

**PUBLIC HEARING NOTICE**

Please take notice, that the Town of Aurora Town Board will hold a Public Hearing on Monday, January 11, 2021 at 7:00 p.m. The Board will hear public comment on a proposed Local Law to rezone property at 730 Olean Road (SBL#176.00-4-17.2) from RR (rural residential) and A (agriculture) to B2 (business 2) to accommodate the Rural Outreach Center. At said public hearing all neighbors and interested citizens shall have the opportunity to be heard on this proposal.

Due to Covid-19 restrictions, the Town Board will not meet in person, but will broadcast the meeting via Zoom and YouTube. Please see the Town website [www.townofaurora.com](http://www.townofaurora.com) for details on how to present your comments during the public hearing. Comments may also be mailed, emailed or phoned to the Town Board c/o the Town Clerk until 4:00 p.m. on January 11, 2021 prior to the meeting – [townclerk@townofaurora.com](mailto:townclerk@townofaurora.com) or (716) 652-3280.

By Order of the Town Board  
Martha L. Librock, Town Clerk  
575 Oakwood Avenue  
East Aurora, NY 14052

**TOWN OF AURORA**

**LOCAL LAW INTRO. No. 3-2020**

**LOCAL LAW NO. \_\_\_\_-2021**

A LOCAL LAW, TO AMEND LOCAL LAW 1-1990 KNOWN AS “THE CODES OF THE TOWN OF AURORA”, ADOPTED BY THE TOWN BOARD OF THE TOWN OF AURORA ON JANUARY 22, 1990 BY AMENDING THE ZONING MAP.

BE IT ENACTED BY THE TOWN BOARD OF THE TOWN OF AURORA AS FOLLOWS:

**SECTION 1. LEGISLATIVE INTENT**

This Local Law amends a prior Local Law known as “The Town of Aurora Code” adopted by the Town of Aurora on January 22, 1990, as amended, relating to the administrative, legislative and general legislation of Codes within the Town of Aurora as therein set forth. This Local Law will amend the boundaries of the Zone Map to transfer the described property from its present location in A and RR Zoning Districts to a B2 Zoning District to accommodate the uses contained herein, or its successors.

**SECTION 2. SECTION 116-6, ZONE MAP**

Section 116-6(A), Zone Map, of the Codes of the Town of Aurora is amended to transfer and place the following described property from its present classification as A and RR District to a B2 Zoning District:

*All that Tract or Parcel of Land*, situate in the Town of Aurora, County of Erie and State of New York, being part of Lots Nos. 13 and 14, Township 9, Range 6 of the Holland Land Company's Survey, described as follows:

**BEGINNING** at a point in the centerline of Olean Road at the southwest corner of lands conveyed to Daniel C. Clark and wife by deed recorded in the Erie County Clerk's Office in Liber 8349 of Deeds at page 149; thence easterly along the south line of said lands, 266.8 feet; thence northerly along an easterly line of said lands, 241.8 feet; thence easterly along a southerly line of said lands, 453.5 feet to the west line of lands of the Pennsylvania Railroad Company; thence southeasterly at an interior angle of 104° 18' 00" along the west line of said Railroad, a distance of 313.70 feet; thence southwesterly at an interior angle of 98° 24' 00" a distance of 853.11 feet to the center line of Olean Road; thence northwesterly along the centerline of Olean Road, 446 feet to the point or place of beginning.

### SECTION 3. RESTRICTIONS ON USE

Rezoning of the real property to B2 Business is for the following uses subject to the adoption of a Special Use Permit:

1. Assembly Hall or auditorium with the intended building to include offices, a chapel and a multi-purpose room;
2. A recreation area or building including camps and camp sites serving the public;
3. Customary business accessory uses, including but not limited to, parking areas and accessory structures.
4. A Declaration of Restrictive Covenants citing the Restrictions on Use may be recorded at the Erie County Clerk's Office and shall expressly state that the restrictions contained therein cannot be amended or rescinded without the permission of the Town Board of the Town of Aurora.

SECTION 4. SEVERABILITY

If any portion, subsection, sentence, clause, phrase or portion thereof contained in this Local Law is for any reason held to be invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

SECTION 5. EFFECTIVE DATE

This Local Law shall take effect immediately upon filing with the New York Secretary of State.



SUPERVISOR  
James J. Bach  
(716) 652-7590  
[jbach@townofaurora.com](mailto:jbach@townofaurora.com)



GA

TOWN CLERK  
Martha L. Librock  
(716) 652-3280  
[townclerk@townofaurora.com](mailto:townclerk@townofaurora.com)

**TOWN OF AURORA**  
**Aurora Municipal Center**  
575 Oakwood Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

To: Aurora Town Board

From: Martha Librock, Town Clerk

Date: January 7, 2021

Re: AMC – Payment No. 19 - Telco

Please approve payment 19 to Telco Construction, Inc., in the amount of \$81,253.05 for work completed through January 6, 2021 for the Aurora Municipal Center project. The request has been reviewed and approved by Fontanese Folts Aubrecht Ernst Architects.

# APPLICATION AND CERTIFICATE FOR PAYMENT

**TO OWNER:** Town of Aurora  
 575 Oakwood Avenue  
 East Aurora NY 14052

**FROM CONTRACTOR:** Telco Construction, Inc.  
 500 Buffalo Road  
 East Aurora NY 14052  
 716-805-1520

**JOB NUMBER:** 19-2502

**PROJECT:** Aurora Municipal Center  
 575 & 585 Oakwood Avenue  
 East Aurora NY 14052

**APPLICATION:** 19 1/6/2020  
**PERIOD TO:** 11/30/2020

**CONTRACT FOR:** 2502  
**CONTRACT DATE:** 05/01/2019

**Distribution to:**  
 OWNER   
 ARCHITECT   
 CONTRACTOR   
 FIELD   
 OTHER

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below. Continuation Page is attached.

1. ORIGINAL CONTRACT AMOUNT	..... \$	3,677,000.00
2. NET CHANGED BY CHANGE ORDERS	..... \$	560,529.00
3. CONTRACT SUM TO DATE (Line 1+/-2)	..... \$	4,237,529.00
4. TOTAL COMPLETED & STORED TO DATE	..... \$	4,237,529.00
5. TOTAL RETAINED	..... \$	30,000.00

a. \_\_\_% of Completed Work \$ \_\_\_\_\_  
 b. \_\_\_% of Stored Material \$ \_\_\_\_\_

6. TOTAL EARNED LESS RETAINED	..... \$	4,207,529.00
7. LESS PREVIOUS CERTIFICATES FOR BILLING	..... \$	4,126,273.95
8. CURRENT PAYMENT DUE	..... \$	81,253.05

9. BALANCE TO FINISH, INCLUDING RETAINAGE  
 (Line 3 less Line 6) \$ 30,000.00

**Terms:** Invoices are due and payable 30 days from the date of the invoice.  
 All overdue amounts will have an additional service charge of 5% per month.

Please make checks payable to: **Telco Construction, Inc.**  
 Thank you for your prompt payment.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for Work for which Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** Telco Construction, Inc.  
 By: James D Milks  
 James D Milks  
 State of: NEW YORK  
 Date: 1/6/21

County of: ERIE  
 Subscribed and sworn to before me this 6th day of January of 2021  
 Notary Public: Cristina Schmitt  
 My Commission Expires: 03/09/21  
 CAHISSA L. SCHUBB  
 NOTARY PUBLIC-STATE OF NEW YORK  
 No. 01SC6126773  
 Qualified in Erie County  
 My Commission Expires May 09, 20 21

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work had progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

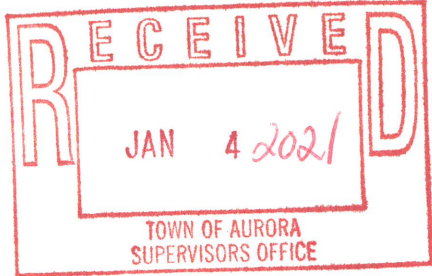
AMOUNT CERTIFIED ..... \$ 81,253.05  
 (Attached explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

**ARCHITECT:**  
 By: William A. Heath  
 Date: 01/06/2021  
 Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.



**BOYS & GIRLS CLUB**  
OF EAST AURORA

7A



December 23, 2020

Mr. Jim Bach  
Supervisor, Town of Aurora  
575 Oakwood Avenue  
East Aurora, NY 14052

Dear Jim,

On behalf of our Board of Directors, staff and members, I would like to extend our sincerest appreciation to the Town of Aurora. Your generous support has made it possible for us to serve the youth of our community with quality programs and services.

While we realize that the Town has some challenging decisions to make with regards to funding and the impact COVID-19 has had on local government budgets we are even more grateful for your continued in support in 2021. Thank you for recognizing the important role the Boys & Girls Club plays in the lives of our families especially during these challenging times. Even during COVID-19, the Club is still the place families look to for help and a safe place for their children. The Club has taken on an important role in providing care for essential workers, educational support for students struggling in school and have provided our youth with an opportunity to engage socially with their peers while participating in a variety of programs that have kept our members physically and socially active. These services are needed more than ever as our youth are facing so many more challenges during this pandemic. Even though we were forced to reduce the number of children we serve by 60% we found creative ways to provide program services while maintaining social distancing, wearing masks (Staff and Members), keeping the kids in smaller pods of like members and greatly enhanced our cleaning and disinfecting procedures. In order to keep our kids safe and stay connected to them we had to double our staff so we could properly manage the Covid-19 safety plan and keep everyone in our building safe and mitigate the spread. We could never do the job we do without the support of generous support from the Town of Aurora.

Enclosed please find the 2021 funding proposal in the amount of \$35,000. It is my understanding from Supervisor Bach that the board was able to maintain our current funding level in 2021. The funding will be used to continue to maintain our efforts for educational support, serving children safely, opening camp this summer and providing our youth with the opportunity to have fun during a time of crisis. With 7 out of 10 youth experiencing some sort of anxiety the club is needed more than ever to provide the support that they need. Your continued support will enable us to continue to make a difference. If everything is in order, we would request that you sign it our annual letter of agreement. Please keep a copy for your records and return the original to us.

We look forward to continuing to work with the Town of Aurora for the benefit of our kids!

Sincerely,

Gary D. Schutrum  
Chief Executive Officer

## Agreement

Dated as of the 1<sup>st</sup> day of January, 2021 by and between the TOWN OF AURORA, County of Erie, State of New York, a municipal corporation maintaining offices at 575 Oakwood Avenue, East Aurora, New York, hereinafter referred to as the "Town" and THE BOYS & GIRLS CLUB OF EAST AURORA, a not-for-profit organization maintaining offices at 24 Paine Street, East Aurora, New York, hereinafter referred to as the "Boys & Girls Club".

**WHEREAS**, there is a demonstrated need in the community for programs to advance the moral, physical, mental, and social well-being of the youth of the Town of Aurora; and

**WHEREAS**, the Boys & Girls Club has agreed to provide services and programs to the youth of the Town of Aurora in the year 2021 as set forth on Exhibit "A" of this Agreement; and

**WHEREAS**, the residents of the Town of Aurora will benefit from such programs being provided to the youth of the Town,

**NOW WITNESSETH,**

**IT IS MUTUALLY AGREED** by and between the Town and the Boys & Girls Club that the Boys & Girls Club will conduct the programs set forth on Exhibit "A" of this Agreement for the year 2021; and

In consideration therefore, the Town will pay the Boys & Girls Club the sum of Thirty-Five Thousand Dollars (\$35,000) as follows:

1 <sup>st</sup> installment – March, 2021	\$ 9,000
2 <sup>nd</sup> installment – April, 2021	\$ 9,000
3 <sup>rd</sup> installment – July, 2021	\$ 9,000
4 <sup>th</sup> installment – Sept., 2021	<u>\$ 8,000</u>
Total	\$35,000

IT IS FURTHER AGREED that the Boys & Girls Club shall indemnify, defend and hold harmless the Town, its agents, employees or representatives against any and all claims, losses, damages, injuries, including death, property damage, lawsuits or other claims that result from services being provided by the Boys & Girls Club. The Town shall be named as an additional insured on the liability policy of the Boys & Girls Club, with limits of not less than One Million Dollars (\$1,000,000.00) of coverage; and the Boys & Girls Club will provide the Town with a certificate of insurance listing the Town as an additional insured on said policy.

**IN WITNESS WHEREOF**, the parties have caused this agreement to be signed by their duly authorized representatives on the date first above written.

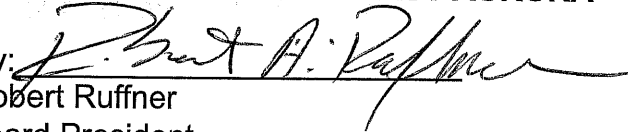
Dated: January \_\_\_\_\_, 2021

**TOWN OF AURORA:**

By: \_\_\_\_\_  
James Bach  
Supervisor, Town of Aurora

Dated: January \_\_\_\_\_, 2021

**BOYS & GIRLS CLUB OF EAST AURORA**

By:   
Robert Ruffner  
Board President

## EXHIBIT A

Full day programming until schools return to an in-person schedule.

Athletics – After school athletics that maintain social distancing in grades 2-9

Social Recreation Programs for youth, ages 7-11

- Daily drop-in activities

- Smart Girls

- Peanut Patrol

Educational Programs for youth, ages 7-14

- Full day programming

- Homework help

- Assistance with virtual learning.

Drug, Alcohol and Early Sexual Involvement Prevention Programs:

- Smart Moves

- Peer Mentors

Social Recreation Programs for youth, ages 12-18, afternoons and evenings

- Daily drop-in activities

- Community Service Program

- Other recreational activities

Summer Camp Programs

- Camp Ska-No-Ka-San: Summer day camp for youth, ages 7-13

- Jr. Counselor Program for youth, ages 14 and 15

- Adventure Camp Program for youth, ages 13-18

Teen Programs – Evening programs for boys and girls in grades 9-12

- Athletics

- Trivia Night

- Reach High/Keystone Club



7B

January 5, 2021

Proposal No. 11198803-130

James J. Bach, Supervisor  
Town of Aurora  
575 Oakwood Avenue  
East Aurora, New York 14052

Dear Mr. Bach:

**Re: 2021 Town Engineering Services**

GHD is pleased to submit our proposal to the Town of Aurora (Town) for Town Engineering Services for the 2021 calendar year.

GHD, in varying capacities and configurations, has been providing Town engineering and related support services to the Town since 1992. During that time, we have developed a unique, detailed knowledge of the Town's issues and infrastructure, and have enjoyed a productive and professional working relationship. We look forward to the continued service of the Town's evolving needs into the future.

## **1. Town Engineering Support Team**

In order to continue providing a high level of responsiveness to the Town, GHD is proposing the following team of experienced and diverse professionals:

**Joseph (Joe) Wetzel, PE** will serve as the Town's main point of contact and lead for the provision of Town engineering services. Joe has a Bachelor's degree in civil/environmental engineering and 12 years of general municipal and civil engineering experience. Joe also serves as the retained engineer for the Town of Wales.

**Gregory (Greg) Keyser** will serve as GHD's liaison to Planning Board. Greg has a Bachelor's degree in urban planning and 19 years of relevant municipal experience. He has served as liaison to the Aurora Planning Board since 2007.

**Camie Jarrell, PE** will provide coordination and support to Joe and Greg, as required. In addition, Camie has provided technical reviews for the Aurora Planning Board and stormwater management design/reviews for the Town. She also serves as client contact and planning board representative for the Town of Lewiston and the Village of Depew, and provides technical reviews for site plans and stormwater projects for the Town of Pendleton.





## **2. Scope of Services**

We have separated our Scope of Services for Town Engineer into four service categories. A detailed description of anticipated tasks, services and fees for each category follows:

### **2.1 General Engineering Retainer Services**

General Engineering Retainer Services represent tasks associated with general municipal consultation and include:

- Advice on technical matters with the Town Board and departments (excluding Planning – see Section 2.2 below)
- General code review interpretation
- General support, advice, and consultation related to Town-operated utilities, as well as utilities operated under lease managed/direct service agreements with outside entities
- Support for development of special district budgets
- General consultation regarding regulatory compliance issues
- Development of preliminary project cost estimates for planning purposes
- Spot inspections at the request of the Town Board or departments
- Attendance at one (1) Town Board or Workshop meeting per month
- Advice and consultation to the Town's MS4 Officer, and attendance at MS4 meetings as requested
- Identification of potential project funding sources as required

Based upon the services outlined above, GHD proposes to provide General Engineering Retainer Services for a lump sum fee of \$6,000, invoiced in equal monthly installments of \$500.

### **2.2 Planning Board Support Services**

GHD will provide continuing support for the Planning Board as we have in prior years. Mr. Keyser will attend all monthly Planning Board meetings, and will provide advice and consultation to the Planning Board on matters that come before it as in past years.

We will provide Planning Board support services at a fixed, discounted hourly rate of \$155 per hour for labor hours expended, to a not-to-exceed upset limit of \$10,000 annually.





### **2.3 General Municipal Engineering Support Services**

The services provided under this category include specific, yet intermittent, services that the Town may need from time to time through the year. Such engineering support services will require a greater level of involvement and effort than provided under the General Engineering Retainer Services outlined in Section 2.1. The services provided under the category of General Municipal Engineering Support Services include, but may not be limited to, the following:

- Site plan reviews, major and minor (fees based on current Town Codes)
- Subdivision reviews, major and minor (fees based on current Town Codes)
- Drainage investigations, Stormwater Pollution Prevention Plans (SWPPP) (fees based on current Town Codes)

Other general engineering support services related to site plan or project-specific engineering, for which fees have not been established within Town codes (for example, PIP services, SWPPP reviews), will be negotiated with the Town on a project-specific basis. GHD will only provide these services as requested and authorized by the Town Supervisor or Board.

### **2.4 Project Services**

The services listed under this category relate to board-approved, specific projects that typically involve or include:

- Capital Improvement Planning (CIP) such as preparation of annual reports on infrastructure condition (e.g., water system, drainage system, facility improvements, roadway improvements)
- Engineering design – detailed cost estimates, development of plans, specifications, and contract documents for capital improvement projects
- Detailed topographic surveys
- Construction administration and resident inspection services

Since the exact nature and extent of these services cannot be determined in advance, we will provide a lump sum proposal for consideration if any Project Services are requested. GHD will proceed with Project Services as directed and only following authorization by the Town.

Should this proposal meet with your approval, please sign the attached Professional Terms and Conditions and return a copy to us for our files.



Thank you for the opportunity to submit this proposal. Please feel free to contact us with any questions. We look forward to continuing our relationship with the Town.

Sincerely,

GHD

A handwritten signature in black ink that reads "Joseph F. Wetzel".

Joseph Wetzel, PE  
Project Manager

JTW/las/2

Attachment


cc: Mr. Gregory D. Keyser – GHD  
Camie L. Jarrell, PE – GHD

Proposal No.: 11198803-130

Project No.: \_\_\_\_\_

**Professional Terms and Conditions**

GHD Consulting Services Inc. ("GHD") and Client (as set out below) agree that any professional services performed by GHD for Client, relating to the scope of work, will be on the following standard terms:

1. Invoices for services rendered will be issued monthly payable on receipt. ~~Amounts due will be increased at the rate of 1 1/2 percent per month after 30 days.~~ GHD reserves the right, without penalty, to discontinue services in the event of non-payment of undisputed amounts. 
2. GHD maintains statutory workers compensation insurance, and professional, pollution, general, auto, and employers liability insurance which GHD deems adequate. Certificates of insurance shall be provided on request.
3. GHD's services are solely for Client's benefit and may not be relied upon by any third party without GHD's express written consent. Any use, change, or distribution of Work Product without the written consent of GHD shall be at Client's risk and will not give rise to liability of GHD.
4. GHD shall perform its professional services in the manner consistent with the level of care and skill ordinarily exercised by other professional firms acting under similar circumstances and at similar times. GHD makes no other warranty, implied or expressed.
5. GHD shall indemnify and hold harmless Client for its services to the extent GHD's neglect or willful misconduct causes liability for the Client. Neither party shall be liable for any consequential loss, injury or damages suffered by the other party, including but not limited to loss of use, earnings, and business interruption.
6. To the maximum extent permitted by law, GHD's liability and that of its employees, agents, directors, officers, and subcontractors to Client due to any negligent acts, errors or omissions, shall not exceed \$1,000,000, except as to damages resulting from the gross negligence or willful misconduct of GHD.
7. Client acknowledges that the pre-existing presence, if any, of pollutants, and other potentially hazardous conditions at the project site were not caused by or are not the responsibility of GHD, and that this contractual arrangement does not transfer any legal responsibilities for such conditions to GHD.
8. GHD may terminate this Agreement for nonpayment or other default by Client. Terms agreed to under this Agreement shall survive any such termination.
9. Client hereby agrees that this agreement may be assigned to another entity within the GHD group of companies that will be directly or indirectly wholly-owned by GHD Group Pty Ltd. (a "Related Entity"). Any such Related Entity shall assume all of GHD's liabilities, duties and obligations in, to, and under this Agreement. Client hereby agrees that this assignment may be effected without any further notice or action on the part of GHD. Upon request, Client agrees to execute and deliver any further documents as may be reasonably requested by GHD or its successor to evidence such consent and/or assignment.

These Terms and Conditions are hereby accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Client Signature:**

\_\_\_\_\_  
Name of Company: Town of Aurora

Per: \_\_\_\_\_

Title: \_\_\_\_\_

I have authority to bind the Corporation

SUPERVISOR  
JAMES J. BACH  
(716) 652-7590  
[jbach@townofaurora.com](mailto:jbach@townofaurora.com)



7C  
MARSHALL E. BROOK  
(716) 652-3280  
[townclerk@townofaurora.com](mailto:townclerk@townofaurora.com)

**TOWN OF AURORA**  
575 Oakwood Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

## MEMO

---

TO: Town Board  
FROM: Kathleen Moffat  
RE: 2021 Personnel Items  
DATE: 01/11/21

Please consider approving the following changes to the Personnel Policy, effective 1/1/21. The items below, if approved, would mirror the recently approved CSEA contract.

- 2021 Town Contribution Toward Health Insurance (2% increase over 2020):
  - \$477 Single
  - \$950 Employee + Spouse
  - \$806 Employee + Child
  - \$1367 Family
- 2022 Town Contribution Toward Health Insurance (2% increase over 2021):
  - \$487 Single
  - \$969 Employee + Spouse
  - \$823 Employee + Child
  - \$1395 Family
- 2023 Town Contribution Toward Health Insurance (2% increase over 2022):
  - \$497 Single
  - \$989 Employee + Spouse
  - \$840 Employee + Child
  - \$1423 Family
- Increase Longevity Pay Amounts:
  - Ten Years of Service \$600 (currently \$500)
  - Fifteen Years of Service \$700 (currently \$600)
  - Twenty Years of Service \$800 (currently \$700)
  - Twenty Five Years of Service \$900 (currently \$800)

SUPERVISOR  
JAMES J. BACH  
(716) 652-7590  
[jbach@townofaurora.com](mailto:jbach@townofaurora.com)



7D  
MARTHA L. LIBROCK  
(716) 652-3280  
[townclerk@townofaurora.com](mailto:townclerk@townofaurora.com)

**TOWN OF AURORA**  
575 Oakwood Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

## MEMO

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TO: Town Board  
FROM: Kathleen Moffat  
RE: 2021 Budget Transfer  
DATE: 01/11/21

Supervisor Bach proposes the following change to the 2021 budget:

- Increase A 1220.105 Web Administrator by \$2,000. The Web Admin will now be responsible for maintaining the smart TV's in the Town Hall entrances.

I respectfully request approval for the following budget transfers to cover the additional cost:

- Decrease A 1220.103 HR Stipend by \$1,500
- Decrease A 1220.401 Office Expense by \$500
- Increase A 1220.105 by \$2,000

SUPERVISOR  
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**TOWN OF AURORA**  
575 Oakwood Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

## MEMO

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TO: Town Board  
FROM: Kathleen Moffat  
RE: Payroll Proposal EBC  
DATE: 01/11/21

Attached please find a proposal from EBC, our current HR Consulting firm, for payroll services. The proposal also includes pricing for Time & Attendance. The Town has 4 options:

- 1) Contract for Payroll only
- 2) Contract for Payroll and Time & Attendance
- 3) Contract for Payroll now and contract for Time & Attendance in the future
- 4) Continue in-house payroll processing

Jim and I recommend option #3. While the payroll only option does not realize much time savings, it does reduce liability as EBC is fully bonded and insured. EBC would also file payroll taxes on behalf of the Town. Option #3 will also allow more time to research Time & Attendance options, e.g. time keeping hardware/software, and time to formulate new policies and procedures.

The proposal provides pricing based on 55 employees. The cost is \$144.00 per bi-weekly processing, +/- \$2.00 per additional/reduced employees. Utilizing 2019 numbers, the Town issues an average of 95 paychecks/payroll in the summer months. During regular periods, the average number of paychecks issued is 65. Based on these numbers, the approximate annual cost would be \$4,700 plus the cost of annual filings (W-2, 1099) and other fees which total approximately \$1,000, for an anticipated grand total of \$5,700. I am told we could be up and running with the 01.27.21 payroll.

Because of the unanticipated departure of the Secretary to the Supervisor, these funds are not budgeted. If approved, I request approval to add appropriation line A 1220.403 PR Contractual Service, and transfer \$6,000 from A 1990 Contingent Account to the newly created account.

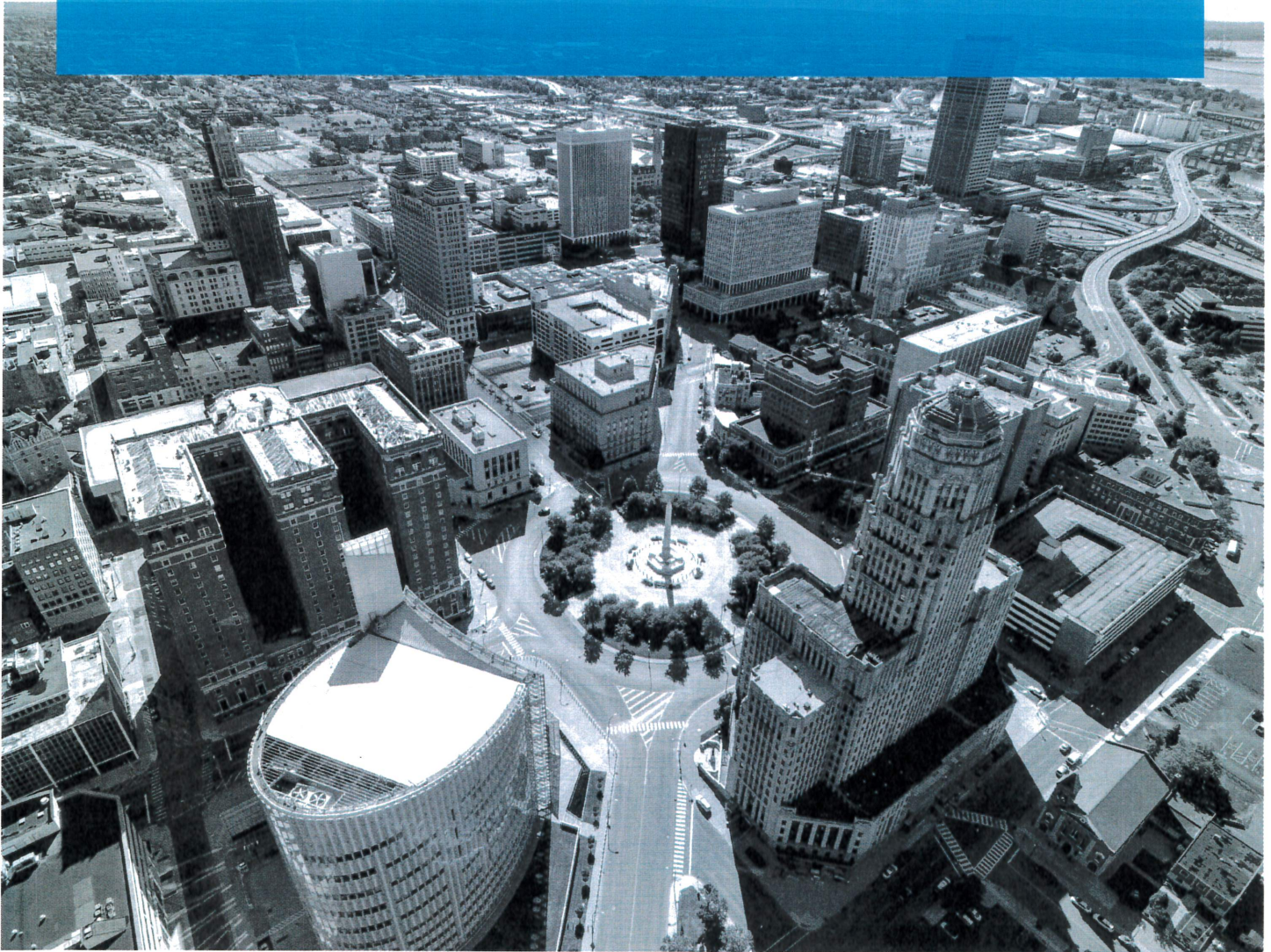


# EBC

PAYROLL • HR SERVICES

## Human Capital Management Services

Proposal prepared for Town of Aurora



301 Ohio Street, Suite 250 ▪ Buffalo, NY 14204 ▪ 716.674.7900 ▪ [www.ebcinc.net](http://www.ebcinc.net)  
331 Audubon Parkway ▪ Amherst, NY 14228 ▪ 716.689.0511 ▪ [www.cspayroll.com](http://www.cspayroll.com)  
110 Allens Creek Road ▪ Rochester, NY 14618



# Executive Summary

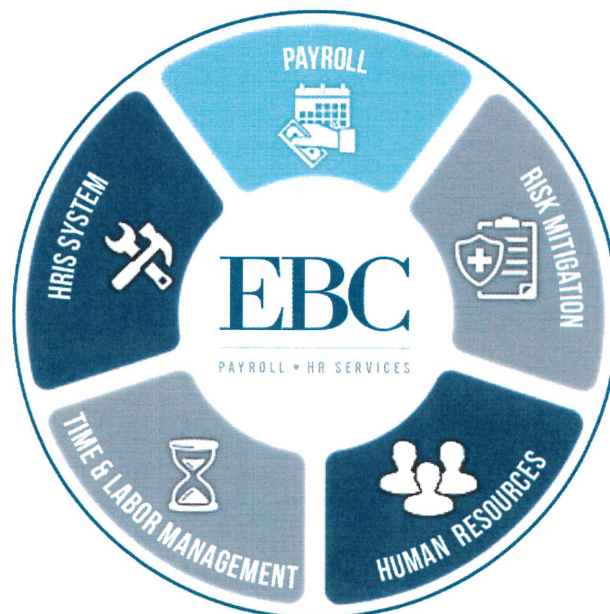
## About EBC

Maintaining the myriad aspects of payroll and HR management can be a challenge for any company. Our mission at EBC is to assist organizations to maximize their investment in their human capital, contain costs, minimize employer-related risk, and relieve the administrative burden of activities related to human capital. Our highly accomplished team covers the spectrum of HR disciplines, employee benefits, and payroll. We come from a variety of business backgrounds and consistently strive to remain ahead of industry trends to ensure we can effectively address even the most unique or complex set of needs.

## Our Value Proposition

At EBC, we pride ourselves not only on our ability to offer innovative solutions to meet our client's needs, but also on our timely, personalized service. EBC has a reputation for excellence in the products and services we offer. We provide a full range of services including payroll, HR, HRIS solutions, safety, and time and labor management.

We are dedicated to providing creative, practical and relevant human resources services and solutions to organizations, leaders, and employees. The end goal is to make organizations and individuals more successful. Our consultants are available as either your complete HR department or as a trusted resource for you or your staff to call upon to answer employment-related questions.





# Payroll Processing

EBC Payroll provides a flexible end-to-end payroll solution for companies of any size. Our solution allows you to simplify your payroll process and have the peace of mind that your taxes are being handled accurately and on time; allowing you to focus your energy on your business.

We offer flexible time reporting options including fax, email, online entry and imports from most timekeeping and point of sale systems. We will handle everything from there. We also offer a variety of options for check printing and processing of funds. We can simplify and streamline your accounting process with our GL interface. We have interfaces available, including Great Plains, Peachtree, Quick Books and Data Pro. We also have a generic interface that you can use with many other systems.

At EBC, we strive to offer the best service, the best technology, and the best value in the employer service industry.

## Best Service

- 98% of our clients would recommend our service to other businesses and our customer retention ratings are among the industry's highest
- We offer personal service from dedicated payroll specialists who are all trained and certified by the American Payroll Association (APA)
- We guarantee error-free tax compliance

## Best Technology

- Our technology is easy to use and intuitive, not just high tech
- Online payroll management, free direct deposit, employee self-service, and electronic report delivery streamlines and simplifies the payroll process
- Your data is secure and backed up at our state-of-the-art data centers
- Flexible import/export functions enable efficient data sharing between timekeeping and accounting systems
- We offer integrated timekeeping and personnel management solutions to further enhance the payroll and human resource management process

## Best Value

- EBC offers a bundled value that typically saves clients 10% to 20% over our national competitors' pricing.
- We include direct deposit and human resource (HR) support as standard features.
- We offer a six-month, 100% money back and satisfaction guarantee.



**Services Proposed:**

<b>Payroll Processing (Bi Weekly)</b>	<i>Pricing based on 55 employees</i>
<p><b>Payroll Processing</b></p> <ul style="list-style-type: none"> <li>• Payroll Processing by Web/Phone/Fax</li> <li>• Online Access to All Your Payroll Reports</li> <li>• NetPay – Checks drawn from EBC Acct.</li> <li>• Check Signing/Stuffing/Direct Deposit</li> <li>• Guaranteed Error Free Tax Compliance</li> <li>• Labor Distribution</li> <li>• VMR –Virtual Mail Room- Reports/Checks</li> <li>• Standard Checks/Reports/Vouchers</li> <li>• Dedicated Customer Service Representative</li> </ul>	<p style="text-align: center;"><b>\$144.00 per Bi Weekly Processing</b></p> <p style="text-align: center;"><i>+/- \$2.00 per employee per processing for additional/reduced employees</i></p>
<p>Secure delivery of payroll and all recorded files – No charge if all employees are on direct deposit</p>	<p style="text-align: center;"><i>\$7.00 per location Waived with virtual mailroom and 100% direct deposit</i></p>
<p><u>Per Occurrence Fees</u> New Hire Reporting Garnishments</p>	<p style="text-align: center;"><i>Included \$3.00 per agency</i></p>
<p><u>Annual Fees</u> Annual Filing (940, W3, and Year End Reports) W-2's/1099's</p>	<p style="text-align: center;"><i>\$49.00 base fee \$3.95 Per Employee Per Year</i></p>

<b>Time and Attendance (Bi Weekly)</b>	<i>Pricing based on 55 employees</i>
<p><b>Time Clock/Time and Attendance Software</b></p> <ul style="list-style-type: none"> <li>• Mobile and Web enabled employee time tracking</li> <li>• Vacation Accrual</li> <li>• GPS capabilities</li> <li>• Employee portal</li> </ul>	<p style="text-align: center;"><b><u>Time and Attendance Software</u></b></p> <p style="text-align: center;"><b>\$82.50 per Bi Weekly Processing</b></p> <p style="text-align: center;"><i>+/- \$1.50 per employee per processing for additional/reduced employees</i></p>

# Summary

At EBC, we work to manage all your human capital activities. From the ever-changing HR compliance provisions and payroll functions, to the complex world of safety; we will act as your trusted advisor to develop an innovative, comprehensive employee management strategy specific to your company's goals and objectives.

EBC is built upon a tradition of integrity, industry leadership, and excellence. We are committed to delivering tailored solutions with thoughtful strategic planning, valuable professional services, and technology-based solutions that result in sustained employee satisfaction.

Regardless of which option is selected, EBC and the client would establish on-site and off-site expectations. We promise to provide as much on-site support and management as needed, ensuring cohesive communication and a strong working relationship with both management and employee.



*Let us do what we do best...so you can do what you do best.*



7F

# BUDGET TRANSFER REQUEST FORM

Please note the following guidelines:

- A shortage of less than \$750 per line can be satisfied with this form requesting a budget transfer(s) between lines that are within the responsibility of a single Department Head. These will require the approval of the Supervisor.
- A shortage of \$750 or more per line can be satisfied with this form requesting a budget transfer(s) between lines that are within the responsibility of a single Department Head. These will require the approval of the Town Board.
- A shortage of any amount can be satisfied with this form requesting a budget transfer(s) between lines which fall under the responsibility of different Department Heads. These will require the approval of the Town Board.
- Budget transfers must be made PRIOR to the expenditure.
- All budget transfers must be submitted to the Supervisor's Office using this form.

DEPARTMENT HEAD NAME (printed): Chris Musshafen

SIGNATURE: *Chris Musshafen*

DATE: 1/5/21

\* 2020 BUDGET

1. \$ 902.49	FROM: A00-7620-0100-0000-0000 ✓ ACCT NO.	Adult Basketball ACCT TITLE	\$2,500.00 ✓ CURRENT BALANCE
	TO: A00-7620-0401-0002 ✓ ACCT NO.	Adult Basketball Supplies ACCT TITLE	\$967.51 ✓ CURRENT BALANCE
	REASON: We no longer are able to use the gym for free and had to increase our registration cost and pay a rental fee.		
2. \$	FROM: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	TO: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	REASON: _____		
3. \$	FROM: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	TO: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	REASON: _____		
4. \$	FROM: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	TO: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	REASON: _____		
5. \$	FROM: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	TO: _____ ACCT NO.	_____ ACCT TITLE	_____ CURRENT BALANCE
	REASON: _____		

**APPROVALS:**

SUPERVISOR SIGNATURE : \_\_\_\_\_  
TOWN BOARD MEETING APPROVAL DATE: / \_\_\_\_\_

Date: \_\_\_\_\_  
Action #: \_\_\_\_\_





300 Gleed Avenue, East Aurora, NY

7G

**TOWN OF AURORA  
OPEN DEVELOPMENT AREA APPLICATION**

PETITIONER: Name: NEUSY DEVELOPMENT LLC

Address: P.O. BOX 221

WALES CENTER NY 14169

State NY

Phone: 7

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

MAIL.COM

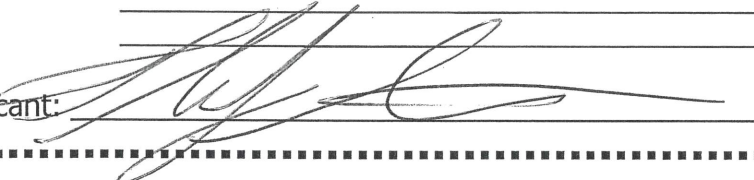
PROPERTY OWNER (if different from petitioner):

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Ph. No. \_\_\_\_\_

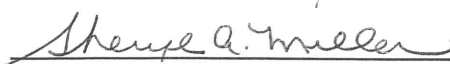
PROJECT ADDRESS: 1211 JEWETT HOLMWOOD 174.03-1-37  
No. Street SBL No.

PROJECT DESCRIPTION: CREATION OF TWO RESIDENTIAL PARCELS  
FROM EXISTING PARCEL

Signature of Applicant: 

State of New York) :SS:  
County of Erie )

On the 21<sup>st</sup> day of December, in the year 2020, before me, the undersigned, a notary public in and for said state, personally appeared Thomas J. Stynes, personally known to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and they by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

  
Notary Public

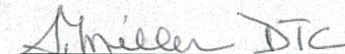
SHERYL A. MILLER  
Reg. #01MI6128663  
Notary Public, State of New York  
Qualified In Erie County  
Commission Expires June 13, 2021

**OFFICE USE ONLY:**

File #: \_\_\_\_\_ Number of Lots \_\_\_\_\_ Total Acreage \_\_\_\_\_ Zoning \_\_\_\_\_

Open Development Area Review Application Fee \$ 100.00

Materials Received by  
Town Clerk & Fee Paid

  
Accepted by

12/21/20  
Date

---

# NEVSTY DEVELOPMENT, LLC

Dear Board Members,

We are requesting your consideration in the approval of the Open Development Area application attached herin. Our vision for this property includes the rehabilitation and redesign of the existing residence and the creation of a building lot and eventual construction of a new single-family dwelling on the rear lot.

Our immediate focus would be on the existing single-family home located on the property. The existing residence sustained a fire earlier in the year. We have removed the unsafe portion of the structure (garage) and removed a large amount of debris left on site by the previous owner. The current residence has three bedrooms, one bath. The construction/mechanical/energy efficiency of the materials and methods are outdated and in need of replacement.

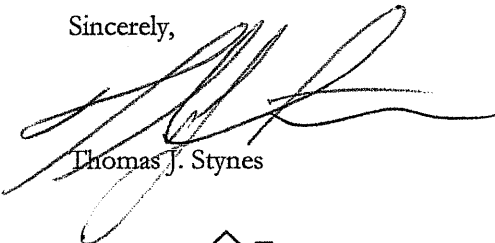
If our proposal is approved, it would be our intention to utilize the existing footprint to design a remodeled structure on top of the existing foundation, thereby not impacting the existing property line set backs reflected on the proposed plot plan. The front elevation would be altered for better curb appeal and we would provide a new engineered sewage disposal system, new utility services, and a more energy efficient home for the new residents.

Our proposal meets the design standards of the Town Code Chapter 99 governing Open Development Areas, as well as the requirements thereof, with one exception. The proposed rear lot will not meet the requirement of Section 99-31A.(5) requiring a minimum lot width of 200'. We would ask the Board to approve a variance from said section as is within their authority. The front lot created by our proposal will meet the minimum lot requirements for Rural Residential.

The driveway/flagpole of the rear lot proposed, will impact the existing drainage (or lack thereof). The grading and drainage on the existing lot were poorly maintained and will need to be corrected. While we are prepared to undertake the engineering and complete the implementation of corrective measures, we are also hesitant to expend those monies without securing some approval or indication from this board that our proposal fits with the character of Town. We would undertake this in conjunction with the rehabilitation of the existing house. The rear lot, if approved, would then be left for future development of a single-family dwelling.

We believe this vision will not only benefit the new owners of these properties but surrounding property owners as well. We ask your approval of the attached Open Development Area application. Thank you in advance for your time and consideration in this matter.

Sincerely,



Thomas J. Stynes



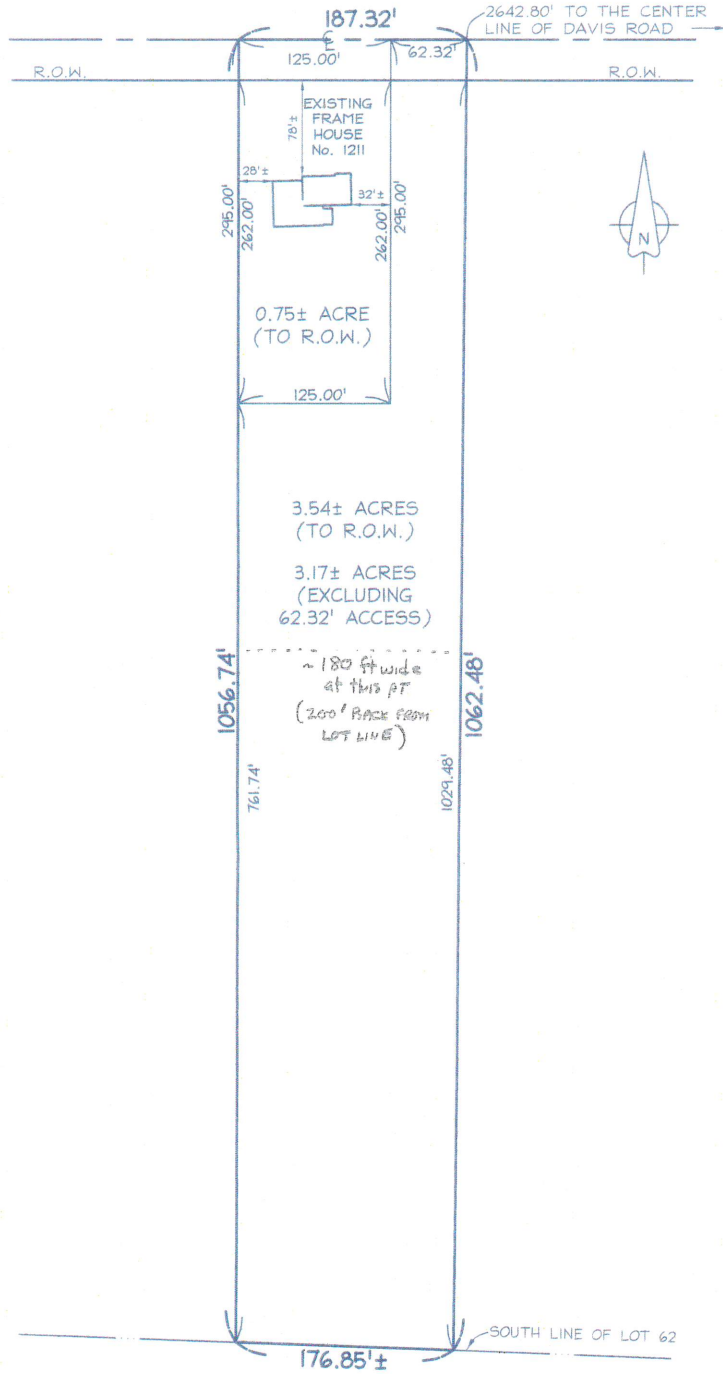
*Building Your Dream One  
Home At A Time*

P.O. Box 221  
Wales Center, NY 14169

PHONE 716-870-1812 – Tom  
PHONE 716-861-9795 - Amy

---

# JEWETT HOLMWOOD ROAD (66' WIDE)



NOTE:  
PROPERTY LINES BASED ON DEED DIMENSIONS AND SURVEY No. 71-45 BY WILLIAM J. NEWTON, L.S. DATED MAY 10, 1971. NO FIELD WORK WAS PERFORMED TO MAKE THIS PLOT PLAN.

TAX ID No. 174.03-1-37

NO IRONS SET OR FOUND AT PROPERTY CORNERS UNLESS NOTED HEREON.

509 Main Street, P.O. Box 516, East Aurora, NY 14052  
p (716) 655-1058 f (716) 655-1964 www.nussclarke.com

This survey was prepared without the benefit of an abstract of title and is subject to any state of facts that may be revealed by an examination of such.

Unauthorized alterations or additions to any survey, drawing, design, specification, plan or report is a violation of section 7209, provision 2 of the New York State Education Law.



**PLOT PLAN OF PROPOSED DIVISION OF LAND**  
**1211 JEWETT HOLMWOOD ROAD**  
 Part of Lot 62, Township 9, Range 6  
 Holland Land Company's Survey  
 Town of Aurora, County of Erie, State of New York

*Thornton A. Kenyon*

Date of Map: 12/16/2020

Scale: 1" = 100'

Project No.: 20J3-0717

**PLOT PLAN:**  
THIS IS NOT A SURVEY AND CONVEYANCE OF LAND SHOULD NOT BE MADE FROM THIS MAP. ALL INFORMATION SHOWN IS SUBJECT TO CHANGE UPON AN ACCURATE FIELD SURVEY. INFORMATION SHOWN IS COMPILED FROM DEEDS, PREVIOUS SURVEYS, ETC.



County Clerk's Recording Page

Return to:  
BOX 431

Party 1:  
TOCZYSKI SUZANNE C

Party 2:  
NEVSTY DEVELOPMENT LLC

Book Type: D Book: 11368 Page: 181  
Page Count: 4  
Doc Type: DEED  
Rec Date: 10/20/2020  
Rec Time: 10:10:06 AM  
Control #: 2020177847  
UserID: Kristin  
Trans #: 20354038  
Document Sequence Number  
TT2020006050

Recording Fees:

RECORDING	\$40.00
COE CO \$1 RET	\$1.00
COE STATE \$14.25 GEN	\$14.25
COE STATE \$4.75 RM	\$4.75
RP5217 CNTY \$9	\$9.00
RP5217 ST-RES \$116	\$116.00
TP584	\$10.00

Consideration Amount: 152000.00

BASIC MT	\$0.00
SONYMA MT	\$0.00
ADDL MT/NFTA	\$0.00
SP MT/M-RAIL	\$0.00
NY STATE TT	\$608.00
ROAD FUND TT	\$760.00

**Total: \$1,563.00**

STATE OF NEW YORK  
ERIE COUNTY CLERK'S OFFICE

WARNING - THIS SHEET CONSTITUTES THE CLERK'S ENDORSEMENT REQUIRED BY SECTION 319&316-a (5) OF THE REAL PROPERTY LAW OF THE STATE OF NEW YORK. DO NOT DETACH. THIS IS NOT A BILL.

Michael P. Kearns  
Erie County Clerk



JEWETT HOLMWOOD

RD.

187'52"

2642'80"

No. 1211



FRAME HOUSE

1056'74"

AREA = 4.43 ACRES ±

1062'48"

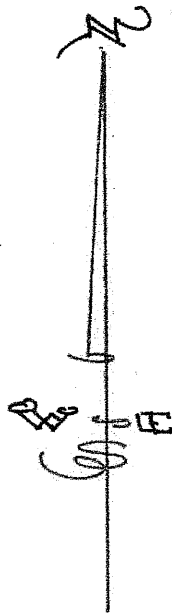
PARALLEL WITH EAST LINE OF LOT 62, T.9, R.6  
WEST LINE OF LAND CONVEYED TO  
NEUBAN H. PERSONS L. 2369 P. 167

SOUTH LINE OF LAND  
CONVEYED TO JAMES F.  
CLEMENTS & WIFE  
L. 2227 P. 348

PART OF LOT 62, T.9, R.6  
TOWN OF AURORA

SOUTH LINE OF LOT 62, T.9, R.6

176'85"



DAVIS EAST LINE OF LOT 62 RD.

33' X 33' X 33' X

WILLIAM J. NEWTON LICENSED LAND SURVEYOR 1878 DAVIS RD. WEST FALLS, N.Y.	
Scale: 1 in. = 100 FT.	Date: May 19, 1971
SHEET 7145	No. 71-45

REVISED JUNE 2, 1971

*William J. Newton*

## Short Environmental Assessment Form

### Part 1 - Project Information

#### Instructions for Completing

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part I based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

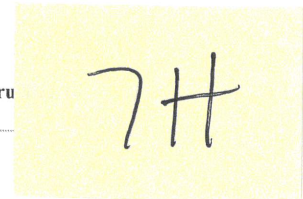
Part 1 - Project and Sponsor Information			
Name of Action or Project: <span style="font-size: 1.2em;">1211 JEWETT HOLMWOOD LAND SPLIT</span>			
Project Location (describe, and attach a location map): <span style="font-size: 1.2em;">1211 JEWETT HOLMWOOD</span>			
Brief Description of Proposed Action: <span style="font-size: 1.2em;">CREATE TWO RESIDENTIAL PARCELS FROM EXISTING PARCEL</span>			
Name of Applicant or Sponsor: <span style="font-size: 1.2em;">NEUSTY DEVELOPMENT LLC</span>		Telephone: <span style="font-size: 1.2em;">[REDACTED]</span>	
		E-Mail: <span style="font-size: 1.2em;">[REDACTED]@L.COM</span>	
Address: <span style="font-size: 1.2em;">P.O. BOX 221</span>			
City/PO: <span style="font-size: 1.2em;">WALES CENTER</span>		State: <span style="font-size: 1.2em;">N.Y.</span>	Zip Code: <span style="font-size: 1.2em;">14169</span>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action?			4.73 acres
b. Total acreage to be physically disturbed?			1 acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			_____ acres
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input checked="" type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?  b. Are public transportation service(s) available at or near the site of the proposed action?  c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?  If No, describe method for providing potable water: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?  If No, describe method for providing wastewater treatment: <u>NEW SEPTIC SYSTEM</u>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?  b. Is the proposed action located in an archeological sensitive area?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
<input checked="" type="checkbox"/>	<input type="checkbox"/>		
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES  b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <u>EXISTING DI AND PIPE TO STREET STORMWATER SEWER</u>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)?</p> <p>If Yes, explain purpose and size: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?</p> <p>If Yes, describe: _____</p> <p>_____</p>	<p>NO</p> <p><input checked="" type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p><b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor name: <u>NEUSY DEVELOPMENT LLC</u> Date: <u>12-18-20</u></p> <p>Signature: <u><i>Thomas J. Sywes</i></u></p>		

# Special Events

updated thru



§ x-1 Title.

This chapter shall be known as the "Special Events Code of the Town of Aurora."

§ x-2 Purpose and intent.

The Town Board finds and determines that special events held at various times throughout the year and at various venues within the Town of Aurora enrich the quality of life and enhance the Town's diverse cultural, historical, spiritual and artistic heritage and character. The Town Board further finds and determines that a system of organization and review is a necessary and appropriate method of preserving and protecting the public's health, safety and general welfare, protecting property and facilities, coordinating emergency services and response, ensuring the flow of communications and transportation, maintaining compliance with applicable regulations and codes, maintaining quality of life for all citizens, and preserving public order in the best interest of the Town of Aurora and its citizens. To that end, this chapter has as its purpose and intent the lawful, necessary and appropriate regulation of the time, place and manner of special events as hereinafter defined.

§ x-3 Word usage and definitions.

- A. Word usage. For purposes of this chapter, the following provisions and rules shall apply to the use of words:
  - (1) Words used or defined in one tense or form shall include other tenses and derivative forms.
  - (2) Unless specifically indicated otherwise, words used in the singular sense shall include the plural sense, and words used in the plural sense shall include the singular sense.
  - (3) The masculine gender shall include the feminine gender.
  - (4) The word "shall" is mandatory and means that compliance is required.
  - (5) The word "may" is permissive and means that compliance is not required.
  - (6) Unless otherwise specified, all distances and directions shall be measured horizontally.
  - (7) The word "used," as applied to any lot, structure or portion thereof, shall be construed to mean "used or intended, designated, arranged or designed to be used."
  - (8) References to local or state laws, ordinances, codes, rules or regulations or sections thereof shall be construed to include the addendum "as from time to time amended."
  - (9) References to a specific public official or agency shall be construed to include designees, successors and assigns.
- B. All words in this chapter which are not hereinafter defined shall carry the meanings which are derived from customary use of the English language. If a dispute should arise, the Code Enforcement Officer shall be responsible for determining which specific meaning is appropriate for a word which

has more than one meaning and which is not defined in this chapter.

C. As used in this chapter, the following terms shall have the meanings indicated:

**APPLICANT**

Any person seeking to hold a special event which is regulated hereunder and/or is subject to any provision of law, rule and regulations, or any part thereof, which is so subject, and which is subject to the review, inspection, regulation or enforcement of or by the Town of Aurora or other lawful authority.

**CODE ENFORCEMENT OFFICER**

The Code Enforcement Officer of the Town of Aurora, New York.

**ENCLOSED BUILDING**

A structure fully enclosed with walls and a roof.

**LIVE ENTERTAINMENT**

Music, theater, dance or other similar entertainment, performed by persons on premises for the benefit of an audience or patrons, and subject to the issuance of a special event permit by the Town Clerk pursuant to the provisions of this chapter. "Live entertainment" shall include but not be limited to entertainment provided by karaoke, musicians, vocalists, disc jockeys, actors, dancers, puppeteers, magicians and comedians.

**PERSON**

Any individual, association, firm, partnership, company, corporation or organization of any kind.

**SPECIAL EVENT**

Any preplanned social occasion or activity, or series of such occasions or activities, sponsored or conducted by a person other than the Town or other governmental agency, occurring on private property and open to the general public or to such classes of users as to be in effect open to the general public, or on any public highway right-of-way or property owned by or leased to the Town, conducted outdoors, with or without admission or invitation fee, sponsorship or requested donation, for the purpose of entertainment, celebration, amusement, cultural recognition, amateur or professional sports demonstration or competition, or similar activities generically considered recreational in nature, including but not limited to carnivals, circuses, live entertainment, background music, festivals, fairs, bazaars, arts and cultural events, arts and crafts displays and/or sales, road races and walk-a-thons, aerial displays, public celebrations, parades, ceremonies, marches, demonstrations, exhibitions, and any other occurrence involving public gathering and/or attendance which is not otherwise considered a matter of right under prevailing law such as to be exempt from governmental regulation, and including accessory activities conducted by vendors outside of an enclosed building.

**SPECIAL EVENT PERMIT**

A permit or instrument granted by the Town Board and issued by the Town Clerk pursuant to the provisions of this chapter.



**TOWN**

The Town of Aurora, New York.

**TOWN BOARD**

The Town Board of the Town of Aurora, New York.

**TOWN CLERK**

The Town Clerk of the Town of Aurora, New York.

**TOWN CODE**

The Code of the Town of Aurora, New York.

**VENDOR**

A person at a special event who, during the life of the special event permit, operates a booth, stand, cart or vehicle or otherwise occupies space in which he conducts games of skill or chance or sells or dispenses food, beverages, goods, merchandise, wares or the like.

**§ x-4 Approvals.**

- A. Special event permit required. No special event shall take place unless and until an application for a special event permit has been submitted to the Town Clerk for approval by the Town Board and such permit has been issued thereby.
- B. Exemptions.
  - (1) Private parties including, but not limited to graduations parties, wedding celebrations and birthday parties, shall not be considered a "special event" for the purposes of this code.
  - (2) Events or activities which are held on property owned by or leased to the Town or other governmental agency and which are sponsored or conducted wholly by the Town or other governmental agency.
  - (3) Events or activities which are held on state or county property, excluding highway rights-of-way, not owned by or leased to the Town.
  - (4) Events or activities for which a special use permit was issued pursuant to the provisions of Chapter xxx of the Town Code.

**§ x-5 Application requirements.**

- A. Except in the case of a spontaneous or similar event or exercise of free speech, such as those in response to a contemporaneous occurrence, an application for a special event permit shall be filed with the office of the Town Clerk not less than 20 business days before the date of the proposed special event and in any case not later than the time required for the Town Board to review same at a public meeting and to determine that all arrangements are satisfactory and sufficient to protect the health, safety, property and general welfare of the citizens of the Town or the safety of participants and/or attendees of a special event. The Town Board may waive such requirement and accept the filing of an application after the deadline for same, if the Town Board determines that such late filing shall not have impaired the Town's ability to adequately review such application and all arrangements necessary to hold the special event as intended so as to safeguard the protection of the health, safety, property and general welfare of the citizens of the Town or the safety of participants and/or attendees of a special event; however, the Town Board shall have the right to deny any such

permit and prohibit such special event due to the late filing of an application or other material failure to comply with Town requirements as defined hereunder, including if such late filing shall have precluded or significantly impaired the Town's ability and opportunity to evaluate such application as provided under this chapter.

- B. Information and material to be submitted with a completed application for a special event permit. Application for a special event permit shall be on the form approved by the Town Board and provided by the Town Clerk. Such application shall include the following written material, all or part of which may be waived by the Town Board upon a determination that such material is inapplicable or unnecessary for the purposes of this chapter:
- (1) The name and address of the applicant; if the applicant is a corporation, the name of the corporation and the names and addresses of directors and officers of the corporation.
  - (2) The name and address of the record owner of the property on which the special event will be held and the nature and interest of the applicant in the property.
  - (3) A detailed description of the nature of the special event, including the dates, hours, admission and other pertinent details, including but not limited to setup and shutdown times; expected maximum number of persons intended to use such property and/or attend the event at one time and collectively, including organizers, employees, vendors, exhibitors and spectators; the expected number of automobiles and other vehicles intended to use the property and/or view the event at one time and collectively; the purpose of the event, describing in detail the nature of the activities to be carried on and the admission fee to be charged, if any.
  - (4) A plan and drawing showing the size of the property; the location of any residential structures abutting the property; the location of the streets or highways abutting said property, the size and location of any existing or proposed buildings or structures or of any signs to be erected for the special event; the location of the stage or tents, if any, proposed to be erected; the designated areas of use for spectators, exhibitors, vendors, employees, and organizers; the location of all exits; the location of all fire extinguishers and other fire safety equipment; and the location of all temporary utilities to be installed for the special event.
  - (5) A plan and drawing showing the layout of any parking area for automobiles and other vehicles and the means of ingress and egress for such parking area.
  - (6) The name, address and telephone number of the person(s) or vendor(s) who will be engaged in the preparation and sale of food or beverages.
  - (7) A plan for the use of live or recorded music, loudspeakers, horns, or other sounds which will be used, if any, and the type and location of speakers and other audio equipment.
  - (8) A plan for the use of lighting/lights, if any, for the event.
  - (9) The name and address of the security company, if any, which will work on the premises, and a description of the duties to be performed by the security company.
  - (10) A description of the communications plan to be utilized by the event organizer to facilitate command and control of all routine and emergency activities related to the event.
  - (11) A description of tents or other temporary structures, camping or housing facilities to be available, if any, and a plan showing the intended number and location of them, compliance with the applicable



requirements of the New York State Uniform Fire Prevention and Building Codes.

- (12) A detailed description of the proposed methods for handling and disposing of all trash, rubbish and garbage.
- (13) A detailed description of the proposed means of disposal of all sewage, including the location and description of the facilities proposed, including lavatory facilities.
- (14) Verification that there are no outstanding violations of the Town Code or the New York State Uniform Fire Prevention and Building Codes on the property at which the special event will be held or any outstanding or unsatisfied conditions of a Town agency approval, including but not limited to those of the Town Planning Board and the Town Board of Zoning Appeals.
- (15) Authorization for the Town, the County of Erie and any agent of the state or other municipal government to enter and inspect the premises proposed to be used.
- (16) A description of all insurance policies and surety bonds to be furnished by the applicant to protect the Town and its officers and employees from any and all liability.
- (17) In any special event, and in addition to any required insurance under the provisions of this chapter, the applicant shall indemnify, save and hold the Town harmless against loss, liability or expense resulting from any and all claims, actions, causes of action or judgments recovered against the applicant or the Town in any court of competent jurisdiction in excess of the amount of insurance required by the Town or, if no insurance is required, for all claims not otherwise covered or in excess of the coverage provided to the Town under its own public liability insurance coverage.

C. Other requirements.

- (1) The Town shall have the right to require any applicant at its own cost and expense to provide such personnel and/or equipment as the Town may reasonably deem to be appropriate and necessary to ensure the safety and security of the public and/or public property before, during and after a special event.
- (2) The Town shall have the right to require any applicant at its own cost and expense to provide notice to neighbors before the special event occurs, in a form and manner prescribed by the Town.
- (3) The special event permit issued hereunder shall be displayed on the premises during the special event and shall be available for inspection by a police officer or other enforcement officer of the Town upon request of such officer.

D. Fee. All applications for a special event permit shall be accompanied by a fee in an amount established by simple resolution of the Town Board, in order to defray the costs of administering this chapter.

E. If food will be provided at the special event, appropriate permit(s) must be obtained from the Erie County Health Department.

§ x-6 Conditions of special event permit.

A. The following conditions shall apply to a special event permit:

- (1) Except as provided, below, a special event permit shall be valid per event.

- (2) A special event permit for live entertainment shall be valid for a period of not more than 72 consecutive hours.
  - (3) No recorded or live music or live entertainment shall be performed outdoors before 11:00 a.m. or after 11:00 p.m.
  - (4) No vendor shall sell or serve alcoholic beverages or conduct games of skill or chance during the operation of a special event unless and before the applicant or the vendor obtains a proper and legal license to dispense alcoholic beverages and/or conduct games of skill or chance from the State of New York or any other applicable regulatory agency. The applicant or vendor receiving such licenses to dispense alcoholic beverages and/or conduct games of skill or chance shall be conclusively presumed to be cognizant of the provisions of the Alcoholic Beverage Law of New York, the state rules and regulations in regard thereto and all applicable federal, state and municipal laws, ordinances, codes, rules and regulations regarding the operation of games of skill and chance, all of which are incorporated herein by reference as if fully set forth.
- B. The Town Board shall attach such conditions as deemed necessary to protect the health, safety, property and general welfare of the citizens of the Town or the safety of participants and/or attendees of a special event.

§ x-7 **Denial, revocation, suspension or modification of special event permit.**

- A. Privilege. The granting of a special event permit is a privilege and not a right and may be denied, revoked, suspended or modified in the event that the applicant fails to comply with any applicable provision of this chapter.
- B. The Town Board may deny a special event permit or revoke, suspend or modify a special event permit for any of the factors below.
  - (1) It is determined that there are inadequate municipal resources available and the event coordinator cannot provide for sufficient services or facilities (including but not limited to parking and first aid or emergency medical services) that are reasonably necessary to ensure that such event will be conducted with due regard for the health, safety, property and general welfare of the citizens of the Town or the safety of participants and/or attendees of a special event.
  - (2) The special event will disturb the public peace and good order of the Town or adversely affect the use and enjoyment of adjoining properties or that the conduct of such event will not be consistent with or will jeopardize the health, safety, property or general welfare of neighboring residents and/or the Town at large.
  - (3) The special event has been subject to a violation or has had any adverse impacts on the surrounding property in the Town within the last three years and a mitigation plan has not been approved by the Town Board.
  - (4) There are materially false statements or omitted relevant information in the application.
  - (5) The applicant has failed to conduct a previously permitted special event in accordance with the law or the terms of a permit, or both.
  - (6) The applicant has not obtained the approval of any other Town or public agency within whose jurisdiction the event or portion thereof will occur.
  - (7) Exterior lighting at the special event uses or will use search lights, strobe lights, laser lights, flashing

lights or revolving lights.

- C. Closing of special events due to public safety hazard. The issuance of a special event permit notwithstanding the Code Enforcement Officer may close any special event or any portion of a special event that is subsequently determined to be an imminent hazard to the health, safety, property or general welfare of the citizens of the Town or the safety of participants and/or attendees of a special event.
- D. In addition to the penalties for offenses set forth in this chapter, the applicant's special event permit may be revoked, suspended or modified by the Town Board at any time during the life of such permit for any violation by the applicant of any provision of this chapter or any violation of the Town Code or any other applicable county, state or federal law.
- E. If a special event permit is revoked, no refund of any part of the application fee shall be made.

**§ x-8 Prohibited conduct.**

- A. It shall be a violation of this chapter to conduct or to allow to be conducted a special event without a special event permit issued pursuant to the provisions of this chapter, or after such special event permit has been denied, revoked or suspended.
- B. It shall be a violation of this chapter to conduct or allowed to be conducted a special event contrary to the terms and conditions set forth in the special event permit issued for such special event.

**§ x-9 Enforcement.**

This chapter shall be enforced by the Code Enforcement Officer and/or any other agency with the authority to enforce this code unless stated otherwise herein.

**§ x-10 Penalties for offenses.**

A violation of any of the provisions of this chapter shall, upon conviction thereof, be punishable by a fine of not more than \$250 for each offense or by imprisonment for a period not exceeding 15 days, or by both such fine and imprisonment, in addition to any fines imposed hereunder. For each and every day that a violation continues, such violation shall constitute a separate offense and the penalties prescribed herein shall be applicable to each such separate offense.

**§ x-11 Non-transferability of special event permit.**

No special event permit issued under the provisions of this chapter may be transferred or assigned from one applicant, person or location to another applicant, person or location.

**§ x-12 No endorsement by Town.**

The granting of permission by the Town and/or the use of Town-owned property or facilities by any person shall in no way be considered an endorsement or any expression of support, of disagreement or of any position or opinion of the Town whatsoever with respect to the activities, policies, opinions, positions, precepts or other aspects of the person organizing, sponsoring, holding or participating in a special event, and no person associated in any way with such event is authorized to or shall make any public statements or representations concerning the Town concerning same.

**§ x-13 Conflict with other provisions.**

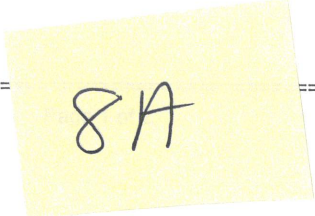
When the requirements or restrictions imposed by this chapter conflict with the requirements or restrictions imposed by other laws, ordinances, codes, rules or regulations, the greater requirement or restriction, respectively, shall prevail.

**§ x-14 Severability.**

If any clause, sentence, paragraph, section, article or part of this chapter shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, section, article or part thereof directly involved in the controversy in which such judgment shall have been rendered.

DRAFT

Month Year Reported: ----> December 2020      CLERK'S MONTHLY REPORT  
 Town Name: -----> Town of Aurora  
 Prepared By: -----> Martha L. Librock  
 Date Submitted: -----> Jan, 04 2021



TO THE Supervisor:

Pursuant to Section 27, Subd. 1, of the Town Law, I hereby make the following statement of all the fees and monies received by me in connection with my office, during the month above stated, excepting only such fees and monies the application and payment of which are otherwise provided for by law.

RSC Code	Revenue Description rpt_RT_CMR_03_2011	Item Count	Total Revenue	Town Portion	Other Disburses
100	SPORTING LICENSE REVENUE	6	109.00	6.01	102.99
200	DOG LICENSE REVENUE	131	1,654.00	1,498.00	156.00
301	MARRIAGE LICENSE	3	120.00	52.50	67.50
303	CERTIFIED MARRIAGE CERTIFICATE	5	80.00	80.00	0.00
602	DEATH CERTIFICATE	5	460.00	460.00	0.00
606	DEATH - GENEALOGY	2	22.00	22.00	0.00
<b>Report Totals:</b>		152	2,445.00	2,118.51	326.49

REVENUES TO SUPERVISOR - CLERK FEES	620.51
REVENUES TO SUPERVISOR - DOG FEES	1,498.00
<b>TOTAL TOWN REVENUES TO SUPERVISOR:</b>	<b>2,118.51</b>

Amount paid to NYS DEC REVENUE ACCOUNTING	102.99
Amount paid to DEPT. OF AG. AND MARKETS	156.00
Amount paid to STATE HEALTH DEPARTMENT FOR MARRIAGE LICENSES	67.50
<b>TOTAL DISBURSED TO OTHER AGENCIES:</b>	<b>326.49</b>
<b>TOTAL DISBURSED:</b>	<b>2,445.00</b>

January 5 20 21      James J Back Supervisor,  
 State of New York, County of Erie, Town of Aurora

Martha L. Librock being duly sworn, says that she/he is the Town Clerk of the Town of Aurora that the foregoing is a full and true statement of all Fees and Monies received by her/him during the month stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and Sworn to before me  
 this 5th day of January 2021

Martha L. Librock  
 Town Clerk

Sheryl A. Miller Notary Public

**SHERYL A. MILLER**  
 Reg. #01MI6128663  
 Notary Public, State of New York  
 Qualified In Erie County  
 Commission Expires June 13, 2021

8B

TO THE Supervisor:

Pursuant to Section 27, Subd. 1, of the Town Law, I hereby make the following statement of all the fees and monies received by me in connection with my office, during the year above stated, excepting only such fees and monies the application and payment of which are otherwise provided for by law.

RSC Code	Revenue Description	Item Count	Total Revenue	Town Portion	Other Disburses	
100	SPORTING LICENSE REVENUE	140	25,319.00	1,136.24	24,182.76	
200	DOG LICENSE REVENUE	2,425	30,326.00	27,542.00	2,784.00	
301	MARRIAGE LICENSE	72	2,840.00	1,260.00	1,580.00	
303	CERTIFIED MARRIAGE CERTIFICATE	51	660.00	660.00	0.00	
551	GOC OTHER LICENSE FEE YR-LIC#	1	25.00	10.00	15.00	
602	DEATH CERTIFICATE	44	3,230.00	3,230.00	0.00	
606	DEATH - GENEALOGY	4	44.00	44.00	0.00	
607	MARRIAGE - GENEALOGY	3	33.00	33.00	0.00	
621	PETITION TO TB FOR REZONING	1	35.00	35.00	0.00	
622	ZONING MAPS	2	9.00	9.00	0.00	
701	DOG CENSUS FEE	12	70.00	70.00	0.00	
<b>Report Totals:</b>			<b>2,755</b>	<b>62,591.00</b>	<b>34,029.24</b>	<b>28,561.76</b>

REVENUES TO SUPERVISOR - CLERK FEES 6,487.24  
 REVENUES TO SUPERVISOR - DOG FEES 27,542.00  
**TOTAL TOWN REVENUES TO SUPERVISOR: 34,029.24**

Amount paid to NYS DEC REVENUE ACCOUNTING 24,182.76  
 Amount paid to DEPT. OF AG. AND MARKETS 2,784.00  
 Amount paid to STATE HEALTH DEPARTMENT FOR MARRIAGE LICENSES 1,580.00  
 Amount paid to NYS COMP FOR STATE SHARE OF GAMES OF CHANCE 15.00  
**TOTAL DISBURSED TO OTHER AGENCIES: 28,561.76**  
**TOTAL DISBURSED: 62,591.00**

JANUARY 5 2021 JAMES J. BAXT Supervisor,  
 State of New York, County of Erie, Town of Aurora

Martha L. Librock being duly sworn, says that she/he is the Town Clerk of the Town of Aurora that the foregoing is a full and true statement of all Fees and Monies received by her/him during the year stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and Sworn to before me this 5<sup>th</sup> day of January 2021

Martha Librock  
 Town Clerk

Sheryl A. Miller Notary Public

**SHERYL A. MILLER**  
 Reg. #01MI6128663  
 Notary Public, State of New York  
 Qualified In Erie County  
 Commission Expires June 13, 2021



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## TOWN OF AURORA DOG CONTROL REPORT:

PHONE CALLS RECEIVED	TOWN OF AURORA	EAPD	NYSP	TOTAL CALLS
Attack/Fighting				0
Barking				0
Bites	1			1
Cats	2			
Damage by Dogs				
Deceased Dogs				
Found Dogs				
Injured/Sick				
Licensing				
Loose/Unleashed Dogs	2	3		
Lost Dogs				
Miscellaneous Calls				
Mutual Aid				
MVC-Dogs/Cats				
Other Animals				
Threatening Dogs				
Welfare				0
<b>TOTAL</b>	5	3	0	8

## IMPOUNDMENTS:

DATE	BREED	Amount
12/26/2020	Golden Retriever	

COURT: 0

Town of Aurora  
**All Calls & Complaints**

8D

Summary Report by Date: 12-01-2020 through 12-31-2020, for Category: BUILDING DEPARTMENT WORK REQUI

Caller Name/Address	Date/Phone	Notes	Closed
<b>Building Department Work Requi</b>			
Jim B Town Hall	12-01-20	Hang TV in New Town Hall front lobby. 12/3-Installed but need different bracket for second. Kathleen to order. Mike B.and Jim F. 12/15 New mounting kit arrived today. Jim F and Justin	12-16-20
Martha New Town Hall	12-01-20	Reinforce shelves in Assessor's storage area dna fasten to wall. Reassemle shelves in main storage area and secure to walls. Mike	12-02-20
Sheryl M. Town Clerk's Office	12-02-20	Please bring over 15 recycle bins to office. Jim F.-.5 hours	12-03-20
Chris Rec Department	12-04-20	Please connect with Chris or Elaine to move equipment/supplies out of Glead storage. Dan and Jim.	12-07-20
Liz Highway Office	12-16-20	Please take boxes and paper recycling bin to recycling. Jim F	12-16-20
Donna Senior Center	12-16-20	Please replace bulbs in office and kitchen. Check with staff for locations. Jim F. -replaced 13 bulbs/4 pictures need ballasts.	12-21-20
Maria Town Library	12-17-20	Senior Center. Put extra bucket of salt at back door. Jaon-15 minutes	12-18-20
Claire Town Court	12-21-20	Meet Claire at 1:30PM at Glead Storage to remove about 40 boxes of court files and take to new storage at Main and Paine court building in basement. Need two guys and two dollies if possible. Dan and Jim W.-5 hours. More than 40 boxes.	12-21-20
Donna Senior Center	12-28-20	One light in office is still out. It's over one of the desks. Might need a ballast Ordered new bulbs.	
Martha Glead	12-31-20	Three items still in storage and need to be removed. Power washer and hose reel should go to pool. Carpet cleaner should go to town hall. Dave S and Ken-1 hour	12-31-20
<b>Total count: Building Department Work Requi</b>			<b>10</b>



Town of Aurora

# All Calls & Complaints

Summary Report by Date: 12-01-2020 through 12-31-2020, for Category: PARKS - PARKS

Caller Name/Address	Date/Phone	Notes	Closed
<b>Parks</b>			
John R West Falls Park	12-13-20	Large tree across one of the trails. Please cut down. Mike B. and Jim F.	12-14-20
<b>Total count: Parks</b>			<b>1</b>



8E

**TOWN OF AURORA**  
Southside Municipal Center  
300 Glead Avenue, East Aurora, NY 14052

From: Barbara A. Halt, Water Clerk

Monthly Statement – Water Fee Collection


To: James J. Bach, Town of Aurora Supervisor

Pursuant to Section 27 Subd. 1 of the Town Law, I hereby make the following statement of all fees and monies received by me during the month of December, 2020\_ in connection with the collection of water fees, excepting only such fees the application and payment of which are otherwise provided for by law:

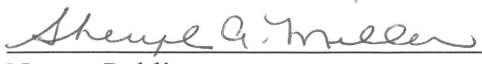
Received From	Type of Receipt	Amount
Water Billing	Water Bills	\$193.48
	Total Received	\$193.48

State of New York  
County of Erie  
Town of Aurora

Barbara A. Halt, being duly sworn, says that she is the Water Clerk of the Town of Aurora; that the foregoing is a full and true statement of all fees and monies applicable to water fee collection received by her during the month stated excepting only such fees and monies the application of which are otherwise provided for by law.

  
Barbara A. Halt, Water Clerk

Subscribed and Sworn to before me  
this 4<sup>th</sup> day of January, 2021



Notary Public  
SHERYL A. MILLER  
Reg. #01MI6128663  
Notary Public, State of New York  
Qualified In Erie County  
Commission Expires June 13, 2021

8F

TOWN OF AURORA SENIOR CENTER  
DIRECTOR'S REPORT  
MONTH OF December 2020

The mission of the Town of Aurora Senior Center is to help older adults remain healthy and active through participation in recreational pursuits and to provide leadership and advocacy to ensure the availability of leisure and recreational opportunities for seniors.

**ADMINISTRATION:**

Our frozen meal program continues with much success. We also continue to run limited programs with a total of 10 members. We have experienced some difficulties with our new phone system and have spoken to support several times. We are scheduling another training session with Vaspian.

REVENUE & EXPENDITURES: See Supervisor's Report

**PROGRAMS:**

- Title: WORKOUT ROOM
- Day & time: M-F 8:00am- 4:00pm
- Participants: Approximately 45 per day
- Title: LINE DANCING
- Day & time: Mondays, 9:00 – 10:00 (beginners) 10:15 – 1:15 (advanced)
- Participants: 58 people
- Supervisors: Nance Baranowski
- Title: SENIOR NOTES
- Day & time: Mondays, 12:45 – 2:30pm
- Participants: 23 people
- Supervisor: Kathy Almeter
- Title: EUCHRE
- Day & time: Mondays, 1:00 – 4:00pm
- Participants: 24 people
- Title: PINOCHLE
- Day & Time: Fridays, 1:00 – 4:00pm
- Participants: 20 people
- Title: CERAMICS
- Day & time: Tuesdays, 10:00am – 4:00pm
- Participants: 35 people
- Supervisor: Elaine Schiltz
- Title: EXERCISE CLASS
- Day & time: Tuesdays & Wednesdays 8:30 – 9:30am
- Participants: 14 people
- Title: TAI CHI
- Day & time: Tuesdays & Thursdays 3:00 beginners 3:30veterans
- Supervisor: Judy Augustyniak & Susan Ott
- Participants: 15 people
- Title: TAI CHI – advanced
- Day & time: Mondays 10:00 & Thursdays 9:00am
- Supervisor: Dennis Desmond
- Participants: 15
- Title: YOGA
- Day & time: Wednesdays, 9:45 – 11:00am
- Supervisor: Irene Kulbacki
- Participants: 22 people
- Title: BOWLING
- Day & time: Wednesdays, 1:00pm
- Supervisor: Barb D'Amato
- Participants: 48 people
- Title: PAINTING
- Day & time: Wednesdays, 1:00 – 3:30pm
- Supervisor: Walt Carrick
- Participants: 8-10 people
- Title: BRIDGE
- Day & time: Wednesdays, 9:30am – 2:00pm
- Supervisor: Dave Lorcom
- Participants: 40 people
- Title: SENIOR CLUB
- Day & time: Thursdays, 10:00am – 3:00pm
- President: Joyce Salansky
- Title: PACE (people with arthritis can exercise)
- Day & time: Fridays, 9:00 – 10:00am
- Supervisor: Donna Bodekor
- Participants: 12 people
- Title: SEWING & QUILTING
- Day & time: Tuesday 10-2pm
- Supervisor: Terry Piper
- Participants: 12 people
- Title: WOOD CARVING
- Day & time: Fridays, 1:00 – 4:00pm
- Supervisor: Walt Carrick