

WS-1

**RESOLUTION APPROVING PURCHASE OF REAL PROPERTY**

WHEREAS, Friends of Mill Road Scenic Overlook, a volunteer committee, has organized to conduct fundraising to enable the Town of Aurora to purchase the two (2) parcels of land identified herein for the purpose of preservation of open space, and

WHEREAS, the Contracts for the sale of 40 acres of vacant land on Mill Road by Clinton T. Closs, Jr. and Barbara A. Closs, as Seller, and the sale of 20 acres of vacant land on Mill Road by Timothy S. Sievenpiper and Karen S. Sievenpiper, as Seller, and the Town of Aurora as Purchaser, terminate on December 31, 2012; and

WHEREAS, Clinton T. Closs, Jr. and Barbara A. Closs of 1301 Mill Road, East Aurora, New York 14052, submitted a Contract Extension, extending the closing date to December 31, 2013, for the sale of 40 acres of vacant land on Mill Road to the Town of Aurora for the consideration of \$360,000, a copy of which is included by reference, and

WHEREAS, Timothy S. Sievenpiper and Karen S. Sievenpiper of 1200 Mill Road, East Aurora, New York 14052, submitted a Contract Extension, extending the closing date to December 31, 2013, for the sale of 20 acres of vacant land on Mill Road to the Town of Aurora for the consideration of \$180,000, a copy of which is included by reference, and

WHEREAS, the conditions for the ownership of the properties by the Town are set forth in a document identified as "Mill Road Property Acquisition Plan", a copy of which is annexed as Exhibit "A", and

WHEREAS, the transfers of property from Closs and Sievenpiper to the Town of Aurora are expressly conditioned upon the Friends of Mill Road Scenic Overlook having sufficient funds in the amount of \$550,000, which may include a guaranteed grant from the New York State Office of Parks, Recreation and Historic Preservation, which is an absolute requirement and condition of the transfer of the properties to the Town, and

WHEREAS, New York Town Law Section 64-2 authorizes the Town to acquire by purchase, lands within the Town required for a public purpose,

NOW, THEREFORE, be it

RESOLVED, the Town Board does hereby approve the Contract Extensions for purchase submitted by Clinton T. Closs, Jr. and Barbara A. Closs, and Timothy S. Sievenpiper and Karen S. Sievenpiper, in accordance with the terms and provisions set forth therein, and be it further

RESOLVED, that the purchase of said properties is contingent and conditioned upon the Friends of Mill Road Scenic Overlook providing a minimum of \$550,000 in cash or in-kind donations or the amount necessary to accomplish the property purchase, title search, title insurance, surveys, Phase I Environmental studies, closing costs, filing fees and undetermined costs required for the purchase, and be it further

RESOLVED, that the Supervisor is authorized to execute the Contract Extensions on behalf of the Town.

SUPERVISOR  
JOLENE M. JEFFE  
(716) 652-7590



WS-2

## TOWN OF AURORA

5 South Grove Street, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

TOWN COUNCIL MEMBERS

December 11, 2012

Jeffrey T. Harris  
[jharris@townofaurora.com](mailto:jharris@townofaurora.com)

To: Town Board Members I respectfully request the Town Board approve of the following Neptune Brand radio read water meters:

James F. Collins  
[jcollins@townofaurora.com](mailto:jcollins@townofaurora.com)

### Water District 1 North Paid out of ZA8340.401

80- R900i T-10 inside set meters @ \$142.00 = \$11360.00  
10- R900i pit set meters @ \$158.00 = \$1580.00  
1 - R900i 1 1/2 " pit set meter @ \$325.00 = \$325.00  
Total: \$13265.00

James J. Bach  
[jbach@townofaurora.com](mailto:jbach@townofaurora.com)

Susan A. Friess  
[sfriess@townofaurora.com](mailto:sfriess@townofaurora.com)

### Water District 1 Extension 1 paid out of WL8340.401

80- R900i T-10 inside set meters @ \$142.00 = \$11360.00  
10- R900i pit set meters @ \$158.00 = \$1580.00  
1 - R900i 1 1/2 " pit set meter @ \$325.00 = \$325.00  
Total: \$13265.00

SUPT. OF HIGHWAYS  
David M. Gunner  
(716) 652-4050  
[highway@townofaurora.com](mailto:highway@townofaurora.com)

### Water District #235 paid out of W28340.401

230- R900i T-10 inside set meters @ \$142.00 = \$32660.00  
10- R900i pit set meters @ \$158.00 = \$1580.00  
1 - R900 i 1 1/2 " @ \$325.00 = \$325.00  
Total: \$34565.00

RECEIVER OF TAXES  
Barbara Halt  
(716) 652-7596  
[tax@townofaurora.com](mailto:tax@townofaurora.com)

### Water District #12 paid out of WC8340.401

30- R900i T-10 inside set meters @ \$142.00 = \$4260.00  
5- R900i pit set meters @ \$158.00 = \$790.00  
1 - R900i 1 1/2 " pit set meter @ \$325.00 = \$325.00  
Total: \$5375.00

SUPT. OF BUILDING  
Patrick J. Blizniak  
(716) 652-7591  
[building@townofaurora.com](mailto:building@townofaurora.com)

ASSESSOR

Thelma Hornberger  
[assessor@townofaurora.com](mailto:assessor@townofaurora.com)  
(716) 652-0011

### Water District #14 paid out of WD8340.401

30- R900i T-10 inside set meters @ \$142.00 = \$4260.00  
5- R900i pit set meters @ \$158.00 = \$790.00  
1 - R900i 1 1/2 " pit set meters @ \$325.00 = \$325.00  
Total: \$5375.00

DIR. OF RECREATION  
Peggy M. Cooke

November 26, 2012

Jolene Jeffe, Supervisor  
Town of Aurora  
The Southside Municipal Center  
300 Gleed Avenue  
East Aurora, NY 14052

**Subject: Town of Aurora – Quotation for Meter Reading System**

Dear Ms: Jeffe

As discussed, Neptune Technology Group Inc. is pleased to provide the following pricing for Neptune meters, consistent with our bid for the City of Rochester, NY.

<u>Description</u>	<u>Unit Pricing</u>
Qty (250-400) E-Coder)R900i 5/8x3/4" T-10 inside set meters	\$ 142.00
E-Coder)R900i 5/8x3/4" pit set meter	\$ 158.00
Qty (1-5) E-Coder)R900i 1-1/2" inside set T-10 meter	\$ 325.00
E-Coder)R900i 1-1/2" pit set meter	\$ 341.00



In addition we are pleased to offer the following pricing and considerations.

Qty (1) Neptune Pocket ProReader probe for touchpads	\$ 650.00
Qty (1) Neptune ARB N_Sight meter reading software	\$1,600.00
Qty (1) On-Site training for meter reading software	\$ 500.00
Qty (1) Handheld data collector unit – 2 year loaner	No Charge
Qty (1) Magnetic rooftop mount antenna for handheld unit	\$ 75.00

Neptune recommends the N-Sight software to utilize the additional leak, tamper and reverse flow data received from each meter location. However, should the Town of Aurora choose to hold off purchasing this software, the meter readings could be sent to existing billing software using a read only route file that would be provided at no charge.

Should you have questions or need additional information, please contact me at 585.315.3287.

Regards,

David Johnson  
Territory Manager  
Neptune Technology Group



SUPERVISOR  
JOLENE M. JEFFE  
(716) 652-7590  
[jjeffe@townofaurora.com](mailto:jjeffe@townofaurora.com)



WS-5

TOWN CLERK  
L. LIBROCK  
(716) 652-3280  
[www.townofaurora.com](http://www.townofaurora.com)

## TOWN OF AURORA

300 Gleed Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

December 12, 2012

To: Town Board  
From: Jolene Jaffe  
Re: Contract Janitorial Services

As you know, Jim Collins and I worked together to obtain several quotes for Janitorial services at Southside for both daily common area cleaning and weekly cleaning of the Town Office areas. Please refer to the detailed list.

Below is a summary of the submittals:

1. ATP Services (Gus Ziegler)
  - a. \$320/week for cleaning (\$16640/year)
  - b. Options: \$225.00 per service scrub and wax café area and \$400 per service all carpets
  - c. Cannot provide paper products
2. K & K Janitorial Service (Howard Feldman)
  - a. \$665.75/week for cleaning (\$34,619/year)
  - b. Can quote paper products
3. Clean Sweep (Bill Held)
  - a. \$1385/month (\$16,620/year)
  - b. Options: \$1500.00 per service all carpets
  - c. Can quote paper products
4. Top Notch (Kim Osbourne)
  - a. \$1950/month (\$23,400/year)
  - b. Options: \$340.00 per service scrub and wax café area and \$1202 per service all carpets
5. Bieler Janitorial Services (Kevin Bieler)
  - a. \$489.50/week (\$25,454/year)
  - b. Options: \$90.00/each per monthly buffing of café area
  - c. Can quote paper products

Please be prepared to discuss at the work session.

**AGREEMENT**

AGREEMENT made this \_\_\_\_ day of December, 2012, by and between

TOWN OF AURORA  
5 South Grove Street  
East Aurora, New York 14052

hereinafter referred to as the "Town", and

THE MARGARET L. WENDT FOUNDATION  
40 Fountain Plaza, Suite 277  
Buffalo, New York 14202-2220

hereinafter referred to as "Wendt".

WHEREAS, Wendt is the owner of 5 South Grove Street in the Village of East Aurora, property having been conveyed by the Town, and

WHEREAS, the Town has occupied the property as a Town Hall in accordance with the terms of a lease agreement between the parties, and

WHEREAS, the Town has indicated it will be vacating the property as of December 31, 2012 except for the continued use of the vault storage and print shop areas,

NOW, THEREFORE, the parties agree as follows:

1. TERMINATION: Effective December 31, 2012, the lease agreement between the Town and Wendt for the real property located at 5 South Grove Street shall terminate except for the vault storage and print shop areas in the basement which will continue through May 31, 2013.
2. INSURANCE: The Town shall cancel the insurance on the property effective December 31, 2012, except for insurance it may choose in regard to the vault

storage and print shop areas.

3. VAULT AND PRINT SHOP STORAGE: The parties agree that the Town shall have requested use of the vault and print shop storage areas in the basement for Town record storage until the Town has completed the next phase of its project for long-term storage and other yet undefined continued uses. The Town shall be solely responsible for the vault and print shop and all of its contents. Wendt shall have no responsibility for the vault and print shop.
  
4. AUTHORITY: This Agreement is executed by Jolene M. Jeffe as Supervisor of the Town as authorized by the Town Board, and Robert J. Kresse as Secretary for The Margaret L. Wendt Foundation.

TOWN OF AURORA

By \_\_\_\_\_ Jolene M. Jeffe, Supervisor

THE MARGARET L. WENDT  
FOUNDATION

By \_\_\_\_\_ Robert J. Kresse, Secretary

WS-7

§116-36 MOBILE HOMES

A.

Except as provided in § 116-37, no habitable vehicle or mobile home shall be stored or used in any district as a temporary or permanent dwelling or for any trade or occupation, whether or not its wheels have been removed and whether or not it has been placed upon a foundation, except under the following conditions:

(1)

It shall be more than 150 feet from each street line and on a lot owned in fee by the occupant of such vehicle or mobile home.

(2)

Not more than one such vehicle or mobile home shall be located on any lot or parcel of land.

(3)

Such vehicle or mobile home shall not be stored, used or occupied for more than one year.

(4)

A permit therefore shall have been granted by the Inspector for not more than one year. The Board of Appeals may extend such period of occupancy and use for not more than six months on any single application therefore.

B.

None of the foregoing provisions shall be construed to prohibit storage of one recreation vehicle, travel or camping trailer, **\*in the rear of the lot, (\*Delete)** upon which a dwelling has been lawfully erected or in an enclosed permanent building on such lot, provided that such trailer is owned by the occupant of such premises and, while so stored, is not used or occupied for sleeping or dwelling purposes and is not connected with electric, sewer, water or other utilities. **\*and further provided that the person so storing such trailer shall notify the Town Clerk, at his office, within 30 days after the commencement of such storage and shall permit inspection of such trailer by any officer or agent of the Town at all reasonable times. (\*Delete)**

(1)

**Add:**

(1) Prohibited Storage of an RV, camping, or travel trailer is as follows:

- a. Within 10 feet of any side yard lot line
- b. Within 50' feet of the road right-of-way.
- c. Within 50' of any rear yard
- d. Within 45 feet of any side street on a corner lot.



SUPERVISOR  
JOLENE M. JEFFE  
(716) 652-7590  
[jjeffe@townofaurora.com](mailto:jjeffe@townofaurora.com)



town

WS-8

ERK  
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3280  
com

## TOWN OF AURORA

300 Glead Avenue, East Aurora, NY 14052

[www.townofaurora.com](http://www.townofaurora.com)

December 12, 2012

To: Town Board  
From: Suggested changes to Employee Personnel Policy  
Re: Jolene Jaffe

When we adopted the current Employee Personnel Policy in December of 2011, we discussed adopting the practice of reviewing it on an annual basis and re-adopting it each year at the Organization Meeting. I have compiled a list of changes I suggest we make after working with the policies the past year and as a result of an insurance risk assessment. Since they are relatively straight forward, I would like to discuss it Tuesday and then adopt the revisions at the last meeting of 2012 on December 27<sup>th</sup>.

Please be prepared to discuss and have any questions ready on Tuesday.

Thank you!

### Suggested revisions:

**Section 2.02 Probationary Period** – replace with the following:

*All new employees (both full or part-time) shall be considered as probationary employees during their first twenty six (26) weeks of employment, unless otherwise provided by civil Service Laws, .....*

**Section 3.04 Overtime Compensation** – add ‘Secretary to the Supervisor’ to the list of positions

**Section 3.05 Flex-Time** – remove “Dog Control Officer” from the list of positions

**Section 3.08 Town and/or Personal Vehicles**

- a. Change the title to read “Use of Town and/or Personal Vehicles”
- b. Add #9 as follows: *Town vehicles must be operated in a safe and responsible manner and in compliance with all applicable traffic laws including but not limited to the use of seat belt and cell phones. In the event of an accident, regardless of severity, an accident report must be filed with the Town Supervisor’s office within 24 hours of the accident.*

**Section 3.16 Cellular Phone Policy** – changed to add ‘texting’ in addition to calls



WS-10

Southside Municipal Center  
300 Glead Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

To: Aurora Town Board  
From: Martha Librock  
Re: Request to Move Warning Light in High School Zone on Center St.  
Date: 12/12/12

In 1990, the Town received a permit from the Erie County Division of Highways to install two school warning lights with flashing beacons in the vicinity of the East Aurora High School and Ormsby Vocational Center. One is for northbound traffic on Center Street and the other for southbound traffic. Since that time the school's athletic fields on the west side of Center have expanded to the south. The EAUFSO is requesting to relocate the warning light for northbound traffic by moving it further south along Center Street.

The EAUFSO has been maintaining the warning lights and the Town has been paying the electric bill.

There are several issues that need to be addressed regarding moving the warning light:

- New location needs to be verified.
- An Erie County Highway work permit is required (this is obtained by the contractor)
- According to Doug Wicks of the EAUFSO, the cost to move the light would also include replacing parts since the post is deteriorating. He stated this could add up to several thousand \$'s – who will pay for this?
- There needs to be a written agreement between the Town and EAUFSO as to who is responsible for what with regard to the warning lights.

According to Mike Asklar, Engineer for the Erie County Division of Highways, there will not be a permit fee.