

**PRIORITY OF BUSINESS SET BY SUPERVISOR PURSUANT TO  
CHAPTER §A371 OF THE ALDEN TOWN CODE**

- 1. PLEDGE OF ALLEGIANCE – COUNCILWOMAN WAISS
- 2. CALLING THE ROLL OF BOARD MEMBERS BY THE TOWN CLERK
- 3. OFFER OF THE MINUTES OF THE PROCEEDINGS OF THE REGULAR MEETING OF SEPTEMBER 18, 2023
- 4. APPROVAL OF VOUCHERS

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**PUBLIC HEARING Ryan Special Use Permit to Harbor Chickens**  
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- 5. BUSINESS FROM THE FLOOR
- 6. PRESENTATION OF COMMUNICATIONS FROM BOARD MEMBERS AND OTHER TOWN OFFICIALS
- 7. NEW BUSINESS
  - A. Resolution to authorize application for JCAP Grant per S/BS
  - B. Resolution to call Public Hearing on Chicken Special Use Permit Application (Wisnowski) per S/BS
  - C. Resolution appropriating \$1500.00 for the preparation of a General Map, Plan & report to provide water facilities per S/BS
  - D. Resolution to call Public Hearing for 2024 Budget per S/BS
  - E. Resolution calling Public Hearing on the use of Federal Community Development Funds per S/BS
  - F. Resolution to adopt updated procurement policy per S/BS
  - G. Resolution to authorize re-levy of lawn mowing costs onto taxes per S/BS
  - H. Resolution to approve Special Use Permit to Harbor Chickens (Ryan) per S/BS
  - I. Motion to approve use of Community Center per S/BS
  - J. Resolution to transfer monies within the 2023 Budget per S/BS

8. UNFINISHED & TABLED BUSINESS

9. REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL

10. ANNOUNCEMENTS FROM THE SUPERVISOR

11. NOTICE OF MEETINGS:

WORK SESSION:	October 10, 2023	@ 7:00 PM
REG. BOARD MEETING:	October 16, 2023	@ 7:00 PM

12. MEMORIAL REMEMBRANCE:

13. ADJOURNMENT

**SEPT. 2023**

COUNCILPERSON \_\_\_\_\_ MOVED AND COUNCILPERSON \_\_\_\_\_  
 \_\_\_\_\_ SECONDED THAT THE FOLLOWING VOUCHERS BE ALLOWED AND PAID.

<u>ACCOUNT</u>	<u>AMOUNT</u>		
	ABSTRACT #1	ABSTRACT #2	TOTAL
GENERAL FUND "A"	\$19,612.98	\$29,177.09	\$48,790.07
HIGHWAY FUND "DA/DB"	\$43,364.12	\$33,216.10	\$76,580.22
PART-TOWN FUND "B"	\$5,459.75	\$2,895.30	\$8,355.05
SR CTR EXPANSION/4 SEASON "HS"		\$321,179.83	\$321,179.83
CONSOLIDATED WATER "WR"			
SPECIAL FIRE PROTECTION "SF"			
SEWER DIST. #1 FUND "SI"			
SEWER DIST. #2 FUND "SA"	\$233.59	\$33,378.68	\$33,612.27
TRUST & AGENCY "T"	\$1,932.30	\$3,555.80	\$5,488.10
SPECIAL REFUSE FUND "SR"	\$42,648.58		\$42,648.58
STREET LIGHTING FUND "SL"	\$5,624.79		\$5,624.79
PERIWINKLE LTG. DIST."SL1"	\$124.51		\$124.51
ZOELLER RD. WATER DIST."WZ"			
WATER DIST. NEWSTEAD "WO"			
WATER DIST. EXCHANGE "WX"	\$5,085.00		\$5,085.00
WATER DIST. NO. 1 "WA"			
<b>TOTAL</b>	<b>\$124,085.62</b>	<b>\$423,402.80</b>	<b>\$547,488.42</b>

## AP GL Distribution Report Parameters

Report ID:	1	Year:	2023
Period:	1	To:	12
Date Range:	Pay Due Date	Range:	09/20/2023
Check ID:		To:	09/29/2023
Voucher No:		Print Certification:	No
Batch No:		To:	Include Description:
Minimum Amt:	0.00	To:	No
Include:	All	To:	Print Parent Account:
Dept Totals:	Yes, no Page Break	To:	No
Sort By:	Voucher No	To:	Expenses Only:
Summary Only:	No	To:	No
		To:	Print Over Budget Message:
		To:	No
		To:	Use Alt Fund:
		To:	No
		To:	Include Prior Years Outstanding Vouchers:
		To:	No
		To:	Include Vouchers Paid/Deleted After Specified Period/Year:
		To:	No

Account Table:

Alt. Sort Table:

Sort:	Sort	Subtotal	Page Break	Subheading
1	Fund	Yes	Yes	Yes
2	Dept	Yes	No	Yes

# TOWN OF ALDEN

## AP GL Distribution Report

Fiscal Year: 2023 Period From: 1 To: 12 Pay Due Date 09/20/2023 To: 09/29/2023

Account No. Voucher No.	PO No.	Check ID	Check No.	Vendor Code	Vendor Name	Invoice No.	Invoice Date	Pay Due	Period	Enc. Amount	Expense Amount
<b>Fund A</b>											
<b>Dept 1110</b>											
<b>GENERAL FUND</b>											
<b>TOWN JUSTICES</b>											
A.1110.0401											
20230899		00001		0000002489	W. B. MASON CO. INC.	241134258	09/28/2023	09/28/2023	9	0.00	115.41
<b>Total A.1110.0401</b>										<b>0.00</b>	<b>115.41</b>
<b>TOWN JUSTICES.OFFICE SUPPLIES</b>											
A.1110.0422											
20230881		00001		0000001424	BIELAT, PAULA D	09192023	09/21/2023	09/21/2023	9	0.00	125.00
<b>Total A.1110.0422</b>										<b>0.00</b>	<b>125.00</b>
<b>TOWN JUSTICES.STENOGRAPHER</b>											
<b>TOWN JUSTICES</b>											
<b>Total Dept 1110</b>										<b>0.00</b>	<b>240.41</b>
<b>Dept 1220</b>											
<b>SUPERVISOR</b>											
A.1220.0401											
20230910		00001		0000002489	W. B. MASON CO. INC.	240974213	09/29/2023	09/29/2023	9	0.00	18.63
<b>Total A.1220.0401</b>										<b>0.00</b>	<b>18.63</b>
<b>SUPERVISOR.OFFICE SUPPLIES</b>											
<b>SUPERVISOR</b>											
<b>Total Dept 1220</b>										<b>0.00</b>	<b>18.63</b>
<b>Dept 1320</b>											
<b>AUDITOR</b>											
A.1320.0434											
20230909		00001		0000001845	DRESCHER & MALECKI LLP	2309011	09/29/2023	09/29/2023	9	0.00	3,000.00
<b>Total A.1320.0434</b>										<b>0.00</b>	<b>3,000.00</b>
<b>AUDITOR.AUDIT &amp; BUDGET CONS</b>											
<b>AUDITOR</b>											
<b>Total Dept 1320</b>										<b>0.00</b>	<b>3,000.00</b>
<b>Dept 1355</b>											
<b>ASSESSOR</b>											
A.1355.0401											
20230873		00001		0000001762	ELMA PRESS	14256	09/20/2023	09/20/2023	9	0.00	129.00
<b>Total A.1355.0401</b>										<b>0.00</b>	<b>129.00</b>
<b>ASSESSOR.OFFICE SUPPLIES</b>											
<b>ASSESSOR</b>											
<b>Total A.1355.0450</b>										<b>0.00</b>	<b>129.00</b>
A.1355.0450											
20230894		00001		0000002572	EMMINGER NEWTON PIGEON MAGY, 16-1283420		09/22/2023	09/22/2023	9	0.00	262.50
<b>Total A.1355.0450</b>										<b>0.00</b>	<b>262.50</b>
<b>ASSESSOR.REASSESSMENT LITIGATION</b>											
<b>ASSESSOR</b>											
<b>Total Dept 1355</b>										<b>0.00</b>	<b>391.50</b>
<b>Dept 1410</b>											
<b>TOWN CLERK</b>											

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Fund A			GENERAL FUND								
Dept 1410			TOWN CLERK								
A.1410.0201			TOWN CLERK.COMPUTER SOFTWARE								
20230883		00001	0000000481	TSL CO., INC	627	09/22/2023	09/22/2023		9	0.00	350.00
<b>Total A.1410.0201</b>			TOWN CLERK.COMPUTER SOFTWARE							<b>0.00</b>	<b>350.00</b>
A.1410.0401			TOWN CLERK.OFFICE SUPPLIES								
20230874		00001	0000001262	TOWN CLERKS OFFICE	09202023	09/20/2023	09/20/2023		9	0.00	9.00
<b>Total A.1410.0401</b>			TOWN CLERK.OFFICE SUPPLIES							<b>0.00</b>	<b>9.00</b>
<b>Total Dept 1410</b>			TOWN CLERK							<b>0.00</b>	<b>359.00</b>
Dept 1440			ENGINEERING								
A.1440.0415			ENGINEERING.ENGINEERING FEES								
20230908		00001	0000001144	METZGER CIVIL ENGINEERING, PLLC *****	091292023	09/29/2023	09/29/2023		9	0.00	6,826.43
<b>Total A.1440.0415</b>			ENGINEERING.ENGINEERING FEES							<b>0.00</b>	<b>6,826.43</b>
<b>Total Dept 1440</b>			ENGINEERING							<b>0.00</b>	<b>6,826.43</b>
Dept 1610			INTERNET								
A.1610.0400			INTERNET.CONTRACTUAL EXPENSE								
20230877		00001	0000001862	CHARTER COMMUNICATIONS	142331301090723	09/20/2023	09/20/2023		9	0.00	129.99
20230878		00001	0000001862	CHARTER COMMUNICATIONS	146009001090723	09/20/2023	09/20/2023		9	0.00	157.98
<b>Total A.1610.0400</b>			INTERNET.CONTRACTUAL EXPENSE							<b>0.00</b>	<b>287.97</b>
A.1610.0402			INTERNET.COMPUTER SUPPORT								
20230900		00001	555	0000002683	IBACKUP.COM PRO	08072023	09/28/2023	09/28/2023	9	0.00	99.50
<b>Total A.1610.0402</b>			INTERNET.COMPUTER SUPPORT							<b>0.00</b>	<b>99.50</b>
<b>Total Dept 1610</b>			INTERNET							<b>0.00</b>	<b>387.47</b>
Dept 1620			BUILDINGS								
A.1620.0407			BUILDINGS.ELECTRICITY								
20230907		00001	0000000111	NYSEG	09182023	09/29/2023	09/29/2023		9	0.00	3,078.31
<b>Total A.1620.0407</b>			BUILDINGS.ELECTRICITY							<b>0.00</b>	<b>3,078.31</b>
A.1620.0438			BUILDINGS.MATERIALS & SUPPLIES								
20230891		00001	0000002643	HAIST LOCKSMITH SERVICE	09132023	09/26/2023	09/26/2023		9		

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Fund A					GENERAL FUND						
Dept 1620					BUILDINGS						
A.1620.0438					BUILDINGS.MATERIALS & SUPPLIES					0.00	22.50
					HAIST LOCKSMITH SERVICE						
Total A.1620.0438					BUILDINGS.MATERIALS & SUPPLIES					0.00	22.50
A.1620.0439					BUILDINGS.JANITORIAL SUPPLIES						
20230872		00001		0000002489	W. B. MASON CO. INC.	241075472	09/20/2023	09/20/2023	9	0.00	182.82
20230875		00001		0000002489	W. B. MASON CO. INC.	241004313	09/20/2023	09/20/2023	9	0.00	108.91
20230887		00001		0000002489	W. B. MASON CO. INC.	241100041	09/22/2023	09/22/2023	9	0.00	53.80
Total A.1620.0439					BUILDINGS.JANITORIAL SUPPLIES					0.00	345.53
A.1620.0444					BUILDINGS.BUILDING MAINTENANCE						
20230892		00001		0000003001	CELLINO PLUMBING HEATING AND C	103555165	09/26/2023	09/26/2023	9	0.00	2,414.29
Total A.1620.0444					BUILDINGS.BUILDING MAINTENANCE					0.00	2,414.29
Total Dept 1620					BUILDINGS					0.00	5,860.63
Dept 1670					CENTRAL MAILING						
A.1670.0402					CENTRAL MAILING.POSTAGE						
20230870		00001		0000001066	US POSTAL SERVICE(NEOPOST POS	09192023	09/20/2023	09/20/2023	9	0.00	6,000.00
Total A.1670.0402					CENTRAL MAILING.POSTAGE					0.00	6,000.00
A.1670.0403					CENTRAL MAILING.PRINTING & ADVERTISING						
20230871		00001		0000002489	W. B. MASON CO. INC.	241059015	09/20/2023	09/20/2023	9	0.00	251.98
20230879		00001		0000002489	W. B. MASON CO. INC.	240976472	09/20/2023	09/20/2023	9	0.00	30.23
Total A.1670.0403					CENTRAL MAILING.PRINTING & ADVERTISING					0.00	282.21
Total Dept 1670					CENTRAL MAILING					0.00	6,282.21
Dept 3310					TRAFFIC CONTROL						
A.3310.0245					TRAFFIC CONTROL.SIGNS						
20230898		00001		0000000420	ERIE COUNTY COMPTROLLERS OFF *****		09/26/2023	09/26/2023	9	0.00	105.90
Total A.3310.0245					TRAFFIC CONTROL.SIGNS					0.00	105.90
Total Dept 3310					TRAFFIC CONTROL					0.00	105.90
Dept 5010					HIGHWAY						



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Fund A			GENERAL FUND								
Dept 7110			PARKS								
A.7110.0434			PARKS.LANDSCAPING MATERIALS								
20230890		00001	0000001262	TOWN CLERKS OFFICE	09222023	09/22/2023	09/22/2023	9	0.00	17.99	
Total A.7110.0434			PARKS.LANDSCAPING MATERIALS							0.00	17.99
Total Dept 7110			PARKS							0.00	4,548.42
Dept 7140			RECREATION								
A.7140.0432			RECREATION.DUES & SUBSCRIPTIONS								
20230880		00001	0000002890	GADD, MICHELLE	05142023	09/21/2023	09/21/2023	9	0.00	23.88	
Total A.7140.0432			RECREATION.DUES & SUBSCRIPTIONS							0.00	23.88
A.7140.0437			RECREATION.PORTABLE TOILETS								
20230905		00001	0000001287	CREEKSIDE SEPTIC & RENTALS, INC X90004	09/28/2023	09/28/2023	09/28/2023	9	0.00	245.00	
Total A.7140.0437			RECREATION.PORTABLE TOILETS							0.00	245.00
Total Dept 7140			RECREATION							0.00	268.88
Dept 9060			HOSPITAL AND MEDICAL INSURANCE								
A.9060.0800			HOSPITAL AND MEDICAL INSURANCE								
20230893		00001	554	0000002768	HIGHMARK BCBSWNY	230920366778	09/26/2023	09/26/2023	9	0.00	547.65
Total A.9060.0800			HOSPITAL AND MEDICAL INSURANCE							0.00	547.65
Total Dept 9060			HOSPITAL AND MEDICAL INSURANCE							0.00	547.65
Total Fund A			GENERAL FUND							0.00	29,177.09



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Account No.	PO No.	Check ID	Check No.	Vendor Code	Vendor Name	Invoice No.	Invoice Date	Pay Due	Period	Enc. Amount	Expense Amount
Fund B					PART TOWN FUND						
Dept 6989					OTHER ECONOMIC OPPORTUNITY & DEVELOPMENT						
B.6989.0411					OTHER ECONOMIC OPPORTUNITY & DEVELOPMENT.CONTRACTUAL SERVICES						
20230888		00001		0000002805	ROTELLA GRANT MANAGEMENT	2023128	09/22/2023	09/22/2023	9	0.00	1,800.00
Total B.6989.0411					OTHER ECONOMIC OPPORTUNITY & DEVELOPMENT.CONTRACTUAL SI					0.00	1,800.00
Total Dept 6989					OTHER ECONOMIC OPPORTUNITY & DEVELOPMENT					0.00	1,800.00
Dept 9060					HOSPITAL AND MEDICAL INSURANCE						
B.9060.0800					HOSPITAL AND MEDICAL INSURANCE						
20230893		00001	554	0000002768	HIGHMARK BCBSWNY	230920366778	09/26/2023	09/26/2023	9	0.00	1,095.30
Total B.9060.0800					HOSPITAL AND MEDICAL INSURANCE					0.00	1,095.30
Total Dept 9060					HOSPITAL AND MEDICAL INSURANCE					0.00	1,095.30
Total Fund B					PART TOWN FUND					0.00	2,895.30

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Fund DB			HIGHWAY FUND - PART TOWN								
Dept 5110			MAINTENANCE OF ROADS								
DB.5110.0433			MAINTENANCE OF ROADS,RESURFACING MATERIALS								
20230894		00001	0000003002	SITEONE LANDSCAPE SUPPLY, LLC	134243405-001	09/26/2023	09/26/2023	9	0.00	301.09	
Total DB.5110.0433									0.00	301.09	
Total Dept 5110									0.00	301.09	
Dept 5130			MAINTENANCE OF ROADS								
DB.5130.0424			MACHINERY								
20230903		00001	0000002942	ALTA CONSTRUCTION EQUIPMENT N P11/15346		09/28/2023	09/28/2023	9	0.00	77.80	
Total DB.5130.0424									0.00	77.80	
Total Dept 5130									0.00	77.80	
Dept 5140			MISCELLANEOUS (BRUSH AND LEAVES)								
DB.5140.0471			MISCELLANEOUS (BRUSH AND LEAVES),BOOTS								
20230896		00001	0000002782	LOCKPORT OUTDOOR		09/26/2023	09/26/2023	9	0.00	252.93	
Total DB.5140.0471									0.00	252.93	
Total Dept 5140									0.00	252.93	
Dept 5142			SNOW REMOVAL								
DB.5142.0449			SNOW REMOVAL,MATERIALS & SUPPLIES								
20230902		00001	0000001668	AMERICAN ROCK SALT CO LLC	*****	09/28/2023	09/28/2023	9	0.00	32,584.28	
Total DB.5142.0449									0.00	32,584.28	
Total Dept 5142									0.00	32,584.28	
Total Fund DB									0.00	33,216.10	

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Fund HS					SENIOR CENTER EXPANSION/4 SEASON SHELTER						
Dept 1440					ENGINEERING						
HS.1440.0400					ENGINEERING.CONTRACTUAL EXPENSE						
20230912		00001		0000001144	METZGER CIVIL ENGINEERING, PLLC9173		09/29/2023	09/29/2023	9	0.00	12,650.83
Total HS.1440.0400					ENGINEERING.CONTRACTUAL EXPENSE					0.00	12,650.83
Total Dept 1440					ENGINEERING					0.00	12,650.83
Dept 1620					BUILDINGS						
HS.1620.0400					BUILDINGS.CONTRACTUAL EXPENSE						
20230911		00001		0000003003	NCI CONSTRUCTION LLC		10022023	09/29/2023	9	0.00	308,529.00
Total HS.1620.0400					BUILDINGS.CONTRACTUAL EXPENSE					0.00	308,529.00
Total Dept 1620					BUILDINGS					0.00	308,529.00
Total Fund HS					SENIOR CENTER EXPANSION/4 SEASON SHELTER					0.00	321,179.83

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Fund SA					SEWER ALAURA DRIVE						
Dept 8130					SEWAGE TREATMENT AND DISPOSAL						
SA.8130.0419					SEWAGE TREATMENT AND DISPOSAL.OTHER UNCLASSIFIED						
20230886		00001		0000002656	EC PUBLIC HEALTH LAB, ATTN: ACCC.9230003		09/22/2023	09/22/2023	9	0.00	184.00
Total SA.8130.0419					SEWAGE TREATMENT AND DISPOSAL.OTHER UNCLASSIFIED					0.00	184.00
Total Dept 8130					SEWAGE TREATMENT AND DISPOSAL					0.00	184.00
Dept 9710					SERIAL BONDS						
SA.9710.0600					SERIAL BONDS.BOND PRINCIPAL						
20230889		00001	553	0000002741	M&T BANK, ATTN: J. WIESZCHOLEK		09/22/2023	09/22/2023	9	0.00	25,000.00
Total SA.9710.0600					SERIAL BONDS.BOND PRINCIPAL					0.00	25,000.00
SA.9710.0700					SERIAL BONDS.INTEREST						
20230889		00001	553	0000002741	M&T BANK, ATTN: J. WIESZCHOLEK		09/22/2023	09/22/2023	9	0.00	8,194.68
Total SA.9710.0700					SERIAL BONDS.INTEREST					0.00	8,194.68
Total Dept 9710					SERIAL BONDS					0.00	33,194.68
Total Fund SA					SEWER ALAURA DRIVE					0.00	33,378.68



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6989					OTHER ECONOMIC OPPORTUNITY & DEVELOPI		0.00	1,800.00			
7110					PARKS		0.00	4,548.42			
7140					RECREATION		0.00	268.88			
8130					SEWAGE TREATMENT AND DISPOSAL		0.00	184.00			
9060					HOSPITAL AND MEDICAL INSURANCE		0.00	1,642.95			
9710					SERIAL BONDS		0.00	33,194.68			
<b>Grand Total:</b>										<b>0.00</b>	<b>423,402.80</b>

LEGAL NOTICE  
NOTICE OF PUBLIC HEARING  
ON SPECIAL USE PERMIT TO HARBOR CHICKENS  
798 S. BLOSSOM LEA DR.  
TOWN OF ALDEN

PLEASE TAKE NOTICE, that the Alden Town Board Alden will conduct a public hearing pursuant to Section 365-11(C)(4) of the Alden Town Code on the application of Robert Ryan for a Special Use Permit to Harbor Chickens at his residence: 798 S. Blossom Lea Dr., Alden, NY.

THEREFORE, pursuant to the Town Code the Town Board shall hold a public hearing on the proposed application at the Alden Town Hall, 3311 Wende Rd., Alden, NY at 7:05 p.m. on the 2<sup>nd</sup> day of September, 2023, at which time the owners and occupants of property adjacent to 798 S. Blossom Lea Dr 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: September 18, 2023

A

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

WHEREAS, grant monies are available through the New York State Unified Court System to enhance the operation, security, and facilities of municipal Justice Courts;

NOW THEREFORE, BE IT:

RESOLVED, that the Town of Alden Justice Court is authorized to submit a grant application through the Justice Court Assistance Program to request up to the maximum amount available, and, BE IT FURTHER

RESOLVED, that the Town Supervisor and Town Court Justices be and hereby are authorized and directed to execute all documents pertaining to the application and acquisition of said funding.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on October 2, 2023, as follows:

Councilmember Pautler	Aye	Nay
Supervisor Sitzman	Aye	Nay
Councilmember Weiss	Aye	Nay



B

**RESOLUTION TO CALL PUBLIC HEARING ON CHICKEN SPECIAL USE PERMIT APPLICATION**

THE FOLLOWING RESOLUTION WAS OFFERED BY \_\_\_\_\_, WHO MOVED ITS ADOPTION, SECONDED BY \_\_\_\_\_.

**WHEREAS, Thomas Wisnowski has filed an application for a Special Use Permit to Harbor Chickens at his residence located at 3225 Zoeller Road in the Town of Alden (further identified by SBL # 96.00-2-24); and**

WHEREAS, the Town Board, pursuant to Section 365-12(C)(4) 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 application for a Special Use Permit to Harbor Chickens made by Thomas Wisnowski be held by the Alden Town Board at the Alden Town Hall, 3311 Wende Road, Alden, New York on October 16, 2023 at 7:15 P.M. Local Time;**

2. That the Building Department 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 property owners within 200 feet, 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 October 2, 2023, as follows:

Councilwomen Weiss	AYE	NAY
Supervisor Sitzman	AYE	NAY
Councilwomen Pautler	AYE	NAY

LEGAL NOTICE  
NOTICE OF PUBLIC HEARING  
ON SPECIAL USE PERMIT TO HARBOR CHICKENS  
3225 ZOELLER ROAD  
TOWN OF ALDEN

PLEASE TAKE NOTICE, that the Alden Town Board Alden will conduct a public hearing pursuant to Section 365-12(C)(4) of the Alden Town Code on the application of Thomas Wisnowski for a Special Use Permit to Harbor Chickens at his residence at 3225 Zoeller Rd., Alden, NY.

THEREFORE, pursuant to the Town Code the Town Board shall hold a public hearing on the proposed application at the Alden Town Hall, 3311 Wende Rd., Alden, NY at 7:15 p.m. on the 16<sup>th</sup> day of October, 2023, at which time the owners and occupants of property adjacent to 3225 Zoeller 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: October 2, 2023

C

RESOLUTION OF THE TOWN BOARD APPROPRIATING \$1,500.00 FOR THE PREPARATION OF A GENERAL MAP, PLAN AND REPORT TO PROVIDE WATER FACILITIES MOVED BY \_\_\_\_\_ SECONDED BY \_\_\_\_\_

**WHEREAS, the Town Board is considering the establishment of a new Water District, the Townline Water District, on Townline Road in the Town of Alden, outside the boundaries of any existing water districts of the Town and outside of any incorporated Villages; and**

WHEREAS, the Town Board prior to going forward with the establishment has determined that it is necessary to have a general map and plan prepared in advance of the establishment of the proposed Townline Water District.

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

- 1. The Town Board does hereby authorize the appropriation of the sum of no more than \$1,500.00 from the general fund to provide for the cost of preparation of a map and plan by Metzger Civil Engineers, the Town Engineers, in accordance with the requirements of Section 192 of the Town Law; and**
- 2. This resolution shall take effect immediately.**

The above Resolution was duly put to a roll call vote at a regular meeting on October 2, 2023, the results of which are as follows:

Councilwomen Waiss	AYE NAY
Supervisor Sitzman	AYE NAY
Councilwomen Pautler	AYE NAY

D

**RESOLUTION TO CALL PUBLIC HEARING FOR 2024 BUDGET**

THE FOLLOWING RESOLUTION WAS OFFERED BY \_\_\_\_\_,  
WHO MOVED ITS ADOPTION, SECONDED BY \_\_\_\_\_.

**WHEREAS, the Budget Officer of the Town of Alden on September 25, 2023, duly filed the Tentative Budget of said Town (including special districts) for the fiscal year beginning January 1, 2024 with the Town Clerk of said Town; and**

**WHEREAS, the Town Clerk of the Town of Alden duly presented the Tentative Budget to the Town Board via email on September 25, 2023 and the hard copies at a meeting held on October 2, 2023;**

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

- 1. That the Tentative Budget is hereby approved as and shall become the Preliminary Budget of the Town of Alden for the fiscal year beginning January 1, 2024;**
2. That said Preliminary Budget shall be filed in the Office of the Town Clerk of the Town of Alden, 3311 Wende Road, Alden, New York 14004 and be made available by her to the public for inspection during regular business hours;
- 3. That a Public Hearing on the Preliminary Budget of the Town of Alden for the Year 2024, be held by the Alden Town Board at the Alden Town Hall, 3311 Wende Road, Alden, New York on October 16, 2023, at 7:10 P.M. Local Time;**
4. That the necessary Notice of Public Hearing upon the Preliminary Budget, as required by Section 108 of the NYS Town Law be published in the Alden Advertiser, the official newspaper of the Town of Alden, and be posted on the Town Bulletin Board, which Notice shall be in the form attached hereto and made a part hereof; and
- 5. This Resolution shall take effect immediately.**

The adoption of the foregoing resolution was duly put to a roll call vote at a regular meeting on October 2, 2023, the results of which were as follows:

Councilwomen Waiss	AYE	NAY
Supervisor Sitzman	AYE	NAY
Councilwomen Pautler	AYE	NAY

TOWN OF ALDEN  
NOTICE OF PUBLIC HEARING ON THE  
PRELIMINARY BUDGET OF THE TOWN OF ALDEN FOR THE YEAR 2024

NOTICE IS HEREBY GIVEN that the preliminary budget of the Town of Alden for the fiscal year beginning January 1, 2024, including general Town funds, highway/public works funds, fire protection district funds, lighting district funds, and special districts has been completed and filed in the office of the Town Clerk of the Town of Alden, 3311 Wende Road, Alden, New York 14004; where it is available for inspection by any interested person during office hours.

The Preliminary budgets states that the proposed compensation for the following elected officials is as follows:

<u>Position</u>	<u>Proposed Compensation</u>
Councilmember	\$13,730.00 each (there are four)
Supervisor	\$28,000.00
Town Clerk/ Receiver of Taxes and Assessments	\$51,171.00
Highway Superintendent	\$69,552.00

The Town Board of Alden shall hold a public hearing on said preliminary budget on October 16, 2023 at 7:10 PM Local Time, showing such changes, alterations and revisions as shall have been made therein by the Town Board of the Alden. At such hearing, any person may be heard in favor of or against the preliminary budget as compiled or for or against any item or items therein contained.

Citizens have the right to provide written and oral comments and ask questions concerning the entire budget and the relationships of entitlement funds to the entire budget. Handicapped citizens or senior citizens who require assistance in attending said public hearing, or in furnishing comments and suggestions, should contact the undersigned Town Clerk to request such assistance.

Dated: October 2, 2023

Alecia Barrett  
Town Clerk of the Town of Alden

E

**RESOLUTION CALLING PUBLIC HEARING ON THE USE OF FEDERAL COMMUNITY DEVELOPMENT FUNDS**

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

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS;

A hearing before the Town Board of the Town of Alden, in the County of Erie shall be held at the Town Hall, 3311 Wende Road, Alden, New York at 7:05 p.m. on the 16<sup>th</sup> day of October, 2023, for the purpose of hearing all persons interested in the use of Federal Community Development Funds in the Town of Alden; and

ORDERED, that the Town Clerk's Office is directed to (a) publish a notice of public hearing in the Alden Advertiser, designated as the official newspaper for this publication, such publication to be not less than five (5) days before the date of the public hearing; (b) and post as required by law one (1) copy of the Notice of Public Hearing no later than the day such Notice is published; and

The question of the adoption of the foregoing order was duly put to a vote on roll call, at a regular meeting on October 2, 2023, which resulted as follows:

Councilwomen Weiss	AYE	NAY
Supervisor Sitzman	AYE	NAY
Councilwomen Pautler	AYE	NAY

LEGAL NOTICE  
NOTICE OF PUBLIC HEARING  
NOTICE TO THE CITIZENS OF THE TOWN OF ALDEN  
TOWN OF ALDEN, NEW YORK

A public hearing will be held on October 16, 2023, at 7:05 pm in the Council Chambers of the Alden Town Hall, 3311 Wende Road, Alden, New York regarding the use of Federal Community Development Funds in the Town of Alden.

The Town of Alden is eligible for a Federal Community Development grant under Title I of the Housing and Community Development Act of 1974, as amended.

The purpose of this hearing is to provide an opportunity for citizens to express community development and housing needs, and to discuss possible projects which would benefit low and moderate income persons in the Town of Alden.

Citizens are urged to attend this meeting to make known their views and/or written proposals on the Town of Alden's section of potential projects to be submitted for possible funding by the Federal Community Development Grant Program.

The hearing will also present a review of prior Community Development projects and expenditures and a discussion of eligible activities.

The meeting room is wheel chair accessible. Those needing special arrangements should call the Town Clerk at 937-6969.

BY ORDER OF THE TOWN BOARD  
OF THE TOWN OF ALDEN

Dated: October 2, 2023

5

**RESOLUTION TO ADOPT UPDATED PROCUREMENT POLICY**

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

WHEREAS, the Alden Town Board has noted the need to update the Town's Procurement Policy and Procedure Guidelines ("Policy").

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board hereby adopts (revoking all former Procurement Policy and Procedure Guidelines) the attached Policy as its Official Procurement Policy effective October 2, 2023;
2. The Town Clerk is hereby directed to send a copy of the Policy to all Town Board Members and Department Heads; and
3. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on October 2, 2023, as follows:

Councilwomen Waiss	Aye	Nay
Supervisor Sitzman	Aye	Nay
Councilwomen Pautler	Aye	Nay



**TOWN OF ALDEN**  
**PROCUREMENT POLICY & PROCEDURE GUIDELINE**  
**10.2.2023**

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 \$10,000.00 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 \$10,000.01 but greater than \$5,000.00 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 \$5,000.01 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 \$10,000.00 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 \$10,000.01 but greater than \$5,000.00 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 \$5,000.01 are left to the discretion of 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 intentionally divides purchases into multiple orders to avoid having to follow this Policy is subject to disciplinary action by the Town Board.

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 RFPs 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.

**SCHEDULE A**  
**2023 (updated October 2, 2023)**

<b><u>Name</u></b>	<b><u>Title</u></b>
Brett Sitzman	Supervisor
Colleen Pautler	Councilperson
Gina Waiss	Councilperson
Alecia Barrett	Town Clerk
William Rogers	Highway Superintendent
William Sivecz	Assessor
Michelle Gadd	Recreation Director
Michael Cole	Town Justice
Louis C. Mussari	Town Justice
Christopher Snyder	Building Inspector/Code Enforcement Officer
William Rogers	Parks Supervisor
William Sivecz	Deputy Supervisor

G

THE FOLLOWING RESOLUTION WAS OFFERED BY

\_\_\_\_\_, WHO MOVED ITS ADOPTION,

SECONDED BY \_\_\_\_\_

WHEREAS, on July 3, 2023, the Town of Alden ordered the lawn mowing of the following properties in the Town of Alden: 178 Two Rod Road and 11133 Broadway.

WHEREAS, the lawn mowing cost the Town of Alden a total of 366.60;

WHEREAS, the property owners have refused to reimburse the Town for the cost of the mowing; and

WHEREAS, the Alden Town Code Chapter 263 allows the Town to relevy such costs onto the property taxes of the affected parcels.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS THAT:

1. That the Alden Town Board hereby authorizes the Town Assessor to re-levy the amount of \$150.00 onto the 2024 county/town taxes of 178 Two Rod Road also known as SBL #129.01-1-15.1.
2. That the Alden Town Board hereby authorizes the Town Assessor to re-levy the amount of \$216.60 onto the 2024 county/town taxes of 11133 Broadway also known as SBL# 117,12-4-2.11;
3. The 2014 Town Budget at line A.0440.00 is hereby authorized to receive this relevy of \$366.60; and
4. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on October 2, 2024, as follows:

Councilwomen Waiss	Aye	Nay
Supervisor Sitzman	Aye	Nay
Councilwomen Pautler	Aye	Nay

**RESOLUTION TO APPROVE SPECIAL USE PERMIT TO HARBOR CHICKENS**



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

**WHEREAS, Robert Ryan has filed an application for a Special Use Permit to Harbor Chickens at his residence located at 798 S. Blossom Lea Drive in the Town of Alden (further identified by SBL # 118.16-2-11.11); and**

**WHEREAS, the Town Code Enforcement Officer has inspected the premises and has found the same in compliance with all requirements of the Alden Town Code;**

WHEREAS, the notice of public hearing was mailed to the neighboring parcel owners and the public hearing was held on October 2, 2023, after due publication in the Alden Advertiser; and

WHEREAS, at said public hearing all persons appearing in favor of and against the proposed action were heard and all concerns have been addressed.

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

- 1. The Town Board hereby directs the Code Enforcement Officer to issue to Robert Ryan a Special Use Permit to Harbor Chickens limited to six (6) hen chickens for a period of one year; and**
2. 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 October 2, 2023, the results of which were as follows:

Councilwomen Waiss	Aye	Nay
Supervisor Sitzman	Aye	Nay
Councilwomen Pautler	Aye	Nay

I

**Motion to approve use of Community Center**

Motion to approve the request of Alden Youth Basketball to use the Community Center on October 10, 2023 from 6 pm until 8 pm and on October 14 and 21, 2023 from 10 am until 12 pm for Alden Youth Baseball registration.

The Town Clerk is hereby directed to promptly send notice of this approval; to Alden Youth Basketball.

)

**RESOLUTION TO TRANSFER MONIES WITHIN THE 2023 BUDGET**

THE FOLLOWING RESOLUTION WAS OFFERED BY \_\_\_\_\_,  
WHO MOVED ITS ADOPTION, SECONDED BY \_\_\_\_\_.

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

WHEREAS, the Town needs to transfer monies to allow for payment of various invoices and vouchers for Engineering Services for Proposed Water Districts 5 and Cayuga Creek and Auditing Services; 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	\$6,576.43	A.1440.0415	Engineering Services for Proposed Water Districts:  Water District 5 and Cayuga Creek W.D.	\$6,576.43
A.1990.0400	\$1,300.00	A.1320.0434	Additional Funds for Auditor Services	\$1,300.00
	\$7,876.43		TOTAL	\$7,876.43

This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on October 2, 2023, resulting as follows:

Councilwoman Waiss	Aye	Nay
Supervisor Sitzman	Aye	Nay
Councilwoman Pautler	Aye	Nay