

MINUTES of the second **Regular Meeting** of the month of the Pembroke Town Board held on **March 24, 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; Charles Reid, Zoning Officer.

The meeting was called to order at 6:00 P.M.

PUBLIC PARTICIPATION ~ None

Supervisor Worth gave the board handouts he received from Kevin J. Keenan the Community Engagement Coordinator for Tobacco-Free GLOW. Mr. Keenan is asking for the town to support a tobacco free policy, including electronic nicotine devices in the Town Park. There are several communities throughout Genesee County that already have a tobacco free policy for their parks. The board will look over the information and make a decision in April.

Supervisor Worth said he has received information from Ryan Hawthorne regarding National Grid savings. Mr. Hawthorne would take copies of our electric bills and look for savings for the town. Mr. Worth said this has been done in the past with other companies and it was more work than what the savings was. The board decided not to have this done.

OLD BUSINESS

- 1 - Sewer Project – This is being worked on by the engineers.
- 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 is trying to set up a meeting with the other municipalities and Director Donna Fix to discuss the future of the program. Each municipality pays according to percentage of participation based on attendance and cost to run the program. The program costs are increasing significantly due to increases in minimum wage, retirement contributions, Worker’s Compensation costs and insurance. The Town of Pembroke cannot subsidize the cost of the program when other municipalities do not fund their share. The Village of Corfu has not paid their share in three years and said they will not contribute more than \$1,000.00 in the future.
- 5 - Joint projects with school – The school has asked the Town to partner with them in their P.E.P grant application. More to follow.
- 6 - Turnbull contract renewal – The contract with Turnbull for heating/aid conditioning is up for renewal. There is a resolution for renewing the contract.
- 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 April. There was some confusion about who owns it after having property surveyed.
- 10 - County Sales Tax – GAM formed a committee to discuss. Agreement ends in 2018.
- 11 - Town Wide Refuse study – Councilman Clark is gathering information.
- 12 - Fire Alarms at Community Center – Have been tested & certified.
- 13 - Time Warner Cable Franchise Agreement – Being looked at by Town Attorney.
- 14 - Village Lease Agreement – The Village Lease agreement expires May 31st, 2016. The Town Board agreed on a 3% increase. There is a resolution to renew the agreement at 3% subject to permissive referendum.
- 15 - Reserves – Supervisor Worth said there are two reserve funds that are no longer needed and a resolution to transfer those reserves to the Equipment Reserve Fund.

NEW BUSINESS

- 1- Project Reports – Mr. Worth said that the Town was notified that the grant paperwork for the park gazebo and dugouts had to be refiled because it was not submitted correctly. The paperwork was refiled with the recommended changes.
- 2- Review rental agreements and policies for the Community Center and park – Mr. Worth said that the board should look over the rental policies and update them.
- 3- Floor cleaning Machine – Supervisor Worth said he would like to purchase a floor cleaning machine for the Community Center.
- 4- Repair wall and install bumper system at the Community Center – A wall at the Community Center needs to be repaired because it was damaged by the chair cart.
- 5- Revenue generation Investment Plan (Green Energy and Gas well project) open book NY- Something the Town will be looking into.
- 6- Five year plan – in discussion phase.
- 7- Phase Two for Park - in discussion phase.
- 8- Security Park Cameras – being looked into due to vandalism at the park.
- 9- Community Center Floor Wax – Will be done when weather is nicer.
- 10- Projects and criteria for youths to do in Town (Boy Scouts, Girl Scouts and such) - in discussion phase.
- 11- 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.
- 12- Town IT equipment changes possibly outsourcing or upgrading? – Supervisor Worth is working on a plan for changes.
- 13- Accounting software changes? - being looked into.
- 14- Truck garage building plans - in discussion phase.
- 15- Recycling fees and cost review - in discussion phase.
- 16- Park Memorial Plans - in discussion phase.

COMMITTEE REPORTS

Councilman Dix – Mr. Dix said the fire alarms have been inspected and certified at the Corfu building. Batteries were replaced.

Councilman Clark – Mr. Clark said that he, Supervisor Worth and Councilwoman Manne met with Bruce Buyers at County Line Stone to discuss his hope for expansion. Mr. Clark said the meeting went well.

Highway Superintendent Stocking – Mr. Stocking said the Town received a check for the sale of the 2001 Mack Truck that was sold at auction.

We received money from our insurance agency for the truck accident on February 16th and now they are going after the trucker that caused the accident to pay all damages.

The town saved money this year's mild winter by not using a lot of salt and by not using any part time wing people this winter. The salt barn is about half full.

Zoning Officer Reid – Mr. Reid said that he would like to issue a temporary Certificate of Occupancy to the Cummings for their house on Alleghany. The heat, electric, sewer and water are hooked up but some work still needs to be done on the outside of the house. They were promised by their builder that they would be in the house by Thanksgiving and they are still not in. The board agreed to issue them a temporary Certificate of Occupancy.

Mr. Reid said he has received some complaints again for a house on Akron Road regarding unkempt property. This is not the first complaint for the same infraction. The complainant said there are now rodents around their property. Mr. Reid will send a violation stipulating that it must be kept up.

RESOLUTIONS

RESOLUTION # 23 of 2016 – Contract for Heating & Air Conditioning – Turnbull
Heating & Air Conditioning

WHEREAS the contract for scheduled maintenance for heating and air conditioning for the Corfu Court building and the Town Hall expired on March 1st, 2016; **NOW, THEREFORE BE IT**

RESOLVED, that the Town of Pembroke Town Board, authorizes the Pembroke Town Supervisor to enter into a renewal contract, for 2016, with Turnbull Heating & Air Conditioning of 50 Franklin Street, Batavia, New York 14020, for the scheduled maintenance of the Town of Pembroke Community Center, located at 116 E. Main Street, and the Town Hall located at 1145 Main Road, Corfu, New York 14036; **AND, BE IT FURTHER**

RESOLVED, that the summer and winter maintenance price for service at both the Corfu Court building and Town Hall will not exceed \$1,320.00 plus the service rate per hour charged at time of repair and/or maintenance.

Motion: Councilman Clark

Second: Councilwoman Manne

Ayes: Worth, Manne, Dix, Clark

Nays: None

APPROVED by: Unanimous vote (4-0)

RESOLUTION #24 of 2016 – Excess Reserve Funds

WHEREAS The Town of Pembroke has two reserve fund accounts that are no longer needed or required; **NOW, THEREFORE BE IT**

RESOLVED that the Pembroke Town Board approves the transfer of \$7,640.50 from the Health Benefit Reserve and \$ 9,740.60 from the Casualty Liability reserve to the Equipment Reserve Fund.

Motion: Councilman Dix

Second: Councilwoman Manne

Ayes: Worth, Manne, Dix, Clark

Nays: None

APPROVED by: Unanimous vote (4-0)

RESOLUTION # 25 of 2016 – Purchase of truck chassis & hoist body

WHEREAS the Town Board authorized Highway Superintendent Stephen Stocking to purchase a new truck chassis and hoist body off of State contract to replace the 2001 truck, the oldest truck in the Town's fleet; and

WHEREAS the purchase price for a complete package did not to exceed \$211,000.00; **NOW, THEREFORE BE IT**

RESOLVED, that the Town Board authorized Highway Superintendent Stephen Stocking to purchase from State contract one (1) 2016 Mack 10 Wheeler truck chassis and hoist body; **AND BE IT FURTHER**

RESOLVED that the Town Board will hold a public hearing on April 8th, 2016 at 7:00 p.m. to authorize payment of said truck from the Equipment Reserve Fund and said purchase is subject to 30 day permissive referendum.

Motion: Councilman Dix

Second: Councilwoman Manne

Ayes: Worth, Manne, Dix, Clark

Nays: None

APPROVED by: Unanimous vote (4-0)

RESOLUTION # 26 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 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 # 6 of 2016.

Motion: Councilman Clark

Second: Councilwoman Manne

Ayes: Worth, Manne, Dix, Clark

Nays: None

APPROVED by: Unanimous vote (4-0)

RESOLUTION # 27 of 2016– Village of Corfu one year Lease Agreement

WHEREAS the lease for the Village of Corfu offices and court room expires May 31st, 2016 and the Village of Corfu and the Town of Pembroke wish to renew the lease agreement; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Board agrees to renew the lease with the Village of Corfu for one (1) year at the rate of \$10,011.60 from June 1, 2016 – May 31, 2017. All other provisions of the current lease remain the same, and the Pembroke Town Board authorizes the

Supervisor to prepare and sign the new lease on behalf of the Town of Pembroke. This Resolution shall be subject to a permissive referendum.

Motion: Councilwoman Manne

Second: Councilman Dix

Ayes: Worth, Manne, Dix, Clark

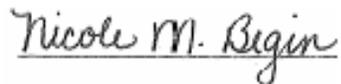
Nays: None

APPROVED by: Unanimous vote (4-0)

On **MOTION** of Councilwoman Dix, seconded by Councilwoman Manne to adjourn the meeting at 8:16 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 MARCH 24, 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.