

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 10, 2024.

Town Board Members present were Supervisor Patricia Hayles, Councilperson Tyler Sharpe and Councilperson Adam Staskiewicz. Councilpersons Scott Maar and Gary Sullivan were absent. Also present were Finance Director Hiedi Librock, Town Attorney Jim Bell, Recreation Director Jill Wisnowski, 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 to remember our first responders, those serving in the armed forces, and anyone that puts themselves in harm's way for the benefit of others and those affected by 9/11.

PRIVILEGE OF THE FLOOR:

No comments.

CORRESPONDENCE:

Supervisor Hayles reported that Monroe County is dividing their ARPA funds to distribute to the towns. The funds must be used to expand or maintain senior and youth programs.

9/11 ceremonies will be held at Capen Hose Company – Wednesday, September 11, 2024.

REPORTS OF DEPARTMENTS AND BOARD MEMBERS:

Reports to be given September 24, 2024.

Councilperson Sharpe announced the annual Harvest Festival on Saturday, September 14, 2024.

PUBLIC HEARING:

At 6:05 p.m. Supervisor Hayles called to order the public hearing. The purpose of the public hearing was to hear all persons for or against the adoption of a Local Law amending Chapter 164 Taxation, Article 1 Senior Citizens Tax Exemptions, of the Sweden Town Code.

Supervisor Hayles waived the reading of the legal notice.

Supervisor Hayles explained that Chapter 164 Section 1A and 1B were amended in February 2024. We are proposing another amendment to these sections to increase the “floor” amount for the senior income tax exemption to \$43,600. This local law, to maintain consistency, will amend both Sections 1A and 1B to reflect the amount of \$43,600.

No comments. The Public Hearing was closed at 6:08 p.m.

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:

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

ADOPTED

- Approval of the regular Town Board meeting minutes from August 27, 2024
- RESOLUTION NO. 120 Amend Investment Policy

WHEREAS, the Town Board of the Town of Sweden originally adopted an investment policy in 1988; and

WHEREAS, the Town Board of the Town of Sweden is committed to reviewing and updating its investment policy as needed.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden amends its investment policy as attached.

Sec. 2 That this resolution shall take effect immediately.

TOWN OF SWEDEN INVESTMENT POLICY

This investment policy applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

The primary objective of the of the Town of Sweden’s investment activities are, in priority order,

- to conform with all applicable federal, state and other legal requirements
- to adequately safeguard principal
- to provide sufficient liquidity to meet all operating requirements
- to obtain a reasonable rate of return

The Town Board’s responsibility for administration of the investment program is delegated to the chief fiscal officer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information and regulate the activities of subordinate employees.

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Town of Sweden to govern effectively.

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principle as well as the probably income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or that could impair their ability to make impartial investment decisions.

It is the policy of the Town of Sweden to diversify its deposits and investments by financial institution, by investment instrument, and by maturity schedule.

It is the policy of the Town of Sweden for all moneys collected by any officer or employee of the government to transfer those funds to the chief fiscal officer within thirty days of deposit, or within the time period specified in law, whichever is shorter. *Cash receipts in excess of \$200 must be deposited in the appropriate bank account within 48 hours (two business days).*

The chief fiscal officer is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management’s authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

The Town of Sweden shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments that can be made with each financial institution or dealer. All financial institutions with which the local government conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition at the request of the Town of Sweden. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers.

The banks authorized for the deposit of monies up to the following maximum amount are:

JP Morgan Chase Bank	\$9,000,000
Five Star Bank	\$5,000,000
Key Bank	\$5,000,000
Manufactures & Traders Trust	\$5,000,000
Canandaigua National Bank	\$5,000,000

NY Class	\$9,000.000
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Annually, the chief fiscal officer or designee shall verify that signatures are correct for all deposit accounts held by the Town of Sweden.

In accordance with the provisions of General Municipal Law, Section 10, all deposits of the Town of Sweden, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured by a pledge of “eligible securities: with an aggregate “market value”, or provided by General Municipal Law, Section 10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy.

Eligible securities used for collateralizing deposits shall be held by the depository bank subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events that will enable the local government to exercise its rights against the pledge securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer.

The custodial agreement shall provide that securities held by the bank, or agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

As authorized by General Municipal Law, Section 11, the Town of Sweden authorizes the chief fiscal officer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Certificates of deposit
- Special time deposit accounts
- Obligations of the United States of America
- Obligations of the State of New York

All investment obligations shall be payable or redeemable at the option of the Town of Sweden within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or

notes, shall be payable or redeemable at the option of the Town of Sweden within two years of the date of purchase.

- RESOLUTION NO. 121 Authorizing Fall Clean-up Days
for 2024 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 21, 2024 through October 25, 2024.

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

- RESOLUTION NO. 122 Authorize Purchase of Toshiba e-Studio3025A
Copy Machine

WHEREAS, the Supervisor has recommended the purchase of a Toshiba e-studio3025AC copy machine; and

WHEREAS, the copier may be purchased through New York State Contract from Toshiba.

NOW, THEREFORE BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby authorizes the purchase of a Toshiba e-studio3025AC copy machine through New York State Contract from Toshiba at a price of \$4,320.00.

Sec. 2. That upon delivery of the copier the Director of Finance shall pay the invoice from the General Fund.

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

NON-CONSENT AGENDA:

- RESOLUTION NO. 123 Adopt Local Law No.3 of 2024 – Amending
Sweden Town Code Chapter 164, Taxation
Article 1 Senior Citizens Tax Exemptions

WHEREAS, the Town Board of the Town of Sweden has determined that it is in the best interests of the Town of Sweden for certain amendments to be made to Sweden Town Code Chapter 164 Taxation; and

WHEREAS, a duly advertised Public Hearing was held by the Town Board at the Town Hall, 18 State Street, Brockport, New York, on September 10, 2024, at 6:05 PM., to hear all persons interested in the adoption of Local Law No. 3 of 2024 - Amending Sweden Town Code Chapter 164, Article 1 – Senior Citizens Tax Exemptions; and

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

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That Chapter 164 Article 1 Senior Citizens Tax Exemptions is amended as attached in Exhibit A.

Sec. 2. That the amendments include those duly advertised and grammatical corrections.

Sec. 3. That the Town Board of the Town of Sweden hereby adopts Local Law No. 3 of 2024 - Amending Sweden Town Code Chapter 164, Article 1 – Senior Citizens Tax Exemptions.

Sec. 4. That the Town Clerk is authorized and directed to file a complete copy of Local Law No.3 of 2024 with the Secretary of State, as required by law.

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

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

Discussion:

The following resolution as presented will not change.

A motion was made by Councilperson Sharpe and seconded by Councilperson Staskiewicz to amend Exhibit A to include changes to Section 164-1B to maintain consistency with 1A – amount amended to \$43,600. All voted in favor of the motion. Motion adopted.

VOTE BY ROLL CALL AND RECORD AS AMENDED:

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

ADOPTED

Exhibit A:

Chapter 164. Taxation
Article I. Senior Citizens Tax Exemption

§ 164-1. Exemption granted.

- A. Pursuant to the authority granted under Chapter 109 of the Laws of 1979 of the State of New York, which chapter amends Paragraph (a) of Subdivision 3 of § 467 of the Real Property Tax Law, real property of the Town of Sweden owned by one or more persons, each of whom is 65 years of age or over, or real property owned by those who are married, one of whom is 65 years of age or over, shall be exempted from taxation by the Town of Sweden to the extent of 50% of the assessed valuation thereof. The maximum income for purposes of the fifty-percent exemption shall be equal to ~~\$40,000~~ 43,600.
- B. The Town of Sweden has the further option of giving exemptions of less than 50% to persons age 65 or over whose incomes are more than ~~\$40,000~~ 43,600. Under this option, called the “sliding-scale option,” a qualifying owner can have a yearly income as high as \$52,000 and an exemption of 5% in places that are using the maximum limit.

ADDITIONAL BUSINESS AND ANNOUNCEMENTS:

Recreation Director Jill Wisnowski presented 2025 budget requests.

Finance Director Hiedi Librock provided a draft 2025 budget proposal for the board to review. Supervisor Hayles proposed holding a special budget work session on Tuesday, September 17, 2024 at 6 p.m. to go over the proposed 2025 budget.

ADJOURNMENT:

As there was no further business to come before the Board, Councilperson Sharpe moved to adjourn the September 10, 2024 meeting of the Sweden Town Board at 6:47 p.m. Councilperson Staskiewicz seconded the motion. All voted in favor of the motion – three ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
Town Clerk