

**MINUTES** of the Regular Meeting of the Pembroke Town Board held on September 10, 2008 at the Pembroke Town Hall, 1145 Main Road, Corfu, NY.

**PRESENT:** James H. Tuttle, Supervisor  
Gary DeWind, Councilman  
Peter Sformo, Councilman  
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; Richard Doktor; Scott Waite, County Planning; Adam Cunningham, Corfu Library; and Gene Schafer.

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

On **MOTION** of Councilman Arnold, seconded by Councilman Mallory, to approve the Minutes of the Aug. 13<sup>th</sup> Public Hearing, the August 13<sup>th</sup> Regular Meeting, and the August 27<sup>th</sup> Workshop.  
**ALL AYES – MOTION CARRIED.**

## **DEPARTMENT REPORTS**

### **ASSESSOR**

Mrs. Conti reported that after our 2008 update we are certified to be at 100% valuation on all properties making us eligible for the \$5 per parcel from the State.

The Board was updated on the grant monies thru the County. This will be on the agenda for the GAM meeting in November or December and the County Legislature in January.

### **ZONING & CODES ENFORCEMENT**

The August Report has been submitted and filed. Mr. Martin reviewed the month's projects and activity; and, in Mr. Kutter's absence, gave a brief reported on the Planning Board meeting of August 27<sup>th</sup>.

The letter was read from the Planning Board wherein they unanimously agreed that the Town Board should institutes a policy of requiring that additional fees be imposed on building applicants equal to the cost of reviewing said applications by the Town Engineer and Attorney; and, it was also unanimously recommends that the Town waives the building permit fees to homeowners who are victims of fire or natural disaster to their dwellings.

Supervisor Tuttle asked, if the fees are waived due to a disaster, would a building permit still be required. Mr. Martin said that it would be; we are only trying to provide a courtesy and assist someone who has had a disaster.

Mr. Martin updated the Board on the Sauka matter.

### HIGHWAY

- Next year is the end of the 3-year cycle for truck replacement. A possible way to save monies is to order a truck now off State Contract. It would be built in December but not paid for until 2009.

### TOWN CLERK

- The Town Clerk's August monthly report submitted and filed.
- Elections went well.
- We are still waiting to be notified by Albany that Local Law #1 of 2008 has been filed.
- The new check scanning machine has been installed.

### PLANNING BOARD

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

### ZONING BOARD OF APPEALS

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

### JUSTICES

The Justices' reports for August have been submitted and filed.

### SUPERVISOR

- The Supervisor's August report has been submitted and filed.

- There have been several conversations with Freed Maxick and the Comptroller's Office regarding changes in the budget; we will go over this more when we work on the budget.

## **COMMITTEE REPORTS**

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

There was no report.

### Building & Ground – Councilman Mallory

There was no report.

### Highway/Assessment/Court – Councilman Mallory

There was no report.

### Planning, Zoning, Code Enforcement – Councilman Arnold

The committee plans on holding Clerk interviews for the Zoning and Assessing Offices soon.

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

There was no report.

### Youth Recreation – Councilman Sformo

There was no report.

### Human Resources/Benefits – Councilman De Wind

There was no report.

Parks/Land Acquisition – Councilman Arnold

Councilman Arnold reported that Pavilion Drainage has started the prep work for the guard rails; the rails will be installed tomorrow. There was discussion on the possibility of expansion of the area covered by the guard rail. Councilmen Arnold and De Wind would like to meet with the School Reps next week to discuss field maintenance, etc.

Supervisor Tuttle reported on the monies that are left from Water Dist. #1 that can be used for the park. It can only go 500 ft. as this is the end of the right –of-way.

The gas line pipe still needs to be moved.

There was discussion on what can still be done this year.

Intermunicipal, Economic & Community Development - Supervisor Tuttle

There was no report.

**OLD BUSINESS**

COURT OFFICER – The Village is still not sure of the availability of people. We are, therefore, down to hiring our own officers. There is money in the budget for this position. Permission is needed from the Sheriff and the Under Sheriff if a uniformed Deputy is used.

The Brick House appeared to be bigger than last year. Gary McClouth was here for a book signing and sold over 80 books. The Swim Team's bar-b-q and the PYA both sold out. We needed to turn vendors away, so we are looking to readjust.

**NEW BUSINESS**

BUDGET – The first budget meeting will be at the Workshop.

NEWSLETTER – Articles are due by September 30<sup>th</sup>.

INVITATIONS – ARC banquet at Terry Hills in October.

GCASA awards dinner on October 18<sup>th</sup>.

Kutter's Cheese – Tour of factory on Sat., Sept 20<sup>th</sup> at 10 a.m.

American Red Cross – Open House on Sept. 22<sup>nd</sup> from 5 -7 p.m.

## **PUBLIC PARTICIPATION**

Adam Cunningham, Co-President of the Corfu Library, was present and gave a brief talk on the status of the library, what they have accomplished, and what they propose to accomplish. They are asking for a \$400 increase this year. There was discussion on what the Board thought was a one-time figure last year of \$800.

## **RESOLUTIONS**

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

### **RESOLUTION #53 of 2008 – Justice Court Assistance Program**

**WHEREAS** the New York State Office of Court Administration is offering the Justice Grant Assistance Program in 2009; and,

**WHEREAS** the Town of Pembroke Justices have requested permission to apply to the program for various office supplies and items related to the safe and efficient operation of the Town Courts; **NOW, THEREFORE, BE IT**

**RESOLVED** that the Pembroke Town Board authorizes the Town Justices to apply to the Justice Court Assistance Program in an amount not to exceed the maximum amount available.

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

### **RESOLUTION #54 of 2008 – Abstract #9 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 #9 of 2008.

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

**RESOLUTION #55 of 2008** – Purchase 2009 Mack Cab & Chassis

**WHEREAS** the normal course of business of the Town of Pembroke, the rotation of heavy trucks is 12 years; and

**WHEREAS** this rotation is due in 2009; and,

**WHEREAS** it is in the best interest of the Town of Pembroke to purchase the equipment in 2008 and save approximately \$15,000 to do so; **NOW, THEREFORE, BE IT**

**RESOLVED** that the Town of Pembroke Highway Superintendent be authorized to purchase, off State Contract, a 2009 Mack cab and chassis, not to exceed \$116,000. This resolution is subject to a Permissive Referendum and required by Town Law

On **MOTION** of Councilman Arnold, seconded by Councilman De Wind, to adjourn the meeting at 8:21 P.M. ALL AYES – CARRIED.

Respectfully submitted,

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Andrea M. Davis, Town Clerk

THESE MINUTES ARE A DRAFT ONLY OF THE TOWN BOARD MEETING OF SEPTEMBER 10, 2008 AND ARE SUBJECT TO CHANGE AND/OR REVISION PRIOR TO APPROVAL BY THE TOWN BOARD.