

The Regular Meeting of the Alden Town Board was held in the Town Hall at 3311 Wende Road On Tuesday, July 5, 2011 at 7:00 P.M. Deputy Supervisor Snyder called the Meeting to Order. Councilwoman Riddoch led in the Pledge of Allegiance. The Roll call was taken by the Town Clerk.

PRESENT: Ronald Snyder, Deputy Supervisor  
Mary Riddoch, Councilwoman  
William Weber, Councilman

ABSENT: Ronald Smith, Supervisor

RECORDING SECRETARY: Ralph P. Witt, Town Clerk

OTHERS PRESENT: Jennifer Strong, Town Attorney  
Michael Metzger, Town Engineer  
Len Weglarski, Dog Control Officer

Councilman Weber moved and Councilwoman Riddoch seconded the Motion to approve the Minutes and Synopsis of the Regular Meeting of June 20, 2011. Unanimously Carried.

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN RIDDOCH AND SECONDED BY COUNCILMAN WEBER TO WIT;

ACCOUNT	ABST. #1	ABST. #2	TOTAL
GENERAL FUND "A"	\$19,145.21	\$19,782.30	\$38,927.51
HGHWY FUND "DA/DB"	22,928.59	3,653.51	26,582.10
PART-TOWN FUND "B"	3,923.45	1,177.52	5,100.97
WD#2 FUND "WB"	375.20		375.20
WD#3 FUND "WC"	2,063.60		2,063.60
WD#4 FUND "WD"	1,299.80		1,299.80
SP FIRE PROT. "SF"	2,297.84		2,297.84
SD#2 FUND "SA"	1,755.65	456.65	2,212.30
TRUST/AGCY FUND "T"	560.30	3,050.76	3,611.06
SP REFUSE FUND "SR"	40,266.67	355.00	40,621.67
STREET LIGHTING FUND "SL"	5,626.31		5,626.31
PERIWINKLE LTG. "SL1"	36.79		36.79
GRANTS		58.42	58.42
TOTALS	\$100,279.41	\$28,534.16	\$128,813.57

UPON ROLL CALL VOTE THE FOREGOING WAS UNANIMOUSLY ADOPTED.

**BUSINESS FROM THE FLOOR**

Polly Justinger/Crittenden Rd. voiced concern about accepting the lowest bid for the boiler. She feels other options should be taken into consideration; experience, common sense, etc. Engineer Metzger explained that references were required from the low bidder and were verified as favorable. Mike has also spoke with the electrical and mechanical sub-consultants on the project and they were comfortable with the qualifications provided. The manufacturer representative will be working along with the low bidder on this project during the layout of the project and will be available during the installation. Engineer Metzger feels this particular bidder, while not having a strong background in commercial boilers, has a strong background in commercial, institutional, mechanical and electrical equipment installation. With all the safeguards in place we should be able to get a reasonable job at the price.

## COMMUNICATIONS

Councilwoman Riddoch received two (2) requests from Men's Baseball. She would like this put on the Work Session for next Monday.

Deputy Supervisor Snyder reported receiving Metzger Civil Engineering's report on the Town Hall Boiler Replacement, reported on Governor Cuomo's closing of seven (7) State prisons, including the Buffalo Work Release Facility in Alden, received our largest check for sales tax \$229,798.87, received Town Clerk's office monthly report for June \$2,370.93, received Building Inspector's report for June \$4,352.00 in fees.

## NEW BUSINESS

Councilwoman Riddoch moved and Councilman Weber seconded the motion to approve the renewal of a Home Occupation Permit for Marc & LouAnn Miller/11256 Broadway/Blinds cleaned & repaired/internet sales. Unanimously Carried.

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMAN WEBER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOMAN RIDDOCH TO WIT;

WHEREAS, the Town Historical Society has advised the Town Board that the Historical Society Building is in need of a new security system to help protect the Building and the Society's artifact collection, the estimated cost of the system is more than \$1,000.00 but less than \$2,000.00;

WHEREAS, the Procurement Policy & Procedure Guidelines of the Town of Alden requires that all estimated purchases over \$1,000.00 but less than \$2,000.00 require an oral, written, facsimile, or e-mail RFP and written, facsimile, or e-mail quotes from at least two (2) vendors;

WHEREAS, said Procurement Policy & Procedure Guidelines has been followed and two (2) written quotes (for the installation of a security system and one year of monitoring service) have been obtained;

WHEREAS, the highest bidder is Advanced Alarm at \$5,020 for the installation of the system and \$420.00 for one year of monitoring service (total of \$5,440.00);

WHEREAS, the lowest bidder is Buffalo Alarm at \$1,443.00 for the installation of the system and \$216.00 for one year of monitoring service (total of \$1,659.00); and

WHEREAS, The Town Board after full and careful review and consideration of the request found it in the public interest to authorize said purchase and did so authorize the purchase from Buffalo Alarm on May 16, 2011;

WHEREAS, Buffalo Alarm started the installation and then recommended that an additional motion detector be installed at a cost of \$134.00;

WHEREAS, the additional cost still renders Buffalo Alarm the lowest bidder; and

WHEREAS, The Town Board after full and careful review and consideration of the request finds it in the public interest to authorize said additional purchase.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves the purchase and installation of an additional motion detector for the a security system for the Alden Historical Society Building from Buffalo Alarm for a total additional cost of \$134.00 (as more particularly described on the attached Change Order) as being consistent with its policies and in the interest 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 Change Order; and
3. This resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote on at a regular meeting on July 5, 2011, and was unanimously adopted.

THE FOLLOWING PROCLAMATION WAS OFFERED BY DEPUTY SUPERVISOR SNYDER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOMAN RIDDOCH TO WIT;

WHEREAS, Alyssa Fox, an Alden High School Student, has been selected by Guiding Eyes for the Blind as its 2011 President's Volunteer Service Award winner;

WHEREAS, the President's Award is given to a volunteer within Guiding Eyes for the Blind who demonstrates outstanding dedication to Guiding Eyes for the Blind; and

WHEREAS, Ms. Fox and her Family have raised three puppies and have assisted other families by starting the training of three puppies.

NOW THEREFORE BE IT PROCLAIMED AS FOLLOWS THAT:

1. That the Town Board hereby recognizes and congratulates Alyssa Fox on her outstanding commitment to the Guiding Eyes for the Blind Program;
2. That the Town Clerk is hereby directed to send a certified copy of this Proclamation to Guiding Eyes for the Blind for presentation to Ms. Fox at its awards ceremony; and
3. This Proclamation shall take effect immediately.

The foregoing Proclamation was duly put to a roll call vote at a regular meeting on July 5, 2011, and was unanimously adopted.

Mary Ellen Pratt, Erie Region Coordinator for the Guiding Eyes for the Blind, Puppy Raising Program read a letter from President Obama, presented it to Alyssa, along with a pin.

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN RIDDOCH, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMAN WEBER TO WIT;

WHEREAS, the Alden Town Board has received a request from the Parks Supervisor for the purchase of a computer to accompany the security camera system in the Town Park the estimated cost of which is less than \$2,000.01 but greater than \$500.00;

WHEREAS, the Procurement Policy & Procedure Guidelines ("Guidelines") of the Town of Alden state that the Town must prepare a request for proposal and then obtain written quotes from at least two (2) vendors;

WHEREAS, an oral request for proposals was made by the Town to three (3) vendors and quotes were received as follows:

the highest quote is from Dell, Inc. at \$1,468.98,  
the second highest quote is from HP at \$1,229.98, and  
the lowest quote is from DC Computers Sales and Service at \$995.00;

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 purchase of a new computer.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves the purchase of a computer workstation from DC Computers Sales & Service the lowest responsible vendor, at a total cost of \$995.00;
2. The Supervisor 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 foregoing Resolution was duly put to a roll call vote at a regular meeting on July 5, 2011, and was unanimously adopted.

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMAN WEBER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOMAN RIDDOCH TO WIT;

WHEREAS, the Town of Alden retained C.J. Brown Energy, P.C. to conduct an Energy Audit of Town Hall and the energy audit noted the existing boiler in the Town Hall operates at only 80% efficiency, and

WHEREAS, the Town of Alden has obtained grant funding from the American Recover and Reinvestment Act (ARRA) through the New York State Energy Research and Development Authority (NYSERDA) for the implementation of energy conservation measures by small municipalities to replace the existing boiler at Town Hall with a more energy efficient model thereby reducing energy consumption;

WHEREAS, the Town of Alden has caused to be written the technical specifications for the installation of a new boiler system;

WHEREAS, the Procurement Policy & Procedure Guidelines of the Town of Alden require that all estimated purchases over \$20,000.00 shall be formally bid pursuant to General Municipal Law section 103;

WHEREAS, the Town of Alden has formally sought and collected bids;

WHEREAS, the Town received Proposals from four (4) contracting firms as follows (from highest to lowest bid):

Danforth at a total cost of \$177,000.00,  
Building Controls & Services, Inc. at a total cost of \$116,950.00;  
Parise Mechanical, Inc. at a total cost of \$89,300.00; and  
Kohl Construction, Inc. at a total cost of \$76,800. 00

WHEREAS, Kohl Construction, Inc. is deemed the lowest responsible bidder.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves the signing of an Agreement for Construction Services, in the form attached hereto, with Kohl Construction, Inc. for a total cost of \$76,800.00;
2. Ronald L. Smith, as Supervisor of the Town of Alden, is hereby authorized and directed to sign said 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 July 5, 2011, and was unanimously adopted.

THE FOLLOWING RESOLUTION WAS OFFERED BY DEPUTY SUPERVISOR SNYDER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMAN WEBER TO WIT;

WHEREAS, the Town of Alden Highway Superintendent has advised the Town Board that the Highway Department is in need of chipper bar, with installation, for truck #19 the estimated cost of which is over \$500.00 but less than \$2,000.00;

WHEREAS, the Procurement Policy & Procedure Guidelines of the Town of Alden ("Policy") requires that all estimated purchases of over \$500.00 but less than \$2,000.01 require a request for a proposal and written quotes from at least two (2) vendors;

WHEREAS, said Policy has been followed and two (2) quotes have been obtained as follows:

The highest quote is from STS Traylor & Truck Equipment at \$1,530.50 and  
The lowest quote is from Viking Cives at \$591.00.

WHEREAS, The Town Board after full and careful review and consideration of the purchase request finds the purchase in the public interest.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS THAT:

1. The Town Board approves the purchase of a chipper bar including installation of said chipper bar (upon delivery of truck #19 by the Town to Viking Cives Oakfield, New York location) for a price of \$591.00 from Viking Cives as being consistent with its policies and in the interests of the residents of the Town of Alden;
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 foregoing Resolution was duly put to a roll call vote at a regular meeting on July 5, 2011, and was unanimously adopted.

THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILWOMAN RIDDOCH, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMAN WEBER TO WIT;

WHEREAS, the Town of Alden retained C.J. Brown Energy, P.C. to conduct an Energy Audit of Town Hall and the energy audit documented the current usage of electricity acquired through conventional means,

WHEREAS, the Town of Alden seeks to reduce its carbon footprint through the installation of photovoltaic panels at Town Hall to generate a renewable source of energy,

WHEREAS, the Town of Alden has obtained grant funding from the American Recovery and Reinvestment Act (ARRA) through the New York State Energy Research and Development Authority (NYSERDA) for the implementation of energy conservation measures by small municipalities to install photovoltaic panels (which will involve replacement of a portion of the roof) at the Town Hall,

WHEREAS, the Town received Proposals and entered into an Agreement with the lowest responsible bidder Nussbaumer & Clark; and

WHEREAS, Nussbaumer & Clarke have suggested a minor clarification of the Agreement.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS, THAT:

1. The Town Board approves the signing of the attached Contract Addendum Nussbaumer & Clark;

2. The Deputy Supervisor of the Town of Alden, is hereby authorized and directed to sign said Contract Addendum; and
3. This Resolution shall take effect immediately.

The foregoing Resolution was duly put to a roll call vote at a regular meeting on July 5, 2011, and was unanimously adopted.

Councilman Weber moved and Councilwoman Riddoch seconded the motion to approve the use of the Robert O. Smith Park for the Alden Central School Boys JV Soccer Season on specified dates. Unanimously Carried.

Deputy Supervisor Snyder moved and Councilwoman Riddoch seconded the motion to approve Alden Youth Baseball Inc. President Tom Reger's request to use the R.O. Smith Park Diamonds, Friday, July 8<sup>th</sup> beginning at 6 PM through Sunday, July 10<sup>th</sup>, 2011 ending at 9 PM and again Friday, July 15<sup>th</sup> beginning at 6 PM through Sunday, July 17<sup>th</sup>, 2011 ending at 9 PM for the running of two tournaments. Also, the permission to use the concession stand during this event. Unanimously Carried.

Councilwoman Riddoch moved and Councilman Weber seconded the motion to approve Diane Begiers request to use the Community Center on the 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Monday of each month from 7-10 PM for the Alden Home Bureau Meeting for the period from September 2011 through June 2012. Unanimously Carried.

Councilman Weber moved and Councilwoman Riddoch seconded the motion to approve the Marilla Firemen's Benevolent Association's request to borrow two (2) sets of bleachers for their Annual Tractor Pull on July 16, 2011, to be picked up on 7/13/11 and returned 7/18/11. Unanimously Carried.

**THE FOLLOWING RESOLUTION WAS OFFERED BY DEPUTY SUPERVISOR SNYDER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILWOMAN RIDDOCH TO WIT;**

WHEREAS, the Alden Town Board has received a request from Highway Superintendent Carl Fix to rent an excavator with ditching bucket and digging bucket for one month (starting on July 18, 2011) for ditching projects in the Town of Alden, the estimated rental cost is less than \$10,000.00 but greater than \$2,000.00;

WHEREAS, the Procurement Policy & Procedure Guidelines ("Guidelines") of the Town of Alden states that the Town must obtain quotes from at least three (3) vendors;

WHEREAS, requests for proposals (monthly rental of an excavator with ditching bucket and digging bucket) was made by the Highway Department Clerk to four (4) vendors;

WHEREAS, the highest bidder is Five Star Equipment at \$2,900.00;

WHEREAS, the second highest bidder is Admar at \$2,695.00;

WHEREAS, the third highest bidder is United Rentals at \$2,406.49;

WHEREAS, the lowest bidder is MW Equipment at \$2,300.00; and

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 rental.

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

1. The Town Board approves the rental of an excavator with ditching bucket and digging bucket for one month for ditching projects in the Town of Alden from MW Equipment at a total cost of \$2,300.00, and the signing of a rental agreement;



