

**This Sweden Town Board Meeting agenda packet is in development and as such is not to be construed as complete at the time of its New York State-mandated posting (24 hours prior to the Sweden Town Board meeting).**

## **TOWN BOARD AGENDA**

December 9, 2025

6:00 PM

Salute to the Flag/Moment of Silence

Privilege of the Floor

Eagle Scout Proclamation

Correspondence

### Consent Agenda 12/9/2025

1. Resolution – Authorize Supervisor to Sign contract for 2025 Audit of Town Funds and Court Records
2. Resolution – Reclassification of Financial Clerk Position
3. Resolution – Approve Director of Finance Travel Request
4. Resolution – Authorizing Bids for Roof Restoration at the Community Center
5. Resolution – Appoint Recreation Assistant PT

### Non-Consent Agenda 12/9/2025

1. Approval of Minutes of November 25, 2025

### Additional Business and Announcements

### Adjournment

RESOLUTION NO. \_\_\_\_\_

Authorizing 2025 Town Funds & Court Audit

WHEREAS, Mengel Metzger Barr & Co., LLP, has submitted a proposal for a Town Funds Audit and Justice Court Audit for year end December 31, 2025.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden accepts the proposal of Mengel Metzger Barr & Co., LLP, for a Town Funds Audit for the fiscal year ending December 31, 2025 at a cost of \$18,325.

Sec. 2 That the Town Board of the Town of Sweden accepts the Justice Court Audit proposal at a cost of \$3,095.

Sec. 3. That the Supervisor is authorized to execute the necessary documents.

Sec. 4. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson  
Seconded by Councilperson

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar  
Councilperson Sharpe  
Councilperson Staskiewicz  
Councilperson Sullivan  
Supervisor Hayles

Submitted – December 9, 2025

RESOLUTION NO. \_\_\_\_\_

Reclassification of Financial Clerk Position

WHEREAS, the Town Board of the Town of Sweden created the position of Financial Clerk on September 9, 2025 Resolution 120-2025; and

WHEREAS, the Town submitted the newly created position to Monroe County Civil Service for review and classification; and

WHEREAS, Monroe County Civil Service has completed its review and has reclassified the Financial Clerk position as Bookkeeper;

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden hereby acknowledges and accepts the reclassification of the Financial Clerk position to Bookkeeper as determined by Monroe County Civil Service.
- Sec. 2. That all references to the Financial Clerk position in Town records shall be updated to reflect the title Bookkeeper.
- Sec. 3. That this resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson  
Seconded by Councilperson

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar  
Councilperson Sharpe  
Councilperson Staskiewicz  
Councilperson Sullivan  
Supervisor Hayles

Submitted – December 9, 2025

RESOLUTION NO. \_\_\_\_\_ Approve Director of Finance Travel Request

WHEREAS, the Director of Finance has requested permission to travel to Albany on April 15, 16 and 17, 2026 to attend the Government Finance Officers Association (GFOA) Annual training conference; and

WHEREAS, the cost to attend includes conference, travel, accommodations and meals at approximately \$995.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. The Town Board of the Town of Sweden hereby approves the expenditure of up to \$995 for conference expenses in Albany, New York in order for the Director of Finance to attend the GFOA Annual Conference.

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

MOTION for adoption of this resolution by Councilperson  
Seconded by Councilperson

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar  
Councilperson Sharpe  
Councilperson Staskiewicz  
Councilperson Sullivan  
Supervisor Hayles

Submitted – December 9, 2025

RESOLUTION NO. \_\_\_\_

Authorize Bids for Community Center  
Roof Restoration

WHEREAS, the Town Board of the Town of Sweden wishes to undertake building repairs at the Sweden/Clarkson Community Center, 4927 Lake 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 roof restoration at the community center building.

Sec. 2. That the Town Clerk is directed to place the Notice to Bidders, when prepared, 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  
Seconded by Councilperson

Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Maar  
Councilperson Sharpe  
Councilperson Staskiewicz  
Councilperson Sullivan  
Supervisor Hayles

Submitted – December 9, 2025

RESOLUTION NO. \_\_\_\_\_

Appoint Recreation Assistant PT - Dunn

WHEREAS, there is a need for a Recreation Assistant in the recreation department; and

WHEREAS, Recreation Director Jill Wisnowski has recommended hiring Carter Dunn.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Carter Dunn as a recreation assistant part-time for a maximum of 28 hours per week.

Sec. 2. That the hourly rate of pay is \$15.50 with a start date on or after December 11, 2025.

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

MOTION for adoption of the Resolution by Councilperson  
Seconded by Councilperson

Discussion:

VOTE BY ROLL CALL AND RECORD:

Deputy Supervisor Maar  
Councilperson Sharpe  
Councilperson Staskiewicz  
Councilperson Sullivan  
Supervisor Hayles

Submitted – December 9, 2025