

Alecia Barrett
Town Clerk

ALDEN TOWN BOARD
SYNOPSIS OF MEETING

March 21, 2022
7:00 P.M.

The Regular Meeting of the Alden Town Board was held in the Town Hall at 3311 Wende Road on Monday, March 21, 2022 Supervisor Sitzman called the Regular Meeting to Order and Councilwoman Waiss led in the Pledge of Allegiance. The Roll Call was taken by the Town Clerk Barrett.

Approved the Minutes and Synopsis of the Regular Meeting of March 7, 2022

VOUCHERS

Resolution to approve agreement with Alternative Care Services of WNY, Inc.

Resolution to Hire Surveyor for Cayuga Creek Water District Topographic Survey

Motion to approve request of Alden Soccer Club to use Town Park

Motion to hire two part-time seasonal parks workers

Resolution to purchase JSV 3000

Motion in regard to CARES ACT Grant

Resolution to authorize Budget Transfers

Polled and Added with no objection

Motion to approve AYB use of Town Hall Gymnasium

Motion to allow St. Johns students use of Town Hall Auditorium

Executive Session

ANNOUNCEMENTS FROM SUPERVISOR-

MEMORIAL REMEMBRANCE-

ADJOURNMENT-

Supervisor Sitzman adjourned the Meeting at 8:22 P.M.

Alecia Barrett
Town Clerk

The Regular Meeting of the Alden Town Board was held at 3311 Wende Road, Alden, NY on Monday, March 21, 2022 at 7:00 P.M. Supervisor Sitzman called the Meeting to Order and Councilwoman Waiss led in the Pledge of Allegiance. The Roll Call was taken by the Town Clerk.

PRESENT: Brett Sitzman, Town Supervisor
Gina Waiss, Councilwoman

RECORDING SECRETARY: Alecia Barrett, Town Clerk

OTHERS PRESENT: Jennifer Strong, Town Attorney
Lenny Weglarski, DCO
Chris Snyder, CEO
Sarah Miller, Deputy Town Supervisor
Residents

Councilwoman Waiss Moved and Supervisor Sitzman seconded the Motion to approve the Minutes and Synopsis of the Regular Meeting of March 7, 2022.

CARRIED

Ayes 2 Sitzman & Waiss
Nays 0

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN WAISS, SECOND BY SUPERVISOR SITZMAN, WHO MOVED THAT THE FOLLOWING VOUCHERS BE ALLOWED AND PAID TO WIT; VOUCHERS #183 - 240 ALL BILLS REVIEWED BY THE TOWN BOARD.

<u>ACCOUNT</u>	<u>AMOUNT</u>		
	ABSTRACT #1	ABSTRACT #2	TOTAL
GENERAL FUND "A"	\$23,004.17		\$23,004.17
HIGHWAY FUND "DA/DB"	\$20,808.91		\$20,808.91
PART-TOWN FUND "B"	\$3,358.88		\$3,358.88
CONSOLIDATED WATER "WR"			
SPECIAL FIRE PROTECTION "SF"	\$130,000.00		\$130,000.00
SEWER DIST#1 FUND "SI"			
WATER DIST. NEWSTEAD "WO"			
WATER DIST.EXCHANGE ST. "WX"			
SEWER DIST. #2 FUND "SA"	\$8,875.85		\$8,875.85
TRUST & AGENCY "T"	\$2,139.46		\$2,139.46
SPECIAL REFUSE FUND "SR"	\$72,191.36		\$72,191.36
STREET LIGHTING FUND "SL"	\$99.26		\$99.26
PERIWINKLE LTG. DIST."SL1"			
WATER DIST. NO. 1 "WA"	\$3,859.32		\$3,859.32
TOTAL	\$268,718.79		\$268,718.79

THE FOREGOING RESOLUTION WAS PUT TO A ROLL CALL VOTE ON MARCH 21, 2022 AND

ADOPTED

Ayes 2 Sitzman & Waiss

Nays 0

BUSINESS FROM THE FLOOR

Tom Weisbeck, Broadway – Is the Town pursuing additional grant funds for Cayuga Creek water District?

COMMUNICATIONS

Brett Sitzman, Supervisor

1. Letter from Judy Bowman regarding new senior center
2. ACSD replacement schedule for RO Smith Park modified baseball practice

Gina Waiss, Councilwoman

1. Email from Dave Kocher regarding Recreation Advisory Committee not having met in a period of time
2. Received updated schedule for Men's softball
3. AYB schedule for school space use

Alecia Barrett, Town Clerk

1. Request from Chamber for Taste of Alden/5K; discuss further at Work Session
2. Request from St. John's group to use auditorium at Town Hall

NEW BUSINESS

THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR SITZMAN, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOMAN WAISS, 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 negotiated a renewal of an Agreement 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 The Town is desirous of continuing 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 as of March 21, 2022, until December 31, 2022.

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 Town Supervisor is authorized to sign any and all necessary documents to effectuate the Agreement; and

3. 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 March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Weiss

Nays 0

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

WHEREAS, the Alden Town Board needs to have prepared a topographic survey to assist in the design and construction of the Cayuga Creek Water District;

WHEREAS, the Procurement Policy & Procedure Guidelines ("Guidelines") of the Town of Alden and the New York General Municipal Law ("GML") state that professional services are exempt from the Guidelines and from the GML;

WHEREAS, despite the professional service exemption, the Town Engineer has requested quotes from eight surveyors, three of which are WBE/MBE Certified and one of which is DVOB Certified, two of the eight did not respond;

WHEREAS, six quotes were received as follows:

Fradina Engineering and Land Surveying PC (WBE/MBE) at \$30,030.00

Susan M. King, PLC (WBE/MBE) at \$26,660.00

Foit Albert Associated (WBE/MBE) at \$26,000.00

McIntosh & McIntosh PC at a cost not to exceed \$22,000

Millard, MacKay & Delles LLP at \$20,200.00 and

Niagara Boundary and Mapping Services at \$13,730.00.

WHEREAS, Niagara Boundary and Mapping Services is the lowest responsible bidder;

WHEREAS, The Town Board after full and careful review and consideration of the request finds that it is in the public interest to authorize the topographic survey work.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves the attached Agreement with Niagara Boundary and Mapping Services for a topographic survey of the Cayuga Creek Water District at a total cost of \$13,730.00.
2. The Town Supervisor is authorized to sign any and all necessary documents to effectuate this hiring; and
3. 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 March 21, 2022, which resulted as follows:

APPROVED.

Ayes 2 Sitzman & Weiss

Nays 0

THE FOLLOWING MOTION WAS OFFERED BY SUPERVISOR SITZMAN, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOAMN WAISS, TO WIT;

Motion to approve the request of the Alden Soccer Club to use the Town Parks for Travel Soccer and House Soccer as per the attached schedules.

The Alden Soccer Club is responsible for complying with all Town, County, State and Federal Rules and Regulations regarding the CoVid-19 Pandemic.

The Alden Soccer Club has submitted proof of insurance.

All players must sign Waivers, to be filed with the Town Clerk, prior to participating in any practices or games.

The question of the adoption of the foregoing motion was duly put to a vote on roll call, at a regular meeting on March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Waiss

Nays 0

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

Motion to hire Jeremy P. Catanzaro and Thomas M. Justinger as Part Time Seasonal Parks Workers at a rate of \$16.00 per hour, no benefits. Employment is subject to successful completion of all required Town of Alden pre-employment checks.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, at a regular meeting on March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Waiss

Nays 0

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

WHEREAS, the Town Highway Superintendent has advised the Town Board that the Highway and Parks Departments need to purchase a new JSV 3000 the cost of which is estimated to be over \$5,000.00 but less than \$20,000.00;

WHEREAS, the Procurement Policy & Procedure Guidelines ("Guidelines") of the Town of Alden and the General Municipal Law state that the Town must obtain written quotes from at least three (3) vendors;

WHEREAS, three quotes were requested and received by the Highway Superintendent as follows:

the highest bidder is Agrimerica Farm and Construction LLC at \$14,500.00;

the second highest bidder is Amick's at \$13,649.00 and

the lowest bidder is Wegman Motor Works Inc. at \$13,185.00.

WHEREAS, Wegman Motor Works Inc. is the lowest responsible bidder; and

WHEREAS, The Town Board after full and careful review finds that it is in the public interest to authorize the purchase of the new JSV-3000.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves the purchase of the JSV 3000 for \$13,185.00 from Wegman Motor Works Inc.;
2. That the Highway Superintendent of the Town of Alden is authorized to sign any and all necessary documents to effectuate this purchase; and
3. 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 March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Waiss
Nays 0

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

Motion to appoint Brett Sitzman as EEO Officer; MWBE Liason; SVDDB Liason; Fair Housing Officer; Section 3 Coordinator; and Labor Standards Compliance Officer.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, at a regular meeting on March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Waiss
Nays 0

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

WHEREAS, the Alden Town Board on November 16th, 2021 adopted it's 2022 budget,

WHEREAS, the Town of Alden needs to transfer money to a s item's outlined below 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
A.1990.0400	\$1,250.00	A.8389.0400	Water Dis. #5 Map, Plan & Report	\$1,250.00
A.1990.0400	\$2,902.50	A.8389.0401	Cayuga Creek Waterline Services	\$2,902.50
A.1990.0400	\$1,003.00	A.1320.0434	Drescher & Malecki LLP 2022 Budget	\$1,003.00
A.1990.0400	\$1,287.50	A.8389.0400	Water District #5 Dec Summary	\$1,287.50
	\$6,443.00		TOTAL	\$6,443.00

The 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 March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Waiss

Nays 0

POLLED AND ADDED WITH NO OBJECTIONS

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

Motion to allow Alden Youth Baseball to use the gymnasium at Town Hall weekdays from 5:30 pm until 9.00 pm and Saturdays from 10.00 am until 2.00 pm starting March 22, 2022 through June 1 , 2022 for youth baseball practice.

Alden Youth Baseball supply all required safety equipment needed for their practices.

All participants must sign a waiver before participating in the practices.

Alden Youth Baseball is responsible for complying with all Town, County, State and Federal Rules and Regulations regarding the CoVid-19 Pandemic.

Alden Youth Baseball has submitted proof of liability insurance to the Town Clerk.

The question of the adoption of the foregoing motion was duly put to a vote on roll call, at a regular meeting on March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Waiss

Nays 0

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

Motion to approve St. John's School to use the Town Hall Auditorium for play practice on Mondays and Fridays after school starting March 25, 2022 through May 6, 2022.

The question of the adoption of the foregoing motion was duly put to a vote on roll call, at a regular meeting on March 21, 2022, which resulted as follows:

CARRIED.

Ayes 2 Sitzman & Waiss

Nays 0

Supervisor Sitzman moved to enter into Executive Session for personnel relating to Town Constables, Seconded by Councilwoman Waiss.

Supervisor Sitzman moved to leave Executive Session with No Action Taken, seconded by Councilwoman Waiss

REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL

Gina Waiss, Councilwoman - add summer recreation program to WS agenda

Jennifer Strong, Town Attorney – prepared legal notice for Zoning Board of Appeals

Chris Snyder, CEO – meeting with seniors regarding new senior center

Brett Sitzman, Supervisor – had good meeting with regard to CDBG grant

Len Weglarski, DCO – picked up a couple dogs. All are back home.

ANNOUNCEMENTS FROM SUPERVISOR

UNFINISHED AND TABLED BUSINESS

Motion regarding Town Assessor Salary and Hours

NOTICE OF MEETINGS

WORK SESSION:

March 28, 2022

@7:00 PM

REGULAR BOARD MEETING

April 4, 2022

@7:00 PM

MEMORIAL REMEMBRANCE -

ADJOURNMENT

At 8:22P.M. Supervisor Sitzman adjourned the Meeting.

Alecia Barrett
Town Clerk

