

MINUTES of the first **Regular Meeting** of the month of the Pembroke Town Board held on **August 10, 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

ABSENT: K. Warren, Clark, Councilman

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.

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

PUBLIC PARTICIPATION ~ None

APPROVAL OF MINUTES

On **MOTION** of Councilman Arnold, seconded by Councilman Dix, to approve the minutes of the Meeting of July 13th, 2016 and July 28th, 2016. ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti said that the town received our 2016 final equalization rate and it is 97%. In September she will discuss with the board what needs to be done to get the town back to 100%.
- Mrs. Conti requested permission to attend the 2016 Assessor's conference from September 18 to the 21st.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report has been submitted and filed.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Nothing to report at this time.

HIGHWAY – Stephen Stocking

- Nothing to report at this time.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider reported that the Planning Board issued a few special use permits and a land separation at the July 27th meeting. In August they will have a site plan review and have see the contractors who may be possibly building a Tim Horton's. The meeting is so they can get information to move forward.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski informed the board that there was no ZBA meeting in July or August. He and other ZBA members may attend the August Planning Board meeting to stay informed regarding the possible Tim Horton’s project in case the ZBA needs to be involved.

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

- The July 2016 monthly reports have submitted & filed. Justice O’Connor collected \$23,871.00 in fines; Justice Mileham collected \$19,904.00 in fines. The state will send an invoice for their portion.

SUPERVISOR – John Worth

- Mr. Worth said the ARC is having issues coordinating the waxing of the community center floor. He is going to wait for them to respond with a final date.
- The Joint Youth program wrapped up on August 4th. Mr. worth is waiting for the final numbers from Director Donna Fix and he will then set up a meeting with the other involved municipalities to make a plan going forward.
- The Town received a letter from the NYS DOT stating that they do not feel it is necessary to lower the speed limit on Route 5 between Route 77 and Kutter’s Cheese and they also cannot justify a turning arrow at the corner of Route 5 and Route 77.

COMMITTEE REPORTS

Councilman Arnold – Mr. Arnold said that the Town received the information regarding the 2017 Genesee County Travel Vacation Planner. The cost this year is \$1,800.00 per page. Mr. Arnold said that the Town only paid for one page in 2015 and some of the businesses helped to pay for the two pages in 2016. The board discussed the listings, the cost and about the overall benefits to the Town residents as a whole. The board was in agreement that the town would not pay for a page in the 2017 Genesee County Travel Vacation Planner this year but will look at it again for 2018.

A **MOTION** was made by Councilman Dix, seconded by Supervisor Worth to suspend placing an ad in the 2017 Genesee County Travel Vacation Planner
ALL AYES – MOTION CARRIED

Councilman Dix – Mr. Dix said the town is still waiting on the state for the grants for the park.

Councilwoman Manne – Mrs. Manne said the board has received the personnel book draft. Mr. Worth asked the board to look through it and the board will go through it page by page at the workshop meeting.

Laura Landers spoke to Municipal Solutions regarding permanent financing for the sewer. Jeff Smith from Municipal Solutions said the town could do a BAN annually instead of permanent financing and the tax cap would not be affected. Mr. Worth said the only issue with that is that the town pays soft costs of about \$15,000.00 for each BAN. She also confirmed that 25 year permanent financing over 15 years would also affect the tax cap. Mr. Worth will discuss this further with Laura Landers.

The Town Attorney reviewed the letter to CLS regarding safety concerns and said that it was ready to send.

A **MOTION** was made by Councilman Dix, seconded by Councilman Arnold to send the safety concern letter to CLS. **Ayes:** Arnold, Manne, Dix, Worth **Nays:** None
ALL AYES – MOTION CARRIED

Supervisor Worth –

- TA truck stop is moving forward with the sewer expansion project.
- A letter was received from the County stating that they are trying to determine ownership of the property at Indian Falls.
- Mr. Worth is looking into new accounting software with Freed Maxick.
- Grants for the park are slow moving and not just for the Town of Pembroke.
- Mr. Worth spoke with the attorney to determine the best way to move forward to finalize the trash service. Mr. Boylan suggested advertising in the Pennysaver. The board will discuss further at the workshop meeting.

Town Clerk Begin – A resident requested that the Town put out a newsletter so that residents know what is going on in the town.

There was also a request for the town to have Shred-it come to the town on trash day to let people shred their old personal papers.

Tom Schneider – Mr. Schneider said that there are some wooden park benches at the town park that are in disrepair and he asked if they could be removed. The board agreed due to safety concerns. There has also been some vandalism reported at the large pavilion and it was taken care of. Mr. Schneider suggested that the town start holding people accountable when they use the pavilions because the bathrooms were left in repulsive shape. Mr. Worth suggested that the town put aside some money this year to do some maintenance in the park bathrooms. The highway department will be oil and stoning the park driveway in August.

Mr. Worth said the town received a call from a resident who thanked the town for removing the old dilapidated picnic benches in the pavilion in East Pembroke.

RESOLUTIONS

RESOLUTION # 53 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 # 15 of 2016.

Motion: Councilman Arnold

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Worth

Nays: None

APPROVED by: Unanimous vote (4-0)

RESOLUTION # 54 of 2016 – 2016 Assessor’s Annual Training School & Meeting

WHEREAS Deborah Conti has requested permission to attend the Assessors’ Annual Training School & Meeting on September 18-21, 2016 in Lake George, NY and money has been budgeted for said Conference; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Board hereby authorizes Deborah Conti to attend the Assessors’ Annual Training School & Meeting on September 18-21, 2016 in Lake George, NY.

Motion: Councilman Arnold

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Worth

Nays: None

APPROVED by: Unanimous vote (4-0)

RESOLUTION # 55 of 2016 – New York State Association of Magistrates 2016 Annual Conference – Justice Mileham

WHEREAS Justice Edwin F. Mileham, Jr. is requesting permission to attend the New York State Association of Magistrates 2016 Annual Conference on September 25-28, 2016 in Lake Placid, NY and monies for this Educational Conference are in the 2016 budget; **NOW, THEREFORE, BE IT**

RESOLVED that the Town Board grants permission to Justice Edwin F. Mileham, Jr, to attend the New York State Association of Magistrates 2016 Annual Conference on September 25-28, 2016 in Lake Placid, NY.

Motion: Councilwoman Manne

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Worth

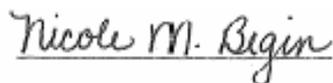
Nays: None

APPROVED by: Unanimous vote (4-0)

On **MOTION** of Councilman Arnold, seconded by Councilman Dix to adjourn the meeting at 7:45 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 AUGUST 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.

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