

MINUTES of the second **Regular Meeting** of the Pembroke Town Board held on **August 27, 2015** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

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

OTHERS PRESENT: Nicole M. Begin, Town Clerk; Stephen Stocking, Highway; Tom Dix; Kelly Rapone; Jean O'Connell, Heather Milone & Tom Lajewski, J. O'Connell & Associates.

The meeting was called to order at 5:30 P.M.

PUBLIC PARTICIPATION ~

Tom and Bill Dix from Potter Lumber brought the board estimates and samples of material so the Town could apply for a grant to build a gazebo in the town park. Supervisor Lawrence will get the information submitted for the grant.

APPROVAL OF MINUTES

On **MOTION** of Councilman DeWind, seconded by Councilman Arnold, to approve the minutes of the first Regular Meeting of August 12th, 2015.

ALL AYES - MOTION CARRIED.

Genesee County Chamber - Kelly Rapone - Travel Guide

- Kelly Rapone from the Genesee County Chamber of Commerce spoke to the board about the annual Travel Guide. She explained to them the cost, how many are distributed and where they are distributed to. The board discussed what businesses have paid for ads and which have not and how they should be displayed in the book based on that. They also discussed whether or not we should run two pages or one page in the 2016 book.

A **MOTION** was made by Councilman Sformo, seconded by Councilman Arnold to run two pages in the Genesee County Chamber of Commerce 2016 Travel Guide with support from local businesses who wish to contribute to obtain a more unique ad.

THREE AYES – TWO NAYS – MOTION CARRIED

J. O'Connell & Associates - Contract Renewal - Jean O'Connell

- Jean O'Connell and Associates spoke to the Board about the two year contract renewal coming due. They also provided the Town Board with information on all the grants that they have applied for on behalf of the Town and dollar amounts of grants that have been awarded.

Lease Renewal with Corfu Fire District

- The Town Board discussed in detail the new Corfu Fire District Lease Agreement. They talked about leaving the agreement with a 3% increase per year and discussed what the costs are for utilities and maintenance of the building. Supervisor Lawrence suggested leaving the agreement at the same amount for 2016 and raising it \$150.00 per year in 2017, 2018 and 2019. Councilman Sformo provided detailed information on utility costs and suggested minimal to no change.

Councilman Arnold said that he would like the board to take time to look into the total costs and income of everything that goes into the building annually so he suggested for the time being to enter into a one year agreement with a three percent increase and then look at a new agreement for the following year. Councilman DeWind agreed. Supervisor Lawrence suggested 2% increase for one year. The board discussed further what the length of time and amount of increase should be for a new lease agreement.

A **MOTION** was made by Councilman Arnold, seconded by Councilman Sformo to request the Town Clerk to prepare a new Corfu Fire District Lease Agreement with a term of 2 years at an increase of 1 ½ % per year and forward with a letter to the Corfu Fire District.

FOUR AYES – ONE NAY – MOTION CARRIED

Dates for 2016 Budget Workshops

- Supervisor Lawrence discussed budget preparation and possible Budget Workshop dates with the board. She explained that she would like to have the budget prepared for the Town Board by the 3rd week in September. She also asked the board to think about what they would like to see in the 2016 budget. Some items at the park were mentioned including one on one basketball court, new park entrance, memorial pavers, and dugouts. The board checked availability and decided to schedule a Budget Workshop meeting for September 28th at 3:00 P.M. Town Clerk Nicole Begin will advertise.

COMMITTEE REPORTS

Councilman Worth – Mr. Worth said he met with Tom Carpenter from Clark Patterson Lee, Dave Bielec and Al Graham from the Village board to discuss the truck stops connecting to the sewer line. Tom Carpenter is going to prepare a letter for the TA to let them know we are good with them holding off until next year.

Deputy Supervisor Sformo – Mr. Sformo said there is a problem with the Village not paying the utility bills for the sewer pump stations. The Town cannot legally pay for them out of the general fund. Mr. Sformo and Councilman Arnold will meet with the Village regarding the issue.

Councilman DeWind – Mr. DeWind asked the status on the land on Little Falls Road that the Town would like to sell. The board passed a resolution subject to permissive referendum earlier this year to sell two small lots of land. There was no public input so the board is going to sell them. Councilman Worth said the town attorney is working on tracking down the abstracts and an easement on the other property. Councilman Sformo suggested sending the attorney a letter asking him to get the deeds and information to the buyers.

Highway Superintendent Stocking – Mr. Stocking said the highway department has been helping other towns in the county and has finished the following work in Pembroke:

Weeding at the Corfu Fire Hall building
Filled the salt barn
Paved Cohocton Road
Striping is currently being done
Sprayed the park driveway for dust

Mr. Stocking said he has the signs made for the “Right to Farm and Right to Forestry”. Councilmen Sformo and DeWind will work on getting them up.

Supervisor Lawrence – Mrs. Lawrence said in September she will begin shopping for Health Insurance for 2016. She was informed that insurance costs will be increasing.

The Contract for Municipal Solutions is coming due. They provide the work necessary for the debt service for sewer and water.

Mrs. Lawrence will contact County Highway Superintendent Tim Hens to see what can be done at the corners of Route 77 and Indian Falls Road to deter accidents as the new, larger signage hasn't seemed to have worked.

RESOLUTIONS

RESOLUTION # 58 of 2015 – 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, NAY; Supervisor Lawrence, AYE.
FOUR AYES – ONE NAY – 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 # 16 of 2015.

RESOLUTION # 59 of 2015 – Amendment B to State Snow & Ice Agreement

On **MOTION** of Councilman DeWind, 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; Supervisor Lawrence, AYE. ALL AYES - MOTION CARRIED

WHEREAS, The Town of Pembroke is under contract with the New York State Department of Transportation to provide snow & ice control on specified State roads within the Town and;

WHEREAS, the base agreement was extended for the 2015/2016 season by Resolution 49, dated July 8th, 2015 setting an estimated total cost for the season at \$298,926.33 and;

WHEREAS, due to the severity of the winter during 2014/2015, the total cost to perform this service is estimated at \$387,204.16; **NOW, THEREFORE, BE IT**

RESOLVED, to authorize the Town Supervisor Annie Lawrence to execute an Amendment to the present Agreement. Said Amendment would increase the estimated cost to perform snow and ice control for the 2014/2015 season by \$88,277.83.

RESOLUTION # 60 of 2015 – Contract Renewal/Grant Writers J. O’Connell & Associates

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

THREE AYES – TWO NAYS – MOTION CARRIED

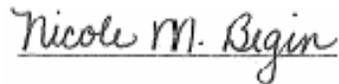
RESOLVED the Town of Pembroke Town Board authorizes the Town of Pembroke Supervisor to enter into a renewal contract with J. O’Connell & Associates of 10646 Main Street, Clarence, NY 14031, for the purpose of grants, investigation, E application and administration for the Town of Pembroke; **BE IT FURTHER**

RESOLVED that the contract is for two (2) years commencing September 1, 2015 and ending on August 31, 2017 for a total cost of \$32,000 per year.

On **MOTION** of Councilman DeWind, seconded by Councilman Sformo to adjourn the meeting at 8:23 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 AUGUST 27, 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.