

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, December 10, 2013.

Town Board Members present were Supervisor Patricia Connors, Councilperson Robert Carges, Councilperson Rebecca Donohue, Councilperson Donald Roberts and Councilperson Danielle Windus-Cook. Also present were Finance Director Leisa Strabel, Town Clerk Karen Sweeting, Deputy Superintendent of Highways Brian Ingraham and Town Attorney Jim Bell.

Visitors present were Robert Muesebeck, Laurie Scaglione and son Alex Scaglione.

Supervisor Connors called the meeting to order at 7:00 p.m. and asked everyone present to say the Pledge to the Flag.

Supervisor Connors acknowledged the visitors and asked if anyone would like to speak. No comments.

APPROVAL OF MINUTES

Councilperson Roberts made a motion that was seconded by Councilperson Donohue to accept the minutes of the Regular Town Board meeting held on November 26, 2013. All voted in favor of the motion. Motion adopted.

SUPERVISOR'S CORRESPONDENCE

2013	Received From:	Comments:
*1.	Mary Marone, Treasurer Seymour Library Board	Request for services and confirmation of funds

*Board has copies

RE: #1 To be discussed at the workshop December 17th.

DEPARTMENTAL REPORTS

November 2013 departmental reports were received and reviewed by the Town Board from the following: Finance Director, Leisa Strabel; Building Department, Phyllis Brudz; Receiver of Taxes, Theresa Weed; Dog Control, Kathy Beaumont; and Town Clerk, Karen Sweeting.

REPORTS

Finance Director Leisa Strabel reported that the annual audit with Town Auditor Chris Trento has begun. The funds from the CDBG (Community Development Block Grant) 2012 were received and the CDBG 2013 is ready and waiting for county signatures.

Councilperson Carges reported that Jill Wisnowski is reviewing policies and procedures for the Recreation Department. They have determined the source of the odor in the kitchen area.

Supervisor Connors reported that all members of the board participated in the holiday parade. Mrs. Connors attended the department head meeting on December 6th.

Councilperson Windus-Cook thanked everyone that helped with the parade and attended the Bicentennial meeting.

Councilperson Donohue attended several community events.

Deputy Superintendent of Highways Brian Ingraham reported that he attended the Monroe County Superintendents meeting. Rates for reimbursement of county projects was discussed. Mr. Ingraham also reported that the Ice Ban tank is full (used as an additive to road

salt to improve results under 15 degrees); snow fence has been put up; cleaning areas of Coleman Creek behind Hollybrook Road; and they are assisting Hamlin with site work for the new library.

Town Attorney Jim Bell reported updates to the Owens Road transfer and easement agreements for the placement of permanent town signs.

RESOLUTIONS

RESOLUTION NO. 125

Adjust Pay Rates for Employees
Earning Minimum Wage

WHEREAS, the Federal minimum wage will rise to \$8.00 per hour on December 31, 2013; and

WHEREAS, the New York State minimum wage will follow; and

WHEREAS, the Town of Sweden has several employees earning the current minimum wage of \$7.25 per hour; and

WHEREAS, the Director of Finance has recommended that the Town adjust the wages of those earning minimum wage to the new rate effective December 31, 2013.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby increases the hourly rate for employees currently earning less than \$8.00 per hour to \$8.00 per hour.

Sec. 2. That the increase will take effect on December 31, 2013.

Sec. 3. That this resolution shall take effect immediately

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

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

Submitted – December 10, 2013

Adopted

RESOLUTION NO. 126

Encumbrances

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Director of Finance be authorized to establish accounts payable and encumber the applicable appropriation account balances to apply to unpaid obligations as filed with her at the close of the 2013 fiscal year by the heads of administrative units of the Town and to amend the 2013 budget by increasing the proper appropriations per any encumbrances so filed.

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

MOTION for adoption of this resolution by Councilperson Roberts

Seconded by Councilperson Carges

Discussion:

VOTE BY ROLL CALL AND RECORD:

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

Submitted – December 10, 2013

Adopted

RESOLUTION NO. 127

Authorizing Additional Sums
To Be Deposited in Capital Reserve
Parks and Recreation Reserve

WHEREAS, the Town Board of the Town of Sweden did heretofore authorize the establishment and collection of a parks and recreation fee at the time of the issuance of each new certificate of occupancy for new construction within the Town of Sweden; and

WHEREAS, the Town Board established a capital reserve fund for the purpose of the maintenance, investment and expenditure of such funds.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the general fund to the Parks and Recreation Reserve, \$123,500, of which \$17,500 is the parks and recreation fee collected in 2013.

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

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

Submitted – December 10, 2013

Adopted

RESOLUTION NO. 128

Authorizing Additional Sums
To Be Deposited in Capital Reserve
Recreation/Community Center Reserve

WHEREAS, the Town of Sweden established a Recreation Community Center Reserve Fund on July 24, 2001 to finance the acquisition, construction, remodeling and/or conversion of a structure into use as a community center and/or gymnasium; and

WHEREAS, a Community Center was acquired by the Town and said Community Center may from time to time require remodeling, reconstruction or major repair work to be done; and

WHEREAS, the Town of Sweden desires to appropriate additional sums to become part of the fund from time to time.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the general fund to the Recreation/Community Center Reserve the sum of \$24,000.

Sec. 2. That such additional sums as may hereafter be appropriated shall become part of the fund.

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

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

Submitted – December 10, 2013

Adopted

RESOLUTION NO. 129 Authorizing Additional Sums To Be Deposited in Capital Reserve - Town Vehicle Reserve Fund

WHEREAS, the Town established a Town Vehicle Reserve Fund on November 24, 2009 to fund the purchase of vehicles for the buildings and grounds, park and dog control departments; and

WHEREAS, the Town of Sweden desires to appropriate additional sums to become part of the reserve fund from time to time.

NOW THEREFORE BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the general fund to the Reserve for Town Vehicles the sum of \$15,000.

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

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

Submitted – December 10, 2013

Adopted

RESOLUTION NO. 130

Authorizing Additional Sums To Be Deposited in Capital Reserve - Information Technology Reserve Fund

WHEREAS, the Town established an Information Technology Reserve Fund on October 25, 2011 to finance the purchase of information technology, including both software and hardware; and

WHEREAS, the Town of Sweden desires to appropriate additional sums to become part of the reserve fund from time to time.

NOW THEREFORE BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the general fund to the Reserve for Information Technology the sum of \$5,000.

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

MOTION for adoption of this resolution by Councilperson Carges
Seconded by Councilperson Donohue

Discussion:

VOTE BY ROLL CALL AND RECORD:

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

Submitted – December 10, 2013

Adopted

RESOLUTION NO. 131

Appoint Heavy Equipment Operator – Newbould

WHEREAS, the Superintendent of Highways has recommended hiring William Newbould, Jr. as Full Time Heavy Equipment Operator.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint William Newbould, Jr. as Full Time Heavy Equipment Operator.

- Sec. 2. That the rate of pay will be \$19.00 per hour.
- Sec. 3. That the start date will be December 16, 2013.
- Sec. 4. 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 Carges	<u>Aye</u>
Councilperson Donohue	<u>Aye</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Connors	<u>Aye</u>

Submitted – December 10, 2013

Adopted

APPROVAL FOR PAYMENT OF BILLS

All of the Board members reviewed the invoice audit journal. Councilperson Carges made a motion that was seconded by Councilperson Windus-Cook authorizing payment of the bills in Abstract 12A dated December 11, 2013 in the amount of \$61,568.10. All voted in favor of the motion. Motion adopted.

- General Fund: In the amount of \$36,798.69 as set forth in Abstract 12A dated December 11, 2013.
- Highway Fund: In the amount of \$20,109.59 as set forth in Abstract 12A dated December 11, 2013.
- Special Fund: In the amount of \$4,659.82 as set forth in Abstract 12A dated December 11, 2013.

DISCUSSION AND ANNOUNCEMENTS

A work session is scheduled for December 17, 2013 at 7 pm.

EXECUTIVE SESSION

Councilperson Carges made a motion that was seconded by Councilperson Roberts to go into executive session at 7:25 p.m. to discuss a personnel matter from the Highway Department. All voted in favor of the motion. Motion adopted. Councilperson Windus-Cook recused herself from the executive session.

No action taken.

Councilperson Carges made a motion that was seconded by Councilperson Roberts to leave executive session and return to the regular meeting at 8:45 p.m. All voted in favor of the motion – four ayes. Motion adopted.

ADJOURNMENT

As there was no further business to come before the Board, Councilperson Donohue moved to adjourn the December 10, 2013 meeting of the Sweden Town Board at 8:46 p.m. Councilperson Roberts seconded the motion. All voted in favor of the motion – four ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
 Town Clerk