

MINUTES of the first **Regular Meeting** of the month of the Pembroke Town Board held on **April 13, 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; Deborah Conti, Assessor; Tom Schneider, Planning Board Chairman; Nathan Witkowski, ZBA Chairman; Stephen Stocking, Highway Superintendent; Heather and Nate Klotzbach.

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

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

**PUBLIC HEARING
TO AUTHORIZE PAYMENT OF TRUCK FROM
EQUIPMENT RESERVE FUND**

The **Public Hearing** to authorize payment of truck from Equipment Reserve Fund was called to order by Supervisor Worth at 7:03 P.M.

Town Clerk Begin read the Notice of Public Hearing that was printed in the Daily News and reported that the Affidavit of Posting was posted on the Town's bulletin board.

There was no comment from the public.

On **MOTION** of Councilman Clark, seconded by Councilman Dix, to close the Public Hearing at 8:03 P.M.

ALL AYES - MOTION CARRIED.

Everyone being heard that wished to be heard the public hearing was closed at 8:03 P.M.

PUBLIC PARTICIPATION ~ See Planning Board report below.

APPROVAL OF MINUTES

On **MOTION** of Councilman Clark, seconded by Councilwoman Manne, to approve the minutes of the Meeting of March 9, 2016 and March 24th, 2016. ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti reported that in the passage of the Governor's 2016 budget there is provision for change of Basic STAR for new home buyers. All new STAR applicants will now receive an income tax based credit in their tax return rather than receiving a credit on their school tax bill. The assessors will be taking a webinar to get more details on Friday.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report has been submitted.

HIGHWAY – Stephen Stocking

- Mr. Stocking said that he went to Albany with Highway Superintendents from around New York State to lobby to keep CHIP's money for road work. The town is slated to receive \$95,731.93 in CHIP's money for road repair this year.
- The tires that have been accumulating behind the Town salt barn have been removed. The town will receive a bill for the cost to dispose of them.
- The posts for the historical signs throughout the town have been crumbling and a couple of the signs have fallen. New steel posts have been purchased and the highway department will reinstall them. The cost of the steel posts was approximately \$700.00.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin reported that the taxes have been returned to the County. The office collected \$5,741.77 in penalties and interest this year.
- Mrs. Begin reported that a resident on Main road is requesting to be reimbursed for water units for 2014 and 2015 because the house on the property was demolished. The taxable status date for property changes is March 1st meaning that any changes to your taxes based on changes to property need to be done by March 1st. The house was removed in May 2015 so we cannot credit for 2015. The board will look the information over and make a decision at the meeting on April 28th, 2016. Mrs. Conti reported that the water unit has been removed for future billing.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said a resident on Phelps Road is requesting a Zoning Law change to allow a licensed automotive shop in an Ag district. Mr. Schneider said he does not want to move forward with the process if the board is against it. If the law were to change to allow this the owner would have to obtain a special use permit for a home occupation so that they could set up guidelines and stipulations. Councilwoman Manne asked if there were any towns we could draw information from regarding this change. Mr. Schneider will start the process.
- In March the Planning Board rescinded a special use permit no longer in use and approved a land separation. They will hear an application for a pond in April.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski said that the ZBA approved a pool on Indian Falls Road in March. They will hear and area variance in April.

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

- The March 2016 monthly reports have submitted & filed. Justice O’Connor collected \$25,512.00 in fines; Justice Mileham collected \$18,687.00 in fines. The state will send an invoice for their portion.

SUPERVISOR – John Worth

- Mr. Worth and Councilman Dix attended the Town of Oakfield’s open house of their new Town Hall facility. He said it was very nice.
- Mr. Worth and Councilman Clark met with representatives from each municipality involved in the Joint Youth Recreation program. They have decided to keep the program going in 2016 but will meet in August when the program ends to discuss for 2017 before budgets are done. They have decided to raise the fee per child from \$25.00 to \$30.00 for the season. They also discussed how there needs to be more funding contributed by each municipality to keep the program going and that agreements need to be set in place.
- The TA signed a contract to run a sewer line to Route 5. The new sewer agreement should be in place for this.
- The Village of Corfu board discussed the rent and asked if the Town would be willing to keep the rent at the rate for 2015 and that they would keep up on cleanup around the buildings. The board discussed and they feel they would like to keep a good working relationship with the Village.

A **MOTION** was made by Councilman Dix, seconded by Councilman Clark to amend Resolution # 27 of 2016 to keep the 2016 Village rent agreement at the same rate of \$9,720.00 as was the 2015 rent agreement.

Ayes: Worth, Manne, Dix, Clark

Nays: None

MOTION APPROVED by: Unanimous vote (4-0)

- Mr. Worth has been discussing the possibility of using the park gazebo as an outdoor classroom with School Superintendent Calderon. The school is applying for a grant that could help with the building of the gazebo.

COMMITTEE REPORTS

Councilman Dix – Mr. Dix said he checked out the cemeteries and checked North Pembroke for any disturbances and could not find and problems as recently reported.

Councilman Clark – Mr. Clark said he spoke with the Clerk’s for Village of Akron and Town of Newstead and received some information about town wide refuse collection. He also received some information from PSI Disposal and spoke to Pete Stanley about charges and different options.

OLD BUSINESS

- 1 - Sewer Project – In discussions with the engineers, Camden Group and the Village board.
- 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 – Discussing options with municipalities that are involved.
- 5 - Joint projects with school – in planning phase.
- 6 - Grant for Loader from NY State through J O’Connell ~ submitted by J O’Connell.
- 7 - Paint steel doors at fire hall – will be done this summer.
- 8 - Property sales and parking lot permit for Linda’s Diner – Mr. Worth is working with attorney on this. The county needs documentation stating that the Town abandoned a section of Brown Road when the road was changed.
- 9 - County Sales Tax – GAM formed a committee to discuss.
- 10 - Town Wide Refuse study – Councilman Clark is working on this and will discuss process with attorney.
- 11- Time Warner Cable Franchise – Attorney is working on getting updated information.

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- Five year plan – in discussion phase.
- 4- Phase two for park - in discussion phase.
- 5- Security park cameras – being looked into.
- 6- Community Center Floor Wax – Will be done when weather is nicer.
- 7- Projects and criteria for youths to do in Town (Boy Scouts, Girl Scouts and such) - in discussion phase.
- 8- 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.
- 9- Town IT equipment changes possibly outsourcing or upgrading – Supervisor Worth is working on a plan for changes.
- 10- Accounting software changes - being looked into.
- 11- Truck garage building plans - in discussion phase.
- 12- Recycling fees and cost review - in discussion phase
- 13- Park Memorial Plans - in discussion phase
- 14- Town Board member to serve on a Road Safety Committee meeting with County Line Stone and citizens – Councilwoman Manne has agreed to serve on this committee.

 On **MOTION** of Supervisor Worth, seconded by Councilwoman Manne to enter into Executive Session to discuss the proposed sale of real property. TIME 8:06 P.M.
 ALL AYES - MOTION CARRIED

The Town Board reconvened into regular session. TIME: 8:12 P.M.

Supervisor Worth reported that a decision was made in executive session to allow Supervisor Worth to negotiate the sale of property on Little Falls Road.

On **MOTION** of Councilwoman Manne, Seconded by Councilman Dix
Ayes: Worth, Manne, Dix, Clark
Nays: None
MOTION APPROVED by: Unanimous vote (4-0)

RESOLUTIONS

RESOLUTION # 28 of 2016 – Planning Board – Appointment of Alternate Board Member
 Cheyanne Seelau

WHEREAS the Town Board of the Town of Pembroke established the position of Alternate Board member for the Planning Board and ZBA through Local Law No. 3 of 2014; and

WHEREAS Cheyanne Seelau has expressed interest in a position on the Planning Board or ZBA; **NOW, THEREFORE BE IT**

RESOLVED that Cheyanne Seelau be appointed as an Alternate Board Member to the Planning Board for the remainder of the year with the term expiring December 31st, 2016.

Motion: Councilman Dix
Second: Councilwoman Manne
Ayes: Worth, Manne, Dix, Clark
Nays: None
APPROVED by: Unanimous vote (4-0)

RESOLUTION # 29 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 # 7 of 2016.

Motion: Councilwoman Manne

Second: Councilman Dix

Ayes: Worth, Manne, Dix, Clark

Nays: None

APPROVED by: Unanimous vote (4-0)

RESOLUTION # 30 of 2016 – Authorization for Town Supervisor to sign the 2016 REVISED Agreement for Sanitary Sewer Service with the Village of Corfu for Sewer District # 1 & #2

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 John Worth to sign and execute the Agreement for Sanitary Sewer Service with the Village of Corfu for Sewer District # 1 and # 2 as revised April 2016.

See Agreement for Sanitary Sewer Service Attached.

Motion: Councilman Clark

Second: Councilwoman Manne

Ayes: Worth, Manne, Dix, Clark

Nays: None

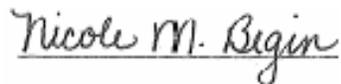
APPROVED by: Unanimous vote (4-0)

Supervisor Worth said he will ask Attorney Mark Boylan to be at the next meeting to discuss a list of issues the town needs resolved.

On **MOTION** of Councilwoman Manne, seconded by Councilman Dix to adjourn the meeting at 8:37 P.M.

ALL AYES – MOTION CARRIED.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nicole M. Begin". The signature is written in dark ink and is positioned above the typed name of the signatory.

Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF APRIL 13, 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.