

The Regular Meeting of the Alden Town Board was held at 3311 Wende Road, Alden, NY on Monday, September 02, 2025 at 6:00 P.M. Town Supervisor Pautler called the Meeting to Order and Councilmember Waiss led the Pledge of Allegiance. The Roll Call was taken by Recording Secretary, Debra A. Crist.

PRESENT: Colleen Pautler, Town Supervisor  
Gina Waiss, Councilmember  
Randy Crist, Councilmember  
Mark Kerl, Councilmember

ABSENT: Gwendolyn Bork, Councilmember

RECORDING SECRETARY: Debra A. Crist, Approved by Motion 09/02/25

OTHERS PRESENT: Bill Rogers, Highway Supervisor  
Mike Metzger, Town Engineer  
Glenn Christner, Building Inspector & Code Enforcement Officer  
Colleen Rogers, Budget Officer  
Jennifer L. Strong, Town Attorney

**Residents:** Kevin Martin, Mark Drogi, Charley Holcomb, Alan Haungs from Unite4Freedom

**Motion to Approve Debra Crist as Recording Secretary** for tonight's meeting in the absence of the Town Clerk, the 1<sup>st</sup> Deputy and the 2<sup>nd</sup> Deputy.

**1<sup>st</sup>** : Supervisor Pautler **2<sup>nd</sup>** : Councilmember Gina Waiss

The foregoing Motion was duly put to a roll call vote at a regular meeting on September 02, 2025, resulting as follows:

**CARRIED.**

**Ayes** 3 Waiss, Kerl and Pautler

**Abstain** 1 Crist

**Nays** 0

**Motion to Approve the Minutes** of the Regular Meeting of **August 18, 2025** was made by Councilmember Gina Waiss with a second by Councilmember Crist.

The foregoing Motion was duly put to a roll call vote at a regular meeting on August 18, 2025, resulting as follows:

**CARRIED.**

**Ayes** 4 Crist, Waiss, Kerl and Pautler

**Nays** 0

APPROVAL OF VOUCHERS

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

Sep-25						
THE FOLLOWING RESOLUTION WAS OFFERED BY Councilmember , SECOND BY Councilmember , WHO MOVED THAT THE FOLLOWING VOUCHERS BE ALLOWED AND PAID TO WIT; VOUCHERS # [ 802 ] to # [ 853 ]- ALL BILLS REVIEWED BY THE TOWN BOARD.						
ACCOUNT	AMOUNT					
	09/02/2025 2025					TOTAL
GENERAL FUND "A"	\$48,081.29					\$48,081.29
HIGHWAY FUND "DA/DB"	\$390,250.51					\$390,250.51
PART-TOWN FUND "B"	\$16,328.19					\$16,328.19
SR CTR EXPANSION/4 SEASON "HS"						\$0.00
GRANTS "G"	\$12,359.86					\$12,359.86
SPECIAL FIRE PROTECTION "SF"						\$0.00
SEWER INDUSTRIAL PARK "SI"						\$0.00
SEWER DIST. #2 FUND "SA"	\$336.65					\$336.65
TRUST & AGENCY "T"	\$1,154.77					\$1,154.77
SPECIAL REFUSE FUND "SR"						\$0.00
STREET LIGHTING FUND "SL"						\$0.00
PERIWINKLE LTG. DIST."SLI"						\$0.00
ZOELLER RD. WATER DIST."WZ"						\$0.00
WATER DIST. NEWSTEAD "WO"						\$0.00
CONS. WATER DIST "WR"	\$3,696.88					\$3,696.88
WATER DIST. EXCHANGE "WX"						\$0.00
WATER DIST. NO. 1 "WA"						\$0.00
TOTAL	\$472,208.15	\$0.00	\$0.00	\$0.00	\$0.00	\$472,208.15

The foregoing Motion was duly put to a roll call vote at a regular meeting on August 18, 2025, resulting as follows:

CARRIED:

Ayes 4 Crist, Waiss, Kerl, Pautler

Nays 0

BUSINESS FROM THE FLOOR

Alan Haungs, Evans, N.Y. (716) 361-4111 Presented the Board with Resolution for a Free and Fair Legally Valid 2026 Election. He would like the Board to consider adopting this resolution. [copies were provided to the Board] He is a volunteer with Unite4Freedom, not a spokesperson. Here to share “critical information about our State voter rolls and history from 2024 General Election.” Data collected by staff at Unite4Freedom, nationwide and non-partisan volunteer organization using ‘FOILed data’. We are here to seek your awareness, understanding [and] support and action. We have provided you (the Board) a resolution that highlights these key statistics and calls for an end to the inaccuracies and uncertainties that compromise our elections. (in the opinion of Unite4Freedom) By adopting this resolution you will demonstrate your commitment to your constituents concerns and your dedication to upholding voter civil rights and the integrity of elections here in Erie County.

Supervisor Pautler asked that this topic be added to the next Work Session.

PRESENTATIONS of COMMUNICATIONS from BOARD MEMBERS and Other TOWN OFFICIALS

Mark Kerl, Councilmember

- Dog Control Office Alycia Baran caught a dog on Tuesday and has tracked back to previous owners in Ohio. Trying to determine legal owner. Nearing the limits of allowed time to hold dogs. Town Attorney verified that dog must be turned over to SPCA if time expires for Alden’s involvement. I thanked her for her efforts for working with this issue.

- Alaura Sewer Plant has a couple of things going on that will need our attention. I will need to set up a meeting with Town Engineer Mike Metzger when available. Items such as (1) excess flow and (2) follow up to email received from Mr. Metzger.

**Gwendolyn Bork, Councilmember**

- Absent

**Colleen Pautler, Supervisor**

- A memorial tree for Mia Klazek and asked Sarah Wolf to reach out. She is hoping we can have a tree planted in the Town Park. They are going to cover all the costs. Supervisor Pautler read the request asking if the Town would entertain the idea of planting a memorial tree. **Asked if Highway Superintendent Bill Rogers thought there might be space near the football field Bill responded:** There is space. The problem we run into with trees is that with ongoing town leadership changes the maintenance of the specific memorial trees is forgotten. Trees die and become an issue. We (Parks Dept. and the Town) have several things in the works for Mia and they might want to tag on to that? **Councilmember Kerl:** Is there a need for more trees in any other parks? **Bill Rogers:** I wouldn't want them to pay for a tree. Some trees are inadvertently cut down. Some die from disease. It's a great idea but maybe the Town would want to sponsor. **Attorney Strong:** Town could do a resolution accepting the donation but stating the family has to take care of the tree, or the Town isn't going to replace it if something happens to it. **Superintendent Rogers:** we have different groups trying to do different things. We are already doing a bench and concrete walkway in front of the bench behind the softball diamond at Robert O. Smith park behind home plate. A walkway and concrete pad and memorial bench. **Councilmember Kerl:** Maybe we can advise them as to something more sustainable that's easier to care for. **Councilmember Waiss** will reach out to the various family groups. All are in support of helping in light of the terrible tragedy of Mia's death.
- I received the Town Clerk's monthly report.
- I received the Building Inspector's monthly report.
- Councilmember Waiss and I both received the updated Employee Handbook with the corrections that Gina will email to the Board members. Will everyone please read it so that we can get this (handbook) 'blessed'.

**Jennifer L. Strong, Town Attorney**

- I reached out to A/C contractor getting registered with the State and have not heard back.
- I received a request from the Historical Society to use the Community Center for their monthly programs and placed a copy in each Board member's mailbox. Please add to Work Session.

**Gina Waiss, Councilmember**

- Nothing at this time

**Randy Crist, Councilmember**

- Nothing at this time

**NEW BUSINESS**

**RESOLUTION AUTHORIZING LEASE FOR COPY MACHINE (corrected)**

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER KERL, WHO MOVED ITS ADOPTION, SECONDED BY SUPERVISOR PAUTLER

WHEREAS, the Alden Recreation Director has advised the Town Board that the Recreation Department is in need of a new copy machine which will be leased from ComDoc, Inc.;

WHEREAS, said Procurement Policy & Procedure Guidelines and General Municipal Law have been followed by entering into a true lease; and

WHEREAS, the Town Board after full and careful review and consideration of the request to lease one new copy machine for the Town Recreation Department, finds that it is in the public interest to authorize the leasing of the new copy machine.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS:

1. The Town Board approves a 60 month lease for a new Xerox C415dn copy machine for the Recreation Department from ComDoc, Inc. at a monthly rate of \$74.04 plus a monthly shipping charge of \$5.95 (total \$79.99) as described on the attached Sales & Service Agreement as being consistent with its policies and in the 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 this lease 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 September 2, 2025, as follows WITH THE FOLLOWING CORRECTION: Make note that this is for the Town Recreation Department and not the Town Court. See above for the correction.

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilman Kerl	Aye
Supervisor Pautler	Aye

### **Motion to Appoint Suzanne Galbraith Zoning Board of Appeals Chairperson and Member (9.2.2025 - corrected)**

Motion to confirm that Suzanne Galbraith on August 30, 2025 retired from the Village of Alden and entered the New York State Employee Retirement System and to appoint Suzanne Galbraith as Chair and Member of the Town of Alden Zoning Board of Appeals for the remainder of the 2025 calendar year; to fill the vacancy created by her retirement from the Village. Stipend as per Schedule of Salaries.

1<sup>st</sup>: Supervisor Pautler

2<sup>nd</sup>: Councilmember Waiss

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

### **RESOLUTION TO APPROVE VOLUNTEER FIRE DEPARTMENT MEMBER**

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

**WHEREAS, New York State General Municipal Law allows a municipality to approve the volunteer members of a volunteer fire department operating in said municipality;**

WHEREAS, the Crittenden Volunteer Fire Department provides fire protection services within the Town of Alden pursuant to a contract with the Town of Alden;

WHEREAS, approval of members assists an injured volunteer firefighter in receiving worker’s compensation benefits pursuant to New York State Volunteer Firefighter Benefit Law;

**WHEREAS, Crittenden Volunteer Fire Department has approved Carol Lewalski as a member; and**

WHEREAS, Crittenden Volunteer Fire Department has submitted to the Alden Town Clerk’s Office notification of this new member.

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

- 1.     **The Alden Town Board hereby approves Carol Lewalski for membership in the Crittenden Volunteer Fire Department; and**
- 2.     **This resolution shall take effect immediately.**

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 2, 2025, as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**Motion to Approve Use of Community Center by Girl Scout Troop (9.2.25)**

Motion to approve the request of the Girl Scout Troop 31905 to use the Community Center on Tuesdays starting September 15, 2025 until June 16, 2026 for Troop meetings.

The Town Clerk’s Office is directed to promptly send notice of this approval to Girl Scout Troup 31905.

**1<sup>st</sup>: Councilmember Crist**

**2<sup>nd</sup>: Councilmember Kerl**

Councilmember Crist	AYE
Councilmember Waiss	AYE
Councilmember Bork	Absent
Councilmember Kerl	AYE
Supervisor Pautler	AYE

**RESOLUTION TO APPROVE LOCAL LAW #5 OF 2025 entitled “Amending Chapter 143 Dogs”**

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER KERL,WHO MOVED ITS ADOPTION, SECONDED BY SUPERVISOR PAUTLER

**WHEREAS, a Proposed Local Law # 5 of 2025, known as Local Law #5 of 2025 entitled “Amending Chapter 143 Dogs”; was introduced to the Alden Town Board for consideration by Councilman Cieszki on June 16, 2025,**

WHEREAS, a resolution was duly adopted by the Alden Town Board calling a public hearing to be held by the Alden Town Board on August 4, 2025 at the Alden Town Hall, to hear all interested parties on a proposed Local Law,

WHEREAS, notice of said public hearing was duly published in the Akron Bugle,

WHEREAS, said public hearing was duly held on August 4, 2025 and all parties in favor of and opposed to the local law were heard,

WHEREAS, pursuant to part 617 of the implementing regulations pertaining to Article 8 State Environmental Quality Review Act it has been determined by the Alden Town Board that the Local Law is an Unlisted Action, and

WHEREAS, the Town Board declared Lead Agency on July 21, 2025

WHEREAS, the neighboring municipalities were given notice of the proposed Local Law on July 22, 2025, and

WHEREAS, the Town submitted the 239m Notice and a “no recommendation” was received on July 23, 2025;

WHEREAS, the Town Planning Board on July 9, 2025 recommended against approval of the Local Law

WHEREAS, the Alden Town Board, after due deliberation, finds it in the best interest of said the Town of Alden to adopt said Local Law.

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

- 1. The Town of Alden, as Lead Agency hereby concludes that the Proposed 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(s);**
- 2. The Alden Town Board hereby adopts said Local Law No. 5 of the Year 2025 entitled “Amending Chapter 143 Dogs”; and, a copy of which is attached hereto and made a part of this resolution,**
3. That the Deputy Alden Town Clerk enter said Local Law in the minutes of this meeting and in the Local Law Book of the Town of Alden, and to give due notice of the adoption of said Local Law to the Secretary of State of New York, post the same on the Town Bulletin Board and publish the same in the Akron Bugle, and
4. This Resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 2, 2025, as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**RESOLUTION OF THE TOWN OF ALDEN, NEW YORK,  
ADOPTED SEPTEMBER 2, 2025, DIRECTING SUBMISSION OF  
AN APPLICATION TO THE COMPTROLLER OF THE STATE  
OF NEW YORK FOR PERMISSION TO ESTABLISH THE  
TOWNLIN WATER DISTRICT AND CONSTRUCT A WATER  
SYSTEM THEREIN, PURSUANT TO ARTICLE 12 OF THE  
TOWN LAW AND THE COMPTROLLER’S REGULATIONS  
THEREUNDER**

### **Recitals**

**WHEREAS**, the Town Board of the Town of Alden (herein called the “Town”), in the County of Erie, New York has received a petition, signed and acknowledged or proved as required by law and in full compliance with the requirements of Section 191 of the Town Law, for the establishment of a water district in a portion of the Town, as described therein and herein; and

**WHEREAS**, the Town has received and reviewed a map, plan and report prepared by Metzger Civil Engineering, PLLC, competent engineers duly licensed by the State of New York, dated December 2023, for the proposed establishment of the Townline Water District (the “District”), in the Town, and construction of a water system therein (referred to herein as the “Water Improvement”); and

**WHEREAS**, following a public hearing duly called and held on June 3, 2024, the Town Board adopted a resolution authorizing the establishment of the District and construction of the Water Improvement; and

**WHEREAS**, the permission of the State Comptroller is required because the cost of the establishment of the District and construction of the Water Improvement to the Typical Property, as defined in the Town law, is above the Average Estimated Cost to the Typical Properties for the establishment of similar types of districts, as computed by the State Comptroller;

**NOW, THEREFORE, be it RESOLVED BY THE TOWN BOARD OF THE TOWN OF ALDEN, IN THE COUNTY OF ERIE, NEW YORK, AS FOLLOWS:**

**Section 1.** The Town Clerk of the Town is hereby authorized and directed to file certified copies of the resolution authorizing establishment of the District and construction of the Water Improvement adopted on June 3, 2024, in duplicate, in the office of the State Department of Audit and Control at Albany, New York, together with an application by said Town Board, in duplicate, for permission to establish the District, as herein described, pursuant to the provisions of the Town Law, and such application shall be executed and verified by and on behalf of said Town Board by the Supervisor of the Town.

**Section 2.** Said application, which was prepared at the direction of the Town Board, has been presented to the Town Board and the Town Board believes the contents of said application to be accurate. The Town Board has determined that the establishment of the District and construction of the Water Improvement therein for which permission is sought is in the public interest and will not constitute an undue burden on the property which will bear

the cost thereof, and the cost of the proposed Water Improvement shall be assessed against a benefited area and all the real property to be assessed will benefit from the Water Improvement and no benefited property has been excluded.

**Section 3. This resolution shall become effective immediately.**

THE FOREGOING RESOLUTION WAS OFFERED BY SUPERVISOR PAUTLER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER WAISS.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 2, 2025, as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**RESOLUTION OF THE TOWN OF ALDEN, NEW YORK,  
ADOPTED SEPTEMBER 2, 2025, DIRECTING SUBMISSION OF  
AN APPLICATION TO THE COMPTROLLER OF THE STATE  
OF NEW YORK FOR PERMISSION TO INCREASE THE  
MAXIMUM AMOUNT TO BE EXPENDED FOR THE  
ESTABLISHMENT OF THE CAYUGA CREEK WATER  
DISTRICT AND CONSTRUCTION OF THE WATER  
IMPROVEMENT PURSUANT TO ARTICLE 12-A OF THE  
TOWN LAW AND THE COMPTROLLER’S REGULATIONS  
THEREUNDER**

Recitals

**WHEREAS**, the Town Board of the Town of Alden (herein called the “Town”), in the County of Erie, New York has received a petition, signed and acknowledged or proved as required by law and in full compliance with the requirements of Section 191 of the Town Law, for the establishment of a water district in a portion of the Town, as described therein and herein; and

**WHEREAS**, the Town has received and reviewed a map, plan and report prepared by Metzger Civil Engineering, PLLC, competent engineers duly licensed by the State of New York, dated October 27, 2020 as updated on May 20, 2024, for the proposed establishment of the Cayuga Creek Water District (the “District”), in the Town, and construction of a water system therein (referred to herein as the “Water Improvement”); and



**WHEREAS**, following a public hearing duly called and held on July 7, 2025, the Town Board adopted a resolution authorizing the increase in the maximum amount to be expended for the establishment of the District and construction of the Water Improvement; and

**WHEREAS**, the permission of the State Comptroller is required because the cost, as proposed to be increased, of the establishment of the District and construction of the Water Improvement to the Typical Property, as defined in the Town law, is above the Average Estimated Cost to the Typical Properties for the establishment of similar types of districts, as computed by the State Comptroller;

**NOW, THEREFORE, be it RESOLVED BY THE TOWN BOARD OF THE TOWN OF ALDEN, IN THE COUNTY OF ERIE, NEW YORK, AS FOLLOWS:**

Section 1. The Town Clerk of the Town is hereby authorized and directed to file certified copies of the resolution authorizing the increase the maximum amount to be expended for the Establishment of the District and construction of the Water Improvement adopted on July 7, 2025, in duplicate, in the office of the State Department of Audit and Control at Albany, New York, together with an application by said Town Board, in duplicate, for permission to increase the maximum amount to be expended for the establishment of the District, as herein described, pursuant to the provisions of the Town Law, and such application shall be executed and verified by and on behalf of said Town Board by the Supervisor of the Town.

**Section 2.** Said application, which was prepared at the direction of the Town Board, has been presented to the Town Board and the Town Board believes the contents of said application to be accurate. The Town Board has determined that the increase in the maximum amount to be expended establishment of the District and construction of the Water Improvement therein for which permission is sought is in the public interest and will not constitute an undue burden on the property which will bear the cost thereof, and the cost of the proposed Water Improvement shall be assessed against a benefited area and all the real property to be assessed will benefit from the Water Improvement and no benefited property has been excluded.

**Section 3. This resolution shall become effective immediately.**

THE FOREGOING RESOLUTION WAS OFFERED BY COUNCILMEMBER WAISS, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER CRIST.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 2, 2025, as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

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**Supervisor Pautler polled the Board for permission to add the following Resolutions to the Agenda. There were No Objections.**

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**RESOLUTION TO HIRE PART TIME CIVIL SERVICE CODE ENFORCEMENT OFFICER/BUILDING INSPECTOR (Corrected)**

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

WHEREAS, Erie County Civil Service has given clearance to the Town of Alden to hire a part time Civil Service Code Enforcement Office/Building Inspector.

WHEREAS, Richard Coburn is an available candidate and has completed all of the training required by New York State.

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

- 1. The Town Board approves the hiring of Richard Coburn as the Town of Alden part time Building Inspector/Code Enforcement Officer at the annual salary of \$35,000.00 not to exceed 19.5 hours per week and upon successful completion of all pre-employment requirements with a start date of September 3, 2025; and**
- 2. This resolution shall take effect immediately.**

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 2, 2025, as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**Motion to Appoint SEQRA Intake officer, Storm Water Pollution Prevention Officer and Right to Farm Committee Member (09.02.2025) Corrected**

Motion to appoint, effective September 03, 2025 Part Time Code Enforcement Officer Richard Coburn as SEQRA Intake Officer, Storm Water Pollution Prevention Officer and as a member of the Town of Alden Right to Farm Committee, at no additional compensation.

1<sup>st</sup> : Councilmember Kerl

2<sup>nd</sup> : Supervisor Pautler

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**TOWN OF ALDEN RESOLUTION TO AMEND 2025 BUDGET DUE TO INCREASE IN CHIPS FUNDING**

THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR PAUTLER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER WAISS

**WHEREAS**, the Town of Alden has received an increase in Consolidated Highway Improvement Program (CHIPS) funding for 2025 in the amount of \$9,180.48; and

**WHEREAS**, the Town Board wishes to amend the 2025 budget to reflect this additional revenue in code DB.3501; and

**WHEREAS**, the amendment will not render the Town insolvent or impair its financial stability;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Alden 2025 budget is hereby amended to increase both estimated revenue and appropriations (DB.5112.0449) by \$9,180.48 to reflect the additional CHIPS funding.

**BE IT FURTHER RESOLVED**, that the Town Supervisor is authorized to take all actions necessary to implement this budget amendment.

This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 2, 2025, resulting as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**RESOLUTION TO APPROVE BUDGET TRANSFER WITHIN THE 2025 BUDGET FOR VARIOUS PAYROLL LINES AND SPRINGBROOK SOFTWARE**

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER WAISS, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER CRIST.

**WHEREAS**, the Alden Town Board adopted its 2025 Budget on November 4, 2024;

**WHEREAS**, the Town needs to transfer funds to certain payroll lines to pay employees out of proper budget lines for the remainder of the year;

**WHEREAS**, the town needs to pay Springbrook for accounting software services and make sure the funds are paid out of the proper budget lines; 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	\$3,000.00	A.7140.0104	Recreation Attendants and Lifeguards Payroll	\$3,000.00
A.7140.0424	\$5,500.00	A.7140.0104	Recreation Attendants and Lifeguards Payroll	\$5,500.00
A.1990.0400	\$5,000.00	A.1410.0105	First Deputy Town Clerk Payroll	\$5,000.00
A.1990.0400	\$4,000.00	A.1220.0104	Supervisor’s Bookkeeper Payroll	\$4,000.00
A.7110.0413	\$3,582.14	A.1220.0201	Springbrook Software	\$3,582.14
	<b>\$21,082.14</b>		<b>TOTAL</b>	<b>\$21,082.14</b>

**This resolution shall take effect immediately.**

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 2, 2025, resulting as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**UNFINISHED AND TABLED BUSINESS**

**RESOLUTION TO ADOPT REVISED FINANCIAL POLICIES**

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

**WHEREAS, it has come to the attention of the Town Board that the certain financial polices need to be updated to provide for greater control of Town Finances.**

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

- 1. The Town Board hereby adopts the Attached Policies, replacing any prior versions:**  
Petty Cash/Refunds;  
Fund Balance Policy; and  
Manual Journal Entry Policy
- 2. This resolution shall take effect immediately.**

The foregoing Resolution was duly put to a roll call vote at a regular meeting on September 02, 2025, as follows:

Councilmember Crist	Aye
Councilmember Waiss	Aye
Councilmember Bork	Absent
Councilmember Kerl	Aye
Supervisor Pautler	Aye

**REPORTS OF COMMITTEES, OFFICIALS AND PERSONNEL**

**Mark Kerl, Councilmember**

- 1. Audit of Dog Registrations: Financial numbers going down. License renewal forms going out on time. Delinquent notices are not going out. Working without an acting Town Clerk.

Work is not being done without enough staff. Will Town Board consider sending the delinquent notices? **Supervisor Pautler: please add that to a Work Session discussion.**

**Gwendolyn Bork, Councilmember**

- 1. Absent

**Colleen Pautler, Superviso**

- 1. Nothing at this time

**Jennifer L. Strong, Town Attorney**

- 1. Nothing at this time

**Gina Waiss, Councilmember**

- 1. Welcome to Rick (Richard Coburn, new part time Code Enforcement Officer).
- 2. Thank you Glenn. My best to you.

**Randy Crist, Councilmember**

- 1. Welcome to Rick (Richard Coburn, new part time Code Enforcement Officer).
- 2. Thank you Glenn. I appreciate everything that you’ve done so far.
- 3. Please add to 09/08/2025 Work Session talk about the Meals on Wheels lease.

**Bill Rogers, Highway Superintendent**

- 1. Nothing at this time.

**Mike Metzger, Town Engineer**

- 1. Getting ready for the review of the Erie County Home project. This might be a topic to put on the Work Session each week just to keep the Board up to speed on what’s going on.

**Glenn Christner, Code Enforcement Office/Building Inspector**

- 1. It’s been a pleasure working with you. I wish Mr. Coburn the best.
- 2. I brought in some samples of synthetic shingles.

**Debra A. Crist, Recording Secretary**

- 1. Nothing at this time.

**ANNOUNCEMENTS FROM THE SUPERVISOR**

Nothing more at this time

**NOTICE OF MEETINGS**

<b>WORK SESSION</b>	<b>September 08, 2025</b>	<b>@ 6:00 PM</b>
<b>REGULAR BOARD MEETING</b>	<b>September 15, 2025</b>	<b>@ 6:00 PM</b>

**MEMORIAL REMEMBRANCE**

**Golda L. Rapp** (August 11<sup>th</sup>)  
**Everett C. Daucher** (August 14<sup>th</sup>)

**ADJOURNMENT** at 6:50 PM Supervisor Pautler adjourned the Meeting.

Minutes recorded by Recording Secretary Debra A. Crist – September 02, 2025  
Minutes transcription completed by 1<sup>st</sup> Deputy Town Clerk Linda J. Marzolf – September 15, 2025