWind, Councilman
John J. Worth, Councilman

ABSENT: Edward G. Arnold, Jr., Councilman

OTHERS PRESENT: Nicole M. Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Tom Schneider, Planning Board Chairman; Nathan Witkowski, ZBA Chairman; Deborah Conti, Assessor; Charles Reid, Zoning Officer; Aaron Swable; Al Graham; Jim Mallory; Tim Kutter; Greg Brockway; .

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

Councilman Worth gave the invocation and Supervisor Lawrence led the Pledge to the Flag.

PUBLIC PARTICIPATION ~ Tim Kutter from Lake Road spoke to the board about an issue he is having with the snow plowing and his driveway at his home. Mr. Kutter said that every morning when it snowed the plow would come and plow his driveway in right before the bus would come and his wife would then have to shovel the driveway out so his children could get on the bus and she could leave for work. Highway Superintendent Stocking said that houses on corners are always an issue due to how much snow is being pushed around the corner and it will go to the first open place. Mr. Stocking also said that he does not know the school bus routes so he does not know if the busses come before or after the crew is out plowing. Mr. Stocking said he will see what can be done in the future to alleviate some of the snow at his location.

Joanne McInerney from Tompkins Insurance talked to the Town Board about employee health insurance. The Board looked at the renewal with Independent Health and the option of going with Blue Cross and Blue Shield (BCBS). A cost analysis was provided and BCBS had lower prices than Independent Health for the same coverage and it had a wider network of providers to choose from.

APPROVAL OF MINUTES

On **MOTION** of Councilman Sformo, seconded by Councilman Worth, to approve the minutes of the first Regular Meeting of February 11th, 2015.
ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti said that the March deadline for Senior STAR applications had passed but she was sending out notices to the few people that have had it in the past and have not yet renewed.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said a new tenant will be going into the BETP for light manufacturing. The County Planning Department will hear the new tenant’s plans in April.
- There will be a public hearing for the Yanceys Fancy Antenna Tower in March.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report is submitted and filed.
- Mr. Reid said he spoke with the owner of the house on Main Road that is dilapidated and in desperate need of removal. The Board discussed the time frame that they would like something done and gave the owner until June to remove. If the owner does not comply the town will remove the home and bill the owner on the next tax bill. Mr. Reid will inform the owner.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski said there was no meeting held in February and there will not be one in March because there is nothing on the agenda.

HIGHWAY – Stephen Stocking

- Mr. Stocking said the salt barn still has salt left and hopes that he will not have to order more for this winter.

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

- The February monthly reports have not yet been submitted and filed.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin reported that there are approximately 181 tax bill left to collect.
- The Buffalo Bicycling Club has asked to use the Community Center parking lot for registration of a race they have coming up. The Board felt this would not be a problem as long as insurance coverage was provided listing the Town and Village as additional insured.

SPECIAL REPORT – Councilman Sformo

- Mr. Sformo said he received an email from our bookkeeper Laura Landers who also does the auditing for the Village of Corfu. Ms. Landers said she believes there will be more money left in the Village bank accounts than what was expected if they were to dissolve. Mr. Sformo said a meeting needs to be set up with the Town Attorney and Laura Landers to discuss this further with the board. Mr. Sformo believes there will be plenty of funds left to cover expenses in the village if they were to dissolve. Supervisor Lawrence will set up the meeting.

SUPERVISOR – Annie Lawrence

- Mrs. Lawrence asked if the Town were interested in going in on a shared services agreement to be in accordance with Governor Cuomo’s initiative for the STAR tax rebate. The board would like to discuss further after getting more information.

SUPERVISOR (continued) – Annie Lawrence

- Mrs. Lawrence said the GCEDC luncheon was well attended. She said there was mention to her about concerns with the intersection at the corners of route 5 and 77. Mrs. Lawrence said she knows there have been petitions in the past to get the NYS DOT to put in a turning light there but to no avail. Mrs. Lawrence will contact Pat Reinhold at the DOT in Batavia to see what can be done.
- Mrs. Lawrence said that if the Board would like to sell the small parcel the Town owns on the corner of Brown Road and Ellinwood Road the board would need to declare the property surplus before anything can be done. Councilman Worth said the Town owns two other small parcels that could also be declared surplus. The Board agreed to declare them surplus at the same time. A resolution will be prepared for the March 26th meeting.
- The lease agreement with the Village of Corfu is about to expire. The Board discussed an increase in rent the board agreed on a 3% increase.

SPECIAL ASSIGNMENT

1. Village Dissolution Study ~ No report.

COMMITTEE REPORTS

Councilman Worth – Mr. Worth said he is working with the auditors to complete the 2014 audit.

Mr. Worth said that Docuware training is scheduled for March 12th from 9:00am to 12:00 pm at the Town Hall for all potential users.

Councilman DeWind – Mr. DeWind said the issue with the pipes freezing in the men's room has been repaired.

There was one burial last month at the North Pembroke Cemetery that needed special equipment for snow removal.

77 Construction will fix the front door closure and repair the gutter that fell off the building this week. They will also fix the windows on the north side of the building in the near future.

Supervisor Lawrence – On March 4th Councilman Arnold and Supervisor Lawrence met with the YMCA in Batavia to look at what possibilities are available for the Joint Youth Recreation Program. The YMCA will be at the March 26th meeting to discuss with the Town Board.

RESOLUTIONS

RESOLUTION # 28 of 2015 – NYS Town Clerks Conference Attendance

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

WHEREAS Town Clerk Nicole M. Begin, is requesting permission to attend the New York State Town Clerks Conference April 26th to April 29th, 2015 in Rochester, NY; and

WHEREAS monies for this Educational Conference are in the 2015 budget; **NOW, THEREFORE, BE IT**

RESOLVED that the Town Board grants permission to Nicole M. Begin, Town Clerk, to attend the above mentioned Educational Conference.

RESOLUTION # 29 of 2015 – Payment of Abstract

On **MOTION** of Councilman Worth, seconded by Councilman DeWind, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Worth, AYE; Councilman Sformo, AYE; Councilman DeWind, AYE; Supervisor Lawrence, 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 2015 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 # 4 of 2015 and abstract # 5 of 2015.

RESOLUTION # 30 of 2015 – Final Budget Transfers for 2014

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

RESOLVED, that the Town Board authorize the Town Supervisor to make the following Budget transfers for 2014:

Account #	Description	Increase	Decrease
A1110.1	Municipal Court-Personal Services	1,867.28	
A1110.11	Municipal Court-Court Clerk Ft	2,425.97	
A1110.12	Municipal Court-Prosecutor	.10	
A1110.13	Municipal Court-Constable/Security	1,046.50	
A1110.14	Municipal Court-Deputy Court Clerk FT		3,778.22
A1110.411	Municipal Court-Stenographer		900.00
A1110.44	Municipal Court-School/Conferences		661.63
	Municipal Court	<u>5,339.85</u>	<u>5,339.85</u>
A1220.1	Supervisor-Personal Services	0.04	
A1220.44	Supervisor-School/Conferences		0.04
	Supervisor	<u>0.04</u>	<u>0.04</u>
A1355.1	Assessment-Personal Services	136.48	
A1355.11	Assessment-School/Conferences		136.48
	Assessment	<u>136.48</u>	<u>136.48</u>
A1410.1	Town Clerk-Personal Services	3,266.09	
A1410.11	Town Clerk-Deputy Town Clerk 1		3,266.09
	Town Clerk	<u>3,266.09</u>	<u>3,266.09</u>
A1620.41	Buildings-Contractual-Corfu	233.70	
A1620.414	Buildings-Contractual-Corfu-Supplies	3,266.53	
A1620.415	Buildings-Contractual-Corfu-Cleaning		3,500.23
A1620.424	Buildings-Contractual-Pembroke-Supplies	8,763.29	
A1620.43	Buildings-Contractual-Doll	619.87	
A1620.425	Buildings-Contractual-Pembroke-Cleaning		720.00
A1620.422	Buildings-Contractual-Pembroke-Electric		2,497.11
A1620.42	Buildings-Contractual-Pembroke		3,134.25
A1620.21	Buildings-Equipment-Corfu		3,031.80
	Buildings	<u>12,883.39</u>	<u>12,883.39</u>

Account #	Description	Increase	Decrease
A1660.4	Central Supply-Contractual	2,598.34	
A1680.2	Central Data Processing-Equipment	206.25	
A1680.4	Central Data Processing-Contractual	1,098.15	
A1990.4	Contingent Account		3,902.74
	Central Supply & Data Processing	<u>3902.74</u>	<u>3902.74</u>
A3989.4	Other Public Safety	124.00	
A1990.4	Contingent Account		124.00
	Public Safety	<u>124.00</u>	<u>124.00</u>
A5010.1	Highway Administration-Personal Services	4,913.32	
A5010.4	Highway Administration-Contractual		600.00
A5010.44	Highway Administration-School/Conferences		270.00
A5182.4	Street Lighting		3,073.37
A1990.4	Contingent Account		969.95
	Transportation	<u>4,913.32</u>	<u>4,913.32</u>
A7510.4	Historical-Contractual	244.99	
A7520.4	Historical Property-Contractual		244.99
	Historical	<u>244.99</u>	<u>244.99</u>
A8160.42	Refuse & Garbage-Recycling Contract	498.67	
A8160.4	Refuse & Garbage-Contractual		498.67
	Refuse & Garbage	<u>498.67</u>	<u>498.67</u>
A8810.1	Cemeteries-Personal Services	275.00	
A8810.4	Cemeteries-Contractual		275.00
	Cemeteries	<u>275.00</u>	<u>275.00</u>
A9010.8	State Retirement	7,034.52	
A9050.8	Unemployment Insurance	998.89	
A9060.8	Hospital & Medical Insurance	8,147.16	
A9030.8	Social Security		4,413.46
A9055.8	Disability Insurance		800.00
A9061.8	Hospital & Medical Insurance-Retirees		705.00
A1990.4	Contingent Account		10,262.11
	Transportation	<u>16,180.57</u>	<u>16,180.57</u>

Account #	Description	Increase	Decrease
B1440.4	Engineer-Contractual	1,665.00	
B1420.4	Law-Contractual		1665.00
B3620.43	Safety inspection-Mileage	137.06	
B3620.4	Safety Inspection-Contractual		137.06
B8020.1	Planning-Personal Services	937.00	
B8020.11	Planning-Chairman		937.00
B8030.1	Zoning Bd. of Appeals-Personal Services	345.40	
B8030.44	Zoning Bd. of Appeals-School/Conferences		345.40
B9010.8	State Retirement	565.52	
B9030.8	Social Security/Medicare		565.52
	Part Town	<u>3,649.98</u>	<u>3,649.98</u>
DA5130.4	Machinery-Contractual	10,557.91	
DA5130.2	Machinery-Equipment		10,557.91
DA8989.4	Drug & Alcohol-Contractual	187.00	
DA5142.4	Snow Removal-Contractual		187.00
DA9010.8	State Retirement	7,793.12	
DA9030.8	Social Security/Medicare		1,955.50
DA9060.8	Hospital & Medical Insurance		5,837.62
	Highway Fund-Town Wide	<u>18,538.03</u>	<u>18,538.03</u>
DB9010.8	State Retirement	4,344.84	
DB9030.8	Social Security/Medicare		1,296.13
DB9050.8	Unemployment Insurance		722.39
DB9055.8	Disability Insurance		229.10
DB5110.4	General Repairs-Contractual		2,097.22
	Highway Fund-Part Town	<u>4,344.81</u>	<u>4,344.84</u>

RESOLUTION # 31 of 2015 – Contract for Heating & Air Conditioning – Turnbull Heating & Air Conditioning

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

WHEREAS the contract for scheduled maintenance for heating and air conditioning for the Corfu Court building and the Town Hall expired on March 1st, 2015; **NOW, THEREFORE BE IT**

RESOLVED, that the Town of Pembroke Town Board, authorizes the Pembroke Town Supervisor to enter into a renewal contract, for 2015, with Turnbull Heating & Air Conditioning of 50 Franklin Street, Batavia, New York 14020, for the scheduled maintenance of the Town of Pembroke Community Center, located at 116 E. Main Street, and the Town Hall located at 1145 Main Road, Corfu, New York 14036; **AND, BE IT FURTHER**

RESOLVED, that the summer and winter maintenance price for service at both the Corfu Court building and Town Hall will not exceed \$1,320.00 plus the service rate per hour charged at time of repair and/or maintenance.

RESOLUTION # 32 of 2015 – Renewal of Health Insurance for 2015

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

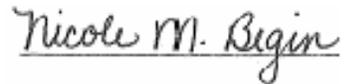
WHEREAS The Pembroke Town Board has received information for employee health insurance coverage from Tompkins Insurance for 2015 with Independent Health and Blue Cross and Blue Shield; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Supervisor is authorized to enter into a new health Insurance Plan with Blue Cross and Blue Shield at the rates of: Subscriber plan \$379.24, Subscriber & Spouse plan \$758.48, Subscriber & Child(ren) plan \$644.71 and Family Plan \$1,080.83. The Blue Cross and Blue Shield plan is comparable to the current plan with Independent Health. The Blue Cross and Blue Shield plan rates are approximately \$6,400.00 less than the existing plan with Independent Health. The Blue Cross and Blue Shield plan will begin April 1st 2015.

On **MOTION** of Councilman Worth, seconded by Councilman Sformo to adjourn the meeting at 8:28 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 MARCH 11, 2015 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.