

A regular meeting of the Town Board of the Town of Sweden was held at the Town Hall, 18 State Street, Brockport, New York, on Tuesday, March 27, 2018.

Town Board Members present were Supervisor Kevin G. Johnson, Councilperson Robert Muesebeck, Councilperson Patricia Hayles and Councilperson Mary Rich. Councilperson Lori Skoog was absent. Also present were Finance Director Leisa Strabel, Town Attorney Jim Bell, Superintendent of Highways Brian Ingraham and Town Clerk Karen Sweeting.

Visitors present were Joan Hamlin, Christine Hamlin, Susan Smith, Wayne Zyra, Frank and Julie Lapinski, and Mike Bove from Monroe Ambulance.

Supervisor Johnson called the meeting to order at 7:00 p.m. and asked everyone present to say the Pledge to the Flag and remain standing for a moment of silence.

PRIVILEGE OF THE FLOOR:

Resident Frank Lapinski asked what the reason was for the change of hours – referring to Resolution No. 53. Supervisor Johnson indicated he has coached his son's youth baseball team for several years and would like to continue doing so. The board discussed this at a work session and agreed to 5 pm. Mr. Lapinski was concerned that people that work until 5 pm would not be able to attend meetings. (See resolution for further discussion.)

CORRESPONDENCE:

- Superintendent of Highways, Brian Ingraham – request to sell cemetery equipment
- Pro-Brockport Request (discussed in Supervisor Johnson's report)

REPORTS OF DEPARTMENTS AND BOARD MEMBERS:

Superintendent of Highways Brian Ingraham reported equipment and building maintenance, tree vegetation project on West Canal Road and sign replacement – standard spring season activities.

Town Clerk Karen Sweeting announced the annual Judge William Cody Blood Drive on Saturday, April 7, 2018 from 9 am to 2 pm.

Finance Director Leisa Strabel reported that the Town received the first step in the certification process for the transition to the new retirement reporting system. She also mentioned that an employee shared their appreciation of the Town's medical insurance plan.

Councilperson Hayles reported a very successful Easter event at the SCCC – over 400 people in attendance and \$313 donated to the Food Shelf. Give-A-Lift is set to start April 1st and will be available to anyone over the age of 18 for transportation to medical appointments. The Lodge at the Town Park has 28 reservations scheduled. Mrs. Hayles informed the board that Councilperson Jackie Smith from the Town of Clarkson has been appointed the liaison to the SCCC. Mrs. Smith will assist with the survey. They would like to continue looking into additional space for the senior population and also improvements to restroom facilities.

Councilperson Muesebeck reported that a solar committee meeting was held to draft minor changes to the recently adopted solar law. Another meeting has been scheduled for April 15, 2018 to allow the Building/Planning Department to go over the proposed changes. Mr. Muesebeck added that interpretations of the law are sometimes confusing and they are trying to clarify a few of those in the current law. Mr. Muesebeck also reported that construction of the new bathroom facility at the Town Park will start soon. He commented on the unique shop and talents of the Buildings and Grounds Department.

Councilperson Rich attended a Brockport Fire District meeting and announced that COVA (Central Orleans Volunteer Ambulance) may be moving into the old Brockport Ambulance building to service the Brockport/Sweden area. Mike Bove from Monroe Ambulance added that he did not believe they had received state approval yet and still needed to fulfill certain certification requirements.

Councilperson Rich attended the Seymour Library Board meeting and reminded board members of Christine Daily's retirement party on Thursday, March 29, 2018 at 6:00 pm. Mrs. Rich shared that Christine's replacement is Stephanie Blando. The Friends of Seymour Library will be holding their bi-annual book sale April 11th – 14th and a fabric sale in June. Mrs. Rich reported that the library is participating in the Rochester Public Library's network cabling project to replace degrading network cables. This program is federally funded through the E-Rate program – 85% funded. Seymour Library's share is approximately \$4,000.

Discussion of the Pro-Brockport request letter. Supervisor Johnson indicated that any appointment would be at his discretion. (Further discussion in Supervisor Johnson's report.)

Councilperson Rich reported that she has a contact for active shooter training. Finance Director Leisa Strabel mentioned that a training session was already being scheduled with the insurance company that is part of the workplace violence program.

Councilperson Rich reported that she is working on a draft performance appraisal – to be discussed at a work session.

Supervisor Johnson attended the Supervisor's lunch meeting and heard a presentation for a campaign called ACT (A Community Together) that exists to build active community involvement in schools. Mr. Johnson spoke with Maggie Brooks from Rochester-Genesee Regional Transportation Authority to discuss the Town's request to relocate the bus stop on Route 31 near Owens Road. Mr. Johnson attended the Easter event at the SCCC saying that his family has attended for years and it is always a great event.

Supervisor Johnson mentioned that he did speak with a representative from COVA (Central Orleans Volunteer Ambulance) and they would like to meet to discuss their plan. He also met with Councilperson Muesebeck, Superintendent of Highways Brian Ingraham and Finance Director Leisa Strabel to go over road maintenance and bonding for the Town. Mr. Johnson would like to continue looking into this and discuss at an upcoming work session.

Supervisor Johnson met with Village Mayor Blackman and Clarkson Supervisor Underwood. Mayor Blackman suggested a joint application (Brockport and Sweden) for the sidewalk project along Owens Road.

Supervisor Johnson will be out of town for the work session of April 3, 2018. Remaining board members to determine whether that work session will be held.

Supervisor Johnson addressed the letter from Pro-Brockport. Mr. Johnson indicated that he expressed his concerns to Susan Smith already about the political nature of the group. He does not feel that it is appropriate for the Town Board to be involved with a political action group. He will not be appointing anyone. Councilperson Rich explained that they would use third-party moderators. She also does not want it to turn negative, but rather be an information sharing opportunity with no political agenda. Supervisor Johnson stated that he felt it was a good idea, just the wrong organization. The Town Board represents all the residents of the town and he feels it would be inappropriate for the Town Board – there is an appearance of impropriety. Councilperson Hayles agreed with Supervisor Johnson. Councilperson Muesebeck added that the meetings are open to the public for residents to attend if interested. Supervisor Johnson said he would be open to further discussion.

Town Attorney Jim Bell reported that he sent suggestions to Recreation Supervisor Jill Wisnowski and Councilperson Muesebeck to modify the lease/rental agreement for the Lodge at

the Town Park and he will be finishing proposed easements for the end of Redman Road for Superintendent of Highways Brian Ingraham to present to the property owners for review.

CONSENT AGENDA ITEMS:

Councilperson Rich requested that Resolution No. 53 (Change Time of Workshops and Regular Town Board Meetings April 10, 2018 – June 26, 2018) and Resolution No. 54 (Appoint Laborer PT Park Concessions – Arieno) be moved from Consent Agenda to NON-CONSENT AGENDA.

Councilperson Muesebeck made a motion that was seconded by Councilperson Hayles to approve **all** remaining Consent Agenda items as listed below.

VOTE BY ROLL CALL:

Councilperson Hayles	<u>Aye</u>	
Councilperson Muesebeck	<u>Aye</u>	
Councilperson Rich	<u>Aye</u>	
Councilperson Skoog	<u>Absent</u>	
Supervisor Johnson	<u>Aye</u>	ADOPTED

- Approval of the minutes of the Public Hearing – Rezoning – Ext. No. 1 Fourth Section Road North Side Sewer District held on March 13, 2018
- Approval of the minutes of the Regular Town Board meeting held on March 13, 2018
- RESOLUTION NO. 50 Authorize Wage Increase – Manuszewski

WHEREAS, Tim Manuszewski has satisfactorily completed his six-month probationary period; and

WHEREAS, the Recreation Supervisor recommends a wage increase for Mr. Manuszewski.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden hereby authorizes an increase in the hourly rate of pay for Tim Manuszewski to \$14.50 per hour.
- Sec. 2. That this resolution shall take effect March 17, 2018.

- RESOLUTION NO. 51 Authorize Sale of Cemetery Equipment

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

2013 EXMARK LZX740EKC520 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 to reject any and all bids for the above-listed equipment received through Auctions International.
- Sec. 3. That if the above-listed equipment is not sold through Auctions International for any reason, the Highway Superintendent is authorized to take said equipment to the municipal auction in Palmyra, New York in May 12, 2018.

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

- RESOLUTION NO. 52 Establishment of Extension No. 1 to the Fourth Section Road North Side Sewer District Extension of the Sweden Consolidated Sewer District

WHEREAS, a written petition, dated February 12, 2018 in due form and containing the required signatures was been presented to and filed with the Town Board of the Town of Sweden, Monroe County, New York together with the necessary map and plan attached hereto for the establishment of Extension Number 1 to the Fourth Section Road North Side Sewer District Extension of the Sweden Consolidated Sewer District; and

WHEREAS, a Public Hearing was held by the Town Board on March 13, 2018 at 7:00 pm to consider the proposal to establish Extension No. 1 to the Fourth Section Road North Side Sewer District and all persons desiring to be heard were heard; and

WHEREAS, the permission of the State Comptroller is not required pursuant to Town Law § 209-f.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board determines that (a) the petition aforesaid is signed and acknowledged or proved as required by law, and it duly complies with the requirements of Section 191 of the Town Law as to sufficiency of signers and it is otherwise sufficient; (b) all the property and property owners within the proposed district are benefited thereby; (c) all the property and property owners benefited are included within the limits of the proposed district; and it is in the public interest to grant in whole the relief sought.

Sec. 2. That the establishment of the contemplated sewer extension be approved: that such extension shall become a part of the Town of Sweden Consolidated Sewer District and as more particularly illustrated in the map attached hereto and made a part hereof and described in the legal description below:

ALL THAT TRACT OR PARCEL OF LAND containing 28.371 acres more or less, situate in the Phelps and Gorham Purchase, Triangle Tract, Township 3, Section 7, Lot 8, Town of Sweden, County of Monroe, and State of New York, as shown on the drawing entitled "Townhomes at Stonebriar Glen, Preliminary/Final Subdivision Plat," prepared by BME Associates, having drawing number 2498-10, last revised February 5, 2018, being more particularly bounded and described as follows:

Beginning at a point, said point being the intersection of the centerline of Fourth Section Road – N.Y.S. Route 31A (66' Right-of-Way) with the westerly boundary line of lands now or formerly of Gary Webster (T.A. No. 083.02-1-8.1); thence

1. S 00°26'00" E, along said westerly boundary line of Gary Webster, a distance of 250.00 feet to a 3/4" Pipe at the southwesterly boundary corner thereof; thence
2. N 89°34'00" E, along the southerly boundary line of said lands of Gary Webster, and along the southerly boundary line of lands now or formerly of Moira Flannery (T.A. No. 083.02-1-10), a distance of 200.00 feet to a point at the southeasterly boundary corner thereof; thence

3. N 87°47'17" E, a distance of 133.12 feet to a point at the southwesterly boundary corner of lands now or formerly of Cory Cedeno (T.A. No. 083.02-1-11); thence
4. N 89°34'00" E, along the southerly boundary line of said lands of Cory Cedeno, a distance of 150.00 feet to a point on the westerly boundary line of lands now or formerly of Edwin Duryea Properties, LLC. (T.A. No. 083.02-1-12.001); thence
5. S 02°14'10" W, along said westerly boundary line of Edwin Duryea Properties, LLC., a distance of 234.42 feet to a point witnessed by a 5/8" Rebar 0.5' east & 0.2' south; thence
6. S 89°26'28" W, along a northerly boundary line of said lands of Edwin Duryea Properties, LLC., a distance of 91.08 feet to a 5/8" Rebar; thence
7. S 02°14'10" W, along the westerly boundary line of said lands of Edwin Duryea Properties, LLC., and along the westerly boundary line of lands now of formerly of Genesee Media Corporation (T.A. No. 083.02-1-16.1), a distance of 854.65 feet to a point on the northerly boundary line of lands now or formerly of WSR, LLC., (T.A. No. 083.04-1-1.21); thence
8. S 89°12'32" W, along said northerly boundary line of WSR, LLC., a distance of 1,009.95 feet to a point; thence
9. N 00°47'28" W, a distance of 860.00 feet to a point; thence
10. N 89°12'32" E, a distance of 131.62 feet to a point; thence
11. N 14°39'57" E, a distance of 203.48 feet to a point; thence
12. N 00°26'00" W, a distance of 283.00 feet to a point on the aforementioned centerline of Fourth Section Road; thence
13. N 89°34'00" E, along said centerline of Fourth Section Road, a distance of 489.43 feet to the Point of Beginning.

Sec. 3. That the costs for the improvements proposed for Extension No. 1 to the Fourth Section Road North Side Sewer District Extension will be borne solely by Stonebriar Glen Townhome Community.

Sec. 4. That Stonebriar Glen Townhome Community has petitioned and agreed to share the annual cost for debt service currently borne by the parcels of the Fourth Section Road North Side Sewer District on a benefits basis charge per the following schedule:

49 EDUs total	taxable status date March 1, 2019
109 EDUs total	taxable status date March 1, 2020
155 EDUs total	taxable status date March 1, 2021.

Sec. 5. That the estimated cost of the district extension per EDU shall be as follows:

Annual debt service	2019	\$378.00
Annual debt service	2020	\$159.00
Annual debt service	2021	\$ 97.00
Annual debt service	2022 and beyond	\$ 77.00

Sec. 6. That a commodity charge by Monroe County Pure Waters is also borne by each parcel in the Town of Sweden Consolidated Sewer District and that annual commodity charge is estimated to be:

\$29.56 per parcel and 1.457513/1,000 gallons

Sec. 7. That the Town Clerk is hereby authorized and directed to file a certified copy of this resolution in the Monroe County Clerk's Office and in the New York State Department of Audit and Control within ten (10) days after adoption of this resolution pursuant to Town Law § 195.

Sec. 8. That this resolution shall take effect immediately.

NON-CONSENT AGENDA:

- All of the Board members reviewed the invoice audit journal. Councilperson Muesebeck made a motion that was seconded by Councilperson Hayles authorizing payment of the bills in Abstract 3 dated March 28, 2018 in the amount of \$140,214.75. All voted in favor of the motion – four ayes. Motion adopted.

General Fund: In the amount of \$55,718.14 as set forth in Abstract 3 dated March 28, 2018.

Highway Fund: In the amount of \$20,848.24 as set forth in Abstract 3 dated March 28, 2018.

Special Fund: In the amount of \$8,854.02 as set forth in Abstract 3 dated March 28, 2018.

Capital Fund: In the amount of \$54,794.35 as set forth in Abstract 3 dated March 28, 2018.

- RESOLUTION NO. 53 Change Time of Workshops and Regular Town Board Meetings
April 10, 2018- June 26, 2018

WHEREAS, the Town Board has agreed to change the start time of Town Board Workshops and Regular Town Board meetings from 7:00 pm. to 5:00 pm. for the period April 10, 2018 through June 26, 2018.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby changes the time of Town Board Workshops and Regular Town Board Meetings from 7:00 pm to 5:00 pm for the period April 10, 2018 through June 26, 2018.

Sec. 2. That the location of the workshops and regular Town Board meetings remains the Sweden Town Hall.

Sec. 3. That the Town Clerk is directed to publish a notice of the change in the official newspaper.

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

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

Discussion: Councilperson Rich stated she is concerned with the 5 pm start time. She feels the board is here to serve the people and most people work until 5 pm. She felt the Deputy Supervisor could cover the meetings the Supervisor could not attend. Mrs. Rich is not in favor of changing the time for 12 weeks of meetings.

*Supervisor Johnson made a motion that was seconded by Councilperson Muesebeck to table the resolution for further discussion.

VOTE BY ROLL CALL AND RECORD ON MOTION TO TABLE:

Councilperson Hayles	<u>Aye</u>	
Councilperson Muesebeck	<u>Aye</u>	
Councilperson Rich	<u>Aye</u>	
Councilperson Skoog	<u>Absent</u>	
Supervisor Johnson	<u>Abstain</u>	
Submitted – March 27, 2018		TABLED

- RESOLUTION NO. 54 Appoint Laborer PT Park Concessions - Arieno

WHEREAS, the Town of Sweden operates a concession stand at the Town Park during the summer months; and

WHEREAS, Jeanne Arieno managed the concession stand from 2007 - 2016.

NOW, THEREFORE BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Jeanne Arieno to the position of Seasonal Laborer PT for the purpose of managing the concession stand.
- Sec. 2. That the rate of pay is \$500 per week for a period not to exceed 12 weeks. That this appointment does not constitute an offer of permanent employment or any benefits that are normally attached to permanent appointments.
- Sec. 3. That this resolution shall take effect immediately.

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

Discussion: Councilperson Rich would like to see a daily breakdown of sales to see where the Town is losing money. Mrs. Rich asked who the employee reports to, how the money is handled and what checks and balances are in place. She suggested that these questions be considered for the job description. Supervisor Johnson answered the employee reports to the board and there is a level of trust with any employee for the handling of cash. Segregation of duties with only one employee is difficult. Mrs. Rich expressed her concern with only one employee and no checks and balances. Councilperson Muesebeck stated that this is the way it has been done for years with no issues. He reminded Mrs. Rich that the concession stand is not a money-maker. Councilperson Hayles agrees that it is good to have checks and balances in place. Finance Director Leisa Strabel explained that the employee brings the cash deposits to her when they are over \$200 (as stated by law) which is approximately 2 - 3 times each week. The employee signs declaring the amount and Mrs. Strabel verifies what was received. Mrs. Strabel indicated that the auditors did not have any issue with how the money was handled. Mrs. Hayles offered some suggestions to tracking the receipts and deposits. Discussion. Mrs. Hayles was pleased with how the current job description read. Mrs. Rich would like to see cash controls added to the description.

VOTE BY ROLL CALL AND RECORD:

Councilperson Hayles	<u>Aye</u>	
Councilperson Muesebeck	<u>Aye</u>	
Councilperson Rich	<u>Nay</u>	
Councilperson Skoog	<u>Absent</u>	
Supervisor Johnson	<u>Aye</u>	
Submitted – March 27, 2018		Adopted

ADDITIONAL BUSINESS AND ANNOUNCEMENTS

Nothing noted

ADJOURNMENT

As there was no further business to come before the Board, Councilperson Hayles moved to adjourn the March 27, 2018 meeting of the Sweden Town Board at 7:55 p.m. Councilperson Muesebeck seconded the motion. All voted in favor of the motion – four ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
Town Clerk