

MINUTES of the first **Regular Meeting** of the month of the Pembroke Town Board held on **June 8, 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
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 Deputy Supervisor Arnold led the Pledge to the Flag.

PUBLIC PARTICIPATION ~ None

APPROVAL OF MINUTES

On **MOTION** of Councilman Dix, seconded by Councilwoman Manne, to approve the minutes of the Meeting of May 11th, 2016 and May 26th, 2016. ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti said that the Board of Assessment Review met on May 24th. There were five cases heard and they made some changes. Flying J requested a one million dollar reduction on assessment but the BAR denied their request after reviewing the information received.
- Mrs. Conti would like to attend a conference in Batavia on June 24th. It is free of charge.

ZONING & CODES ENFORCEMENT – Charles Reid

- The monthly report has been submitted and filed.

HIGHWAY – Stephen Stocking

- Mr. Stocking said the dirt on the side of the town hall was inspected by DEC and the Town was able to cover it with fresh top soil, rake it out and seed it.
- The area where the new gazebo will go in the park is being prepared.
- The v-plow kept at the town driveway entrance is being painted.
- The highway department is currently doing roadside mowing.
- In July they will oil and stone and pave Cohocton Road.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin said the USDA is going to do a compliance review and security inspection of the Town Hall on July 25th at 10:00 AM. There are several forms to complete prior to inspection.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said he received a call from the Dollar General engineer because the Town engineers were requesting that a vestibule be added to the building to comply with NYS. Mr. Schneider and Zoning Officer Reid did some investigating and found that the original plans were in compliance and will not require that a vestibule be added.

ZONING BOARD OF APPEALS – Nathan Witkowski

- Mr. Witkowski said that there was no ZBA meeting in May and there will not be one in June because there is nothing on the agenda.

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

- The May 2016 monthly reports have submitted & filed. Justice O'Connor collected \$31,704.00 in fines; Justice Mileham collected \$16,550.00 in fines. The state will send an invoice for their portion.

SUPERVISOR – John Worth

- Mr. Worth said he attended a regional EDC meeting that was very informative.
- Mr. Kearney of Genesee Street was in to discuss the need for water on Genesee Street. The residents are willing to pass petitions if needed. Mr. Worth said if the residents are interested the Town is willing to begin the process and it will all come down to the cost which will be upward of \$900.00 to \$1,200.00 a year per resident depending on available grant funding.
- Mr. Worth said the town computers were hit with a computer virus that he is working to correct with Alternative Solutions.
- Mr. Worth gave a history of the possible sewer expansion for new board members and explained that TA is paying for the expansion and what will be needed for further expansion.
- Supervisor Worth reviewed the current bank statements with the board.
- The Genesee County Office of the Aging has requested the use of the Community Center in the fall to hold a day for seniors to find out what service are available to them.

COMMITTEE REPORTS

Tom Schneider – Mr. Schneider said the first baseball tournament went very well at the park and PYA raised approximately \$350.00.

Councilman Dix – Mr. Dix is waiting on prices for building the gazebo.

Councilman Clark – Mr. Clark requested input for the trash informational card from the board members and said he will get a firm quote of price to put on the card as well.

Councilwoman Manne – Mrs. Manne said she is working on the employee handbook with CPP. Mrs. Manne attended a County Line Stone meeting today and it will probably be the last one. Overwhelmingly the residents in attendance at the meeting were willing for the Town to sign the letter for conceptual realignment of the road.

OLD BUSINESS

- 1 - Sewer Project – Mr. Worth is working with the engineers, Camden Group and the Village board on the expansion project with the TA.
- 2 - Right to Practice Forestry and Farm signs – will be put up when town signs are done.
- 3 - Joint Youth Program – Mr. Worth is working with the Town Attorney to form the Commission.
- 4 - Joint projects with school – The school has submitted their PEP grant paperwork.
- 5 - Grant for Loader from NY State through J O’Connell ~ submitted by J O’Connell.
- 6 - Paint steel doors at fire hall – will be done this summer.
- 7 - Town Wide Refuse study – Councilman Clark is gathering information.
- 8 - Project Reports - Gazebo, dug outs, employee handbook are being worked on.
- 9 - Gas lot lease - The Town received a new lease agreement from National Fuel for the lease of a plot on property owned by the Town.

NEW BUSINESS

- 1- Revenue generation Investment Plan (Green Energy and Gas well project) open book NY
- 2- Five year plan – in discussion phase.
- 3- Phase Two for Park - in discussion phase, Board will discuss if a fee schedule is necessary.
- 4- Security Park Cameras – being looked into.
- 5- Community Center Floor Wax – Mr. Worth is working with the ARC for a price.
- 6- Projects and criteria for youths to do in Town (Boy Scouts, Girl Scouts and such) - in discussion phase.
- 7- Town IT equipment changes possibly outsourcing or upgrading – Supervisor Worth is working on a plan for changes.
- 8- Accounting software changes - being looked into by Councilwoman Manne and Supervisor Worth.
- 9- Truck garage building plans - in discussion phase.
- 10- Recycling fees and cost review - in discussion phase
- 11- Park Memorial Plans - in discussion phase

RESOLUTIONS

RESOLUTION # 41 of 2016 – Prohibit Tobacco Use and Smoking in the Town Park

WHEREAS, It is the intent of the Pembroke Town Board to provide for the public health, safety, and welfare by protecting the public and the environment from tobacco-related litter; and

WHEREAS, to discourage the inherently dangerous behavior of smoking around non-tobacco users, especially children; by protecting the public from exposure to secondhand smoke where people play, exercise, and relax; by reducing the potential for children to wrongly associate tobacco use with a healthy lifestyle; and by affirming and promoting a healthy environment in and around our recreational areas; **NOW, THEREFORE BE IT**

RESOLVED, that Smoking, Vaping and the use of Tobacco Products is prohibited in the Pembroke Town Park.

Motion: Councilwoman Manne

Second: Councilman Clark

Ayes: Manne, Dix, Clark, Worth

Nays: Arnold

APPROVED by: Opposed vote (4-1)

RESOLUTION # 42 of 2016 - SEQRA Notice of Intent to serve as Lead Agency for the Travel Centers of America Sewer Main Improvements

WHEREAS, the Travel Centers of America Gas & Service Station (TA) has proposed to install a sewer main and pump station from their facility to existing TOWN sewer main; and

WHEREAS, the proposed sewer main will be installed within the Right-of-Way of Alleghany Road (New York State Route 77) between the Thru-Way (Interstate 90) and Main Road (New York State Route 5); and

WHEREAS, in accordance with the provisions of 6 NYCRR Part 617 (SEQRA), the Town Board intends to serve as Lead Agency for SEQRA review of this Unlisted Action and will determine if the proposed action will have a significant effect on the environment; and

WHEREAS, the Lead Agency will undertake a coordinated review of this proposed action;
NOW THEREFORE BE IT

RESOLVED, that the Town Board hereby designates its intention to serve as Lead Agency for the proposed action and will circulate Lead Agency Notice along with Part 1 of the Short Form Environmental Assessment Form and any other supporting documentation to all Involved Agencies. These agencies shall be given 30 days from the mailing of the Lead Agency Notice to consent. Interested Agencies will be given notice, but not required to consent pursuant to 6 NYCRR Part 617.6.

Motion: Supervisor Worth

Second: Councilman Clark

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 43 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 # 11 of 2016.

Motion: Councilman Dix

Second: Councilman Clark

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 44 of 2016 – National Fuel Meter and Regulator Lot Lease

WHEREAS, National Fuel Leases a lot of land from the Town of Pembroke to provide maintenance to the pipelines; and

WHEREAS, National Fuel and the Town of Pembroke enter into a lease agreement; and

WHEREAS, National Fuel agrees to pay the Town of Pembroke \$250.00 annually and such payments shall increase by three percent (3%) on the fifth anniversary of this lease and every five (5) years thereafter and can be terminated by National Fuel at any time; **NOW, THEREFORE BE IT**

RESOLVED, that the Pembroke Town Board hereby authorizes the Town Supervisor to sign the National Fuel Meter and Regulator Lot Lease.

Motion: Councilman Clark

Second: Councilwoman Manne

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

On **MOTION** of Councilman Dix, seconded by Councilman Clark to adjourn the meeting at 8:11 P.M.

ALL AYES – MOTION CARRIED.

Respectfully submitted,

Nicole M. Begin

Nicole M. Begin, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF JUNE 8, 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.