

WS-1 4A

Town of Aurora Social Media Policy

1.0. Objective

In consideration of the preferred method by which many residents communicate and obtain information online, the Town of Aurora (the “**Town**”) wishes to use social media technologies:

- (1) to encourage residents to engage more actively in town government;
- (2) to make the Town’s government more open and transparent; and,
- (3) to convey Town-related information to its residents, employees, and visitors.

2.0. Purpose

The purpose of this Social Media Policy (the “**Policy**”) is to establish enforceable rules and guidelines for the creation and use by the Town of social media on Town-operated social media pages. The Town is also interested in strategically posting information on its social media sites and protecting the content attributed to the Town.

3.0. General Policy

- 3.1. The Town’s official website (<http://www.townofaurora.com>) remains the Town’s primary and predominant internet presence.
- 3.2. The Town has one primary official social media page for each social media service or application that it maintains, which is clearly labelled as “Town of Aurora, NY.” The Town Board authorizes other social media pages for specific departments in Appendix A to this Policy, which the Town Board may amend from time to time. The Town’s elected officials, employees, and appointees shall not create any other Town social media page unless the Town Board amends Appendix A to this Social Media Policy in writing.
- 3.3. The Town will have and actively maintain a social media presence on the following social media platforms:
 - 3.3.1. Facebook
 - 3.3.2. Instagram
 - 3.3.3. YouTube
- 3.4. No other social media platforms are authorized.
- 3.5. The Town will use social media as consistently as possible.
- 3.6. All Town social media pages and persons posting content are subject to all federal and New York State laws and regulations, including New York State retention requirements including, but not limited to, the Freedom of Information Law (FOIL), Open Meetings Law, Open Public Records Act, Public Officers Law, and information security policies of the Town.
- 3.7. All Town social media pages must, when technically possible:
 - 3.7.1. Clearly state that the Town complies with this Social Media Policy and display or hyperlink to this Social Media Policy;
 - 3.7.2. Link to the official Town website, including for forms, documents, online services, and other relevant information;
- 3.8. Town social media pages may contain content including, but not limited to, advertisements or hyperlinks over which the Town has no control. The Town does not

endorse any hyperlink or advertisement placed on the Town's social media pages by the social media page's owners, vendors, or partners.

3.9. The Town Board may amend this Social Media Policy at any time.

4.0. Social Media Page Administration

4.1. The Town Board shall appoint two or three social media administrators per social media page (“**Administrators**”) to manage and post on the official Town-approved social media pages. Any elected official or Town employee may be appointed as an Administrator. All approved social media administrators are listed in Appendix A.

4.2. Administrators will have administrative access to all aspects of the Town's social media pages to which they are assigned.

4.3. The Supervisor, Town Clerk, Councilmembers, Department Heads, Town Attorney, and Administrators may initiate any posting on a Town social media page to which they have access by providing the content to an Administrator.

4.4. Any Administrator may post content for publication on the social media page to which they have been assigned in Appendix A provided that the Administrator has signed the Social Media Compliance Form as per the form in Appendix B.

4.5. The Supervisor and 1 Councilmember (or 2 Councilmembers, or the Town Attorney) may at any time request that content be edited or removed from a social media page for any reason, after which the content may only be posted if approved by the Town Board at a regularly scheduled meeting of the Town Board.

4.6. Notwithstanding the above, any Town employee may post videos of Town Board or other committee meetings to the Town's official YouTube channel.

5.0. Content Guidelines

5.1. The content of posts should be limited to the following:

5.1.1. To disseminate information during emergency situations.

- E.g., “Knox Road is closed near Gypsy Lane due to a water main break. Please take an alternate route.”

5.1.2. To promote a Town-sponsored event;

- E.g., “Tonight the Town Board will be holding a public hearing to discuss Item X. 6:30 pm at the Aurora Municipal Center on 575 Oakwood Ave.”
- E.g., “Sign up now until Jan. 31 for bowling classes! Ages 4-8. \$10 for residents, \$20 for non-residents.”

5.1.3. To inform residents and visitors about a community event that is happening in the Town of Aurora for the purposes of ensuring safety;

- E.g., “Main Street will be closed this weekend for EA Music Fest. Please stay safe.”

5.1.4. To announce video livestreams:

- E.g., “The Town of Aurora Board is meeting tonight. You can watch on Youtube at *link*.”

5.1.5. To announce job openings with the Town:

- E.g., “The Town of Aurora Highway Department is hiring an MEO! If interested, please apply here: *link*.”
- 5.1.6. To announce new Town employees:
- E.g., “Jane Doe has started as our new Assistant Code Enforcement officer today. Jane has lived in the Town of Aurora for 75 years, is a graduate of the University of East Aurora, and worked for the West Falls Water Authority for 10 years. Welcome Jane!”
- 5.1.7. To announce budget information:
- E.g., “The Town of Aurora Preliminary Budget is now available online.”
- 5.1.8. To announce new policies, adopted laws, and other initiatives of the Town.
- E.g., “The Town of Aurora is now offering reduced lunches to Senior Citizens at the Senior Center on Tuesdays at 12:00 pm. No registration is necessary.”
- 5.1.9. To provide safety information:
- E.g., “Remember that Rte. 240 in West Falls has a speed limit of 30 m.p.h. Please adhere to this limit!
- 5.1.10. To market Town and other community-oriented programs:
- E.g., “Hamlin Park Day Camp signups starts next week. Don’t forget!”
- 5.1.11. To provide updates on Town services:
- E.g., “Our first shift is heading out to plow the roads. Track our trucks via GPS using this link: *link*. Stay safe!”
 - E.g., “Remember that garbage pickup all this week is delayed one day due to the holiday.”
- 5.1.12. To provide informational posts on historical events in the Town of Aurora, e.g.:
- “100 years ago this month, the Millard Fillmore Theatre, which was located just east of where the Aurora Theatre is located today.”
- 5.2. Postings may not contain any personal information, except for the names of employees who have recently been hired (all positions) and employees in the following positions whose job duties include being available for contact by the public: Assessor, Assistant Code Enforcement Officer FT, Assistant Code Officer PT, Building and Zoning Clerk, Clerk to Town Justice, Code Enforcement Officer, Deputy Town Clerk, Director of Recreation, Director of Recreation II, Dog Control Officer, Dog Control Officer RPT, Highway Maintenance Clerk, Receiver of Taxes, Recreation Leader (Senior Citizens), Recreation Specialist, Recreation Supervisor, Secretary to Zoning and Planning Boards, Town Clerk, and Town Historian.
- 5.3. Administrators shall not post any information that does not pertain to Town-sponsored or Town-endorsed services, programs, news and events.
- 5.4. Town social media page posts and comments containing any of the following are strictly prohibited:
- 5.4.1. Comments not related to the post or article;
 - 5.4.2. Comments in support or opposition to political campaigns or ballot measures;

- 5.4.3. Profane language or content;
 - 5.4.4. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, gender identity, or sexual orientation;
 - 5.4.5. Sexual content or links to sexual content;
 - 5.4.6. Solicitations of commerce;
 - 5.4.7. Conduct or encouragement of illegal activity;
 - 5.4.8. Confidential or Town personnel matters;
 - 5.4.9. Information that may compromise the safety or security of the public or public systems;
 - 5.4.10. Content that violates the legal ownership interest of any other party;
 - 5.4.11. Defamatory attacks;
 - 5.4.12. Threats to any person or organization;
 - 5.4.13. Private contact information;
 - 5.4.14. Spamming or repetitive content;
 - 5.4.15. Content that incites violence;
 - 5.4.16. Comments unrelated to the particular post being commented on;
 - 5.4.17. Comments containing vulgar, offensive, threatening, or harassing language, personal attacks, or unsupported accusations;
- 5.5. The Town may restrict or remove any content or comments that is deemed in violation of this Social Media Policy or any applicable law.
- 5.6. Any Administrator may remove any content or comments that are prohibited based on this Social Media Policy. That Administrator must first screenshot the comment that is being deleted and send the screenshot to all other Administrators with a description of the reason why the comment was removed, the date and time it was removed, and the identity of the poster, when available. Administrators shall keep records of all such communications by storing the communication on the Town server or in a separate folder in their Town-server Inbox.
- 5.7. Comments posted by a member of the public on a Town social media page are the opinion of the commentor only.
- 5.8. Any attempts to hack or otherwise compromise the Town's social media pages will be reported to law enforcement.
- 5.9. The Town reserves the right to deny access to Town social media pages for any individual who violates this Social Media Policy at any time without prior notice.
- 5.10. The following must be posted on all Town social media pages: "By visiting this site, you understand and agree that the Town of Aurora's social media pages are provided "AS IS." The Town of Aurora makes every effort to provide accurate and complete information on this website. The information contained on this website is not official or in any way shall it be deemed to be legal notice where such legal notice is required by law. The information contained in this site is provided as a convenience to people needing information about the Town of Aurora's local government. Portions of the information on this site may be incorrect or not current. The Town of Aurora government, its officers, employees, and agents are not liable for damages or losses of

any kind arising out of or in connection with the use or performance of information including, but not limited to, damages or losses caused by reliance upon the accuracy or timeliness of any such information, or damages incurred from the viewing, distributing, or copying of these materials.”

Appendix A: List of Approved Town Social Media Pages and Administrators

Page	Platform	Administrators
Town of Aurora, NY	Facebook	Joseph McCann, Charles Snyder, Luke Wochensky
Town of Aurora, NY	Instagram	Joseph McCann, Charles Snyder, Luke Wochensky
Town of Aurora, NY	YouTube	Elizabeth Wilber, Luke Wochensky
Town of Aurora Highway Department	Facebook	Elizabeth Deveso, David Gunner
Town of Aurora Dog Control	Facebook	Elizabeth Deveso, David Gunner
Town of Aurora Recreation Department	Facebook	Christopher Musshafen, Meaghan Tent
Town of Aurora Historian	Facebook	Robert Goller, Jim Bach
Town of Aurora Historian	Instagram	Robert Goller, Jim Bach

The Town Supervisor must have administrative access to all social media pages.

Appendix B: Social Media Administrator Acknowledgement

(See attached.)

Town of Aurora

Social Media Administrator Acknowledgement

1. I am an employee and/or elected official of the Town of Aurora (the "Town").
2. I have been appointed as an Administrator to the following Town's Social Media pages:

3. I have read and understood the Town's Social Media Policy and I hereby agree to comply with its terms at all times.
4. I understand that my failure to abide by the terms of the Town's policy may result in the revocation of my Administrator access privileges, and, if I am a non-elected employee of the Town, may result in disciplinary action against me up to and including termination of my employment.

Name (printed): _____

Signature: _____

Title: _____ Date: _____

WS-2

4B

TOWN OF AURORA

575 OAKWOOD AVENUE, EAST AURORA, NY 14052
BUILDING DEPARTMENT
(716) 652-7591

MEMO

TO: Jim Bach & Town Board Members
FROM: Don Owens, Chairman, Planning Board
DATE: April 6, 2023

=====

The following actions were taken at the April 5th, 2023 meeting of the Planning Board:

Laurie Kutina motions to recommend the Town Board approve the proposed **Rezoning request at 359 Quaker Rd.**, from C3 to R3, as requested.

Seconded by Norm Merriman

Upon a vote being taken:

ayes – seven noes – one Motion Carried.

The following motion for 1863 Davis Rd. is for Phase 1 of the proposed Site Plan application. Phases 2 and 3 as well as the Special Use Permit application will be reviewed at another time.

Tim Stroth motions to recommend the Town Board approve **Phase 1 work** (for parking areas, screening, landscaping, building demolition, sidewalk to be included in future phase) **for the proposed Site Plan at 1863 Davis Rd.**, with the following conditions:

1. Engineered stamped plan noting underdrains and materials that make parking lot permeable.
2. Elimination of any parking spaces currently shown in the Right of Way.
3. Consideration of West Falls Overlay (Town Code §116-8.10 D4) regarding screening.
4. Fence installation in Phase 1.

*4/10 Plan & Comments
4/11 * #2 not received yet*

Seconded by Angela Griffis

Upon a vote being taken:

ayes – seven noes – one Motion Carried.

MINUTES OF A MEETING AS HELD BY THE
TOWN OF AURORA PLANNING BOARD

April 5th, 2023

Members Present: Donald Owens, Chairman
Jeanne Beiter
Timothy Stroth
Angela Griffis
Laurie Kutina
Norm Merriman

Alternate Member: Alice Brown

Absent/ Excused: Chris Contento
Douglas Crow

Also Present: Liz Cassidy, Code Enforcement Officer
Rich Miga, Assistant Code Enforcement Officer

Chairman Don Owens presided over the meeting which began at 7:02 p.m. at the Town Hall, 575 Oakwood Avenue, East Aurora, NY. He led the recitation of the Pledge of Allegiance to the Flag.

Don Owens states that Alice Brown and Chris Contento will be voting members tonight.

Tim Stroth made a motion to accept the minutes of the March 1st, 2023 meeting. Seconded by Jeanne Beiter. Motion carried.

PUBLIC COMMENTS: None

NEW BUSINESS: NONE

OLD BUSINESS:

Review and recommendation of a rezoning request at 359 Quaker Rd. as presented by Nicholas Tuttle, agent for property owner.

Nicholas Tuttle (Attea & Attea, applicant representative) summarizes the discussion from the December 2022 Planning Board meeting in which the rezoning of 359 Quaker Rd to an R3 designation was originally reviewed. At that time the Planning Board suggested the Town Board modify current zoning code to add multifamily use to Commercial zoning districts. Town Board did not favor that path and therefore the applicant would like to continue the rezoning application.

Mr. Tuttle discusses “spot zoning” and case law with some exceptions the applicant feels fits this application. Mr. Tuttle also gives some background of the applicants, as well as his, professional history, having served as attorney in municipal setting as well as zoning board. They are sensitive to the concerns of the Planning Board, having been on the municipal side of things before. Mr. Tuttle continues discussion about “spot zoning”, how the parcel is not part of the Village, the unique characteristics of the neighborhood (Industrial zoning, residential across the street and some Commercial use). The applicants think because of the mixed-use nature of the neighborhood, it will not have a negative impact on the area and also feel apartments are needed. The applicants would like to bring quality rental apartments, consistent with the comprehensive plan for pedestrian-friendly use (sidewalks present, proximity to shopping centers). Mr. Tuttle provides a printout to board members.

Laurie Kutina asks for clarification between Commercial districts (C1, C2, C3)

Liz Cassidy explains the use differences and building size differences.

Mr. Tuttle explains the property is too small for any industrial type of use.

Laurie Kutina agrees that having a multi-family residential use is one of the best uses of this property.

Jeanne Beiter discusses the surrounding Village zoning and asks if the residential use creates more of an island (surrounded by commercial use). It’s important to be mindful about what’s going on across the municipal boundary.

Mr. Tuttle discusses the residential use across the street and nearby down the street.

Laurie Kutina notes that it can be difficult to put multi-family dwellings in a residential zoning district. However, since this area is already multi-use, the location makes sense.

Discussion by board members regarding why this property is not part of the Village, agreement that the applicant makes a compelling argument for zoning change given their limited options. Mr. Tuttle is also aware of and acknowledges that they have more reviews to go through before proceeding (site plan, possible variances, etc.)

Laurie Kutina motions to recommend the Town Board approve the proposed **Rezoning request at 359 Quaker Rd.**, from C3 to R3, as requested.

Seconded by Norm Merriman

Upon a vote being taken:

ayes – seven

noes – one

Motion Carried.

Review and discussion of Site Plan and Special Use Permit applications at 1863 Davis Rd. as presented by West Falls Center for the Arts.

Memo on Spot Zoning
East Aurora Planning Board Meeting
4/5/2023
Submitted by Attea & Attea as representative for PBI Holdings of WNY LLC

RE: Rezoning of 359 Quaker Road to R-3 designation

Dear Planning Board Members:

This matter was brought before the Planning Board originally on December 7, 2022. At that meeting, the Planning Board recommended that this property not be rezoned to R-3 at that time but rather recommended to the Town Board that multi-family use be added into acceptable uses under C-1 and/or C-2 designations. The Town Board has referred this matter back in front of the Planning Board as they have reviewed the proposed changes with the zoning law with the Code Review Committee and said Committee has recommended that the multi-family use not be added to any of the C zoning districts. We therefore request that the Planning Board reconsider and recommend our original petition for rezoning the property as R-3 designation.

At our previous appearance before the Planning Board, the issues of spot zoning was brought up with regard to this rezoning request. As a rebuttal to that initial notion, we respectfully submit this memo to refute any claim that this rezoning request would be illegal spot zoning.

Spot Zoning refers to the rezoning of a parcel of land to a use that is categorically different from the surrounding area, usually to benefit a single owner or single development interest. Illegal spot zoning occurs whenever the change is other than part of a well-considered and comprehensive plan calculated to serve the general welfare of the community.

The current rezoning request before the Planning Board both accomplishes the goals of the proposed comprehensive plan for the Town of Aurora as well as serves the general welfare of the community.

COMPREHENSIVE PLAN

The Comprehensive Plan provides for a variety of different goals and aspects to consider when zoning or rezoning properties within the Town. The landmark case on rezoning and abidance by the comprehensive plan is *Rodgers v. Village of Tarrytown, 302 N.Y. 115, 124 (1951)*. In that case, Court of Appeals ruled that singling out a small parcel of land for a use classification totally different from the surrounding area, for the benefits of the owner and to the detriment of other owners is Spot Zoning. Even though the rezoning rules in *Rodgers* created small parcels of land zoned differently than the remaining adjoining properties, it was determined to be within the realm of the Village's comprehensive plan

In our current request for rezoning, our request also falls within the comprehensive plan for the Town for the Following reason:

- Encourage the use of alternative development techniques that manage the density and adverse impacts of residential development, and control sprawl.
- Promote the development of a diversity of housing alternatives to accommodate all age groups and incomes.

- Increase land use density around shopping and activity centers to promote pedestrian activity and alleviate traffic congestion.

Currently, the only properties designated as C-3 in this area within the Town are the applicant's property (which is currently being used as office building), a portion of the driveway and parking lot for API Delevan located next easterly, a parking lot for WH Greene and Associates located behind the applicant's property, and an additional office located down the street at 417 Quaker Road. The remaining properties within the Town that surround this area are all zoned R-1 or R-2. A rezoning of the applicant's property to an R-3 designation would be well within the comprehensive plan and accomplish goals that the plan sets out to achieve.

GENERAL WELFARE OF COMMUNITY

The concern with Spot Zoning is that it will be used to favor an individual at the expense of the neighboring property owners. However, the fact that a rezoning will benefit a landowner does not on invalidate an action on it's own, so long as the action agrees and furthers the comprehensive plan. The rezoning must also further some clearly identified public purpose. A case that addresses the impact of rezoning on the general welfare of the community is *Save Our Forest Action Coalition, Inc. v. City of Kingston, 675 N.Y.S.2d 451 (1998)*. In that case, a zoning of one parcel to light industrial use was affirmed by the court since the determination by the City was made after an extensive review process which considered the impact on adjoining properties and the worthwhile improvements made to the community as a whole. If zoning changes seeks to accomplish valid public purposes and that sufficient consideration has been given it, the comprehensive plan requirement is met, even where the zoning amendment provides distinct treatment to a relatively small parcel.

The application at hand seeks to benefit both the community as a whole and not just the property owner. First, the Town lacks multi-family use properties which provide more diverse housing options to a variety of different families. Additionally, this property would encourage different use for areas surrounding shopping areas and activity centers. These apartments would be within walking distance to the Village shopping centers and Main Street. There are sidewalks and crosswalks all the way into the Village on Quaker Road which would allow for safety of tenants to travel to and from the Village Shopping Center and encourage less vehicle traffic and commerce in the Town and Village. Additionally, the rezoning of the property does not change the existing community dynamic of the property but puts it in line with the surrounding Town properties. Therefore, the rezoning request being submitted complies with the current comprehensive plan for the Town and is a benefit to the community as a whole.

CONCLUSION

Spot Zoning is the rezoning of a small area for the benefit of the owner of the property with no public benefit or as part of the comprehensive plan within the Town. The current application before you provides a public benefit as well furthering the comprehensive plan within the Town

We respectfully request that the foregoing be taken into consideration along with the original material submitted with our application requesting the rezoning the property in question to a R-3 designation.

(Submit in Triplicate)

Fee: \$150.00

PETITION

TO AMEND THE ZONING MAP OF THE TOWN OF AURORA, NEW YORK, OR FOR USE PERMIT BY THE TOWN BOARD

TO: THE TOWN BOARD OF THE TOWN OF AURORA, NEW YORK

Pursuant to Article IX of the Zoning Ordinance of the Town of Aurora, the undersigned owner(s) and petitioner(s) hereby request that the Zoning Map of the Town of Aurora, be amended as follows:

1. Nicholas P. Tuttle
Name (First) (Middle Initial) (Last)

2. Location of property to be rezoned: 359 Quaker Road, East Aurora, NY 14052
SBL# 175.06-39

3. Area, in square feet, of the property to be rezoned: 30,000.00 feet
Dimension of the property to be rezoned: 150' x 200'

4. If the petitioner is not the owner of the property:
PBI Holdings of WNY LLC 359 Quaker Road, East Aurora, NY 14052
Owner's Name and Address
Owner's Name and Address

What is the interest of the petitioner in the proposed rezoning?

Petitioner is attorney for the owner of the Property.

5. Petitioner understands and agrees to furnish any of the following if requested by the Town Board or its agencies: An accurate survey map prepared by a licensed surveyor showing all dimensions, including interior angles or bearing of lines, and the location, proposed use and height of all buildings; location of all parking and truck loading areas, with access and egress drives thereto; location of outdoor storage, if any; location of all existing or proposed site improvements, including drains, culverts, retaining walls and fences; description of method of sewage disposal and location of such facilities; location and size of all signs; location and proposed development of buffer areas; location and design of lighting facilities; and the amount of building area proposed for retail sales, if any.

6. Attach the legal description of the property to be rezoned.

7. Present zoning classification of the property: Industrial (I) C3 COMMERCIAL

8. Proposed zoning classification of the property: Residence 3 (R-3)

9. Present use of the property: Office Building

10. Proposed use of the property: Two 5-unit apartment buildings

11. Description of uses on all adjacent properties and a general description of the type of neighborhood in which the subject property is located: API Delevan Inc is a Manufacturing Plant located next easterly to the Proeprty. 3095 Southwestern Blvd, Inc. is an office building next westerly to the Proeprty. This area of Quaker road is mixed use consititing of buisnesses and residential housing across the street.

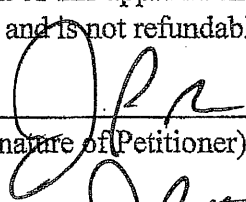
12. Names and Addresses of Owners of Abutting Properties:

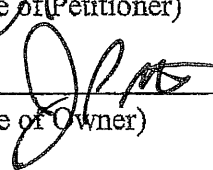
- 1. API Delevan Inc. 270 Quaker Road, East Aurora, NY 14052
- 2. 3095 Southwestern Blvd Inc. 0 & 400 Quaker Road, East Aurora, NY 14052
- 3. PITCHER 368 QUAKER EA
- 4. LEGACY POLO SANDS 1350 QUAKER EA
- 5. _____
- 6. _____
- 7. _____

13. Additional information which the petitioner believes will assist the Town Board in its consideration of this request for rezoning: _____

14. Petitioner(s) acknowledge that payment of the application fee is for administrative and advertising expense to the Town as a result of this application and in no way relates to either approval or disapproval of the application and is not refundable.

Date: 10/26/2022

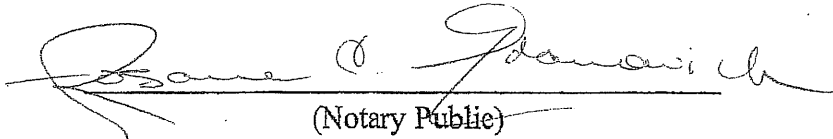

(Signature of Petitioner)


(Signature of Owner)

STATE OF NEW YORK }
COUNTY OF ERIE } SS:
TOWN OF AURORA }

On this 26th day of October, 2022, personally appeared before me
John Patti & Nicholas P. Tuttle
(Name) (Address)

the petitioner, to me known to be the same person described in and who signed and executed the foregoing petition and who duly acknowledged to me the execution of the same for the purpose therein mentioned.


(Notary Public)

WS-3

5A

Application # 2023-001

Date received: 4/17/2023

Application For SPECIAL EVENT Permit

Submit applications to:
Town of Aurora Town Clerk
575 Oakwood Ave
East Aurora, NY 14052
Telephone (716) 652-3280 Fax: (716) 652-3507

ALL REQUESTS MUST BE MADE NO LESS THAN 30 DAYS IN ADVANCE OF EVENT.

1. Name of organization/Applicant: The Rural Outreach Center
2. Individual responsible for this request: Monique Brannon, COO
3. Address: 730 Olean Road
East Aurora, NY 14052
4. Telephone number: (716) 240-2220 x205 or (716) 714-9369
5. Fax: (716) 714-9369
6. Email: mbrannon@theroc.co
7. Date(s) of event: June 8, 2023
8. Hours of event (including set up/take down): Start 10 AM End 6 PM
9. Description of the event: Opening/dedication of new building Scott Breter Family Foundation Rural Outreach Center. Ribbon cutting & presentation.
*See Event Program draft
10. Location of event:
Address: 730 Olean Road, East Aurora, NY 14052
SBL #: 176.00-4-17.2

Please attach a map of the event area. On the map include the following:

- Parking area(s) - including number of on and off-street parking spaces: onsite special needs 30 spaces
2 West Herr Lot 150 spaces
- Location(s) and number of toilet facilities: 10 toilets total: 8 indoors / 2 porta-potties
- Location of entrance(s) and exit(s) to/from the event site: see site plan - 2 exits / 1 entrance

- Location of vendor facilities, if applicable, including tents, booths and food service facilities. *N/A*
- Location of all residential structures on the property and on adjacent properties. *See Site Plan*
- Map of parade route if applicable. *N/A*

11. Written steps to be taken to control traffic:

Volunteers to help with parking on site for those with special needs. West Herr lot on Olean (585) for others. We will hire a shuttle service to pick up and drop off remaining guests.

12. Written plan for security:

Frank Gerny reached out to Chief of Police and he said to have volunteers to help with event. This will be the same group that helped with our ground breaking event in 2021.

13. Estimated attendance per day: *200*

- a. Will pedestrian participants be crossing any public road(s)? Y N
- b. Will participants be attending via bus? Y N *but we are using shuttles.*

14. Will food or drinks be served?

a. If yes, please describe

yes
lemonade/punch/water
snacks.

15. Will there be sound amplification, music, DJ or band(s)?

a. If yes, please describe

presentation with sound system
Starts @ 2:45 PM - End by 4:30 PM

16. Provide drawings to the Town of Aurora Building Department that describe location, size and text of all proposed signs for this event. (Additional fees may apply.)

Approved signs may be erected upon approval of the permit, but no sooner than 30 days prior to the event and must be removed immediately after.

will only need directional signs to parking the day of the event
Self feed signs 24" w x 18" h on metal stakes.

PLEASE NOTE: Based on the type of event and estimated attendance, a meeting with the Town Supervisor, Highway Supervisor, and Chief of Police may be scheduled at the discretion of the Aurora Town Board to discuss a plan for proper traffic control, parking and crowd control.

17. Insurance: Applicant must obtain and maintain commercial liability insurance policy, including public liability coverage, with minimum limits of \$1,000,000 per occurrence, and property damage insurance with minimum limits \$1,000,000 per occurrence; Such policies shall list the Town of Aurora as an additional name insured. *See attachment*
-included - will send a renewal before May 1, 2023.

18. Indemnification: Applicant shall defend, indemnify, and hold harmless the Town of Aurora, its officials, employees, agents and other persons from and against all claims, costs, judgments, liens, encumbrances, and expenses (including reasonable attorneys' fees) arising

out of any activity related to or in connection with this application or any permit, gather or event related to this application.

19. Acknowledgement:

I CERTIFY UNDER PENALTY OF PERJURY THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT, THAT ANY FALSE OR MISLEADING INFORMATION SHALL BE GROUNDS FOR DENIAL, AND I AGREE, TO COMPLY WITH ANY AND ALL CONDITIONS OF APPROVAL.

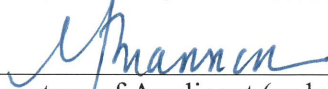
I ACKNOWLEDGE THAT IT IS THE APPLICANT'S RESPONSIBILITY TO ENSURE THAT PATRONS, LICENSEES, AND/OR INVITEES OF THE EVENT DO NOT TRESPASS UPON OR DAMAGE ANY ADJOINING PROPERTY OR PREMISES.

I ACKNOWLEDGE THAT THE AURORA TOWN CODE CHAPTER, ENTITLED "SPECIAL EVENTS.", IS THE CONTROLLING LEGISLATION FOR THE REGULATION OF EVENTS IN THE TOWN OF AURORA, AND THAT THE ISSUANCE OF A PERMIT PURSUANT TO THIS APPLICATION REQUIRES COMPLIANCE WITH ALL PROVISIONS AND REGULATIONS WITHIN.

I FURTHER ACKNOWLEDGE THAT THE ISSUANCE OF A PERMIT PURSUANT TO THIS APPLICATION IS NOT A WAIVER FOR ANY ACTIVITY PROHIBITED BY LAW, AND AS A CONDITION OF ANY PERMIT ISSUED, COMPLIANCE WITH ALL PROVISIONS OF THE AURORA TOWN CODE, AS WELL AS APPLICABLE STATE AND FEDERAL LAW, IS REQUIRED.

APPLICANT CONSENTS TO THE INSPECTION OF THE PREMISES BY A POLICE OFFICER OR OTHER ENFORCEMENT OFFICER FOR THE PURPOSE OF ENSURING THAT THE TERMS AND CONDITIONS OF THE PERMIT ARE MET.

A FALSE STATEMENT MADE HEREIN IS PUNISHABLE AS A CLASS "A" MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW OF THE STATE OF NEW YORK.



Signature of Applicant (or legally authorized representative of Applicant)



Date

20. Property Owner Consent: Property owner consent is required when the Applicant is not the property owner. If the Applicant is the property owner, this portion does not need to be filled out.

I CERTIFY UNDER PENALTY OF PERJURY THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT AND THAT I AM THE LEGAL OWNER OF THE PROPERTY LISTED IN THIS APPLICATION, OR I AM A LEGAL OWNER, AGENT, MEMBER, OR AUTHORIZED OFFICER OF THE CORPORATION OR TRUST OWNING THE PROPERTY LISTED IN THIS APPLICATION.

I UNDERSTAND THAT, AS AN OWNER OF A PROPERTY LOCATED WITHIN THE TOWN OF AURORA AND OUTSIDE OF THE BOUNDARIES OF ANY INCORPORATED VILLAGE, I SHALL NOT CAUSE, PERMIT, OR ALLOW MY PROPERTY TO BE USED FOR AN EVENT AS DEFINED IN AURORA TOWN CODE §XXX UNLESS A WRITTEN PERMIT FOR THE EVENT HAS BEEN ISSUED BY THE APPROPRIATE TOWN OFFICIAL(S).

I HEREBY CONSENT TO INSPECTION OF THE PREMISES BY A POLICE OFFICER OR OTHER ENFORCEMENT OFFICER FOR THE PURPOSE OF ENSURING THAT THE TERMS AND CONDITIONS OF THE PERMIT ARE MET.

I ALSO HEREBY AGREE THAT I AM FULLY AWARE OF THE DETAILS OF THE EVENT

PROPOSED HEREIN AT THE SUBJECT PROPERTY, AND I AUTHORIZE THE APPLICANT TO MAKE THIS APPLICATION AND CONSENT TO THE EVENT AND ACTIVITY DESCRIBED.

I AGREE TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE TOWN OF AURORA , ITS OFFICIALS, AGENTS, EMPLOYEES AND OTHER PERSONS FROM AND AGAINST ANY AND ALL CLAIMS, SUITS, DAMAGES, CAUSES OF ACTION, JUDGMENTS, LOSSES, COSTS, EXPENSES (INCLUDING REASONABLE ATTORNEYS' FEES) ARISING OUT OF PERSONAL INJURY, INCLUDING DEATH, PROPERTY LOSS OR THEFT THAT MAY OCCURE ON MY PROPERTY DURING OR AS A RESULT OF THE EVENT.

A FALSE STATEMENT MADE HEREIN IS PUNISHABLE AS A CLASS "A" MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW OF THE STATE OF NEW YORK.

M. Brannen, COO.
Signature of Property Owner, Agent,
Member or Authorized Corporate Officer

4/11/23
Date

Official Use Only

	Fee	Date Paid
Application	<u>\$25</u>	4/17/23 CK# 2232
Permit	\$50	-
Additional Services	TBD	

Event: Opening / Dedication

Attachments Submitted

- Indemnification Agreement
- Certificate of Insurance
- Map with area(s) requested to be used indicated
- Parking and Traffic plan
- Copy of application for sign permit, if applicable.

Application reviewed by Town Clerk and Code Enforcement:

Recommended **Not recommended**

Action by Aurora Town Board

The Aurora Town Board, upon review of the application request # _____ submitted by _____ (organization or individual) took the following action with or without conditions (as applicable) noted below:

Approved: _____ **Date:** _____
Supervisor's Signature

Denied: _____
Supervisor's Signature

Conditions of Approval:

- Police Department Approval
- Highway Department Approval
- Building Department Approval
- Requesting organization shall attach a completed **Certificate of Insurance** with minimum limits to include public liability coverage with limits of \$1,000,000 each occurrence; property damage insurance with limits of \$1,000,000 each occurrence. Policy shall be endorsed to include the Town of Aurora as an additional name insured
- Approval of parking and traffic plan
- Other

ROC RIBBON CUTTING & DEDICATION CEREMONY
Scott Bieler Family Foundation Rural Outreach Center
June 8, 2023

TOURS - 1:00 PM – 2:45 PM

EVENT PROGRAM

Master of Ceremony – TBD

3:00 PM - PROGRAM BEGINS

OPENING PRAYER AND FORMAL WELCOME

Dr. Frank Cerny, M. Div. – *Executive Director, Rural Outreach Center*

REMARKS (in no particular order)

Christye Peterson – *Chair, Reaching Out Campaign & Current ROC Board Member*

Vicki Feine – *Current ROC Board Member and Past Chair, Reaching Out Campaign*

Mary Owens or James (Jim) Egan – *Ralph C. Wilson, Jr. Foundation (who will reach out?)*

Participant – TBD

Jane Vosseller- *Pathways Christian Fellowship*

Timothy Lafferty – *Chairman, Board of Directors, Rural Outreach Center*

Recognitions with gifts

Scott Bieler – *CEO & President, West Herr Automotive Group – Scott Bieler Family Foundation*

Elizabeth Gurney – *Director, Corporate Philanthropy, KeyBank - Director, First Niagara Foundation*

Mark C. Poloncarz - *Erie County Executive – Governor Hochul – other political leaders*

Sarah and Steve Tasker – *Honorary Chairs, Reaching Out Campaign (later in program radio show until 3pm)*

RIBBON CUTTING

REFRESHMENTS TO FOLLOW

REVISIONS
NO. DATE REVISIONS

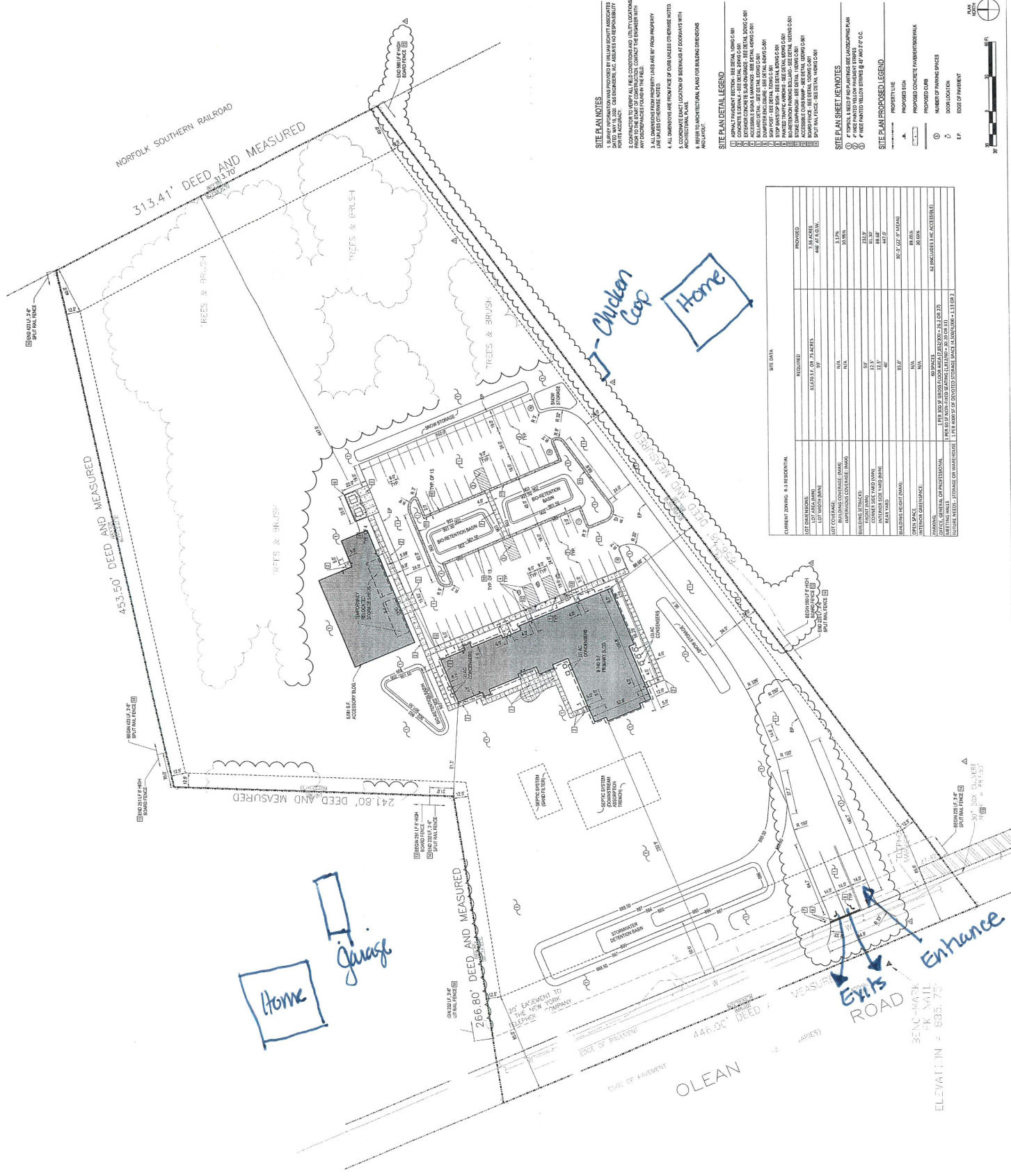
DESIGNER: JAMES J. AUBRECHT
CHECKER: JAMES J. AUBRECHT
DATE: 05/18/05



FONTANESE FOLTS AUBRECHT ERNST ARCHITECTS
ARCHITECTS AND PLANNERS
17127
5100 BOND STREET
ROCHESTER, N.Y. 14623

PROJECT NO. D0180000
DATE: 09/18/01
SHEET: 13 OF 15
DRAWN BY: JAE
DATE: 05/18/05

SITE PLAN



- SITE PLAN NOTES**
1. SURVEY INFORMATION PROVIDED BY VILLAM SOCIETY ASSOCIATES. CONTRACTOR TO VERIFY ALL FIELD CONDITIONS AND UTILITY LOCATIONS AND CORRECT AS NECESSARY. CONTACT THE ENGINEER WITH ANY CONCERNS BEFORE WORK IN THE FIELD.
 2. CONTRACTOR TO VERIFY ALL FIELD CONDITIONS AND UTILITY LOCATIONS AND CORRECT AS NECESSARY. CONTACT THE ENGINEER WITH ANY CONCERNS BEFORE WORK IN THE FIELD.
 3. ALL DIMENSIONS FROM PROPERTY LINE ARE BY FROM PROPERTY UNLESS OTHERWISE NOTED.
 4. ALL DIMENSIONS ARE FROM FACE OF CURB UNLESS OTHERWISE NOTED.
 5. ALL DIMENSIONS TO FACE OF SIDEWALK UNLESS OTHERWISE NOTED.
 6. REFER TO ARCHITECTURAL PLANS FOR BUILDING DIMENSIONS AND FOOTING.

- SITE PLAN DETAIL LEGEND**
- | | |
|----------|---|
| [Symbol] | ASPHALT PAVEMENT SECTION. SEE DETAIL, DRAWING C-011 |
| [Symbol] | CONCRETE DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | ACCESSIBLE SIDEWALK. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED SIDEWALK. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |

- SITE PLAN SHEET REVISIONS**
- | | |
|----------|---|
| [Symbol] | 1. ASH PAVEMENT SECTION. SEE DETAIL, DRAWING C-011 |
| [Symbol] | 2. CONCRETE DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | 3. ACCESSIBLE SIDEWALK. SEE DETAIL, DRAWING C-011 |
| [Symbol] | 4. SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | 5. SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | 6. SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |
| [Symbol] | 7. SPOT PAINTED DRIVEWAY. SEE DETAIL, DRAWING C-011 |

CURRENT EXISTING: 13A RESIDENTIAL	
REQUIRED	PROVIDED
LOT DIMENSIONS (WIDTH BY DEPTH)	33.0 FT BY 330.0 FT
SETBACKS (FRONT, SIDE, REAR)	8.0 FT (FRONT), 5.0 FT (SIDE), 10.0 FT (REAR)
LOT COVERAGE	15.5%
REQUIREMENTS FOR DWELLING UNITS (DUAL UNITS)	40 DWELLING UNITS
REQUIREMENTS FOR MULTIFAMILY HOUSING	40 UNITS
REQUIREMENTS FOR COMMERCIAL USES	40 UNITS
REQUIREMENTS FOR INDUSTRIAL USES	40 UNITS
REQUIREMENTS FOR PUBLIC USES	40 UNITS
REQUIREMENTS FOR AGRICULTURAL USES	40 UNITS
REQUIREMENTS FOR OTHER USES	40 UNITS
REQUIREMENTS FOR OPEN SPACE	40 UNITS
REQUIREMENTS FOR UTILITIES	40 UNITS
REQUIREMENTS FOR LANDSCAPE	40 UNITS
REQUIREMENTS FOR INFRASTRUCTURE	40 UNITS
REQUIREMENTS FOR ACCESSIBILITY	40 UNITS
REQUIREMENTS FOR SAFETY	40 UNITS
REQUIREMENTS FOR ENVIRONMENTAL PROTECTION	40 UNITS
REQUIREMENTS FOR HISTORIC PRESERVATION	40 UNITS
REQUIREMENTS FOR OTHER REGULATORY REQUIREMENTS	40 UNITS



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/18/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Julie Radt	
Weed Agency Inc. PO Box 1708 Ellicottville NY 14731		PHONE (A/C, No, Ext): (716) 699-2388	FAX (A/C, No):
		E-MAIL ADDRESS: julie@weedross.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED		INSURER A: Philadelphia Insurance Company	18058
Rural Outreach Center Inc. PO Box 447 East Aurora NY 14052		INSURER B: NY STATE INS FUND	36102
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	WARRANTY	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y		PHPK2264057	05/01/2022	05/01/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 Professional Liability/AG \$ 1,000,000/3,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y		PHPK2264057	05/01/2022	05/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		PHPK2264057	05/01/2022	05/01/2023	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	B-2365 580 6	07/02/2021	07/02/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Sexual Abuse			PHPK2264057	05/01/2022	05/01/2023	Sexual Abuse Cov. 1,000,000/1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is additional insured on a primary and non-contributory basis and waiver of transfer of rights applies when required by written contract. Sexual/Physical Abuse coverage is \$1,000,000 per occurrence, \$1,000,000 aggregate limit and excluded from the Umbrella. The Professional Liability limit is 1,000,000 per occurrence limit, \$3,000,000 agg. and is included in Umbrella.

CERTIFICATE HOLDER**CANCELLATION**

Town of Aurora 575 Oakwood Ave East Aurora NY 14052	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

From: Dina Calucci
Sent: Tuesday, April 18, 2023 9:41 AM
To: Martha Librock
Cc: Monique Brannon; Kathleen Flynn
Subject: Request for use of Parking Lot

Hello Martha,

We spoke yesterday regarding the requested use of the Community Pool/Baseball Parking lot on June 8, 2023, By the Rural Outreach Center for their Ribbon Cutting ceremony. Hoping to use the lot from approximately noon to 5 pm, borrowing as many spaces as the board allows us to use. Our goal is to offer a shuttle service to transfer these guests from the Town Lot to our new location on Olean Rd.

We are also reaching out to West Herr for use of their lot, therefore the town lot would be hopefully a secondary option. We are expecting a few local VIPS, so ease of access would be greatly appreciated.

I know you stated that this lot is designated to be repaved, so of course, this may effect our request.

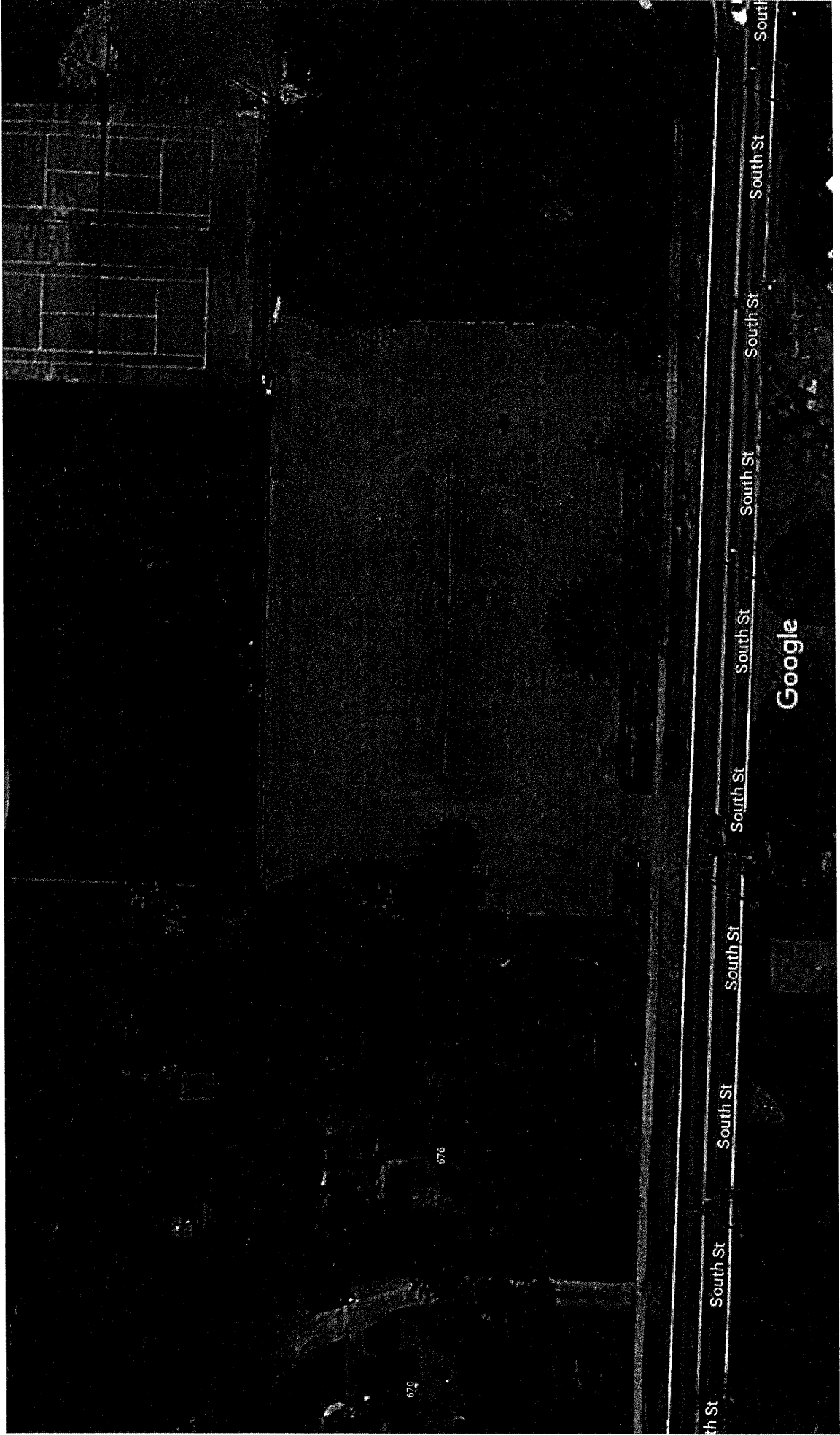
The Rural Outreach Center thanks you for your assistance in this matter. Please contact me if you require any additional information.

Would you mind confirming your receipt of this email so I know I had your email address correctly?

Thank you,

Dina Calucci





Application # _____

WS-4

5B

Application for Temporary Use Permit

Town of Aurora Parks

Submit applications to:
Town of Aurora Recreation Department
575 Oakwood Ave
East Aurora, NY 14052
Telephone (716) 652-8866 Fax: (716) 652-5646

All requests must be made no less than 30 days in advance of event/use.

1. Name of Organization: Westfalls Art Center
2. Individual Responsible for this request: Bill Panzica
3. Address: 1863 Davis Rd #116
Westfalls NY 14170
4. Telephone number: 716 430-1151
5. Fax: _____
6. Email Address: Westfallsartcenter@gmail.com
7. Date(s) of event July 2, 2023
8. Hours of use including set up/take down: Start 10 am/pm End 9 am/pm
9. Description of the event or use: US Army Band (35 members)
+ Various Kids Performing Before
10. Specific area(s) requested, map attached
 JP Nicely West Falls Park
 Warren Drive Park
 Majors Park
 Community Pool Park
11. Specific equipment to be brought in to park (porta johns, tents, etc.) We will
have a Veterans Tent + WFArtcenter Tent
12. Need: Water _____ Electric X
13. Estimated attendance: 200
14. Will food or drinks be served? Yes If yes, describe: Hopefully A few
Food Trucks

15. Will there be sound amplification or music or a band(s)? X If yes, describe:
We will have 2 powered 10" speakers + small sound board + Mics

16. Other services requested (describe): _____
_____ Police _____
_____ Parks and Recreation Department _____

(Provide drawings describing location, size and text of all proposed signs for this event to the Town of Aurora Building Department, 575 Oakwood Ave. Approved signs may be erected 30 days prior to the event and must be removed immediately after same.)

I make this application and agree to abide by the **Guidelines for Use of Town of Aurora Parks.**

[Signature]
Signature of Applicant

3/15/2023
Date

Official Use Only Below this Line-----

Event: _____

Attachments submitted:

- X Indemnification Agreement
- X Certificate of Insurance
- X Map with area(s) requested to be used indicated
- X Copy of application for sign permit, if applicable. (Upon application approval, copy of approved sign permit must be filed with the Town Clerk NO LATER THAN 5 days prior to scheduled event.)

Application **Recommended** or **Not recommended**
by Recreation Department



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: John Schiffmacher	
Quinton Insurance		PHONE (A/C. No. Ext): (800) 454-1970	FAX (A/C. No): (585) 388-9531
2700 Elmwood Ave		E-MAIL ADDRESS: service@quintoninsurance.com	
Rochester NY 14618		INSURER(S) AFFORDING COVERAGE	
		INSURER A: ERIE INSURANCE CO	
		NAIC # 26263	
INSURED		INSURER B:	
Arts at the Bakery Inc.		INSURER C:	
DBA West Falls Center for the Arts		INSURER D:	
1863 David Rd		INSURER E:	
West Falls NY 14170-9701		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X	Q61-0193880	06/01/2022	06/01/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE \$ 2,000,000
	OTHER:					PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> AUTOS ONLY					\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB		Q30-5170401	06/01/2022	06/01/2023	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> EXCESS LIAB					AGGREGATE \$ 1,000,000
	<input checked="" type="checkbox"/> OCCUR					\$
	<input type="checkbox"/> CLAIMS-MADE					\$
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			E.L. EACH ACCIDENT \$
						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Aurora Recreation Department is included as additional insured.

CERTIFICATE HOLDER**CANCELLATION**Town of Aurora Recreation Department
575 Oakwood Avenue

East Aurora

NY 14052

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AGENT FOR I.C.O.R., INC.

© 1988-2015 ACORD CORPORATION. All rights reserved.

SUPERVISOR
JAMES J. BACH
(716) 652-7590
supervisor@townofaurora.com



TOWN CLERK
MARTHA L. LIBROCK
(716) 652-3280
townclerk@townofaurora.com

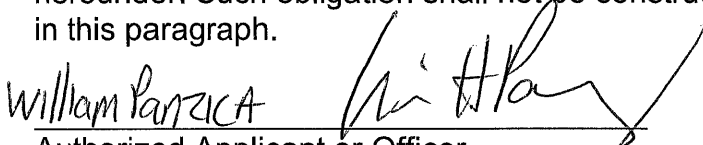
TOWN OF AURORA

575 Oakwood Ave., East Aurora, NY 14052
www.townofaurora.com

Indemnification Agreement

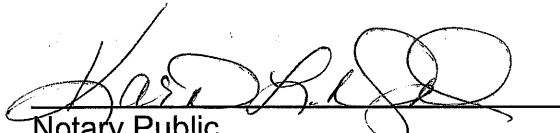
Town of Aurora Parks

To the fullest extent permitted by law, I/We shall indemnify and hold harmless the Town of Aurora and its employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of our work under this contract, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, including the loss of use resulting there from but only to the extent caused in whole or in part by negligent acts or omissions of our organization, anyone directly or indirectly employed by us or for anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to otherwise exist as to a party or person described in this paragraph.


Authorized Applicant or Officer

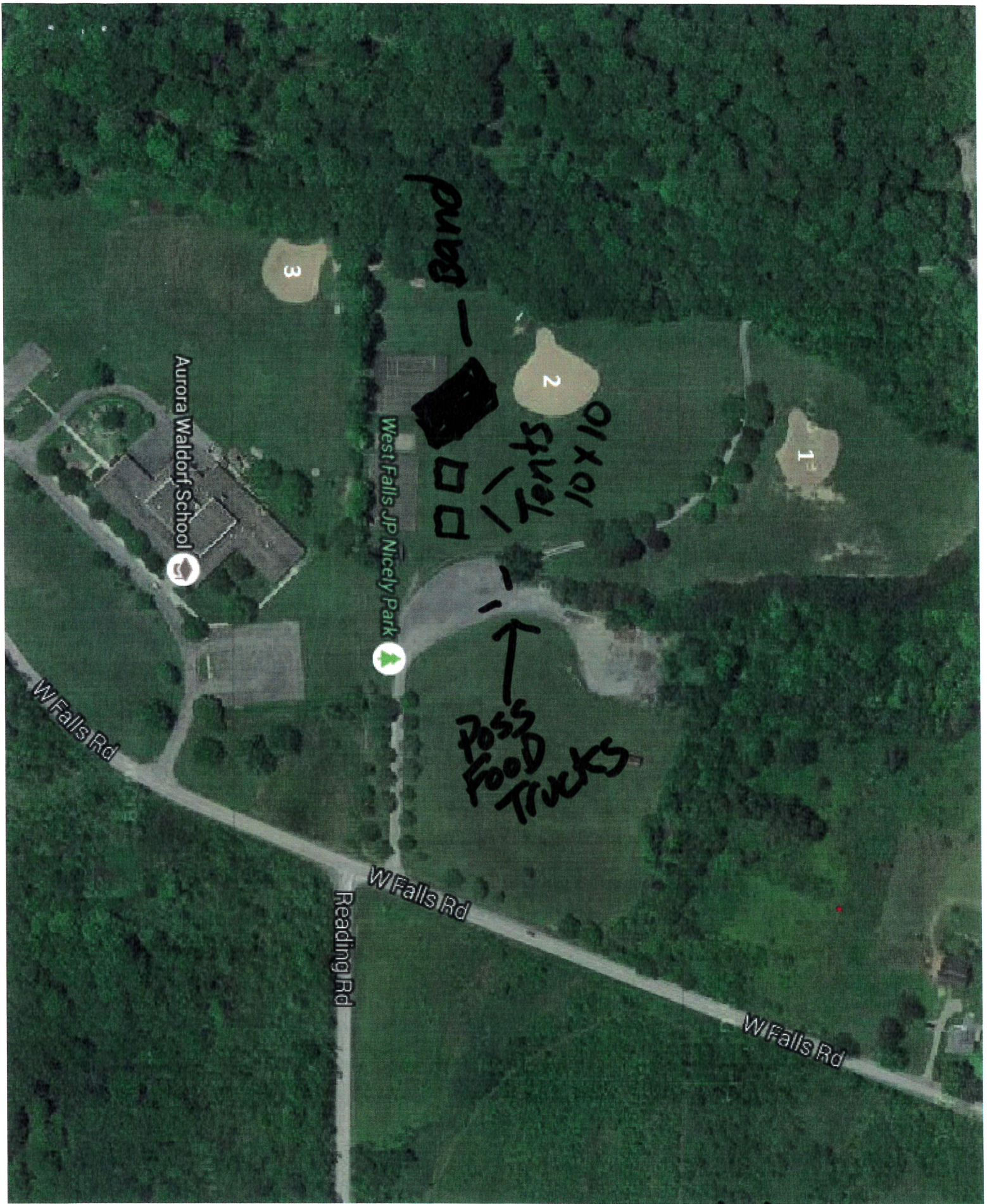
State of New York)
County of Erie)

Subscribed and sworn to before me this 27 day of March, 2023


Notary Public

Qualified in Erie County, New York
My commission expires: 12/12/2026

KARIN L. DOJNIK
Notary Public, State of New York
Reg. # 01DO6445148
Qualified in Erie County
Commission Expires December 12, 2026



band



Tents
10x10

Food
Trucks

No Alcohol

Aurora Waldorf School

West Falls JP Nicely Park

W Falls Rd

Reading Rd

W Falls Rd

W Falls Rd

3

2

1

SUPERVISOR
JAMES J. BACH
(716) 652-7590
jbach@townofaurora.com



WS-5

5C

R1

(716) 652-3280

townclerk@townofaurora.com

TOWN OF AURORA

575 Oakwood Avenue, East Aurora, NY 14052

www.townofaurora.com

MEMO

TO: Aurora Town Board

FROM: Kathleen Moffat

RE: GASB 87

DATE: 04/24/23

The Town is required to implement GASB (Governmental Accounting Standards Board) Statement No. 87, *Leases*, effective for the fiscal year ending December 31, 2022. The objective of this Statement is to better meet the needs of financial statement users by improving accounting and financial reporting for leases by governments.

I respectfully request approval of the attached GASB 87 policy. The policy includes a threshold amount of \$30,000 which matches the threshold included in our Capital Asset policy.



TOWN OF AUORA GASB 87 POLICY

POLICY: Accounting for Leases

PURPOSE: Establishes the Town's policy for leases in accordance with Governmental Accounting Standards Board (GASB) Statement No. 87 concerning leases. The Statement defines a lease as a contract that conveys control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. Any contract meeting this definition should be accounted for under the guidance contained in this statement.

Qualifying leases:

For the purposes of this policy, the following assets are examples of qualifying leases:

- a) Office Space/Buildings/Facilities
- b) Land/Easements
- c) Equipment/Machinery
- d) Vehicles

Excluded leases:

For the purposes of this policy, the following assets are examples of non-qualifying leases:

- a) Short-term leases – less than 12 months.
- b) Leases of intangible assets, including rights to explore for or to exploit natural resources such as oil, gas, and minerals and similar nonregenerative resources; licensing contracts for items such as motion picture films, video recordings, plays, manuscripts, patents, and copyrights; and licensing contracts for computer software. In sublease transactions, however, this Statement does apply to the intangible right-to-use assets that are created by the original leases of tangible underlying assets.
- c) Leases of biological assets, including timber, living plants, and living animals.
- d) Leases of inventory.
- e) Contracts that meet the definition of a service concession arrangement in paragraph 4 of Statement No. 60, Accounting and Financial Reporting for Service Concession Arrangements.
- f) Leases in which the underlying asset is financed with outstanding conduit debt, unless both the underlying asset and the conduit debt are reported by the lessor.
- g) Supply contracts, such as power purchase agreements.

THRESHOLD AMOUNT: \$30,000. The Town is utilizing a lease dollar value of \$30,000 for compliance with Statement No. 87. This amount is calculated using the present value of all future lease payments including all optional extensions.

TOWN POLICY:

If the Town is the "Lessee":

- a) The lease liability is measured as the present value of future lease payments under the expected term of the lease (including any expected renewals).
- b) The lease asset (an intangible asset) should initially equal the lease liability plus any payments made to the lessor at or before the commencement of the term; amortized over the shorter of the lease term and the asset's useful life.



- c) The lease liability is reduced over time as lease payments are made with a portion of the payments comprised of a current interest expense and the remainder is a reduction of the liability.
- d) The lease liability and payments will be accounted for in the Debt Service Fund.

If the Town is the “Lessor”:

- a) The Town recognizes a lease receivable and an offsetting deferred inflow of resources representing the future lease payments.
- b) The lease receivable is measured at the present value of lease payments expected to be received.
- c) The deferred inflow of resources will equal the value of the lease receivable plus any payment received at or before the lease term commences.
- d) The Town should recognize interest revenue on the lease receivable and an inflow of resources from the deferred inflows of resources.

If a lease involves multiple underlying assets, lessees and lessors should account for each underlying asset as a separate lease contract.

Leases should be recognized and measured using the facts and circumstance that exist at the beginning of the period of implementation.

DEPARTMENTS’ RESPONSIBILITIES: The Supervisor’s office **must be notified immediately by the contracting department** when any lease is entered into or modified by the Town, whether the Town is the lessor or lessee. The department shall provide the Supervisor’s Office with a copy of the lease and the legislative resolution authorizing the lease as approved by the Town Board.

DISCLOSURES/ NOTES TO THE FINANCIAL STATEMENTS:

To comply with Statement 87, a department, in coordination with its lessor, should provide adequate information to the Supervisor’s Office in order to facilitate the disclosure of the following information in the Town’s annual audited/published financial statements:

- a) A general description of its leasing arrangements, including (1) the basis, terms, and conditions on which variable payments not included in the measurement of the lease liability are determined; and (2) the existence, terms, and conditions of residual value guarantees provided by the lessee not included in the measurement of the lease liability.
- b) The total amount of lease assets, and the related accumulated amortization, disclosed separately from other capital assets.
- c) The amount of lease assets by major classes of underlying assets, disclosed separately from other capital assets.
- d) The amount of outflows of resources recognized in the reporting period for variable payments not previously included in the measurement of the lease liability.
- e) The amount of outflows of resources recognized in the reporting period for other payments, such as residual value guarantees or termination penalties, not previously included in the measurement of the lease liability.
- f) Principal and interest requirements to maturity, presented separately, for the lease liability for each of the five subsequent fiscal years and in five-year increments thereafter.
- g) Commitments under leases before the commencement of the lease term.
- h) The components of any loss associated with an impairment (the impairment loss and any related change in the lease liability, as discussed in paragraph 34 of Statement 87).

WS-6

5D

SUPERVISOR
James J. Bach
(716) 652-7590
jbach@townofaurora.com

TOWN CLERK
Martha L. Librocc
(716) 652-3281
townclerk@townofaurora.com

TOWN OF AURORA
Aurora Municipal Center
575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com
April 19, 2023

To: Town Board
Re: Request to hire Roger Leblanc

Please approve hiring Roger Leblanc as an on call Part Time Dog Control Officer. He resides at 159 Parkdale Ave, East Aurora, NY. He will be starting at \$20 an hour.

CIVIL SVC TITLE: Dog Control Officer RPT

Thank You,
Elizabeth Deveso
Highway Secretary



WS-7 5E

TOWN OF AURORA

TO: Town Board

FROM: Councilman Snyder

DATE: April 18, 2023

=====

Please review and consider approval of the purchase and planting of 3 Columnar Tulip trees as specified in the attached quote along the edge of the parking lot to enhance the aesthetics and, to a lesser degree, a visual barrier as we have been asked by a neighbor.

I asked for quotes last fall from Gullo's Garden Center on Southwestern Blvd., Seneca Greenhouse on Transit Rd. and Murray Bros. Nurseries, also on Transit Road and only received a response from Murray's.

We didn't get to it last fall before bad weather, so I asked for quotes again from Gullo's Garden Center, Orchard Parks & Gardens and Murray Bros. Nurseries this past March. Murray Bros. (again) was the only response I received, with a copy of that quote from last fall with no increase.

Please approve Murray Bros. quote of \$2,175.00 as attached.
Funds will be paid out of ~~the Contingent Account, A-1990~~

A1620.422 USING CONTINGENT ACCT FUNDS

Thank You,
Charles Snyder, Councilman

Murray Bros. Nurseries, Inc.

4735 Transit Road

Orchard Park, New York 14127

716-662-3860

Estimate

DATE	ESTIMATE ...
10/26/2022	1645292

NAME / ADDRESS
Town of Aurora 575 Oakwood Ave East Aurora NY 14052

DESCRIPTION	COST	QTY	TOTAL
Tree planting at town hall as discussed on site: Columnar Tulip trees planted 2" cal.	725.00	3	2,175.00
Estimate good for 30 days.			TOTAL \$2,175.00



304 Boston Post Road
Old Saybrook CT 06475

Phone: 860-388-4599 Fax: 860-388-4699 Email: orders@savelives.com

WS-8

Quote Number

7298

Salesrep

BS

Terms

Net 30

Quote Valid for 30 Days

Bill-To

Town of Aurora
575 Oakwood Ave
East Aurora NY 14052

Ship-To

Town of Aurora
575 Oakwood Ave
East Aurora NY 14052

SKU	Description	Quantity	UoM	Price	Total
G5A-80A-P	Powerheart G5 Fully Auto Dual Language Quick Response Pkg	1	Kit	1,592.50	1,592.50
XELAED003C	PEDIATRIC NEW G-5 ELECTRODES Powerheart G5 Intellisense; Defib Pads. Non-polarized pads	1	Each	81.60	81.60
180SM-14R	AED Cabinet Alarm & Strobe	1	Each	211.65	211.65
PSP609	AED Sign Projection	1		18.00	18.00
NYHIRE.	NYHIRE Contract Pricing PC69017	1		0.00	

If you have any questions or need any additional information please do not hesitate to contact us at orders@savelives.com or call us at 860-388-4599.

Returns for any reason must be made within 21 days of receipt of merchandise. Some items are not returnable, please contact us before you make any returns. If your original order was over \$150 and you received free freight when we shipped your order to you, the freight costs that we incurred shipping your order to you will be deducted from your credit.

Quotation Subtotal:	\$ 1,903.75
Total Before Tax:	\$ 1,903.75
Total Tax Amount:	\$ 0.00
Total Amount:	\$ 1,903.75

SUPERVISOR
JAMES J. BACH
(716) 652-7590
jbach@townofaurora.com



MAF

(716) 652-5280

townclerk@townofaurora.com

TOWN OF AURORA

575 Oakwood Avenue, East Aurora, NY 14052

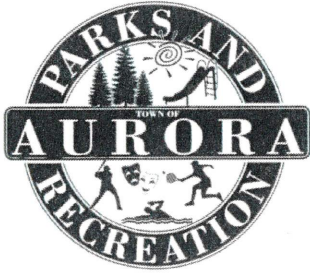
www.townofaurora.com

MEMO _____

TO: Aurora Town Board
FROM: Kathleen Moffat
RE: Budget Amendment: Purchase of Trees for Town Hall
DATE: 04/24/23

Upon approval of the purchase of 3 trees for Town Hall, I respectfully request approval to amend the budget to record the use of Contingent funds as the source of funding. The amendment is as follows:

- Decrease A 1990 Contingent by \$2,175
- Increase A 1620.422 Buildings & Grounds by \$2,175



Town of Aurora
Department of Parks & Recreation

575 Oakwood Avenue
East Aurora, New York 14052



52-8866
52-5646

recreation@townofaurora.com
www.aurorarec.com

To: Town Board
From: Chris Musshafen
Date: 4/11/2023
Re: Summer employees

Approval is requested to hire seasonal pool and recreation staff as presented. The rates are based on the board approved 2023 rate chart attached. In 2023 the minimum wage increased from \$13.20 to \$14.20 per hour. Program costs were raised to offset the rate increase.

2023 Pay Rates
 As of 12/31/2023
 Seasonal Employees
 NYS minimum Wage \$14.20 per hour (from \$13.20 2022)

Position/Year	1	2	3	4	5	6
Recreation Attendants, Sports, Program Assistants, Day Camp (HS), Tennis (HS)	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25
	\$ 15.10	\$ 15.35	\$ 15.60	\$ 15.85	\$ 16.10	\$ 16.35
STAR, Theater, Best of Broadway	\$ 15.10	\$ 15.35	\$ 15.60	\$ 15.85	\$ 16.10	\$ 16.35
Lifeguards	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Certified Water Safety Instructors (Only when teaching)	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Day Camp Counselors (College), Excl. Little (College), STAR (College), Track (College), Tennis (College)	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75
Head Lifeguard, Adult Supervisors, Head Tennis Coach	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00
Swim Lesson Coordinator, Facility Manager	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
Day Camp Program Coordinator	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00
Exclusively Little Teacher	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
EAST Coach	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25

Community Pool Staff Summer 2023

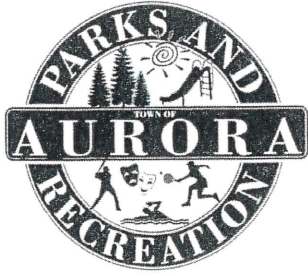
Name		Address	Position	Year	Old Rate	New Rate
Parker	Brod	1465 Boies Rd	FM	1	\$14.60/\$15.10	\$17.50
▲ Olivia	Bello*	2024 Como Park Blvd. (Lancaster)	SLC	1	N/A	\$18.50
Charles	Cich	428 Fillmore	LG/WSI/HG	5/4/2	\$14.35/\$15.10/\$14.85	\$16.50/\$17.25/\$17.00
Will	Herr	1754 Grover Rd	LG/WSI/HG	5/4/2	\$14.35/\$15.10/\$14.85	\$16.50/\$17.25/\$17.00
Jessica	Drozdowski	758 Jewett Holmwood Rd	LG/WSI/HG	4/3/1	\$14.10/\$14.85	\$16.25/\$17.00/\$16.75
Alex	Herr	1754 Grover Rd	LG/WSI/HG	3/2/1	\$13.85	\$16.00/\$16.75/\$16.75
Katie	Shulz	163 South Grove	LG/WSI	3/1	\$13.85	\$16.00/\$16.50
Weston	Valentine	365 South St	LG/WSI	3/2	\$13.85	\$16.00/\$16.75
Sam	Wangelin	23 Glenridge	LG	3	\$13.85	\$16.00
Lillian	Mruzik	218 Olean St	LG/WSI	3/2	\$13.85	\$16.00/\$16.75
Edward	Randall	1100 Center St	LG	3	\$13.85	\$16.00
Anna	Brinker	201 Glenridge Rd	LG	2	\$13.60	\$15.75
Cassie	Kasubowski	252 South St	LG/WSI	2/1	\$13.60	\$15.75/\$16.50
Brenden	Little	225 Porterville Rd	LG/WSI	2/1	\$13.60	\$15.75/\$16.50
Megan	Valentine	365 South St	LG	2	\$13.60	\$15.75
Gregory	Wilber	100 Byeberry Cr	LG/WSI	2/1	\$13.60	\$15.75/\$16.50
Nick	Williams	16 Adamwood Dr.	LG	2	\$13.60	\$15.75
Jacob	Winfield	293 Perry St.	LG/WSI	2/2	\$13.60	\$15.75/\$16.75
Henry	Roberts	525 South St	LG	2	\$13.60	\$15.75
Adelle	Ferreira	109 Park Pl.	LG	1	N/A	\$15.50
Sydney	Girard	1315 Luther Rd	LG	1	N/A	\$15.50
Archer	Green	132 Sycamore	LG	1	N/A	\$15.50
▲ Addison	Grubka	59 Greystone Ln. (OP)	LG	1	N/A	\$15.50
Jack	Kwitek	1289 Center St	LG	1	N/A	\$15.50
Kira	Lucyshyn	1 Canterbury Ln.	LG	1	N/A	\$15.50
Parker	Nagy	138 North Willow	LG	1	N/A	\$15.50
▲ Avery	Stahl	76 Simme Rd (Lancaster)	LG/WSI	1/1	N/A	\$15.50/\$16.50
Susannah	Winfield	293 Perry St	LG	1	N/A	\$15.50
Erin	Zagrobelyny	64 South Willow	LG	1	N/A	\$15.50

- FM Facility Manager
- SLC Swim Lesson Coordinator
- LG Lifeguard
- HG Head Guard- will be paid head guard rate only while working as a head guard
- WSI Water Safety Instructor- will be paid WSI rate only while working as a WSI

▲ **NON-RESIDENT**

* Chris is asking to pay Olivia at a higher rate than on the chart while acting as our swim lesson coordinator. We were unable to find a candidatet for the position after 4 months of searching.

LIFEGUARD PT SEASONAL



Town of Aurora
Department of Parks & Recreation

575 Oakwood Avenue
East Aurora, New York 14052

5H
Office (716) 652-5666
Fax (716) 652-5646

recreation@townofaurora.com
www.aurorarec.com

To: Town Board
From: Chris Musshafen
Date: 4/11/2023
Re: Summer employees

Approval is requested to hire seasonal pool and recreation staff as presented. The rates are based on the board approved 2023 rate chart attached. In 2023 the minimum wage increased from \$13.20 to \$14.20 per hour. Program costs were raised to offset the rate increase.

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EAST Coach	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25

Community Park Staff Summer 2023

Name		Address	Position	Year	Current/2022 Rate	New Rate
Oliver	Biggs	780 Warren Drive, EA	DCPC	7th/3rd	\$17.00	\$17.25
Dylan	Fee	54 Castle Hill Rd., EA	DCC	4th	\$16.00	\$16.25
Elaine	George	6813 Olean Rd., S. Wales	DCC	7th/4th	\$16.00	\$16.25
Nick	Mongomery	43 First St. Franklinville	DCC/SP	7th	\$15.05	\$17.00
Matthew	Ferrara	6062 Vermont Hill Rd. S. Wales	DCC/SP	2nd		\$15.75
Alissa	Dixon	148 Blake Hill Rd., EA	DCC/SP	5th/2nd	\$16.25	\$16.50
Abbey	Siener	4 Reed Hill Dr., EA	EXLT/Office	4th/2nd	\$16.50	\$16.75
Paige	Siener	4 Reed Hill Dr., EA	EXLT/Office	4th/2nd	\$16.50	\$16.75
Colin	Cassidy	357 S. Park., EA	TRKC	2nd	\$13.80	\$15.75
Braden	Tent	464 Knox Rd., EA	TRKC	1st	New	\$15.50
Sexton	Amelia	301 Porterville Rd	THTR/sub	2nd	\$13.40	\$15.35
Kathy	Aures	533 Snyder	PA	17th	\$16.60	\$16.85
Deaglan	Carney	576 Cresent Ave., EA	SP/sub	2nd	\$15.00	\$15.35
Ivan	Collins	928 Olean RD.	SP/sub	2nd	\$13.30	\$15.35
Annabel	Holland	817 Main St., EA	SP/sub	2nd	\$15.00	\$15.25
Jada	Tresmond	160 Blake Hill R., EA	SP/sub	2nd	\$15.00	\$15.35
Avarie	Blatner	171 Sycamore	SP/sub	1st	New	\$15.00
Megan	Cassidy	357 S. Park., EA	SP/sub	1st	\$15.00	\$15.00
Ryan	Defries	220 Sycamore	SP/sub	1st	New	\$15.00
Erin	Horn	394 Fillmore Ave., EA	SP/sub	1st	New	\$15.00
Scarlette	Barone	371 South St., EA	HTC	1st	New	\$16.75
Adeline	Bosela	744 Willardshire Rd., EA	TC	1st	New	\$15.10

* Current Pay Rate

- DCPC Day Camp Program coordinator
- DCC Day Camp Counselor
- EXLT Exclusively Little Teacher
- PA Program Assistant
- HTC Head Tennis Coach
- TC Tennis Coach
- THTR Theater
- TRKC Track College
- SP Sports

- ▲ Nick Montgomery is a non-resident, he lived in town when he was first hired and has worked for the day camp program the last 6 years.
- ▲ Elaine George is a non-resident, she lived in town when she was first hired and has worked for the rec. program the last 6 years.
- ▲ Matt Ferrara is also a non-resident.
- Kathy Aures deviates from the pay chart due to her length of service.
- This will be Alissa Dixon's 5th year with the Rec. Dept. She was hired as a 1st year Ex. Little Supervisor in '21 @ \$13.80, last year she was hired as a 4th year Day Camp counselor @ \$14.55.

REC ATTENDANT PT SEASONAL

SUPERVISOR
James J. Bach
(716) 652-7590
jbach@townofaurora.com



SI

rk
ck
(716) 652-3280
townclerk@townofaurora.com

TOWN OF AURORA
Southside Municipal Center
575 Oakwood Ave, East Aurora, NY 14052
www.townofaurora.com

April 19, 2023

To: The Town Board

Re: Ten hour work day

Please approve a ten hour, four day work week for highway employees, from May 1, 2023 to September 1, 2023

Thank You,

Elizabeth Deveso
Highway Secretary

SUPERVISOR
James J. Bach
(716) 652-7590
jbach@townofaurora.com



SJ | SK

TOWN OF AURORA
Aurora Municipal Center
575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com

To: Aurora Town Board

From: Martha Librock, Town Clerk

Date: April 19, 2023

Re: Assessor Retirement/Assessor Appointment

- 1) Please accept the resignation/retirement of Roger Pigeon as Assessor for the Town with his last day worked being April 28, 2023. Roger's first day of retirement will be April 29, 2023.

- 2) Please appoint Stephen R. Pigeon as Assessor for the Town of Aurora to fill the unexpired term of Roger Pigeon as appointed Assessor from 4/29/2023 to 9/30/2025.

SUPERVISOR
James J. Bach
(716) 652-7590
jbach@townofaurora.com



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

TOWN OF AURORA

Aurora Municipal Center
575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com

RECEIVED

APR 06 2023

TOWN OF AURORA
TOWN CLERKS OFFICE

TOWN COUNCIL MEMBERS

Charles D. Snyder
csnyder@townofaurora.com

Luke Wochensky
lwochensky@townofaurora.com

James F. Granville
jgranville@townofaurora.com

Joseph M. McCann
jmccann@townofaurora.com

April 4, 2023

I am retiring as of April 28, 2023, from my position as the Assessor for the Town of Aurora.

I am also resigning from my appointed position as the Assessor for the Town of Aurora. My first day of retirement will be April 29, 2023.

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

Sincerely,

A handwritten signature in black ink that reads "Roger P. Pigeon".

CODE ENFORCEMENT
OFFICER
Elizabeth Cassidy
(716) 652-7591
building@townofaurora.com

Roger P. Pigeon
Assessor

ASSESSOR
Roger P. Pigeon
assessor@townofaurora.com
(716) 652-0011

DIR. OF RECREATION
Christopher Musshafen
(716) 652-8866
chris@townofaurora.com

TOWN ATTORNEY
Brigid M. Maloney

TOWN JUSTICE
Jeffrey P. Markello
Anthony DiFilippo IV

HISTORIAN
Robert L. Goller
(716) 652-7944
historian@townofaurora.com

FAX: (716) 652-3507

5L

TOWN OF AURORA

575 OAKWOOD AVENUE, EAST AURORA, NY 14052

BUILDING DEPARTMENT
(716) 652-7591

MEMO

TO: Supervisor Bach and Town Board
FROM: Elizabeth Cassidy, Code Enforcement Officer
DATE: April 20, 2023

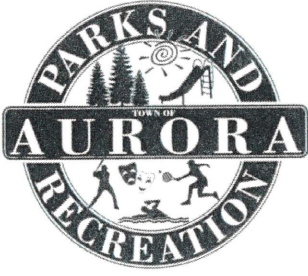
=====

I respectfully request approval for a civil service title change for Jennifer Calkins from Clerk PT to Clerk PT Seasonal effective May 1, 2023 through September 8, 2023. This allows her to work up to 39.5 hours to accommodate the Building Department during the busy season.

Thank you,



Elizabeth Cassidy



Town of Aurora
Department of Parks & Recreation

575 Oakwood Avenue
East Aurora, New York 14052

recreation@townofaurora.com
www.aurorarec.com

5
6
5M

To: Town Board
From: Chris Musshafen
Date: 4/19/2023
Re: Request to Accept Donation July 3rd Celebration

Approval is requested to accept a donation as presented below to go towards bands for the July 3rd Celebration. The donation is to go in line A2080.1.

Organization	Amount
603 Oakwood Square Inc.	\$100.00