

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

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

ABSENT: Edward Arnold, Jr., Councilman

OTHERS PRESENT: Andrea Davis, Town Clerk; Deborah Conti, Assessor; Stephen Stocking, Highway Superintendent; Richard Kutter, Planning Board Chairman; Michael Herec, Planning Board Vice Chairman; Ronald Hershberger; Phil Di Nicola; Scott Waite; John Good; and Aaron & Carolyn Swable.

The meeting was called to order at 7:05 P.M.

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

On **MOTION** of Councilman Sformo to approve the Minutes of the March 12th Regular Meeting; the March 19th Public Hearing; and the March 26th Workshop.

The Motion was seconded by Councilman Mallory with the amendment to the March 26th Workshop Minutes noting the departure of Councilman Mallory at 9:30 A.M.

ALL AYES – MOTION CARRIED.

Minutes approved as amended.

DEPARTMENT REPORTS

ASSESSOR

Mrs. Conti reported on the status of the revaluations that have been sent out. A few informal hearings have been held and these residents will be notified of any changes by the first week in May. There was discussion on the revaluation procedure and timeframe.

PLANNING BOARD

The Minutes of the March Planning Board meeting have been submitted and filed. Supervisor Tuttle thanked and complimented Mike Herec on his coverage of the Planning Board in Chairman Kutter's absence. At the February Meeting there were a couple of troubling situations, the Pembroke Commerce Park and another on Indian Falls Road,

Reg. Meeting

-2-

04/09/08

which were handled well. The entire Planning Board, Councilman Sformo; Tom Schneider (ZBA), Deborah Conti, Scott Waite (County Planning), and Supervisor Tuttle were present and worked together to resolve the problems.

Vice Chairman Herec reported on the March meeting. He reported on the statues of the Professional Turf Services project. There was also further discussion on the Indian Falls Road application.

Chairman Kutter mentioned that last summer and fall there was work being done on some zoning law text changes. When asked if he wished to move ahead with the changes, Supervisor Beideck said “no”.

ZONING BOARD OF APPEALS

The Minutes of the March meeting were submitted and filed. In his absence Mr. Schneider provide a written report.

ZONING & CODES

March’s Report has been submitted and filed. Supervisor Tuttle introduced Greg Martin who is the new full-time Zoning & Codes Officer. Mr. Martin reported that his first week was spent basically relocating his office and perusing the filing system. He would like to make some changes to the applications and has been reviewing the fee schedule.

ZONING ENFORCEMENT

March’s Report has been submitted and filed.

HIGHWAY

- The Highway Crew is working with Eastman doing tree trimming and brush pickup.

JUSTICES

The Justices’ March monthly reports have been submitted and filed. Supervisor Tuttle reviewed the reports for the Board.

Reg. Meeting

-3-

04/09/08

TOWN CLERK

- The Town Clerk’s March monthly submitted and filed.

SUPERVISOR

- The Supervisor’s March monthly report submitted and filed.
- The reimbursement check for 604 has been received.
- The annual audit went well.

- We have been experiencing problems with the six years old copier. Over three hundred thousand copies have been made. ComDoc and Toshiba have been contacted for quotes and they are quite comparable.
- Correspondence has been received from Darien Lake inviting us to their annual Traffic Safety Meeting and Luncheon to report on the opening of the park.

COMMITTEE REPORTS

Audit, Finance, Insurance, Investment, & Purchasing

Councilman Arnold had no report.

Building & Ground

Councilman Mallory said MCWA has asked permission to park Contractor's trucks at the fire hall evenings. The will be on the southeast corner of the parking lot.

Highway/Assessment/Court

Councilman Mallory had no report.

Planning, Zoning, Code Enforcement

Councilman Mallory had no report.

Reg. Meeting

-4-

04/09/08

Intermunicipal

Councilman Mallory had no report.

Public Services, Water, Sewer, Refuse/Recycling

Councilman De Wind reported that they are waiting for the ground to dry so that they can start the restoration project for Water Dist. #3. Monies came in for Villager's payment.

Youth Recreation

Councilman Sformo said that the Youth program will be starting July 7th and running thru August 14th. The Muckdogs have extended an invitation to the students to attend one of their games at a cost of \$4 per child.

Human Resources/Benefits

Councilman De Wind reported that the contracts have been completed with the health insurance provider.

Parks/Land Acquisition

Councilman De Wind stated that he and Councilman Arnold walked the park and it seems to have wintered well. We are about two (2) months away from having a contractor in to work on the diamonds, etc.

Economic & Community Development

Supervisor Tuttle reported that work continues on the grants thru Mary Lou Rath's office to buy generators for use in the event of an emergency.

OLD BUSINESS

Articles need to be turned to Nicole for the Newsletter.

Reg. Meeting

-5-

04/09/08

PUBLIC PARTICIPATION

Mr. Di Nicola asked that we follow thru with the SEQR on any future variances or zoning permits before they go thru the Planning Board process. The need to know up front what the constraints are.

RESOLUTIONS

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

RESOLUTION #29 of 2008 – Education/Highway Superintendent

WHEREAS, a request has been made by the Town of Pembroke Highway Superintendent to attend the 2008 Highway School at Ithaca College, Ithaca NY and,

WHEREAS, this request falls within the scope of the Highway Superintendent's duties

WHEREAS, The cost of this schooling (\$125.00) is within the operation budget of the Highway Department 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 2008 Highway School

WHEREAS, The Town of Pembroke has combined the Zoning and Codes Departments into one Zoning Administration Department, and,

WHEREAS, The previous departments budgets consisted of several line items, and to create a streamlined and unified accounting of the new department,

BE IT, THEREFORE, RESOLVED, that the Town of Pembroke hereby approves the budget modification as follows:

Reg. Meeting

-7-

04/09/08

Increase line B3620.1 in the amount of \$20,977.00

Transfer from:

Line B3620.12 Inspector,	\$4165.50
Line B3620.40 Vouchered Insp.	\$6430.00
Line B 8010.1 Zoning	\$3937.50
Line B 8010.12 Code Enforce. Off.	\$6444.00

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

RESOLUTION #33 of 2008 – Purchase of Copy Machine

WHEREAS, The present town copier is 6 years old, and has made over 383,000 copies, and,

WHEREAS, the need for a new copier is apparent; **NOW, THEREFORE, BE IT**

RESOLVED that the Town of Pembroke hereby approves the purchase of a copier, TOSHIBA, e-STUDIO 351 Digital Color Copier, from Toshiba Business Solutions, New York, for \$8293.00 (New York State Bid Price) with accompanying Service agreements attached to this resolution.

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

RESOLUTION #34 of 2008 – Budget Amendment – JCAP

WHEREAS, A Justice Grant has been received by the Town of Pembroke in the amount of \$9516.43 for the purchase of listed items, and,

WHEREAS, this was an unanticipated revenue and expenditure source at the time of the 2008 budget,
THEREFORE, BE IT

RESOLVED that the Town of Pembroke hereby approves the budget modification and transfers as follows:

Create line A3389	in the amount of	\$9,516.43
Increase line A 1110.2	in the amount of	\$9,516.43

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

RESOLUTION #35 of 2008 – Transfers

RESOLVED, that the Supervisor be authorized to make the following transfers:

FROM:	1355.43		\$ 206.44
TO:	1355.4	Assessor Contractual	\$ 206.44

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

RESOLUTION #36 of 2008 – Abstract #4 of 2008

RESOLVED, that the Supervisor be authorized to pay all claims of Abstract #4 of 2008 general and Highway.

GENERAL A	V 94 – 129	\$ 37,666.14
PART TOWN	V 29 – 33	\$ 11,936.34
HIGHWAY DA	V 47, 50, 56	\$ 43,702.09
HW3	V 601 Villager Const. App.3 WD3	\$102,399.64
	TOTAL ABSTRACT	<u>\$195,704.21</u>

On **MOTION** of Councilman Sformo, seconded by Councilman De Wind, the following **RESOLUTION** was **ADOPTED** by roll call vote: Councilman Mallory, AYE; Councilman Sformo, AYE; Councilman DeWind, AYE; Supervisor Tuttle, ABSTAIN.
3 AYES 1 ABSTAIN – MOTION CARRIED

RESOLUTION #37 of 2008 – Rescind Resolution #16 of 2008 – Purchase of New Town Informational Sign

RESOLVED, that the Pembroke Town Board hereby rescinds Resolution #16 of 2008 approving the purchase of a new sign for the Town of Pembroke Hall and authorizing the Supervisor to utilize a maximum of \$25,000.00 for the purchase of the sign and its installation.

On **MOTION** of Councilman Mallory, seconded by Councilman De Wind, to adjourn the meeting at 8:13 P.M.
ALL AYES – CARRIED.

Respectfully submitted,

Andrea M. Davis, Town Clerk

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