

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, January 13, 2026.

Town Board Members present were Supervisor Patricia Hayles, Councilperson Scott Maar, Councilperson Tyler Sharpe, Councilperson Adam Staskiewicz, and Councilperson Gary Sullivan. Also present were Finance Director Hiedi Librock, Town Attorney Jim Bell, Highway Superintendent Brian Ingraham, and Town Clerk Karen Sweeting.

Visitors present – Chris Hamlin, Seymour Library Board members Kristen Sharpe and Libby Caruso, Seymour Library Director Patrick Pittman, Sweden Community Foundation representatives Wayne Zyra and Chet Fery.

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 to keep in mind our military personnel, their safety, and for police officers and first responders as they defend our safety and freedoms.

CORRESPONDENCE:

Supervisor Hayles informed the board that the 180 South Avenue recycling center received a cease and desist order by the NYS Courts for failing to follow proper procedures in the Village. They were ordered to remove approximately 400 truckloads of materials. The Town learned, due to high volume of truck traffic on Sweden Walker Road, that the materials were being dumped on a property on Sweden Walker Road, which is not in compliance with zoning nor have they received a fill permit. Code enforcement issued a stop work order until they go through the proper procedures.

SWEDEN COMMUNITY FOUNDATION PRESENTATION:

Supervisor Hayles shared a background presentation of how she feels the storybook trail should move forward.

- Proposal to update the Park Master Plan – obtain expertise of professionals in continuing to expand the park in an organized and beneficial manner
- Shared a timeline for the plan update – MRB Group to assist with planning process and funding through grant application, plan completion in 2027.
- Explained why the process should be followed – resident survey for expansion, bigger vision and planning, best use of Town funds, and normalizing the planning process.
- Order of events for most projects – plan based on survey results, solicit donations and/or grants, and complete the project.

Supervisor Hayles shared the Sweden Community Foundation was founded in 2005 with a purpose, as stated within their by-laws, “to solicit, receive and administer funds for the purpose of promoting, advancing and increasing the availability of sports, fitness and recreational opportunities for the benefit of all residents of the Town of Sweden”. Mrs. Hayles feels that our purposes are aligned and need to collaborate as to what goes into the park or community center. Moving forward, Supervisor Hayles suggested the following steps:

- Complete the Park Master Plan

- Prepare MOU with Seymour Library for the maintenance of the panels, to include consideration of library staffing
- Accept donation(s)
- Approve vendors to complete the work and finally complete the project.

Councilperson Sharpe feels the pivotal point in the Supervisor's presentation on the budget was to uphold our services and putting a timeline on this project and "forcing it down the road" with the information we have seems contradictory. Supervisor Hayles did not agree.

Councilperson Staskiewicz, noting the cost, asked specifically what MRB Group will do, survey, etc. Supervisor Hayles explained that MRB Group will be seeking grant funding. They will survey the residents, review the results, and develop a proposed plan. Councilperson Staskiewicz asked if the plan would be completed in quarter one of 2027 or could it be extended to quarter four of 2027. Supervisor Hayles anticipated at least six months.

Councilperson Sullivan agreed that a master plan review is overdue and should be pursued. We have completed projects at the park – skate park, splash pad, playground, gazebo, fishing deck – without a master plan in place. Understands the need for a master plan for long-range goals such as another lodge. Councilperson Sullivan feels the board needs to listen to the Foundation and move forward on the storybook trail and should vote to accept the donation. The Foundation understands the need for an update to the Master Plan but would like the board to approve and accept additional items without a master plan in place.

Sweden Community Foundation presentation by Wayne Zyra:

The Foundation encourages the board to complete the Master Plan update. The plan has been critical in obtaining funding for other projects in the past. Mr. Zyra suggests trying to find another way to update the plan for less cost, seems like a lot of money for an update to an already developed park. Since 2005, the Foundation has raised \$1.3 million for the park.

Over the last two years the library staff have installed and maintained a temporary storybook trail. The foundation has raised the money for materials and installation costs. They now have sufficient funds to install a permanent trail with no cost to the town. Initially 2025 was the target date and Supervisory Hayles brought up the Master Plan update, so the project was delayed to 2026. Mr. Zyra hopes the board will reconsider the proposal and join with the Foundation and the library to put a permanent site location at the park.

Mr. Zyra shared the history of storybook trails – take literacy out of the building and put into an outside environment to encourage activities along with reading. It has grown to be an international program. New York state currently has 24 locations. Mr. Zyra shared a map of the proposed location of the project at the Town Park and pictures along the proposed trail and what the permanent pedestal-type posts look like. The posts are made of aluminum with the display approximately 33 inches off the ground.

Mr. Zyra shared a list of benefits for the project including encouraging literacy and boosting our identity in tourism. Many visitors are impressed by our park. The board has the opportunity to obtain donors for the posts. The foundation has the dedicated funds for this project and potential vendors to complete the work with your approval. The posts would be installed on an existing walkway that is wheelchair accessible. The library staff would maintain the inserts as they have done in the past. Action is required to move forward, and Mr. Zyra asked the board to keep in mind the increasing cost of materials.

Councilperson Maar asked the life expectancy of the posts. Mr. Zyra detailed the posts, powdered coating, aluminum, should last a long time. They are installed in concrete. Councilperson Maar asked if they could be relocated. Mr. Zyra answered yes, they could be dug out and moved.

Finance Director Hiedi Librock informed the board that the procurement policy must be followed. There was discussion on the requirements. Hiedi Librock will look into exactly what is necessary for this project. Supervisor Hayles said she is in favor of the project but has hesitations with the timing.

Seymour Library Director Patrick Pittman detailed their involvement in the storybook trail. Library staff and/or work study students have created the panels for the temporary posts, each sign taking one to two hours to complete. Mr. Pittman detailed timeline suggestions for the changing of panels – quarterly, seasonally, etc. Details need to be finalized in the MOU.

Supervisor Hayles asked if the library had the staff to take care of the trail panels. Mr. Pittman said potentially yes, it would be cost beneficial to utilize work study students. Councilperson Sullivan asked if the library could do up to four times each year if there was a MOU in place. Mr. Pittman answered yes. Discussion of timing and frequency of changing panels.

Supervisor Hayles asked where the most useful location of the storybook trail would be, at the library or the park. Mr. Pittman answered the park. Supervisor Hayles asked if the trail was in the library's plan. Library Board Member Kris Sharpe answered it was recently voted on by the board and added to the long-range plan in strategic area number one – “life-long learning and literacy and discovery for all, collaborate with outside organizations, municipalities to create external literacy opportunities, i.e. story walk.”

Councilperson Sullivan asked Library Director Patrick Pittman for their opinion of the trail – should it be done as soon as possible or can it wait another couple of years for the master plan update. Mr. Pittman answered the board needs to decide the urgency for this project. They have seen success in the temporary trail. Could they continue to do temporary trails, yes. No difference in the creation of the signs. It depends on the board's priorities.

Councilperson Sullivan asked if they received resident feedback. Mr. Pittman shared that County Legislator Jackie Smith is in favor of the project. Resident feedback – thank you, please keep doing it.

Wayne Zyra asked if the permanent posts would allow less labor for the library staff. Mr. Pittman answered yes, they would, they are designing something that is already pre-made and pre-measured, cutting labor by at least a few hours.

Supervisor Hayles suggested they work on the MOU with the library and review the procurement policy. Mr. Zyra asked the board to keep in mind that this is a gift from the Foundation. Discussion of the quote(s) received and the Town's policy. Councilperson Sharpe understands the need to obtain quotes if the Town pays for the work/project but added that this is a gift. Councilperson Sullivan was concerned that this would not be on the agenda for the next meeting. Supervisor Hayles confirmed that the MOU needs to be in place and they need answers relative to procurement policy prior to any formal consideration. Discussion of the development of the MOU.

Councilperson Sullivan said this is about improving things at the Town Park and providing additional resources for our children, our visitors, and our town residents.

Supervisor Hayles closed by saying they will work on developing the MOU in conjunction with the library, accept the MOU, then look at the procurement policy, moving forward with the vote on the timing of the project.

PRIVILEGE OF THE FLOOR:

No comments.

CONSENT AGENDA ITEMS:

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

Discussion: Councilperson Sharpe wanted to confirm the amount in budget line A5132.400. Finance Director Hiedi Librock stated \$53,100.

VOTE BY ROLL CALL AND RECORD:

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

ADOPTED

- Approval of the Town Board Organizational Meeting minutes held on January 6, 2026.
- RESOLUTION NO. 22 Approve Building and Codes Dept Travel Request

WHEREAS, the Town of Sweden recognizes the importance of continuing education and training for employees and consultants involved in code enforcement and compliance; and

WHEREAS, FLBOA Educational Conference will be held from March 9 through March 11, 2026, at RIT Conference Center, 5257 West Henrietta Road, Henrietta, New York; and

WHEREAS, Robert LaPoint and Jared Hicks, employees of the Town of Sweden, will benefit from attending this training to enhance their knowledge and effectiveness in performing code enforcement duties; and

WHEREAS, David Strabel, Architect Consultant to the Town, will benefit from attending this training to enhance their knowledge and effectiveness in performing duties; and

WHEREAS, attendance at this training will require travel, registration, and related expenses.

NOW, THEREFORE, BE IT RESOLVED,

Sec. 1. that the Town Board of the Town of Sweden hereby approves the travel request and training for Robert LaPoint and Jared Hicks, to attend the FLBOA Educational Conference will be held from March 9 through March 11, 2026, at

RIT Conference Center, 5257 West Henrietta Road, Henrietta, New York and approves the expenditure for each individual shall not exceed \$500.00 each.

Sec. 2. that the Town Board of the Town of Sweden hereby approves training request Consultant David Strabel, to attend the FLBOA Educational Conference will be held from March 9 through March 11, 2026, at RIT Conference Center, 5257 West Henrietta Road, Henrietta, New York and approves the expenditure of \$400.00.

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

- RESOLUTION NO. 23 Authorizing Supervisor to Enter Into Polling Place Agreements

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby authorizes the Supervisor to enter into 2026 Polling Place Agreements with the Monroe County Board of Elections for use of the Sweden Town Hall, 18 State Street; Sweden Town Park Lodge, 4761 Redman Road; and the Sweden/Clarkson Community Center, 4927 Lake Road for both June 23 and November 3, 2026 voting.

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

- RESOLUTION NO. 24 Appoint Recreation Assistant PT - Nichols

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

WHEREAS, Recreation Director Jill Wisnowski has recommended hiring Drew Nichols.

NOW, THEREFORE, BE IT RESOLVED:

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

Sec. 2. That the hourly rate of pay is \$16.00 with a start date on or after January 14, 2026.

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

- RESOLUTION NO. 25 Authorizing Repairs of Overhead Doors at Highway Facility

WHEREAS, the Highway Superintendent has received two (2) bids to replace overhead doors at the Town of Sweden Highway Facility located at 40 White Road, Brockport, New York; and

WHEREAS, the Highway Superintendent has reviewed the bids received and recommends acceptance of the lowest responsible bid; and

WHEREAS, BB & Sons Customs submitted the lowest quote in the amount of \$7,026.00 to complete the work; and

WHEREAS, funds for this expenditure are available in Budget Line A5132.400.

NOW, THEREFORE, BE IT RESOLVED:

Sec 1. that the Town Board of the Town of Sweden hereby authorizes the award of the bid to BB & Sons Customs for replacement of overhead doors at the Highway Facility located at 40 White Road, Brockport, New York, in an amount not to exceed \$7,026.00.

Sec 2. That payment for said work shall be made from accounts A5132.400.

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

NON-CONSENT AGENDA:

No items.

ADDITIONAL BUSINESS AND ANNOUNCEMENTS:

No additional business or announcements.

ADJOURNMENT:

As there was no further business to come before the Board, Councilperson Maar moved to adjourn the January 13, 2026 meeting of the Sweden Town Board at 7:03 p.m. Councilperson Staskiewicz seconded the motion. All voted in favor of the motion. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
Town Clerk