

MEETING NO. 1
REGULAR NO. 1

REGULAR TOWN BOARD MEETING
TOWN OF ALDEN

January 7, 2020
7:00 P.M.

The Regular Meeting of the Alden Town Board was held at 3311 Wende Road on Tuesday, January 7, 2020 at 7:00 P.M. Supervisor Adamski called the Meeting to Order and Councilwoman Waiss led in the Pledge of Allegiance. The Roll Call was taken by the Town Clerk.

PRESENT: Dean Adamski, Supervisor
Colleen Pautler, Councilwoman
Gina Waiss, Councilwoman

RECORDING SECRETARY: Alecia Barrett, Town Clerk

OTHERS PRESENT: Jennifer Strong, Town Attorney
Mike Metzger, Town Engineer
Chris Snyder, CEO
Lenny Weglarski, DCO
Bill Rogers, Highway Superintendent
Colleen Rogers, Deputy Supervisor
Residents

Supervisor Adamski Moved and Councilwoman Pautler seconded the Motion to approve the Minutes and Synopsis of the Regular Meeting of December 16, 2019 and Minutes of the Special Meeting of January 1, 2020.

CARRIED

Ayes 3 Adamski, Pautler & Waiss
Nays 0

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN PAUTLER, SECOND BY SUPERVISOR SAVAGE, WHO MOVED THAT THE FOLLOWING VOUCHERS BE ALLOWED AND PAID TO WIT; VOUCHERS #1132 - 1167 **ALL BILLS REVIEWED BY THE TOWN BOARD.**

<u>ACCOUNT</u>	<u>AMOUNT</u>		
	ABSTRACT #1	ABSTRACT #2	TOTAL
GENERAL FUND "A"	\$15,390.95	\$9,982.45	\$25,373.40
HIGHWAY FUND "DA/DB" PART-TOWN FUND "B"	\$20,888.56	\$27,710.06	\$48,598.62
	\$4,182.77	\$263.50	\$4,446.27
SEWER DIST. #2 FUND "SA"	\$385.39		\$385.39
TRUST & AGENCY "T"	\$6,337.00	\$9,677.87	\$16,014.87
SPECIAL REFUSE FUND "SR"	\$37,668.02		\$37,668.02
STREET LIGHTING FUND "SL"	\$4,576.99		\$4,576.99
PERIWINKLE LTG. DIST."SL1"	\$58.03		\$58.03
TOTAL	\$89,487.71	\$47,633.88	\$137,121.59

THE FOREGOING RESOLUTION WAS PUT TO A ROLL CALL VOTE ON JANUARY 14, 2020 AND

ADOPTED

Ayes 3 Adamski, Pautler & Waiss

Nays 0

BUSINESS FROM THE FLOOR

COMMUNICATIONS

Councilwoman Pautler

1. Senior Van end of year report.

Supervisor Adamski

1. Sales tax check from Erie County.
2. Senior Center Inspection report from State of NY Dept. of Labor.
3. Village of Alden Fire Dept. & EMS report for November 2019.

NEW BUSINESS

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

WHEREAS, The Alden Town Board declared as surplus a 2009 Ford Focus S;

WHEREAS, The Town Clerk advertised for and collected sealed bids which were opened by the Town Clerk on December 20, 2010; and

WHEREAS, the highest bidder is Richard Savage at a purchase price of \$910.00;

the second highest Bidder was Dean Adamski at \$638.00 and the

lowest bidder was Thomas Czechowski at \$555.00.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. That the Town Board hereby determines that the 2009 Ford Focus S that is not of any use to the Town and is not needed for Town purposes and is surplus property;

2. The Town Board hereby authorizes the sale of the 2009 Ford Focus S to Richard Savage for \$910.00;

3. Upon the receipt of certified funds in the amount of \$910.00 the Town Supervisor is hereby authorized and directed to sign any and all documentation, including the vehicle Title, to effectuate the sale; and

4. This resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, at a regular meeting on January 7, 2020, which resulted as follows:

CARRIED.

Ayes 3 Adamski, Pautler & Waiss

Nays 0

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

WHEREAS, The Town Supervisor would like to amend the order of the Town Board Meeting Agenda to change Town Board meeting dates; and

WHEREAS, Notice and a copy of the proposed changes was given by Councilmen Adamski on December 9, 2019 that he would, request the Town Board adopt a resolution to amend the Town Council Rules of Procedure effective January 7, 2020.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS THAT:

1. That the Town Council Rules of Procedure be amended as follows effective for the January 7, 2020 Alden Town Board meeting, as follows:

§ A371-7. Time for presentations to the Clerk. [Amended 12-3-2007]

All, resolutions and motions (except incidental ones) shall be submitted to the Town Clerk before ~~4:30~~ **4:00 p.m.** on ~~Thursday~~ **Friday** for presentation at the regular meeting on the following ~~Monday~~ **Tuesday**, unless said Thursday **or following Monday** ~~is~~ **are** a legal holiday, in which event all matters shall be presented to the Town Clerk before ~~4:30~~ **4:00 p.m.** on **Thursday**. All matters presented to the Clerk in accordance with this rule shall be included on the agenda for the ensuing meeting. The agenda for the ensuing meeting shall be prepared and available at the Town Hall not later than 12:00 noon on the last business day preceding the ensuing meeting. The Town Board shall not consider nor act upon any matters which are not timely or scheduled on the agenda delivered to the Town Board members as aforesaid, except by unanimous consent by all members of the Board. This rule need not apply to special meetings, which are covered in § 2 and in § 62 of the Town Law of the State of New York.

2. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on January 7, 2020, as follows:

CARRIED.

Ayes 3 Adamski, Pautler & Waiss

Nays 0

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

WHEREAS, the Alden Town Board on November 05, 2018 adopted its 2019 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)	Amount	To (Budget Code)	General Explanation	Amount
DB.9060.0800	\$3,705.88	DB.5130.0424	MACHINERY REPAIRS	\$3,705.88
DB.5110.0433	\$8,088.75	DB.5142.0100	SNOW REMOVAL PAYROLL	\$8,088.75
DB.5112.0433	\$35,799.21	DB.5142.0449	SNOW REMOVAL SALT	\$35,799.21
DB.9040.0800	\$12,255.96	DB.5142.0100	SNOW REMOVAL PAYROLL	\$12,255.96
	\$59,849.80			\$59,849.80
The Resolution shall take effect immediately.				

The foregoing Resolution was duly put to a roll call vote at a regular meeting on January 7, 2020, as follows:

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

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

WHEREAS, the Alden Town Board on November 5, 2018 adopted its 2019 Budget;

WHEREAS, the Town of Alden requires an increase in appropriations and expenditures in the amount of \$55,286.94 in Account Code DB.5130.0225. Said expenditures are for the balance of the purchase of a 2020 Freightliner 114SD Truck Cab and Chassis. The purchase of the truck was approved by the Town Board on March 18, 2019. The charge will close to the Highway Fund Balance Account Code DB.0911 Reserve for Equipment and Repairs at Fiscal Year End.

WHEREAS, this increase will not render the Town of Alden insolvent.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on January 7, 2020, as follows:

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

REORGANIZATIONAL MEETING 01/07/2020

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Town Historian		
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Nutrition Program Site Director and Alternates	5	1U
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NOTICE OF THE SUPERVISOR'S APPOINTMENTS OF THE TOWN BOARD
COMMITTEE CHAIRPERSONS:

COUNCILPERSON WAISS

Refuse/Recycling
Contract/Purchasing (Co-Chair)
Water Districts
Historical Society (Co-Chair)
Drainage
Sewers
Environmental Commission
Cemeteries
Finance & Audit (Co-Chair)
Lighting
Zoning & Planning
Fire Protection Ambulance (Co-Chair)

COUNCILWOMAN PAUTLER

Finance and Audit (Co-Chair)
Fire Protection/Ambulance (Co-Chair)
Association of Towns Alternate Delegate
Parks and Recreation (Co-Chair)
Personnel Policy/Employee Benefits
Economic Development (Co-Chair)
Dogs
Personnel Policy (Co-Chair)
Historical Society
Insurance (Co-Chair)
Seniors

SUPERVISOR ADAMSKI

Finance and Audit
Police and Safety
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
Highways
Disaster Coordinator/OEM

ALL COUNCIL MEMBERS ARE RESPONSIBLE FOR AUDITING EVERY
VOUCHER.

NOTICE OF THE SUPERVISOR'S APPOINTMENTS:

ASSISTANT TO THE SUPERVISOR
DEPUTY SUPERVISOR
PART TIME CLERK
TOWN HISTORIAN

Colleen Rogers
Colleen Rogers
Judy Downhower
Karen Muchow

WHEREAS, WITH THE COMMENCEMENT OF THE YEAR 2020, 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 2020 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 Joanna Eisensmith 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 Ashley Cedro by the Town Clerk as Second Deputy Town Clerk is hereby confirmed. Hours shall not exceed 19 hours per week.
- C. Jeanine Pruitt is appointed Highway Clerk Part Time, not to exceed 19 hours per week.
- D. Alecia Barrett is appointed as Registrar and FOIL Officer and 1st Deputy Town Clerk Joanna Eisensmith is appointed Sub-registrar.
- E. Alecia Barrett 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.
- F. Jane Mahaney is appointed Crossing Guard and Barbara Trybuskiewicz is appointed Alternate Crossing Guard.
- G. Daniel Moultrup is appointed Part Time Recreation Supervisor for the Town of Alden.
- H. 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.
- I. Christopher Snyder is appointed Storm Water Officer.
- J. James Guarino and Steve Fox (alternate) are appointed to the Right to Farm Law Resolution committee along with the Town Code Enforcement Officer Christopher Snyder and Supervisor Adamski.
- K. Pursuant to Section 67 of the Social Services Law, Supervisor Adamski is hereby directed to exercise the powers and duties of the Town Service Officer.
- L. Sarah Miller and Joanne Cassata are appointed Part Time Court Clerk hours not to exceed 19 hours per week.
- M. Michael DeWitt is appointed Chairman of the Planning Board and Joy Insinna is appointed as Secretary to the Town Planning Board to expire on December 31, 2020.
- N. 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, 2025 and Susan Schumacher is appointed Secretary to the Zoning Board of Appeals.
- O. Jenny Gerhart is appointed as a member of the Board of Assessment Review for a term to expire on September 30, 2023 and Joy Insinna is appointed Secretary to the Board of Assessment review.
- P. Thomas Kirszenstein is appointed Bingo Inspector.
- Q. Jennifer L. Strong, Esq. is appointed as Town Attorney with no benefits except NYS Retirement.
- R. Matthew B. Herdzyk, Jr. Esq. is appointed as Town Prosecutor with no benefits except NYS Retirement.
- S. Andrew Sojka is appointed Parks and Buildings Maintenance Worker.
- T. Paul Roll is appointed Part Time Maintenance Man (Town Hall)
- U. Mary Erickson is appointed Nutritional Program Site Director; Donna Zinter and Carl Matthies are appointed as Alternates, not to exceed 9 hours per week.
- V. Michele Hoffman is appointed Part Time Senior Van Driver hours not to exceed 19 hours per week and that the following are appointed alternate Senior Van Driver on an as needed basis: Ron Bowman.
- W. Kathryn Wild is appointed Ceramics Instructor.
- X. _____ is appointed Parks Supervisor.

- Y. John Bobeck is appointed regular Part Time Parks Maintenance Man with hours not to exceed 19 hours/week.
- Z. Christopher Snyder will receive a \$2,000.00 stipend to provide maintenance services to the Town Hall.
- AA. Gina Waiss 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.
- BB. Alden State Bank is appointed as Deputy Tax Receiver for the sole purpose of collecting (but not accepting) tax payment monies.
- CC. Recreation Director Daniel Moultrup and Supervisor Adamski 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, 2020: Hanna Ross, David Kocher, Shawn Eastland and Ben Baker; and the following five (5) persons shall serve on the Recreation Advisory Committee for a two (2) year term to expire on December 31, 2021: Chris Waiss, William Kissel, William Rogers, Mike Gadd and Joe Jankowski.
- DD. Harry Milligan, Richard D. Koelbl, and Jean Weisbeck are appointed to the Board of Ethics.
- EE. Robert Elesko is appointed as the Town of Alden's Disaster Coordinator and Joel MacAlpine is appointed Assistant Town of Alden Disaster Coordinator.
- FF. Susan Schumacher is appointed as Part Time Clerk for the Code Enforcement Officer. Hours shall not exceed 19 hours per week.
- GG. Nicole Bognar is appointed as Part Time Assessor Trainee. Hours shall not exceed 19 hours per week.
- HH. Dale Adamski, Afshar Yusuf, Daniel Wood are appointed as Town Constables.
- II. Colleen Rogers and Ronald Snyder are appointed as representatives to NEST.
- JJ. Leeza Brown is appointed as Town of Alden Liaison for summer concerts.
- KK. Judy Bowman is appointed as Senior Exercise Program Coordinator.
- LL. Chris Snyder and Andrew Sojka will receive an annual stipend of \$4,000 for 2020 daily testing monitoring and maintenance of SD2 and Scott Dryer will receive \$30.00 per day for weekend/holiday testing.

THE FOREGOING RESOLUTION OFFERED BY SUPERVISOR ADAMSKI, SECONDED BY COUNCILWOMAN WAISS. is duly put to a Roll Call Vote...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

2. NOW THEREFORE, BE IT RESOLVED AS FOLLOWS, THAT FOLLOWING DESIGNATIONS ARE MADE FOR THE 2020 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 will be open from 9:00 a.m. to 4:30 p.m. Monday through Friday, Except for the Courts that will be closed on Fridays. All offices will be closed for the following Holidays:

NEW YEARS DAY	COLUMBUS DAY
MARTIN LUTHER KING DAY	VETERANS DAY
PRESIDENTS DAY	THANKSGIVING
GOOD FRIDAY	DAY AFTER THANKSGIVING
MEMORIAL DAY	CHRISTMAS EVE (1/2 DAY)

INDEPENDENCE DAY
LABOR DAY

CHRISTMAS
NEW YEARS EVE (1/2 DAY)

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

3. THE FOLLOWING POLICIES ARE MADE FOR THE 2020 YEAR:

The Town Clerk/Receiver is instructed to collect the tax roll for the year 2020 according to the following schedule of penalties:

TIME PERIOD	PENALTY RATE
Taxes paid prior to February 18, 2020	no fees or penalties
Taxes paid on February 19 through March 2, 2020 inclusive	1.5%
Taxes paid on March 3 through March 16, 2020 inclusive	3.0%
Taxes paid on March 17 through March 31, 2020 inclusive	4.5%
Taxes Paid on April 1 through April 15, 2020 inclusive	6.0%
Taxes paid on April 16 through April 30, 2020 inclusive	7.5%

ON MAY 1, 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 30th, 2020, 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.

THE FOREGOING RESOLUTIONS OFFERED BY COUNCILWOMAN WAISS, SECONDED BY COUNCILWOMAN PAUTLER was duly put to a Roll Call Vote.

CARRIED.

Ayes 3 Adamski, Pautler & Waiss

Nays 0

C. NOW THEREFORE, BE IT RESOLVED THAT THE FOLLOWING SCHEDULE OF SALARIES IS APPROVED FOR THE YEAR 2020:

TITLE	RATE/NOTES	PER YEAR
Supervisor		\$28,000
Assistant to the Supervisor		\$49,500
Budget Officer		\$ 6,600
Part Time Clerk	\$18.40 per hour	\$17,882
Councilwomen (2)	13,730 each	\$27,460
Town Justice (2)	\$25,791 each	\$51,582
Court Clerk Part Time (2)	\$15.00 per hour	\$29,640
Constables (3)	3 @ \$75.00 per court session	\$ 7,200

Constables (3)	\$18.50 per hour (min 3 hour callout)	\$ 1,000
Town Clerk/Receiver		\$46,000
First Deputy Town Clerk/Receiver	\$16.25 per hour	\$16,055
Second Deputy Town Clerk Part Time	\$15.00 per hour	\$14,820
Registrar – Town Clerk		\$ 175
Sub-registrar – 1 st Deputy Town Clerk		\$ 125
Part Time Assessor	\$29.59 per hour	\$30,000
Part Time Assessor Trainee	\$15.00 per hour	\$14,820
Town Attorney		\$37,430
Town Prosecutor Part Time		\$11,660
Superintendent of Highway		\$64,400
Highway Clerk – Part Time	\$15.00 per hour	\$14,820
Code Enforcement Officer		\$58,110
Building Maintenance (Town Hall)		\$ 2,000
Code Enforcement Clerk – Part Time	\$16.25 per hour	\$16,055
Park and Building Maintenance Worker		\$46,336
Park Supervisor		\$ 5,200
Parks Maintenance Worker – Part Time	\$15.75 per hour	\$15,561
Sewer District 2	Stipend for 2 Employees	\$ 8,000
Seasonal Park/Playground Maintenance	Various PT Employees	\$32,000
Dog Control Officer – Part Time		\$15,110
Deputy Dog Control Officer	\$15.00 per hour	\$ 200
Town Hall Maintenance – Part Time	\$15.75 per hour	\$15,561
Senior Center Building Maintenance – PT	\$11.80 per hour	\$ 5,523
Crossing Guard – Part Time Seasonal	\$12.86 per hour	\$ 7,200
Alternate Crossing Guard	\$12.86 per hour	
Recreation Director Part Time		\$23,930
Recreation Assistant Director		\$ 3,200
Senior Recreation Attendants	Hourly Rates set by the Director and Town Board	\$45,000
Recreation Supervisors		\$19,000
Programs for Aging – Part Time Help	\$12.25 per hour	\$ 2,600
Nutrition Attendant	\$13.00 per hour 9 hours per week	\$ 6,552
Alternate Nutrition Attendant	\$13.00 per hour	
Senior Van Driver – Part Time	\$16.50 per hour	\$16,302
Planning Board Chairman	\$158.17 per meeting	\$ 1,898
Members – Four (4)	\$83.60 per meeting	\$ 4,012
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

THE FOREGOING RESOLUTION IS OFFERED BY Councilwoman Pautler, SECONDED BY Councilman Adamski. Was duly put to a Roll Call Vote...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

D. NOW THEREFORE, THE FOLLOWING SCHEDULE OF VOUCHERED SALARIES IS APPROVED FOR THE YEAR 2020:

TITLE	PAY RATE
BOARD OF ASSESSMENT REVIEW MEMBERS	\$70.00 PER SESSION
ASSESSMENT REVIEW SECRETARY	\$220.00 PER SESSION
BINGO INSPECTOR	\$50.00 PER INSPECTION

THE FOLLOWING RESOLUTION IS OFFERED BY SUPERVISOR ADAMSKI, SECONDED BY COUNCILWOMAN WAISS. The foregoing Resolution is duly put to a Roll Call Vote...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

E&F. NOW THEREFORE, BE IT RESOLVED AS FOLLOWS: TOWN OFFICIALS AND TOWN EMPLOYEES WILL BE PAID ON A BI-WEEKLY BASIS (SEE APPENDED PAYROLL SCHEDULE) AND THAT 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

THE FOREGOING RESOLUTION IS OFFERED BY COUNCILWOMAN WAISS, SECONDED BY COUNCILWOMAN PAUTLER. THE FOREGOING RESOLUTION WAS DULY PUT TO A ROLL CALL VOTE...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

BE IT RESOLVED AS FOLLOWS: THAT G,H AND I ARE AUTHORIZED

- 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
Dean Adamski, Supervisor	\$500,000
Colleen Rogers, Deputy Supervisor	\$ 5,000
Larry LaDuca, Town Justice	\$ 5,000
Christopher Cummings, Town Justice	\$ 5,000
Alecia Barrett, Town Clerk/Receiver	\$600,000
Joanna Eisensmith, Deputy Town Clerk/Receiver	\$500,000
Ashey Cedro, Second Deputy Town Clerk	\$500,000
Clerk to the Town Justice – Part Time	
Clerk to the Town Justice – Part Time	\$ 5,000
Christopher Snyder, CEO/Building Inspector	\$ 5,000
William Rogers, Highway Superintendent	\$ 5,000
Colleen Rogers, Assistant to the Supervisor	\$500,000
Mary Erickson, Nutrition Attendant	\$ 5,000
Daniel Moultrup, Recreation Director	\$ 25,000

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

NAME	TITLE
Dean Adamski	Supervisor
Colleen Pautler	Councilwoman
Gina Waiss	Councilwoman

Alecia Barrett	Town Clerk
William Rogers	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
	Park Supervisor

THE FOREGOING RESOLUTIONS (G,H,I) OFFERED BY COUNCILWOMAN PAUTLER , SECONDED BY SUPERVISOR ADAMSKI. THE FOREGOING RESOLUTION IS DULY PUT TO A ROLL CALL VOTE...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss

Nays 0

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

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

NOW THEREFORE 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 Dean Adamski, Planning Board Member Mike DeWitt, 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, Ryan Rogers and Stephanie Pautler Bea.
- 3.

THE FOREGOING RESOLUTION MOVED BY SUPERVISOR ADAMSKI and seconded by COUNCILWOMAN WAISS was duly put to a roll call vote as follows:

CARRIED.

Ayes 3 Adamski, Pautler & Waiss

Nays 0

3L. THE FOLLOWING REOLUTION MOVED BY COUNCILWOMAN WAISS and seconded by COUNCILWOMAN PAUTLER NOW THEREFORE BE IT RESOLVED THAT THE FEE SCHEDULE IS HEREBY REAFFIRMED FOR THE CALENDAR YEAR 2020 AS FOLLOWS:

FEE SCHEDULE FOR THE TOWN OF ALDEN (1/07/2020)

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		\$.50 per square foot of

Construction		living space
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, 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	\$225.00 + cost of pipe
Driveway Repair/Replace	existing driveways	actual cost of materials + cost of pipe
Demolition Permits		\$ 50.00
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(plus Town Engineer Fees. Estimated fees of \$500.00 to be held in escrow)	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 Permit Renewal		\$ 50.00
StormWaterPollution 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

TYPE OF PERMIT	DESCRIPTION/ CLARIFICATION	FEE/ FEE CALCULATION	
Subdivision Without Permit		NORMAL FEE + \$500.00	
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 Permit 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	
“Application” to Zoning Board of Appeals	(plus cost of publications and mailings)	\$ 200.00	
Town of Alden Code Book	Current fee/general code publisher		
Manufactured Home – New Or Renewal		\$ 250.00	
SWPP (plus Town Engineer Fees; Estimated fees of \$500.00 to be held in escrow)	0 to 5 acres	\$ 150.00	
	5 – 10 acres	\$ 250.00	
	10+ acres	\$ 350.00	
Open Space/Recreation Fee	Residential	\$ 250.00	
	Commercial	\$.15 per square foot	
Cancelled Check Fee		\$ 20.00	

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
Dog late fee	Dogs w/o licenses	\$ 25.00		\$ 25.00
Games of Chance		\$ 10.00	\$15.00	\$ 25.00
Game Room		Set by T.B.		
Genealogy Search	+ \$1.00/photocopy	\$ 10.00		
Marriage	Waived for active duty military	\$ 17.50 Waived for	\$22.50	\$ 40.00

	personnel	active duty military personnel		
Cancelled Checks Fee		\$ 20.00		\$ 20.00
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
Street Directory		\$ 5.00		\$ 5.00
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
Community Center	daily rental	\$225.00		\$225.00
Television E-Recycling	Limit three (3) televisions/year/household	\$ 5.00/television		\$ 5.00/television
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			

THE FOREGOING RESOLUTION OFFERED BY Councilwoman Waiss, SECONDED BY Councilwoman Pautler. The foregoing Resolution is duly put to a Roll Call Vote...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss

Nays 0

_____ RESOLVES AS FOLLOWS:

- K. 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 2020 Payroll Schedule is affirmed.
- L. 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 RESOLUTION IS OFFERED BY Councilwoman Pautler, SECONDED BY Supervisor Adamski IS DULY PUT TO A ROLL CALL VOTE...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss

Nays 0

4. RESOLVED BY _____ THE FOLLOWING CONTRACTS ARE APPROVED FOR THE 2020 YEAR:

- A. Metzger & Associates is retained as Town Engineer, Planning Consultant for \$ 24,710 and Alaura Sewer Plant Superintendent for \$1000; and the Supervisor is directed to sign a contract for said services.
- B. Grant Makers Advantage is retained for \$21,848 as Grant Writer and the Supervisor is authorized to sign a contract for said services.
- C. Hodgson & Russ Attorneys are retained on a variable hourly rate per contract on Labor/Employment Matters and the Supervisor is authorized to sign a contract for said services.
- D. Agreement to Spend Town Highway Funds for 2020, as allowed by section 284 of the New York State Highway law and the Supervisor and Town Board are authorized to sign the same. (Attached)
- E. Erie County Senior Services Congregate Dining Agreement for the year 2020 with a contract amount of \$74,600 and the Supervisor is authorized to sign a contract for said services.
- F. Emergency Shelter Agreement with Townline Lutheran Church through the end of 2020.
- G. Drescher & Malecki, LLP will provide independent accounting and auditing services to the Town of Alden during the year 2020 for \$28,407.
- H. Town of Marilla Agreement for the year 2020 to share transportation and meal services and the Supervisor is authorized to sign to enter into this agreement.
- I. Erie County Society for the Prevention of Cruelty to Animals Contract for the year 2020 that after the statutory holding period as per New York State Agricultural and Markets Law, Article 7 and Article 26, a seized dog may be offered for adoption; and the Supervisor is authorized to sign a contract for said services.

THE FOREGOING RESOLUTION WAS OFFERED BY SUPERVISOR ADAMSKI, SECONDED BY COUNCILWOMAN WAISS. THE FOREGOING RESOLUTION WAS DULY PUT TO A ROLL CALL VOTE...

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

5. RESOLVED BY COUNCILWOMAN WAISS, SECONDED BY COUNCILWOMAN PAUTLER THAT THE TOWN OF ALDEN ADOPTS ITS PROCUREMENT POLICY, PAYROLL DATE SCHEDULE, AND THE AGREEMENT TO SPEND HIGHWAY FUNDS (all Appended)

Roll Call Vote

CARRIED.

Ayes 3 Adamski, Pautler & Waiss
Nays 0

**TOWN OF ALDEN
PROCUREMENT POLICY & PROCEDURE GUIDELINE
January 2, 2020**

WHEREAS, Section 104-b of the New York State General Municipal Law requires every municipality to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of New York State General Municipal Law Section 103 or any other state law; and

WHEREAS, comments have been solicited from those Department Heads and Town Board Members involved with procurement;

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

That the Town of Alden does hereby adopt the following procurement policy and procedure guidelines:

1. Wherever possible, purchases of goods and services shall be made locally, in order to avoid unnecessary shipping and handling charges. Shipping and handling charges must be considered when making the determination as to the cost of goods and services, as high shipping and handling costs may negate the lower price of goods and services.
2. Every prospective purchase of goods or services shall be evaluated to determine the applicability of New York State General Municipal Law Section 103 and of the Town Of Alden Governmental Operations Law. Only Town Department Heads and Town Board Members shall have purchasing authority (hereinafter "Purchaser"). As part of the annual budget process, each Purchaser shall estimate the cumulative amount of the items of supplies, equipment, and/or public work needed in a given fiscal year. The information gathered and conclusions reached shall be documented and retained by the respective Purchaser and filed with the Town Clerk and reviewed by the Town Board.
3. All purchases of : (a) supplies or equipment which will exceed \$20,000.00 in the fiscal year, or
(b) public works contracts which will exceed \$35,000.00;
shall be formally bid pursuant to New York State General Municipal Law Section 103.
4. All purchases of supplies or equipment of less than \$20,000.01 but greater than \$2,000.00 require a written, facsimile, or e-mail request for proposal (RFP) and written, facsimile, or e-mail quotes from at least three (3) vendors.

All purchases of supplies or equipment of less than \$2,000.01 but greater than \$1,000.00 require an oral, written, facsimile, or e-mail RFP and written, facsimile, or e-mail quotes from at least two (2) vendors.

All purchases of supplies or equipment of less than \$1,000.01 are left to the discretion of the Purchaser; provided that the purchase has been budgeted for or that the Town Board has authorized a budget transfer.

5. All public works contracts of less than \$35,000.01 but greater than \$2,000.00 require a written, facsimile, or e-mail RFP and written, facsimile, or e-mail proposals from at least three (3) contractors.

All public works contracts of less than \$2,000.01 but greater than \$1,000.00 require an oral, written, facsimile or e-mail RFP and written, facsimile, or e-mail proposals from at least two (2) contractors.

All public works contracts of less than \$1,000.01 are left to the discretion of the Purchaser.

All public works contracts must pay prevailing wage, as required by New York State Law.

All RFPs shall describe the desired goods or services, quantity, and, particulars of delivery. The Purchaser shall compile a list of all vendors/contractors from whom oral, written, facsimile or e-mail quotes have been requested and a list of the written, facsimile, e-mail quotes offered.

All information gathered in complying with the procedures of these Guidelines shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

All vouchers submitted to the Town for payment must have the appropriate number of quotes attached to the voucher.

To the extent practicable all purchases of supplies shall be made in annual lots. Any Purchaser who divides purchases into multiple orders to avoid having to follow this Policy is subject to disciplinary action by the Town Board. Any voucher which shows divided or split orders may be denied payment by the Town of Alden

6. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

7. A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining same. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

8. Except when directed by the Town Board, no solicitation of R.F.P.s shall be required under the following circumstances:

- (a) Acquisition of professional services;
- (b) Emergencies;
- (c) Sole source situations;
- (d) Goods purchased from agencies for the blind or severely handicapped;
- (e) Goods purchased from correctional facilities;
- (f) Goods purchased from another governmental agency;
- (g) Goods purchased at auctions;
- (h) Computer software;
- (i) Purchases pursuant to state or county bid; and/or
- (j) True lease.

9. The unintentional failure to fully comply with the provisions of Section 104-b New York State General Municipal Law or the Town of Alden's Procurement Policy and Procedure Guideline shall not be grounds to void action taken or give rise to a cause of action against the Town or any officer or employee thereof.

10. Legal issues regarding the applicability of competitive bidding requirements are to be presented to the Town Board and Town Attorney for review and determination.

11. The following individuals responsible for purchasing for the Town of Alden are shown on the attached Schedule A.

12. This policy shall be reviewed annually by the Town Board at its organizational meeting, or as soon thereafter as is reasonably practicable.

AGREEMENT TO SPEND TOWN HIGHWAY FUNDS YEAR 2020

Town Of Alden, County Of Erie

Pursuant to the provisions of Section 284 of the New York State Highway Law, we agree that monies levied and collected for the repair and improvement of highways, and received from the State for the repair and improvement of highways, shall be expended as follows:

1. **GENERAL REPAIRS:**

The sum of \$ 260,033 may be expended from general repairs upon Yalcias miles of town highways, including sluices, culverts and bridges having span of less than five feet and boardwalks or the renewal thereof.

2. **IMPROVEMENTS:** The following sums shall be set aside to be expended for the improvement of town highways.

- a. On County line, starting at Broadway and ending at R.R. tracks, a distance of .43 miles, there shall be expended not over the sum of \$ 105,033.
 Type Top: _____ Width of traveled surface: _____ feet.
 Thickness top: _____ inches. Thickness binder: _____ inches.
 Other: Mill shoulders 4' wide @ 2" or 3" type 3 binder
- b. On Fairview, starting at Town line and ending at _____, a distance of _____ miles, there shall be expended not over the sum of \$ 100,00.
 Type Top: _____ Width of traveled surface: 22 feet.
 Thickness top: 1 1/2 inches. Thickness binder: 2 1/2 inches.
 Other: Mill & fill
- c. On County line, starting at Waynes County and ending at Broadway, a distance of 2.77 miles, there shall be expended not over the sum of \$ 55,000.
 Type Top: _____ Width of traveled surface: 27 feet.
 Thickness top: _____ inches. Thickness binder: _____ inches.
 Other: Oil & Chip

Supervisor Dean W. Adamski

Date _____

Councilmember Colleen M. Pautler

Date _____

Councilmember _____

Date _____

William Rogers
 Highway Superintendent William Rogers

Date _____

**Please note that Calendar Year 2020 has 27 pay periods
 THE FOLLOWING APPROVED PAYROLL SCHEDULE FOR HOURLY
 AND SALARIED EMPLOYEES FOR YEAR 2020**

PAYROLL SCHEDULE HOURLY

PAYROLL SCHEDULE SALARIED

PAYROLL PERIOD	PAYROLL DATE	NO.	PAYROLL PERIOD
12/14/19 - 12/27/19	01/03/20	1	01/01/19 - 01/10/19
12/28/19 - 01/10/20	01/17/20	2	1/11/2019 - 01/24/19

01/11/20 - 01/24/20	01/31/20	3	01/25/20- 02/07/20
01/25/20 - 02/07/20	02/14/20	4	02/08/20 - 02/21/20
02/08/20 - 02/21/20	02/28/20	5	02/22/20- 03/06/20
02/22/20 - 03/06/20	03/13/20	6	03/07/20 - 03/20/20
03/07/20 - 03/20/20	03/27/20	7	03/21/20 - 04/03/20
03/21/20 - 04/03/20	04/10/20	8	04/04/20– 04/17/20
04/04/20 - 04/17/20	04/24/20	9	04/18/20 – 05/01/20
04/18/20 - 05/01/20	05/08/20	10	05/02/20 – 05/15/20
05/02/20 - 05/15/20	05/22/20	11	05/16/20 - 05/29/20
05/16/20 - 05/29/20	06/05/20	12	05/30/20 – 06/12/20
05/30/20 - 06/12/20	06/19/20	13	06/13/20 - 06/26/20
06/13/209 - 06/26/20	07/03/20	14	06/27/20 - 07/10/20
06/27/20 - 07/10/20	07/17/20	15	07/11/20 - 07/24/20
07/11/20 - 07/24/20	07/31/20	16	07/25/20 - 08/07/20
07/25/20 - 08/07/20	08/14/20	17	08/08/20 - 08/21/20
08/08/20 - 08/21/20	08/28/20	18	08/22/20 - 09/04/20
08/22/20 - 09/04/20	09/11/20	19	09/05/20 - 09/18/20
09/05/20 - 09/18/20	09/25/20	20	09/19/20 - 10/02/20
09/19/20 - 10/02/20	10/09/20	21	10/03/20 - 10/16/20
10/03/20 - 10/16/20	10/23/20	22	10/17/20 - 10/30/20
10/17/20 - 10/30/20	11/06/20	23	10/31/20 - 11/13/29
10/31/20 - 11/13/29	11/20/20	24	11/14/20 - 11/27/20
11/14/20 - 11/27/20	12/04/20	25	11/28/20 - 12/11/20
11/28/20 - 12/11/20	12/18/20	26	12/12/20 - 12/25/20
12/12/20 - 12/25/20	12/31/20	27	12/26/20 - 12/31/20
12/26/20 - 01/08/21	01/15/21	1	

REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL

Jennifer Strong, Town Attorney – Thanked the Board for re-appointment and is looking forward to 2020.

Mike Metzger, Town Engineer – Thanked the Board for re-appointment and is looking forward to 2020. Keeping in contact with Chris on SD2. Keeping in contact with the contractor for Exchange/Zoeller waterline. Added Cayuga Creek water district to the WS.

Chris Snyder, CEO – roof has been completed at the sewer district. Everything is cleaned up and looks good. Alarm issue has been resolved.

Colleen Rogers, Deputy Town Supervisor – auditors are in early this year. There are several policies they want to be implemented.

Lenny Weglarski, DCO – Thanked the Board for re-appointment.

NOTICE OF MEETINGS

NEXT WORK SESSION:	January 14, 2020	@7:00 PM
REGULAR BOARD MEETING	January 21, 2020	@7:00 PM

MEMORIAL REMEMBRANCE - Lawrence LeBlanc and Louise Zarnecki

ADJOURNMENT

At 7:36 P.M. Supervisor Adamski adjourned the Meeting.

Alecia Barrett
Town Clerk