

MINUTES of the **second Regular Meeting** of the month of the Pembroke Town Board held on **May 31, 2018** 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
K. Warren Clark, Councilman
Thomas Dix, Councilman

OTHERS PRESENT: Nicole M. Begin, Town Clerk; Tom Schneider, Zoning Department.

ABSENT: Stephen Stocking, Highway Superintendent.

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

OLD BUSINESS

1. Dug outs & Gazebo Grant – Tom Schneider is working with contractors to get things started. The gazebo construction should begin in September.
2. Building plans – Nothing to report.
3. Community Center review and plan – Nothing to report.
4. Sewer Easements – There are still three (3) that we need to get signed, Mr. Worth is working on the letter.
5. Sewer easement for TA – The easement was filed at the county today. When we receive the file information back we will make sure all parties get copies.
6. Franchise agreement with Spectrum – The board doesn't see a need for a change at this time.
7. Alabama Resolution for water District – We are waiting on authorization from MCWA for the out of district users.
8. County Water Plan new draft 40-year agreement – Mr. Worth is working on this and has meetings planned.
9. Dist. 4 water plans – The engineers are working on unit counts with the assessor and there will be a public informational meeting in June.
10. Shared services with the county – Mr. Dix said that it has been discussed at GAM and since the town's and villages within Genesee County already have many shared services there wasn't much more that could be shared that would save tax dollars.

COMMITTEE REPORTS

Tom Schneider – Mr. Schneider said that the Planning Board voted on text changes to the zoning law and will have a few more they will review before presenting to the board for a public hearing. Mr. Worth suggested a shared services agreement be written for the fuel sales we have with the fire districts, Village and School.

There was a baseball tournament at the Park this weekend past weekend. Mr. Schneider said everything went well and he opened and closed the bathrooms both days.

Councilman Arnold – Mr. Arnold said that Ken Hall from Sweet Lisa's will sign the agreement for the rental of the community center kitchen.

Mr. Arnold said the bathroom sink faucet in the lady's bathroom at Town Court was not shutting off. Mr. Worth will work with Tom Schneider and get it fixed.

Supervisor Worth – Mr. Worth said the lease agreement has been returned from National Fuel for the lease of the Community Center parking lot. They paid \$3,000.00 to lease the lot from June to December.

The auditors from Drescher & Malecki started the 2017 audit this week. They will probably be here for a couple of weeks.

The engineers are working on another grant application for sewer funding.

There was some information given at GAM regarding investments in US Treasury Bonds. We could invest in US Treasury Bonds with a higher rate of interest.

Office 365 is working out extremely well and the bill will come due in July to renew. The cost is \$900.00/year but gives every user access to email and files 24/7 along with training and other useful applications.

The Town of Alden has requested our support for them to apply for a permanent certified ambulance service. The board agreed to write a letter of support pending review by the town attorney.

Mr. Worth said that there are 36 boxes currently awaiting shredding due to old records from the previous financial officer. These records should have been disposed of according to the NYS Records Retention Schedule. The board received an email by the Town Clerk with prices for shredding. Mr. Worth suggested that the Town purchase a new shredder to replace the one the town bought in 2004 and do our own shredding since there are records that need to be destroyed annually. Also, since the court currently uses a household shredder for their shredding needs they could take the old one for their office.

A **MOTION** was made by Councilman Arnold, seconded by Councilman Dix to purchase a new Fellowes AutoMax 350 sheet capacity, 350C Auto Feed Shredder from S&B Office \$ Computer Products for a cost not to exceed \$1,200.00

ALL AYES – MOTION CARRIED

Councilwoman Manne – Mrs. Manne received correspondence from County Line Stone that they were given recommendations from NYS DEC and will have those recommendations back to the DEC in the Fall. The DEC will then review the proposed changes.

Councilman Dix – Mr. Dix said that he received a quote from Cintas for the inspections of our fire extinguishers. Genesee County Emergency management may also be willing to inspect those for us as a shared service.

Mr. Dix, Mr. Clark and Mr. Schneider met with some people regarding the hazard mitigation. There will be a Genesee County Hazard Mitigation Strategy Meeting on June 18th at the County Training center.

Mr. Dix has been working with Direct Energy/MEGA about contracts for Natural Gas and Electric savings.

RESOLUTIONS

RESOLUTION # 33 of 2018 – Purchase of microwave for Community Center

WHEREAS, the old microwave in the kitchen at the community center no longer works and needs to be replaced; **NOW, THEREFORE BE IT**

RESOLVED, That the Town Board authorizes the purchase of a microwave from Best Buy not to exceed \$200.00.

Motion: Councilman Arnold

Second: Councilman Clark

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 34 of 2018 – 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 2018 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 contained within Abstract # 10 of 2018.

Motion: Councilman Arnold

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Clark, Worth

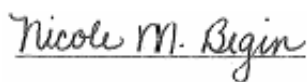
Nays: None

APPROVED by: Unanimous vote (5-0)

The next meeting will be run by Councilman Clark.

On **MOTION** of Councilman Arnold, seconded by Councilwoman Manne to adjourn the meeting at 7:11 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 MAY 31, 2018 AND ARE SUBJECT TO CHANGE AND/OR REVISION PRIOR TO BEING ACCEPTED BY THE TOWN BOARD AT THE FIRST REGULAR TOWN BOARD MEETING OF EACH MONTH.