

Report run by martha

Town of Aurora  
Warrant Report

Unposted Batch Totals

Fund	Fund Description	Invoice Batch	Total
Unposted Batch Grand Totals		\$0.00	\$0.00

Posted Batch Totals

Fund	Fund Description	Invoice Batch		Total	
		Paid	Unpaid	Paid	Unpaid
A00	GENERAL FUND	\$32,573.08	\$0.00	\$32,573.08	\$0.00
B00	PART TOWN FUND	\$51.55	\$0.00	\$51.55	\$0.00
DA0	HIGHWAY TOWN WIDE FUND	\$17.97	\$0.00	\$17.97	\$0.00
DB0	HIGHWAY PART TOWN FUND	\$18,594.29	\$0.00	\$18,594.29	\$0.00
SR0	RUBBISH COLLECTION DISTRICT #1	\$223.90	\$0.00	\$223.90	\$0.00
ZP0	PRIVATE WATER SYSTEM	\$50.00	\$0.00	\$50.00	\$0.00
Posted Batch Grand Totals		\$51,510.79	\$0.00	\$51,510.79	\$0.00

Report Grand Totals

Fund	Fund Description	Invoice Batch		Total	
		Paid	Unpaid	Paid	Unpaid
A00	GENERAL FUND	\$32,573.08	\$0.00	\$32,573.08	\$0.00
B00	PART TOWN FUND	\$51.55	\$0.00	\$51.55	\$0.00
DA0	HIGHWAY TOWN WIDE FUND	\$17.97	\$0.00	\$17.97	\$0.00
DB0	HIGHWAY PART TOWN FUND	\$18,594.29	\$0.00	\$18,594.29	\$0.00
SR0	RUBBISH COLLECTION DISTRICT #1	\$223.90	\$0.00	\$223.90	\$0.00
ZP0	PRIVATE WATER SYSTEM	\$50.00	\$0.00	\$50.00	\$0.00
Grand Totals		\$51,510.79	\$0.00	\$51,510.79	\$0.00

V# 1101-1172

3B

5A

TOWN OF AURORA  
LOCAL LAW NO. 5 of 2024

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 CHAPTER 116 BY AMENDING DEFINITIONS; ADDING DEFINITIONS; AND ADDING BED-AND-BREAKFAST AND SHORT TERM RENTAL AS A PERMITTED USES IN THE R, A, and C1 DISTRICTS WITH A SPECIAL USE PERMIT BY THE TOWN BOARD.

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 Codes of the Town of Aurora, adopted by the Town of Aurora Town Board on January 22, 1990, as amended, relating to the administrative, legislative and general legislation of the Codes within the Town of Aurora as herein set forth. This legislation amends and adds definitions and Short Term Rental as a permitted use when granted a special use permit by the Town Board.

SECTION 2. CHAPTER 116, ARTICLE I, SECTION 116-8.4 RR RURAL RESIDENTIAL DISTRICT

Chapter 116-4 Definitions is amended by adding, amending and adopting as follows:

Replace Bed-And-Breakfast Dwelling with:

**Bed-And-Breakfast** - An owner-occupied residence resulting from a conversion of a one-family dwelling, used for providing overnight accommodations and a morning meal to not more than ten transient occupants, and containing not more than five-bedrooms for such occupants.

Replace Rooming House or Boarding House with:

**Rooming House or Boarding House** – A dwelling unit used for temporary or transient occupancy purposed by at least three (3), but not more than twelve (12) individuals not constituting a family or functional family unit who pay expenses by the room or based on a share of the total expenses of the dwelling unit. The term does not include a motel, hotel, group residence or short-term rental.

Replace Short-term rental with:

**Short-term Rental** – An owner occupied dwelling or dwelling group that is converted and rented for periods of not less than one night and not more than thirty (30) consecutive days.

1) In a single-family dwelling, the dwelling shall be owner occupied during an period of time in which it is being used and occupied as a short-term rental.

2) In a multi-family dwelling, one unit shall be owner-occupied during any period of time in which another unit in the building is being used and occupied as a short-term rental.

3) In a dwelling group, one dwelling shall be owner-occupied during any period of time in which another dwelling is being used and occupied as a short-term rental.

Add:

**Landlord** - Owner of real property that is leased to another individual or individuals.

**Long Term Rental** -A parcel or dwelling that is leased or rented for primary occupancy for a period exceeding thirty consecutive days.

**Non-owner Occupied** -A parcel or dwelling that is not used by the owner(s) as their primary residence.

**Owner Occupied** -A parcel or dwelling that is used by the owner(s) as their primary residence.

**Rent** – A payment made periodically by a tenant or transient to a landlord in return for use of a dwelling, land, a building, an apartment, an office or other property. The term includes “Lease”.

**Transient Occupant** – Any person (individual) who pays rent to obtain lodging space of the use of lodging space for a period of more than one (1) night, but less than thirty (30) consecutive days. The term includes “paying guest or guests”.

Chapter 116-8.1 A is amended by deleting 116-81A (8).

Chapter 116-8.1 is amended by adding new 116-8.1B Permitted uses as follows:

B. Permitted uses when approved by the Town Board through a special use permit:

(1) Owner-occupied Bed-and-Breakfast dwelling.

(a) Requirements

1) Survey showing parking area(s) – all parking must be accommodated on site.

There shall be a minimum of two (2) parking spaces for the dwelling owner(s) and a minimum of one (1) parking space for each bedroom being rented.

2) Detailed floor plan of dwelling.

3) Documentation verifying length of stay, number of bedrooms being rented, and number of transient residents, such as a registration ledger or receipts, shall be made available to the Code Enforcement Officer upon request.

4) Property owner shall make their property available to the Code Enforcement Officer for a Fire Safety Inspection in accordance with Section 116-46 prior to the review by the Town Board of the Special Use Permit application.

5) The dwelling and any pool or spa on site shall comply with the New York State Uniform Fire Prevention and Building Code requirements for Bed-and-Breakfast dwellings, habitable space and pools and spas.

6) Occupancy shall not exceed five (5) bedrooms and ten (10) transient occupants.

7) An annual Fire Safety inspection by the Code Enforcement Officer is required. Failure to have the required inspection completed will result in revocation of the special use permit.

(2) Owner-occupied short-term rental

a) Requirements:

1) Survey showing parking area(s) – all parking must be accommodated on site. There shall be a minimum of two parking spaces for the dwelling owner(s) and a minimum of one parking space for each room or unit being rented.

2) Detailed floor plan of dwelling

3) Documentation verifying length of stay, number of bedrooms being rented, and number of transient residents, such as a registration ledger or receipts, shall be made available to the Code Enforcement Officer upon request.

4) Property owner shall make their property available to the Code Enforcement Officer for a Fire Safety Inspection in accordance with Section 116-46 prior to the review by the Town Board of the Special Use Permit application.

5) The dwelling and any pool or spa on site shall comply with the New York State Uniform Fire Prevention and Building Code requirements for Bed-and-Breakfast dwellings, habitable space and pools and spas.

6) Occupancy shall not exceed three (3) bedrooms and six (6) transient occupants.

7) An annual Fire Safety inspection by the Code Enforcement Officer is required. Failure to have the required inspection completed will result in revocation of the special use permit.

Chapter 116-8.2 is amended by adding new 116-8.2B Permitted uses as follows:

B. Permitted uses when approved by the Town Board through a special use permit:

(1) Any use requiring a special use permit in the R-1 district.

Chapter 116-8.3B is amended by adding new 116-8.3B(1) as follows:

(1) Any use requiring a special use permit in the R-1 district.

Chapter 116-8.4 is amended by deleting 116-8.4 A.(8)

Chapter 116-8.4B is amended by adding new 116-8.3B(1) as follows:

(1) Any use requiring a special use permit in the R-1 district.

Chapter 116-8.5 B is amended by adding:

(14) Owner-occupied Bed-and-Breakfast.

(15) Owner-occupied Short-term rental.

Chapter 116-8.7 D. is amended by replacing 116-8.7 D. (5) with:

(5) Hotel and motel

And adding new (6) and (7):

(6) Owner-occupied Bed-and-Breakfast dwelling (see 116-8.1 for requirements).

(7) Owner-occupied Short-term rental (see 116-8.1 for requirements).

Chapter 116-27 Off-street parking Guideline shall be amended by deleting bed-and-breakfast from the Boarding or rooming house section and adding a new section under Type of Use and Number of Parking spaces:

Bed-and-Breakfast; owner-occupied short-term rental – minimum of two (2) parking spaces for the dwelling owner(s) and a minimum of one (1) parking space for each bedroom being rented.

SECTION 3. SEVERABILITY.

The invalidity of any word, section, clause, paragraph, sentence, or part or provision of this Local Law shall not affect the validity of any other part of this Local Law which shall be given effect.

SECTION 4. EFFECTIVE DATE

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

Project: 196 Ellicott Road, WF

Date:

SB-1

**Short Environmental Assessment Form**  
**Part 2 - Impact Assessment**

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>



RESOLVED that the Town Board of the Town of Aurora declares itself lead agency with regard to SEQR for the Open Development Area, Site Plan, and Special Use applications for a self-storage building at 196 Ellicott Road; and further

RESOLVED that after considering the action stated herein, reviewing the criteria contained in Section 617.11 of the Rules and Regulations of the State Environmental Quality Review Act, determines that the action is an Unlisted action; and further

RESOLVED that the Town Board of the Town of Aurora has determined that this Unlisted action will result in no significant adverse impacts on the environment, and therefore, an environmental impact statement need not be prepared; and further

RESOLVED that a negative declaration is issued with regard to the Open Development Area, Site Plan, and Special Use for 196 Ellicott Road.

5B-2

RESOLUTION  
APPROVING DEVELOPMENT ON AN  
OPEN DEVELOPMENT AREA LOT; SPECIAL USE PERMIT and SITE PLAN  
196 ELLICOTT ROAD  
(SBL# 186.00-1-42.2)  
TOWN OF AURORA, NEW YORK

WHEREAS, Chapter 99 of the Code of The Town of Aurora establishes standards for landowners who wish to develop or subdivide land that lacks adequate public road frontage for standard lot development (known as "Open Development Area"); Chapter 95 addresses site plan requirements; and Chapter 116 Article III and Chapter 116 – 8.9 D(1) address uses by Special Use Permit of the Town Board; and

WHEREAS, Richard Mund/Alpine Storage LLC ("the Applicant") has filed an Open Development Area application, Site Plan application and Special Use Permit application for a 2.00± acre parcel at 196 Ellicott Road (SBL#186.00-1-42.2); and seeks approval to construct a 40' by 120' building (self-storage facility) on the parcel; and

WHEREAS, the Applicant has made a reasonable attempt and effort to comply with specifications of Chapters 95, 99 and 116 of the Code of the Town of Aurora; and

WHEREAS, the applications and supporting documentation were forwarded to the Erie County Division of Planning whose response was that the proposed action has been reviewed and determined to be of local concern and they have no recommendations; and

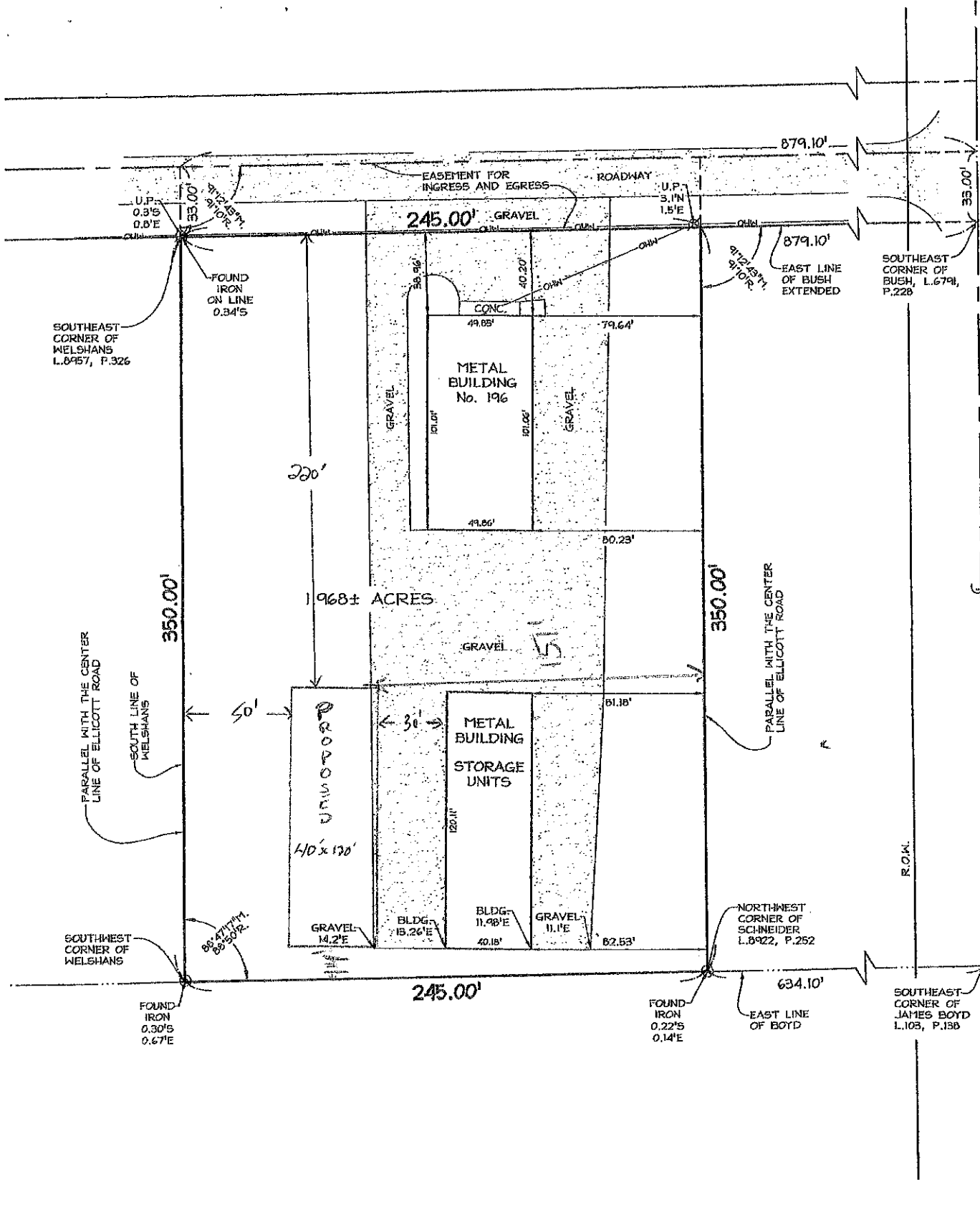
WHEREAS, the Applicant applied for and the Zoning Board of Appeals granted a 49' front yard setback variance, a 1.04 acre lot size variance and a 34' side yard setback variance to the west side for a storage building on an Open Development Area lot at 196 Ellicott Road; and

WHEREAS, the Town of Aurora Planning Board moved to recommend that the Town Board approve the Open Area Development, Site Plan and Special Use Permit applications/proposals for 196 Ellicott Road; and

WHEREAS, as an unlisted action under SEQRA the Town Board found that the project will not result in any significant adverse environmental impacts.

NOW, THEREFORE, BE IT

RESOLVED, that pursuant to Chapter 99 Article VI – Open Development Area; Chapter 95 Site Plan Review; and Chapter 116 Article III and Chapter 116-8.9 D(1) of the Zoning of the Code of the Town of Aurora, the Town Board of the Town of Aurora does hereby approve the Open Development Area, Site Plan and Special Use Permit to Richard Mund/Alpine Storage LLC for a building to be used as a self-storage business at 196 Ellicott Road, PO West Falls, Town of Aurora, New York.



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.



**BOUNDARY SURVEY**  
 196 Ellicott Road  
 Part of Lot 60, Township 9, Range 6  
 Holland Land Company's Survey  
 Town of Aurora  
 County of Erie, State of New York

*Thorton A. Kenyon*

50

**PUBLIC HEARING NOTICE**

Please take notice, that the Town of Aurora Town Board will hold a Public Hearing on Monday, September 23, 2024 at 6:30 p.m. at the Aurora Municipal Center located at 575 Oakwood Avenue, East Aurora, New York, 14052, to hear public comment regarding development (single family residence) on an Open Development Area (flag lot) at 2271 Lapham Road, East Aurora, NY.

All interested parties are entitled to be heard upon the said proposal at said public hearing. A copy of the proposal is available for review at the offices of the Town Clerk during normal business hours or on the Town website [www.townofaurora.com](http://www.townofaurora.com)

By Order of the Town Board of the Town of Aurora  
Martha L. Libroek  
Town Clerk  
Town of Aurora



TOWN OF AURORA  
OPEN-DEVELOPMENT-AREA APPLICATION

To Be Completed By Applicant

PETITIONER: Name: Alex Handley  
Address: 12744 Bull's Rd.  
East Aurora NY 14052  
City State Zip  
Phone \_\_\_\_\_ Fax: \_\_\_\_\_  
E-Mail - yahoo.com

PROPERTY OWNER (if different from petitioner):

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

PROJECT ADDRESS: 2271 Lapham Rd. 176.00-3-20  
No. Street SBL No.

PROJECT DESCRIPTION: Construction of a 2,100 sq ft.  
ranch home along with a 20 ft.  
stone driveway with required bump  
outs and cul-de-sac.

Signature of Applicant: Alex Handley

State of New York )SS:  
County of Erie )

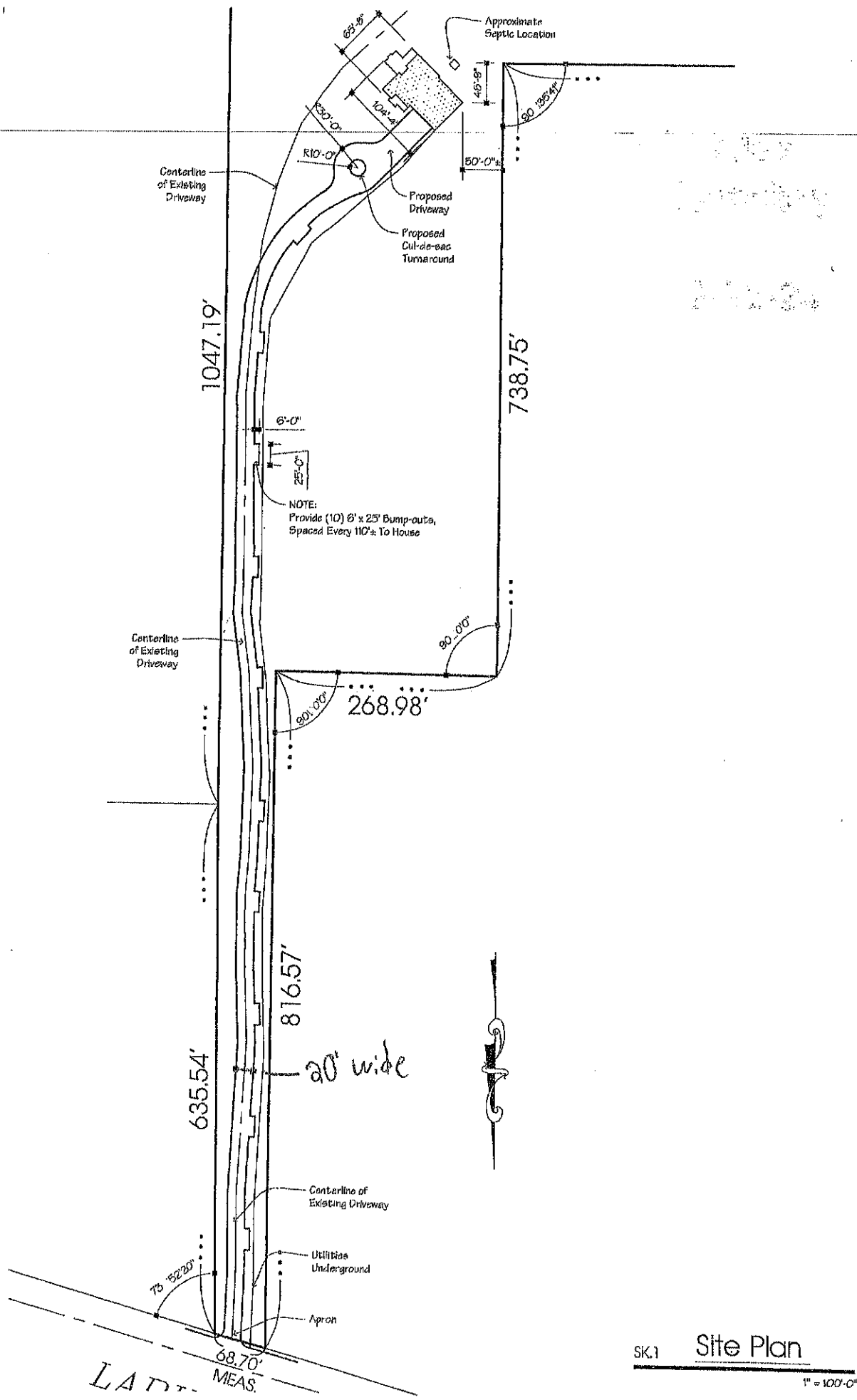
On the 17<sup>th</sup> day of July, in the year 2024, before me, the undersigned, a notary public in and for said state, personally appeared Alex Handley, personally known to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and 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.

Megan Wasileff  
Notary Public

Megan Wasileff  
NOTARY PUBLIC, STATE OF NEW YORK  
Registration No. 01WA6269790  
Qualified in Erie County  
Commission Expires September 30, 2025

OFFICE USE ONLY:  
File #: \_\_\_\_\_ Number of Lots \_\_\_\_\_ Total Acreage \_\_\_\_\_ Zoning \_\_\_\_\_  
Open Development Area Review Application Fee \$ \_\_\_\_\_  
Materials Received by \_\_\_\_\_  
Town Clerk & Fee Paid \_\_\_\_\_  
Accepted by \_\_\_\_\_ Date \_\_\_\_\_

TOWN OF AURORA 5 SOUTH GROVE STREET, EAST AURORA, NY 14052  
(716) 652-3280 FAX (716) 652-3507 www.townofaurora.com



# TOWN OF AURORA

575 OAKWOOD AVE, EAST AURORA, NY 14052

BUILDING DEPARTMENT

(716) 652-7591

FAX (716) 652-3507

## MEMO

TO: Supervisor Snyder & Town Board Members  
FROM: Doug Crow, Chairman, Planning Board  
DATE: September 5th, 2024

=====

### **The following actions were taken at the September 4th, 2024 meeting of the Planning Board**

Chairman, Doug Crow, acknowledged six voting members present.

William Heidt motions to recommend to the Town Board, to approve the proposed **Open Development Area application at 2271 Lapham Road, East Aurora**, SBL 176.00-3-20, as it exists, with (2) variances, for frontage at ROW and access roadway width, that were approved (by the Zoning Board of Appeals) case 1478 on July 19<sup>th</sup>, 2024.

The Planning Board recommendation is contingent upon a SPDES investigation.

Seconded by Angela Griffis

Upon a vote being taken:

ayes- six

noes- zero

Motion carried.

\_\_\_\_\_



## TOWN OF AURORA SENIOR CENTER

101 King Street, Suite A  
East Aurora, New York 14052  
Phone: (716) 652-7934  
Fax: (716) 652-9083

6A

MEMO

TO: SUPERVISOR CHARLES SNYDER & TOWN BOARD MEMBERS

FROM: DONNA BODEKOR, SENIOR CITIZEN RECREATION LEADER

DATE: September 5, 2024

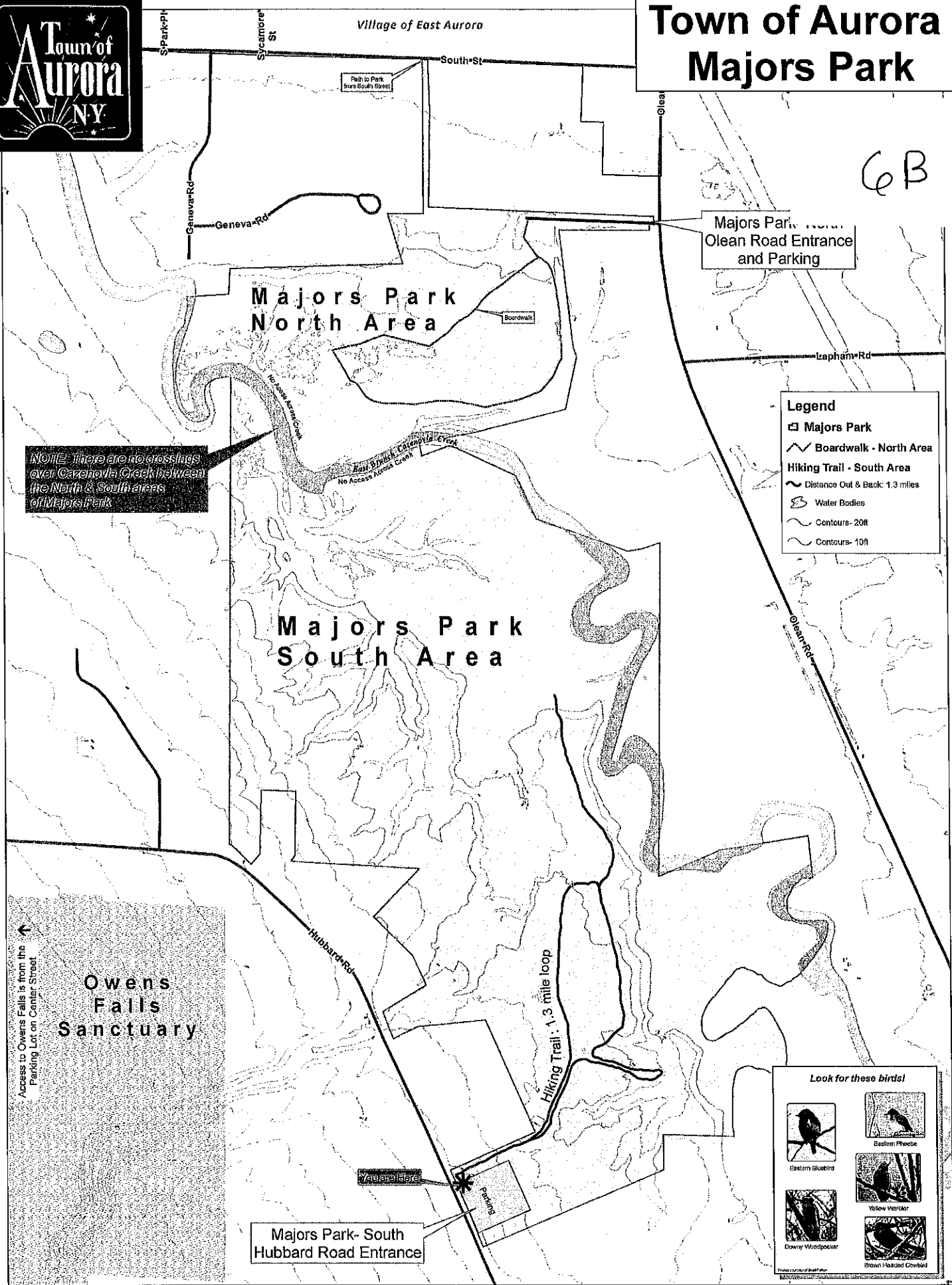
I am asking the Town Board to accept a donation of \$850.00 from the Aurora Mills Condominiums. The group meets once a year in our building I would like the money to be placed in our line TA 1000.90.





# Town of Aurora Majors Park

6B



**NOTE:** There are no crossings over Cazenovia Creek between the North & South areas of Majors Park

**Legend**

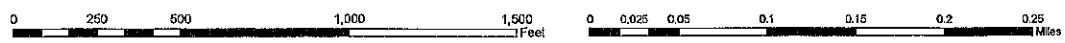
- Majors Park
- Boardwalk - North Area
- Hiking Trail - South Area
- Distance Out & Back: 1.3 miles
- Water Bodies
- Contours- 20ft
- Contours- 10ft

Access to Owens Falls is from the Parking Lot on Center Street

## Owens Falls Sanctuary

**Look for these birds!**


Date: 5/18/2024



Town of Aurora Open Space Committee

**Invoice**



450 Olean Road  
East Aurora, New York 14052

Invoice #: 00038045  
Date: 08/26/24

**Bill To:**

Town of Aurora  
575 Oakwood Avenue  
East Aurora, NY 14052

**Ship To:**

Town of Aurora  
575 Oakwood Avenue  
East Aurora, NY 14052

Description	Amount	Tx																																																												
1 Kiosk Sign 32 x 42 on .04mil Aluminum prints full color one side for Ray Wrazen	\$295.00																																																													
<table style="width: 100%; border: none;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>X</td> <td>0%</td> <td>\$0.00</td> <td>\$295.00</td> <td>Freight:</td> <td>\$0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4">Your Order #:</td> <td>Sales Tax:</td> <td>\$0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4">Shipping Date:</td> <td>Total Amount:</td> <td>\$295.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4">Terms: C.O.D.</td> <td>Amount Applied:</td> <td>\$0.00</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4"></td> <td><b>Balance Due:</b></td> <td><b>\$295.00</b></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>													X	0%	\$0.00	\$295.00	Freight:	\$0.00					Your Order #:				Sales Tax:	\$0.00					Shipping Date:				Total Amount:	\$295.00					Terms: C.O.D.				Amount Applied:	\$0.00									<b>Balance Due:</b>	<b>\$295.00</b>				
X	0%	\$0.00	\$295.00	Freight:	\$0.00																																																									
Your Order #:				Sales Tax:	\$0.00																																																									
Shipping Date:				Total Amount:	\$295.00																																																									
Terms: C.O.D.				Amount Applied:	\$0.00																																																									
				<b>Balance Due:</b>	<b>\$295.00</b>																																																									

# CREATING A NATURAL RESOURCES INVENTORY



60

## Tools for Conservation in Your Community

### What is a natural resources inventory?

A **natural resources inventory (NRI)** compiles information on important, naturally occurring features within a given locality (e.g., municipality, watershed, or region), such as geology, soils, streams, wetlands, forests, and wildlife. Cultural resources such as scenic and recreational assets are often included, as well. NRIs are comprised of maps, data, and a report that describes the resources and the project. The NRI may be integrated into a comprehensive, open space, or watershed plan, or be a stand-alone reference.

By visualizing an area's resources—where they occur and how they relate to each other, their surroundings, and existing development—an NRI provides a strong foundation for informed land-use planning and decision-making. NRIs also serve as the basis for identifying conservation priorities and strategies like zoning updates, open space protection, or the need for more detailed studies such as wildlife habitat assessment.



Photo: Ingrid Haeckel

### Determining NRI goals and scope

Defining short- and long-term goals at the outset of an inventory will help to determine the appropriate approach and scope of the project. Local priorities, staff or volunteer time, technical capacity, and available budget are also important considerations. Key questions include:

- Why do you want to develop or update an NRI?
- How will the NRI be used?
- What are the community's needs and concerns?
- Are there specific priorities you want to address?

### What to include in the NRI

A basic NRI includes readily available data that can be used to describe and assess the current status of known natural resources. Once completed, the need for additional data or

#### Resources for starting an inventory:

- *Creating a Natural Resources Inventory*  
<https://www.dec.ny.gov/lands/120538.html>
- *Conserving Natural Areas and Wildlife in Your Community*  
<https://www.dec.ny.gov/lands/120538.html>
- *Hudson Valley Natural Resource Mapper*  
[www.dec.ny.gov/lands/112137.html](http://www.dec.ny.gov/lands/112137.html)

#### A Summary of Getting Started:

##### 1. Establish a committee

- Invite local boards, community groups, and residents to attend an initial planning meeting to brainstorm NRI goals and objectives
- Establish a committee to direct the project, choose a leader
- Determine technical capacity

##### 2. Determine the goals and scope of the project

- Review community needs and prioritize NRI goals
- Define the study area

##### 3. Develop a budget and scope of work

- Investigate costs of producing maps, printing, and consultant work (if desired) and potential funding sources  
If hiring a consultant, develop a scope of work and RFP

##### 4. Review existing plans and documents for natural resources information (and recommendations)

- Review the comprehensive plan, open space plan, and any county/ regional open space plans or watershed plans

##### 5. Develop a draft outline and timeline

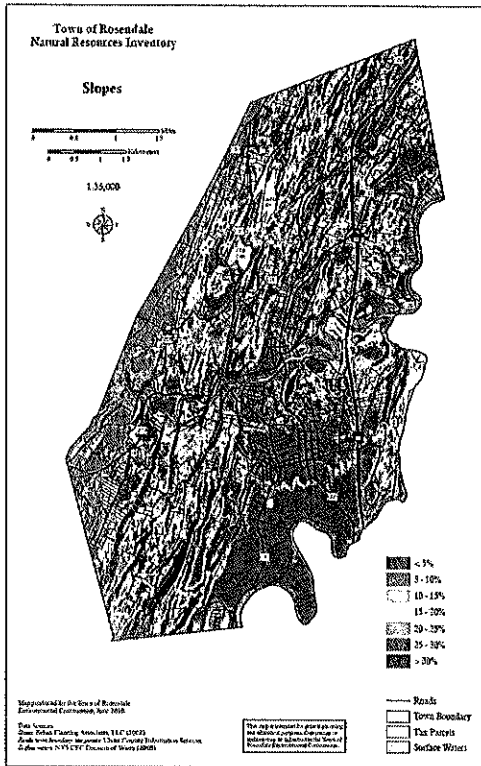
- Determine information needs to address project goals
- Identify all inventory components, assign responsibilities

##### 6. Publicize the inventory and solicit public input

- Keep the community informed about the project
- Solicit local knowledge about resources and priorities
- Recruit volunteers for specific tasks

detailed studies can be determined. The *Creating a Natural Resources Inventory* guidebook suggests components to include in a basic NRI and provides information about publicly available data sources. The guidebook also presents options for conducting detailed studies to supplement existing data and enhance the NRI. Additional data often exist at the local level; always inquire with municipal and county agencies about available information at the start of an NRI project.

The Hudson River Estuary Program can provide data and assistance to communities developing NRIs or related plans in the estuary watershed. For more information, see the Contact Information section below.



## Putting the NRI to work

The results of an NRI should be available for use by municipal officials, county planning agencies, interested community and watershed groups, developers, and residents. Some applications of an NRI include:

- Public education
- Environmental review of development proposals
- Identification of conservation priorities
- Comprehensive plan update
- Zoning and subdivision regulation updates
- Watershed assessment and planning
- Open space planning and acquisition
- Critical environmental area (CEA) designation

## Suggested NRI components:

### Physical Setting

- Topography and steep slopes
- Bedrock and surficial geology
- Soil survey units and attributes

### Water Resources

- Aquifers and drinking water sources
- Watersheds, streams, waterbodies
- Special flood hazard areas
- Wetlands
- Water quality monitoring and assessment

### Habitats and Wildlife

- Significant Biodiversity Areas
- Coastal and shoreline habitat
- Stream and riparian habitat
- Wetland habitat
- Forest and core forest habitat
- Grassland and shrubland
- Rare plant and animal species and significant natural communities

### Climate

- Climate conditions and projections

### Land Use

- Zoning and tax parcel maps
- Potential contaminant sources
- Land use and land cover, farmland
- Conservation and public lands

### Cultural Resources (optional)

- Historic sites
- Scenic roads and views
- Recreation resources

Geographic Information Systems (GIS) is a type of mapping software used to organize, analyze, and display spatial information. GIS is widely used to create NRI maps such as this Town of Rosendale slopes map.

## CONTACT INFORMATION

### Ingrid Haeckel

Conservation and Land Use Specialist  
845-256-3829 | [ingrid.haeckel@dec.ny.gov](mailto:ingrid.haeckel@dec.ny.gov)

### Christine Vanderlan

Conservation and Land Use Specialist  
845-256-3062 |  
[christine.vanderlan@dec.ny.gov](mailto:christine.vanderlan@dec.ny.gov)

### New York State Department of Environmental Conservation

21 South Putt Corners Road  
New Paltz, NY 12561  
[www.dec.ny.gov/lands/5094.html](http://www.dec.ny.gov/lands/5094.html)

## Local Examples of Natural Resources Inventory Approaches

Hudson Valley communities have approached the NRI process in a variety of ways, drawing on local volunteers, student interns, land trust and university partnerships, county agencies, and professional consultants to assist in development of NRIs. The Town and Village of Cornwall in Orange County created an NRI with Estuary Program and county mapping assistance and used a subsequent grant to prioritize resources in an Open Space Inventory with assistance from Hudson Highlands Land Trust and a planning consultant. Students and staff at Vassar College assisted the City of Poughkeepsie in Dutchess County with creation of an NRI and web map, which are now integrated to SEQR reviews under a new Natural Resources law. The Columbia County Environmental Management Council partnered with Columbia Land Conservancy to develop a county NRI and deliver training to municipal officials, and the county planning department created a companion online NRI Data Viewer. Rensselaer Land Trust inventoried resources for a County Conservation Plan and has since assisted several municipalities with integrating county data to local NRI projects.



## PE6 Action: Natural Resources Inventory

8 Points

10 Points



BRONZE PRIORITY



SILVER PRIORITY

### A. Why is this action important?

A natural resources inventory (NRI) is a document that inventories the natural resources of an area, both physical (e.g., geology) and biological (e.g., forests), and provides a foundation for municipal land-use and conservation planning. Communities can use their NRIs to identify priorities and determine appropriate strategies for protecting important natural features and the vital services they provide. A complete and up-to-date inventory can be helpful for communities updating municipal plans, developing ordinances or overlay zones, and reviewing development projects, as well as a tool for county or regional planning and project assessment. Maintaining the integrity and ecological health of natural areas is a key part of preventing the release of greenhouse gas (GHG) emissions that is associated with development. In addition, certain natural, undeveloped areas serve as a buffer against some types of extreme weather that are increasing with climate change; for example, wetlands often have the capacity to absorb floodwaters and, as a result, they help prevent flood damage to infrastructure in developed areas.

### B. How to implement this action

Developing an NRI can be part of an existing effort, such as the development of a comprehensive or open space plan, or it can be a standalone project. Project leaders should work with the public and stakeholders to collect input and feedback.

When implementing this action, local governments should closely follow the process and report components described in the DEC's comprehensive guide: [\*Creating a Natural Resources Inventory: A Guide for Communities in the Hudson River Estuary Watershed\*](#). This guide focuses on the Hudson River watershed but the process it describes is applicable to any region. Although the guide includes information on doing on detailed inventory studies, it is not necessary to complete a highly detailed inventory in order to be eligible for points under this Climate Smart Communities (CSC) action, although communities are encouraged to do so. It is required, however, that the NRI cover the entire community. In other words, a local government cannot earn points for an NRI that, for example, only covers one watershed within the physical boundaries of its community. Applicants are encouraged to collaborate with neighboring communities to develop NRIs that cross political boundaries and that are consistent with the overlapping and interconnected characteristics of most natural resources. For collaborative, regional NRIs, each local government that was involved is eligible for CSC points, as long as each applicant demonstrates that it had a substantial role in creating the NRI.

At minimum, for CSC points, the NRI report should include a descriptive summary of each map that is created as part of the NRI process. The narrative should describe each of the resources shown, discuss relevant aspects of resource distribution throughout the study area, draw attention to significant areas of resource concentration or concern, and discuss any major or emerging threats to the resource. The NRI report must also include a short summary of the process that was used to create the inventory (e.g., information on stakeholder outreach and public input, how information was obtained, etc.); this information should show that the process was consistent with the DEC guide. In addition, the NRI report must have been completed within 10 years of the application date to be eligible for CSC points.

### C. Timeframe, project costs, and resource needs

It should take 12-18 months to develop a basic NRI that pulls together key information. Hiring a consultant to develop maps and text for a basic natural resources inventory typically costs under \$25,000, though it depends on the scope of the NRI. Local governments that want to collect new information to fill data gaps should expect to pay more. A geographic information system (GIS) is vital to creating a good inventory; as a result, some local governments may need to factor in the cost of a GIS as well.

**D. Which local governments implement this action? Which departments within the local government are most likely to have responsibility for this?**

Any local government can create an NRI. However, due to the overlapping and interconnected nature of many natural resources, local governments may wish to develop the inventory at a regional or county level so as to leverage each other's efforts. A local government committee, such as a conservation advisory council would typically lead the development of the inventory. It may be supported by planning staff or, more typically, a consultant.

**E. How to obtain points for this action**

Local governments can earn eight points for this action by completing an NRI that covers the entire community. The inventory process and report content must be substantially consistent with those described by the DEC publication, [\*Creating a Natural Resources Inventory: A Guide for Communities in the Hudson River Estuary Watershed\*](#). An additional two points may be earned for adoption of the NRI through a local law, substantially similar to the model local law in [Appendix G](#) of the guide.

	POSSIBLE POINTS
Create a natural resources inventory for the entire community	8
Adopt the natural resources inventory through a local law	2

**F. What to submit**

Submit a copy of a natural resources inventory (NRI) report completed within the last 10 years that covers the entire community and meets the minimum requirements described above. In addition, provide a description of the process followed for the development of the NRI, if the process is not described in the report. For full points, also submit a clerk-certified copy of the local law adopting the inventory, if applicable.

All CSC action documentation is available for public viewing after an action is approved. Action submittals should not include any information or documents that are not intended to be viewed by the public.

**G. Links to additional resources or best practices**

- [Westchester County, NY, Natural Resource Inventory Maps](#)
- [Town of Rosendale, NY, Natural Resource Inventory](#)
- [DEC Natural Resources Inventory Factsheet](#)
- [DEC Hudson River Estuary Program CSC Video: Conserving Nature in Your Community: Critical Environmental Areas](#)
- [Columbia County Natural Resources Inventory](#)
- [Erie County Natural Resources Inventory](#)
- [Town of East Greenbush Natural Resources Inventory](#)
- [Town of Dryden Natural Resources Inventory](#)
- [City of Hudson Natural Resources and Open the Space Inventory](#)
- [City of Poughkeepsie Natural Resources Inventory](#)
- [Town of Eden Natural Resources Inventory](#)

**H. Recertification requirements**

The recertification requirements are the same as the initial certification requirements.

GD

# Data Sharing Agreement

## Between

**Western New York Land Conservancy**

and

**Town of Aurora**

## Purpose

This Data Sharing Agreement (the "Agreement") establishes the terms and conditions under which the Western New York Land Conservancy (Land Conservancy) agrees to share Geographic Information System (GIS) data related to the WNY Wildway with the Town of Aurora. The purpose of this Agreement is to facilitate collaboration and data sharing while ensuring that the shared data is protected and used appropriately.

## Terms and Conditions

### 1. Data Sharing

1.1 The Land Conservancy agrees to share GIS data related to the WNY Wildway with the Town of Aurora for purposes of planning, conservation, and management.

1.2 The GIS data provided shall be used solely for internal purposes by the Town of Aurora and shall not be shared externally without prior written consent from the Land Conservancy.

### 2. Confidentiality and Data Protection

2.1 Town of Aurora agrees to treat the GIS data and any related information as Confidential Information.

2.2 Town of Aurora shall implement appropriate technical and organizational measures to protect the GIS data from unauthorized access, use, or disclosure.

2.3 Town of Aurora shall restrict access to the GIS data to its employees, contractors, and agents who

need such access to perform their duties related to the agreed purposes and who are bound by confidentiality obligations no less stringent than those contained in this Agreement.

2.4 Town of Aurora shall not share, distribute, or disclose the GIS data or maps showing the GIS data externally without prior written permission from the Land Conservancy.

### 3. Intellectual Property

3.1 The Land Conservancy retains all rights, title, and interest in and to the GIS data, including all intellectual property rights.

3.2 Nothing in this Agreement shall be construed as granting the Town of Aurora any rights or licenses.

## Signatures

### Western New York Land Conservancy

By: \_\_\_\_\_

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

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

Date: \_\_\_\_\_

### Town of Aurora

By: \_\_\_\_\_

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

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

Date: \_\_\_\_\_

6E

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

**MEMO**

TO: Supervisor Snyder and Town Board Members  
FROM: Elizabeth Cassidy, Code Enforcement Officer  
DATE: August 27, 2024

Requesting Justice Court Action in reference to permit:

**Aurora Town Code Section 65-4I: Expired Permit**

Property Address:  
Dion Dawkins  
100 Stewart Ct  
East Aurora, NY 14052

I respectfully request approval from the Town Board to initiate Justice Court Action for failure of the above to close out the permit 2022-438 with a final electrical inspection. Please see the attachments.

  
Liz Cassidy



SUPERVISOR  
Charles D. Snyder  
(716) 652-7590  
[csnyder@townofaurora.com](mailto:csnyder@townofaurora.com)



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)

TOWN COUNCIL MEMBERS

Luke Wochensky  
[lwochensky@townofaurora.com](mailto:lwochensky@townofaurora.com)

James F. Granville  
[jgranville@townofaurora.com](mailto:jgranville@townofaurora.com)

Joseph M. McCann  
[jmccann@townofaurora.com](mailto:jmccann@townofaurora.com)

Raymond M. Wrazen  
[rwrazen@townofaurora.com](mailto:rwrazen@townofaurora.com)

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

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

ASSESSOR  
Stephen R. Pigeon  
[assessor@townofaurora.com](mailto:assessor@townofaurora.com)  
(716) 652-0011

DIR. OF RECREATION  
Christopher Musshafen  
(716) 652-8866  
[chris@townofaurora.com](mailto: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](mailto:historian@townofaurora.com)

FAX: (716) 652-3507

July 26, 2024

Dion Dawkins  
100 Stewart Ct  
East Aurora, NY 14052

RE: Expired Permit 2022-438

Mr. Dawkins:

The permit for your residential renovations expired on November 9, 2023, as you have been notified by a letter requesting a final electrical inspection (enc.) and multiple expiration notices and violations. This letter serves to inform you that if the permit isn't renewed or a final electrical inspection completed by 8/7/24, our office will begin Justice Court Action.

Please contact me with any questions.

Sincerely,

Elizabeth Cassidy  
Code Enforcement Officer  
Town of Aurora and  
Village of East Aurora  
Office: 716-652-7591  
Cell: 716-695-5194  
Email: [ecassidy@townofaurora.com](mailto:ecassidy@townofaurora.com)

# TOWN OF AURORA

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

Dion Dawkins  
100 Stewart Ct  
East Aurora, NY 14052

## VIOLATION NOTICE

DATE: July 10, 2024  
LOCATION: 100 Stewart Ct  
REFERENCE: Town Code 65-4I  
SUBJECT: Expired permit

As previously notified by a letter dated 3/1/24 and expiration notices dated 4/25/24 and 5/20/24, the permit for the residential renovations expired on 11/9/23. A final electrical inspection is required by NYS law to close out the permit no later than 7/24/24. Contact electrician Brian Bellinger at 716-655-3800 to set a time for the electrical inspection. This inspection must be completed as soon as possible.

Failure to comply will result in enforcement proceedings.

If you have any questions, contact the office at 716-652-7591.

TERMINATION OF THIS VIOLATION IS REQUESTED.



Elizabeth Cassidy  
Town of Aurora  
Code Enforcement Officer

TOWN OF AURORA  
BUILDING DEPARTMENT  
575 Oakwood Avenue  
East Aurora, New York 14052  
(716) 652-7591

**Building Permit 2nd Expiration Notice**

Permit #: 2022-0438 Issue Date: 11/09/22 Expiration Date: 11/09/23

Applicant: Dion Dawkins  
100 Stewart Ct  
East Aurora, NY 14052

Property: 100 Stewart Ct

This is to notify you that your building permit has expired or is due to expire on: 11/09/23

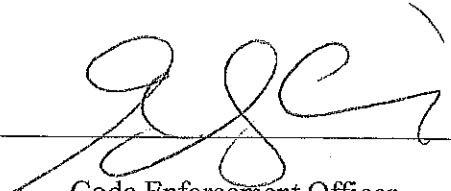
After that date, the permit becomes VOID.

If construction is complete, please call our office to schedule a final Building Department inspection.

If construction is incomplete, please call our office to discuss the status of the project or renew.

05/20/24

Date

  
Code Enforcement Officer

**Notes and outstanding inspections:**

A final electrical inspection is required to close out the permit. Unfortunately the GC failed to complete this requirement prior to leaving the jobsite. Please contact the electrician Brian Bellinger at 716-655-3800 to schedule the final inspection no later than 6/3/24.

This permit must be closed out immediately.

SUPERVISOR  
Charles D. Snyder  
(716) 652-7590  
[csnyder@townofaurora.com](mailto:csnyder@townofaurora.com)



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)

### TOWN COUNCIL MEMBERS

Luke Wochensky  
[lwochensky@townofaurora.com](mailto:lwochensky@townofaurora.com)

James F. Granville  
[jgranville@townofaurora.com](mailto:jgranville@townofaurora.com)

Joseph M. McCann  
[jmccann@townofaurora.com](mailto:jmccann@townofaurora.com)

Raymond M. Wrazen  
[rwrazen@townofaurora.com](mailto:rwrazen@townofaurora.com)

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

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

ASSESSOR  
Stephen R. Pigeon  
[assessor@townofaurora.com](mailto:assessor@townofaurora.com)  
(716) 652-0011

DIR. OF RECREATION  
Christopher Musshafen  
(716) 652-8866  
[chris@townofaurora.com](mailto: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](mailto:historian@townofaurora.com)

FAX: (716) 652-3507

March 1, 2024

Dion Dawkins  
100 Stewart Ct  
East Aurora, NY 14052

RE: Permit 2022-438

Mr. Dawkins:

In order to close out the building permit for the renovations at your residence, a final electrical inspection is required. It is unfortunate that your contractor did not have it completed when they were all still onsite. The electrical inspection should take less than an hour and once completed, provided the inspection passes, we will then be able to close out the permit.

The permit expired in November of last year, so this inspection needs to be done as soon as possible. Please call our office with any questions.

Sincerely,

Elizabeth Cassidy  
Code Enforcement Officer  
Town of Aurora and  
Village of East Aurora  
Office: 716-652-7591  
Cell: 716-695-5194  
Email: [ecassidy@townofaurora.com](mailto:ecassidy@townofaurora.com)

GF

**AURORA TOWN COURT  
571 MAIN STREET  
EAST AURORA, NEW YORK 14052**

Town Justices  
Jeffrey P. Markello  
Anthony DiFilippo IV

Phone: 716-652-5275  
Fax: 716-652-4687

MEMORANDUM

TO: Aurora Town Board

FROM: Hon. Anthony DiFilippo IV & Hon. Jeffrey P. Markello

DATE: September 4, 2024

RE: 2024 Justice Court Assistance Program Grant

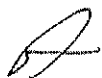
The court received JCAP funding in the amount of \$8,550 for carpet installation in the Court Clerk's office and Judges Chambers. Due to the asbestos in the concrete underneath the current carpet in the court offices, those funds will not be used for their intended purpose. JCAP has allowed us to re-allocate \$2,000 to a multi-function copier/printer for the office to replace the 10-year-old Konica Minolta machine currently in use. The monthly service fee would be reduced from about \$50/mo to \$30/mo.

We received three quotes as follows:

- **Lineage Office Technologies:**  
Konica-Minolta Biz-hub \$4,000.00
- **United Business System:**  
Canon Business Runner \$3,112.60
- **CDW:**  
HP LaserJet \$5,169.00

Approval from the board to subsidize the difference using town funds and/or money from the Courts office supply line A.1110.401 for a preferred Konica Minolta replacement copier is requested. We have a relationship with Lineage, the Konica machines are rated Best in Class for security features, environmentally safe "green" products and are known for their product reliability and durability. Time is of the essence since the funds must be used by September 13, 2024.

Thank you,



Hon. Anthony DiFilippo IV



**LINEAGE**

The Important Things Never Change

385 North French Rd.  
Amherst, NY 14228  
office 716.631.3345 | fax 716.631.3238  
www.TrustLineage.com

**Maintenance Service & Supply Agreement**

**The Town of Aurora** agrees to this contract for service rendered at the address specified below & on the equipment listed below:

**This contract price includes: B&W clicks billed MONTHLY at \$.01 each. COLOR clicks billed MONTHLY at \$.05 each.**

**The following Terms and Conditions may apply:**

1. The equipment to be covered is subject to inspection by qualified Lineage Service Personnel prior to acceptance of this agreement.
2. Lineage agrees to clean oil, adjust and test each machine during each scheduled inspection call, furnishing all necessary lubricants and cleaners. Agreement covers all parts, labor and toner. Paper and staples excluded.
3. Lineage agrees to repair or install replacements of defective or worn parts during scheduled inspections, or on special calls at no additional charge.
4. This agreement does not cover service and parts required as a result of fire, water, storm, negligence or misuse, power failures, current fluctuations, lightning surges, or for any cause external to the equipment. Specification changes, alterations or addition of any attachments may require a change in maintenance charges.
5. If consumable supplies are included, Lineage will provide toner for the equipment on an as needed basis. Supplies do not include staples. Wide format equipment may have other coverage options and / or exclusions. The provided supplies are the property of Lineage until they are consumed and must only be used exclusively in the covered equipment.
6. All service covered by this agreement will be rendered on the user's premises, during regular Lineage business hours.
7. The terms of this agreement are valid only when Lineage approved parts and supplies are used.
8. This agreement will be automatically renewed conterminously with your equipment lease, except that the rates shall be adjusted for any renewal term to Lineage then current rates, subject however, to the right of either party to terminate the contract at the end of the original or any renewal term by letter to that effect at least thirty (30) days prior to the designated termination date.
9. A click is defined as being a one sided 8.5 x 11 image. Double sided and larger images result in multiple meter clicks.
10. Customer assumes all responsibility for maintaining data backups on computer-based systems. In no event will Lineage be responsible for

- expenses incurred, lost income or any other damages from lost data.
11. Lineage, shall not be liable, in any event, for any incidental, consequential or special damages in connection with service, parts and labor provided hereunder or resulting from any use or failure of machines, including without limitation, liability for customers expenses or loss of income while machines are out of operation.
  12. Lineage services under this contract do not include the support of operating systems, applications software or hardware malfunctions attributable to customer software or network hardware. Lineage will determine the cause of the covered equipment issues by connecting a laptop directly to the equipment. If the equipment operates normally when connected to Lineage laptop the problem will be attributed to customer's network or software and is not covered under this contract. Lineage may offer to solve the problem for the customer but this is charged on a time and materials basis.
  13. Because of the advanced electronics and circuit boards in the covered equipment connection to a Dealer approved power, telephone and/or network cable filtration device is recommended. If customer chooses not to connect the equipment to an approved filtration device the cost of repairing or replacing any circuit boards is not covered. These will be billed on a time and material basis.
  14. Overage clicks reconciled and billed on a monthly basis. If customer fails to report click meter readings, estimates may be applied. Invoices based on estimates are valid and due as billed.
  15. Agreement pricing is based on published, reasonably expected supply consumption. At its discretion, Lineage may perform an audit of consumables and equipment usage data to determine consumption levels. In the event the actual consumption levels exceed the levels used to determine agreement pricing by more than 20%, Lineage shall be allowed to bill for the excess consumption.
  16. The initial term of the agreement to begin

\_\_\_\_\_, 2024.

Start Count: B/W \_\_\_\_\_ COLOR \_\_\_\_\_

Make	Model	Serial Number	City/County
Konica Minolta			

**Equipment location name/address**

Contact Person: \_\_\_\_\_  
 Contact Phone: \_\_\_\_\_  
 Firm Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_

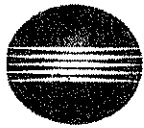
**Customer bill to name/address (if same, write same)**

Contact Person: \_\_\_\_\_  
 Contact Phone: \_\_\_\_\_  
 Firm Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_

**The undersigned authorize the periodical inspections and mechanical service referred to by this agreement on the equipment listed above and, on the terms, and conditions herein stated.**

Lineage \_\_\_\_\_  
 Accepted by: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

Customer name: \_\_\_\_\_  
 Signed by: \_\_\_\_\_  
 Print Name & Title: \_\_\_\_\_  
 Date: \_\_\_\_\_



# KONICA MINOLTA

# 150

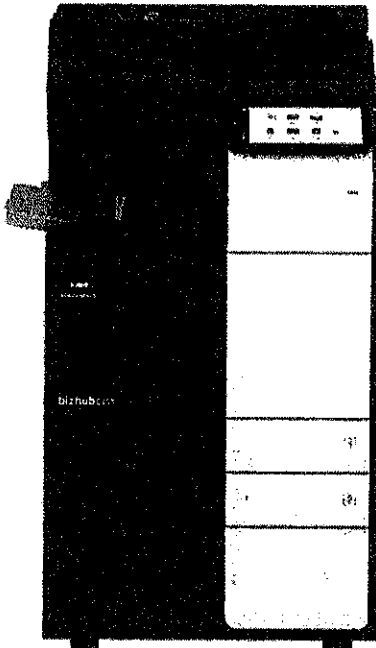
## YEARS



### LINEAGE

The Important Things Never Change.

## Equipment Configuration



### KONICA MINOLTA BIZHUB C301i

- ✓ 30 ppm print speed
- ✓ Color multi-function device (copy, print, scan)
- ✓ Fax Kit
- ✓ Single pass dual-scan document feeder

- holds up to 100 sheets with scan speeds up to 200 images per minute
- Scan skew auto-correction + automatic blank page removal + auto de-speckle + misfeed detection
- Scans in full color
- 1200x1200 DPI

- ✓ (2) 500-sheet paper drawers + 100-sheet manual bypass

- Max paper size 12x18

### MAINTENANCE

Platinum Plan - Includes all parts, labor, toner and all supplies; excludes paper and replacement staples (if applicable).

### CPC Rates:

**\$.01 per BW print and \$.05 per COLOR print**

\* Billed monthly based on actual usage - no base charges or minimum payments

SUPERVISOR  
Charles D. Snyder  
(716) 652-7590  
[csnyder@townofaurora.com](mailto:csnyder@townofaurora.com)



T  
Mar  
(7  
[townclerk@to](mailto:townclerk@to)

66

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

To: Town Board

Date: 9/6/24

Re: Request to use the NYS OGS Mini-bid to request bids for a new EV pickup truck.

Please approve using the NYS OGS Mini-bid process to receive bids on a new EV pickup truck. The specifications are attached.

David Gunner  
Highway Superintendent





<b>ADDITIONAL SPECIFICATIONS</b>	
<b>Additional Vehicle Specifications File Name</b>	OGS 23166 - 45505 - (1) Other - AWD or 4WD - Town of Aurora - Specs
<b>DELIVERY INFORMATION</b> <i>(If "Multiple" is listed, see the Additional Specifications document for all delivery locations)</i>	
<b>Delivery Date</b>	ASAP
<b>Delivery Location</b>	Town of Aurora Highway Department
<b>Number of Vehicles to be delivered to this location</b>	1
<b>Delivery Address</b>	251 Quaker Rd.
<b>Delivery City, State, Zip Code</b>	East Aurora, NY 14052
<b>Delivery County</b>	Erie



7B



**TOWN OF AURORA**  
Aurora Municipal Center  
575 Oakwood Avenue, East Aurora, NY 14052

From: Martha L. Librock, Town Clerk

Monthly Statement – Water Fee Collection

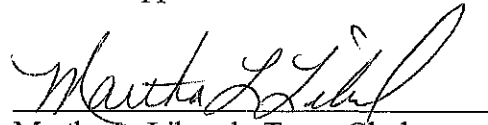
To: Charles D. Snyder, Town of Aurora Supervisor

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 **August 2024** in connection with the collection of water fees, excepting only such fees the application and payment of which are otherwise provided for by law:

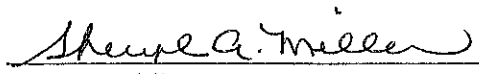
Received From	Type of Receipt	Amount
Water Billing	Water Bills	\$3,307.49
	Total Received	\$3,307.49

State of New York  
County of Erie  
Town of Aurora

Martha L. Librock, being duly sworn, says that she is the Town 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.

  
Martha L. Librock, Town Clerk

Subscribed and Sworn to before me  
this 5<sup>th</sup> day of September, 2024

  
Notary Public  
SHERYL A. MILLER  
Reg. #01MI6128663  
Notary Public, State of New York  
Qualified In Erie County  
Commission Expires June 13, 2025

**TOWN OF AURORA DOG CONTROL REPORT:**

Aug-24

7C

PHONE CALLS RECEIVED	TOWN OF AURORA	EAPD	NYSP	TOTAL CALLS
Attack/Fighting	1			
Barking				
Bites	1	1		
Cats				
Damage by Dogs				
Deceased Dogs				
Found Dogs	2			
Injured/Sick		1		
Licensing	1			
Loose/Unleashed Dogs	2	5		
Lost Dogs	1			
Miscellaneous Calls	1			
Mutual Aid				
MVC-Dogs/Cats				
Other Animals	1			
Threatening Dogs				
Welfare				
<b>TOTAL</b>	<b>10</b>	<b>7</b>	<b>0</b>	<b>17</b>

**IMPOUNDMENTS:**

DATE	BREED	Amount
8/5/2024	Labrador	\$65

total \$65

Town of Aurora

# All Calls & Complaints

7D

Summary Report by Date: 08-01-2024 through 08-31-2024, for Category: BUILDING DEPART

Caller Name/Address	Date/Phone	Notes	Closed
<b>Building Department Work Requi</b>			
Martha Town Hall	08-01-24	three upstairs faucets in the upstairs bathroom are not working. Please check and change batteries if needed. Chris and Mike I-Changed 4 faucet batteries.	08-01-24
Sheryl Town Hall	08-06-24	Count remaining recycling bins. Bring 15 bins to town clerk's office and take broken ones away. Thomas-399 left	08-08-24
Chuck Town Library	08-07-24	Contact Indoor Air or another company to clean and camera the library. Mike I talked to Chuck about the matter.	08-26-24
Chuck Historian's Office	08-07-24	Pick up a de-humidifier for the Historians Office. Mike I-1 hour	08-14-24
Nick highway side of hwy dept	08-08-24	Clean and restock bathrooms	
Nick Highway buildings	08-08-24	weedwack around all sides of buildings. Thomas-15 minutes	08-12-24
Nick garage bays on hwy side	08-08-24	sweep out garage bays and pressure wash floors. Thomas-2.5	08-09-24
Liz Highway Offices	08-08-24	Clean and restock both bathrooms, empty all garbages, sweep and mop floors. Thomas-1 hour	08-09-24
Sheryl Town Hall	08-09-24	Check out first sink in men's room on first floor. Battery may be dead. Mike I-45 minutes, replaced batteries in all.	08-13-24
Donna-Senior Center Senior Center Office	08-12-24	CO 2 chirping. 2016. Need new one? Donna to check into and cb	
National Fuel West Falls Library	08-12-24	Trim back bushes that are blocking gas meter in front of library. Mike I, Kyle R-1 hour	08-19-24
Donna Senior Center	08-12-24	CO2 detector chirping. 2016, do we need a new one. Mike stated new smoke detectors also have co2 detectors in them. All set.	08-12-24
Donna Senior Center	08-13-24	Hot water won't get higher than 92 degrees. Needs to be higher to run the dishwasher. Mike I will check this morning. Mike E and Chri-1 hour	08-13-24

Caller Name/Address	Date/Phone	Notes	Closed
Donna, per Joe McCann Senior Center	08-22-24	Can Mike Ing meet at Senior Center Wed to go through an energy audit that was arranged by Joe McCann? Donna will be on vacation. Mike 1-1 hour	08-28-24
Donna Senior Center	08-23-24	Please check the air conditioning in the fitness room. Mike checked it out and though it might be batteries. Donna changed them but it keeps going up. Mike 1-1 hour. Reset unit. Checked for faults. Only had a humidity stat fault.	08-26-24
Meaghan Rec Dep	08-27-24	Please pick up electronic recycling items from rec. TV, 3 dvd players, 1 printer, AED machine, sound board, cd player, double tape player. Jason	08-28-24
Martha Town Hall	08-27-24	Please send someone to check faucet in first floor men's room. It won't turn off. Mike I	08-27-24
Liz W. Town Courts	08-28-24	Please have someone pick up electronics recycling from office. Jason	08-28-24
<b>Total count: Building Department Work Requi</b>			<b>18</b>

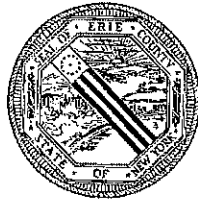
Town of Aurora

# All Calls & Complaints

Summary Report by Date: 08-01-2024 through 08-31-2024, for Category: PARKS - PARKS

Caller Name/Address	Date/Phone	Notes	Closed
<b>Parks</b>			
Meaghan West Falls Park	08-07-24	Please pick up gator tomorrow after 12PM. Friday is last day of camp and it's supposed to pour. Mike E	08-08-24
Dave Knox Soccer Fields	08-08-24	Moog Picnic Aug 16th: set up 10 garbages check to make sure police have put no parking signs out on Knox and Gypsy  Dave T-11AM-5pm crossing guard Mark and Paul-11AM-5PM parking  Actual hours: Jason 9-6pm 8 reg .5 ot Nate 9-4 pm 7 Dave T 10:45-5:30pm-6.75 Mark 9-6:30pm-9 Paul 9-3pm-6 Mark also met and did preliminary work on 8/15 for 2.5 hours.  Jason and Nate-9AM-5PM help with parking and garbages if needed. Report to Mark	08-16-24
Meaghan West Falls Building	08-09-24	Photo Camp 8/13 and 8/16 10am-2pm. Nate to check garbages and bathrooms. 8/16-Nate	08-16-24
Chris Town Pool	08-13-24	Hold off on closing the pool until after Labor Day	
Kathleen Majors Park	08-20-24	Submit gas well readings to Sheryl. Mike	09-03-24
Meaghan West Falls Park	08-21-24	Please move coolers and bins from shed at WF to Hamlin Park. Place on big wooden shelves in main room. Jason-45 min	08-20-24
Angel-Waldorf School West Falls Park	08-22-24	Pipe leading from street through their property and West Falls Park may be plugged. Can we take a look on our side. Anything we can do? Can we pull weeds out of ditch? Mike E met with Angel. Our pipes are not plugged. The problem is on Waldorf school property.	08-22-24
Dave, via Chris Veteran's tot lot	08-26-24	Remove dead tree next to swing set.	
Mike I West Falls Park	08-26-24	Shelter behind baseball diamond #2 needs to have foliage/branches trimmed back. Also trim back by	





7E

**COUNTY OF ERIE**  
DEPARTMENT OF ENVIRONMENT AND PLANNING  
DIVISION OF PLANNING AND COMMUNITY DEVELOPMENT

DANIEL R. CASTLE, AICP, COMMISSIONER

THOMAS E. BAINES, ESQ., DEPUTY COMMISSIONER

**30-DAY PERIOD FOR INCLUSION OF  
PREDOMINANTLY VIABLE AGRICULTURAL LANDS  
INTO EXISTING AGRICULTURAL DISTRICTS**

Per New York State Agriculture and Markets Law Section 303-b, the Erie County Legislature designated September 1 through September 30 as the annual thirty-day period during which landowners may submit requests to include predominantly viable agricultural land into an existing certified agricultural district.

Copies of the application form have been provided to Municipal Clerks, Assessors, and Chief Elected Officials for distribution to interested landowners. The application is also available online at [www.erie.gov/agenrollment](http://www.erie.gov/agenrollment).

The Erie County Department of Environment and Planning will accept applications from September 1 through September 30. Any questions on this process should be directed to the Erie County Department of Environment and Planning.

A public hearing will be scheduled at a later date to consider all requests and recommendations of the Erie County Agricultural and Farmland Protection Board.

**CONTACT:**

Sarah Gatti, Principal Planner  
Erie County Environment & Planning  
95 Franklin Street, 10<sup>th</sup> Floor  
Buffalo, NY 14202  
Phone: (716) 858-6014

# Memo

**To:** Municipal Clerks  
Chief Elected Officials c/o Municipal Clerks  
Municipal Assessors c/o Municipal Clerks

**From:** Sarah Gatti, Principal Planner *SG*

**Date:** August 26, 2024

**Re:** AGRICULTURAL DISTRICT ANNUAL ENROLLMENT PERIOD

---

In 2014, the Erie County Legislature designated September 1 through September 30 each year as the annual thirty-day period during which a landowner may request the inclusion of predominantly viable agricultural land into a certified agricultural district in accordance with Section 303-b of New York State Agricultural and Markets Law.

Landowners interested in agricultural assessment may also be interested in enrolling in an agricultural district at this time. We encourage you to provide this information to anyone expressing interest in this or other agricultural programs.

In order to make this information available to landowners in your municipality, we request your assistance with the following items:

- *Municipal Clerks* – Please post the enclosed public notice in a prominent location within the Town or Village Hall, and if possible, post on your municipality's web site.
- *Supervisors and Mayors* – Please read the enclosed public notice into the meeting minutes for any Town or Village Board meetings held between now and September 30 as part of the Board's record.
- Please direct those interested in enrolling to [erie.gov/agenrollment](http://erie.gov/agenrollment), where additional information and the enrollment form can be found.

Should any questions arise, please contact me by phone at (716) 858-6014 or by email at [agriculture@erie.gov](mailto:agriculture@erie.gov).

Thank you for your anticipated cooperation and attention to this matter.

7F

TOWN OF AURORA DEPARTMENT OF PARKS & RECREATION  
**DIRECTOR'S REPORT**  
MONTH OF: JULY 2024

**ADMINISTRATIVE:**

Reports:

- We have 16,431 members registered in our recreation system.
- We had 760 activity registrations.
  - 111 total registrants (80% residents, 20% non-residents)
- We generated \$15,823 in sales.
- Credit card purchases totaled 60% (69% on-line, 31% office)
  - 2023 to 2024 comparison:
    - Total sales from 1/1/2023 – 7/31/2023      \$182,850
    - Total sales from 1/1/2024 – 7/31/2024      \$223,182

The summer is going very, very well for all programs. Our staff has been fantastic across the board working so well with our registrants in all programs.

The Community Pool is doing very well with over 1,000 memberships and many per diem patrons. We had our lifeguards come in after hours on Sunday the 14<sup>th</sup> for our annual "Guard Games!". The guards competed in rescue challenges, lifeguard Jeopardy, and other activities as a fun way to review their skills in the middle of the season.

Our newly added JP Nicely Day Camp has been a great addition to our long list of summer programs. Campers get to play games and activities just like Hamlin with the addition of hiking on the trails and creek walks to keep cool! We even bused out the Hamlin Park Day Camp for a day long of activities branded "Mega Camp!". We are looking forward to running this next year!

EAST competed in championships against over 50 teams from Western and Central New York. We placed in the top-10 for small teams with solid performances across the board. EAST will continue to practice into August before taking a break until September.

Submitted by: Chris Musshafen, Director of Recreation and Aquatics

TOWN OF AURORA DEPARTMENT OF PARKS & RECREATION  
**DIRECTOR'S REPORT**  
MONTH OF: AUGUST 2024

**ADMINISTRATIVE:**

Reports:

- We have 16,494 members registered in our recreation system.
- We had 374 activity registrations.
  - 117 total registrants (81% residents, 19% non-residents)
- We generated \$22,439 in sales.
- Credit card purchases totaled 85% (95% on-line, 5% office)
  - 2023 to 2024 comparison:

▪ Total sales from 1/1/2023 – 8/31/2023	\$204,887
▪ Total sales from 1/1/2024 – 8/31/2024	\$245,621

Closed out another successful summer season. Overall, the summer programs were well attended, and our staff was outstanding. The addition of JP Nicely Day Camp was a great way to get another 20 kids in our day camps, experience West Falls, and join in with our great field trips with Hamlin Park.

The Community Pool had an amazing season. We had over 1,000 memberships once again and had 1,187 per diem patrons visit our pool this summer. We finished off with nearly \$8,500 over our budgeted goal for the season.

We are finalizing our upcoming fall programming. We have been working with the school to schedule facilities to host, swim lessons, EAST, chess, and many more activities.

Submitted by: Chris Musshafen, Director of Recreation and Aquatics