

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 Monday, December 9, 2025.

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

Visitors present – Evan Stepanek, Corey Stepanek, Abbi Stepanek, Paul Stepanek, Dawn Rejewski, and Bob Rejewski.

Deputy Supervisor Maar 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 to reflect on those in military service, police, EMS, and others that put themselves in harm's way to protect us.

PRIVILEGE OF THE FLOOR:

No comments.

EAGLE SCOUT PROCLAMATION:

Councilperson Staskiewicz presented the following Proclamation to Evan Stepanek:

In recognition and appreciation of your outstanding achievement in completing the requirements to earn the rank of Eagle Scout. The planning and construction of the lean-to building at the Sweden Clarkson Community Center on the sledding hill will benefit youth, residents, and visitors for many years to come.

We, the Town Board of the Town of Sweden, congratulate you for this accomplishment. Your leadership, hard work, and dedication surely inspire others to give back to their community. We wish you success in all your future endeavors.

Signed by the Sweden Town Board members.

CORRESPONDENCE:

No correspondence noted.

CONSENT AGENDA ITEMS:

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

VOTE BY ROLL CALL:

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

ADOPTED

- RESOLUTION NO. 153 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.

- RESOLUTION NO. 154 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.

- RESOLUTION NO. 155 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.

- RESOLUTION NO. 156 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.

- RESOLUTION NO. 157 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.

NON-CONSENT AGENDA:

- Approval of the minutes of the regular Town Board meeting held on November 25, 2025
- Councilperson Sullivan made a motion that was seconded by Councilperson Staskiewicz to

approve the minutes of the regular Town Board meeting held on November 25, 2025.

VOTE BY ROLL CALL:

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

ADOPTED

ADDITIONAL BUSINESS AND ANNOUNCEMENTS:

No additional business or announcements.

ADJOURNMENT:

As there was no further business to come before the Board, Councilperson Sharpe moved to adjourn the December 9, 2025 meeting of the Sweden Town Board at 6:07 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