

MINUTES of the first **Regular Meeting** of the month of the Pembroke Town Board held on **July 8, 2015** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

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

OTHERS PRESENT: Tom Schneider, Planning Board Chairman; Nathan Witkowski, ZBA Chairman; Laura Landers, Freed Maxick and Battaglia - arrived at 7:30 P.M.

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

Councilman Arnold gave the invocation and led the Pledge to the Flag.

PUBLIC PARTICIPATION ~ None

APPROVAL OF MINUTES

On **MOTION** of Councilman Sformo, seconded by Councilman Arnold, to approve the minutes of the second Regular Meeting of June 25th, 2015.

ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- No Report

PLANNING BOARD – Thomas Schneider

- Mr. Schneider reported that the Planning Board had one land separation in June. There was a dispute with a land owner and contractor with the Zoning Officer Charlie Reid. The homeowner did a land separation from property that his father owns which has a driveway and a barn on it. The owner wants to use the existing driveway to get back to his now separated parcel. Our zoning law says that you shall have access to your property from the 200 foot frontage. Mr. Schneider went and looked at the property and it does not seem to be an issue. County Planning was consulted and they felt that with an easement it would be appropriate to allow that to happen.
- Zoning changes were submitted to the Town Board and County Planning and the Board can review and hold a public hearing for change by Local Law.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski said in June the ZBA had a variance on the parcel the Mr. Schneider previously spoke of.
- Mr. Witkowski attended the public hearing that County Planning held regarding changes to the Ag Districts in the County. There was only one change in the Town of Pembroke to add one parcel on Main Road that was previously not in an Ag district.

HIGHWAY – Stephen Stocking

- Councilman Arnold reported for Superintendent Stocking that he had inquired about doing the spraying of the weeds at the park. He was informed through the County that there would be more than 30 hours of training and a permit required to be licensed to spray the Town Park for weeds. The highway department is going to weed-whack the park and grade/lay material on the driveway.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report is submitted and filed.

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

- The June monthly reports have not yet been submitted.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.

SUPERVISOR – Annie Lawrence

- Mrs. Lawrence said that there will be flood plain training and she forwarded the email to Tom Schneider.
- On July 23rd Empire Access will come to install the new phones at the Town Hall.
- An Audit letter was received from Drescher and Malecki LLP.
- Communication was received from the resident who had a tire blowout in the town park. The information has been forwarded to Joe Teresi at Tompkins Insurance.
- Petitions have been provided from the school to install turning arrows at Route 5 and Route 77.
- Supervisor Lawrence asked the board to think about some information regarding the Affordable Healthcare Act because there are a lot of things that Towns of our size will have to do. One of those items will be to write a mission statement. Mrs. Lawrence asked if the board would like her to write the mission statement and if so to let her know.

COMMITTEE REPORTS

Councilman Arnold – Mr. Arnold said he has not been able to look into the information needed for the Community Development Grant but should be able to provide some information at the second meeting in July.

Councilman Worth – Mr. Worth reported that the engineers are working on the grant proposal for the sewer project.

Councilman Sformo – Mr. Sformo said he was approached by a Corfu Fire Commissioner about painting the outside metal doors at the fire hall. It was done previously but needs to be redone.

The unsafe structure on Route 5 is still not gone, the homeowner was given until June 1st to remove it.

Councilman DeWind – Mr. DeWind said that we received an invoice from 77 Construction for repair to the park pavilion that is at the top of the hill.

Mr. DeWind received a call from Herman Clouse regarding the Little Falls Road property. Mr. DeWind asked the board where they stand on that. The Attorney was looking into the property because it was mentioned that it was designated a “power lot”. Once the attorney gives the ok they can move forward.

RESOLUTIONS

RESOLUTION # 52 of 2015 – Payment of Abstract

On **MOTION** of Councilman Arnold, seconded by Councilman Worth, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Arnold, AYE; 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 # 13 of 2015.

RESOLUTION # 49 of 2015 was AMENDED to change the wording in title from Amendment to Agreement as per NYS DOT-

RESOLUTION # 49 of 2015 – Municipal Agreement – New York State DOT Extension of Snow & Ice Agreement

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

RESOLVED, that the Town Board of the Town of Pembroke hereby authorizes the Supervisor to sign the “Agreement to Extend Indexed Lump Sum Municipal Snow and Ice Agreement” between the New York State Department of Transportation and the Town of Pembroke for the 2016/2017 Contract Year with an expiration date of June 30, 2017.

PARK BALL FIELDS - Tom Schneider met with Jeff from Excel Fence regarding dugouts at the Town Park ball fields. Mr. Schneider also obtained pictures from the Clarence Town Park ball fields. Jeff said they were similar to what he installed in Alexander. He was going to get a rough estimate for the fencing and will have the information for the grant application. The last PYA tournament was held last week and the money raised is dedicated to be used at the Town Park.

FINANCIALS – Laura Landers said that she and bookkeeper Jenn Wolcott are working on the budget calendar and department requests will be sent out at the end of July. The financials will be available up to the end of June at that point.

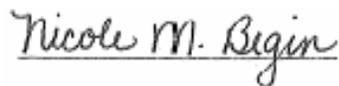
That Audited Financial Statements done by Drescher & Malecki LLP contained the financial discussion analysis which gives a summary of the Towns financial status. Mrs. Landers went over the report done by Drescher & Malecki. Mrs. Landers said the Town is in a solid position financially and right on track for 2015.

The Board discussed with Laura Landers the utilities that are used by the Corfu Fire Department at the Corfu building so that the board could propose a new lease agreement when it comes due this year. They also discussed square footage and other ways to make the lease agreement fair. Supervisor Lawrence asked the board to think about how they wish to proceed so the Town can get the lease agreement to the Corfu Fire Department before they work on their budget.

On **MOTION** of Councilman Arnold, seconded by Councilman Sformo to adjourn the meeting at 8:08 P.M.

ALL AYES – MOTION CARRIED.

Respectfully submitted,



Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF JULY 8, 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.