

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, September 9, 2025.

Town Board members present were Supervisor Patricia Hayles, Councilperson Scott Maar, Councilperson Adam Staskiewicz, and Councilperson Gary Sullivan. Councilperson Tyler Sharpe was absent. Also present were Finance Director Hiedi Librock, Recreation Director Jill Wisnowski, Town Attorney Jim Bell, and Town Clerk Karen Sweeting.

No visitors were present.

Supervisor Hayles called the meeting to order at 6:00 p.m. and asked everyone present to say the Pledge to the Flag and remain standing for a moment of silence, especially this week with September 11<sup>th</sup> being a reminder of what can happen with our first responders and those in the armed services.

PRIVILEGE OF THE FLOOR:

No comments.

CORRESPONDENCE:

Supervisor Hayles received correspondence from the NYS DEC requesting proper condemnation and/or variance to demolish the old Ace Cleaner building on Lake Road. Supervisor Hayles and Town Attorney Jim Bell will be discussing the plan of action with consultants of NYS DEC.

REPORTS OF BOARD AND DEPARTMENTS:

Reports will be given at the next meeting on September 23, 2025.

CONSENT AGENDA ITEMS:

Councilperson Maar made a motion that was seconded by Councilperson Staskiewicz to approve **all** Consent Agenda items as listed below.

VOTE BY ROLL CALL:

Councilperson Maar	<u>Aye</u>
Councilperson Sharpe	<u>Absent</u>
Councilperson Staskiewicz	<u>Aye</u>
Councilperson Sullivan	<u>Aye</u>
Supervisor Hayles	<u>Aye</u>

ADOPTED

- RESOLUTION NO. 118

Authorizing Fall Clean-up Days  
for 2025 by the Highway Department

WHEREAS, the Town Highway Superintendent has recommended to the Town Board that special fall clean-up days be set for the Town of Sweden; and

WHEREAS, the Highway Superintendent has also recommended that this be for brush pick up only and no other items will be accepted.

NOW THEREFORE, BE IT RESOLVED:

Sec. 1. That the Highway Superintendent is hereby authorized to execute said operation for pick up of brush within the Town of Sweden on the following days: October 20, 2025 through October 24, 2025.

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

- RESOLUTION NO. 119 Authorizing Creation of PT Code Enforcement Position

WHEREAS, the Town Board of the Town of Sweden recognizes the need to enforce building codes, zoning ordinances, property maintenance standards, and related regulations to protect public health, safety, and welfare; and

WHEREAS, the Town Board has determined that a part-time Code Enforcement Officer position is necessary to fulfill these responsibilities in a cost-effective and efficient manner; and

WHEREAS, the Monroe County Department of Human Resources (Civil Service) requires that new municipal positions be formally authorized and submitted for classification.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby creates a part-time position titled Code Enforcement Officer, subject to classification by the Monroe County Department of Human Resources in accordance with Civil Service Law.

Sec. 2. That the duties of the part-time Code Enforcement Officer shall include, but not be limited to inspecting buildings, structures, and properties for compliance with local and state codes and ordinances; issuing notices of violation and appearance tickets; processing building permits and maintaining accurate records; preparing reports and providing testimony before appropriate boards or courts as required.

Sec. 3. That the position shall be classified as part-time, with hours and compensation to be determined by the Town Board and in accordance with the Town's budget and applicable civil service rules.

Sec. 4. That the Finance Director is hereby authorized to submit all necessary documentation to the Monroe County Department of Human Resources to request official classification and approval of the position.

Sec. 5. That this resolution shall take effect immediately.

- RESOLUTION NO. 120 Authorizing Creation of Financial Clerk Position

WHEREAS, the Town Board of the Town of Sweden recognizes the need for additional administrative and financial support to ensure the efficient operation of the Town's fiscal and recordkeeping responsibilities; and

WHEREAS, the Town has identified the need for a full-time Financial Clerk to assist with bookkeeping, payroll processing, accounts payable and receivable, record management, and related clerical and financial duties; and

WHEREAS, the Monroe County Department of Human Resources (Civil Service) requires formal action by the Town Board to authorize and classify new positions within the Town.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby creates a full-time position titled Financial Clerk, subject to classification by the Monroe County Department of Human Resources in accordance with Civil Service Law.

Sec. 2. That the duties of the Financial Clerk shall include but not be limited to processing accounts payable and receivable; assisting with payroll and benefits administration; performing data entry, maintaining financial records, and reconciling accounts; assisting with budget preparation and financial reporting; and performing related clerical and office support tasks as assigned.

Sec. 3. That the position shall be classified as full-time, and compensation shall be set by the Town Board in accordance with the Town's salary schedule and budgetary provisions.

Sec. 4. That the Finance Director is hereby authorized to file all necessary paperwork with the Monroe County Department of Human Resources to request formal classification and approval of the position.

Sec. 5. That this resolution shall take effect immediately.

- RESOLUTION NO. 121 Declare Surplus IT Items for Disposal

WHEREAS, the Sweden Town Board adopted the Scrap Materials Policy and Procedures on February 8, 2011; and

WHEREAS, Section 1 of such policy and procedure states that prior to disposal, assets must be declared as surplus items by the Sweden Town Board; and

WHEREAS, the Town of Sweden has recently purchased new computers to replace outdated or non-functional units currently in use; and

WHEREAS, the replaced computers are no longer needed for official use by the organization and are considered surplus; and

WHEREAS, the Sweden Town Board has determined that these surplus computers have no value for the organization and may be recycled or otherwise disposed of in accordance with applicable policies and regulations.

NOW THEREFORE BE IT RESOLVED:

Sec. 1. The following computers are hereby declared surplus property:

- (7) Dell OptiPlex 3060 – service tag numbers: 22F01T2, 4BX1FX2, 4DMYDX2, G7S6DV2, 4D5YDX2, 4CXXDX2, HP0S7X2
- Dell OptiPlex 3040 – service tag: 8P59ZG2
- Dell OptiPlex 3050 - service tag: 8VZTJK2
- Dell Precision T1700 – service tag: BGB4382
- Lenovo ThinkCentre M920S – Serial number: MJ09V3WY
- Lenovo ThinkCentre M720S – serial number: MJ09VEYC
- Lenovo ThinkPad – serial number: PF-1HEZU1
- HP Pavilion – serial number: 8CG7331K2C

Sec. 2. The Finance Director is hereby authorized to dispose of the surplus computers through Hurricane Technologies.

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

- RESOLUTION NO. 122 Declare Surplus Copy Machines for Disposal

WHEREAS, the Sweden Town Board adopted the Scrap Materials Policy and Procedures on February 8, 2011; and

WHEREAS, Section 1 of such policy and procedure states that prior to disposal, assets must be declared as surplus items by the Sweden Town Board; and

WHEREAS, the Town of Sweden is in possession of certain office copy machines that are no longer needed for municipal purposes due to replacement of equipment; and

WHEREAS, the replaced copy machines are no longer needed for official use by the organization and are considered surplus; and

WHEREAS, it is in the best interest of the Town to dispose of such items through public auction or other appropriate means in accordance with applicable laws and regulations.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the following office copiers are hereby declared surplus and no longer necessary for Town purposes:

- Muratec MFX-3595
- ImageRUNNER Advance 4235

Sec. 2. That the Town Board hereby authorizes the sale of the above-listed surplus copiers through public auction, including but not limited to auction services such as Auctions International or by other lawful means.

Sec. 3. That the Town Highway Superintendent is hereby authorized to take any necessary administrative steps to carry out the sale and disposition of said equipment.

Sec. 4. That any proceeds from such sale shall be deposited into the appropriate Town fund as determined by the Director of Finance.

Sec. 5. That this resolution shall take effect immediately.

- RESOLUTION NO. 123 Calling Public Hearing Regarding the Adoption of Local Law No. 4 of 2025 – Tax Cap Override

WHEREAS, the State of New York has enacted General Municipal Law §3-c, which establishes a limit upon the amount of real property taxes that may be levied by a local government, unless the local government adopts a local law to override such limit; and

WHEREAS, the Town Board of the Town of Sweden desires to consider the adoption of a local law to override said tax levy limit for the Town's 2026 fiscal year budget, if necessary.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board hereby introduces for consideration proposed Local Law No. 4 of 2025, entitled “A Local Law to Override the Tax Levy Limit Established in General Municipal Law §3-c.”

Sec. 2. That the Town Board shall hold a public hearing on the proposed local law on Tuesday, September 23, 2025, at 6:05 PM at the Sweden Town Hall, located at 18 State Street, Brockport, New York 14420, at which hearing all interested persons shall be heard concerning the subject matter thereof.

Sec. 3. That the Town Clerk is hereby authorized and directed to cause a notice of the public hearing to be published in the official newspaper of the town as required by Town Law.

Sec. 4. The text of the proposed Local Law is available in the office of the Town Clerk during regular business hours and on the Town website.

Sec. 5. That this resolution shall take effect immediately.

NON-CONSENT AGENDA:

- Approval of the minutes of the regular Town Board meeting held on August 26, 2025.

Councilperson Maar made a motion that was seconded by Councilperson Staskiewicz to approve the minutes of the regular Town Board meeting held on August 26, 2025.

VOTE BY ROLL CALL:

Councilperson Maar	<u>Aye</u>	
Councilperson Sharpe	<u>Absent</u>	
Councilperson Staskiewicz	<u>Aye</u>	
Councilperson Sullivan	<u>Abstain</u>	
Supervisor Hayles	<u>Aye</u>	APPROVED

ADDITIONAL BUSINESS AND ANNOUNCEMENTS:

Recreation Director Jill Wisnowski presented the Recreation Department's proposed budget requests for 2026.

Town Clerk Karen Sweeting presented a proposal for online dog licensing for consideration in the 2026 budget.

Finance Director Hiedi Librock provided the board with an overview of several areas of the 2026 proposed budget.

Councilperson Sullivan asked the status of the Park Master Plan review. Supervisor Hayles is meeting with MRB Group to discuss funding proposal for the review.

ADJOURNMENT:

As there was no further business to come before the Board, Councilperson Maar moved to adjourn the September 9, 2025 meeting of the Sweden Town Board at 6:57 p.m. Councilperson Staskiewicz seconded the motion. All voted in favor of the motion – four ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting  
Town Clerk