

The Regular Meeting of the Alden Town Board was held at 3311 Wende Road on Monday, January 2, 2017 at 7:00 P.M. Supervisor Savage called the Meeting to Order and led in the Pledge of Allegiance. The Roll Call was taken by the Town Clerk.

PRESENT: Richard Savage, Supervisor
Colleen Pautler, Councilwoman
Ralph Witt, Councilman

RECORDING SECRETARY: Debra Crist, Town Clerk

OTHERS PRESENT: Jennifer Strong, Town Attorney
Michael Metzger, Town Engineer
Colleen Rogers, Deputy Supervisor
Residents

Supervisor Savage Moved and Councilwoman Pautler seconded the Motion to approve the Minutes and Synopsis of December 19, 2016. The Motion was put to a Roll Call Vote on January 2, 2017 and was **CARRIED.**

Ayes 3 Savage, Pautler & Witt
Nays 0

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN PAUTLER AND SECONDED BY COUNCILMAN WITT TO WIT;

<u>ACCOUNT</u>	<u>ABST. #1</u>	<u>ABST. #2</u>	<u>TOTAL</u>
GENERAL FUND "A"	\$7,510.60	\$10,259.33	\$17,769.93
HGHWY FUND "DA/DB"	2,536.96	8,135.91	10,672.87
PART-TOWN FUND "B"	2,229.00	4,376.73	6,605.73
CONSOLIDATED WATER "WR"			
EXCHANGE WATER DIST. "HX"		56,209.23	56,209.23
SP FIRE PROT. "SF"			
SD#2 FUND "SA"	2,339.08	17.86	2,356.94
TRUST/AGCY FUND "T"	1,093.44	2,957.10	4,050.54
SP REFUSE FUND "SR"	35,957.53		35,957.53
STREET LIGHTING FUND "SL"	6,688.63		6,688.63
PERIWINKLE LTG. "SL1"	44.17		44.17
GRANTS			
ZOELLER		42,089.62	
TOTALS	\$58,399.41	\$124,045.78	\$182,445.19

UPON ROLL CALL VOTE ON JANUARY 2, 2017 THE FOREGOING RESOLUTION WAS **ADOPTED.**

Ayes 3 Savage, Pautler & Witt
Nays 0

BUSINESS FROM THE FLOOR

Matthew Herdzik, South Woodside said he had read in the Alden Advertiser that Time Warner had called the Mayor of the Village of Alden and were going to transfer broadcasting from Rochester to Buffalo. Mr. Herdzik was wondering if the Town had been aware of this change. Supervisor Savage explained that the Town's contract is up at a different time than the Village, but he will call Time Warner to see if there will be any changes forthcoming.

Two members of the Alden Central School Board were present, Michael Karpie and Richard Karalus. They introduced themselves and told that their goal was to reach out and attend Village and Town meetings.

COMMUNICATIONS

Attorney Strong:

On Christmas Eve she received a large box from General Code containing three draft code books and CD. Supervisor Savage said that from now until April at every Work Session they will go through sections of the Town Code. Attorney Strong said she is able to make CD. Supervisor Savage said he would like Board members CEO Snyder & Engineer Metzger to have a hard copy.

Supervisor Savage:

A memo was received from the Town Court advising that effective January 24, 2017 all Court proceedings will begin at 4:30 P.M.

An e-mail was received from Ryan Sheedy requesting re-appointment as Emergency Management Coordinator for 2017.

A copy of the Alden Senior Citizens Club by-laws has been received.

The approved Alden Village Board Minutes for December 8, 2016 were received.

A letter was received from General Code regarding the Town of Alden Codification Portfolio.

SUPERVISOR SAVAGE MOVED TO ACCEPT THE FOLLOWING PORTION OF THE REORGANIZATION PACKET, COUNCILWOMAN PAUTLER SECONDED THE MOTION, THE FOREGOING MOTION WAS PUT TO A ROLL CALL VOTE ON JANUARY 2, 2017 AND CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

On the Question: Councilman Witt questioned the wage for the new person in the Supervisor's office to replace Judith Downhower, he said it is considerably higher than what the other Clerk's started at. Supervisor Savage said that this is still the wage for Judith Downhower and that should there be a new person they will start at the reduced wage the other new employees started at. Councilman Witt had assumed that Judith had retired already.

REORGANIZATION MEETING 2017

SUBJECT	Page	Section
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Town Board Committees		
Assistant to the Supervisor		
Deputy Supervisor		
Part Time Clerk		
Town Historian		
First Deputy Town Clerk/Receiver	4	1A
Second Deputy Town Clerk	4	1B
Third Deputy Town Clerk	4	1C
Highway Superintendent's Clerk	4	1D
Registrar and Foil Officer	4	1E
Designation of Town Clerk to Receive Notices of Claims	4	1F
Crossing Guard and Alternate Crossing Guard	4	1G
Recreation Supervisor	4	1H
Dog Control Officer and Deputy Dog Control Officer	4	1I
Storm Water Officer	4	1J
Right to Farm Law Resolution Committee	4	1K
Town Service Officer	5	1L
Court Clerk Full Time and Court Clerk Part Time	5	1M
Chairman Town Planning Board, Planning Board and Secretary	5	1N
Chairman Zoning Board of Appeals, Members and Secretary	5	1O
Board of Assessment Review	5	1P
Bingo Inspector	5	1Q

Town Attorney	5	1R
Town Prosecutor	5	1S
Parks and Buildings Maintenance Worker	5	1T
Part Time Building Maintenance Man Town Hall	5	1U
Nutrition Program Site Director and Alternates	5	1V
Senior Van Driver and Alternates	5	1W
Ceramic Instructor	5	1X
Parks Supervisor	5	1Y
Buildings and Grounds Employee Part Time	5	1Z
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Maintenance Services to Community Sr. Ctr./Historical Bldg.	5	1BB

SUBJECT	Page	Section
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NOTICE OF THE SUPERVISOR'S APPOINTMENTS OF THE TOWN BOARD COMMITTEE CHAIRPERSONS:

COUNCILMAN WITT

Refuse/Recycling
Contract/Purchasing (Co-Chair)
Water Districts
Highways
Drainage
Sewers
Environmental Commission
Cemeteries
Finance & Audit (Co-Chair)
Lighting

COUNCILWOMAN PAUTLER

Finance and Audit (Co-Chair)
Fire Protection/Ambulance (Co-Chair)
Association of Towns Alternate Delegate
Parks and Recreation (Co-Chair)
Police and Safety
Economic Development (Co-Chair)
Dogs
Personnel Policy (Co-Chair)
Office of Emergency Management
Insurance (Co-Chair)
Seniors

SUPERVISOR SAVAGE

Finance and Audit
Personnel Policy/Employee Benefits
Economic Development Committee
Contract/Purchasing
Fire Protection/Ambulance
Chamber Liaison
Capital Improvements
Inter-municipal Agreements/Municipal Liaison
Local Laws and Legislation
Insurance
Parks and Recreation
Association of Towns Delegate
Building Maintenance
Historical Society
Disaster Coordinator
Zoning and Planning

ALL COUNCIL MEMBERS ARE RESPONSIBLE FOR AUDITING EVERY VOUCHER.

NOTICE OF THE SUPERVISOR’S APPOINTMENTS:

ASSISTANT TO THE SUPERVISOR/BUDGET OFFICER	Colleen Rogers
DEPUTY SUPERVISOR	Colleen Rogers
PART TIME CLERK	Judy Downhower
TOWN HISTORIAN	Karen Muchow

WHEREAS, with the commencement of the Year 2017, the Town of Alden must reorganize for said New Year.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the following appointments are made and/or confirmed for the 2017 year, all salaries are as per the schedule of salaries unless otherwise specified and all benefits are as per the employee handbook unless otherwise specified:
 - A. The appointment of **Sarah Hinsken** by the Town Clerk as First Deputy Town Clerk/Receiver is hereby confirmed; the First Deputy Town Clerk shall have all the powers and duties of the Town Clerk, not inconsistent with Law. Hours shall not exceed 19 hours per week.
 - B. The appointment of **Joanna Eisensmith** by the Town Clerk as Second Deputy Town Clerk is hereby confirmed. Hours shall not exceed 19 hours per week.
 - C. The appointment of **Lisa Boldt** by the Town Clerk as Third Deputy Town Clerk is hereby confirmed. Ms. Boldt, an employee at Wende Correctional Facility, is

appointed for the sole purpose of witnessing Marriage Licenses for residents of the Facility without compensation.

- D. **Michelle Chrzanowski** is appointed Highway Clerk Part Time, not to exceed 16 hours per week.
- E. **Debra A. Crist** is appointed as Registrar and FOIL Officer.
- F. **Debra A. Crist** is designated, in her capacity of Town Clerk, to receive notices of claims served upon the Secretary of State by mail at 3311 Wende Road, Alden, NY 14004 and is directed to file the required certificate with the Secretary of State informing him or her of the Town's designation and applicable time limitation for filing a notice or claim with the Town.
- G. **Jane Mahaney** is appointed Crossing Guard and **Barbara Trybuskiewicz** is appointed Alternate Crossing Guard
- H. **Daniel Moultrup** is appointed Part Time Recreation Supervisor for the Town of Alden.
- I. **Leonard Weglarski** is appointed Dog Control Officer and **Robert Olsen** is appointed Deputy Dog Control Officer. The Supervisor is authorized to sign a Kennel Agreement with Leonard Weglarski.
- J. **Christopher Snyder** is appointed Storm Water Officer.
- K. **Gerald Aldinger** and **James Guarino (alternate)** are appointed to the Right to Farm Law Resolution committee along with the Town Code Enforcement Officer **Christopher Snyder** and **Councilwoman Pautler**.
- L. Pursuant to Section 67 of the Social Services Law, **Supervisor Savage** is hereby directed to exercise the powers and duties of the Town Service Officer.
- M. **Sue Siudzinski** is appointed Full Time Court Clerk and **Georjean Labuzzetta** is appointed Part Time Court Clerk hours not to exceed 19 hours per week.
- N. **Michael DeWitt** is appointed Chairman of the Planning Board and **Randy Crist** and **F. Duane Connors** are appointed to the Town Planning Board for a term to expire December 31, 2017 and **Matthew Malecki** is appointed to the Town Planning Board for a term to expired on December 31, 2023; and **Joy Insinna** is appointed as Secretary to the Town Planning Board
- O. **Sue Galbraith** is appointed Chairman of the Zoning Board of Appeals and **Chris Whittingham** is appointed to the Zoning Board of Appeals for a term to expire on December 31, 2019 and **Lisa Boldt** is appointed Secretary to the Zoning Board of Appeals.
- P. **Cristin Bishop** is appointed to fill the unexpired term of Roger Neeland ending 9/30/17 as a member of the Board of Assessment Review and appointed for a full term to expire on September 30, 2021 and **Joy Insinna** is appointed Secretary to the Board of Assessment review.
- Q. **Thomas Kirszenstein** is appointed Bingo Inspector.
- R. **Jennifer L. Strong, Esq.** is appointed as Town Attorney with no Benefits except NYS Retirement.
- S. **Matthew B. Herdzyk, Jr. Esq.** is appointed as Town Prosecutor with no Benefits except NYS Retirement.
- T. **Andrew Sojka** is appointed Park Buildings Maintenance Worker
- U. **Frank Altieri** is appointed Part Time Maintenance Man (Town Hall).
- V. **Beverly Weisbecker** is appointed Nutritional Program Site Director; **Donna Zinter** and **Carl Matthies** are appointed as Alternates, not to exceed 9 hours per week.
- W. **Joyce Eastland** is appointed Part Time Senior Van Driver hours not to exceed 19 hours per week and that the following person is appointed alternate Senior Van Driver on an as needed basis: **Michele Hoffman**
- X. **Kathryn Wild** is appointed Ceramics Instructor.
- Y. **Andrew R. Sojka** is appointed Parks Supervisor with an annual stipend of \$4,000.00.
- Z. **Tim Mikos** is appointed regular Part Time Parks Maintenance Man.
- AA. **Mary Petitt** is appointed seasonal part time clerk to Assessor's office.
- BB. **Andrew Sojka** will receive a \$1,500.00 stipend to provide maintenance services to the Community Senior Center and the Alden Historical Society Building.
- CC. **Christopher Snyder** will receive a \$1,500.00 stipend to provide maintenance services to the Town Hall.

- DD. **Supervisor Richard A. Savage** is appointed as the Affirmative Action Officer; and that the Town Clerk shall notify the County of Erie Department of Environment and Planning of this appointment.
- EE. **Alden State Bank** is appointed as Deputy Tax Receiver for the sole purpose of collecting (but not accepting) tax payment monies.
- FF. Recreation Director **Daniel Moultrup** and Councilperson **Richard A. Savage** are hereby affirmed as the two (2) permanent members of the Recreation Advisory Committee. The following four (4) persons shall serve on the Recreation Advisory Committee for a one (1) year term to expire December 31, 2017: **Frank Bermel, David Kocher, Shawn Eastland** and **Robert Meyer**; and the following five (5) persons shall serve on the Recreation Advisory Committee for a two (2) year term to expire on December 31, 2018: **Michael Boling, William Kissel, Mark Kerl, Jeffrey Patterson** and **Joe Jankowski**.
- GG. **Richard A. Savage, Richard D. Koelbl,** and **Jean Weisbeck** are appointed to the Board of Ethics.
- HH. **Ryan Sheedy** is appointed Coordinator of the Office of Emergency Management.
- II. **Sue Schumacher** is appointed as Part Time Clerk for the Code Enforcement Officer.
- JJ. **Gerald Warner** and **Mark Overhoff** are appointed as Court Officers.
- KK. **Colleen Rogers** and **Ronald Snyder** are appointed as representatives to NEST with **Colleen Rogers** being the primary representative and voting member for the Town of Alden.
- LL. **Leeza Brown** is appointed as Town of Alden Volunteer Liaison for summer concerts with no pay.

2. THAT THE FOLLOWING DESIGNATIONS ARE MADE FOR THE 2017 YEAR:

- A. The **Alden Advertiser** is designated as the official newspaper of the Town and **The Buffalo News** is designated as alternate official newspaper.
- B. The **Alden State Bank** is designated as the official depository for the Town and that the Supervisor, Town Clerk/Receiver, Code Enforcement Officer and Court Clerk be authorized and directed to deposit all funds coming into their hands by virtue of their offices in said Bank.
- C. Town Hall Offices be open from 9:00 a.m. to 4:30 p.m. Monday through Friday, except the following Holidays:

NEW YEARS DAY	LABOR DAY
MARTIN LUTHER KING DAY	COLUMBUS DAY
PRESIDENTS DAY	VETERANS DAY
GOOD FRIDAY	THANKSGIVING
MEMORIAL DAY	DAY AFTER THANKSGIVING
INDEPENDENCE DAY	CHRISTMAS

Town Offices also may be closed on special days at the discretion of the Supervisor.

3. THE FOLLOWING POLICIES ARE MADE FOR THE 2017 YEAR:

The Town Clerk/Receiver is instructed to collect the tax roll for the year 2017 according to the following schedule of penalties:

TIME PERIOD	PENALTY RATE
Taxes paid prior to February 16, 2017	no fees or penalties
Taxes paid on February 16 through February 28, 2017 inclusive	1.5%
Taxes paid on March 1 through March 15, 2017 inclusive	3.0%
Taxes paid on March 16 through March 31, 2017 inclusive	4.5%
Taxes Paid on April 1 through April 17, 2017 inclusive	6.0%
Taxes paid on April 18 through May 1, 2017 inclusive	7.5%

ON MAY 2, 2017, THE 7.5% PENALTY FEE IS ADDED TO THE UNPAID LEVY, FORMING THE NEW BASE TAX THEN DUE. THEREAFTER, INTEREST IS ADDED TO THE NEW BASE AT THE RATE OF 1.5% PER MONTH ON THE 1ST OF EACH MONTH, MAKING 18.78% IN ALL WHEN UNPAID TAXES ARE SOLD IN NOVEMBER. IN PARTICIPATING MUNICIPALITIES THAT HAVE EXTENDED

COLLECTION UNTIL JUNE 30, 2017, TAXES UNPAID BY THE CLOSE OF BUSINESS ON THIS DATE WILL BE RETURNED TO ERIE COUNTY.

- A. The Town Clerk/Receiver is authorized to include in the Tax Bills an enclosure advising taxpayers that they are able to make payments at Alden State Bank.
- B. All Town Officials and employees are authorized to be paid **\$.45 per mile** for the use of their automobiles on all Town business provided that mileage reimbursement does not exceed budgeted appropriations and proper and sufficient documentation is provided thereof.
- C. The following Schedule of Salaries is approved for the year 2017:

TITLE	RATE/NOTES	PER YEAR
Supervisor		\$24,000
Assistant to the Supervisor		\$37,595
Budget Officer		\$ 5,500
Part Time Clerk	\$16.57 per hour	\$15,906
Councilman		\$13,262
Councilwoman		\$13,262
Town Justice (2)	\$24,791 annual per each	\$49,581
Court Clerk Full Time (1)		\$33,000
Court Clerk Part Time (1)	\$17.58 per hour	\$17,370
Court Officer (2)	1 @ \$53.83 per session 1 @ \$43.11 per session	\$ 4,000
Town Clerk/Receiver		\$46,589
First Deputy Town Clerk/Receiver	\$14.53 per hour	\$14,356
Second Deputy Town Clerk Part Time	\$14.00 per hour	\$13,832
Clerk Typist-Tax Clerk/Tax Office		\$ 2,500
Registrar – Town Clerk		\$ 1,000
FOIL Officer – Town Clerk		\$ 500
Assessor		\$57,152
Assessor Clerk –Part Time Seasonal	\$14.00 per hour	\$ 5,100
Town Attorney		\$35,444
Town Prosecutor Part Time		\$11,040
Superintendent of Highway		\$56,406
Highway Clerk – Part Time	\$14.53 per hour	\$12,935
Code Enforcement Officer		\$55,027
Code Enforcement Clerk – Part Time	\$14.00 per hour	\$13,832
Park and Building Maintenance Worker		\$43,512
Park Supervisor		\$ 4,000
Building Maintenance (Community Center)		\$ 1,500
Building Maintenance – Part Time	\$13.00 per hour	\$12,844
Seasonal Park/Playground Maintenance	Various PT Employees	\$28,000
Dog Control Officer – Part Time		\$14,238
Deputy Dog Control Officer	\$14.02 per hour	\$ 200
Town Hall Maintenance – Part Time	\$13.00 per hour	\$12,844
Senior Center Building Maintenance – PT	\$ 9.75 per hour	\$ 4,540
Crossing Guard – Part Time Seasonal	\$11.86 per hour	\$ 6,800
Alternate Crossing Guard	\$11.86 per hour	
Recreation Director Part Time		\$22,000
Recreation Assistant Director		\$ 2,200
Senior Recreation Attendants	Hourly Rates set by the Director and Town Board	\$40,500
Recreation Supervisors		\$17,500
Programs for Aging – Part Time Help	\$10.33 per hour	\$ 2,500
Nutrition Attendant	\$11.43 per hour 9 hours per week	\$ 5,467
Alternate Nutrition Attendant	\$11.43 per hour	
Senior Van Driver – Part Time	\$16.27 per hour	\$14,828
Planning Board Chairman	\$158.17 per meeting	\$ 1,898

Members – Six (6)	\$83.60 per meeting	\$ 6,020
Secretary	\$96.90 per meeting	\$ 1,163
Zoning Board of Appeals Chairman	\$45.48 per meeting	\$ 528
Zoning Board of Appeals Secretary	\$45.48 per meeting	\$ 528
Zoning Board of Appeals Members-four (4)	\$39.77 per meeting	\$ 1,827

D. THE FOLLOWING SCHEDULE OF VOUCHERED SALARIES IS APPROVED FOR THE YEAR 2017:

TITLE	PAY RATE
BOARD OF ASSESSMENT REVIEW MEMBERS	\$70.00 PER SESSION
ASSESSMENT REVIEW SECRETARY	\$220.00 PER SESSION
BINGO INSPECTOR	\$40.00 PER INSPECTION

E. Town Officers and Town Employees will be paid on a bi-weekly basis.

F. The following Petty Cash Funds are authorized:

OFFICE	AMOUNT
SUPERVISOR	\$ 50.00
TOWN CLERK	\$ 400.00
SUPERINTENDENT OF HIGHWAYS	\$ 100.00
TOWN JUSTICE	\$ 100.00
RECREATION DIRECTOR	\$ 50.00
PARKS DEPARTMENT	\$ 100.00

G. The Supervisor shall submit to the Town Clerk within 60 days after the closed of the fiscal year a copy of the **ANNUAL FINANCIAL REPORT** in accordance with Section 29, Paragraphs 10 and 10A of the Town Law.

H. Town Elected and Appointed Officials' Bonds are approved as to form and sufficiency of surety in the following amounts:

NAME AND TITLE	AMOUNT
Richard A. Savage, Supervisor	\$500,000
Deputy Supervisor	\$ 5,000
Larry LaDuca, Town Justice	\$ 5,000
Christopher Cummings, Town Justice	\$ 5,000
Debra Crist, Town Clerk/Receiver	\$600,000
Sarah Hinsken, Deputy Town Clerk/Receiver	\$500,000
Joanna Eisensmith, Second Deputy Town Clerk	\$500,000
Georjean Labuzzetta, Clerk to the Town Justice – Part Time	\$ 5,000
Sue Siudzinski, Court Clerk	\$ 5,000
Christopher Snyder, CEO/Building Inspector	\$ 5,000
Gary Wagner, Highway Superintendent	\$ 5,000
Colleen Rogers, Assistant to the Supervisor/Budget Officer	\$500,000
Beverly Weisbecker, Nutrition Attendant	\$ 5,000
Daniel Moultrup, Recreation Director	\$ 25,000

I. The Procurement Policy (attached) has been reviewed and is reaffirmed, with the following changes to Schedule A only:

NAME	TITLE
Richard A. Savage	Supervisor
Colleen Pautler	Councilperson
Ralph Witt	Councilperson
Debra Crist	Town Clerk
Gary Wagner	Highway Superintendent
William Sivecz	Assessor
Daniel Moultrup	Recreation Supervisor
Larry LaDuca	Town Justice

Christopher Cummings	Town Justice
Christopher Snyder	Code Enforcement Officer
Colleen Rogers	Deputy Supervisor

J. COMPREHENSIVE PLAN AND TOWN OF ALDEN COMPREHENSIVE PLAN IMPLEMENTATION COMMITTEE

THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR SAVAGE, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOMAN PAUTLER TO WIT;

Whereas, the Alden Town Board in December 2009 adopted its Comprehensive Plan; and WHEREAS, the Aden town Board has taken steps to implement the Comprehensive Plan and now needs to update membership on its implementation committee.

NOW THERE FORE BE IT RESOLVED AS FOLLOWS THAT:

1. The Town Board hereby established the Town of Alden Comprehensive Plan Implementation Committee for the sole purpose of making recommendations to the Alden Town board on ways to implement the Implementation Plan;
2. The following persons are hereby appointed to the Town of Alden Comprehensive Implementation Committee: Supervisor **Richard A. Savage**, Planning Board Member **Dean Adamski**, Code Enforcement Officer **Christopher Snyder** and the following citizens who are members of local businesses or organizations and/or possess relevant skills, experience and education: **Christopher Gust**, **Gerald Aldinger** and **Stephanie Pautler Bea**.
3. This resolution shall take effect immediately.

The forgoing resolution was duly put to a roll call at a regular meeting on January 3, 2017 and

ADOPTED.

Ayes 3 Savage, Pautler & Witt

Nays 0

K. The fee schedule is hereby reaffirmed for the calendar year 2017 as follows:

FEE SCHEDULE FOR THE TOWN OF ALDEN (1.3.2017)

BUILDING DEPARTMENT		
TYPE OF PERMIT	DESCRIPTION/ CLARIFICATION	FEE/ FEE CALCULATION
Building Permit six (6) month renewal	10% of original fee or \$50 whichever is greater	\$50.00 or above
New Residential Construction		\$.60 per square foot of living space
Residential Addition	up to 400 square feet	\$.50 per square foot
	over 400 square feet is calculated as new construction	\$.60 per square foot
Residential Accessory Structures	garages, barns, etc.	\$.15 per square foot
Residential Remodeling	involving exposure of framing, structural repairs or work, decks	\$.20 per square foot
Swimming Pools	in-ground	\$150.00
	above ground	\$ 50.00
Other Residential Construction	sheds, generators, roofs, windows, siding, fences, solar, etc.	\$ 25.00
Building without a permit		DOUBLE FEE
Certificate of Occupancy/ Certificate of Compliance	houses and commercial	\$ 25.00
Driveway Permit	without culvert	\$150.00 + cost of pipe
Driveway Repair/Replace	existing driveways	actual cost of materials

Demolition Permits		\$ 50.00
Shed Demolition		\$ 20.00
Fill/Pond Permit	plus engineering fee if necessary for site plan review	\$ 50.00
Fire Inspections/ Operating Permits	Up to 15,000 square feet	\$ 30.00
	15,001-30,000 square feet	\$ 60.00
	30,001-45,000 square feet	\$ 90.00
	45,001-60,000 square feet	\$120.00
	over 60,000 square feet	\$150.00
	Junk Yard annual fire inspection	\$200.00
Flood Zone Permit	plus engineering fees if necessary for site plan review	\$ 50.00
Fuel Tank Installation/ removal	including 500 gallon propane	\$ 50.00
TYPE OF PERMIT	DESCRIPTION/ CLARIFICATION	FEE/ FEE CALCULATION
Mining	sand banks, gravel pits, pit excavation – base fee	\$1,500.00
	each cubic yard or part thereof over 20,000 cubic yards	\$.50/cubic yard or \$2,000
New Commercial Construction	Cold Storage Buildings	\$.25 per square foot
	New Buildings	\$.50 per square foot
	Additions	\$.50 per square foot
Commercial Renovations		\$.30 per square foot
Commercial Improvement Projects	roofing, generators, fences heating systems, electrical systems, etc	MINIMUM \$100.00 FEE \$10.00 per \$1000.00 cost of work
Re-Zoning	10 acres or less	\$500.00 plus engineering fee
	more than 10 acres	\$500.00 plus \$40.00 per acre plus engineering fee
Zoning Compliance Cert		\$ 50.00
Sign Permit	fixed	\$ 50.00
	temporary	\$ 20.00 per month
Commercial Site Plan Review (plus Town Engineer fees, <i>estimated engineer fee to be placed in escrow account.</i>)	up to and including one (1) acre disturbed	\$ 250.00
	over one (1) acre up to five (5) acres disturbed	\$ 500.00
	over five (5) acres up to ten (10) acres disturbed	\$1,000.00
	over ten (10) acres disturbed	\$1,000.00 + \$25.00 per additional acre
Special Use Permit Initial Application	(plus public notice fee)	\$ 150.00
Special Use Permit Renewal		50.00
Special Use Permit for keeping Chickens – Initial	6 hen chickens maximum – no roosters	\$ 25.00
Special Use Permit for keeping Chickens - Renewal	6 hen chickens maximum – no roosters	\$ 0.00
Kennel Special Use Permit Initial Application	(plus public notice fee)	\$ 150.00
Kennel Special Use Permit Renewal		\$ 50.00
Storm Water Pollution Prevention Permit	(plus Engineering fees)	\$ 250.00
Subdivision Application Fee	minor – up to three(3) lots	\$ 125.00
	major – more than three (3) lots	\$ 250.00
	DESCRIPTION/	FEE/

TYPE OF PERMIT	CLARIFICATION	FEE CALCULATION	
Subdivision Without Permit		NORMAL FEE + \$500.00	
Subdivision Drainage Plan Review by Town Engineer		\$ 150.00	
Telecommunications Towers	up to 150 feet	\$3,000.00	
	each foot above 150	\$ 50.00 per foot	
	new tower permit fee	\$ 500.00	
	co-location	\$ 100.00	
Windmill Fees	residential	\$ 150.00	
	commercial	up to 150 feet	\$3,000.00
		ea ft above 150	\$ 50.00 per foot
Topsoil/Excavation	base fee: up to 500 CU/YDS	\$ 500.00	
	Each 100 CU/YD or part thereof above 500 CU/YD	\$ 50.00 per 100 CU/YD	
Zoning Books		\$ 20.00	
Variance Request to Zoning Board of Appeals	(plus cost of publications and mailings)	\$ 200.00	
Town of Alden code Book	current fee of general code publisher		

TOWN CLERK'S OFFICE				
Title	Description	Town Share	NYS Share	Total
Bingo		\$ 7.50	\$11.25	\$ 18.75
Dog License	Spayed/Neutered	\$ 9.00	\$ 1.00 surcharge	\$ 10.00
	Un-spayed/ Un-neutered	\$ 15.00	\$ 3.00 surcharge	\$ 18.00
Reissue Lost Dog Tags		\$ 3.00		\$ 3.00
Enumeration Fee for	Dogs w/o licenses	\$ 25.00		\$ 25.00
	2 nd Offense	\$ 50.00		\$ 50.00
	3 rd Offense	\$100.00		\$100.00
Games of Chance		\$ 10.00	\$15.00	\$ 25.00
Genealogy Search	+ \$1.00/photocopy	\$ 10.00		
Marriage		\$ 17.50	\$22.50	\$ 40.00
Home Occupation permit	plus public notice fee for initial permit	\$ 50.00		
	renewal	\$ 50.00		\$ 50.00
Variances	plus public notice fee	\$200.00		
Junkyard License		\$250.00		\$ 250.00
Solid Waste Hauling Fee		\$ 50.00		\$ 50.00
Peddler's Permit		\$100.00		\$ 100.00
Tax Receipts		\$ 2.00		\$ 2.00
Town Maps		\$ 3.00		\$ 3.00
Certified Copies		\$ 10.00		\$ 10.00
Photocopies	non-genealogy	\$.25/page		\$.25/pg
Recycling Totes		\$ 70.00		\$ 70.00
Shelters	daily rental	\$ 20.00/35.00		\$ 20/35.00
Baseball/Softball/ Hardball Diamonds Tournament Fee	waived for not-for-profit tournaments	\$150.00		\$150.00
Zoning maps		\$ 2.00		\$ 2.00
Landfill Management Permits	To be determined on an individual basis by resolution of the Town Board			

Councilwoman Pautler Moved and Councilman Witt seconded the Motion to accept the following:

- L. The "official" work day of six and one half (6.5) hours for all elected and appointed officials who are members of the retirement system with the exception of eight (8) hours for the

Highway and Parks Departments is hereby confirmed. The attached 2017 Payroll Schedule is affirmed.

The foregoing Motion was put to a Roll Call Vote on January 2, 2017 and

CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

Councilman Witt Moved and Supervisor Savage seconded the Motion to accept the following:

M. As of January 1, 2012, all newly hired (eligible) employees and elected officials will pay twenty-five percent (25%) of the health insurance premiums subject to annual increase by the Town Board. The Supervisor is authorized to sign the contract for employee health insurance.

The foregoing Motion was put to a Roll Call Vote on January 2, 2017 and

CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

Councilwoman Pautler Moved and Supervisor Savage seconded the Motion to accept the following:

4. THE FOLLOWING CONTRACTS ARE APPROVED FOR THE 2017 YEAR:

- A. **Metzger & Associates** be and hereby is retained as Town Engineer, Planning Consultant and Alaura Sewer Plant Superintendent and the Supervisor is directed to sign a contract for said services.
- B. **Grant Makers Advantage** is retained as Grant Writer and the Supervisor is authorized to sign a contract for said services.
- C. **Agreement to Spend Town Highway Funds** for 2017, as allowed by section 284 of the New York State Highway law and the Supervisor and Town Board are authorized to sign the same.

The foregoing Motion was put to Roll Call Vote and

CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

NEW BUSINESS

Councilman Witt Moved and Councilwoman Pautler Seconded the Motion to approve the renewal of the Haulers Permit for Modern Disposal Services Inc. for the Year 2017. The foregoing Motion was put to a Roll Call Vote on January 2, 2017 and

CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

Supervisor Savage Moved and Councilman Witt Seconded the Motion to approve the renewal of the Haulers Permit for Allied Waste Services of N.A. LLC for the Year 2017. The foregoing Motion was put to a Roll Call Vote on January 2, 2017 and

CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

Councilwoman Pautler Moved and Councilman Witt seconded the Motion to renew the Haulers Permit for Darling Ingredients for the Year 2017. The foregoing Motion was put to a Roll Call Vote on January 2, 2017 and

CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMAN WITT, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOMAN PAUTLER TO WIT;

WHEREAS, the Alden Town Board on November 2, 2015 adopted its 2016 Budget;

WHEREAS, the Town of Alden needs to transfer money to allow for payment of items as outlined below; and;

WHEREAS, these budget transfers will not render the Town of Alden insolvent;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS THAT:

The Alden Town Board hereby authorizes the following transfers:

From (Budget Code) Contingent Acct.	Amount	To (Budget Code) Hwy. garage Maint.	General Explanation	Amount
A.19990.0400	\$3,854.77	A.5132.0438	Increase Appropriation for Installation of new security/ Fire alarm system in Hwy. Garage.	\$3,854.77
A.1220.0100	\$1,483.27	A.3120.0402	Emergency portable communication system	\$1,483.27
TOTAL				\$5,338.04

This Resolution shall take effect immediately.

The foregoing Resolution was duly put to a Roll Call vote on January 2, 2017 and

ADOPTED.

Ayes 3 Savage, Pautler & Witt

Nays 0

Supervisor Savage Moved and Councilman Witt seconded the Motion to approve the renewal of the Hauler's Permit for Waste Management of New York LLC for the Year 2017. The foregoing Motion was put to a Roll Call Vote on January 2, 2017 and

CARRIED.

Ayes 3 Savage, Pautler & Witt

Nays 0

UNFINISHED & TABLED BUSINESS

Adoption of Local Law #4 of 2016 (Now known as #1/2017): Revisions to Chapter 20: creating restriction on Berms; Walls and Fences; and Permitting Hen Chickens with Certain Restrictions; and easing restrictions on Ag. Livestock Fencing.

REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL

Councilman Witt:

Councilman Witt has a concern for the Planning Board and the site plan the sled shop. At the last meeting the Planning Board recommended approval of the site plan pending Engineer Metzger's sign off and Mike Metzger still has many questions that need answered. Councilman Witt would like to see this on the Work Session. Supervisor Savage said this will be on the Work Session to be discussed.

Attorney Strong:

Attorney Strong would like to thank the Town Board for her reappointment. She looks forward to an interesting year.

Engineer Metzger:

Engineer Metzger would like to thank the Board for his reappointment. He would like the Alden Sewer District #2 put on the Work Session. Between Andy (Parks) and Larry (Highway) they did some perk testing with good results.

Engineer Metzger is still trying to set up the final walk through. Supervisor Savage said the check will not be released until we get the final okay.

Deputy Supervisor Rogers:

Colleen would like to thank the Board for her reappointment and wish everybody a happy new year.

Supervisor Savage said that Colleen is the hardest working person in the Town as far as he is concerned.

Supervisor Savage:

Supervisor would like the following on the Work Session:

1. Alden Soccer Tournament.
2. Valerie Weisbeck/Chick Law
3. Sewer District #2
4. Unused Sick Leave NYS Retirement.
5. General Code Update
6. Sled Shop

NOTICE OF MEETINGS

NEXT WORK SESSION: January 9, 2017 @ 7:00 P.M.
NEXT TOWN BOARD MTG.: (Tues.) January 17, 2017 @ 7:00 P.M.

MEMORIAL REMEMBRANCE

Supervisor Savage asked all to stand for a Moment of Silence in Memory of Richard "Skip" Jablonski, John Giglia, Keith Stone & Robert Missel.

ADJOURNMENT

At 7:43 P.M. Supervisor Savage adjourned the Meeting.

Debra A. Crist
Alden Town Clerk