

MINUTES of the **Meeting** of the Pembroke Town Board held on **April 13th, 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; Terry Daniel, ZBA Chairman; Deborah Conti, Assessor; Andrew, Logan and Jeremy, Boy Scout Troop #64.

ABSENT: Stephen Stocking, Highway Superintendent; Tom Schneider, Planning Board Chairman.

Deborah Conti gave the invocation and Supervisor Worth led the Pledge to the Flag. The meeting was called to order at 7:00 P.M.

PUBLIC PARTICIPATION ~ Troop #64 Boy Scouts were in attendance because they are trying to earn their “Citizenship in the Community” merit badge which is required for the Eagle Scout rank.

APPROVAL OF MINUTES

On **MOTION** of Councilman Arnold, seconded by Councilman Dix, to approve the minutes of the meetings of February 9th, 2017, February 23rd, March 9th, 2017 and March 23rd.
ALL AYES - MOTION CARRIED.

DEPARTMENT REPORTS

ASSESSOR – Deborah Conti

- Mrs. Conti said she has had 25 informal hearings since the change of assessment notices were sent out and some adjustments were made. The tentative assessment roll will be filed on May 1st.

ZONING & CODES ENFORCEMENT – Charles Reid & Tom Schneider

- The monthly report has been submitted and filed.
- Yancey’s Fancy would like to get started on their expansion and Tim Horton’s has filed their building permit.

HIGHWAY – Stephen Stocking

- Mrs. Begin reported on Mr. Stocking behalf and reported the following:
 - A Town Board approval letter needs to be sent to NYSDOT to the Town can continue to mow the state roads.

A **MOTION** was made by Councilman Clark, seconded by Councilman Dix to send a letter approving the “2017 NYSDOT Right-of-Way Mowing” contract.
ALL AYES – MOTION CARRIED

- The bleachers were repaired and are back at the Town Park.
- A large tree at Evergreen Cemetery that came down during the March windstorm was cut up and removed. The highway department was there for four days along with Eastman Tree Service. The cemetery was happy with the work.

TOWN CLERK – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin said the tax collection is finished. There were only 95 unpaid bills returned to the county out of over 2300 bills. A check for penalties and interest will be turned over to the Town in May for approximately \$6,100.00.

PLANNING BOARD – Thomas Schneider

- Mr. Worth reported that approvals were made for some wind turbines at the last Planning Board meeting.

ZONING BOARD OF APPEALS – Terrance Daniel

- Mr. Daniel said the March meeting was postponed one week in March due to bad weather and they finally approved a variance for property at Indian Falls Lake. The Homeowners Association also agreed to it.

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

- The March 2017 monthly reports have been submitted & filed. Judge O'Connor collected \$27,592.00 and Judge Mileham collected \$17,826.00. The state will submit an invoice for their share.

SUPERVISOR – John Worth

- Mr. Worth said that he has a meeting with Tom from Drescher & Malecki because he was notified that our 2016 audit was going to be pushed off until the end of May. Mr. Worth let them know that he is unhappy with the service and that according to the signed contract they were supposed to have already been working on the audit.
- Mr. Worth said that he is also not sure if the new financial book keeping procedure is working out with Freed Maxick. The new procedure is that they finalize and print checks for the abstracts from their office but the Town Clerk creates, copies, and scans completed abstracts and banking information to them. They then send the checks back to our office by courier. The problem is that the Town Clerk is spending 3-4 hours doing this work that Freed Maxick did and last week Mr. Worth had to go and pick up the checks. The change in procedure did not change the price we are paying for less work. Mr. Worth has also not been provided a current Supervisor's report in many months.
- Mr. Worth said that the Cornerstone Church in East Pembroke has asked if they could put up a tent on the adjacent cemetery property at the corner of Slusser Road for their bicentennial. The Board felt that this is a designated cemetery even if there are no headstones and it should be revered as one. Mr. Worth will let them know that this is not allowed.

COMMITTEE REPORTS

Tom Schneider – Mr. Worth said that Mr. Schneider has been working on getting the dirt for the baseball fields at the park. There is a place in Clarence that stocks what we need.

Councilman Arnold – Mr. Arnold said that he and Supervisor Worth spoke with the Town Attorney and the health department regarding the request to use the Community Center kitchen as a food commissary for a food truck business. The Health Department said that the people would need to obtain their own health permit but other than that there is no issue with them using our kitchen. The Attorney said as long as a lease agreement and insurance coverage are obtained there would not be an issue. The people are eager to get moving so the board will need to create a fee structure since the kitchen has never been used this way. The Town Attorney can draw up the lease agreement. The board discussed what costs are incurred to use the kitchen and agreed that a daily rate to cover costs would be \$50.00/day on a trial basis.

A **MOTION** was made by Councilman Arnold, seconded by Councilman Dix to extend and offer of \$50.00 a day and that the user would cover the cost of preparation of the lease agreement. This would for this season only and on a trial basis.

ALL AYES – MOTION CARRIED

Mr. Arnold received an email from a man who purchased a house in 2016 on Scribner Road. The man asked if the town could do anything about the noise from the thruway. He contacted NYS Thruway Authority and they said they could do a study but they only do a study when they are doing work in the area and they have nothing scheduled in this area at this time. The board discussed the man's request. Mr. Worth lives only about 1000 feet from this property said he has never heard anyone complaining about the noise and said he no longer hears it. Mr. Arnold said that of all his years on the Town Board he has never had a complaint about thruway noise. The Board agreed that there wasn't anything that could be done at this level of government. Mrs. Conti suggested planting trees. Mr. Arnold will contact the man to let him know that there wasn't anything that the Town could do.

Councilman Clark – Mr. Clark said that there have not been any new meetings regarding the building project.

OLD BUSINESS

1. Sewer Project – TA sewer project is going well and should be up and running in May.
2. GLOW - local law update – No report.
3. Food Truck Commissary – Supervisor Worth will contact the people requesting to use the facility.
4. Right to Practice Forestry and Farm signs – The highway department is going to work on getting these up.
5. Grant for Loader from NY State through J O'Connell - Still in process.
6. Fire Alarms – Fire alarms are all set up and the buildings are now being monitored. The Town is now set up for regular rotation for inspection.
7. Project Reports (Gazebo / Dug outs) - Still in process.

NEW BUSINESS

- 1. Water Districts possibilities in 2017 – Will be meeting with engineers at CPL in May.
- 7. Town IT equipment changes and Copier Update – Mr. Worth will be working on the upgrades and the copier is starting to give us issues.
- 8. Truck garage building plans – Still being worked on.
- 9. Park Memorial Plan – Is the board still interested in doing this and Mr. Worth asked everyone to think about it and have some ideas.
- 10. Zoning/Permit Fee updates – Mr. Reid and Mr. Schneider are suggesting that the board look at the current zoning fee structure and will be suggesting some changes.
- 11. Comprehensive Plan Review – Mr. Schneider has started the process of a Comprehensive Plan review.

RESOLUTIONS

RESOLUTION # 28 of 2017 – Payment of Abstract

WHEREAS, A request has been made to pay the normal operating expenses of the Town of Pembroke, and,

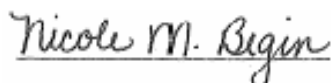
WHEREAS, these payments are within the normal scope of the 2017 working budgets, and create no additional cost to the Town of Pembroke; **NOW, THEREFORE BE IT**

RESOLVED, that the Town of Pembroke hereby authorizes the Supervisor to make the appropriate payments contained within abstract # 6 of 2017.

Motion: Councilwoman Manne
Second: Councilman Clark
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 8:11 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 APRIL 13, 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.