

January 9, 2012

A meeting of the Town Board of the Town of Aurora took place on Monday, January 9, 2012, at 7:00 p.m. in the Town Hall Auditorium, 300 Glead Avenue, East Aurora, New York.

Members Present:	James F. Collins	Councilman/Deputy Supervisor
	James J. Bach	Councilman
	Susan A. Friess	Councilwoman
	Jeffrey T. Harris	Councilman

Absent/Excused:	Jolene M. Jeffe	Supervisor
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Others Present:	Ronald P. Bennett	Town Attorney
	Bryan Smith	Town Engineer
	Patrick Blizniak	Superintendent of Building
	David Gunner	Highway Superintendent
	Robert Goller	Town Historian
	William Adams	Planning Board
	Ronald Krowka	Chief of Police
	Richard Glover	Planning Board
	Charles Snyder	Planning Board
	Joseph Lorigo	Erie County Legislator

Deputy Supervisor Collins opened the meeting at 7:00 p.m. with the Pledge of Allegiance to the Flag.

The first item on the agenda was a PUBLIC HEARING on a proposed Local Law to amend Chapter 79 – Open Development Area. The major change in this proposed law is to define single lot and multiple lot open development areas and to outline the procedures for both. The Affidavits of Publication and Posting are on file with the Town Clerk. Deputy Supervisor Collins opened the hearing at 7:01 p.m. and asked (three times) if anyone in the audience wished to comment. Hearing no response, the hearing was closed at 7:02 p.m.

The next item on the agenda was a PUBLIC HEARING on a proposed Local Law to amend Chapter 99 – Subdivisions and Chapter 116 – Zoning. The amendment to Chapter 99 is to remove reference to Major and Minor Subdivisions and refer to all as Subdivision. Amendments to Chapter 116 include 1) the addition of a section pertaining to Political Signs and Banners defining the size and timeframe that a political sign may be displayed; 2) the addition of a Zoning Verification Permit section that would allow the Building Department to issue permits to insure that construction of agricultural buildings meets local zoning laws and to alert the Assessor about new construction; and 3) amending the expiration of building permits from two years from date of issuance to one year from date of issuance. The Affidavits of Publication and Posting are on file with the Town Clerk. Deputy Supervisor Collins opened the hearing at 7:03 p.m. and asked (three times) if anyone in the audience wished to comment. Hearing no response, the hearing was closed at 7:04 p.m.

Councilman Bach moved to approve the minutes of the December 20, 2011 work session and the December 27, 2011 Town Board meeting; seconded by Councilwoman Friess. Upon a vote being taken:	Action #1 12/20/11 & 12/27/11 minutes aprvd
eyes – four noes – none Motion carried.	

The Board welcomed Erie County District 10 Legislator Joseph Lorigo. Mr. Lorigo stated he is looking forward to working with the Town and continuing the efforts of Legislator John Mills who is no longer the Town's representative due to redistricting.

2012 ORGANIZATIONAL CHART

TITLE	ACTION	TERM
OATH FOR ELECTED OFFICIALS	James J. Bach, Jeffrey T. Harris (Councilmen), and Jolene M. Jeffe (Supervisor) took and filed oaths of office on 1/3/11.	
BUDGET OFFICER	Motion to appoint: Jolene M. Jeffe to serve a (1) one-year term	1/1/12 – 12/31/12
SECRETARY TO THE SUPERVISOR	Supervisor appointed: Kathleen A. Moffat to serve a (1) one-year term	1/1/12 – 12/31/12
ASSISTANT TO THE SUPERVISOR	Supervisor appointed: Nicole E. Serra to serve a (1) one-year term	1/1/12 – 12/31/12
DEPUTY SUPERVISOR	Supervisor Jeffe appointed: Susan A. Friess to serve a (1) one-year term	1/1/12 – 12/31/12
RECREATION DIRECTOR (Town Code Chapter 28, Section 2)	Motion to appoint: Peggy M. Cooke to serve a (1) one-year term	1/1/12 – 12/31/12
TOWN ATTORNEY & DEPUTY TOWN PROSECUTOR	Motion to appoint: Ronald P. Bennett to (2) two-year term as Town Attorney and Deputy Town Prosecutor	1/1/12 – 12/31/13
TOWN PROSECUTOR & DEPUTY TOWN ATTORNEY	Motion to appoint: Edward J. Snyder to (1) one-year term as Town Prosecutor and Deputy Town Attorney	1/1/12 – 12/31/12
CIVIL OFFICER	Motion to appoint: Carlton Wohlheuter to serve a (1) one-year term	1/1/12 – 12/31/12
MARRIAGE OFFICER	Motion to appoint: Jolene M. Jeffe to serve a (1) one-year term	1/1/12 – 12/31/12
TOWN HISTORIAN	Supervisor appointed: Robert Lowell Goller to serve a (1) one-year term	1/1/12 – 12/31/12
DEPUTY TAX RECEIVER	Tax Receiver appoints Nancy DeWitt to serve a (1) one-year term	1/1/12 – 12/31/12
WATER CLERK	Motion to appoint: Barbara A. Halt to serve a (1) one-year term	1/1/12 – 12/31/12
PLANNING BOARD	Motion to appoint: Donald Owens to serve a (7) seven-year term	1/1/12 – 12/31/18
PLANNING BOARD	Motion to appoint: William Voss to serve the unexpired term of James Griffis	1/1/12 – 12/31/17
PLANNING BOARD ALTERNATES (Town Code Chapter 23, Section 23-4)	Motion to appoint: Charles Snyder, James Griffis, and David R. Majka to serve a one (1) year term	1/1/12 – 12/31/12
PLANNING BOARD CHAIRMAN	Motion to appoint: Donald Owens to serve a (1) one-year term	1/1/12 – 12/31/12

1ST Wednesday of each month at 7:00 p.m.
and if required, 3rd Wednesday at 7:00 p.m. at
Town Hall Auditorium – 300 Glead Avenue

PLANNING BOARD MEETINGS

PLANNING BOARD SERVICES

Motion to retain **CRA Infrastructure & Engineering, Inc.** for Planning Board assistance as needed.

1/1/12 –
12/31/12

CONSERVATION BOARD
(Town Code Chapter 5, Section 1)

Motion to appoint: **Alvin Fontanese, Donald Owens, Timothy Bailey, William Voss, William Adams, Richard Glover and Laurie Kutina** to serve a (1) one-year term

1/1/12 –
12/31/12

ZONING BOARD OF APPEALS *(Town Code Article VI, Chapter 116-60)*

Motion to appoint: **Donald Aubrecht** to serve a (5) five-year term

1/1/12 –
12/31/16

ZONING BOARD ALTERNATES

Motion to appoint: **Cynthia Thompson** to serve a (1) one-year term

1/1/12 –
12/31/12

ZONING BOARD CHAIRMAN

Motion to appoint: **James Whitcomb** to serve a (1) one-year term

1/1/12 –
12/31/12

DISASTER / HAZARDOUS MATERIALS COORDINATOR

Motion to appoint: **Mark Hartley**, HazMat Coordinator; **Randy Taylor**, Asst. Disaster Coordinator; **Thomas Bender**, Asst. Disaster Coordinator; **Craig Thrasher**, Asst. Disaster Coordinator, to serve a (1) one-year term

1/1/12 –
12/31/12

DISASTER ADVISORY

Note: Village of East Aurora and Town of Aurora Supervisor to serve as members ex-officio

Motion to appoint: **Ronald Krowka, David Thomason, Gary Grote, Mark Hartley, Randy Taylor, Douglas Hooper, John Voss, Superintendent of Buildings – Patrick Blizniak, Superintendent of Highways – David Gunner, Dog Control Officer – Sheryl Harris, Senior Citizen Dir. – Donna Bodekor, Fire Chiefs: EAFD – Roger LeBlanc, South Wales – Michael McClure West Falls – John Wilger Town Attorney – Ronald Bennett Engineer – Bryan Smith Assessor – Thelma Hornberger** to serve a (1) one-year term

1/1/12 –
12/31/12

SAFETY COMMITTEE CHAIRMAN

Will appoint when a Safety Committee is appointed on an as-needed basis

SAFETY COMMITTEE

Will be appointed on an as-needed basis

RECREATION ADVISORY BOARD *(Town Code Chapter 26, Section 1)*

COMMUNITY ACCESS CABLE TV COMMITTEE

AURORA TOWN LIBRARY BOARD

Motion to appoint: **George Oliver** to serve a (5) five-year term

1/1/12 –
12/31/16

OPEN SPACE COMMITTEE	Motion to appoint: Deborah H. Fenn and Jon Sundquist to each serve a (3) three-year term (meeting schedule to be announced)	1/1/12 – 12/31/14
DEPUTY TOWN CLERK #1	Town Clerk appoints: Sheryl A. Miller to serve a (1) one-year term	1/1/12 – 12/31/12
DEPUTY TOWN CLERK #2	Town Clerk appoints: Victoria E. Montagu to serve a (1) one-year term	1/1/12 – 12/31/12
REGISTRAR OF VITAL STATISTICS	Martha L. Libroek currently serving a four (4) year term.	1/1/10 – 12/31/13
SUB-REGISTRAR OF VITAL STATISTICS	Registrar appoints: Victoria E. Montagu to serve a (1) one-year term	1/1/12 – 12/31/12
TOWN AUDITORS	Motion to appoint: Drescher & Malecki, LLP to serve a (1) one-year term	1/1/12 – 12/31/12
TOWN ENGINEER	Motion to appoint: Bryan Smith to serve a (2) two-year term	1/1/12 – 12/31/13
ENGINEERING SERVICES	Motion to retain CRA Infrastructure & Engineering, Inc. at a fee of \$200 per month to cover the cost of general services provided to the Town.	1/1/12 – 12/31/12
MILEAGE REIMBURSEMENT RATE	Motion to set the rate at \$0.45 per mile as compensation for travel while on Town business.	
<u>TOWN BOARD MEETING DATES</u>	Motion to set regular Town Board Meetings at 7:00 p.m. at the Town Hall Auditorium, 300 Glead Ave. as follows: <u>January 9, 23; February 13, 27; March 12, 26; April 9, 23; May 14, 29 (Tuesday); June 11, 25; July 9, 23; August 13, 27; September 10, 24; October 9 (Tuesday), 22; November 13 (Tuesday), 26; December 10, 27 (Thursday, 11 AM)</u> Additional (special) meetings may be set if necessary	
TOWN BOARD WORK SESSIONS	Motion to set Town Board Work Sessions at 7:00 p.m. at the Town Hall Auditorium, 300 Glead Ave. as follows: January 17, February 21, March 20, April 17, May 22, June 19, July 17, August 21, September 18, October 16, November 20, December 18.	
TOWN HALL HOURS	Motion to set the hours Town Hall will be open to serve the public: 8:30 AM – 4:30 PM, Monday – Friday with the exception of Town Board recognized Holidays. Other office hours by appointment.	
OFFICIAL NEWSPAPER	Motion to designate: East Aurora Advertiser As the official publication for all Town of Aurora official business.	
SPECIAL DISTRICTS ADMINISTRATOR	Motion to designate: Supervisor as Administrator for all Town of Aurora Special Districts	
BANKS AS DEPOSITORIES	Motion to designate: JP Morgan Chase Bank, Bank of America, HSBC Bank, Key Bank, Citizens Bank, Manufacturers & Traders Trust Company	
PAY PERIODS	Motion to set pay periods for every two weeks.	

RATES OF PAY

Motion to set the Hourly and Bi-Weekly Rates of Pay for Town Employees, Appointed and Elected Officials as follows:

Title	Hourly Rate	Bi Weekly Rate
Councilman		394.23
Councilman		394.23
Councilman		394.23
Councilman		394.23
Town Justice		1,130.73
Town Justice		1,130.73
Clerk to Town Justice	13.31	
Clerk to Town Justice	16.56	
Supervisor		1,360.10
Budget Officer		192.30
Assistant to Supervisor	(23.38)	1,877.85
Secretary to Supervisor	13.55	
Historian		192.03
Tax Receiver		1108.96
Deputy Tax Receiver	11.28	
Assessor	25.50	
Assessor Mileage		28.85
Appraiser Mileage		28.85
Real Property Appraiser	25.49	
Assessment Clerk	14.94	
Clerk PT	12.86	
Town Clerk		2,153.88
Registrar		27.46
Deputy Town Clerk 1 (FT)	14.54	
Zoning Clerk	14.54	
Deputy Town Clerk 2 (PT)	14.40	
Attorney		1,573.92
Prosecutor		538.46
Deputy Atty - Planning Brd.		89.35
Engineer		374.19
Engineer/Planning Board		81.23
Water Engineer		197.12
Drivers (minibus)	10.25	
Drivers (minibus)	14.45	
Dog Control Officer	(14.87)	1,194.18
Dog Control Officer PT	10.46	
Sup. Of Building	(31.41)	2,522.46
Building & Zoning Clerk	14.82	
Planning Clerk	14.82	
Assistant Building Inspector	(21.20)	1,701.73
Highway Secretary	11.79	
Parks Secretary	11.79	
Sup. Of Highway		2,153.88
Parks Director – HW Super		192.31
Water Director – HW Super		192.31
Senior Director	(19.53)	1,568.41
Part-Time Kitchen	10.46	

Part-time clerk – Sr Center	10.72	
Part-time clerk – Sr Center	10.72	
Custodian (RPT) - Glead	11.09	
Custodian (RPT) – Sr Center	11.09	
Dir. Of Recreation 2	(25.61)	2,056.68
Recreation Mileage		46.15
Recreation Mileage		46.15
Recreation Supervisor	15.46	
Recreation Attendant	15.46	
Clerk Typist PT – Rec	12.86	
Clerk Typist PT - Rec	12.86	
Laborer (Baseball Commissioner)		113.58
UNION		
Truck Driver	18.83	
Motor Equip. Operator	25.03	
Truck Driver	24.30	
Motor Equip. Operator	25.03	
Repair/Maint. Stipend		28.85
Motor Equip. Operator	25.03	
Truck Driver	18.83	
Asst. Working Crew Chief	25.53	
Truck Driver	23.10	
Working Crew Chief	26.41	
Maintenance Worker	25.03	

**LIMITED SUPPLIES
PURCHASE**

Motion for the **Highway Superintendent, Recreation Director and Town Clerk** to purchase supplies, without Town Board approval, with a limit of \$500.00, except computer related purchases, which must first be approved by **Nicole Serra, System Administrator**.

**ASSOCIATION OF TOWNS
ANNUAL MEETING AND
DELEGATES**

Motion to designate: Councilwoman **Susan Friess** and Highway Superintendent **David Gunner** as delegates at the AOT meeting in February 2012.

**ALTERNATE CHECK
SIGNER**

Motion to authorize: **Susan Friess, Councilwoman and Nicole Serra, Bookkeeper**, to sign checks in the absence of and at the request of the Town Supervisor.

VOUCHER FORM

Motion to require a voucher to be used by persons having claims from the Town, be substantially in the standard form prescribed by NYS Audit and Control.

**PREPAYMENT OF
CLAIMS**

Motion that the Town is authorized to pay, in advance of audit, all public utilities, postage, freight and express charges, insurance, and payments for all approved contracts extending over one-year, and such payments shall be presented at the next regular meeting for audit; as used this resolution the term of public utilities shall mean electric, gas, water, sewer, and telephone services as contained in Section 118, Sub. 2 of the Town Law.

**LIABILITY
PROTECTION**

Action #168 on 11/11/85 provided that the Town will provide personal liability protection for all employees and elected officials by local law:
Selective Insurance Company or Equivalent.

PUBLIC HEARINGS

Supervisor noted that: for the orderly and efficient conducting of public hearings they will be held at the early part of the meeting. The Board may defer voting on issues discussed at the public hearing for at least two weeks, but may be voted on at the same meeting.

INVESTMENT POLICY

WHEREAS, in view of past practices of investing Town of Aurora money, and to prevent the Town from being subjected to the possibilities of losses from their investments,
NOW, THEREFORE, BE IT RESOLVED, that all money, other than money deposited in the designated banks to pay current obligations, contractual obligations, and payroll, be invested only in banks or trust companies located and authorized to do business in New York State. Such depositories to be designated by the Town Board. Such monies shall be invested only in U.S. Government Treasury Bills, Treasury Notes, certificates of deposit, or N.O.W. accounts (N.O.W. accounts subject to conditions governing N.O.W. accounts), and further, that all transactions involving investments be handled personally by the Supervisor in its entirety and further that the Supervisor advise the Town Board members of the amount invested, with whom it was invested, the interest rate to be received, and be it further
RESOLVED, that securities used to collateralize the invested funds in certificates of deposit be securities that are guaranteed by the U.S. Government, and be it further
RESOLVED, that the time deposits which exceed the F.D.I.C. guarantee to be collateralized as per State banking regulations and that a perpetual record be maintained of the type and amount of collateral pledged by the depositories to secure the safety of the amount of Town deposits, and that a periodic verification of the existence and proper segregation of the collateral obligations be made by the Supervisor and that this report be made to the Town Board members on a quarterly basis.
RESOLVED, that the securities inherited by the Cemetery Fund will be kept and monitored monthly until such time that the board resolves to sell said securities.

HOLIDAYS

Motion to designate:

Martin Luther King Day (1/16/12) / Presidents Day (2/20/12) / Good Friday (4/6/12) / Memorial Day (5/28/12) / Independence Day (7/4/12) / Labor Day (9/3/12) /Columbus Day (10/8/12) / Veterans Day (Observed) (11/12/12) / Thanksgiving Day (11/22/12) / Day after Thanksgiving (11/23/12) / Christmas Day (12/25/12) / New Year's Day (1/1/13)

Employees may or may not be granted time off on Election Day at the discretion of the Town Board. This day is not considered a holiday.

* When any of the above holidays falls on a Saturday, the preceding Friday shall be observed as the holiday. When the holiday falls on a Sunday, the succeeding Monday shall be observed as the holiday.

EMPLOYEE BOND COVERAGE

Supervisor noted that the Blanket Bond is in effect and filed with the Erie County Clerk for **\$1,000,000** for each of the following: **Tax Receiver, Supervisor, Deputy Supervisor, Book keeper - Assistant to the Supervisor, Secretary to the Supervisor.**

BLANKET BOND COVERAGE

Supervisor noted that the blanket coverage of **\$200,000** is in effect for the following: **Town Clerk, 2 Deputy Town Clerks, 2 Town Justices, 2 Secretaries to Justices, Director of Recreation, Recreation Secretaries and Deputy Receiver of Taxes.**

PROCUREMENT POLICY

Adopted 1/17/2000 Action #2
Amended 5/14/2001 Action #151
Amended 5/10/2010 Action #179

TOWN OF AURORA PROCUREMENT POLICY

WHEREAS, Section 104-b of the General Municipal Law requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of the General Municipal Law, Section 103 or any other law, and

WHEREAS, comments have been solicited from those officers of the Town involved with procurement:

NOW, THEREFORE, be it

RESOLVED, that the Town of Aurora does hereby adopt the following procurement policies and procedures:

PURPOSE

Goods and services which are not required by law to be procured pursuant to competitive bidding must be procured in a manner so as to assure the prudent and economical use of public moneys, in the best interests of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption. To further these objectives, the Town Board is adopting internal policies and procedures governing all procurement of goods and services which are not require to be made pursuant to the competitive bidding requirements of General Municipal Law, Section 103, or of any other general, special or local law.

PROCEDURE FOR DETERMINING BIDDING AND PROCUREMENT POLICY

Guideline 1. Every prospective purchase of goods or service shall be evaluated to determine the applicability of General Municipal Law Section 103. Every Town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter called Purchaser) shall, if appropriate, estimate the cumulative amount of the items of supply or equipment needed in a given fiscal year. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

Guideline 2. All purchases and public works requests (RFP's) for bids or quotes of \$500.00 or more, but less than \$10,000.00, may be solicited by the Purchaser without having prior Town Board approval. The purchase of goods or services as a result of the RFP's shall require Town Board approval and authorization prior to the Purchaser procuring the goods or services.

Guideline 3. All purchases of (a) supplies or equipment from a single individual or entity which will equal or exceed \$10,000.00 in the fiscal year or (b) public works contract equal to or over \$35,000 shall be formally bid pursuant to General Municipal Law Section 103.

Guideline 4. Purchases in the amounts as follows:

A. Less than \$10,000 but greater than \$3,000 – Requires written request for a proposal (RFP) and written/faxed quotes from at least three (3) vendors.

B. Less than \$3,000 but greater than \$500 – Quotes, documented in writing, from less than three (3) vendors.

C. Less than \$500 – At the discretion of the Purchaser, provided expense is shown within current year budget allocation(s) and supported by written invoices and signed vouchers.

D. Public Works Contracts less than \$35,000 but greater than \$500 – A written request for proposal (RFP) and written or faxed proposal from at least three (3) contractors/vendors must be provided.

E. Public Works Contracts less than \$500 – Up to the discretion of purchaser, provided expense is shown within current year budget allocation(s) and supported by written invoices and signed vouchers.

All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

Guideline 5. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares written justification providing reasons why it is in the best interest of the Town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement. If prices bid or proposed in a quote or response to an RFP are not materially different the Town reserves the right to award any applicable contract to an individual or business residing or located within the Town.

Guideline 6. A good faith effort shall be made to obtain the required number of proposals or quotations. If the Purchaser is unable to obtain the required number of proposals or quotations, the Purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to the procurement.

Guideline 7. Sets forth the exceptions to the requirements of the Procurement Policy. Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- a) Acquisition of professional services;
- b) Emergencies;
- c) Sole source situations;
- d) Goods purchased from agencies for the blind or severely handicapped;
- e) Goods purchased from correctional facilities;
- f) Goods purchased from another governmental agency;
- g) Goods purchased at auctions;
- h) Computer software;
- i) Purchases pursuant to state or county bid.

Under the above exceptions, any such purchase or public works contract shall be forwarded to the Town Board for approval and be described and documented as to the reason for its exception from these guidelines and procedures.

Guideline 8. This policy shall be deemed renewed annually by the Board at its organizational meeting unless otherwise determined by the Board.

Guideline 9. Any unintentional failure to fully comply with the provisions of General Municipal Law Section 104-b or the Town Board's policies and procedures

shall not be grounds to void any action taken or given rise to a cause of action against the Town or any officer or employee thereof.

	DOCUMENTED VERBAL QUOTES			WRITTEN QUOTES		COMPETITIVE BIDDING	OTHER
	0	2	Less than 3	2	3 or More		
PURCHASE CONTRACTS							
Under \$500	X						
500 - 2,999			X				
3,000 - 9,999					X		
Over 10,000						X	
CONTRACTS FOR PUBLIC WORK							
Under \$500	X						
500 - 34,999					X		
Over 35,000						X	
EMERGENCIES (must be declared by Town Board)							X
INSURANCE							X
PROFESSIONAL SERVICES							X

Purchase contracts involve the acquisition of commodities (Material, Supplies or equipment)

Public works contracts involve services, labor, or construction.

Contracts that involves both goods and services.

If a contract involves a substantial amount of services and the acquisition of commodities is only incidental to the work, it should be considered a contract for public work. If the services or labor are only minor or incidental to the acquisition of goods, it should be considered a purchase contract .

The above resolution setting forth the Town’s Purchasing Policies and Procedures and guidelines necessary to comply with New York General Municipal Law Section 104-b is duly amended on May 10, 2010, and supersedes any similar resolution heretofore adopted by the Town Board.

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The Supervisor appoints the following Town Board Liaison Assignments for 2012:

VILLAGE CONTRACTS

Water, Police & Dog	Jeffe	Bach
Disaster Preparedness, Fire, Ambulance, Alarm	Jeffe	Harris

TOWN SERVICES

Budget & Finance	Jeffe	Friess
Personnel	Jeffe	Collins
Insurance & Bonding	Collins	Jeffe
Assessing	Bach	Jeffe
Building, Grounds, Handicapped	Harris	Bach
Building Codes & Zoning Enforcement	Friess	Collins
Cable TV	Collins	Friess

Rubbish & Recycling	Harris	Jeffe
Water & Sewer Districts	Friess	Harris
Library	Harris	Bach
Highway & Street Lighting	Friess	Bach
Recreation, Parks & Senior Citizens	Friess	Harris
Planning Board & Conservation	Harris	Collins
Zoning Board of Appeals	Bach	Harris
Boys & Girls Club	Collins	Harris
Review of Supervisor's Report	1 st Quarter	Collins
	2 nd Quarter	Friess
	3 rd Quarter	Harris
	4 th Quarter	Bach
Village Board Liaison	1 st Quarter	Bach
	2 nd Quarter	Harris
	3 rd Quarter	Friess
	4 th Quarter	Collins

Councilwoman Friess moved to adopt the 2012 Organizational
 Councilman Bach seconded the motion. Action #2
 Upon a vote being taken: ayes – four noes – none Motion carried. 2012 Organ-
 izational Chart
 approved.

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AUDIENCE I: none

UNFINISHED BUSINESS: none

NEW BUSINESS:

Councilman Bach moved to amend tonight's agenda by adding item Action #3
 7H – Request for vacation roll-over. Councilwoman Friess seconded the Agenda
 motion. Upon a vote being taken: ayes – five noes – none amended.
 Motion carried.

Councilwoman Friess moved to adopt the following resolution; seconded by Councilman
 Harris:

WHEREAS, tough economic times and New York State's tremendously high tax burden
 are causing families and businesses to struggle, while State government has been paralyzed by
 questions of gubernatorial succession, leadership fighting and political dysfunctions; and

WHEREAS, our State Constitution was originally meant to be a vibrant, living and
 breathing document, reflective of the times in which we live, that holds up to the political
 dynamic of the day; and

WHEREAS, our current State Constitution was adopted 115 years ago in 1894 and
 modified at a constitutional convention in 1938 and at various other times by legislative action;
 and

WHEREAS, our state, our nation and the world have changed dramatically in the past
 forty-two years as the information age has transformed communications, business and
 government in ways that could not even have been imagined when our State Constitution was
 adopted; and

WHEREAS, recent events in State government involving gubernatorial succession,
 legislative stalemates and appointments to statewide elected offices have exposed flaws
 weaknesses in our current constitution on these issues; and

WHEREAS, families and businesses have been forced to cut back, while New York State
 government continues to spend beyond its means and force unfunded mandates on already
 overburdened local governments and taxpayers; and

WHEREAS, in the face of the most challenging economic environment since the Great
 Depression, the people of New York have little confidence that the State government, as
 currently structured, is responsive to their wants, needs, or principal concerns; and

WHEREAS, the people of New York have expressed their desire to hold a “People’s Convention” to reform State government, as evidenced by recent Quinnipiac University and Siena College Research polls, showing more than 60 percent of voters supporting a People’s Convention to Reform New York; and

WHEREAS, the people must act now to thwart the dysfunction in Albany, and convene a People’s Convention to take New York State government back; and

WHEREAS, members of the State Legislature have introduced “The People’s Convention to Reform New York Act”, which grants the people the opportunity to hold a constitutional convention, establishes a procedure for the non-partisan election of delegates, restricts political parties, campaign committees and special interests’ influence over delegates, and requires state or local elected officials or officers or party officials to vacate their post upon being elected delegate; and

WHEREAS, while the State Constitution empowers the elected delegates to set the convention for “The People’s Convention to Reform New York”, we ask that the delegates consider government reforms such as a state spending cap, restrictions on unfunded mandates, debt reform, an absolute ban on backdoor borrowing, public authorities reform, a clear line of succession to the governorship and lieutenant governorship and elections to fill elected State office vacancies.

NOW, THEREFORE, BE IT

RESOLVED, That the Town of Aurora Town Board pause in its deliberations to acknowledge the need for true State government reform and urge the immediate passage and chaptering of the “People’s Convention to Reform New York Act”, which will allow for the creation of a more accountable and responsive State government by the people to serve the people; and be it further

RESOLVED, That a copy of this Resolution, suitably engrossed, be transmitted to the Governor of the State of New York, the Temporary President of the New York State Senate, the Speaker of the New York State Assembly and to the Minority Leaders of the Assembly and Senate.

Upon a vote being taken: ayes – four noes – none
Duly adopted this 9th day of January 2012.

Action #4
Board adopts
“People’s
Convention
to Reform
New York”
resolution.

* * * * *

Councilman Bach moved to approve the following 2011 budget transfer to cover year-end financial services fees:

From: A1990 Contingent Account \$750.00
To: A1320.404 Auditor Financial Services \$750.00

Councilwoman Friess seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #5
Financial
Service
budget
transfer
approved.

Councilman Harris moved to authorize emergency repair to HVAC unit 23 at 300 Glead, due to a cracked heat exchanger and approve the cost of \$3344.88 (payment to Allied Mechanical, Inc.). Funds will be disbursed from ER1621.422 repair and maintenance. Councilman Bach seconded the motion. Upon a vote being taken: ayes – four
noes – none Motion carried.

Action #6
HVAC #23
repair
authorized
(Glead)

Councilman Bach moved to authorize Councilwoman Susan Friess and Highway Superintendent David Gunner to attend the 2012 Association of Towns Training School and Annual Meeting in New York City on February 19 – 22, 2012. Funds for Councilwoman Friess’ attendance are budgeted in A1010.404 and funds for Highway Supt. Gunner are budgeted in A5010.404. Councilwoman Friess seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #7
S. Friess and
D. Gunner to
attend 2012
AOT meeting
in NYC.

Councilwoman Friess moved to authorize Town Board members to sign the 284 Highway Agreement for 2012. Councilman Bach seconded the motion. Upon a vote being taken: ayes – four noes – none
Motion carried.

Action #8
Board auth to
sign 284
Highway
agreement.

Councilman Bach moved to refer the Open Development Area Application for SBL#187.01-01-51 Sweet Road to the Planning Board for their review and recommendation(s). Councilwoman Friess seconded the motion. Upon a vote being taken: ayes – four noes – none
Motion carried.

Action #9
ODA
application
referred to
Planning Brd

Councilwoman Friess moved to declare the Senior Center's HP 4000 printer (serial number USEFO87260/Town ID 2231) as surplus equipment (trash) to be disposed of properly. Councilman Harris seconded the motion. Upon a vote being taken: ayes – four noes – none
Motion carried.

Action #10
HP 4000
printer
declared
surplus (trash).

Councilman Harris moved to approve the request for Wendy Potter-Behling to rollover four (4) vacation hours from 2011 into 2012 to be used on January 10, 2012. Councilwoman Friess seconded the motion. Upon a vote being taken: ayes – four noes – none
Motion carried.

Action #11
Vacation
rollover aprvd
for W. Potter-
Behling.

COMMUNICATIONS – The following communications were received by the Board and filed:

- Assessor – December 2011 Report
- Town Clerk – December 2011 Report
- Building Department – December 2011 Report
- Dog Control – December 2011 Report
- Work Requisitions - December 2011 Report
- Tax Receiver – December 2011 Report

BUSINESS FROM BOARD MEMBERS AND LIAISONS:

Councilman Harris noted that the assistant dog control officer recently had emergency surgery and will be off work for an extended period. DCO Sheryl Harris will be requesting a second assistant to handle some of the calls. Deputy Supervisor Collins stated this will be put on the next work session agenda.

AUDIENCE II:

Bill Patterson, Grover Road, asked who or what determines what items get on the meeting agenda.

STAFF REPORTS:

Highway Supt. Gunner noted that, due to lack of snow to be plowed, his employees have done painting at the Library, put a new roof on a shelter at Community Pool Park and added new stone to the parking lot adjacent to the Knox soccer fields.

The 2011 Encumbered Abstract of Claims dated January 9, 2012, consisting of vouchers numbered 2386 to 2436, was presented to the Board for audit and authorization of payment from the following funds:

General	\$10,567.94
Part Town	500.82
Highway	316.86
Enterprise/Gleed	632.35
Trust & Agency	5,710.52
Special Districts	<u>8,383.03</u>
Grand Total Abstract	\$26,111.52

The Abstract of Claims dated January 9, 2012, consisting of vouchers numbered 1 to 33, was presented to the Board for audit and authorization of payment from the following funds:

General	\$47,009.29
Part Town	4,750.00
Highway	9,194.39
Trust & Agency	2,110.97
Special Districts	<u>268,561.87</u>
Grand Total Abstract	\$331,626.52

Councilwoman Friess moved to approve the 2011 Encumbered Abstract of Claims and the 2012 Abstract of Claims, both dated 1/9/2012, and authorize payment of same. Councilman Bach seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #12
Abstracts of
Claims
approved.

Deputy Supervisor Collins moved to adjourn; seconded by Councilman Bach. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #13
Meeting
adjourned.

Martha L. Librock
Town Clerk