

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, June 13, 2017.

Town Board Members present were Supervisor Robert Carges, Councilperson Robert Muesebeck, Councilperson Mary Rich and Councilperson Lori Skoog. Also present were Finance Director Leisa Strabel, Town Attorney Jim Bell, Superintendent of Highways Brian Ingraham, Town Clerk Karen Sweeting, Planning Board Chairman Craig McAllister, Zoning Board of Appeals (ZBA) Chairwoman Mary Ann Thorpe, ZBA member Kevin M. Johnson, and Solar Committee members Mark Rabjohn, Don Pophal, Bill Johnson and Gregory Sargis.

Visitors present were Joan Hamlin, Christine Hamlin, Don Grentzinger, Robert and Pat Connors, Susan Smith, Frank Choromanskis, Justin Rabjohn, Sean Cliff, Lynette Hibsich, Patty Hayles and Laura Smith from Harter, Secrest & Emery, LLP.

Supervisor Carges called the meeting to order at 7:30 p.m. after the close of two public hearings and asked everyone present to say the Pledge to the Flag.

Supervisor Carges asked if there were any comments from the visitors. No comments.

#### APPROVAL OF MINUTES

Councilperson Skoog made a motion that was seconded by Councilperson Rich to approve the minutes of the regular Town Board meeting held on May 23, 2017. All voted in favor of the motion. Motion adopted.

No Correspondence Noted

#### REPORTS

Superintendent of Highways Brian Ingraham reported county work on Root Road and milling on several Town roads – Hickory Way, Rogers Parkway and a section of Hollybrook Road. They assisted the Town of Riga and are working on the parking lot at the SCCC. The concrete work is done and the ADA ramps are set. Mr. Ingraham also reported that Owens Road, Beadle Road, Hartshorn Drive, Country View Terrace and the Northview Subdivision are being chip sealed. He explained that it is not a popular method, but one that is responsible and slows deterioration.

Councilperson Rich attended the last Village Tax Relief Task Force Committee meeting. Each member was asked to provide a report to the Village Board at the meeting schedule for June 19<sup>th</sup>. Mrs. Rich reported that the concessions at the Town Park are doing well.

Councilperson Skoog attended several openings of area businesses.

Supervisor Carges reported that he and Councilpersons Skoog and Rich attended the Ledge Dale Airpark 50<sup>th</sup> celebration event. He reminded the board of the upcoming UPS Store re-opening event on June 16<sup>th</sup>.

#### RESOLUTIONS

RESOLUTION NO. 60 Appoint Recreation Assistants for Summer 2017

WHEREAS, the recreation department will be running a day camp this summer of 2017; and

WHEREAS, the Recreation Supervisor has recommended hiring seasonal staff for this program.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint the following people to the positions of Recreation Assistant, seasonal, noncompetitive, beginning on or after June 23, 2017 at the rate of pay following their names:

Tim Manuszewski	\$ 9.70 per hour
Autumn Beideck	\$ 9.70 per hour
Chelsea Lawrenz	\$ 9.70 per hour
Remle Williamson-Harr	\$ 9.70 per hour
Shawn Maira	\$ 9.70 per hour
Jacob Burgio	\$ 9.70 per hour
Cameron Dony	\$ 9.70 per hour

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 61 Appoint Recreation Assistants - Pool

WHEREAS, the Recreation Department is offering swim programs and lessons; and

WHEREAS, there is a need for additional lifeguard/swim instructors.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Nathaniel Bartalo and Caroline Martin as Recreation Assistants PT- lifeguard.

Sec. 2. That the rate of pay is \$11 per hour with a start date of July 17, 2017.

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 62 Authorize Wage Increase – Kimball

WHEREAS, George Kimball has satisfactorily completed his six-month probationary period; and

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

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 George Kimball to \$14.50 per hour.
- Sec. 2. That this resolution shall take effect June 27, 2017.

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

- Councilperson Muesebeck Aye
- Councilperson Rich Aye
- Councilperson Skoog Aye
- Supervisor Carges Aye

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 63 Appoint Laborer PT Park Concessions - Hendershot

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

WHEREAS, the Town Board advertised and interviewed interested candidates for the operation of the concession stand.

NOW, THEREFORE BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Megan Hendershot to the position of Seasonal Laborer PT for the purpose of managing the concession stand.
- Sec. 2. That the rate of pay is \$9.70 per hour for a maximum of 20 hours per week. 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 first date of employment is June 8, 2017.

MOTION for adoption of this resolution by Councilperson Rich  
Seconded by Councilperson Skoog

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 64

SEQRA Determination – Local Law 4 of 2017  
Town Code Chapter 40: Procurement Policy

WHEREAS, the Town Board of the Town of Sweden, intends to amend Chapter 40: Procurement Policy; 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 Councilperson Muesebeck  
Seconded by Councilperson Skoog

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 65

Adopt Local Law No. 4 of 2017 – Amend Sweden  
Town Code Chapter 40: Procurement Policy

WHEREAS, a duly advertised Public Hearing was held by the Town Board pursuant to the provisions of Section 265 of Town Law, at the Town Hall, 18 State Street, Brockport, New York, on June 13, 2017 at 7:00 PM., to hear all persons interested in the adoption of Local Law No. 4 of 2017 – Amending Sweden Town Code Chapter 40: Procurement Policy; and

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

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby adopts Local Law No. 4 of 2017 – and Amends Sweden Town Code Chapter 40: Procurement Policy as identified in Attachment A.

Sec. 2. That the Town Clerk is authorized and directed to file a complete copy of Local Law No. 4 of 2017, with the Secretary of State, as required by law.

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

MOTION for adoption of this resolution by Councilperson Rich  
Seconded by Councilperson Skoog

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck Aye

Councilperson Rich Aye

Councilperson Skoog Aye

Supervisor Carges Aye

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 66

Schedule Sweden Town Board Meeting for  
Tuesday, July 11, 2017

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby calls a Town Board Meeting to be held on Tuesday, July 11, 2017 at (~~7~~) 5 pm at the Sweden Town Hall, 18 State Street, Brockport.

Sec. 2. That the Town Clerk is directed to publish a notice of the meeting in the official newspaper.

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

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

Discussion: Supervisor Carges made a motion that was seconded by Councilperson Skoog to amend the time of the meeting to 5 pm. All voted in favor of the motion. Motion adopted.

VOTE BY ROLL CALL AND RECORD AS AMENDED:

Councilperson Muesebeck Aye

Councilperson Rich Aye

Councilperson Skoog Aye

Supervisor Carges Aye

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 67

Authorize Bids for Town Park Lodge

WHEREAS, the Town Board of the Town of Sweden plans to construct a Park Lodge at the Sweden Town Park on Redman Road.

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 construction of a Park Lodge.

Sec. 2. That the Town Clerk is directed to place the attached state-approved Notice to Bidders 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 Councilperson Muesebeck  
Seconded by Councilperson Skoog

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck Aye  
Councilperson Rich Aye  
Councilperson Skoog Aye  
Supervisor Carges Aye

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 68

Budget Modifications

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Supervisor is hereby authorized to make the following modifications to the 2017 Town Budget:

\$800 from A1420.4 Attorney Contractual to  
A1320.4 Auditor Contractual

\$1,000 from A1990.4 Contingent to  
A7150.1 Community Services (Park Concessions) Personnel

\$1,000 from A.1990.4 Contingent to  
A7150.4 Community Services (Park Concessions) Contractual

Increase SW0599.000 Appropriated Fund Balance \$10,000  
Decrease SW0909.000 Unreserved Fund Balance \$10,000  
Increase SW1440.4 Engineer \$10,000

Sec. 2 That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Skoog  
Seconded by Councilperson Rich

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck Aye  
Councilperson Rich Aye  
Councilperson Skoog Aye  
Supervisor Carges Aye

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 69

Adopt Amended Employee Handbook

WHEREAS, the Town Board of the Town of Sweden has revised several sections of the Employee Handbook; and

WHEREAS, the Town Board of the Town of Sweden has added several new policies to the Employee Handbook, including but not limited to: Pregnancy Accommodation, Whistleblower Policy, Conflict of Interest and Disclosure Statement, and Social Media Policy.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. The Town Board of the Town of Sweden does hereby adopt the revised Town of Sweden Employee Handbook.

Sec. 2. That the changes and new policies will be effective as of June 13, 2017.

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

MOTION for adoption of this resolution by Councilperson Muesebeck

Seconded by Councilperson Skoog

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 70

Authorizing Lease Addendum Between the Town of Sweden and Lifetime Assistance

WHEREAS, Lifetime Assistance, Inc., a not-for-profit corporation having its principal place of businesses located at 425 Paul Road Rochester, NY 14624, has leased space at the Sweden Senior Center, 133 State Street, Brockport, NY 14420 for the purposes of programming for seniors in its day habilitation program; and

WHEREAS, Lifetime Assistance, Inc. has proposed an addendum to the lease to allow for the organization’s use of additional space with appropriate compensation to the Town of Sweden; and

WHEREAS, the Town Board of the Town of Sweden remains committed to providing recreational program opportunities to residents of all ages and abilities; and

WHEREAS, the lease with Lifetime Assistance, Inc. for additional programming space will also provide a benefit to the taxpayers of the Town of Sweden in reducing the amount of tax dollars needed to operate the Sweden Senior Center.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden approves the lease addendum with Lifetime Assistance, Inc. for the lease of additional space at the Sweden Senior Center for terms specified in the agreement.

Sec. 2. That Town Board of the Town of Sweden authorizes the Supervisor to sign the lease addendum.

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

MOTION for adoption of this resolution by Councilperson Rich  
Seconded by Councilperson Skoog

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

RESOLUTION NO. 71 Authorizing Purchase of Equipment Trailer

WHEREAS, the Highway Superintendent has requested the purchase of an equipment trailer;  
and

WHEREAS, the following quotes have been received for a Cam Superline7CAM19STT trailer:

Bobcat of Buffalo	\$6,995.00
DJM Equipment	\$6,704.50
General Welding & Fabrication, Inc.	\$6,560.00

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden authorizes the purchase of a Cam Superline 7CAM19/S TT trailer from General Welding and Fabrication, Inc. for \$6,560.00.

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

EXECUTIVE SESSION



Councilperson Muesebeck made a motion that was seconded by Councilperson Skoog to go into executive session at 7:48 p.m. for legal consultation with the Town Attorney pertaining to the Lifetime Assistance lease agreement. All voted in favor of the motion. Motion adopted.

No action taken.

Councilperson Muesebeck made a motion that was seconded by Councilperson Skoog to leave executive session and return to the regular meeting at 8:00 p.m. All voted in favor of the motion. Motion adopted.

RESOLUTION

RESOLUTION NO. 72

Authorizing Letter of Intent/Exclusivity Agreement Between the Town of Sweden and Lifetime Assistance

WHEREAS, Lifetime Assistance, Inc., is a not-for-profit corporation having its principal place of businesses located at 425 Paul Road Rochester, NY 14624; and

WHEREAS, The Town Board of the Town of Sweden currently leases space to Lifetime Assistance in the Town of Sweden property at 133 State Street (commonly known as the “Senior Center”); and

WHEREAS, the Town Board of the Town of Sweden and Lifetime Assistance, Inc. wish to explore a more comprehensive lease arrangement for the facility; and

WHEREAS, Lifetime Assistance, Inc. has proffered a Letter of Intent/Exclusivity Agreement to that end.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden authorizes the Supervisor to sign the Letter of Intent/Exclusivity Agreement submitted by Lifetime Assistance, Inc. and to negotiate in good faith on behalf of the Town Board of the Town of Sweden as set forth in the Letter of Intent/Exclusivity Agreement.

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

MOTION for adoption of this resolution by Councilperson Muesebeck

Seconded by Councilperson Rich

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Muesebeck	<u>Aye</u>
Councilperson Rich	<u>Aye</u>
Councilperson Skoog	<u>Aye</u>
Supervisor Carges	<u>Aye</u>

Submitted – June 13, 2017

Adopted

DISCUSSION AND ANNOUNCEMENTS

Councilperson Skoog scheduled a department head meeting for Thursday, June 22, 2017.

ADJOURNMENT

As there was no further business to come before the Board, Councilperson Skoog moved to adjourn the June 13, 2017 meeting of the Sweden Town Board at 8:04 p.m. Councilperson Rich seconded the motion. All voted in favor of the motion. Motion adopted.

Respectfully submitted,

Karen M. Sweeting  
Town Clerk