

The Regular Meeting of the Alden Town Board was held at 3311 Wende Road, Alden, NY on Monday, July 17, 2023 at 7:00 P.M. Town Supervisor Sitzman called the Meeting to Order and Councilwoman Pautler led in the Pledge of Allegiance. The Roll Call was taken by the Town Clerk.

PRESENT: Brett Sitzman, Town Supervisor  
Colleen Pautler, Councilwoman

RECORDING SECRETARY: Alecia Barrett, Town Clerk

OTHERS PRESENT: Jennifer Strong, Town Attorney  
Bill Rogers, Highway Superintendent  
Mike Metzger, Town Engineer  
Chris Snyder, CEO  
Residents

Councilwoman Pautler Moved and Supervisor Sitzman seconded the Motion to approve the Minutes and Synopsis of the Regular Meeting of July 3, 2023.

**CARRIED**

Ayes 2 Sitzman & Pautler  
Nays 0

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN PAUTLER, SECOND BY COUNCILWOMAN WAISS, WHO MOVED THAT THE FOLLOWING VOUCHERS BE ALLOWED AND PAID TO WIT; VOUCHERS #576 - 675 **ALL BILLS REVIEWED BY THE TOWN BOARD.**

<u>ACCOUNT</u>	<u>AMOUNT</u>		
	ABSTRACT #1	ABSTRACT #2	TOTAL
GENERAL FUND "A"	\$48,467.44		\$48,467.44
HIGHWAY FUND "DA/DB"	\$62,393.71		\$62,393.71
PART-TOWN FUND "B"	\$9,799.00		\$9,799.00
WATER DIST. NEWSTEAD "WO"			
SPECIAL FIRE PROTECTION "SF"	\$30,349.00		\$30,349.00
WATER DIST. #1 FUND "WA"			
WATER DIST.EXCHANGE ST. "WX"			
SEWER DIST. #2 FUND "SA"	\$613.34		\$613.34
TRUST & AGENCY "T"	\$10,271.26		\$10,271.26
SPECIAL REFUSE FUND "SR"	\$40,031.11		\$40,031.11
STREET LIGHTING FUND "SL"	\$4,682.17		\$4,682.17
PERIWINKLE LTG. DIST."SL1"			
ZOELLER RD. WATER DIST. "WZ"			
<b>TOTAL</b>	<b>\$206,607.03</b>		<b>\$206,607.03</b>

THE FOREGOING RESOLUTION WAS PUT TO A ROLL CALL VOTE ON JULY 17, 2023 AND

**ADOPTED.**

Ayes 2 Sitzman & Pautler

Nays 0

**BUSINESS FROM THE FLOOR**

Kevin Martin and Gary Frey, Townline Rd – questioned splitting the 5 or 6 residences on Townline out from proposed Water District #5. Asked if it would be faster to go directly to Erie County with request for water.

**COMMUNICATIONS**

**Brett Sitzman, Town Supervisor**

1. Check from auction of surplus cafeteria equipment
2. CEO Monthly Report
3. Sales tax report

**Jennifer Strong, Town Attorney**

1. Circulated to the Board updated ethics policy and draft budget calendar

**NEW BUSINESS**

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

WHEREAS, The Alden Town Board on November 7, 2022 adopted its 2023 Budget;

WHEREAS, the Town needs to transfer monies to allow for payment of various invoices and vouchers for the Town Parks; and

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

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS, THAT:

1. The Alden Town Board hereby authorizes the following budget transfer, in the amount of \$6,000.00: transfer from A.7110.0224 to A.7110.0436 Parks; and
2. 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 July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler

Nays 0

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

WHEREAS, the Town properly, authorized, advertised, received and opened sealed bids for four Prime Contracts for General Construction, Electrical, Mechanical and Plumbing at the Senior Center for the Senior Center Expansion Project and no plumbing bids were received;

WHEREAS, the properly hired Mechanical Contractor, DWC Mechanical, Inc. possesses sufficient skills and qualifications to complete the necessary plumbing work and has requested a Change Order in the amount of \$3,774.00 from the Town to allow them to complete the plumbing work; and

WHEREAS, the Town Board after full and careful consideration finds that it is in the public interest to authorize the Change Order.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves the Change Order (attached) at a cost of \$3,774.00;
2. The Supervisor is authorized and directed to sign any and all necessary documents to effectuate this Change Order; 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 July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler  
Nays 0

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

Motion to introduce a draft Local Law # 4 of the Year 2023 "Amendment of Chapter 52 Purchase Contracts".

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, at a regular meeting on July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler  
Nays 0

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

WHEREAS, the Town Board of the Town of Alden ("Town Board") is fully and properly considering adopting Local Law # 4 of 2023 "Amendment of Chapter 52 Purchase Contracts" (the "Proposed Action"); and

WHEREAS, the Town Board, after completing the Short Environmental Assessment Form has determined that the Proposed Action is a Type II Action under SEQRA; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Town Board hereby adopts the attached Determination of Type II Action;

2. The Town of Alden, as Lead Agency, hereby determines that the Type II action described in the attached Determination, will not have a significant effect on the environment and that an environmental impact statement is not required to be prepared with respect to said Proposed Action; 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 July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler

Nays 0

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

On June 5, 2023 the Town Board approved the request of Alden Men's Softball to use the Robert O. Smith Park softball diamonds 1, 2 and 3) for softball tournaments on August 5, 2023 and on August 26, 2023 from 8 am until 7pm. That approval is hereby amended with the following amended conditions:

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

Alden Men's Softball must sign an Indemnification Agreement with the Town of Alden and submit the same to the Town Clerk's Office prior to August 1, 2023.

Alcohol consumption is not allowed in the Town Park.

Alden Men's Softball must submit to the Town Clerk proof of liability insurance naming the Town of Alden as an additional insured.

Alden's Men's Softball must escrow \$500.00 (reduced from \$1,000.00) with the Town of Alden to cover any clean-up costs incurred by the Town. All unused funds shall be returned by the Town to Alden Men's Softball.

The Town Clerk is directed to promptly give notice of this approval and send the Indemnification Agreement to Alden Men's Softball.

*On the question – Councilwoman Pautler stated the tournament may not be taking place, she will contact Mark Kerl. Add to WS Agenda for follow up.*

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, at a regular meeting on July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler

Nays 0

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

Motion to approve the request of Connect Life to use the Community Center on August 8, 2023 from **1.30 pm** until 7.00 pm for a blood drive.

The Town Clerk is hereby directed to promptly send notice of this approval to Connect Life.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, at a regular meeting on July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler

Nays 0

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

Motion to hire, for the remainder of 2023, Courtney T. Krull as Part Time Clerk in the Supervisor's Office at \$17.00 per hour, at no more than 19.5 hours of work per week. Subject to successful completion of all 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 July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler

Nays 0

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

WHEREAS, Councilwomen Pautler has discovered the need to write a job description for the Town Dog Control Officer.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Town Board approves the attached Dog Control Officer Job Description and here by adopts the same effective immediately;
2. The Town Supervisor is hereby directed to sign the job description on behalf of the Town of Alden;
3. Councilwomen Pautler is hereby directed to have the Dog Control officer sign the attached job description; 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 July 17, 2023, which resulted as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler

Nays 0

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

WHEREAS, on November 3, 2018, the National Emergency Medical Service Memorial Bill was signed into law by the President of the United States;

WHEREAS, this new Law allowed for the establishment of the National Emergency Medical Service Memorial in Washington D.C. to honor the commitment, service, and sacrifice of Emergency Medical Service Providers who lost their lives in the line of duty;

WHEREAS, a part of the National Memorial is the "Tree of Life" a specially designed memorial that contains the names of each year's honorees engraved on bronze leaves;

WHEREAS, The Moving Honors Procession travels across the United States to bring awareness and recognition to the honorees; and to provide broader access to the Tree of Life allowing those wishing to pay their respects to the honoree families the opportunity to do so;

WHEREAS, on July 18, 2023, the Moving Honors Procession will travel through Western New York;

WHEREAS, Rebecca L. Eleczko, an Emergency Medical Service Provider for the Millgrove Volunteer Fire Department, passed away in the line of duty in January 2021; has been inducted to the National Emergency Medical Service Memorial; and

WHEREAS, Rebecca, who earned multiple fire and EMS Certifications, proudly served our community for many years as an Emergency Medical Service provider continuing her family tradition of volunteer service, started by her Grandmother, and continued by her Father, her Brother, and her Uncle.

NOW, THEREFORE BE IT PROCLAIMED BY THE ALDEN TOWN BOARD:

1. That the Alden Town Board extends its deepest respect, admiration, and appreciation to the late Rebecca L. Eleczko and to her surviving Family, in honor of her extraordinary commitment and dedication to our community through her service with the Millgrove Volunteer Fire Department and whole-heartedly congratulates the Eleczko Family and the Millgrove Volunteer Fire Department on Rebecca's induction into the National Emergency Medical Service Memorial; and
2. That the Town Clerk is hereby directed to send certified copies of this Proclamation to the Millgrove Volunteer Fire Department and to the National Emergency Medical Service Memorial Organization.

The foregoing Proclamation was duly put to a roll call vote at a regular meeting on July 17, 2023, as follows:

**CARRIED.**

Ayes 2 Sitzman & Pautler

Nays 0

**REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL**

Supervisor Sitzman – The Moving Honors Procession was escorted into Town today. Proclamation will be presented tomorrow at noon at Millgrove Fire Department.

Town Engineer, Mike Metzger – Cayuga Creek Waterline bid opening is Tuesday. Senior Center expansion project is moving along. Contractor is very responsive.

**UNFINISHED AND TABLED BUSINESS**

Resolution to approve Local Law #3 of 2023 "Town of Alden Code of Ethics"

**NOTICE OF MEETINGS**

**WORK SESSION:**

**REGULAR BOARD MEETING**

**July 24, 2023**

**August 7, 2023**

**@7:00 PM**

**@7:00 PM**

**MEMORIAL REMEMBRANCE -**

**ADJOURNMENT**

At 8:29 P.M. Supervisor Sitzman adjourned the Meeting.

Alecia Barrett  
Town Clerk