

MINUTES of the second **Regular Meeting** of the month of the Pembroke Town Board held on **February 25, 2016** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

PRESENT: John J. Worth, Supervisor
Edward G. Arnold, Jr., Deputy Supervisor
Kathleen Manne, Councilwoman
Thomas Dix, Councilman
K. Warren, Clark, Councilman

OTHERS PRESENT: Nicole M. Begin, Town Clerk; Stephen Stocking, Highway Superintendent; Tom Carpenter and Jeremy DeLyser, Clark Patterson Lee Engineers.

The meeting was called to order at 6:04 P.M.

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

PUBLIC PARTICIPATION ~ Engineer Tom Carpenter discussed the possible sewer expansion and future water expansion possibilities. He went over estimated debt service costs to residents. There are grants available for water districts that are based on income levels in within the district. All residents in the district would have to participate in income surveys in order for the application to be processed. The Town could borrow the money and the residents in the District would pay back that loan over a thirty year period. Clark Patterson worked up some estimates of water costs to residents. There are three districts being looked at based on residential requests. In each district the cost to the residents varies based on the number of residents in that district that could be serviced and if grant funding would be applied. On Indian Falls Road the annual debt service to residents plus water usage ranged from \$759.00 to \$948.00. On Genesee Street the annual debt service to residents plus water usage ranged from \$1,508.00 to \$1,771.91 and on Phelps Road the annual debt service to residents plus water usage ranged from \$483.00 to \$1,271.00.

Mr. Carpenter also covered the possible sewer expansion. At this time there are more grants available to sewer projects although the Town applied for one in 2015 but was denied. Without expansion of the sewer plant the opportunity for growth declines. The town will need to consider sewer plant expansion to allow the hamlet of Pembroke to get sewer which is on the DEC's radar for water quality improvement. Also, and once STAMP is established it would allow spinoff companies to exist in the BETP as well. Mr. Carpenter suggested that the Town continuously apply for funding annually.

COMMITTEE REPORTS

Councilman Clark – Mr. Clark and Supervisor Worth met with Joanne McInerney from Tompkins Insurance today to go over the employee health care information for 2016-17. Councilman Arnold also attended by conference call. The Town board will need to discuss and go over the new plan information so a decision can be made by the week of March 13th.

Mr. Clark said that he and Supervisor Worth will set up a meeting with the Town of Alabama to discuss how they run their town wide refuse. Mrs. Begin said that the cost for the service we now provide increased by \$89.00/month.

Highway Superintendent Stocking – Mr. Stocking said that the old 2001 Mack Truck was put up for auction with Auctions International and it received a high bid of \$36,800.00.

Highway employee Larry Duckworth is retiring May 1st. Mr. Stocking asked if the board could get the paperwork together that is necessary for the NYS Retirement system and healthcare.

The Right to Farm and Right to Forestry signs are going to be put up when Eagle Scout Caleb Frey finishes the “Welcome to The Town of Pembroke” signs this summer.

Councilwoman Manne – Mrs. Manne and Laura Landers from Freed Maxick ran the court audit on February 24th. Mrs. Manne said that the court is really good shape. The board will then submit a letter of acknowledgement to NYS Court system.

Mrs. Manne said she is will be working on the employee handbook with Councilman Arnold.

OLD BUSINESS

- 1 - Sewer Project – Mr. Worth said the board will need to discuss going forward on a plant expansion.
- 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 – Mr. Worth will set up a meeting with the other municipalities to discuss the future of the program. The Town of Pembroke cannot subsidize the cost of the program when other municipalities do not fund it based on participation. Also, with the increase in minimum wage this year and the decrease in paying participants the cost to each municipality is going to rise.
- 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 and should have a resolution in March.
- 10 - Auditors 2015 – Town Audit will be done at the end of February.
- 11 - County Sales Tax – GAM formed a committee to discuss. Agreement ends in 2018.
- 12 - Town Wide Refuse study – Councilman Clark will be gathering information from the Town of Alabama.
- 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.

Mr. Worth said that the Town of Pembroke will be hosting GAM on the third Thursday in March at the Pembroke Community Center. He hopes the town and Village board will have good representation.

Mr. Worth said the Town will need to advertise a public hearing to pay for the new Mack truck from the reserves. He will discuss further with Laura Landers.

RESOLUTIONS

RESOLUTION # 15 of 2016 – Dispose of Equipment

WHEREAS, the Highway Superintendent recommended to the Pembroke Town Board to dispose of the following equipment that is of no value to the Town:

2001 Mack RD688S Dump Truck with plow and sander

RESOLVED, the Pembroke Town Board hereby authorizes the Highway Superintendent to dispose of the aforementioned equipment with Auctions International for the amount of \$36,800.00.

Motion: Councilman Arnold

Second: Councilman Dix

Ayes: Worth, Arnold, Manne, Dix, Clark

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 16 of 2016 – Payment of Abstract

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 & 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 # 27 of 2015 and abstract # 4 of 2016.

Motion: Councilman Arnold
Second: Councilman Clark
Ayes: Worth, Arnold, Manne, Dix, Clark
Nays: None
APPROVED by: Unanimous vote (5-0)

On **MOTION** of Councilwoman Manne, seconded by Supervisor Worth to enter into Executive Session to discuss a personnel matter. TIME 7:48 P.M.
ALL AYES - MOTION CARRIED

The Town Board reconvened into regular session. TIME: 8:04 P.M.

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

On **MOTION** of Councilwoman Arnold, seconded by Councilman Dix to adjourn the meeting at 8:05 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 25, 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.