

MINUTES of the **Meeting** of the Pembroke Town Board held on **December 12th, 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
K. Warren, Clark, Councilman
Thomas Dix, Councilman

OTHERS PRESENT: Nicole M. Begin; Town Clerk; James Uebelhoer, Planning Board Chairman; Thomas Schneider, Zoning;

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 November 7th and November 21st, 2019.

ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Tina McQuillen

- Report received and filed. Ms. McQuillen reported that the revaluation is done for 2020.

ZONING & CODES ENFORCEMENT – Charles Reid & Tom Schneider

- Report received and filed.
- Mr. Schneider said that he has been training his replacement James Wolbert and he is working out well. Mr. Wolbert has completed the Workplace Harassment training. They are working on closing out 2018 and 2019 permits.
- Mr. Schneider has been working with the assessor regarding a potential apartment complex. The builder would like to have assessment and tax information before the project would be applied for.

HIGHWAY – Stephen Stocking

- Mr. Worth reported that the County has extended the snow plowing agreement for one year but that the board should look the new contract over very carefully when renewing in 2020.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin reported that the ARC contract for 2020 will increase by \$80.00/month to cover the increase in minimum wage.
- The Community Band would like the board to let them know when a second concert could be planned because there is no planned Winterfest.
- Mrs. Begin reported that the Akron Corfu Pennysaver is closing on January 1st and the town will have to decide where we will print employment advertisements in the future.

PLANNING BOARD – James Uebelhoer

- Mr. Uebelhoer said there is no meeting scheduled for December.
- Mr. Uebelhoer and Mr. Schneider will look over some information received from the solar company after tonight's meeting.
- The Comprehensive Plan should be on the agenda at the end of January.
- Mr. Uebelhoer requested reappointment to the Planning Board as his term expires December 31st.

ZONING BOARD OF APPEALS – Terrance Daniel

- There was no meeting in November and there is no meeting scheduled for December.

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

- The November report has not yet been received.

SUPERVISOR – John Worth

- Mr. Worth said there is a pre-construction meeting for the sewer expansion on Tuesday that he and Mr. Schneider will attend.
- A new phone system is underway in the court offices. The system is through Spectrum and 8x8 is the provider. This plan should save the town about \$1,000.00 annually.
- Mr. Worth has set up the court for online banking.
- Mr. Worth thanked the board for all of their help over the last 10 years and he reviewed all of the things that the board has accomplished in that time.

Mr. Dix said he has been contacted by a company called Mega. They provide cost saving programs to municipalities for Gas and Electric. They also now provide the saving to all town residents as well. There may need to be a public hearing if the saving were passed on to the residents on their personal bills.

The Board discussed the Organizational Meeting date and decided on January 2nd. There will no second meeting in December 2019.

RESOLUTIONS

RESOLUTION # 78 of 2019 – Board of Assessment Review - Appointment/Philip B. O'Neill

WHEREAS the five (5) year term of Matthew Worth as a member of the Board of Assessment Review was vacated in September 2014; and

WHEREAS Philip B. O'Neill was appointed in January 2016 to the Board Assessment of Review to fill the remainder of the five (5) year term expiring September 30, 2019; **NOW, THEREFORE, BE IT**

RESOLVED that Philip B. O'Neill be appointed to the Board of Assessment Review for a five (5) year term expiring September 30, 2024.

Motion: Councilman Arnold

Second: Councilman Clark

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 79 of 2019 – 2020 Organizational Meeting

WHEREAS the Town Board is required to have an Organizational Meeting, as per section 4.2 d of Town Law, for 2019; **BE IT**

RESOLVED that the Town Board of the Town of Pembroke will hold said Special Meeting on January 2nd, 2020 at 6:30 P.M., for the purpose of organizing and conducting any business of the Town that is appropriate at that time.

Motion: Councilman Arnold

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 80 of 2019 – 2019 Budget Amendments

RESOLVED, That the Supervisor be authorized to increase the following appropriations with the source of funding being unreserved fund balance:

A5010.4	Contractual	+	800.00
A5010.44	School and Conferences	+	400.00
DB5110.4	Contractual	+	16,000.00
DA5130.2	Equipment	+	30,000.00
DA5130.4	Contractual	+	65,000.00
DA5142.4	Contractual	+	50,000.00

BE IT, FURTHER RESOLVED, that the Town Supervisor is authorized to make the following budget line transfers:

DB5110.1	Personal Services	-	20,000.00
DB5110.42	Fuel	-	10,000.00
DB5110.4	Contractual	+	30,000.00

DA5142.42	Fuel	- 10,000.00
DA5142.4	Contractual	+ 10,000.00

Motion: Councilman Arnold
Second: Councilman Dix
Ayes: Arnold, Manne, Dix, Clark, Worth
Nays: None
APPROVED by: Unanimous vote (5-0)

RESOLUTION # 81 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 # 23 of 2019.

Motion: Councilman Clark
Second: Councilman Dix
Ayes: Arnold, Manne, Dix, Clark, Worth
Nays: None
APPROVED by: Unanimous vote (5-0)

RESOLUTION #82 of 2019 – ARC Contract Increase – Renewal

WHEREAS the ARC sent a letter that the rates will be increasing in 2020 due to the NYS minimum wage increase, **NOW, THEREFORE, BE IT**

RESOLVED that the Town Board agrees with the increase cost and authorizes the Town Supervisor to sign the 2020 month to month contract to continue using ARC janitorial services at the increased cost of \$80.00 per month.

Motion: Councilwoman Manne
Second: Councilman Arnold
Ayes: Arnold, Manne, Dix, Clark, Worth
Nays: None
APPROVED by: Unanimous vote (5-0)

On **MOTION** of Councilman Clark, seconded by Councilman Arnold to adjourn the meeting at 7:07 P.M. - ALL AYES – MOTION CARRIED.

Respectfully submitted,

Nicole M. Begin

Nicole M. Begin, Town Clerk

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