

MINUTES of the **Meeting** of the Pembroke Town Board held on **February 9th, 2017** 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; Tom Schneider, Planning Board Chairman.

Deborah Conti gave the invocation and Supervisor Worth led the Pledge to the Flag.

PUBLIC HEARING
LOCAL LAW #1 OF 2017
A Local Law to amend Local Law # 1 of 1991
Zoning Law Text Amendment

The Public Hearing was opened at 7:00 pm.

Town Clerk Begin read the Affidavit of posting. Supervisor Worth said that this law adds verbiage to each zoning district to allow for training of animals.

Heather Adams attended the public hearing because she is requesting to open a Dog Obedience Training facility and was there to answer any questions that the board might have had.

Everyone being heard that wished to be heard, a **MOTION** was made by Councilman Clark, seconded by Councilman Dix to close the public hearing at 7:44 P.M.
ALL AYES - MOTION CARRIED

The meeting was called to order at 7:01 P.M.

PUBLIC PARTICIPATION ~ None other than Ms. Adams for Public Hearing.

APPROVAL OF MINUTES

On **MOTION** of Councilman Arnold, seconded by Councilwoman Manne, to approve the minutes of the Organizational meeting of January 2nd, 2017 and the regular meeting of January 26th, 2017. **ALL AYES - MOTION CARRIED.**

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti reported that Grievance Day is approaching in May. On March 1st the letters will go out to homeowners with assessment changes. Mrs. Conti and Attorney Mark Boylan are still working on the Flying J assessment dispute.

ZONING & CODES ENFORCEMENT – Charles Reid & Tom Schneider

- The monthly report has been submitted and filed.
- Mr. Schneider said that he inspected the antique store on N Lake Road. Mr. Schneider informed the owner that he needs to provide a site plan and business description.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin said

HIGHWAY – Stephen Stocking

- Mr. Stocking said that he and two board members met with representatives from the Pembroke School bus garage and Pembroke Fire District to have initial discussions to build a joint facility. Donna Hackett said that she felt the bus garage would eventually want to move all the busses up to this facility as well. There will be more meetings to discuss needs, funding, and items mandated by the state for each facility.

PLANNING BOARD – Thomas Schneider

- Mr. Schneider said that Tim Hortons is waiting on final NYS DOT approval for their project. The zoning department has been questioned about a possible business coming into the town. They gave information regarding zoning and wetlands and also told them to contact the GCEDC for possible help.
- A Public Hearing will be held to hear information about property on Indian Falls Road.

ZONING BOARD OF APPEALS – Terrance Daniel

- Mr. Daniel said there were a couple items that were heard by the ZBA in November that still haven't been resolved. The board has not acted on them yet and the public hearings were kept open.

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

- The January 2017 monthly reports have been submitted & filed. Judge O'Connor collected \$19,951.00 and Judge Mileham collected \$12,664.00. The state will submit an invoice for their share.

COMMITTEE REPORTS

Councilman Arnold – Mr. Arnold said he and Councilwoman Manne have a meeting set on Monday with Joanne McNerney from Tompkins to discuss the upcoming Health Insurance renewal.

Councilman Dix – Mr. Dix suggested that the Town stay with Eastern State Alarms to take over monitoring of the alarm systems since D&D Alarms will no longer be providing this service. Mr. Dix did not get a response from West Fire Systems out of Rochester and Eastern State Alarms is currently monitoring it for the Town.

Councilman Dix and Councilman Clark will attend the next meeting regarding a possible joint facility with the Fire District and school bus garage.

Councilwoman Manne – Mrs. Manne said she will be conducting the Town Court Audit with Laura Landers on Monday February 13th.

Mrs. Manne and Supervisor Worth held a phone meeting with Laura Landers to discuss the process of paying the sewer RAN. All interest from the RAN will go to reserves.

A draft of the employee handbook was given to the employees for review and questions. Mrs. Manne received five questions/requests for changes and will have some suggestions for the board at the next meeting.

Supervisor Worth - Mr. Worth informed the board that he is still looking for funding to expand the sewer plant.

A copy of the Village lease was given to the board. Supervisor Worth asked them to look it over as it expires in May.

The grant through Senator Ranzenhofer’s office has been approved for a new loader. The processing of grants is about 12 months out.

There are community health grants currently available through Greater Rochester Health foundation. Mr. Schneider will look into funding for a Bankshot Court. Bankshot is a type of basketball court for everyone and is also handicap accessible.

Tom Schneider met with a gentleman from Parkitects Inc. on Wednesday regarding the dugouts and gazebo grant at the Town Park. They will provide us with quotes to submit the grant to DASNY. Mr. Schneider also filled out the SEQR for the project.

The Town received an agreement from Freed Maxick for them to do the Town AUD and help with 2016 audit for a cost of \$1,300.00

A **MOTION** was made by Councilman Clark, seconded by Councilman Arnold to have Supervisor Worth sign the engagement letter/agreement for Freed Maxick to do the Town AUD and help with 2016 audit for a cost of \$1,300.00.

ALL AYES – MOTION CARRIED

Mr. Schneider said that three people have expressed interest in the Planning Board and Zoning Board of Appeals openings. Mr. Schneider will get their resumes to the Supervisor, Councilman Arnold and Councilman Dix will interview them.

RESOLUTIONS

RESOLUTION # 10 of 2017 – Adoption of Local Law No. 1 of the Year 2017 - A Local Law to Amend Local Law # 1 of 1991 Zoning Law Text Amendment

WHEREAS a Public Hearing was held by the Pembroke Town Board at a regular meeting on February 9th at the Pembroke Town Hall, 1145 Main Road at 7:00 P.M. pursuant to a Notice of Public Hearing, published in The Daily News on January 30th, 2017, and posted on the sign board at the Pembroke Town Hall, on a proposed Local Law amending the Zoning Law of the Town of Pembroke originally adopted as Local Law No. 1 of the Year 1991, as thereafter amended; and

WHEREAS, The Planning Board of the Town of Pembroke has reviewed the proposed changes and finds the changes to be in compliance with the Comprehensive Plan and similar in nature to other uses allowed, with a Special Use Permit or otherwise, in the AG, AG-R, LC, and C-Districts,

WHEREAS, The Genesee County Planning has reviewed the proposed changes and recommended approval at their January 12th, 2017 meeting,

WHEREAS the members of the Town Board have had said Local Law No. 1 of the Year 2017 in final form for the period required under Section 20 of the New York Municipal Home Rule Law; and

WHEREAS the Town Board of the Town of Pembroke, after due deliberation, finds it in the best interest of the Town to adopt said Zoning Law Amendment; **NOW, THEREFORE, BE IT**

RESOLVED:

**LOCAL LAW NO. 1 OF THE YEAR 2017
OF THE
TOWN OF PEMBROKE**

1. The Zoning Law of the Town of Pembroke known as Local Law No. 1 of 1991, as thereafter amended by Local Law No. 3 of 1992, Local Law No. 2 of 1993, Local Law No. 1 of 1995, Local Law No. 2 of 1995, Local Law No. 2 of 1996, Local Law No. 1 of 1997, Local Law No. 1 of 2000, Local Law No. 4 of 2000, Local Law No. 1 of 2002, Local Law No. 1 of 2003, Local Law No. 2 of 2003, Local Law No. 1 of 2005, Local Law No. 2 of 2005, Local Law No. 3 of 2005, Local Law No. 2 of 2006, Local Law No. 4 of 2006, Local Law No. 2 of 2007, and Local Law No. 3 of 2007, Local Law No. 4 of 2007, Local Law No. 1 of 2008, and Local Law No. 2 of 2008, Local Law No. 2 of 2009, Local Law No. 3 of 2011, Local Law No. 2 of 2013, Local Law No. 1 of 2015, Local Law No. 1 of 2016 and is hereby further amended by Local Law No. 1 of 2017 as follows:

SECTION 106 DEFINITIONS

Animal Care & Training Facility: Primary or Accessory Use where domestic (for example, dogs and cats) animals are temporarily present for non-medical care (grooming or training programs) such as, but not limited to, dog obedience; companion, seeing-eye, or rescue instruction, agility or competitive skills activities (hunting, retrieving, racing). This definition excludes facilities for the boarding or breeding of animals.

SECTION 401 AGRICULTURAL DISTRICT – AG

- B. Uses Requiring Special Use Permit
 - 10. Animal Care & Training Facility

SECTION 402 AGRICULTURAL-RESIDENTIAL DISTRICT – AG-R

- B. Uses Requiring Special Use Permit
 - 21. Animal Care & Training Facility

SECTION 405 LIMITED COMMERCIAL DISTRICT - LC

- B. Uses Requiring Special Use Permit
 - 22. Animal Care & Training Facility

SECTION 406 COMMERCIAL DISTRICT - C

- A. Permitted Uses
 - 11. Animal Care & Training Facility

This Local Law shall become effective upon the filing thereof with the New York Secretary of State.

Motion: Councilman Arnold

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 11 of 2017 – Contract Renewal - PestRx

RESOLVED, the Town of Pembroke Town Board, authorizes the Town of Pembroke Supervisor to enter into a renewal contract, for 2017, with Pest Rx, 4752 Shisler Rd., Clarence NY 14031 for the scheduled pest control at the Town Hall located at 1145 Main Rd., Corfu, NY 14036, and the Community Center located at 116 E. Main St. Corfu, NY 14036, for a cost not to exceed \$900.00.

Motion: Councilman Clark

Second: Councilman Arnold

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 12 of 2017 – Industrial Appraisal

WHEREAS Tompkins Insurance recommends that an appraisal is done every few years to keep policies up to date on coverage for property obtained or disposed of; **NOW, THEREFORE, BE IT**

RESOLVED that the Town of Pembroke Town Board, authorizes the Town of Pembroke Supervisor to sign an agreement for an appraisal to be done on town property from Industrial Appraisal Company for a cost not to exceed \$200.00

Motion: Councilman Dix

Second: Councilman Arnold

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 13 of 2017 – Gasboy upgrade – The Pump Doctor, Inc.

WHEREAS, The fuel pumps and computer software to bill and maintain fuel use were installed more than 20 years ago and are now in need of replacing; and

WHEREAS, The Pump Doctor, Inc. who installed the original pumps and software submitted a proposal to upgrade the system; **NOW, THEREFORE, BE IT**

RESOLVED that the Town of Pembroke Town Board, authorizes the Town of Pembroke Highway Superintendent to have The Pump Doctor, Inc. update the Gasboy Islander Plus system with web based software and upgrade the necessary programming at the pumps for a cost not to exceed \$15,000.00.

Motion: Councilman Dix

Second: Councilwoman Manne

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 14 of 2017 – GAM Meeting held by Town of Pembroke – March 16 2017

RESOLVED, that the Town of Pembroke will host the GAM (Genesee Association of Municipalities) in March to be held at the Pembroke Community Center; and **BE IT FURTHER**

RESOLVED that the Town Board authorizes the Town Supervisor to provide refreshments from Buttercrumbs in Corfu at the meeting for a cost not to exceed \$200.00.

Motion: Councilman Clark

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 15 of 2017 – NYS Town Clerks Conference Attendance

WHEREAS Town Clerk Nicole M. Begin, is requesting permission to attend the New York State Town Clerks Conference April 23rd to April 26th, 2017 in Rochester, NY; and

WHEREAS monies for this Educational Conference are in the 2017 budget; **NOW, THEREFORE, BE IT**

RESOLVED that the Town Board grants permission to Nicole M. Begin, Town Clerk, to attend the above mentioned Educational Conference.

Motion: Councilman Arnold

Second: Councilwoman Manne

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 16 of 2017 – GCEDC Annual meeting & luncheon attendance

WHEREAS The GCEDC holds an annual meeting and luncheon for municipal officers in Batavia, NY for a cost of \$25.00 per person and

WHEREAS monies for this annual meeting and luncheon are in the 2017 budget; **NOW, THEREFORE, BE IT**

RESOLVED that the Town Board grants permission for Supervisor Worth, Councilman Clark and Thomas Schneider to attend the above mentioned annual meeting and luncheon.

Motion: Councilman Clark

Second: Councilman Arnold

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 17 of 2017 – 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 and 2017 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 # 25 of 2016 and 2 of 2017.

Motion: Councilwoman Manne

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Clark, Worth

Nays: None

APPROVED by: Unanimous vote (5-0)

RESOLUTION # 18 of 2017 – Declaring Negative Declaration in accordance with SEQR for the construction of dugouts and a gazebo at the Town Park

WHEREAS, the Town of Pembroke is lead agency for the purpose of the construction of dugouts and a gazebo at the Town Park, and

WHEREAS, the Town of Pembroke has considered and reviewed the project, **NOW THEREFORE, BE IT,**

RESOLVED, the Town of Pembroke, as the lead agency for purposes of this project, determines that the project is a Type 2 Action for the purposes of SEQR and **BE IT FURTHER**

RESOLVED, based upon the Short Environmental Assessment Form the Town of Pembroke determines that the action will have no significant adverse environmental impacts on the environment and, therefore, directs that a negative declaration be prepared.

Motion: Councilman Clark

Second: Councilman Dix

Ayes: Arnold, Manne, Dix, Clark, Worth

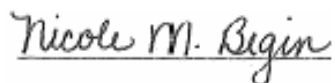
Nays: None

APPROVED by: Unanimous vote (5-0)

On **MOTION** of Councilman Arnold, seconded by Councilwoman Manne to adjourn the meeting at 8:19 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 FEBRUARY 9, 2017 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.