

MINUTES of the **Meeting** of the Pembroke Town Board held on **August 8th, 2019** 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

OTHERS PRESENT: Nicole M. Begin; Town Clerk; James Uebelhoer, Planning Board Chairman; Stephen Stocking, Highway Superintendent; MaryAnn Wiater.

ABSENT: Edward G. Arnold, Jr., Deputy Supervisor

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 Dix, seconded by Councilman Clark, to approve the minutes of the meetings of July 11th and July 25th, 2019.

ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Tina McQuillen

- Nothing to report

ZONING & CODES ENFORCEMENT – Charles Reid & Tom Schneider

- Nothing to report

HIGHWAY – Stephen Stocking

- The Highway department is oiling and stoning and helping other towns on their roads.
- Salt is currently being delivered.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Hunting licenses went on sale August 1st.

PLANNING BOARD – James Uebelhoer

- Mr. Uebelhoer said they are working on the Comprehensive Plan and should have it ready for the board soon. The next Comprehensive Plan meeting is scheduled for the end of the month.

ZONING BOARD OF APPEALS – Terrance Daniel

- Nothing to report.

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

- The July 2019 monthly reports have not yet been submitted.
- Justice Mileham is requesting conference attendance in Lake Placid.

SUPERVISOR – John Worth

- Mr. Worth and Mrs. Begin met with reps from Benecare. The town is happy with our current broker and payroll providers. Benecare reps said they are available if we ever need them.
- The sewer expansion project went out to bid on Monday and a couple of contractors have requested specs.
- Mr. Worth and Mr. Dix have been doing some research on gutter protection at the Community Center building. Because the gutters are 8” wide regular helmets will not fit. There are brushes that can be placed in the gutter to stop the leaf build up, but no one had any experience with them to see if they work. The board decided to try them on the side of the building near the tree line to see if they work. Mr. Dix will order them.
- Mr. Worth is planning a meeting with Assemblyman Stephen Hawley and Congressman Chris Collins and is inviting some other Town Supervisors.
- Mr. Worth provided the board with a copy of an email he plans to send to County Highway Superintendent Tim Hens requesting that they meet to look over the 2-year agreement before the town works on the 2020 Budget.
- There are provisions for the Town to take over approval of water connections within the town. Mr. Worth would like the Board to pass a resolution stating that the town of Pembroke will take over approvals of water connections for residential properties. We will then forward it to the County Planning Board and County Legislators.
- Mr. Worth said that we will need to start preparing the 2020 budget. Mr. Worth said that if anyone had any projects in mind that they should get their numbers together as soon as possible.
- The town cemeteries have a few things that need to be addressed but then they will be in good shape for a while.
- Mr. Worth and Mrs. Begin will meet with Councilwoman Manne to get training on making changes to the Town website.

NEW BUSINESS

1. 5 Year Plan – Councilwoman Manne and Councilman Dix are working on a 5-year plan. They should have information for the board soon.

RESOLUTIONS

RESOLUTION # 49 of 2019 – New York State Association of Magistrates 2019 Annual Conference – Justice Mileham

WHEREAS Justice Edwin F. Mileham, Jr. is requesting permission to attend the New York State Association of Magistrates 2019 Annual Conference on September 15-18, 2019 in Lake Placid, NY and monies for this Educational Conference are in the 2019 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 2019 Annual Conference on September 15-18, 2019 in Lake Placid, NY.

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

RESOLUTION # 50 of 2019 – 2019 Assessor’s Annual Training School & Meeting

WHEREAS Tina McQuillen has requested permission to attend the Assessors’ Annual Training School & Meeting on September 22 – September 25, 2019 in Lake Placid, NY and money has been budgeted for said Conference; **NOW, THEREFORE, BE IT**

RESOLVED that the Pembroke Town Board hereby authorizes Tina McQuillen to attend the Assessors’ Annual Training School & Meeting on September 22 – September 25, 2019 in Lake Placid, NY; **AND, BE IT, FURTHER**

RESOLVED that expenses for the conference will be divided between the Towns of Pembroke, Attica, Perry, Newstead and Castile.

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

RESOLUTION # 51 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 # 15 of 2019.

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

On **MOTION** of Councilman Clark, seconded by Councilman Dix to adjourn the meeting at 7:00 P.M. - ALL AYES – MOTION CARRIED.

Respectfully submitted,

Nicole M. Begin

Nicole M. Begin, Town Clerk