

MINUTES of the first **Regular Meeting** of the month of the Pembroke Town Board held on **September 9, 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: Nicole M. Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Deborah Conti, Assessor; Tom Schneider, Planning Board Chairman; Nathan Witkowski, ZBA Chairman; Katie Manne.

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

Supervisor Lawrence 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 August 27th, 2015.

ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti reported that she and Councilman Worth attended the National Cemetery public meeting that was held this week in the Town of Newstead. The Veterans Administration is looking to purchase two more parcels of land adjoining the property.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said the Planning Board approved a special use permit in August for a Bed and Breakfast and also approved several land separations. They will be meeting with Mrs. Kirkum regarding her kennel permit and reviewing some land separations in September.
- Mr. Schneider also spoke to Glen Elliott from the Veterans Administration prior to the public meeting that was held this week in the Town of Newstead to see what they may need by way of the Planning Board or ZBA.
- Mr. Schneider provided the printed zoning law changes to the Town Board for their reference.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski said the ZBA issued an 8 foot variance for a side lot on Alleghany Road. He will meet with Mr. Reid about it.

HIGHWAY – Stephen Stocking

- Mr. Stocking said the paving and shoulders were finished on Cohocton Road. They highway crew is currently helping other towns and cleaning up for the Brick House Corners Fair.
- Mr. Stocking said that the NYS DOT is once again talking about cutting the money given to the Town through the snow and ice contract. He and Supervisor Lawrence will meet with the DOT to discuss further.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report is submitted and filed.
- Mr. Reid provided a letter to the Board regarding the house on Main Road that is being demolished.

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

- The August monthly reports have been submitted. Justice O'Connor collected \$18,120.50 in fines; Justice Mileham collected \$20,528.00 in fines. The state will submit a bill for their portion.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin reported that hunting license sales are slow but steady.
- The copy machine went down today and a service call was made. Mrs. Begin said the last time it broke it was the drum and the serviceman said if the drum went again it may not be able to be repaired.
- A letter was received from the women who ran Winterfest in January 2015 stating that they were unable to organize it again in 2016. Mrs. Begin reported that Village trustees Ken Lauer and Art Ianni are going to be organizing the Winterfest for 2016.

SUPERVISOR – Annie Lawrence

- Mrs. Lawrence said she went to the tail end of the National Cemetery public meeting that was held this week in the Town of Newstead. She spoke with them regarding the traffic on Indian Falls Road and Route 77. She was told that the Federal Government did not commit money for the cemetery for 2016 and will not be funding the cemetery project until 2017. Mrs. Lawrence asked if the board was interested in writing a letter of support to Senator Schumer and Senator Gillibrand asking that monies be budgeted for 2017. The board agreed to send the letter.
- Supervisor Lawrence said requested for funding for a gazebo at the Town Park have been mailed.
- The letter for the mailer that the Chamber of Commerce will send to the businesses for the visitors guide was forwarded.
- Supervisor Lawrence spoke with School Superintendent Matt Calderon about a joint bus/highway facility. They would like to move forward and apply for grant funding.
- Mrs. Lawrence contacted Attorney Mark Boylan regarding the sale of the two properties, one on Brown Road and one on Little Falls Road. Mr. Boylan said to finalize it will cost the Town approximately \$1200.00.

- Mrs. Lawrence asked the Highway Superintendent to look into sprucing up the “Welcome to Pembroke” signage at the entrances to the Town.
- Mrs. Lawrence received a letter letting the town know it is time to check our backflow prevention devices.
- Mrs. Lawrence provided the Board with some information about meetings being held by the public service commission regarding energy affordability for low income utility customers and a proposed Time Warner Cable merger.
- Supervisor Lawrence spoke to Dave Pawlik from CSS regarding the proposed building of a Dollar General location on Alleghany Road. Mr. Pawlik will contact the zoning department to find out what he needs for permitting. They are not asking for any tax relief.

COMMITTEE REPORTS

Councilman Arnold – Mr. Arnold said he received a call from the Town Clerk regarding a request for a new memorial park bench. Mr. Arnold said the board will need to discuss where they want to go with memorials for the future in the park. He will contact the person who made the request.

Councilman Sformo – Mr. Sformo said that he and Councilman Arnold are working on the ills and contract with the Village of Corfu regarding the utility bills for the two sewer pump stations. Mr. Sformo has also been speaking to the attorney regarding this and he is working on it. The utilities will need to be reimbursed from the sewer district according to the attorney.

Mr. Sformo said the town will need to pass a local law to put a process in place for sewer customers in the Town that do not pay their sewer bill after two cycles. Attorney Mark Boylan is working on the wording for the local law that would enable the town to put an assessment onto the tax bill for unpaid sewer bills.

Mr. Sformo asked if the Town will once again sponsor the Winterfest in the budget. The board agreed to sponsor them but only for the same dollar amount as 2015.

RESOLUTIONS

RESOLUTION # 61 of 2015 – NYS Retirement Standard Workday Resolution & Reporting –
Town Supervisor

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; Supervisor Lawrence, AYE.
ALL AYES – MOTION CARRIED

BE IT RESOLVED, that the Town of Pembroke / 30299 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title _____ Standard Work Day (Hrs/day)

Town Supervisor, Annie Lawrence 6

RESOLUTION # 62 of 2015 – 2015 Assessor’s Annual Conference

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; Supervisor Lawrence, AYE. ALL AYES – MOTION CARRIED

WHEREAS Deborah Conti has requested permission to attend the Assessors’ Conference on October 4-6, 2015 in Ellenville, NY and money has been budgeted for said Conference; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Board hereby authorizes Deborah Conti to attend the Assessors’ Conference on October 4-6, 2015 in Ellenville, NY.

RESOLUTION # 63 of 2015 – Payment of Abstract

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; 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 # 17 of 2015.

The Board discussed their availability for the next meeting on September 24th and decided to cancel the meeting on September 24th and reschedule it to coincide with the budget meeting being held on September 28th at 3:00 P.M.

On **MOTION** of Councilman Sformo, seconded by Councilman Arnold to adjourn the meeting at 7:54 P.M.

ALL AYES – MOTION CARRIED.

Respectfully submitted,

Nicole M. Begin

Nicole M. Begin, Town Clerk

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