

TOWN OF AURORA
TOWN BOARD WORK SESSION
February 18, 2014

The following members of the Aurora Town Board met on Tuesday, February 18, 2014 at 7:00 p.m. in the Southside Municipal Center Town Hall Auditorium, 300 Gleed Avenue, East Aurora, NY, for the purpose of holding a work session.

Present:	Jeffrey T. Harris	Councilman
	Susan A. Friess	Councilwoman/Deputy Supervisor
	Jolene M. Jeffe	Councilwoman
	Charles D. Snyder	Councilman
Absent/Excused:	James J. Bach	Supervisor
Others Present:	Patrick Blizniak	Supt. of Building
	David Gunner	Highway Superintendent

Deputy Supervisor Friess opened the work session at 7:00 p.m. with the Pledge of Allegiance to the Flag. Those present met to discuss the following:

1) EA Lions Club – Community Service Activity:

Lions Club representatives Rick Jachimiak and Don Birdd spoke to the Board about the EA Lions Club, its history and community involvement. Mr. Jachimiak noted that the Lions Club is reaching out to the Town, Village and various organizations to find out what they believe are needs in the community and to see if the Club can assist in any way. The Town Board was asked to develop a list of ideas and forward it to the Lions Club.

2) 2006 October Storm Grant Funds:

The Town received a grant from Senator Dale Volker to cover expenses and remedy issues brought about by the 2006 October Storm. Kim Reichert of Freed Maxick informed the Board that the capital fund associated with this grant should be closed as the purpose of the funding was met. The capital fund should be closed and the fund balance of \$7415.14 transferred to or committed to another fund or specific purpose.

Highway Superintendent Gunner is requesting that the October Storm Grant balance be transferred to A7110.210 Parks Equipment to be used to purchase a new 52” Scag lawnmower for \$7233.71 off the NY State bid list: contract 37000 award #21459.

Councilwoman Friess noted that Supervisor Bach mentioned using the funds towards the generator hook-up at the Senior Center. Mr. Gunner stated that his second lawnmower is shot and has over 800 hours on it and if he can get this mower he won’t need a new lawn mower for five or six years.

3) 992 Olean Road – Rezoning:

The Town Board spoke at length about the current use of the property, future development and possible restrictive covenants for the property if it is rezoned. The plan is to consider rezoning the entire parcel to B1 (Business 1). Since this is different from the first proposal to rezone to B2, the Town Attorney will need to prepare a new local law for the first meeting in March. With regard to the building Mr. Pressing is proposing, Patrick Blizniak stated he could begin site plan review immediately.

4) Special Event Code (proposed):

The Board reviewed the following draft of a special event code that is being proposed. Councilwoman Jeffe noted that we are already using a similar format for events held on the soccer/equestrian field area at Knox Farm State Park.

Questions and comments raised by the Board are in *italics*.

Town of Aurora Special Event Code

1. Purpose

- a. The purpose of this code is to regulate special events within the Town of Aurora to provide for public safety by requiring adequate parking, security, bathroom facilities, limits to noise allowed and the hours of such events.
- b. This subsection shall apply to individuals, corporations, associations and non-profit and religious organizations regardless of the purpose of the event.

2. Definitions

- a. Special Event – an event that is pre-planned to occur within the Town which is anticipated to result in attendance by 50 or more persons; is open to the public; and which occurs outside of a permanent, enclosed building. Private parties including, but not limited to, graduation parties, wedding celebrations and birthday parties, shall not be considered a ‘special event’ for the purposes of this code.

3. Special Event Application and Permit

- a. The individual or organization that wishes to conduct a special event shall file a Special Event Application with the Town Clerk’s office for approval and issuance of a Special Event Permit. This application shall be submitted no less than 60 days in advance of the event and may require information including, but not limited to, the following:
 - i. Proposed date(s) for the Special Event and the hours during which such event will be conducted. The hours shall not extend beyond 11:00 pm.
 - ii. Total number of persons expected to attend throughout the duration of the event, including the numbers that are anticipated to be present at any given time.
 - iii. Map or sketch showing the location of the event. Such map shall include the following:
 1. Location of parking facilities indicating number of parking spaces being provided.
 2. Location of toilet facilities including the location of port-a-potties if they are being provided.
 3. Location of public entrance(s) and exit(s) to the event site.
 4. Location of vendor facilities, if applicable, including booths, tents and food service facilities. (Q: *Will health department permits be required?*)
 5. Location of all adjacent residential structures.
 6. Explanation of steps being taken to control traffic and provide security for the event including the organization that is to provide security (if applicable) and the number of security personnel that will be present.

7. Means and adequacy of sanitary and garbage disposal and other matters which concern the public health.
 8. Means and adequacy of measures to deal with noise, odor or other nuisance caused to surrounding properties and residents.
 9. Explanation of size, content and location of signs related to the event. *(The Town already has a sign ordinance – how will event planners be advised of the need for a sign permit? Should the chapter number be referenced in this code?)*
- iv. A Special Event Application fee of \$25 and Special Event Permit fee of \$100 *(change to \$50)* shall be required for a single special event {or for a series of special events, provided each such special event in the series is to be conducted at the same location and with similar conditions and will be held during a 12 month period.} *Bracketed phrase should be deleted.*
- v. Approval
1. Upon receipt of the Special Event Application and \$25 fee, the Town Clerk shall review the application for completeness. If some information is lacking or believed to be insufficient, the Clerk shall request supplemental information *from the applicant.*
 2. Once the Application is deemed complete, the Town Clerk shall refer the Application for review and approval by the Town Board. Prior to approval, the Town Board reserves the right to require additional restroom facilities, traffic control and other provisions beyond those set forth in the Application.
 3. Upon Town Board approval and the applicant's payment of the \$100 *(change to \$50)* Permit fee, the Town Clerk shall issue a Special Event Permit.
4. All Special Events shall be subject to the requirements of any noise law enacted by the Town of Aurora.
5. {Failure of the applicant to abide by the terms and conditions of the Special Event Permit shall be deemed a violation of the Code of the Town of Aurora and may subject the application to a penalty of \$50 per violation and may be grounds for denial of future requests for a Special Event Permit.} *Move entire section to #7.*
6. Insurance/Bonding
- a. The Town Board shall require a certificate of liability insurance in an amount and character that, in its sole discretion, it may deem reasonable and necessary for the protection of the public under the circumstances.
 - b. The Town Board may impose conditions on the issuance of a permit and may require a bond from the Applicant in order to secure the performances of said conditions {and the performance}. *Delete bracketed words.*
7. Penalties for Offenses *(Have Town Attorney review and make recommendations on this entire section.)*

- a. Failure to obtain a Special Event Permit prior to holding a Special Event as set forth herein shall constitute a violation of the Code of the Town of Aurora and will subject the property owner on which a Special Event was conducted to a penalty in the minimum amount of \$200 per violation.
- b. Any such Special Event that is conducted without a Permit may (*shall*) be required to be immediately shut down following (*use upon instead of following*) the issuance of a violations notice by the Code Enforcement Officer or Superintendent of Building of the Town.
- c. A second subsequent violation shall result in a minimum penalty of \$250 per violation.

5) Community Choice Act/Home Rule Request:

A bill called the “Community Choice Act” is being proposed in the State Senate and Assembly. The bill would give Erie County towns, without their own IDA, the ability to choose to work with a local IDA to provide economic programs for projects in our community. Each town is required to submit a Home Rule Request form. The Supervisor needs to be authorized to sign the form before it is submitted.

6) Disaster Plan update:

Councilman Harris stated that he has met with Police Chief Krowka and will be working on a “lock-down” plan for the Southside Municipal Center.

7) Highway Garage Lights:

Councilman Snyder noted that several work sessions ago the Board discussed installing new lights at the highway garage. Since that time Mr. Snyder stated he became aware of grants that are available for updating to energy efficient lighting. He will be developing a list of all buildings and their lighting needs to see if any qualify for energy efficient lighting grants.

8) Records Storage Room update:

The renovation/construction is progressing on time. Discussion took place about extending the smoke detector into the small room that will be used for payroll storage. Councilman Snyder spoke about adding a sprinkler system to the storage area. Town Clerk Martha Librock suggested a dry system rather than a water system considering the type of documents (mostly paper) that will be stored in the room.

Martha L. Librock
Town Clerk