

**PRIORITY OF BUSINESS SET BY SUPERVISOR PURSUANT TO
SECTION 16 TOWN CODE APPENDIX PART IV**

1. PLEDGE OF ALLEGIANCE – COUNCILWOMAN RIDDOCH
2. INVOCATION
3. CALLING THE ROLL OF BOARD MEMBERS BY THE CLERK
4. OFFER OF THE MINUTES & SYNOPSIS OF THE PROCEEDINGS OF THE PREVIOUS REGULAR MEETING OF FEBRUARY 6, 2012.
5. APPROVAL OF VOUCHERS

*****7:05 P.M. PUBLIC HEARING REGARDING THE APPLICATION OF DEBRA WEIKLEENGET FOR A KENNEL SPECIAL USE PERMIT*****

6. BUSINESS FROM THE FLOOR
7. PRESENTATION OF COMMUNICATIONS FROM BOARD MEMBERS AND OTHER TOWN OFFICIALS
8. NEW BUSINESS
 - A. Motion to approve the renewal of the Home Occupation Permit for Dean Adamski/12120 Westwood Rd./Sporting Goods Dealer per TC/RW
 - B. Motion to approve St. John's Request to use the Town Band Shell on July 20th-July 22nd, 2012 for their Annual Lawn Fete per CW/MR
 - C. Resolution adopting "Town of Alden Computer System Security Breach Notification Policy" per S/HM
 - D. Resolution adopting a Manual Non-recurring Journal Entry Policy per S/HM
 - E. Resolution for NEG DEC & Kennel Special Use Permit Approval for Debra Weikleenget/11268 Kieffer Rd. per S/HM
 - F. Resolution calling a Public Hearing for Ken and Susan Tomporowski/11230 Westwood Rd./Home Occupation Permit Application/Selling refurbished antique furniture and handmade items, March 5, 2012 per S/HM.
 - G. Motion to refer the Application for a Home Occupation Permit for Charles Contrino/2099 Townline Rd./Repairing Archery Equipment & Archery Equipment Sales to the Planning Board for review and recommendation per TC/RW

9. UNFINISHED & TABLED BUSINESS
10. REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL
11. ANNOUNCEMENTS FROM THE SUPERVISOR

12. NOTICE OF MEETINGS:

WORK SESSION:	02/27/12 @ 7:00 PM
REG. BOARD MEETING	03/05/12 @ 7:00 PM

13. MEMORIAL ADJOURNMENT: Roberta Austin & Gerald Howard.

Feb. 2012

COUNCILMAN _____ MOVED AND COUNCILMAN _____
 SECONDED THAT THE FOLLOWING VOUCHERS BE ALLOWED AND PAID.

<u>ACCOUNT</u>	<u>AMOUNT</u>		
	ABSTRACT #1	ABSTRACT #2	TOTAL
GENERAL FUND "A"	\$87,053.52		\$87,053.52
HIGHWAY FUND "DA/DB"	\$6,462.23		\$6,462.23
PART-TOWN FUND "B"	\$11,298.17		\$11,298.17
COMMUNITY DEV. FUND "CD"			\$0.00
CAPITAL IMPROV. "HC"			\$0.00
WATER DIST. #1 FUND "WA"			\$0.00
WATER DIST. #2 FUND "WB"	\$375.20		\$375.20
WATER DIST. #3 FUND "WC"	\$2,063.60		\$2,063.60
WATER DIST. #4 FUND "WD"	\$71,075.55		\$71,075.55
SPECIAL FIRE PROTECTION "SF"	\$525,624.00		\$525,624.00
SEWER DIST. #1 FUND "SI"	\$9,007.13		\$9,007.13
SEWER DIST. #2 FUND "SA"	\$2,083.17		\$2,083.17
TRUST & AGENCY FUND "T"	\$3,388.17		\$3,388.17
SPECIAL REFUSE FUND "SR"	\$37,635.42		\$37,635.42
STREET LIGHTING FUND "SL"	\$7,035.19		\$7,035.19
CAPITAL IMPROV. "H"			\$0.00
PERIWINKLE LTG. DIST."SL1"	\$50.82		\$50.82
GRANTS			\$0.00
CAPITAL WD FUND "HG"			\$0.00
TOTAL	\$763,152.17	\$0.00	\$763,152.17

TOWN CLERK'S OFFICE
RALPH P. WITT, TOWN CLERK
DEBRA A. CRIST, DEPUTY

ALDEN TOWN BOARD

FOR INFORMATION
716-937-6969 EXT. 2

The Regular Meeting of the Alden Town Board was held in the Town Hall at 3311 Wende Road on Monday, February 6, 2012 at 7:00 P.M. Supervisor Milligan called the Meeting to Order. Supervisor Milligan led in the Pledge of Allegiance. The Roll Call was taken by the Town Clerk.

Approved Minutes & Synopsis of Meeting 1/17/12 and Special Meeting #1/2012 of 1/23/12.

Adopted Resolution approving Vouchers for payment.

Approved Motion to renew the Home Occupation Permit for Deneda Gasiiecki/12615 W. Main St./Dog Grooming.

Approved Motion to renew the Home Occupation Permit for Mark Moore/12328 Westwood Rd./Snowmobile Repair.

Adopted Resolution approving the Intermunicipal Economic Development Agreement and the Director of Economic Development Agreement/Fred Heinle.

Adopted Resolution approving the Agreement with Alternative Care Services of WNY Inc. for 2012.

Adopted Resolution approving the Contract for the year 2012 with Ewell Free Library.

Adopted Resolution calling a Public Hearing regarding the application for a Kennel Special Use Permit/11268 Kieffer Rd./Debra Weikleenget.

Adopted Resolution amending the Town of Alden Employee Handbook.

Approved Motion to allow the Alden Republican Committee the use of the Community Center on the First Wednesday of the Month/8:00 P.M.-9:00 P.M./Year 2012.

Adopted Resolution authorizing an increase in appropriations and expenditures in Account Code WB.8389.0414 in the amount of \$7,897.25/hydrant repairs.

Adopted Resolution declaring LEAD Agency/Kennel Special Use Permit/11268 Kieffer Rd./Debra Weikleenget.

Adopted Resolution approving an additional payment of \$2,000.00 to Kraus Brothers/Town Hall Renovations.

Supervisor Milligan adjourned the Meeting at 7:36 PM with a Moment of Silence in Memory of Mary Gregory-Baker.

The Regular Meeting of the Alden Town Board was held in the Town Hall at 3311 Wende Road on Monday, February 6, 2012 at 7:00 P.M. Supervisor Milligan called the Meeting to Order. Supervisor Milligan led in the Pledge of Allegiance. The Roll Call was taken by the Town Clerk.

PRESENT: Harry Milligan, Supervisor
Mary Riddoch, Councilwoman
William Weber, Councilman
Todd Aldinger, Deputy Supervisor

RECORDING SECRETARY: Ralph Witt, Town Clerk

OTHERS PRESENT: Jennifer Strong, Town Attorney
Michael Metzger, Town Engineer
Chris Snyder, CEO
Gary Wagner, Planning Board

Supervisor Milligan moved and Councilman Weber seconded the Motion to approve the Minutes and Synopsis of the Regular Meeting of January 17, 2012 and the Special Meeting #1/2012 of January 23, 2012. Unanimously Carried.

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN RIDDOCH AND SECONDED BY COUNCILMAN WEBER TO WIT;

<u>ACCOUNT</u>	<u>ABST. #1</u>	<u>ABST. #2</u>	<u>TOTAL</u>
GENERAL FUND "A"	\$ 30,807.32	\$ 28,645.87	\$59,453.19
HGHWY FUND "DA/DB"	124,825.07	30,238.55	155,063.62
PART-TOWN FUND "B"	8,304.58	342.63	8,647.21
CAPTIAL IMPROV. "HC"		881.10	881.10
WD#1 FUND "WA"			
WD#2 FUND "WB"	375.20	7,522.05	7,897.25
WD#3 FUND "WC"	2,063.60		2,063.60
WD#4 FUND "WD"	1,299.80		1,299.80
SP FIRE PROT. "SF"	11,599.25	4,793.54	16,392.79
SD#2 FUND "SA"	2,324.12		2,324.12
TRUST/AGCY FUND "T"	794.44	2,760.93	3,555.37
SP REFUSE FUND "SR"	38,513.24		38,513.24
STREET LIGHTING FUND "SL"	7,251.06		7,251.06
PERIWINKLE LTG. "SL1"	53.03		53.03
GRANTS	21,550.06	132,632.80	154,182.86
TOTALS	\$249,760.77	\$207,817.47	\$457,578.24

UPON ROLL CALL VOTE THE FOREGOING WAS UNANIMOUSLY ADOPTED.

BUSINESS FROM THE FLOOR

Paul Loehr, Henskee Rd., questioned the changes made to the Supervisor's office and Town Clerk's office. When was it started? where the money came from and how much did it cost? Supervisor Milligan responded that it was done by the time he took office. Councilwoman Riddoch said that the project was complete by the first of the year, money was budgeted from the Town Clerk/Tax Receiver savings last year and the amount is approximately \$12,000.00.

COMMUNICATIONS

Councilman Weber received a phone call from Three Rod resident regarding some off road drainage, they were told it would of done this winter, if we had a nice winter with our new

equipment. They feel it is having an impact on water in their basement. Supervisor Milligan talked to Highway Supt. Fix and he assured him he would look into it.

Councilwoman Riddoch said it was nice to receive the Alden Economic Committee agenda. She received from Dan Moultrup, Recreation Director, a summary of the Summer Recreation and Youth program. She also received an insurance certificate from Alden Youth Baseball.

Supervisor Milligan received a revised bill from Erie County Water Authority, received a notification from Time Warner Cable regarding channel changes.

NEW BUSINESS

Councilwoman Riddoch moved and Councilman Weber seconded the Motion to approve the renewal of a Home Occupation Permit for Deneda Gasiiecki/12615 W. Main St./Dog Grooming. Unanimously Carried.

Councilman Weber moved and Councilwoman Riddoch seconded the Motion to approve the renewal of a Home Occupation Permit for Mark Moore/12328 Westwood Rd./Snowmobile Repair. Unanimously Carried.

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

WHEREAS, the Town of Alden, a municipal corporation organized and existing under the laws of the State of New York (the "Town"); the Village of Alden, a municipal corporation organized and existing under the laws of the State of New York (the "Village"); and the Alden Chamber of Commerce, Inc., a Not-For-Profit Corporation duly organized and existing under the laws of the State of New York (the "Chamber") have negotiated for the renewal of an Economic Development Agreement Contract wherein the Town, Village and Chamber maintain and fund the Alden Economic Development Committee ("Committee") for the benefit of the residents of Alden;

WHEREAS, the Town of Alden is aware that the Alden Area is in need of planned economic development and is desirous of obtaining such planned development services for the benefit of its residents;

WHEREAS, the Committee wishes Fred K. Heinle to remain as Director; and

WHEREAS, the Town, Village and Chamber have come to full agreement on the terms of such Agreement to run from March 1, 2012 until February 28, 2013.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS THAT:

1. The Town approves the Economic Development Agreement, as being consistent with its policies and in the interest of the residents of the Town of Alden;
2. The Town consents to the continuation of Fred K. Heinle as Director of the Committee and the signing of an Agreement retaining Mr. Heinle;
3. That the Supervisor of the Town of Alden is authorized to sign any and all necessary documents to effectuate the Agreement and the Director Agreement; and
4. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on February 6, 2012, and was unanimously adopted.

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

WHEREAS, the Town of Alden and Alternative Care Services of WNY, Inc., a Not-For-Profit Corporation duly organized and existing under the laws of the State of New York, have been negotiating renewal of a Contract wherein Alternative Care Services of WNY, Inc. will provide Meals-On-Wheels to eligible residents of the Town of Alden;

WHEREAS, the Town of Alden is aware that a large number of residents of the Town of Alden are eligible for and participate in the Alternative Care Services of WNY Inc.'s Meals-On-Wheels Program and is desirous of obtaining such services for its residents;

WHEREAS, Alternative Care Services of WNY, Inc. is the sole source provider of a meals-on-wheels program in the Town of Alden and therefore the Town's Procurement Policy & Procedure Guidelines and General Municipal Law have been followed; and

WHEREAS, the Town of Alden and Alternative Care Services of WNY, Inc. have come to full agreement on the terms of such Agreement to run from January 1, 2012, until December 31, 2012.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS THAT:

1. The Town Board approves the attached Agreement whereby the Town contracts with Alternative Care Services of WNY Inc., at a cost of \$1,001.00 for the provision of meals-on-wheels to eligible Town of Alden residents as being consistent with its policies and in the best interests of the residents of the Town of Alden;
2. That the Supervisor of the Town of Alden is authorized to sign any and all necessary documents to effectuate the Agreement; and
3. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on February 6, 2012, and was unanimously adopted.

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

WHEREAS, many municipalities, including cities, counties, towns and villages within Erie County have lost monetary support from the County of Erie;

WHEREAS, The Town of Alden believes that the Ewell Free Library is a great asset to the residents of the Town of Alden and would like to keep the Library open for the benefit and enjoyment of its citizens;

WHEREAS, the Alden Ewell Free Library is currently operated by the County of Erie and housed in a building not owned by the Town of Alden; and

WHEREAS, the Town Board of the Town of Alden would like to Contract with the Ewell Free Library to provide monies to the Library for its continued operation.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

The Town Board approves the Contract for the year 2012 with the Ewell Free Library as being consistent with its policies and in the interest of the residents of the Town of Alden;

1. That the Supervisor of the Town of Alden is authorized to sign any and all necessary documents to effectuate this Contract; and
2. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on February 6, 2012, and was unanimously adopted.

THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR MILLIGAN, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMAN WEBER TO WIT;

WHEREAS, Debra Weikleenget has filed an application for a Kennel Special Use Permit for the operation of a dog kennel at her residence located at 11268 Kieffer Road in the Town of Alden (further identified by SBL # 107.00-6-18);

WHEREAS, the Town of Alden Planning Board has reviewed the Application and recommended the approval of the Application to the Alden Town Board; and

WHEREAS, the Town Board, pursuant to Section 9-10(I)(3) of the Alden Town Code is required to call a public hearing on the Application.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, THAT:

1. A Public Hearing on the Kennel Special Permit Application for Debra Weikleenget be held by the Alden Town Board at the Alden Town Hall, 3311 Wende Road, Alden, New York on February 21, 2012 at 7:05 P.M. Local Time;
2. That the Town Clerk is hereby directed to publish the Notice of Public Hearing in the Alden Advertiser; to post the same on the Town Bulletin Board; and to mail the Notice to the adjacent property owners, which Notice shall be in the form attached hereto and made a part hereof; and
3. This Resolution shall take immediately.

The Adoption of the foregoing resolution was duly put to a roll call vote at a regular meeting on February 6, 2012, and was unanimously adopted.

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN RIDDOCH, WHO MOVED ITS ADOPTION AND SECONDED BY COUNCILMAN WEBER TO WIT;

WHEREAS, the Alden Town Board has reviewed the Town of Alden Employee Handbook ("Handbook") and noticed the need to update the same to reflect changes made at the 2012 Reorganizational Meeting; for general clarification; and to create a policy of reporting incidents; and

WHEREAS, the Town Board believes that changes are fair to both the Employees of the Town of Alden and is in the best interests of residents of the Town of Alden.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board hereby amends the Handbook, dated June, 2009 (and amended March, 2010; June, 2010; February, 2011; March, 2011; and September, 2011) to reflect the changes made to page 7 (Part-Time Clerk/Court); page 9 (Employee Benefits); page 10 (Vacation and Personal Days); page 11 (Sick Days); and page 26 (Each Employee's Responsibility) (all attached), to be effective February 7, 2012 at 12:01 am;
2. All other aspects of the June, 2009 (as amended) Handbook remain the same;
3. The Town Clerk's Office is hereby directed to promptly provide the amended pages of the Handbook, to all Town of Alden Employees; and
4. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on February 6, 2012, and was unanimously adopted.

Councilman Weber moved and Councilwoman Riddoch seconded the Motion to allow the Alden Republican Committee to use the Community Center on the first Wednesday of the Month/8:00 P.M.-9:00 P.M. Unanimously Carried.

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

WHEREAS, The Alden Town Board on November 15, 2010, adopted its 2011 Budget;

WHEREAS, the Town needs to transfer monies to allow for payment of fire hydrant repairs in Water District # 2; and

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

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS, THAT:

1. That the Alden Town Board hereby authorizes an increase in appropriations and expenditures in Account Code WB. 8389.0414 in the amount of \$7,897.25 due to hydrant repairs. Said expenditures will be charged against Water District # 2 at fiscal year end; and
2. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on February 6, 2012, and was unanimously adopted.

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

WHEREAS, the Town Board of the Town of Alden is considering an application, by Debra Weikleenget for a Kennel Special Use Permit for the operation of a dog kennel at her residence located at 11268 Kieffer Road in the Town of Alden (further identified by SBL # 107.00-6-18) (The "Proposed Action");

WHEREAS, the Town Board of the Town of Alden has determined that the Proposed Action is an Unlisted Action under SEQRA;

WHEREAS, the Town of Board of the Town of Alden believes that the Town of Alden is: the agency primarily responsible for undertaking decisions as to kennel special use permits; is the agency with the broadest governmental powers for investigating the impact of the Proposed Action; and has the greatest capacity for providing the most thorough environmental assessment of the Proposed Action; and is the most local agent with permitting authority; and

WHEREAS, the Town Building Inspector has provided notice to the Erie County Division of Planning, for this proposed kennel special use permit, as required under Section 239-m of the General Municipal Law.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS THAT:

1. The Town Board has determined that the proposed kennel special use permit is an Unlisted Action under SEQRA;

2. The Town Board has determined that it should be the Lead Agency for all environmental review of the kennel special use permit; and
3. This resolution shall take effect immediately.

The above resolution was duly put to a roll call vote at a regular meeting of the Town Board of the Town of Alden on February 6, 2012, and was unanimously adopted.

SUPERVISOR MILLIGAN POLLED THE BOARD AND WITH NO OBJECTION THE FOLLOWING WAS ADDED:

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

WHEREAS, the citizens of the Town of Alden have voted to combine the Elected Offices of the Alden Town Clerk and the Receiver of Taxes and thus the Alden Town Board has discovered the need to physically combine that office space, and to increase security for that office, to better serve the residents of the Town of Alden; the estimated costs of the Town Hall renovations is less than \$35,000.00 but greater than \$2,000.00;

WHEREAS, the Procurement Policy & Procedure Guidelines ("Guidelines") of the Town of Alden states that the Town must obtain written quotes from at least three (3) vendors and the Town did request and receive proposals from three vendors;

WHEREAS, the Town awarded the project to Kraus Brothers, the lowest responsible bidder; and

WHEREAS, Kraus Brothers determined that additional unexpected and unforeseen materials and labor were required to complete the project.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves an additional payment of \$2,000.00 to Kraus Brothers to complete the Town Hall renovations as per the attached invoice for additional materials and labor, and
2. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on February 6, 2012, and was unanimously adopted.

THERE WAS NO UNFINISHED AND TABLED BUSINESS

REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL

Councilman Weber reported that he has an Economic Development meeting tomorrow.

Town Clerk Ralph Witt collected all the taxes on the warrant to the Town of Alden and has turned them over to the Supervisor.

Attorney Strong has received the County sewer amendment agreement in the mail this morning, copies have been distributed.

Councilwoman Riddoch attended the Winter(Spring)Fest and wanted to thank the Village for all the work they did and also Park's Supervisor Andy Sojka.

Gary Wagner gave a report of the waterline leak in the Park. It was not the line he installed. He capped the line off.

Engineer Michael Metzger is working on wrapping up the boiler project. There is a site visit tomorrow with NYSERTA. He would like minor subdivisions put on the Work Session.

CEO Chris Snyder had a phone conversation with the representative from RCR Recycling, who picks up our recycling. It was brought to his attention that some towns are being paid per ton of recycling material; they will check this out and get back to him.

Town Clerk Ralph Witt received phone calls from out of town people asking if they could drop off their recycling, this will be decided on at a later date.

NEXT WORK SESSION: Monday, Feb. 13, 2012 @ 7:00 P.M.

NEXT REG. BOARD MTG.: Tuesday, Feb. 21, 2012 @ 7:00 P.M.

Special Meeting re Fire Hydrants on 2/15/2012 @ 9:00 A.M.

Supervisor Milligan adjourned the Meeting at 7:36 P.M. with a moment of silence in Memory of Mary Gregory-Baker.

A handwritten signature in black ink that reads "Ralph Witt". The signature is written in a cursive style with a prominent loop at the end of the name.

Ralph Witt
Town Clerk

LEGAL NOTICE
NOTICE OF PUBLIC HEARING
KENNEL SPECIAL USE PERMIT
11268 KIEFFER ROAD
TOWN OF ALDEN

PLEASE TAKE NOTICE, that the Town Board of the Town of Alden will conduct a public hearing pursuant to Section 9-10(I)(3) of the Alden Town Code on the application of Debra Weikleenget for a Kennel Special Use Permit to operate a dog kennel at her residence located at 11268 Kieffer Road, Town of Alden.

THEREFORE, pursuant to the Alden Town Code the Alden Town Board shall hold a public hearing on the proposed application for a Kennel Special Use Permit at the Alden Town Hall, 3311 Wende Road, Alden, New York at 7:05 p.m. on the 21st day of February, 2012, at which time the owners and occupants of property adjacent to 11268 Kieffer Road as well as members of the general public may be heard. The meeting room is wheel chair accessible. Those needing special arrangements should call the Town Hall at 937-6969.

BY ORDER OF THE TOWN BOARD
OF THE TOWN OF ALDEN

Dated: February 6, 2012

A.

2-21-2012

COUNCIL _____ MOVED AND COUNCIL _____ SECONDED
THE MOTION TO APPROVE THE RENEWAL OF THE HOME OCCUPATION
PERMIT FOR DEAN ADAMSKI/12120 WESTWOOD RD./SPORTING GOODS
DEALER per TC/RW



TOWN OF ALDEN

(716) 937-6969
Relay/Dial #711
Fax 937-9817

ALDEN TOWN CLERK
ALDEN TOWN HALL
3311 Wende Rd.
Alden, New York 14004

DATE: 1-18-12

NAME: Dean Adamski

ADDRESS: 12120 Westwood

DATE OF INSPECTION: 2-10-12

I hereby certify that there is "NO CHANGE" that has occurred since the original H.O.P. Application.

Dean W. Adamski
H.O.P. RENEWAL APPLICANT

Christopher Snyder
CODE ENFORCEMENT OFFICER, CHRISTOPHER SNYDER

exp. 2-5-12

APPLICATION FOR HOME OCCUPATION PERMIT

(ANY ZONING DISTRICT EXCEPT R-12)

Date JAN 15, 2012

1. Applicant:

Name DEAN W ADAMSKEI DIANE
Address 12120 WESTWOOD ROAD, AIDEN, NY 14004
Telephone (716) 937-7779

2. Location of property for which permit is 12120 WESTWOOD ROAD
AIDEN, NY 14004

3. Present Zoning _____

4. Use requested - What type of product will be produced, serviced, or repaired in the conduct of your Home Occupation? (For example: repair of clocks or watches making jewelry, etc.)

Explain SPORTING GOODS DEALER

5. Describe what rooms will be used in the conduct of the Home Occupation and how these rooms will be used (Not to exceed 25% of floor area of one story).

Explain: BASMENT

6. Describe the mechanical and/or electrical equipment that will be necessary to the conduct of your activity.

PERSONAL COMPUTER

7. Describe how, where, and in what amounts the material, supplies, and/or equipment related to your proposed Home Occupation will be displayed or stored:

INVENTORY STORED IN BASMENT

8. Will the Home Occupation involve the use of commercial vehicles for delivery of materials to or from the premises: Yes No

If yes, please explain USPS, UPS & FED EX DELIVERIES

9. How many persons will be involved or employed (limit one) in the conduct of the proposed occupation: Member of immediate family / Others _____

Total number /

10. Names of abutting property owners and owners across street:

11. Easements or other restrictions on property: _____

12. Explain the reasons which prevent this proposed use from being more suitably located in a property zoned district elsewhere within the Town THIS IS A LOW OVERHEAD

BUSINESS THIS WOULD NOT PROFIT WITH A LARGER OVERHEAD

13. I DEAN W. ADAMSKI (applicant) hereby request a certification of compliance with the Zoning regulations with respect to the property known as 12120 WESTWOOD ROAD for the following purposes:
ALDEN, NY 14004

14. Pursuant to the Zoning Law of the Town of Alden, it is hereby requested that a public hearing be held to consider granting a home occupation permit.

15. It is hereby agreed and understood that this home occupation permit shall be for a one year period and shall not be assignable or transferable to any other person than the undersigned.

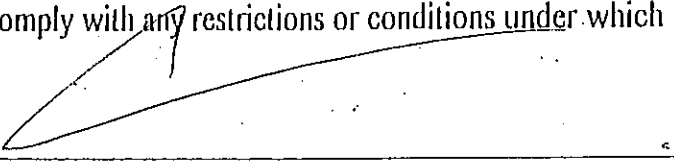
16. It is hereby agreed and understood that the activities, operations, or use of the premises described, shall be completely within the building and only the residents of the premises and no more than one other person be employed in the activities operations, and use of the premises. It is hereby expressly agreed and understood that the parking spaces associated with the activities, operation and use of the premises shall be met off the street, and in other than a required front yard.

17. It is hereby expressly agreed and understood that a sign may be affixed to the premises, not to exceed an area of four (4) square feet and not to be illuminated. The four square feet shall consist of assign two feet by two feet.

18. It is hereby agreed and understood that this permit shall be for a period of one year and may be renewed at the discretion of the Town Board of the Town of Alden at the end of the one year period.

19. The holder of this permit is required to familiarize himself with the local law under which said permit is granted. Any violation of the provisions of said local law shall render the offender liable for the penalties provided therefore and in addition thereto may result in the immediate revocation of the permit.

20. The hold of this permit shall comply with any restrictions or conditions under which this permit is granted.

Signature of Applicant 

Sworn to this 15 day of JANUARY 15 2012

When submitting initial application, attach copy of survey an deed. Application Fee is \$50.00



Board Meeting Tues Feb 21st

mary riddoch [rmriddoch@yahoo.com]

Sent: Tuesday, February 14, 2012 7:50 AM

To: Crist, Debra

MOTION TO APPROVE ST JOHN'S REQUEST TO USE THE TOWN BAND SHELL ON JULY 20TH-JULY 22ND 2012 FOR THEIR ANNUAL LAWN FETE. per MR

St. John the Baptist School
2028 Sandridge Road
Alden, New York 14004
Phone (716) 937-9483 Fax (716) 937-9794
Website: www.stjohnalden.com

January 16, 2012

Town of Alden
3311 Wende Rd.
Alden, NY 14004

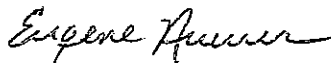
Supervisor Milligan:

St. John the Baptist School in Alden will once again be holding their annual Lawn Fete on July 20th, 21st, and 22nd. In the years past, the Alden Town Board has been very generous with allowing St. John's to use the Band Shelter for this event. We are hoping that we will be able to count on your generosity again, therefore making this year's Lawn Fete a success.

Please contact me as soon as possible in regards to the possibility of using the Band Shelter for this weekend.

Thank you for your consideration.

Sincerely,



Eugene Nuwer
Chairperson (937-7888)

CC:TB
2/13/2012

①

THE FOLLOWING RESOLUTION WAS OFFERED BY
_____, WHO MOVED ITS ADOPTION,
SECONDED BY _____

WHEREAS, New York State Technology Law Section 208 establishes procedures to be followed to notify affected individuals in the event of a breach of a computer security system and requires municipalities to adopt a notification policy or local law consistent with these procedures;

NOW, THEREFORE, BE IT RESOLVED, AS FOLLOWS THAT:

1. The attached "Town of Alden Computer System Security Breach Notification Policy" is hereby approved and adopted as the Town's official policy;
2. The Town Supervisor is hereby authorized and directed to take such actions as may be necessary to implement the Policy; and
3. This Resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on February 21, 2012, as follows:

Councilmember Weber	Aye	Nay
Supervisor Milligan	Aye	Nay
Councilmember Riddoch	Aye	Nay

TOWN OF ALDEN COMPUTER SYSTEM SECURITY BREACH NOTIFICATION POLICY (2.21.2012)

1. PURPOSE. This Computer System Security Breach Notification Policy is intended to alert individuals to any potential identity theft as quickly as possible so that they may take appropriate steps to protect themselves from and remedy any impacts of the potential identity theft or security breach. This Policy is consistent with and adopted pursuant to New York Technology Law Section 208.

2. DEFINITIONS. The following terms have the following meanings:

(a) "Breach of the security of the system" means unauthorized acquisition or acquisition without valid authorization of computerized data which compromises the security, confidentiality or integrity of personal information maintained by the Town. Good faith acquisition of personal information by an employee or agent of the Town for the purposes of the employee or agent is not a breach of the security of the system, provided that the private information is not used or subject to unauthorized disclosure.

In determining whether information has been acquired, or is reasonably believed to have been acquired, by an unauthorized person or a person without valid authorization, the Town may consider the following factors, among others:

(1) indications that the information is in the physical possession and control of an unauthorized person, such as a lost or stolen computer or other device containing information; or

(2) indications that the information has been downloaded or copied; or

(3) indications that the information was used by an unauthorized person, such as fraudulent accounts opened or instances of identity theft reported.

(b) "Consumer reporting agency" means any person or entity which, for monetary fees, dues or on a cooperative nonprofit basis, regularly engages in whole or in part in the practice of assembling or evaluating consumer credit information or other information on consumers for the purpose of furnishing consumer reports to third parties, and which uses any means or facility of interstate commerce for the purpose of preparing or furnishing consumer reports. A list of consumer reporting agencies may be obtained upon request to the State Attorney General.

(c) "Department" means any board, division, committee, commission, council, department, public authority, public benefit corporation, office or other governmental entity performing a governmental or proprietary function for the Town.

(d) "Personal Information" means any information concerning a natural person which, because of name, number, personal mark, or other identifier, can be used to identify that person.

(e) "Private information" means personal information in combination with anyone or more of the following data elements, when either the personal information or the data element is not encrypted or encrypted with an encryption key that has also been acquired:

(1) social security number;

(2) driver's license number or non-driver identification card number; or

(3) account number, credit or debit card number, in combination with any required security code, access code, or password which would permit access to an individual's financial account

"Private information" does not include publicly available information that is lawfully made available to the general public from Town records.

(f) "Town" means the Town of Alden, County of Erie.

3. DISCLOSURE OF BREACH TO AFFECTED PERSONS. Any Town Department that owns or licenses computerized data that includes private information must disclose any breach of the security of the system to any individual whose private information was, or is reasonably believed to have been, acquired by a person without valid authorization. The disclosure must be made in the most expedient time possible and without unreasonable delay, consistent with the legitimate needs of law enforcement, as provided in paragraph 5 below, or any measures necessary to determine the scope of the breach and restore the reasonable integrity of the data system. The Town shall consult with the State Office of Cyber Security and Critical Infrastructure Coordination to determine the scope of the breach and restoration measures.

4. DISCLOSURE OF BREACH TO OWNER OR LICENSEE. If the Town maintains computerized data that includes private information which the Town does not own, the Town must notify the owner or licensee of the information of any breach of the security of the system immediately following discovery, if the private information was, or is reasonably believed to have been, acquired by a person without valid authorization.

5. PERMITTED DELAY. Notification pursuant to this Policy may be delayed if a law enforcement agency determines that notification could impede a criminal investigation. The notification must be made after the law enforcement agency determines that notification would not compromise any criminal investigation.

6. METHOD OF NOTIFICATION. The required notice must be directly provided to the affected individuals by one of the following methods:

(a) written notice;

(b) electronic notice, provided that the person to whom notice is required to be provided has

expressly consented to receiving notice in electronic form and a log of each electronic notification is kept by the Town; and provided further that no person or business may require a person to consent to accepting notice in electronic form as a condition of establishing any business relationship or engaging in any transaction;

(c) telephone notification, provided that a log of each telephone notification is kept by the Town; or

(d) substitute notice, if the Town demonstrates to the State Attorney General that the cost of providing notice would exceed \$250,000 or that the number of individuals to be notified exceeds 500,000, or the Town does not have sufficient contact information. Substitute notice must include the following:

(1) e-mail notice, when the Town has an e-mail address for the subject persons;

(2) conspicuous posting of notice on the Town's Website page, if the Town maintains one; and

(3) notification to major statewide media.

7. INFORMATION REQUIRED. Regardless of the method by which notice is provided, the notice must include contact information for the Town and a description of the categories of information that were, or are reasonably believed to have been, acquired by a person without valid authorization, including specification of which of the elements of personal information and private information were, or are reasonably believed to have been, acquired.

8. NOTIFICATION OF AGENCIES. (a) Whenever any New York State residents are to be notified pursuant to this policy, the Town must notify the State Attorney General, the Consumer Protection Board and the State Office of Cyber Security and Critical Infrastructure Coordination as to the timing, content and distribution of the notices and the approximate number of affected people. Such notice must be made without delaying notice to affected individuals.

(b) Whenever more than 5,000 New York State residents are to be notified at one time, the Town must also notify consumer reporting agencies as to the timing, content and distribution of the notices and the approximate number of affected people. Such notice must be made without delaying notice to affected individuals.

(D.)

THE FOLLOWING RESOLUTION WAS OFFERED BY
COUNCILMEMBER _____, WHO MOVED ITS
ADOPTION, SECONDED BY COUNCILMEMBER

WHEREAS, the Auditors for the Town of Alden have advised the Town to adopt a Manual Non-recurring Journal Entry Policy.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

3. That the Town of Alden hereby adopts the attached Manual Non-recurring Journal Entry Policy, to be effective February 22, 2012;
4. That this Manual Non-recurring Journal Entry Policy shall remain in effect until, if ever, rescinded by the Alden Town Board; and
3. This resolution shall take effect immediately.

This resolution was duly put to a roll call vote at a regular meeting on February 21, 2012, the results of which are as follows:

Councilperson Weber	AYE	NAY
Supervisor Milligan	AYE	NAY
Councilperson Riddoch	AYE	NAY

TOWN OF ALDEN MANUAL NON-RECURRING JOURNAL ENTRY POLICY
(2/22/2012)

The Town of Alden recognizes that manual journal entries are needed and made for various reasons including but not limited to: record revenues and expenditures, to transfer funds, or to record balance sheet accruals. Based on the need for manual journal entries, the following policy is being established to document procedures on how journal entries are expected to be processed:

1. Non-recurring journal entries for all funds/departments will be entered by the Supervisor's Office. The individual entering the journal entry should pay close attention that the correct posting date and fiscal period are used.
2. Appropriate documentation/support shall be included with the non-recurring journal entry.
3. The Budget Officer, the Supervisor, or the Assistant to the Supervisor will review the non-recurring journal entry based on individual circumstances. If a non-recurring journal entry is determined to be appropriate, the Supervisor or the Assistant to the Supervisor will ensure each entry is properly coded, in balance and entered for the correct period.
4. The Budget Officer, the Supervisor or the Assistant to the Supervisor after completing his/her review and determining the non-recurring journal entry is correct will then approve the non-recurring journal entry, by signing off in the entry.
5. These procedures are being established in order to create proper segregation of duties. (i.e. there should always be an approval being done by a person other than the preparer of the non-recurring journal entry.)

THE FOLLOWING RESOLUTION WAS OFFERED BY
COUNCIL _____, WHO MOVED ITS ADOPTION,
SECONDED BY _____

WHEREAS, the Town Board of the Town of Alden is considering an application, by Debra Weikleenget for a Kennel Special Use Permit for the operation of a dog kennel at her residence located at 11268 Kieffer Road in the Town of Alden (further identified by SBL # 107.00-6-18) (the "Proposed Action");

WHEREAS, the Proposed Action is an unlisted action within the requirements of the New York State Environmental Quality Review Act;

WHEREAS, the Town Building Inspector provided notice to the Erie County Division of Planning on December 13, 2011, as required under Section 239-m of the General Municipal Law and a "No recommendation" was received on December 29, 2011;

WHEREAS, the Town of Alden Planning Board has recommended to the Town Board the approval of the Proposed Action;

WHEREAS, the Town of Board of the Town of Alden believes that the Town of Alden is: the agency primarily responsible for undertaking decisions as to the issuance of a kennel special use permits; is the agency with the broadest governmental powers for investigating the impact of the Proposed Action; and has the greatest capacity for providing the most thorough environmental assessment of the Proposed Action; and is the most local agent with permitting authority;

WHEREAS, The Town Clerk mailed notice of the public hearing to all neighboring parcel owners on February 7, 2012 and the public hearing was held on February 21, 2012, after due publication in the Alden Advertiser and at the public hearing all persons appearing in favor of and against the proposed action were heard and all concerns have been addressed by the Applicant.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS, THAT:

2. The Town Board, as Lead Agency, has determined that the Proposed Action is an Unlisted Action under SEQRA;
2. The Town of Alden, as Lead Agency, hereby determines that the unlisted action described

in the attached SEQRA NEGATIVE DECLARATION, NOTICE OF DETERMINATION OF NON-SIGNIFICANCE, which attached notice is hereby made a part of this Resolution, will not have a significant effect on the environment and that an environmental impact statement is not required to be prepared with respect to the Proposed Action and

3. That the Kennel Special Use Permit is hereby granted.

The above resolution was duly put to a roll call vote at a regular meeting of the Town Board of the Town of Alden on February 21, 2012, the results of which were as follows:

Councilmember Weber	Aye	Nay
Supervisor Milligan	Aye	Nay
Councilmember Riddoch	Aye	Nay

State Environmental Quality Review
NEGATIVE DECLARATION
Notice of Determination of Non-Significance

Project Number

Date: 2/21/2012

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Town of Alden as lead agency, has determined that the proposed action described below will not have a significant adverse environmental impact and a Draft Impact Statement will not be prepared.

Name of Action:

Weikleenget Kennel Special Use Permit

SEQR Status: Type 1
 Unlisted

Conditioned Negative Declaration: Yes
 No

Description of Action:

Kennel Special Use Permit for dog kennel located at 11268 Kieffer Road

Location: (Include street address and the name of the municipality/county. A location map of appropriate scale is also recommended.)

11268 Kieffer Road, Town of Alden, County of Erie

Reasons Supporting This Determination:

(See 617.7(a)-(c) for requirements of this determination : see 617.7(d) for Conditioned Negative Declaration)

Reasons Supporting This Determination: During review of this project, the Town of Alden assessed areas of environmental concern, and determined that no significant negative impacts would occur

The Town of Alden, therefore, concludes that the project will not adversely affect the natural resources of the State and/or the health, safety and welfare of the public and is consistent with social and economic consideration. In reaching this decision, the Town of Alden carefully considered all "Criteria" for Determination of Significance listed in the SEQR Regulations (6 NYCRR 617.7).

If Conditioned Negative Declaration, provide on attachment the specific mitigation measures imposed, and identify comment period (not less than 30 days from date of publication in the ENB)

For Further Information:

Contact Person: Supervisor Harry F. Milligan

Address: 3311 Wende Road, Alden, NY 14004

Telephone Number: (716) 937-6969

For Type 1 Actions and Conditioned Negative Declarations, a Copy of this Notice is sent to:

Chief Executive Officer, Town / City / Village of

Other involved agencies (If any)

Applicant (If any)

Environmental Notice Bulletin, 625 Broadway, Albany NY, 12233-1750 (Type One Actions only)

F.

THE FOLLOWING RESOLUTION WAS OFFERED BY _____, WHO MOVED ITS ADOPTION, SECONDED BY _____, TO WIT;

WHEREAS, Ken and Susan Tomporowski have filed an Application for a Home Occupation Permit to conduct a business of selling refurbished antique furniture and handmade items (such as jewelry, greeting cards, etc) from their residence at 11230 Westwood Road;

WHEREAS, the Town of Alden Planning Board has reviewed the Application and recommended the approval of the Application to the Alden Town Board;

WHEREAS, the Town Board, pursuant to Section 20-64(C) of the Alden Town Code is required to call a public hearing on the Application,

NOW, THEREFORE, BE IT RESOLVED THAT:

1. That a Public Hearing on the Home Occupation Permit Application for Ken and Susan Tomporowski be held by the Alden Town Board at the Alden Town Hall, 3311 Wende Road, Alden, New York on March 5, 2012 at 7:05 P.M. Local Time;
2. That the necessary Notice of Public Hearing, as required by Section 20-64(C) of the Alden Town Code be published in the Alden Advertiser; posted on the Town Bulletin Board; and mailed to the adjacent property owners, which Notice shall be in the form attached hereto and made a part hereof; and
3. This Resolution shall take immediately.

The Adoption of the foregoing resolution was duly put to a vote on February 21, 2012 as follows:

Councilperson Weber	AYE	NAY
Supervisor Milligan	AYE	NAY
Councilperson Riddoch	AYE	NAY

LEGAL NOTICE
NOTICE OF PUBLIC HEARING
HOME OCCUPATION PERMIT
11230 WESTWOOD ROAD
TOWN OF ALDEN

PLEASE TAKE NOTICE, that the Town Board of the Town of Alden will conduct a public hearing pursuant to Section 20-64(C) of the Zoning Code of the Town of Alden on the application of Ken and Susan Tomporowski for a Home Occupation Permit to conduct a business of selling refurbished antique furniture and handmade items (such as jewelry, greeting cards, etc) from their residence located at 11230 Westwood Road, Town of Alden.

THEREFORE, pursuant to the Zoning Code of the Town of Alden the Alden Town Board shall hold a public hearing on the proposed application for a Home Occupancy Permit at the Alden Town Hall, 3311 Wende Road, Alden, New York at 7:05 p.m. on the 5th day of March, 2012, at which time the owners and occupants of property adjacent to 11230 Westwood Road as well as members of the general public may be heard. The meeting room is wheel chair accessible. Those needing special arrangements should call the Town Hall at 937-6969.

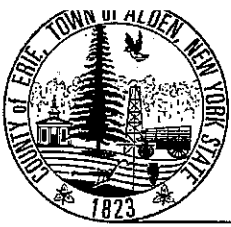
BY ORDER OF THE TOWN BOARD
OF THE TOWN OF ALDEN

Dated: February 21, 2012

G.

2-21-2012

COUNCIL _____ MOVED AND COUNCIL _____ SECONDED
THE MOTION TO REFER THE APPLICATION FOR A HOME OCCUPATION
PERMIT FOR CHARLES CONTRINO/2099 TOWNLINE RD./REPAIRING
ARCHERY EQUIPMENT & ARCHERY EQUIPMENT SALES TO THE PLANNING
BOARD FOR REVIEW AND RECOMMENDATION per TC/RW



RALPH P. WITT
Alden Town Clerk

(716) 937-6969
FAX (716) 937-9817

ALDEN TOWN HALL
3311 Wende Road
Alden, New York 14004

NOTICE OF WORK SESSION – TOWN OF ALDEN

**ON MARCH 7, 2012, 9:00 A.M. THERE WILL BE A WORK SESSION
REGARDING WATER HYDRANTS TO BE HELD AT:**

TOWN OF ALDEN
3311 WENDE RD.
ALDEN, NEW YORK 14004

ALDEN TOWN CLERK'S OFFICE
DATED FEBRUARY 15, 2012