

The Organizational Meeting of the Town Board of the Town of Sweden was held at the Town Hall, 18 State Street, Brockport, New York, on Thursday, January 2, 2014.

Town Board members present were Supervisor Robert Carges, Councilperson Robert Muesebeck, Councilperson Donald Roberts and Councilperson Danielle Windus-Cook. Councilperson Rebecca Donohue was absent.

Also present were Finance Director Leisa Strabel, Town Clerk Karen Sweeting, Deputy Superintendent of Highways Brian Ingraham, Secretary to Planning Board Phyllis Brudz, Deputy Tax Receiver Darla Emmerson, Assessor Tony Eaffaldano, Court Clerk Tracy Caporale, Court Clerk Terri Gay, Building Inspector Walt Windus, ZBA Chairperson Mary Ann Thorpe, BAR member Roy Heise, Judge Mark Depferd, Judge Kevin G. Johnson and Town Attorney Jim Bell.

Visitors present were Village of Brockport Mayor Margay Blackman, Deputy Mayor Bill Andrews, Barb Windus, J.W. Cook, Lynda Vandenberg, Cindy and Ava Ingraham, Bill Moroz, Tom and Julie Ingraham, Karen Carges, Sam Carges, Kevin Carges, Robert and Patricia Carges, Michelle Lind, Marne Johnson with children Kevin, Jr., Grant and Maggie, Greta, Nate and Zeke Bohn, Benjamin and Laura Plummer, Elliott Reynolds, Lee Lee Muesebeck, Kelly Pratt, Mike Koss, Helen Simpson and Jackie Morris. Others were present but did not sign in.

Supervisor Carges called the meeting to order at 5:15 p.m. after the formal swearing in ceremony for the elected officials and asked everyone present to say the Pledge to the Flag.

SUPERVISOR’S CORRESPONDENCE

2014 Received From:	Comments:
*1. Theresa Weed, Receiver of Taxes	Appointment of Phyllis Brudz and Darla Emmerson as Deputy Receivers of Taxes
*2. Robert Muesebeck, Board of Assessment Review	Resignation from Board of Assessment Review
*3. Terrence Harris, Recreation	Resignation as Full Time Employee
*4. Brian Ingraham, Deputy Superintendent of Highways	Appointment of Ruth Kruppner as Secretary to the Superintendent of Highways
*5. Karen Sweeting, Town Clerk	Appointment of Kathy Roberts and Phyllis Brudz as Deputy Town Clerks

*Board has copies

RESOLUTIONS

RESOLUTION NO. <u> 1 </u>	Appoint Highway Superintendent <u>Town of Sweden - Ingraham</u>
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WHEREAS, a vacancy exists in the position of Highway Superintendent in the Town of Sweden; and

WHEREAS, the Sweden Town Board, after due consideration, is ready to make an appointment.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby appoints Brian T. Ingraham to the position of Highway Superintendent to the Town of Sweden.

Sec. 2. That the appointment takes effect January 1, 2014.

MOTION for adoption of this resolution by Councilperson Roberts
Seconded by Councilperson Muesebeck

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 2

Appointments (Re-appointments)

BE IT HEREBY RESOLVED, AS FOLLOWS:

Sec. 1. That the Town Board hereby appoints the following persons to the offices and positions specified, for the year beginning January 1, 2014, and ending December 31, 2014.

- Building Inspector (PT):** Walter Windus
- Clerk FT (Justice Court):** Terri Lynne Gay
- Clerk FT (Justice Court):** Tracy Caporale
- Civil Enforcement Officer:** Jason McCormick
- Civil Enforcement Officer:** James Irene
- Court Attendant PT:** Jason McCormick
- Court Attendant PT:** James Irene
- Court Attendant PT:** Daniel Zimmer
- Deputy Building Inspector:** Charles Sanford
- Director of Finance & Auditing Official:** Leisa Strabel
- Dog Control Officer:** Kathryn Beaumont
- Assistant Dog Control Officer, PT:** Paul Beaumont
- Fire Marshal PT:** Charles Sanford
- Records Management Clerk:** Kathleen Roberts
- Records Management Officer:** Karen Sweeting
- Secretary to Planning Board:** Phyllis Brudz
- Town Historian:** Kathleen C. Goetz

Chairperson of Boards:

Environmental Conservation Board: Kathy A. Harter

Landmark Advisory Committee: David Strabel

Planning Board: Craig McAllister

Records Advisory Board: Karen Sweeting

Zoning Board of Appeals: Mary Ann Thorpe

Sec.2. That this resolution shall be effective as of January 1, 2014.

MOTION for adoption of this resolution by Councilperson Muesebeck
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 3

Appoint Town Attorney – James Bell

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby appoints James D. Bell to serve as Town Attorney.

Sec. 2. That this appointment shall become effective January 1, 2014 and shall run to December 31, 2014.

MOTION for adoption of this resolution by Councilperson Roberts
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 4

Appointments to Boards

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board hereby appoints the following persons to the position specified for a five year term beginning January 1, 2014 and ending December 31, 2018:

Zoning Board of Appeals
Kevin M. Johnson

Sec. 2. That the Town Board hereby appoints the following person to the position specified for a seven year term beginning January 1, 2014 and ending December 31, 2020:

Planning Board
Richard Dollard
David Strabel

Sec. 3. That the Town Board hereby appoints the following persons to the position specified for a three year term beginning August 1, 2014 and ending July 31, 2017:

Landmark Advisory Board
Christine Hunt
David Strabel

Sec. 4. That the Town Board hereby appoints the following person to the position specified for a two year term beginning January 1, 2014 and ending December 31, 2015.

Environmental Conservation Board
David Arnold
Jacqueline Morris

Sec. 6. That this resolution shall take effect January 1, 2014.

MOTION for adoption of this resolution by Councilperson Muesebeck
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 5

Approving Rules and Regulations for
Building Control Fees

WHEREAS, the Town Board has reviewed the Building Control Fees and has recommended adoption for the year 2014.

NOW, THEREFORE BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden hereby adopts the Rules and Regulations for Building Control Fees as attached on Appendix A.
- Sec. 2. That this resolution shall take effect immediately

MOTION for adoption of this resolution by Councilperson Roberts
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>	
Councilperson Muesebeck	<u>Aye</u>	
Councilperson Roberts	<u>Aye</u>	
Councilperson Windus-Cook	<u>Aye</u>	
Supervisor Carges	<u>Aye</u>	
Submitted – January 2, 2014		Adopted

FEES

PERMIT A – PLAN REVIEW: (Revised 1-01-03)

Note: Fifty (50%) percent of the Planning Board fee is allocated for the Town Engineer’s fee. Any additional fee incurred through professional services provided by the Town Engineer, Town Attorney or Planning Consultant exceeding fifty (50%) percent of the Planning Board fee shall be paid by the applicant prior to final signature by the Chairperson of the Planning Board.

Residential Subdivision and Plan Review (First Lot)	\$600
Residential Multi-Lot Subdivision and Plan Review	\$200 – each additional lot
Simple Subdivision/Resubdivision	\$400 – no site plan review required
Amended Site Plan – Residential	\$400 – each lot
Multiple Residency and Apartment Site Plan Approval	\$100 per dwelling unit plus \$100 per acre or fraction thereof
Commercial/Light Industrial Industrial Subdivision	\$400 – each lot

Commercial/Light Industrial Industrial Park Subdivision	\$100 per acre or fraction thereof
Commercial/Light Industrial Site Plan	\$1,500 plus .05¢ per sq. ft. of building or structure area
Amended Site Plan – Addendum to Existing Commercial/Light Industrial	\$500 plus .05¢ per sq. ft. of additional building or structure area
Shopping Plaza (4) four or more Stores Site Plan	\$2,500 plus \$100 per acre or fraction thereof plus .05¢ per sq. ft. of building or structure area
Shopping Plaza – Addendum to Existing Site Plan	\$2,500 plus .05¢ per sq. ft. of new building or structure area
Industrial – New or Amended Site Plan	\$2,500 plus .05¢ per sq. ft. of new building or structure area
Airport (B-2) Amended Site Plan	\$500 plus \$100 per acre or fraction thereof of affected acreage, plus .05¢ per sq. ft. of building or structure area

PERMIT A – PLAN REVIEW (CONT.):

Commercial Recreation Site Plan	\$1,000 plus \$10 per acre or fraction thereof, plus .05¢ per sq. ft. of building or structure area
Commercial Recreation Amended Site Plan	\$500 plus .05¢ per sq. ft. of building or structure area
Special (Applicant Requested) Planning Board Meeting	\$400
PUD (Planned Unit Development)	\$5,000 plus 100% of all engineering and professional services

PERMIT B – BUILDING PERMITS: (Revised 01-01-03)

Residential: New, Renovations	.15 per sq. ft. of living area (including room additions). \$50 minimum
Multiple residences	.15 per sq. ft. - \$50 minimum
Commercial/Industrial/Public Assembly: New, Renovations, Conversion Up to 100,000 sq. ft.	.15 per sq. ft. - \$50 minimum

In excess of 100,000 sq. ft.	.18 per sq. ft.
Parks & Recreation Fee	\$500 per unit – Residential \$1,000 per unit – Commercial & Industrial
In excess of 100,000 sq. ft.	\$2,000 per unit – Commercial & Industrial
Telecommunications Tower	\$2 per linear ft. – includes Certificate of Compliance
Wind Energy Conversion System	\$2 per linear ft. – \$75 minimum Includes Certificate of Compliance
Accessory Structures:	.
Storage Sheds (in excess of 100 sq. ft.), Carports Barns, Garages (attached or detached, Porches, Decks	.15 per sq. ft. - \$30 minimum
Fireplace and Wood Stove/Wood Boiler	\$50
Generators	\$25
Solar Panel Systems	.10 per sq. ft. - \$50 minimum

PLUMBING PERMIT:

Residential	\$50 plus \$4 per opening
Commercial/Industrial	\$100 plus \$5 per opening
In Excess of 100,000 sq. ft.	\$200 plus \$5 per opening

NOTE: Fees for sewer taps or connections and pure water charges shall be paid before a building permit is issued.

DEMOLITION PERMIT:

\$50 – residential
\$100 – commercial

SEWER CONNECTION FEE:

Single Family	\$250 Town <u>\$250 Pure Waters</u> \$500 Total
Commercial	\$350 Town <u>\$350 Pure Waters</u> \$700 Total
In Excess of 100,000 sq. ft.	\$650 Town <u>\$350 Pure Waters</u>

\$1,000 Total

PERMIT C – SWIMMING POOLS:

Above Ground	\$25
In Ground	\$50

PERMIT D – NON CONFORMING USE: Every principal engaging in a preexisting nonconforming use in the Town may file an application and map with the Town Clerk. Upon approval, the Town Clerk, without fee, shall mark approved and return one copy to the applicant.

PERMIT E – SPECIAL PERMIT:

Use Exceptions	\$250
Temporary	\$5 per day (Clerk may waive fee for charitable organizations.)
Permanent	\$250 or construction Permit B, whichever is greater

PERMIT G – DUMPING OF FILL: \$100 plus all Town engineering costs

PERMIT H – DUMPING OF REFUSE: Not permitted

PERMIT I – SIGNS:

Up to 32 sq. ft	\$25
Over 32 sq. ft. to 100 sq. ft.	\$50
Over 100 sq. ft.	\$100
Special Event (revised 10/29/13)	\$25
Truss-Type Construction Identification	\$50

OPERATING PERMITS **FEES** **F.L.S. INSPECTION**
SCHEDULE

(Operating permit fees will be required for new applicants and/or change in ownership of existing ones. Existing applicants will be required to complete an operating permit application only. All operating permits will include a Fire, Life, and Safety (F.L.S.) Inspection.)

Tax Exempt	\$100/Waived	Annual
Restaurants/Bars (>50 persons)	\$100/One time	Annual
Restaurant/Bars (<50 persons)	\$50/One time	Annual
Multi- Family (>125 apartments)	\$150/One time	Every 2 years
Multi-Family (50 – 125 apartments)	\$125/One time	Every 2 years
Multi-Family (<50 apartments)	\$75/One time	Every 2 years
Fairs/Festivals/Special Events	\$150/Event Waived if not-for-profit	Per event
Hometown Energy – Hazardous	\$100/One time	Annual
Repair/Service Garages	\$50/One time	Every 3 years
Mercantile (>5,000 sq. ft.)	\$100/One time	Every 3 years
Mercantile (>100,000 sq. ft.)	\$150/One time	Every 3 years
Airport	\$100/One time	Every 3 years
Hotel/Motel	\$100/One time	Annual

CERTIFICATE OF OCCUPANCY:

Single Family	\$50
Additions/Renovations	\$25
Duplex/Triplex	\$25 per unit
Townhouses and Condominiums	\$25 per unit
Apartment Projects	\$25 per unit
Commercial/Public Assembly	\$250 per unit
In Excess of 100,000 sq. ft.	\$500 per unit
Commercial: Renovation, Conversion	\$100
Remodel	
In Excess of 100,000 sq. ft.	\$200
Industrial	\$250

CERTIFICATE OF COMPLIANCE:

Accessory Structures:	
Storage Sheds (in excess of 100 sq. ft.),	\$25
Carports, Barns, Garages (attached or detached, Porches, Decks	
Fireplace, Wood Stove/Wood Boiler,	\$15
Generator, Solar Panel System	
Conveyances – New Installation	
Commercial/Apartment Complexes	\$35
Residential	\$25
Conveyances – First Inspection Report – Existing	
Commercial/Apartment Complexes	\$35
Residential	*Included in inspection fee

CONVEYANCE CODE FEES:

Plan Review Fees

Construction Costs Below \$91,000	\$70
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Construction Costs Above \$91,000	\$.75 per \$1,000 **Due and payable at the time the plans are submitted for review**
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New Installation – Base Fees

Commercial/Apartment Complexes	\$125 Plus \$10 per \$1,000 of construction costs
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Residential	\$5 per \$1,000 of construction costs
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First Inspection Report – Existing

Commercial/Apartment Complexes	\$50
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Residential	\$30
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Inspection Report Filing Fee

Commercial/Apartment Complexes	\$35
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Residential	\$15
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ZONING BOARD OF APPEALS:

For public hearing to request an Area Variance or Use Variance

Area Variance	\$300 – First two variances, then \$100 for each additional variance per same application.
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Use Variance	\$1,000
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TOWN BOARD FEE:

Note: 50% of all fees in this section are for professional consulting services calculated after, and over and above the professional fees which are authorized to be charged to an applicant under 6 NYCRR §617.13, in connection with preparation and review of the draft environmental impact statements (DEIS) and final environmental impact statements (FEIS). Any additional fee incurred through professional services provided by Town consultants, such as the Town Engineer, Town Attorney, Special Counsel to the Town, and Planning Consultant shall be paid by the applicant/ developer prior to final signature by the Chairman of the Planning Board on a subdivision plat, by the Supervisor on local legislation changing the zone of property, and, in the case of a DEIS and FEIS, prior to

the determination by the Lead Agency that the DEIS and FEIS is acceptable as complete, pursuant to 6 NYCRR §617.9.

For public hearing to request zoning change	\$1,000 per parcel less than 5 acres
	\$3,000 per parcel between 5 & 10 acres
	\$5,000 per parcel greater than 10 acres

ADDITIONAL FEES AND CHARGES:

Garage Sale Permit (non-refundable)	\$5
Plumber’s License Test	\$25
Plumber’s Annual License Fee	\$25
Conveyance Inspector Annual License Fee	\$25
Standards and Specifications Book for Streets, Pavements, Sewers, Water Mains	\$30
Town of Sweden Zoning Code	\$25
Town of Sweden Zoning Map	\$3
Comprehensive Plan Update 2002	\$60

RESOLUTION NO. 6 Capitalization of Fixed Assets

WHEREAS, the Town of Sweden maintains an inventory of fixed assets in accordance with guidelines established by the New York State Comptroller; and

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby approves a minimum threshold of \$2,500 for the capitalization of fixed assets.

Sec. 2. That this resolution shall take effect immediately

MOTION for adoption of this resolution by Councilperson Muesebeck
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue Absent

Councilperson Muesebeck	<u>Aye</u>	
Councilperson Roberts	<u>Aye</u>	
Councilperson Windus-Cook	<u>Aye</u>	
Supervisor Carges	<u>Aye</u>	
Submitted – January 2, 2014		Adopted

RESOLUTION NO. 7 Appoint Consulting Architect/Building Inspector for Building Department

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden hereby appoints David Strabel, Registered Architect as Consulting Architect and Building Inspector for the Town of Sweden Building Department, commencing January 1, 2014, and ending December 31, 2014.
- Sec. 2. That Mr. Strabel will assist the Building Department with New York State Building Code drawing review on commercial project applications for building permits and serve as Building Inspector for commercial projects.
- Sec. 3. That the basic compensation for services rendered shall be based on an hourly rate of \$48.00 per hour.
- Sec. 4. That these fees are to be charged to the developer on the building permit.
- Sec. 5. That this resolution shall take effect January 1, 2014.

MOTION for adoption of this resolution by Councilperson Roberts
 Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>	
Councilperson Muesebeck	<u>Aye</u>	
Councilperson Roberts	<u>Aye</u>	
Councilperson Windus-Cook	<u>Aye</u>	
Supervisor Carges	<u>Aye</u>	
Submitted – January 2, 2014		Adopted

RESOLUTION NO. 8 Authorizing Electrical Inspection Agencies

WHEREAS, the Town's electrical inspection ordinance provided for the appointment of electrical inspection agencies from time to time; and

WHEREAS, the previous appointments expired on December 31, 2013.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the following is hereby authorized to make inspections and re-inspections of all electrical installations, and approve or disapprove of same:

Middle Department Inspection Agency
460 State Street
Rochester, New York 14608

New York Electrical Inspection Agency
2767 Dewey Avenue
Rochester, NY 14614

Commonwealth Electrical Inspection Service, Inc.
Watertower Park Bldg J Suite 209,
1099 Jay St Box #16
Rochester, NY 14611

Sec. 2. That the term of these appointments shall be one year, from January 1, 2014, through December 31, 2014.

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

MOTION for adoption of this resolution by Councilperson Muesebeck
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 9 Appointing Engineer for Town of Sweden for 2014

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby appoints MRB Group, P.C. with offices located at the Culver Road Armory, 145 Culver Road, Suite 160, Rochester, New York, as the engineering firm for the Town of Sweden for a period of time commencing January 1, 2014 and ending December 31, 2014.

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

MOTION for adoption of this resolution by Councilperson Windus-Cook
Seconded by Councilperson Roberts

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 10

Health Insurance Plan for 2014

WHEREAS, the Town Board of the Town of Sweden makes health insurance available to eligible employees; and

WHEREAS, the rapidly increasing cost of health insurance makes periodic changes to the Town’s health insurance policy necessary.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That for the year 2014 the Town’s health insurance plan will be a High Deductible Health Savings Account plan - MVP Health Care Liberty.
- Sec. 2. That the Town will pay 80% of the premium for full-time employees. Full-time employees will be responsible for 20% of the premium through payroll deduction.
- Sec. 3. That the Town will deposit \$1,500 in a Health Savings Account for each full-time employee enrolled in a family plan through the program.
- Sec. 4. That the Town will deposit \$750 in a Health Savings Account for each full-time employee enrolled in a single-person plan through the program and provide a stipend of \$750 incremently over 26 pay periods.
- Sec. 5. That the Town of Sweden will pay \$1,500 to each full-time employee who signs a waiver of participation in the program. The payment will be paid incremently over 26 pay periods.
- Sec. 6. That permanent part-time employees, except for part-time recreation assistants and part-time laborers may participate in the insurance plan at their own cost.
- Sec. 7. That employees may contribute funds to their Health Savings Account through payroll deduction as IRS regulations allow.
- Sec. 8. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Muesebeck
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>

Councilperson Windus-Cook
Supervisor Carges
Submitted – January 2, 2014

Aye
Aye

Adopted

RESOLUTION NO. 11 Setting Salary Schedule for 2014 (Highway Department)

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the hourly wages of the operational positions of the Highway Department, as recommended by the Superintendent of Highways, be fixed within the following ranges:

Foreman Adam Shade	\$26.09/hour
Mechanic Michael Dunham	\$23.95/hour
HEO Phillip Bailey	\$24.57/hour
HEO William Streb	\$24.86/hour
MEO Seann Egan	\$17.98/hour
MEO Philip Herzog	\$20.29/hour
HEO Richard Lane	\$24.16/hour
HEO Colin Martin	\$23.97/hour
HEO William Newbould	\$19.00/hour
MEO Jacob Moore	\$12.61/hour
MEO Todd Swan	\$21.74/hour
Laborer Richard Whitten	\$12.61/hour
Laborer PT Everett Peake	\$14.00/hour
Laborer PT Seas. Gary Chapman	\$14.00/hour
Laborer PT Seas. Keith Beadle	\$14.00/hour

Sec. 2. That each full-time highway employee shall be reimbursed up to \$125 for the purchase of work boots annually upon the submission of an authorized voucher accompanied by a paid receipt after completion of the probationary period.

Sec. 3. That each full-time highway employee (except the Mechanic) shall be reimbursed up to \$250 for clothing, in lieu of uniforms, to include as a minimum three (3) new work shirts and as needed work jeans, work coat/vest, work pants, and insulated sweatshirts annually upon the submission of an authorized voucher accompanied by a paid receipt after completion of the probationary period.

Sec. 4. That the Mechanic shall be reimbursed up to \$300 for clothing, in lieu of uniforms, to include as a minimum three (3) new work shirts and as needed work jeans, work coat/vest, work pants, and insulated sweatshirts annually upon the submission of an authorized voucher accompanied by a paid receipt after completion of the probationary period.

Sec. 5. That the clothing and boot allowance will be reported on employees' W-2s as required by IRS regulations and that no clothing and boot allowance purchases may be made on town merchant accounts.

Sec. 6. That the deadline for making boot and clothing allowance expenditures shall be November 1, 2014 and that vouchers submitted to the Finance Director after November 24, 2014 shall not be paid.

Sec. 7. That this resolution shall take effect January 1, 2014.

MOTION for adoption of this resolution by Councilperson Windus-Cook
Seconded by Councilperson Roberts

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 12

Reimbursement of Mileage

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the mileage allowance for Town personnel is set at \$.48 per mile for the year 2014.

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

MOTION for adoption of this resolution by Councilperson Muesebeck
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 13

Newsletter Editor

WHEREAS, the Town distributes a newsletter quarterly; and

WHEREAS, responsibility for preparing and producing the newsletter is necessary.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That Leisa Strabel be approved as editor for the town newsletter.
- Sec. 2. That a stipend of \$ 1,680 annually be paid for this additional duty.
- Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Roberts
 Seconded by Councilperson Windus-Cook

Discussion: Supervisor Carges thanked Leisa for her excellent work on the newsletter.

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>	
Councilperson Muesebeck	<u>Aye</u>	
Councilperson Roberts	<u>Aye</u>	
Councilperson Windus-Cook	<u>Aye</u>	
Supervisor Carges	<u>Aye</u>	
Submitted – January 2, 2014		Adopted

RESOLUTION NO. 14 Approving Bonds for Town Officers

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby approve a faithful performance public employees dishonesty bond as to form, the sum of, manner and execution and sufficiency of the surety therein, to cover the Town Officers specified below for one year beginning January 1, 2014, for the following sums:

Deputy Receiver of Taxes	\$200,000
Deputy Supervisor	\$200,000
Deputy Town Clerk	\$100,000
Director of Finance	\$200,000
Recreation Director	\$100,000
Receiver of Taxes and Assessments	\$200,000
Superintendent of Highways	\$100,000
Supervisor	\$200,000
Town Clerk	\$100,000
Town Justices	\$100,000

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

MOTION for adoption of this resolution by Councilperson Muesebeck
 Seconded by Councilperson Roberts

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>	
Councilperson Muesebeck	<u>Aye</u>	
Councilperson Roberts	<u>Aye</u>	
Councilperson Windus-Cook	<u>Aye</u>	
Supervisor Carges	<u>Aye</u>	
Submitted – January 2, 2014		Adopted

RESOLUTION NO. 15 Approving Official Meeting Dates, Banking Institutions, Newspapers, Investments and Insurance

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the regular meetings of the Town Board of the Town of Sweden shall be held semi-monthly during the year 2014 except for the months of June, July and August at the Sweden Town Hall; and that Town Board Workshops will be held on the first and third Tuesday of each month; and
- Sec. 2. That JP Morgan Chase Bank Brockport Office, First Niagara Commercial Bank Brockport Branch, Citibank NA Rochester, Five Star Bank, and Manufacturers and Traders Trust Company (M & T Bank) are hereby designated as the official banking institutions for the Town for the year 2014, that deposit accounts of any kind may be opened and maintained in the name of the Town with said banks, and that the funds of this Town may be withdrawn upon the check, draft, note, written order, or written withdrawal request of the Town signed or purporting to be signed by the facsimile signature of the Supervisor; and
- Sec. 3. That the Director of Finance is authorized to use the facsimile signature plate of the Supervisor's signature in lieu of requiring an original signature of the Supervisor on checks issued on Town Funds; and
- Sec. 4. That the Supervisor is authorized to deposit any funds not immediately needed in various accounts into time deposit or savings accounts or to purchase certificates of deposit at any of the Town's official banking institutions through his current term of office; and
- Sec. 5. That the official publication for the Town of Sweden for the year 2014 shall be the Suburban News.
- Sec. 6. That the standard medical insurance plan designated for the year 2014 for employees is MVP Liberty HDP.
- Sec. 7. That the standard dental insurance plan designated for the year 2014 for employees is Blue Shield Smile Saver I Modified.
- Sec. 8. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Roberts
 Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:
 Councilperson Donohue Absent

Councilperson Muesebeck	<u>Aye</u>	
Councilperson Roberts	<u>Aye</u>	
Councilperson Windus-Cook	<u>Aye</u>	
Supervisor Carges	<u>Aye</u>	
Submitted – January 2, 2014		Adopted

RESOLUTION NO. 16 Salary Schedule for 2014

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the salaries of the Town of Sweden elected officials for 2014 shall be fixed as specified below and payable bi-weekly.

<u>Elected Officials</u>	<u>Annual</u>
Supervisor	\$24,912
Councilperson (4)	7,266
Superintendent of Highways	73,000
Town Clerk	44,492
Receiver of Taxes and Assessments	20,500
Town Justice (3)	19,211

Sec. 2. That the salaries of positions specified below determined to be "Exempt" per Fair Labor Standards Act shall be fixed as follows and payable bi-weekly.

Assessor Vito Eaffaldano	\$62,106
Deputy Town Attorney	12,240
Deputy Supervisor	3,988
Director of Finance Leisa Strabel	60,842
Fire Marshal/Deputy Building Inspector Charles Sanford	10,500
Recreation Leader Jill Wisnowski	43,705
Town Attorney James Bell	32,000

Sec. 3. That hourly wages of clerical-operations positions shall be fixed as follows:

	<u>Hourly</u>	<u>Hours Per Pay Period</u>
Asst. Dog Control Officer, PT Paul Beaumont	12.79	As Needed
Building Inspector Walter Windus	25.11	PT
Stormwater Manager	\$31.82	As Needed
Clerk FT Court Terri Gay	15.22	70
Clerk FT Court Tracy Caporale plus stipend of \$3,172 for administrative duties	13.64	70
Court Attendants PT	45.00	Per Session
Clerk PT Diane Samons	11.56	PT

Deputy Receiver Darla Emmerson	14.37	70
Deputy Town Clerk Kathleen Roberts	18.03	70
Dog Control Officer PT Kathy Beaumont	12.79	As Needed
Laborer PT Comm. Ctr. Scott Wisnowski	10.60	PT
Laborer PT Buildings Terry Graham		
\$12.08		
Laborer Full Time Todd Dobson	19.38	80
Plus five hours/week on-call		
Laborer Full Time Roger Evans	19.11	80
Plus five hours/week on-call		
Recreation Assistant FT Joseph Kincaid	14.70	70
Recreation Assistant FT Megan DeMarco	12.25	70
Recreation Assistant FT Tracy Crooks	14.45	70
Recreation Assistant PT Dorothy Coia	9.67	PT
Recreation Assistant FT Carrie Graham	13.22	70
Recreation Assistant FT Terrence Harris	12.50	FT
Recreation Assistant PT Kadeem Parkes	8.49	PT
Recreation Director Seasonal		70
Ricki DeBaun	18.36	
Secretary to Planning Phyllis Brudz	19.04	70
Secretary to Superintendent of Highways		70
Ruth Kruppner	18.08	
Town Attorney James Bell	175.00	As Needed
Recreation Assistant PT Grant Holupka	8.42	PT
Recreation Assistant PT Ashley Hermance	8.42	PT

Sec. 4. That employees may be entitled to merit compensation, upon recommendation by the Department Head and approval of the Town Board, for work performed above and beyond normal job responsibilities.

Sec. 5. That the Chairman of the Zoning and Environmental Boards shall be paid \$40 for each official meeting attended and the members of said board shall be paid \$35 for each official meeting attended with all compensation being paid semi-annually.

Sec. 6. That the Chairman of the Planning Board shall be paid \$40 for each official meeting attended and the members of said board shall be paid \$35 for each official meeting attended with all compensation being paid semi-annually.

Sec. 7. That the members of the Assessment Board of Review be paid \$100 for services on Grievance Day, and with approval by the Town Board for a maximum of two (2) additional days.

Sec. 8. That this resolution shall take effect January 1, 2014.

MOTION for adoption of this resolution by Councilperson Muesebeck
Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 17

Standard Work Day and Reporting

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town of Sweden location code 30156 hereby establishes the following (see Schedule 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 Councilperson Muesebeck
 Seconded by Councilperson Windus-Cook

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

RESOLUTION NO. 18 Approving Temporary Assignment of Judges for 2014

WHEREAS, Section 12b of the Judiciary Law requires the approval of local legislative bodies for the temporary assignment of local judges.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby consent to the temporary assignment of the Town of Sweden Justice(s) to preside in other Town Courts in the Seventh Judicial District and in the Rochester City Court if the need arises during the year 2014 and also approves the temporary assignment of judges from other Town Courts in the Seventh Judicial District to its Court as need arises during the year 2014.

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

MOTION for adoption of this resolution by Councilperson Windus-Cook
Seconded by Councilperson Roberts

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Donohue	<u>Absent</u>
Councilperson Muesebeck	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – January 2, 2014

Adopted

DISCUSSION AND ANNOUNCEMENTS:

**Motion made by Councilperson Windus-Cook and seconded by Councilperson Muesebeck to grant permission to Finance Director Leisa Strabel to pay the liability insurance premium and the public officials premium prior to Abstract 1. All voted in favor of the motion – four ayes. Motion adopted.

ADJOURNMENT:

As there was no further business to be brought before the Board, Supervisor Carges made a motion that was seconded by Councilperson Roberts to adjourn the meeting at 5:25 p.m. All voted in favor of the motion – four ayes. Motion adopted.

Supervisor Carges submitted additional correspondence for the record:

SUPERVISOR’S CORRESPONDENCE

2014	Received From:	Comments:
*1	Robert Carges, Supervisor	Appointment of Robert Muesebeck as Deputy Supervisor
*2	Robert Carges, Supervisor	Appointment of Leisa Strabel as Budget Officer and Secretary to the Supervisor

Respectfully Submitted,

Karen M. Sweeting
Town Clerk