

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, February 8, 2011.

Town Board members present were Deputy Supervisor Rob Carges, Councilperson Patricia Connors, Councilperson Michael Myers and Councilperson Rebecca Donohue. Supervisor John Milner was absent. Also present were Director of Finance Leisa Strabel and Town Clerk Karen Sweeting.

Visitor present was resident Jim Hamlin.

Deputy Supervisor Carges called the meeting to order at 7:30 p.m. and asked everyone present to say the Pledge to the Flag.

Deputy Supervisor Carges acknowledged the visitor and asked Mr. Hamlin if he would like to speak. He did not.

APPROVAL OF MINUTES

Councilperson Connors made a motion that was seconded by Councilperson Carges to accept the minutes of the Public Hearing – Landmark Advisory Committee 1669 Reed Road held on January 25, 2011. All voted in favor of the motion – three ayes. Councilperson Myers abstained due to his absence at such hearing. Motion adopted.

Councilperson Connors made a motion that was seconded by Councilperson Carges to accept the minutes of the regular meeting held on January 25, 2011. Councilperson Connors requested an amendment to the minutes as follows:

Under EXECUTIVE SESSION, first sentence, addition of: “to go into executive session at 7:55 p.m. to discuss two personnel issues.”

All voted in favor of the motion to amend the January 25, 2011 regular meeting minutes – three ayes. Councilperson Myers abstained due to his absence from such meeting. Motion adopted. All voted in favor of the motion to accept the minutes as amended – three ayes. Councilperson Myers abstained. Motion adopted.

SUPERVISOR’S CORRESPONDENCE

2011	Received From:	Comments:
*1.	Kathleen Gilliam	Request for approval for therapy dog to visit Senior Center
*2.	Nicholas Berlin	Resignation
*3.	Kathleen Phillips, Library Director	Invitation to judge the Brockport Kiwanis Club Design-a-Bookmark contest
*4.	Mayor Connie Castaneda	Notification the Village will not pay \$2,000 for auditing services for Seymour Library
*5.	Todd Dobson, Buildings & Grounds	Request to purchase mower
*6.	David Scott, Recreation Director	Recommendation to hire Pool Supervisor

*Board has copies

RE: #1 Councilperson Carges made a motion that was seconded by Councilperson Connors to grant the request of Kathleen Gilliam to bring her dog to the Senior Center to visit as related to the certified therapy status of the dog. All voted in favor of the motion – four ayes. Motion adopted. The board clarified that the approval is for Kathleen Gilliam. Any other requests will be reviewed and voted upon individually.

RE: #2 Councilperson Myers made a motion that was seconded by Councilperson Connors to accept with regrets the resignation of Nicholas Berlin from the Recreation Department. All voted in favor of the motion – four ayes. Motion adopted.

RE: #3 Councilperson Connors will attend this event.

DEPARTMENTAL REPORTS

January 2011 departmental reports were received and reviewed by the Town Board from the following departments: Building Department, Jim Butler; Dog Control, Kathy Beaumont; Finance Director, Leisa Strabel; and Town Clerk, Karen Sweeting.

REPORTS

Councilperson Donohue had no report.

Councilperson Myers visited the Seymour Library recently and commented on the progress of the new teen area. The project is near completion and very nice. Mr. Myers reported that the seniors are moving forward on obtaining the liquor license for the upcoming wine tasting event at the Senior Center. Flashes Tavern will be providing a pre-St. Patrick’s day lunch at the Senior Center.

Councilperson Connors had no report.

Finance Director Leisa Strabel presented a quote for landmark signs to the board. The board agreed that the Landmark Advisory Committee should order ten signs for a cost of \$760. Mrs. Strabel filed the state audit report and announced that the town is in good shape.

Deputy Supervisor Carges had no report.

RESOLUTIONS

RESOLUTION NO. 27 Authorize Fireworks Contract

WHEREAS, the Sweden Clarkson Community Center holds an annual fireworks display on July 3 and intends to apply for a Fireworks Permit for 2011; and

WHEREAS, the Sweden Clarkson Community Center desires to contract with Young Explosives Corporation to furnish the exhibition of fireworks for the July 3, 2011 event.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Sweden Town Board hereby authorizes the Deputy Supervisor to sign the Fireworks Exhibition Agreement from Young Explosives Corporation.

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Carges	<u>Aye</u>
Councilperson Connors	<u>Aye</u>
Councilperson Donohue	<u>Aye</u>
Councilperson Myers	<u>Aye</u>
Supervisor Milner	<u>Absent</u>

Submitted – February 8, 2011

Adopted

RESOLUTION NO. 28

Calling Public Hearing on
Designating Historic Landmark
Status to 495 White Road

WHEREAS, Archie and Patricia Kutz have petitioned the Town for designation of their property at 495 White Road (“property”) as an historic landmark under the Historic Preservation Local Law No. 1 of 1993; and

WHEREAS, the Landmarks Advisory Committee, at a meeting held on February 3, 2011, by a vote of 3:0, recommended that the Town Board grant such designation; and

WHEREAS, the owner’s concurrence, signed by Archie and Patricia Kutz has been received by the Town of Sweden; and

WHEREAS, the Town Board consulted with the Planning Board as set forth in the aforesaid Local Law; and

WHEREAS, the Town Board, prior to making such designation, pursuant to the aforesaid Local Law, has made the following determinations and findings regarding the property at 495 White Road:

- A. The property possesses special character of historic or aesthetic interest or value as part of the cultural, political, economic, social or military heritage of the town, region, state or nation.
- B. The property is identified with historic personages; and

WHEREAS, the Town Board is required to hold a public hearing prior to designating Historic Landmark status.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That a public hearing will be held by the Town Board of the Town of Sweden at the Town Hall, 18 State Street, Brockport, New York, on the 8th day of March, 2011 at 7:15 PM at which time the Landmarks Advisory Committee, owners, and any interested parties may present testimony and documentary evidence, which will become part of a record regarding the historic, architectural or cultural importance of the proposed landmark.

Sec. 2. That the Town Clerk is hereby authorized and directed to publish a notice of said public hearing pursuant to local law.

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

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Carges	<u>Aye</u>
Councilperson Connors	<u>Aye</u>

Councilperson Donohue	<u>Aye</u>	
Councilperson Myers	<u>Aye</u>	
Supervisor Milner	<u>Absent</u>	
Submitted –February 8, 2011		Adopted

RESOLUTION NO. 29 Appoint Kevin Johnson to Board of Assessment Review

WHEREAS, there is a vacancy on the Board of Assessment Review; and

WHEREAS, Kevin Johnson has expressed interest in the position.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Kevin Johnson to the Board of Assessment Review and acknowledges that he will be required to complete the necessary training and certification.
- Sec. 2. That the term of membership is February 8, 2011 to September 30, 2012.
- Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Connors
 Seconded by Councilperson Myers

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Carges	<u>Aye</u>	
Councilperson Connors	<u>Aye</u>	
Councilperson Donohue	<u>Aye</u>	
Councilperson Myers	<u>Aye</u>	
Supervisor Milner	<u>Absent</u>	
Submitted – February 8, 2011		Adopted

RESOLUTION NO. 30 Appoint Recreation Assistant - Pool

WHEREAS, the Recreation Department offers swim programs and lessons; and

WHEREAS, there is a need for a pool supervisor; and

WHEREAS, the Recreation Director has recommended Greg Knittle as a recreation assistant part-time to supervise swimming and pool programs.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Greg Knittle as a recreation assistant part-time for the purposes of supervising pool programs.
- Sec. 2. That the rate of pay will be \$12 per hour, not to exceed 15 hours per week, with a start date of February 12, 2011.
- Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Connors

Seconded by Councilperson Myers

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Carges	<u>Aye</u>
Councilperson Connors	<u>Aye</u>
Councilperson Donohue	<u>Aye</u>
Councilperson Myers	<u>Aye</u>
Supervisor Milner	<u>Absent</u>

Submitted – February 8, 2011

Adopted

RESOLUTION NO. 31 Adopt Scrap Materials Policy and Procedures

WHEREAS, the Highway Superintendent has proposed a policy and procedures relating to the disposition of scrap materials; and

WHEREAS, the Town Board has reviewed the policy and procedures and agrees it is in the best interest of the Town to adopt such policy and procedures.

NOW, THEREFORE BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby adopt the attached Scrap Materials Policy and Procedures.
- Sec. 2. That this resolution shall take effect immediately.

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

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Carges	<u>Aye</u>
Councilperson Connors	<u>Aye</u>
Councilperson Donohue	<u>Aye</u>
Councilperson Myers	<u>Aye</u>
Supervisor Milner	<u>Absent</u>

Submitted – February 8, 2011

Adopted

**Town of Sweden
Scrap Materials
Policy and Procedures**

- 1. Department Responsibilities. Town of Sweden departments that produce scrap metals or other materials through normal operations or dispose of “junked” assets and equipment that contain metal or other materials that possess scrap value are responsible for disposing of the materials in a manner which is environmentally responsible and in the best financial interests of the Town of Sweden. Prior to their disposal, assets must be declared as surplus items by the Sweden Town Board.

2. Financial Tracking. Any Town of Sweden department that disposes of scrap materials shall maintain accurate records for all transactions including weight slips, invoices and receipts. Authorized town employees shall not receive cash for any transaction involving the disposal of scrap materials. Scrap processors and vendors shall be required to make payment via check directly with the Town of Sweden. Authorized Employees shall be responsible for turning an appropriate load slip or bill of lading to the Finance Director for proper recordkeeping and tracking of payments.
3. Storage of Materials. Town of Sweden departments should deliver scrap materials to processors and vendors as frequently as possible. When the storage or accumulation of scrap materials is required, Town of Sweden departments shall make every effort to secure and control these items from access by the public or from unauthorized employees. Storage containers provided by outside vendors for scrap collection shall be delivered and removed on an as needed basis. Outside vendors removing containers for disposal of scrap collected shall provide proper weight slips and payment in a timely manner.
4. Authorized Employees. The Town Board shall be responsible for designating employees that are authorized to collect, handle and process scrap materials. These employees shall be briefed on scrap materials policies and procedures. Only authorized employees shall deliver scrap materials to processors and other vendors. Employees shall be prepared to verify employment with the Town of Sweden to scrap processors proving they are dealing scrap on behalf of the Town of Sweden. Authorized employees shall also be required to notify the Town of Sweden when disposing of scrap materials under personal or private transactions.

RESOLUTION NO. 32 Authorize Release of Truck to Selective Insurance

WHEREAS, a January 10, 2011 motor vehicle accident has rendered the Town Highway Department's 2005 Ford F350 truck (ID number 1FTWF31525EB30277) irreparable; and

WHEREAS, the Town's liability insurance carrier, Selective Insurance, has valued the truck at approximately \$15,000; and

WHEREAS, in order for the Town to collect the approximate \$15,000 in compensation, the Town must transfer title of the truck to Selective Insurance and release the truck to an agent of Selective Insurance.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Deputy Supervisor of the Town of Sweden is authorized to transfer title of the 2005 Ford F350 (ID number 1FTWF31525EB30277) to Selective Insurance.

Sec. 2. That the Highway Superintendent is authorized to release the 2005 Ford F350 (ID number 1FTWT31525EB30277) to an agent of Selective Insurance.

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

MOTION for adoption of this resolution by Councilperson Connors
Seconded by Councilperson Myers

Discussion:

VOTE BY ROLL CALL AND RECORD:
Councilperson Carges Aye

Councilperson Connors	<u>Aye</u>	
Councilperson Donohue	<u>Aye</u>	
Councilperson Myers	<u>Aye</u>	
Supervisor Milner	<u>Absent</u>	
Submitted – February 8, 2011		Adopted

DISCUSSION AND ANNOUNCEMENTS

The Scouts Blue and Gold Banquet is March 19th. Councilperson Connors will attend that event.

Councilperson Carges made a motion that was seconded by Councilperson Myers to grant the request of Todd Dobson in Buildings and Grounds to purchase a new Exmark lawnmower from Brodner Equipment at a cost of \$9,978.89. All voted in favor of the motion – four ayes. Motion adopted.

Workshop scheduled for February 15, 2011 at 7 p.m.

EXECUTIVE SESSION

Councilperson Carges made a motion that was seconded by Councilperson Donohue to go into executive session at 7:52 p.m. to discuss a personnel issue. All voted in favor of the motion – four ayes. Motion adopted.

No action taken.

Councilperson Connors made a motion that was seconded by Councilperson Donohue to leave executive session and return to the regular meeting at 8:10 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 Connors moved to adjourn the February 8, 2011 meeting of the Sweden Town Board at 8:12 p.m. Councilperson Donohue seconded the motion. All voted in favor of the motion – four ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
Town Clerk