

**APPROVED BOARD MINUTES JUNE 28, 2012**

The Village Board meeting was called to order at 8:00 AM by Mayor Mike Manicki, who led the pledge to the flag.

**PRESENT:** Mayor Manicki, Trustees Smith, Mezydlo, Sitzman, Attorney Trapp, Village Clerk Kegler, Supt. Keith Sitzman, Village Clerk/Treasurer Wachowiak, Deputy Clerk/Treasurer Galbraith, CEO Czechowski, Court Clerk Tavlaris.

**ABSENT:** Trustee Warmus

**MOTION** by Trustee Sitzman, seconded by Trustee Smith, to adjourn from regular board meeting to public hearing for HOP Renewals. Carried

CEO Czechowski stated that he made his inspections for the four HOP and that there hasn't been any changes made, no complaints have been received and no public comment was received.

**MOTION** by Trustee Sitzman, seconded by Trustee Mezydlo, to return to regular board meeting. Carried

**MOTION** by Trustee Smith, seconded by Trustee Mezydlo to approve the minutes of the June 14, 2012 regular board meeting. Carried

**MOTION** by Trustee Sitzman, seconded by Trustee Smith, to approve for payment bills on abstract dated June 28, 2012. Carried

Payroll	\$ 42,347.99
General Abstract	\$320,347.99

**MOTION** by Trustee Smith, seconded by Trustee Mezydlo, to approve the May Public Works Addendum. Carried

**COMMUNICATIONS:**

Request from Alden Central School requesting permission to hold the annual Homecoming Parade on September 27, 2012 at 6:15 PM following the regular parade route. Letter with regards to Tim Horton's application for Real Property Tax Exemption for Business property. Email from Modern Recycling Facility regarding open house to tour their facility July 18, notice given to Supt. Sitzman. Request from Alden Community Church for sign in Firemen's Park July 24-August 2, and for a Fun Fest to be held in Firemen's Park July 21, from 1-4PM. Email from Jeff Smith of Municipal Solutions, Inc., regarding the village's outstanding BAN history and future payment schedule. Notice for Planning and Zoning summer schools for 2012. Newsletter from New York State Comptroller; copy of notice sent to employees regarding receipt of the Village's Code of Ethics, signature sheets due back to office by July 20, 2012 from all

Employees. Information regarding New York State Insurance Fund regarding safety group rules and regulations for filing claims. Town Board Meeting minutes; letter from Senator Gallivan hosting a roundtable on July 11, at Boston Town Hall. RBC Wealth Management LOSAP report regarding checks issued for Service Award Program.

Mayor Manicki and Trustee Sitzman met with Accountant Nicole from Freed, Maxick & Battaglia with regards to the wording used for GASB 54. She will prepare work papers that will be easier for the board to read and understand for next year's budget preparation.

**MOTION** by Trustee Mezydlo, seconded by Trustee Smith, to file as received all correspondence. Carried

**RESOLUTIONS/APPOINTMENTS/REQUESTS/MOTIONS:**

**MOTION** by Trustee Smith, seconded by Trustee Mezydlo, to approve Alden Presbyterian Church's request to hold a Community Concert in Firemen's Park August 19, at 2:30 PM and to close Church Street during the concert. Carried

**MOTION** by Trustee Sitzman, seconded by Trustee Smith, to approve a sign request to be erected in the Firemen's Bandstand Park from July 24-August 2, 2012 to advertise their Vacation Bible School. Carried

**MOTION** by Trustee Smith, seconded by Trustee Mezydlo, to approve use of Firemen's Park on Saturday July 21, by Alden Community Church for their annual Family Fun Fest Event from 1-4PM. Carried

**MOTION** by Trustee Sitzman, seconded by Trustee Mezydlo, to approve Supt. Sitzman's recommendation to hire Joshua Zelak and Scott Rosier as seasonal laborers at a rate of \$8.00/hour starting July 2, 2012. Carried

**MOTION** by Trustee Mezydlo, seconded by Trustee Smith, to approve the sign permit for Marie's Family Diner, 13193 Broadway, per submitted application. (sign to replace Weber's sign). Carried

**MOTION** by Trustee Smith, seconded by Trustee Mezydlo, to approve the Alden Central School's request to hold their Homecoming Parade on September 27, 2012 per the regular parade route. Carried (School to notify the Sheriff's Dept. for patrol during the parade)

**MOTION** by Trustee Sitzman, seconded by Trustee Smith to approve the following Home Occupancy Permits for 2012-13: Edible Crafts-1543 Homecourt; The Cutting Image-12908 Main St., Claddagh Real Estate-1354 Sullivan Road, The Ultimate Design 12908 Main St. Carried

**BUSINESS FROM FLOOR:**

NOTHING

**REPORTS FROM COMMITTEES/DEPARTMENTS:**

**CEO Czechowski**-has his report regarding the mobile home park repair work. Deadlines have been set on some items. Joe requested a work session after the board meeting to discuss the parks deadline.

**Clerk Kegler**-reported that this is her last official board meeting. Thanked the board and department heads for their friendship. Have enjoyed working for the village for the past 30 years. Thanked the board for their patience during the past two months when she and Terry had some family health issues. She will miss working here but won't be a stranger. At this time the board presented Betty with a beautiful engraved clock for her service to the village. Thank you to all!!!

**MOTION** by Trustee Sitzman, seconded by Trustee Smith, to approve Elizabeth Kegler to come back on a temporary basis to assist with the next water billing cycle at \$25 per hour. Carried

**Attorney Trapp**-he and CEO Joe will be reviewing the village's Sign Code regarding illumination, as many of the new signs in many municipalities are extremely bright and hazardous to drivers. He also asked about the 10 year lease with the Steam Engine Association with regards to the pump that the village lent them. Supt. Sitzman said that after the 10 years the agreement retired and was up for renewal, the Association didn't receive ownership of the pump. Chris still needs to work out requests from the school for their cable equipment.

**Supt Sitzman**- the water project is on schedule. The easements have been passed in the Assembly and Senate and are waiting for the Governor to sign. Paving on Meadow and Mercer should start on July 9. Clean up and repair of the sidewalks on the north side of Broadway by the viaduct will be starting today. Surplus equipment should be on line shortly. Will be off on July 9 & 10.

**Village Clerk/Treasurer Wachowiak**-payment in lieu of taxes for CBO Glass is due by July 2. The yearly audit has started. It was discussed that Accountant Nicole from Freed Maxick & Battaglia do the Annual Update Financial Statement instead of Terry, as the state calls her on a regular basis for figures that only the accountant can provide. That cost will be added into the yearly contract. Terry asked if a morning meeting is scheduled for August. It was decided that the August 23, 2012 meeting will be held at 8AM. There is still computer problems, the sonic wall not working properly and will probably need to be replaced. Integrated has been working on the system in the

office and remotely. Terry advises budgeting next year for a new server as ours is 4 years old and the life expectancy for a commercial service is approximately 3-4 years.

**Trustee Smith**-will be out of town next week.

**Trustee Mezydlo**-would like to start working on ordering the crossing guards jackets before the start of the school year.

**Trustee Sitzman**-after talking with accountant she advised the board making a commitment to put 2011-2012 surplus in all reserve funds.

**MOTION** by Trustee Sitzman, seconded by Trustee Mezydlo, to have Village Clerk/Treasurer Wachowiak transfer all budgeted amounts into individual reserve funds. Carried (See attached)

All board members thanked Village Clerk Kegler for her years of service to the village.

**UNFINISHED AND TABLED BUSINESS:**

- Policy Manual Update-Trustee met with fire chief last night
- Surplus equipment to auction-Supt. working on it
- Mobile Home Parks-deadlines put in place

**MOTION** by Trustee Sitzman, seconded by Trustee Smith, to adjourn the regular meeting at 8:45 AM.

I respectfully sign off,

Elizabeth A. Kegler  
Village Clerk -30-

TRANSFER TO RESERVE ACCOUNT

JOURNAL ENTRY AT YEAR END

GENERAL FUND	From Acct #378299	DR	CR	
001.0001.0909	\$	57,500.00		
001.0001.0885			\$ 50,000.00	To Acct # 190363
001.0001.0886			\$ 7,500.00	(\$47,500=\$40,000+\$7,500--\$40,000 is not being transferred as it was already used for the purchase of the Fire Truck per Bd Resolution)
001.9550.0900	\$	50,000.00		To Acct # 190355
001.9560.0900	\$	7,500.00		
001.0001.5031			\$ 57,500.00	
TOTAL	\$	115,000.00	\$ 115,000.00	

AMBULANCE FUND	From Acct #5002613	DR	CR	
005.0005.0909	\$	30,000.00		
005.0005.0885			\$ 30,000.00	To Acct # 190397
005.9902.0900	\$	30,000.00		
005.0005.5031			\$ 30,000.00	
TOTAL	\$	60,000.00	\$ 60,000.00	

WATER FUND	From Acct #378299	DR	CR	
006.0006.0909	\$	6,000.00		
006.0006.0885			\$ 6,000.00	To Acct # 190363
006.9610.0900	\$	6,000.00		
006.0006.5031			\$ 6,000.00	
TOTAL	\$	12,000.00	\$ 12,000.00	

SEWER FUND	From Acct #378299	DR	CR	
007.0007.0909	\$	30,000.00		
007.0007.0885			\$ 15,000.00	To Acct # 190363
007.0007.0888			\$ 15,000.00	To Acct # 190371
007.9550.0910	\$	30,000.00		
007.9550.0911	\$	-	\$ 15,000.00	
007.0007.5031			\$ 15,000.00	
TOTAL	\$	60,000.00	\$ 60,000.00	

REFUSE FUND	From Acct #378299	DR	CR	
009.0009.0909	\$	22,500.51		(\$25,000--reduced by portion used to purchase Garbage truck during 11/12)
009.0009.0885			\$ 22,500.51	To Acct # 190363
009.9610.0900	\$	22,500.51		
009.0009.5031			\$ 22,500.51	
TOTAL	\$	45,001.02	\$ 45,001.02	