

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, March 24, 2026.

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

Visitor present – Chris Hamlin.

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 remember those in the armed services and those in uniform - firefighters, first responders, and police officers.

PRIVILEGE OF THE FLOOR

No one spoke.

CORRESPONDENCE:

No correspondence noted.

PUBLIC HEARING:

At 6:05 p.m. Supervisor Hayles called the public hearing to order. The purpose of the public hearing was to hear all persons for or against the adoption of a Local Law amending Chapter 64 Building Code Administration and Enforcement, Section 64-1 Definitions of the Sweden Town Code.

Supervisor Hayles explained the intent of the local law is to pluralize Code Enforcement Officer in Chapter 64 to allow for more than one individual to perform those duties.

(regular meeting continued)

No comments. The public hearing was closed at 6:18 p.m.

REPORTS OF DEPARTMENTS AND BOARD MEMBERS:

Councilperson Sharpe reported that seasonal clean up of debris at the cemetery to prepare for mowing has started. Superintendent of Highways Brian Ingraham will be seeking approval to hire part-time seasonal staff at an upcoming board meeting. Mr. Ingraham reached out to MRB Group to discuss potential grants for the repair of the chapel. The Town Architect took an initial assessment of the chapel and measurements.

Councilperson Sharpe said he has a copy of the 2026 Standards and Procedures for dog kenneling and would share with the board. The free rabies clinic is scheduled for Saturday, August 8, 2026 from 9 am to 11:30 am. Appointments for the clinic can be made with the Town Clerk after June 1st.

Councilperson Sharpe announced the Farmers Museum is working on a “Night at the Museum” event for May 30, 2026. They are working on brochures to have available for the event and are working on a Facebook page. The museum would like to paint the front porch and do a minor repair to the floor in the back room. Mr. Sharpe will reach out to Buildings and Grounds.

Supervisor Hayles reached out to the Town Architect for a proposal to assess the chapel. The board would need to review and approve the proposal and perform an official assessment of the structure before grant applications could be completed.

Councilperson Maar reported that CPA Lisa Marou attended the last library board meeting and reviewed year end statements. They had a surplus from operations. The library shared a preview of a space study for the children’s area. The space is 20+ years old and needs some updating. Discussion about seeking grant funding. The library board is reviewing the landscaping and mowing contract. There has been no further discussion about extending the treasurer’s position from two to three years. Supervisor Hayles indicated that Sweden would consider that change.

Councilperson Sullivan reported that Buildings and Grounds constructed new cabinets and cubicle spaces for SilverSneakers program personal item storage. Several roof leaks at the SCCC were repaired. Discussion of timing with roof restoration project and gym floor installation. Buildings and Grounds continue to prepare the park for upcoming spring use.

Superintendent of Highways Brian Ingraham reported they are busy with building and equipment repairs, guardrail repairs, tree removal projects, and snow and ice control. Mr. Ingraham informed the board that beginning April 14, 2026, a section of Fourth Section Road from West Sweden Road to Monroe Orleans County Line Road will be closed for four weeks for a culvert replacement project. The annual Veterans’ Flag placement will be held at the cemeteries on May 16, 2026.

Finance Director Hiedi Librock announced that the Account Clerk started on Monday.

Supervisor Hayles continues to advertise for Code Enforcement Officer and Assessor positions. Mrs. Hayles will contact J. W. Cook to discuss the Town and Village possibly paving a section of Route 19 because it would be less costly, timelier and more efficient.

Supervisor Hayles met with Village Mayor Reed and discussed the Park Master Plan update. Resident data is a big part of the project. The mayor proposed the Village share in the cost to avoid duplication in our parks.

Supervisor Hayles announced the proposed water district public hearing to be held on April 14, 2026. Mrs. Hayles reached out to the potential solar farm applicant to schedule a board presentation in April. Mrs. Hayles reached out to NYS DEC on the next step for the Ace Cleaner property – remediation of the soil.

CONSENT AGENDA ITEMS:

Councilperson Sullivan made a motion that was seconded by Councilperson Sharpe to approve the Consent Agenda item as listed below.

VOTE BY ROLL CALL:

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

- Approval of the regular meeting of the Town Board held on March 10, 2026
- RESOLUTION NO. 54 Approve Town Clerk Travel Request

WHEREAS, the Town Clerk has requested permission to travel to Lake Placid, NY on June 7, 8, 9 and 10, 2026 to attend the NY Association of Local Government Records Officer (NYALGRO) Annual training conference; and

WHEREAS, the cost to attend includes conference, travel, accommodations and meals at approximately \$980.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. The Town Board of the Town of Sweden hereby approves the expenditure of up to \$980 for conference expenses in Lake Placid, New York in order for the Town Clerk to attend the NYALGRO Annual Conference.

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

- RESOLUTION NO. 55 Authorize Purchase of Kubota RTV for Parks and Recreation

WHEREAS, the Buildings and Grounds Director has identified the need for a Kubota RTVX2-SKLH-1 utility vehicle to support departmental operations and maintenance; and

WHEREAS, the Town is authorized under New York State General Municipal Law to utilize cooperative purchasing contracts in lieu of competitive bidding; and

WHEREAS, Sourcewell is a national cooperative purchasing organization that has competitively bid contracts available for use by municipalities; and

WHEREAS, an authorized Sourcewell vendor offers a Kubota RTVX2-SKLH-1 utility vehicle meeting the Town’s specifications and operational needs at a cost of nineteen thousand three hundred twenty-nine dollars and 42/100 (\$19,329.42) from Bentley Brothers, Inc., 13936 State Route 31, Albion, NY 14411; and

WHEREAS, the use of the Sourcewell contract satisfies the Town’s procurement requirements and is in the best interest of the Town.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1 That the Town Board of the Town of Sweden hereby authorizes the purchase of a Kubota RTVX2-SKLH-1 utility vehicle from Bentley Brothers, Inc.at a total cost of \$19,329.42.

Sec. 2 That upon delivery of the Kubota the invoice shall be paid from the parks equipment budget line A7110.200.

Sec. 3 That this resolution shall take effect immediately.

- RESOLUTION NO. 56 Establish Capital Project Line Items

Ladue Swamp W Sweden Water District (HA)

WHEREAS, the Town Board of the Town of Sweden anticipates the establishment of Ladue Swamp and West Sweden Road Water District; and

WHEREAS, the Town is required to establish a separate Capital Project Fund (HA) to account for all revenues and expenditures associated with said project in accordance with accounting guidance provided by the New York State Office of the State Comptroller.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the following appropriation (expenditure) accounts are hereby established for the Ladue Swamp West Sweden Road Water District Capital Project:

HA.1380.400 – Fiscal Agent – Contractual
HA.1420.400 – Legal Expense – Contractual
HA.1440.400 – Engineering – Contractual
HA.1989.400 – Advertising – Contractual
HA.8340.400 – Transmission & Distribution - Contractual
HA.9710.600 – Serial Bonds – Principal
HA.9710.700 – Serial Bonds – Interest
HA.9730.600 – Bond Anticipation Notes (BAN) – Principal
HA.9730.700 – Bond Anticipation Notes (BAN) – Interest
HA.9901.900 – Transfers to Other Funds

Sec. 2. That the following revenue accounts are hereby established for said capital project:

HA.2401 – Interest & Earnings
HA.2710 – Premium on Obligations
HA.2770 – Miscellaneous Revenues
HA.3097 – State Aid – Capital Projects
HA.4097 – Federal Aid – Capital Projects
HA.5031 – Interfund Transfers
HA.5710 – Serial Bonds
HA.5730 – Bond Anticipation Notes (BAN) Proceeds
HA.5731 – BAN Redeemed from Appropriations

Sec. 3. That the Finance Director is hereby authorized to utilize said accounts for the proper accounting of all revenues and expenditures related to this capital project.

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

NON-CONSENT AGENDA:

- Approval for Payment of Bills

All the Board members reviewed the invoice audit journal. Councilperson Maar made a motion that was seconded by Councilperson Sharpe authorizing payment of the bills in Abstract 3 dated March 24, 2026 in the amount of \$223,806.32.

General Fund: In the amount of \$109,227.68 as set forth in Abstract 3 dated March 24, 2026.

Highway Fund: In the amount of \$68,447.85 as set forth in Abstract 3 dated March 24, 2026.

Special Fund: In the amount of \$37,243.29 as set forth in Abstract 3 dated March 24, 2026.

Capital Fund: In the amount of \$8,887.50 as set forth in Abstract 3 dated March 24, 2026.

VOTE BY ROLL CALL:

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

ADOPTED

- RESOLUTION NO. 57 Adopting Local Law 1 of 2026 - Amending Chapter 64 to the Sweden Town Code – Code Enforcement Officer Definition

WHEREAS, the Sweden Town Board has determined it to be in the best interests of the the Town of Sweden to amend Chapter 64 to the Sweden Town Code revising the Definition of Code Enforcement Officer to Code Enforcement Officers; and

WHEREAS, a duly advertised Public Hearing was held by the Town Board at the Town Hall, 18 State Street, Brockport, New York, on March 24, 2026 at 6:05 pm; and

WHEREAS, all persons desiring to be heard were heard and due deliberation having been had thereon.

NOW THEREFORE BE IT RESOLVED:

Sec. 1. The Sweden Town Board hereby adopts Local Law 1 of 2026 amending Chapter 64 to the Sweden Town Code to revise the definition of “Code Enforcement Officer” to “Code Enforcement Officers,” and to make such conforming changes throughout the chapter as necessary.

Sec. 2. The Town Clerk is authorized and directed to file a complete copy of Local Law 1 of 2026 with the Secretary of State as required by law.

Sec. 3. This Resolution shall take effect immediately.

MOTION for adoption of this resolution by Councilperson Sharpe

Seconded by Councilperson Sullivan

Discussion:

VOTE BY ROLL CALL AND RECORD:

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

ADOPTED

- RESOLUTION NO. 58 Approve Town Clerk Travel Request

WHEREAS, the Town Clerk has requested permission to travel to Albany, NY on April 18,19,20 and 21, 2026 to attend the NYS Town Clerks Association (NYSTCA) Annual training conference; and

WHEREAS, the cost to attend includes conference, travel, accommodations and meals at approximately \$425.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. The Town Board of the Town of Sweden hereby approves the expenditure of up to \$425 for conference expenses in Albany, New York in order for the Town Clerk to attend the NYSTCA Annual Conference.

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

MOTION for adoption of this resolution by Councilperson Sharpe
Seconded by Councilperson Maar

Discussion: Town Clerk Karen Sweeting informed the board that due to scheduling she will not be attending the entire conference, reducing the cost to no more than \$200 for mileage reimbursement.

VOTE BY ROLL CALL AND RECORD:

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

ADOPTED

ADDITIONAL BUSINESS AND ANNOUNCEMENTS:

Councilperson Sullivan proposed to add to the consent agenda whether to accept the story book path as a restricted gift to be installed this spring/summer at the Town Park. Supervisor Hayles indicated movement on this proposal should not take place until the MOU with the library be agreed upon. The proposal can be added to the April 28, 2026 meeting pending the completion of the MOU.

ADJOURNMENT:

As there was no further business to come before the Board, Councilperson Maar moved to adjourn the March 24, 2026 meeting of the Sweden Town Board at 6: 35 p.m. Councilperson Sullivan seconded the motion. All voted in favor of the motion – four ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
Town Clerk