

TOWN OF AURORA
TOWN BOARD WORK SESSION
February 12, 2024

The following members of the Aurora Town Board met on Monday, February 12, 2024, for the purpose of holding a work session. The Board met in-person at the Aurora Municipal Center, 575 Oakwood Avenue, East Aurora, New York. The meeting was streamed via Zoom and YouTube.

Present:	Luke Wochensky	Councilman
	Joseph McCann	Councilman
	James F. Granville	Councilman
	Raymond M. Wrazen	Councilman
	Charles D. Snyder	Supervisor
Others Present:	Brigid Maloney	Town Attorney
	David Gunner	Highway Superintendent
	Rich Miga	Asst. Code Enforcement Officer
	Paul Ernst	ZBA Chairman
	Rod Simeone	ZBA Member
	Douglas Crow	Planning Board Chairman
	Elizabeth Wilber	Live Stream Coordinator

Supervisor Snyder opened the work session at 6:30 p.m. with the recitation of the Pledge of Allegiance to the Flag.

1) FFAE final payment for Senior Center Door project:

Fontanese Folts Aubrecht Ernst Architects, P.C. has submitted the final payment request for construction administration of the Aurora Senior Center door replacement project. The invoice is \$680.00 and covers the period 9/15/23 to 1/24/24.

2) ZBA/CodeRed Policy:

Councilman McCann stated that this proposed policy for notifying Town of Aurora residents about zoning variance requests will increase the functionality of CodeRed and will encompass all abutting properties.

3) NYSDOT Resolution and Payment Documents (amended):

On December 21, 2023 the Town Board approved the easement proposals from the NYS Department of Transportation for 1966 Davis Road and Veterans/Dam Site Park on Davis Road. The DOT requested a temporary easement on the park site and a permanent easement from the Town on the West Falls Library/Community Center site due to the DOT's Davis Road/Rte. 240 reconstruction project. At the January 22, 2024 meeting, the Town Board adopted a resolution ratifying agreement for advanced payment for the permanent easement, along with signed payment claim forms for both easements. The NYSDOT is now asking for the Town to approve new documents with Supervisor Snyder's name on them since the original documents contained former Supervisor Bach's information.

4) Bed and Breakfast locations – site plans:

The site plan applications for Bed and Breakfast establishments at 1309 Grover Road, 686 Quaker Road and 1514 Mill Road were reviewed by the Aurora Planning Board who moved to recommend that the Town Board approve the site plans for each of the locations.

5) Payroll Software:

At their January 22, 2024 meeting the Town Board approved the purchase of new payroll software from Edmunds GovTech. In addition to the software, Edmunds offers an Employee Self Service module that gives employees access to a portal that allows them to keep their time, request time off, request paystubs, etc. Bookkeeper Kathleen Moffat is requesting that the Board approve this and authorize the Supervisor to sign the sales order for this software which has an annual cost of \$1,200 and a one-time implementation cost of \$1,000.

6) Purchasing Card Services:

Bookkeeper Kathleen Moffat is requesting that the Town Board approve participation in a new Purchasing Card (P-card) program through JP Morgan Chase Bank who won the NYS Office of General Services Award for Purchasing Card Services. The new state contract program uses Visa cards; the rebate is quarterly; and the rebate percentage is based on the spend of all participants in NY State and currently stands at 2.26 %.

7) Social Media Policy – amended:

Councilman Wochensky stated that the Town’s administrators of social media, including Facebook, YouTube and Instagram met on February 7th for training. At that time some minor changes to our social media policy were discussed. They are as follows:

4.5 - added “and Town Supervisor”

5.1.13 – added “To post dog control information, e.g.:”

- “We found this dog this morning on Mill Rd. Please let us know if you have any information about the owner.”

5.6 – Changed Administrators to Codered@townofaurora.com

5.9 – added “The Town will post this Social Media Policy on its website

Appendix A – deleted James Bach and added Charles Snyder to the Climate Smart Community Task Force section

8) Temporary Use Permit – Aurora Waldorf School for West Falls Park:

The Aurora Waldorf School is requesting a temporary use permit to hold a summer program at JP Nicely West Falls Park on June 17, 18, 20 and 21 from 8:30 am to 3:30 pm. Use of the bathrooms and community room is included in the request.

9) 1686 & 1688 Davis Road rezoning request:

John Herbst is requesting that his two property parcels, 1686 and 1688 Davis Road, West Falls, be rezoned from R2 (residential 2) to C3 (commercial 3) to permit commercial use of the property. This will be referred to the Planning Board for review and recommendation(s).

10) Code review request:

In a memo to the Town Board, Code Enforcement Officer Cassidy is requesting that the Town Board refer Town code section 116-8.9 D to the Code Review Committee for review and recommendations to clean up the language in this section.

11) Cost estimate to pave Olden Road:

12) Cost estimate to mill and pave Main Street Library Parking lot:

Highway Superintendent Gunner stated that the estimates from County Line Stone were submitted to show the Board the cost that the Town would incur if the Town of Tonawanda were not to mill and pave the two sites as noted in the proposed Intermunicipal Agreement (work session item 15).

13) Highway 284 Agreement (DA fund) for Church Street bridge project:

14) Highway 284 Agreement (DA fund) for East Fillmore bridge project:

Highway Superintendent Gunner stated that the two 2024 284 DA Fund agreements are for the two current bridge projects and that this was discussed at budget prep time.

15) Surplus inventory and Shared Services Agreement:

Highway Superintendent Gunner stated that he had asked the Town Attorney to prepare a Shared Services Agreement between the Town of Aurora and Town of Tonawanda to make it possible for the Town of Aurora to trade a used 2002 street sweeper for milling and paving services from the Town of Tonawanda. The agreement states that the Town of Tonawanda will mill and pave Olden Road and the Aurora public library at 550 Main Street, East Aurora in exchange for Aurora transferring a 2002 Freightliner/Johnston street sweeper to Tonawanda. Prior to authorizing the signing of the agreement, the Town Board will need to declare the street sweep as surplus inventory.

Martha Librock
Town Clerk