

**MINUTES** of the second **Special Budget Meeting & Regular Meeting** of the Pembroke Town Board held on **October 14, 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; Charles Reid, Zoning Officer; Deborah Conti, Assessor; Tom Schneider, Planning Board Chairman; Nathan Witkowski, ZBA Chairman; Matt Landers & Kathy Jasinski, Genesee County Self Insurance.

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

## **BUDGET**

The budget meeting was called to order at 6:15 P.M.

Supervisor Lawrence explained that Laura Landers is still working on the Sewer District numbers and should have that information shortly.

The Board discussed when to hold the budget public hearing and agreed on November 4<sup>th</sup> at 5:00 P.M.

The Board went over all the rates of pay for each employee. The only raises that were requested were for the position of Deputy Town Clerk and all Court positions. The board discussed the Deputy Town Clerk positions in regards to expectations, ability, responsibility and the fact that they have to be bonded by the Town. They agreed to increase the pay with a starting rate of \$12.00/hr. with increases depending on performance and request by the Town Clerk to the Town Board. Councilman Worth suggested increasing the rate of pay for the Zoning Clerk Diane Denton because she has been employed for three years with and has done everything that is asked of her. The board agreed to increase he pay to \$12.50/hr. The board also agreed to increase the rate of pay for the recycling attendant to \$11.50/hr.

No other increases were given in rates of pay.

The Deputy Supervisor annual pay will remain at \$750.00/year.

Budget Meeting was adjourned at 7:00 P.M. to go into the Regular Meeting and entered back into at 8:35 P.M. and then adjourned once again at 9:00 P.M.

## **REGULAR MEETING**

The Regular meeting was called to order at 7:04 P.M.

## **APPROVAL OF MINUTES**

On **MOTION** of Councilman DeWind, seconded by Councilman Arnold, to approve the minutes of the first Regular Meeting of September 9<sup>th</sup> and the second Regular & Special Budget Meeting of September 28<sup>th</sup>, 2015.

ALL AYES - MOTION CARRIED.

## **DEPARTMENT REPORTS**

### **ASSESSOR** – Deborah Conti

- Mrs. Conti reported that exemption renewal applications will be sent out in December.

### **PLANNING BOARD** – Thomas Schneider

- Mr. Schneider said that he spoke to the contractor for the Dollar General store and made himself available for anything they may need help with. There are some variances they will need and the Planning Board and ZBA will do what they can to make it a smooth process.
- Mr. Schneider said he may suggest to the zoning committee to make a change to the zoning law regarding limited commercial zones on Alleghany Road south of Cohocton.

### **ZONING BOARD OF APPEALS** – Nathan Witkowski

- Mr. Witkowski reported that there was no ZBA meeting held in September. There are a couple of items on their agenda for October 21<sup>st</sup>.

### **HIGHWAY** – Stephen Stocking

- No Report.

### **ZONING & CODES ENFORCEMENT** – Charles Reid

- The monthly report is submitted and filed.
- Mr. Reid informed the board that the house on Main Road is coming down slowly and the owner said the house will be down before winter.

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

- The September monthly reports have been submitted. Justice O'Connor collected \$32,237.00 in fines; Justice Mileham collected \$24,135.00 in fines. The state will submit a bill for their portion.

### **TOWN CLERK** – Nicole M. Begin

- Monthly Town Clerk report submitted and filed.

**SUPERVISOR** – Annie Lawrence

- Mrs. Lawrence said the Town received information for the NYS Association of Towns annual conference scheduled for February 14-17 in NYC.
- Mrs. Lawrence said she was present at the very well attended Governor’s announcement of the STAMP project last week.
- There was a joint meeting held with the school, the grant writers and Supervisor Lawrence regarding a joint highway/bus garage to be built at the entrance to the Town Park. The grant writers will look for funding and Supervisor Lawrence will contact Albany to see what can be done to change the “park designation” of the front of the property. They have another meeting scheduled for the 1<sup>st</sup> week in December.
- Supervisor’s assistant Diane Fiorentino is working on the Chamber of Commerce book. Councilman Sformo will help with the photos.

**PUBLIC PARTICIPATION**

Matt Landers and Kathy Jasinski from Genesee County Self Insurance spoke to the board about Workers compensations and changes that have been made to benefit all entities involved.

Mr. Landers explained that the plan is well funded and that there are not a lot of counties in that position. They are working towards being fully funded as suggested by the auditor.

They hold quarterly claims review meetings and their focus is to try to get claims settled quickly.

There is a Genesee County Self Insurance Workers Compensation Seminar scheduled for Wednesday, October 28<sup>th</sup> from 2-4 P.M. in Batavia for anyone interested in attending.

**COMMITTEE REPORTS**

**Councilman Arnold** – Mr. Arnold said he received a call from Larry Kohorst and he is willing to donate stone for the park driveway and asked Superintendent Stocking if the Highway department could grade it off. Mr. Stocking said to let him know when.

**Planning Board Chairman Schneider** – Mr. Schneider let the board know that the MLB grant has been filed for the dugouts at the Town Park.

**Councilman Worth** – Mr. Worth said repairs were made at the community center and the stove was also repaired. The painting around the doors for the fire department will be done in the spring unless there are warm enough days and the contractor is available before then.

**Councilman DeWind** – Mr. DeWind reported that he and Councilman Sformo will hang the “Right to Farm and Forestry” signs up within the next week.

**Councilman Sformo** – Mr. Sformo said that he And Supervisor Lawrence met with the NYS DOT to discuss the Snow and Ice Contract. The state would like to change the contract and reimburse the town at a lower rate. Mr. Stocking is meeting with a state representative to go over the figures and find out exactly what it costs the Town to maintain the state roads in the winter months.

Mr. Sformo said that he has had some discussion with the Village regarding the sewer utility bills and a new agreement has been created. Mr. Sformo will meet with them again to discuss the agreement and the bills that have been paid by the Town. Supervisor Lawrence suggested that the village also reimburse the attorney's fees since the Town residents who don't have sewer should not be paying that bill.

## **RESOLUTIONS**

### **RESOLUTION # 69 of 2015 – G/FLRPC Local Government Workshop**

On **MOTION** of Councilman Sformo, seconded by Councilman DeWind, 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 Genesee/Finger Lakes Regional Planning Council is holding training on Friday November 13, 2015 in Batavia, New York at the Clarion Hotel; and,

**WHEREAS** members of the Planning Board and Zoning Board of Appeals have requested permission to attend; and

**WHEREAS** the cost for this meeting is \$75.00 per person plus mileage; **NOW, THEREFORE, BE IT**

**RESOLVED** that members of the Planning Board and Zoning Board of Appeals are authorized to attend the Genesee Finger Lakes Regional Planning Council training on Friday November 13, 2015 in Batavia, New York at the Clarion Hotel.

### **RESOLUTION # 70 of 2015 – Approval of Acquisition of Easements by the Monroe County Water Authority Pursuant to §1096(6-A) of New York's Public Authorities Law - 9412 South Lake Road**

On **MOTION** of Councilman DeWind, 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

**WHEREAS**, The Monroe County Water Authority (the “Water Authority”) intends to acquire a frontage easement 15 feet in width across the frontage of the parcel with Tax Account No. 22.-1-64 (9412 South Lake Road, Pembroke) for future water main maintenance, replacement and/or installation.

**WHEREAS**, Section 1096(6-a) of New York’s Public Authorities Law requires the Water Authority to obtain the prior approval of the above-referenced acquisitions by resolution of the Town Board of the Town of Pembroke, New York; **NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town hereby approves the Water Authority’s acquisition of one (1) easement 15 feet in width to be located at 9412 South Lake Road, Tax Account No. 22.-1-64) in accordance with §1096(6-a) of the New York Public Authorities Law.

**RESOLUTION # 71 of 2015** – Approval of Acquisition of Easements by the Monroe County Water Authority Pursuant to §1096(6-A) of New York’s Public Authorities Law - 1838 Main Road

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**, The Monroe County Water Authority (the “Water Authority”) intends to acquire a frontage easement 15 feet in width across the frontage of the parcel with Tax Account No. 20.-1-25.122 (1838 Main Road, Pembroke) for future water main maintenance, replacement and/or installation.

**WHEREAS**, Section 1096(6-a) of New York’s Public Authorities Law requires the Water Authority to obtain the prior approval of the above-referenced acquisitions by resolution of the Town Board of the Town of Pembroke, New York; **NOW, THEREFORE, BE IT**

**RESOLVED**, that the Town hereby approves the Water Authority’s acquisition of one (1) easement 15 feet in width to be located at 1838 Main Road, Tax Account No. 20.-1-25.122) in accordance with §1096(6-a) of the New York Public Authorities Law.

**RESOLUTION # 72 of 2015** – Authorization for Town Supervisor to sign the REVISED Agreement for Sanitary Sewer Service with the Village of Corfu for Sewer District # 1 & #2

On **MOTION** of Councilman Sformo, seconded by Councilman Worth, 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** The Town has been working with the Village of Corfu to revise the Agreement for Sanitary Sewer Service between the Village of Corfu and the Town of Pembroke for the Town Sewer District #1 & #2; **NOW, THEREFORE, BE IT**

**RESOLVED** that the Town Board of the Town of Pembroke authorizes Town Supervisor Annie Lawrence to sign and execute the Agreement for Sanitary Sewer Service with the Village of Corfu for Sewer District # 1 and # 2 as revised.

See Agreement for Sanitary Sewer Service Attached.

**RESOLUTION # 73 of 2015** – NYS Retirement Standard Workday Resolution & Reporting – Town Supervisor - REVISED

On **MOTION** of Councilman Sformo, seconded by Councilman DeWind, 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**, NYS Retirement System Information Representative Tania Gray advised that the calculations for the previously passed resolution were incorrect; **NOW, 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

**See Resolution Attached**

**RESOLUTION # 74 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, 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 # 19 of 2015.

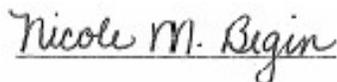
**RESOLUTION # 75 of 2015 – Schedule of Public Hearing on the Preliminary Budget**

On **MOTION** of Councilman Worth, seconded by Councilman DeWind, 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 Pembroke Town Board hereby schedules the public hearing on the 2016 Preliminary Budget to be held on November 4<sup>th</sup>, 2015 at 5:00 P.M. at the Pembroke Town Hall at 1145 Main Road, Corfu, NY 14036.

On **MOTION** of Councilman Sformo, seconded by Councilman DeWind to adjourn the meeting at 8:31 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 OCTOBER 14, 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.