

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 25, 2013.

Town Board Members present were Supervisor Patricia Connors, Councilperson Rob Carges, Councilperson Donald Roberts and Councilperson Danielle Windus-Cook. Councilperson Rebecca Donohue was absent. Also present were Director of Finance Leisa Strabel, Town Clerk Karen Sweeting, Superintendent of Highways Fred Perrine and Town Attorney James Bell.

Visitors present were Mike and Janice Waeghe.

Supervisor Connors called the meeting to order at 7:05 p.m. after closing the public hearing and asked everyone present to say the Pledge to the Flag.

Supervisor Connors acknowledged the visitors and asked if anyone had any comments. Mike and Janice Waeghe were interested in receiving a letter explaining the reasons for the rezoning application denial of their property on Sweden Walker Road. Supervisor Connors told the Waeghe's that a response would be drafted for the Town Attorney's review this week.

No other comments.

EXECUTIVE SESSION

Councilperson Windus-Cook made a motion that was seconded by Councilperson Carges to go into executive session at 7:09 p.m. to discuss a matter of personnel in the Sweden Town Court. All voted in favor of the motion – three ayes. Supervisor Connors recused herself from the executive session. Motion adopted.

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 8:00 p.m. All voted in favor of the motion – three ayes. Motion adopted.

APPROVAL OF MINUTES

Councilperson Roberts made a motion that was seconded by Councilperson Carges to accept the minutes of the regular meeting held on May 28, 2013. All voted in favor of the motion – three ayes. Councilperson Windus-Cook abstained due to her absence from such meeting. Motion adopted.

SUPERVISOR'S CORRESPONDENCE

2013 Received From:

- *1. Fred Perrine, Superintendent of Highways
- *2. Jill Wisnowski, Recreation

Comments:

- Recommendation – Richard Whitten
- Request for Megan DeMarco to attend SilverSneaker training - Pennsylvania

*Board has copies

RE: #2 Councilperson Carges made a motion that was seconded by Councilperson Roberts to accept the request of Jill Wisnowski to send Megan DeMarco to SilverSneaker training in Pennsylvania. All voted in favor of the motion – four ayes. Motion adopted.

**Additional correspondence received –

Resignation as Clerk from Sweden Town Court effective June 24, 2013 received from Tracy Crooks. Councilperson Carges made a motion that was seconded by Councilperson Windus-Cook to accept the resignation of Tracy Crooks from Sweden Town Court. All voted in favor of the motion – four ayes. Motion adopted.

Letter dated June 18, 2013 from Judge Robert Connors requesting court audit was hand delivered by Clerk Terri Gay (6 copies handed to Finance Director Leisa Strabel) at 6:45 p.m. during the public hearing on June 25, 2013.

RESOLUTIONS

RESOLUTION NO. 63 Appoint Recreation Assistant FT – Crooks

WHEREAS, there is a vacancy for a full-time recreation assistant; and

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby appoints Tracy Crooks to the position of full-time Recreation Assistant at the Sweden Clarkson Community Center.

Sec. 2. That the rate of pay be \$13.77 per hour with a start date of June 25, 2013.

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

Submitted – June 25, 2013

Adopted

RESOLUTION NO. 64 Budget Modifications

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Supervisor is hereby directed to make the following modifications to the 2013 Town Budget:

\$12,550 from A1110.1 Justices Personal Service to
A7020.1 Community Center Personal Service

Sec. 2 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>Absent</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Connors	<u>Abstain</u>

Submitted – June 25, 2013

Adopted

DEPARTMENTAL REPORTS

May 2013 departmental reports were received and reviewed by the Town Board from the following departments: Building Department, Phyllis Brudz; Finance Director, Leisa Strabel; and Town Clerk, Karen M. Sweeting.

REPORTS

Councilperson Carges reported that the Snapshots newsletter would be circulated this weekend.

Superintendent of Highways Fred Perrine reported that the cemetery fountain repairs are almost complete that will include new electric service, lights and water. The railroad company will be removing the tracks crossing Owens Road on July 1st.

Town Attorney Jim Bell reported updates to the subdivision of the property on Owens Road.

Councilperson Windus-Cook informed the members of the board that the 200th Bicentennial committee has chosen a town logo for purposes of the anniversary and future town use.

Councilperson Roberts attended the Hampton Inn grand opening event with Supervisor Connors and Councilperson Windus-Cook.

Supervisor Connors attended the Supervisors’ luncheon.

RESOLUTIONS

RESOLUTION NO. 65

Designating Town Clerk to Receive
Notice of Claims from the Secretary of State

WHEREAS, General Municipal Law, §53 requires towns to file a certificate with the Secretary of State designating the Secretary of State as an agent for service of a notice of claim; and

WHEREAS, General Municipal Law, §53 requires the certificate to include the applicable time limit for filing the notice of claim and the name, post office address and electronic mail address, if available, of an officer, person, for the transmittal of notices of claim served upon the Secretary as the town’s agent; and

WHEREAS, pursuant to General Municipal Law, §50-e(1)(a), the applicable time limit for the filing of a notice of claim upon a town is 90 days after the claim arises, or in the case of a wrongful death action, 90 days from the appointment of a representative of the decedent’s estate.

NOW THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden, County of Monroe designates Karen M. Sweeting in her capacity as Town Clerk, to receive notices of claims served upon the Secretary of State by mail at Sweden Town Hall, 18 State Street, Brockport, New York 14420 and email at karens@townofsweden.org.

Sec. 2. That the Town Board hereby directs the Town Clerk to file the required certificate with the Secretary of State informing him or her of the town’s designation and applicable time limitation for filing a notice of claim with the town on or before July 14, 2013.

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

Submitted – June 25, 2013

Adopted

RESOLUTION NO. 66 Accepting Audit of Court Records

WHEREAS, the Town Board of the Town of Sweden retained Christopher Trento, Certified Public Accountant, to perform an audit of the Sweden Town Court records and dockets for the fiscal year ending December 31, 2012; and

WHEREAS, Mr. Trento submitted a report of the 2012 court audit on May 22, 2013; and

WHEREAS, the Sweden Town Board has had the opportunity to review the court audit report.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden accepts the findings of Christopher Trento, Certified Public Accountant pertaining to the 2012 Sweden Town Court records and dockets.

Sec. 2. That the Director of Finance is authorized to forward a copy of Mr. Trento’s report to the NYS Office of Court Administration.

Sec. 3. 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>
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Councilperson Donohue	<u>Absent</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Connors	<u>Aye</u>

Submitted – June 25, 2013

Adopted

RESOLUTION NO. 67 Appoint Recreation Assistants PT – Zink, Benda

WHEREAS, there are vacancies for part-time Recreation Assistants in the Croc Rocs and summer camp programs; and

WHEREAS, Recreation Leader Jill Wisnowski has recommended hiring Robert Zink and Wyatt Benda.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Robert Zink and Wyatt Benda for a maximum of 28 hours per week.
- Sec. 2. That the hourly rate of pay is \$7.25 with a start date of June 15, 2013.
- Sec. 3. 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>Absent</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Connors	<u>Aye</u>

Submitted – June 25, 2013

Adopted

RESOLUTION NO. 68 Appoint Recreation Assistant FT – Harris

WHEREAS, there is a vacancy for a full-time recreation assistant; and

WHEREAS, Recreation Leader Jill Wisnowski has recommended the appointment of Terrence Harris to the full-time recreation assistant position.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden hereby appoints Terrence Harris to the position of full-time Recreation Assistant at the Sweden Clarkson Community Center.
- Sec. 2. That the rate of pay be \$11.40 per hour with a start date of July 1, 2013.
- 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>Absent</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Connors	<u>Aye</u>

Submitted – June 25, 2013

Adopted

RESOLUTION NO. 69

Appoint Clerk PT - Samons

WHEREAS, there is a vacancy for a part-time Clerk at the Sweden Clarkson Community Center; and

WHEREAS, the Recreation Supervisor has recommended hiring Diane Samons.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Diane Samons as Clerk PT at the Sweden Clarkson Community Center for a maximum of 28 hours per week.
- Sec. 2. That the hourly rate of pay is \$11.00.
- Sec. 3. That the start date is June 5, 2013.
- Sec. 4. 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>Absent</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Connors	<u>Aye</u>

Submitted – June 25, 2013

Adopted

RESOLUTION NO. 70

Appoint Recreation Assistant - Pool

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

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

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Katie Donnelly as Recreation Assistant PT- lifeguard.
- Sec. 2. That the rate of pay is \$10 per hour with a start date of June 26, 2013.

Sec. 3. 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>Absent</u>
Councilperson Roberts	<u>Aye</u>
Councilperson Windus-Cook	<u>Aye</u>
Supervisor Connors	<u>Aye</u>

Submitted – June 25, 2013

Adopted

RESOLUTION NO. 71

Appoint Laborer - Whitten

WHEREAS, there is a vacancy in the Highway Department for a Laborer; and

WHEREAS, the Superintendent of Highways has recommended that Richard Whitten be appointed to the position.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Richard Whitten to the full-time probationary position of Laborer in the Highway Department at the rate of pay of \$11.75 per hour.

Sec. 2. That the start date will be June 29, 2013 pending completion of employment documents.

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

Submitted – June 25, 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 Roberts authorizing payment of the bills in Abstract 6 dated June 26, 2013 in the amount of \$112,039.63. All voted in favor of the motion – four ayes. Motion adopted.

General Fund: In the amount of \$91,702.22 as set forth in Abstract 6 dated June 26, 2013.

Highway Fund: In the amount of \$20,337.41 as set forth in Abstract 6 dated June 26, 2013.

DISCUSSION AND ANNOUNCEMENTS

No discussion or announcements

ADJOURNMENT

As there was no further business to come before the Board, Councilperson Carges moved to adjourn the June 25, 2013 meeting of the Sweden Town Board at 8:438 p.m. Councilperson Windus-Cook seconded the motion. All voted in favor of the motion – four ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
Town Clerk