

MINUTES of the Regular Meeting of the Pembroke Town Board held on July 9, 2008 at the Pembroke Town Hall, 1145 Main Road, Corfu, NY.

PRESENT: James H. Tuttle, Supervisor
Gary DeWind, Councilman
Peter Sformo, Councilman

ABSENT: Edward Arnold, Jr., Councilman
E. James Mallory, Councilman

OTHERS PRESENT: Andrea Davis, Town Clerk; Deborah Conti, Assessor; Stephen Stocking, Highway Superintendent; Greg Martin, Zoning & Code Enforcement Officer; Lois Brockway, JoAnn Cummings, & Allan Starkweather, Co-Historians; and Karlie Jones.

The meeting was called to order at 7:00 P.M.

Mrs. Conti gave the invocation.
Supervisor Tuttle led the Pledge to the Flag.

DEPARTMENT REPORTS

ASSESSOR

Mrs. Conti reported that the County Citrix Server is now installed in the offices of the Town Clerk & Deputy, the Supervisor, the Zoning Officer and the Assessor. The program has completely connected us with the County enabling the above mentioned offices to obtain needed information. Next month the County will be upgrading the system at no cost to the Town. The system is working well.

ZONING & CODES ENFORCEMENT

June's Report has been submitted and filed.

Mr. Martin reported on the permits and certificates that were issued, and the monies received in the month of June. Other topics discussed were the site plan for the Professional Turf Svcs., proposed policy statement regarding recouping fees for professional services; a lawn or grass ordinance; and the Village pole barn.

There was discussion on the problem of overgrown vegetation on the Conibear property. How this matter will be handled will be discussed further at the July 23rd Workshop.

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There was also additional discussion on the new pole barn in the Village at the Waste Management site. Councilman Sformo will contact Councilman Arnold to arrange a meeting with Mayor Skeet.

Councilman Sformo commented on the charge backs for expenses incurred by proposed projects and asked why our Engineers were reviewing the drawings; this should be the Builder's Engineers working with the plans. Mr. Martin explained that our Engineer needs to be involved to be sure that all of the Town's requirements are being met as he nor the Board are qualified to make that judgment.

Mrs. Conti interjected the point that all of the projects the Town has accomplished, i.e. the salt storage facility, Town Hall renovations, etc., a building permit was obtained and the required inspections were conducted. All of this is documented and in files.

Councilman Sformo said that the topic of the incurred expenses needs to be discussed further at the Workshop.

HIGHWAY

- All the debris wood is gone.
- The status of the salt was reported on.
- Cleveland Road will be paved on the last week of this month.
- Blacktop prices were reported on.

TOWN CLERK

- The Town Clerk's June monthly report submitted and filed.
- An Acceptance of Certiorari Petition has been filed in the Town Clerk's Office by Citizen Telecommunications Co of NY, Inc.

PLANNING BOARD

The Minutes of the June Planning Board meeting have been submitted and filed.

ZONING BOARD OF APPEALS

The Minutes of the June ZBA meeting have been submitted and filed.

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JUSTICES

- The Justices' June monthly reports have been submitted and filed.

On **MOTION** of Councilman De Wind, Seconded by Councilman Sformo to approve the Minutes of the June 11th Regular Meeting with the correction that Councilman Mallory called for the approval of the May Minutes. **ALL AYES – MOTION CARRIED.**

SUPERVISOR

- Supervisor Tuttle reported on the Public Hearing he attended last week at GCC regarding open burning. The DEC would like to put a ban on all open fires.
- Mary Ann Silvernail has submitted her resignation as Clerk/Typist for the Assessor. Councilman De Wind will obtain a plaque for her as we have for other past employees.

COMMITTEE REPORTS

Audit, Finance, Insurance, Investment, & Purchasing – Councilman Arnold

There was no report.

Building & Ground – Councilman Mallory

- The floors in the Community Room have been waxed.
- An exterminator needs to be contacted regarding a termite problem we are encountering.

Highway/Assessment/Court – Councilman Mallory

There was no report.

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Planning, Zoning, Code Enforcement – Councilman Arnold

There was no report.

Public Services, Water, Sewer, Refuse/Recycling – Councilman De Wind

Councilman De Wind said that he spoke with Tom Carpenter and we are still waiting to hear from Small Cities.

Youth Recreation – Councilman Sformo

There was no report.

Human Resources/Benefits – Councilman De Wind

There was no report.

Parks/Land Acquisition – Councilman Arnold

There was no report.

Intermunicipal, Economic & Community Development - Supervisor Tuttle

There was no report.

Bi-Centennial Committee – Lois Brockway was present to discuss the time-line of the Town of Pembroke Bi-Centennial celebration in 2012. Jo Ann Cummings presented the Board with a sample of the logo that was designed by Matthew Steinberg of Corfu and will be used for the Bi-Centennial. To raise monies there will be three (3) major fundraisers. Starting in 2010 there will be a cookbook published containing a collection of Town of Pembroke Residents' recipes; 2011 a calendar; and finally a Bi-Centennial Book about the town. The Committee will be asking the Town Board to assist with upfront financing of the projects each year.

Supervisor Tuttle said that the Committee will receive worksheets when we are starting the work on this year's budget and a line item will be created.

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Bi-Centennial Committee (Con't)

Mrs. Brockway said that they would like to see the Board get involved with the projects; this is a Town activity and not just the museum's.

Supervisor Tuttle said that a motion will be done at the next meeting regarding the proposed logo.

OLD BUSINESS

Court Officer – Supervisor Tuttle and Councilman Mallory met with Deputy Mayor Peterson regarding the Court Officer position. The Town has heard nothing from the Village Board. Supervisor Tuttle would like to contact some of the law enforcement officers to see if they might be interested in the position. Councilman Sformo stated that he would like to see something back from our Constables saying they are not interested as they are already on our books. Councilmen Mallory and Arnold will be contacted for their opinion.

NEW BUSINESS

Mark Boylan has been reviewing the proposed Zoning Law changes and informed us that each change will have to be handled as a separate public hearing. Mr. Boylan asked if these changes have been looked at by County Planning; Supervisor Tuttle said that County Planning assisted us in making some of the changes.

PUBLIC PARTICIPATION

Karlie Jones of East Pembroke was present to ask the Town's assistance in having the fire siren either moved or removed from the Empire Telephone office next to the house she proposes to buy. She finds it disturbing. The Board advised Miss Jones that this is not a Town matter and that she should contact the Fire Chief or Commissioner as the Fire Department has final say.

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RESOLUTIONS

On **MOTION** of Councilman Sformo, seconded by Councilman De Wind, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Sformo, AYE; Councilman DeWind, AYE; Supervisor Tuttle, AYE.
ALL AYES - MOTION CARRIED

RESOLUTION #46 of 2008 – Education Authorization

WHEREAS, a request has been made by the Town of Pembroke Financial Clerk Typist to attend the Western Region Government Finance Officers' Association Seminar in Lockport, July 17, 2008 and,

WHEREAS, this request falls within the scope of the financial clerks duties, and

WHEREAS, the cost of this schooling is within the operation budget of the budget and creates no extra cost to the Town, **NOW, THEREFORE**,

BE IT RESOLVED that, the Town of Pembroke hereby approves the request to attend the finance seminar.

On **MOTION** of Councilman De Wind, seconded by Councilman Sformo, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Sformo, AYE; Councilman DeWind, AYE; Supervisor Tuttle, AYE.
ALL AYES - MOTION CARRIED

RESOLUTION #47 of 2008 – Abstract #7 of 2008

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

WHEREAS this payment is within the normal scope of the 2008 working budget, and creates 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 #7 of 2008

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On **MOTION** of Councilman Mallory, seconded by Councilman Sformo, to adjourn the meeting at 8:28* P.M.
ALL AYES – CARRIED.

Respectfully submitted,

Andrea M. Davis, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF JULY 9, 2008 AND ARE SUBJECT TO CHANGE AND/OR REVISION PRIOR TO APPROVAL BY THE TOWN BOARD