

MINUTES of the first **Regular Meeting** of the month of the Pembroke Town Board held on **February 10, 2016** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

PRESENT: John J. Worth, Supervisor
Kathleen Manne, Councilwoman
Thomas Dix, Councilman
K. Warren, Clark, Councilman

ABSENT: Edward G. Arnold, Jr., Deputy Supervisor

OTHERS PRESENT: Nicole M. Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Deborah Conti, Assessor; Tom Schneider, Planning Board Chairman; Nathan Witkowski, ZBA Chairman.

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

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

PUBLIC PARTICIPATION ~ None

APPROVAL OF MINUTES

On **MOTION** of Councilman Dix, seconded by Councilman Clark, to approve the minutes of the Meeting of January 28, 2016. ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti reported that her office is taking STAR and Ag exemptions until March 1st. Supervisor Worth and Mrs. Conti met with County Legislator Michael Davis and Representatives David Hagelberger and Stephen Ferry Jr. from the Town of Darien. They discussed the County Sales tax agreement and PILOT programs in both towns.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report is submitted and filed.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said in January the Planning Board revised the site plan review for the Dollar General due to changes in the Zoning Law. The County Planning Department checked and found that the Dollar General will be able to hook into the water but not the sewer based on new changes in the laws. They are still waiting for NYS DOT to approve their driveway entrance. The Planning Board also approved a land separation for Lynn Schafer. There may be nothing on the agenda for a meeting in February.
- Mr. Schneider will contact Cheyanne Seelau to see if she still has interest in serving as an alternate on the Planning Board.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski said there was no meeting held in January and will probably not be a meeting in February.

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

- The January 2016 monthly reports have submitted & filed. Justice O'Connor collected \$17,031.00 in fines; Justice Mileham collected \$22,854.00 in fines. The state will send a bill for their portion.

HIGHWAY – Stephen Stocking

- Mr. Stocking said the highway department is restoring the Ross V-plow that sits on display on Alleghany Road. Coincidentally he received an email from the grandson of the creator and founder of Ross plows and the family had once had their picture taken in front of it. The family will be here again this summer to take their picture with the plow.
- The old truck has been on the auction block for about a week. There are 8 or 9 days left of the auction.
- The town has been saving in salt, overtime and use of wing people so far this winter.
- There is one highway employee that may be retiring this summer.

COMMITTEE REPORTS

Councilman Dix – Mr. Dix is working on plans for the park Gazebo.

Councilwoman Manne – Mrs. Manne is working on the employee handbook and has the court audit scheduled for February 24th at 1:00 P.M.

OLD BUSINESS

- 1 - Sewer Project – Tom Carpenter from Clark Patterson may be at our next meeting to discuss options. A representative from GCEDC may also be in attendance.
- 2 - Sewer Agreement with Village of Corfu – Supervisor Worth is working on this with the Village trustees.
- 3 - Right to Practice Forestry and Farm signs – will be put up when town signs are done.
- 4 - Joint Youth Program – nothing to report.
- 5 - Joint projects with school – in planning phase.
- 6 - Service Awards for Gary and Pete have been ordered.
- 7 - Grant for Loader from NY State through J O'Connell ~ submitted by J O'Connell.
- 8 - Paint steel doors at fire hall – will be done this summer.
- 9 - Property sales and parking lot permit for Linda's Diner – Mr. Worth is working with attorney on this.
- 10 - Auditors 2015 and court audit – will be done at the end of February.
- 11 - County Sales Tax – GAM formed a committee to discuss.
- 12 - Town Wide Refuse study – Councilman Clark will be gathering information.
- 13 - Fire Alarms at Community Center - test & certify by Rochester company to be planned.

NEW BUSINESS

- 1- Project Reports - Gazebo, dug outs, employee handbook are being worked on.
- 2- Revenue generation Investment Plan (Green Energy and Gas well project) open book NY
- 3- Snow and Ice Contract – Mr. Worth, Mr. Stocking and Mr. Clark will meet with DOT.
- 4- Five year plan – in discussion phase.
- 5- Phase Two for Park - in discussion phase.
- 6- Security Park Cameras – being looked into.
- 7- Health Insurance meeting – will be scheduled soon.
- 8- Community Center Floor Wax – Will be done when weather is nicer.
- 9- Projects and criteria for youths to do in Town (Boy Scouts, Girl Scouts and such) - in discussion phase.
- 10- Talk with Mike Newer about how to help with Park (like topsoil left at Park for patches) – will schedule a time with Mr. Newer to discuss.
- 11- Town IT equipment changes possibly outsourcing or upgrading? – Supervisor Worth is working on a plan for changes.
- 12- Accounting software changes? - being looked into.
- 13- Truck garage building plans - in discussion phase.
- 14- Recycling fees and cost review - in discussion phase
- 15- Park Memorial Plans - in discussion phase
- 16- Broadband Coverage upcoming GAM - Albany thinks we have it? – GAM meeting scheduled for 2/18 at the Town of Batavia.

RESOLUTIONS

RESOLUTION # 11 of 2016 - Approval of Acquisition of an Easement by the Monroe County Water Authority Pursuant to §1096(6-A) of New York’s Public Authorities Law – 8576 North Lake Road

On **MOTION** of Councilman Clark, seconded by Councilman Dix, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilwoman Manne, AYE; Supervisor Worth, AYE; Councilman Clark, AYE; Councilman Dix, AYE.
ALL AYES – MOTION CARRIED

WHEREAS, the Monroe County Water Authority (“Authority”) is responsible for the existing water main that provides water service to 8576 North Lake Road, Corfu, New York, located, in the town of Pembroke; and

WHEREAS, the acquisition of one (1) easement is necessary for the operation, maintenance and future replacement of the water main; and

WHEREAS, the easement, is located along the frontage of 8576 North Lake Road (Tax Acct. No. 14.-1-39), which is owned by Robert Schmidt and is approximately 62’ x 15’, and,

WHEREAS, the acquisition is necessary to allow for the operation, maintenance and future replacement water main which will allow the Water Authority to continue to provide potable water supply and fire protection to this property and the property owner has agreed to voluntarily grant the easement to the Water Authority; and

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

RESOLVED, that the Town hereby approves of the Water Authority’s voluntary acquisition of easements over 8576 North Lake Road, in accordance with §1096(6-a) of the New York Public Authorities Law and **BE IT FURTHER**

RESOLVED that a copy of this resolution be provided to the Margo Brownlie at the Monroe County Water Authority.

RESOLUTION # 12 of 2016 - Approval of Acquisition of an Easement by the Monroe County Water Authority Pursuant to §1096(6-A) of New York’s Public Authorities Law – 9180 Alleghany Road

On **MOTION** of Councilwoman Manne, seconded by Councilman Dix, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilwoman Manne, AYE; Supervisor Worth, AYE; Councilman Clark, AYE; Councilman Dix, AYE.
ALL AYES – MOTION CARRIED

WHEREAS, the Monroe County Water Authority (“Authority”) is responsible for the existing water main that provides water service to 9180 Alleghany Road, Corfu, New York, located, in the town of Pembroke; and

WHEREAS, the acquisition of one (1) easement is necessary for the operation, maintenance and future replacement of the water main; and

WHEREAS, the easement, is located along the frontage of 9180 Alleghany Road (Tax Acct. No. 23.-1-50.111), which is owned by David Cummings and is approximately 292’ x 15’, and,

WHEREAS, the acquisition is necessary to allow for the operation, maintenance and future replacement water main which will allow the Water Authority to continue to provide potable water supply and fire protection to this property and the property owner has agreed to voluntarily grant the easement to the Water Authority; and

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

RESOLVED, that the Town hereby approves of the Water Authority’s voluntary acquisition of easements over 9180 Alleghany Road, in accordance with §1096(6-a) of the New York Public Authorities Law and **BE IT FURTHER**

RESOLVED that a copy of this resolution be provided to the Margo Brownlie at the Monroe County Water Authority.

RESOLUTION # 13 of 2016 – Town Clerk’s Conference Attendance

On **MOTION** of Councilman Dix, seconded by Councilman Clark, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilwoman Manne, AYE; Supervisor Worth, AYE; Councilman Clark, AYE; Councilman Dix, AYE.
ALL AYES – MOTION CARRIED

WHEREAS Town Clerk Nicole M. Begin, is requesting permission to attend the New York State Town Clerk’s Association Conference from April 17th to April 20th, 2016 in Saratoga Springs, NY; and

WHEREAS monies for this Educational Conference are in the 2016 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 # 14 of 2016 – Payment of Abstract

On **MOTION** of Councilwoman Manne, seconded by Councilman Dix, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilwoman Manne, AYE; Supervisor Worth, AYE; Councilman Clark, AYE; Councilman Dix, 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 2016 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 of approved vouchers contained within abstract # 3 of 2016.

Supervisor Worth said that Pembroke is hosting the GAM meeting on March 16th.

On **MOTION** of Supervisor Worth, seconded by Councilman Clark to enter into Executive Session to discuss a personnel matter within the Highway Department. TIME 7:08 P.M.
ALL AYES - MOTION CARRIED

The Town Board reconvened into regular session. TIME: 8:15 P.M.

Supervisor Worth reported that no decision was made in executive session.

On **MOTION** of Councilwoman Manne, seconded by Councilman Dix to adjourn the meeting at 8:15 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 FEBRUARY 10, 2016 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.