

MINUTES of the **Meeting** of the Pembroke Town Board held on **June 13th, 2019** 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; James Uebelhoer, Planning Board Chairman; Thomas Schneider, Zoning.

ABSENT: Stephen Stocking, Highway Superintendent; Deborah Conti, Assessor.

Supervisor Worth led the pledge of allegiance, prayer & called the meeting to order at 6:30 P.M.

PUBLIC PARTICIPATION ~ None

APPROVAL OF MINUTES

On **MOTION** of Councilman Arnold, seconded by Councilman Dix, to approve the minutes of the meetings of May 9th and May 23rd, 2019.

ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- No Report

ZONING & CODES ENFORCEMENT – Charles Reid & Tom Schneider

- Monthly report submitted and filed.

HIGHWAY – Stephen Stocking

- Mr. Worth reported that the department is mowing and paving this week.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.

PLANNING BOARD – James Uebelhoer

- The May meeting will be cancelled due to lack of agenda items. Mr. Uebelhoer is working with Mr. Schneider on getting some properties cleaned up throughout the town, letters have been sent to homeowners.

ZONING BOARD OF APPEALS – Terrance Daniel

- The May ZBA meeting was cancelled due to lack of agenda items.

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

- The May 2019 monthly reports are submitted. Fines and fess totaled \$44,388.00. The NYS Comptroller will bill for their share.

SUPERVISOR – John Worth

- The water bids for the County distribution line came in higher than expected so the project is being delayed. The Supervisor suggested that the board investigate the next congested area of interest, Pratt Road.
- Spectrum Franchise agreement is up for renewal. The Board looked over the agreement and will discuss further how to proceed.
- Mr. Worth has a meeting regarding the sewer plant expansion on Monday to button up financing.
- AIM funding is being pulled from NYS. The town will lose approximately \$30,000.00.
- Mr. Worth had an update to the cell phone policy. Katie said there is something in the Employee handbook, but the new stuff will be added.

OLD BUSINESS

1. Park – The new work-out stations have been installed in the park north of the children's playground.
2. Project reports (Gazebo/Dug outs) – Mr. Schneider is working on the dugouts and trying to come up with a lower cost.
3. Truck garage building plans – Nothing to report.
4. Disaster Plan update – Nothing to report.

NEW BUSINESS

1. 5 Year Plan – Councilwoman Manne and Councilman Dix met with Supervisor Worth and Town Clerk Begin and have obtained information to wrap up their five-year plan proposal.
2. Comprehensive Plan Review – Mr. Uebelhoer said that the Comp Plan Update is in its final stages. They should have a proposal for the Town Board in August or September.

COMMITTEE REPORTS

Councilwoman Manne – Mrs. Manne has sent email links to employees to log into the Workplace Harassment training. Many employees have already taken it.

Councilman Arnold and Councilwoman Manne interviewed two candidates for the Assessor position and recommend an offer letter be sent to Tina McQuillen. The Board discussed the applicants, their experience and benefits/ drawbacks for the town.

Councilman Dix – Mr. Dix brought a gutter helmet sample for the Pembroke Community Center building. Mr. Worth will measure the gutters to see if they can be ordered to fit.

RESOLUTIONS

RESOLUTION # 39 of 2019 – 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 2019 working budgets, 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 # 11 of 2019.

Motion: Councilman Arnold

Second: Councilman Clark

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 40 of 2019 – Assessor position - Offer Letter

WHEREAS, the Town Board agreed on the recommendation of Councilman Arnold and Councilwoman Manne to offer Tina McQuillen the position of Assessor; **NOW, THEREFORE BE IT**

RESOLVED, that the Town Board hereby authorizes Councilwoman Manne to send an offer letter to Tina McQuillen for the position of Assessor.

Motion: Councilwoman Manne

Second: Councilman Arnold

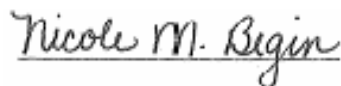
Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

On **MOTION** of Councilman Dix, seconded by Councilwoman Manne to adjourn the meeting at 7:45 P.M. - ALL AYES – MOTION CARRIED.

Respectfully submitted,



Nicole M. Begin, Town Clerk