

This Sweden Town Board Meeting agenda packet is in development and as such is not to be construed as complete at the time of its New York State-mandated posting (24 hours prior to the Sweden Town Board meeting).

SWEDEN TOWN BOARD AGENDA

June 25, 2024

6 pm

Salute to the Flag/Moment of Silence

6 pm Public Hearing – Proposed Amendments to Sweden Town Code Chapter 73 - Cemeteries

6:10 pm Presentation Leigha Walker

Privilege of the Floor

Correspondence

Written Reports Submitted to the Board

1. Building Department
2. Justice Court
3. Supervisor
4. Town Clerk

Reports of the Staff and Board Members

6:15 pm Water District Presentation – MRB Group

Consent Agenda

1. Approve Town Board Minutes of May 28, 2024
2. Resolution – Notice of Intent to be Lead Agency in the SEQRA Process for LaDue, Swamp and West Sweden Road Water Improvement Benefit Area
3. Resolution – Authorize Town of Sweden as Lead on Seymour Library Parking Lot Project
4. Resolution – Authorize Sale of Equipment
5. Resolution – Appoint Seasonal Laborer – Cemetery Operations
6. Resolution – Appoint Recreation Assistant – FT
7. Resolution – Appoint Permanent Building Inspector, Stirk
8. Resolution – Standard Work Day and Reporting Resolution
9. Resolution – Authorize Transfer of Funds from B Fund (General Fund Outside Village) to DB Fund (Highway Fund Outside Village)
10. Resolution – Authorize Highway Buildings Renovations from Building Reserve Fund

11. Resolution – Authorize Supervisor to Sign Proposal for Architectural Services Highway Garage Renovations
12. Resolution – Authorize Bids for Highway Buildings Metal Work
13. Resolution – Award Quote for Refinishing of Gasoline and Diesel Storage Tanks
14. Resolution – Award Quote for Epoxy Flooring Highway Garage
15. Resolution – Budget Modifications
16. Resolution – Authorize Transfer of Trust Funds to General Fund
17. Resolution – SEQR Determination – Local Law Amend Chapter 73 Cemeteries
18. Resolution – Adopt Local Law No. 2 of 2024 – Amending Sweden Town Code Chapter 73 Cemeteries

Non-Consent Agenda

1. Payment of Bills

Additional Business and Announcements

Executive Session –Public Officer's Law 105 (f) Personnel

Adjournment

RESOLUTION NO.

Notice of Intent to be Lead Agency in the
SEQRA Process for LaDue, Swamp and West
Sweden Road Water Improvement Benefit Area

- WHEREAS, the Town Board of the Town of Sweden has reviewed the SEQR Full Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as Town Engineer) for the LaDue, Swamp and West Sweden Road Water Improvement Project (hereinafter referred to as Action); and
- WHEREAS, the Town Board determines that said Action is classified as a Type 1 Action under the State Environmental Quality Review (SEQR) Regulations; and
- WHEREAS, the Town Board determines that said Action is also subject to a coordinated review and approval by other involved agencies under SEQR Regulations; and
- WHEREAS, the Town Board determines that it is the most appropriate agency to insure the coordination of this Action and will provide written notifications to interested and involved agencies for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. The Town Board of the Town of Sweden does hereby declare its intent to be designated as the Lead Agency for the Action and authorizes the Supervisor to sign and date the Full EAF Part 1.
- Sec. 2. The Town Engineer is directed to provide notice hereof to the involved and interested agencies, seeking their agreement (or objection thereto) in writing within 30 days of receipt of said notice.
- Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Authorizing Town of Sweden as Lead on
Seymour Library Parking Lot Project

WHEREAS, the Town of Sweden Highway Department has offered to take the lead on the repaving of the Seymour Library parking lot in September; and

WHEREAS, the contractual costs of said project will be borne equally by the Town of Sweden, Town of Clarkson and Village of Brockport; and

WHEREAS, for ease of the tri-municipal project, the Town of Sweden will pay all contractual expenses through the B.7410.4 Library Building Contractual budget line; and

WHEREAS, the Town Board of the Town of Sweden recognizes that the approximate \$114,000 contractual costs will put that budget line temporarily and significantly over budget until it is reimbursed by the Town of Clarkson and Village of Brockport.

NOW THEREFORE BE IT RESOLVED:

Sec.1. The Sweden Town Board does hereby approve the Sweden Highway Department as lead on the Seymour Library Parking Lot Project and authorizes the payment of contractual costs from the B.7410.4 Library Building Contractual budget line.

Sec. 2. That the Director of Finance is directed to bill the Town of Clarkson and Village of Brockport for their equal shares and to record those payments against the B.7410.4 Library Building Contractual budget line thus eliminating the temporary budget overage.

Sec.3. That this Resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Authorize Sale of Equipment

WHEREAS, the Superintendent of Highways has requested permission to dispose of following items of excess highway equipment through Auctions International:

2003 Sterling LT9511 tandem axle dump truck
1997 Chevrolet 3500 Cheyenne crew cab pick up truck
1993 Ingersoll-Rand vibratory roller
1990 Ingersoll-Rand vibratory roller
1998 Tenco plow frame
2003 Tenco plow frame
2003 Tenco 11' one-way plow
Viking 11' wing plows (2)
Tenco wing plow; and

WHEREAS, the Director of Buildings and Grounds has requested permission to dispose of following item of excess highway equipment through Auctions International:

2010 Exmark Z-Turn 60" mower

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board hereby authorizes the sale of the above-listed equipment through Auctions International.

Sec. 2. That the Town Board of the Town of Sweden authorizes the Superintendent of Highways and Director of Buildings and Grounds to reject any and all bids for the above-listed equipment received through Auctions International.

Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution

Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Appoint Seasonal Laborer – Cemetery Operations

WHEREAS, there is a need for a seasonal laborer for cemetery operations; and

WHEREAS, the Superintendent of Highways has recommended re-hiring seasonal laborer Ruth Kruppner.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Ruth Kruppner for seasonal cemetery operations not to exceed 40 hours per week and not to exceed 112 hours per week in total with all other seasonal cemetery employees.

Sec. 2. That this appointment does not constitute an offer of permanent employment or any benefits that are normally attached to permanent appointments.

Sec. 3. That the rate of pay will be \$15.00 per hour.

Sec. 4. That the term of appointment for Ruth Kruppner will begin on or after June 26, 2024 and end on or before October 18, 2024.

Sec. 5. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Appoint Recreation Assistant FT

WHEREAS, there is a full-time recreation assistant vacancy in the Recreation Department; and

WHEREAS, as the Recreation Director Jill Wisnowski has recommended the appointment of Caitlin Curley to the position.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Caitlin Curley to a full-time recreation position.

Sec. 2. That the hourly rate of pay is \$23.46 with a start date of June 24, 2024.

Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of the Resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Appoint Permanent Building Inspector-Stirk

WHEREAS, Lyle Stirk was appointed provisionally to the position of Building Inspector effective January 1, 2022; and

WHEREAS, Lyle Stirk has passed the Building Inspector Civil Service examination and is reachable.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Lyle Stirk to the title of Building Inspector, Permanent as of June 25, 2024.

Sec. 2. That this resolution takes effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar

Councilperson Sharpe

Councilperson Staskiewicz

Councilperson Sullivan

Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Standard Work Day and Reporting Resolution

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town of Sweden location code 30156 hereby establishes the following (see Schedule RS 2417-A) as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials.

Sec. 2. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted –

RESOLUTION NO.

Authorize Transfer of Funds From B Fund
(General Fund Outside Village) to DB Fund
(Highway Fund Outside Village)

WHEREAS, the Town Board of the Town of Sweden previously authorized in the 2024 Sweden Town Budget the transfer of \$342,975 from the B Fund (General Fund Outside Village) to the DB Fund (Highway Fund Outside Village); and

WHEREAS, the Town Board of the Town of Sweden previously accepted a Monroe County CDBG Grant in the amount of \$50,000 for the resurfacing of Crestview Drive.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby authorize the Director of Finance to transfer a total of \$392,975 from the B Fund (General Fund Outside Village) to the DB Fund (Highway Fund Outside Village).

Sec. 2. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Authorize Highway Buildings Renovations from
Building Reserve Fund

WHEREAS, a Building Reserve Fund was established on November 23, 2004 for the purpose of making improvements to town-owned municipal buildings; and

WHEREAS, the Town Board of the Town of Sweden has undertaken a renovation of buildings at the Sweden Highway Garage; and

WHEREAS, the Town Board desires that the project be funded from the Building Reserve Fund.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby authorize the expenditure of up to one hundred forty-four thousand dollars (\$144,000.00) from the Building Reserve Fund for the renovation of the Sweden Highway Garage Buildings to include refinishing of the gasoline and diesel storage tanks; flooring in the cold storage building and office/personnel areas of the garage; and metal work on the cold storage barn, salt barn and former dog control building (as an alternate).

Sec. 2. That pursuant to Section 6-C of the General Municipal Law, this expenditure is subject to permissive referendum.

Sec. 3 That the Town Clerk is directed to publish a public notice as required by law.

Sec. 4. That this resolution shall take effect immediately.

MOTION for adoption of the Resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Authorize Supervisor to Sign Proposal for
Architectural Services Highway Garage Renovations

WHEREAS, the Town Board of the Town of Sweden desires the Town Architect, David Strabel, to provide architectural services for the renovation of the Sweden Highway Garage; and

WHEREAS, the Town Architect David Strabel has submitted a proposal for services for the preparing construction drawings and specifications, project manual and bid process assistance.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Sweden Town Board hereby authorizes the Supervisor to sign the Proposal for Architectural Services for the Highway Garage Renovation Project.

Sec. 2. That this resolution shall take effect immediately.

MOTION for adoption of the Resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewski
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Authorize Bids for Highway Buildings Metal Work

WHEREAS, the Town Board of the Town of Sweden wishes undertake building repairs at Sweden Highway Garage.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby authorizes the Town Architect to submit the necessary specifications and construction documents for the replacement of metal work at highway buildings to include the cold storage building, salt barn and former dog control building (as an alternate).

Sec. 2. That the Town Clerk is directed to place the Notice to Bidders, when prepared, in the official newspaper of the Town of Sweden and to post on the Town of Sweden's website.

Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Budget Modifications

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Supervisor is hereby authorized to make the following modifications to the 2024 Town Budget:

\$340 from A.1310.4 Director of Finance Contractual to
A.1320.4 Auditor Contractual

\$3,000 from A1610.1 Buildings and Grounds Personal Services to
A1610.4 Buildings and Grounds Contractual

\$6,000 from A1610.2 Buildings and Grounds Equipment to
A1610.4 Buildings and Grounds Contractual

\$4,000 from A1610.2 Buildings and Grounds Equipment to
A1621.401 Senior Center Building Maintenance

\$5,000 from A1610.1 Buildings and Grounds Personal Services to
A1622.401 Community Center Maintenance Contractual

\$2,000 from A1610.1 Buildings and Grounds Personal Services to
A7110.401 Park Equipment Repairs

\$15,000 from B5411.4 Sidewalk Construction Contractual to
B1440.4 Engineer Contractual

\$34,000 from B5411.4 Sidewalk Construction Contractual to
B7410.1 Library Building Personal Services

\$26,000 from B5411.4 Sidewalk Construction Contractual to
B7410.4 Library Building Contractual

Increase DB3501 Consolidated Highway Aid	\$29,800
Increase DB511.2 CHIPS Project	\$29,800

Increase B4089 Federal Aid	\$50,000
Increase B9901.9 Transfer to Other Funds	\$50,000

Increase DB5031 Transfer from Other Funds	\$50,000
Increase DB5110.4 General Highway Repairs	\$50,000

Sec. 2 That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

**Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles**

Submitted –June 25, 2024

RESOLUTION NO. Authorizing Transfer of Trust Funds to General Fund

WHEREAS, Trust Account 30 has a balance of \$614.00 in obsolete unclaimed deposits; and

WHEREAS, the Director of Finance recommends moving the unclaimed deposits to the general fund.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby authorizes the transfer of \$614.00 from Trust Account 30 to the General Fund.

Sec. 2. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO. _____

SEQRA Determination – Local Law
Amend Chapter 73 Cemeteries

WHEREAS, the Town Board of the Town of Sweden intends to amend Chapter 73 Cemeteries of the Sweden Town Code; and

WHEREAS, such a Local Law is defined by 6 NYCRR §617.5 as a Type II action for which no environmental review is necessary.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Sweden Town Board does hereby designate the proposed Local Law as a Type II action.

Sec. 2. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by
Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar
Councilperson Sharpe
Councilperson Staskiewicz
Councilperson Sullivan
Supervisor Hayles

Submitted – June 25, 2024

RESOLUTION NO.

Adopt Local Law No. 2 of 2024 –Amending
Sweden Town Code – Chapter 73 Cemeteries

WHEREAS, the Town Board of the Town of Sweden has determined that it is in the best interests of the Town of Sweden for certain amendments to be made to the Sweden Town Code Chapter 73 Cemeteries; and

WHEREAS, a duly advertised Public Hearing was held by the Town Board at the Town Hall, 18 State Street, Brockport, New York on June 25, 2024 at 6 PM, to hear all persons interested in the adoption of Local Law No. 2 of 2024 – Amending Sweden Town Code Chapter 73 Cemeteries; and

WHEREAS, all persons desiring to be heard were heard and due deliberation having been had.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. The Sweden Town Code Chapter 73 Cemeteries is amended as follows:

Chapter 73-1. Rules and regulations.

A. ~~(3) In purchasing more than one grave, full purchase price must be paid for one grave and the balance shall be paid in full within 30 days or graves will be subject to resale.~~

(10) All full body interments during the week (Monday through Friday) must be in the cemetery by ~~2:00~~ 1:00 p.m., Eastern Standard Time. After ~~2:00 p.m.~~ 1:00 p.m., an overtime fee as set by the Town Board will be charged. No interment will be allowed after ~~3:30 p.m.~~ 3:00 p.m., Eastern Standard Time...

(11) All interments on Saturday, Sundays and Town of Sweden observed holidays, including floating holidays, will be charged ~~double the interment fee~~ an overtime fee.

(15) *All casket graves are required to have a concrete vault or liner.* All fault setups, ~~including Wilbert Ways,~~ will be at the discretion of the Superintendent of Highways.

(21) ~~No vault or mausoleum shall be above ground without the permission of the Town Board, and only in such locations as it approves.~~

(22) ~~The Town Board will approve no mausoleum for construction unless a sufficient endowment is set up to provide adequate income to maintain the structure.~~

(24) Only one family monument shall be allowed on a plot. A minimum of six plots is required to allow for a family monument. All family monuments shall conform to established plan in regard to size, material, and location, *and must be approved by the Superintendent of Highways.*

Sec. 3. The Town Board of the Town of Sweden hereby adopts Local Law No. 2 of 2024 – Amending Sweden Town Code Chapter 73 Cemeteries.

Sec. 4. That the Town Clerk is authorized and directed to file a complete copy of Local Law No. 2 of 2024 with the Secretary of State, as required by law.

Sec.5. This resolution shall take effect immediately.

MOTION for adoption of this resolution by

Seconded by

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar

Councilperson Sharpe

Councilperson Staskiewicz

Councilperson Sullivan

Supervisor Hayles

Submitted – June 25, 2024