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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: December 5, 2024

I respectfully the Town Board approve John Dean of DEAN Electrical inspections of WNY, LLC as an electrical inspector for the Town. He has working relationships with electricians who regularly work in our area and wants to ensure he is on the approved list for any projects within the Town or Village. As a single-operator business, the turnaround time for electrical inspections and certificates is shortened significantly. Attached are his certifications and his CE-200 workers comp waiver. His General Liability cert will follow.

Thank you,

liz



International Association of Electrical Inspectors

This is to certify that
John C. Dean III

Has met the certification requirements as established by IAEI for

Electrical Inspector; General

Certification #: 7074432 Expires: 2/28/2026



Printed On: Rudy Garcia

International Association of Electrical Inspectors

This is to certify that
John C. Dean III

Has met the certification requirements as established by IAEI

Electrical Inspector; One- and Two-Family Dwelling

Certification #: 7074432 Expires: 2/28/2026



Printed On: Rudy Garcia



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TOWN OF AURORA

Aurora Municipal Center

575 Oakwood Avenue, East Aurora, NY 14052

www.townofaurora.com

To: Town Board

From: Supervisor Snyder

Date: December 17, 2024

Kathleen and I have been in meetings with another insurance broker, Arthur J. Gallagher Risk Management Services, Inc., because customer service with our current broker has deteriorated to a level where we feel we can do better. Gallagher has come highly recommended from several other municipalities.

Please authorize the Supervisor to sign the attached Broker Letters of Authorization, one for each of the following: the tank pollution policy, workers compensation, cyber liability and the public official's policy.



TOWN OF AURORA

Aurora Municipal Center

575 Oakwood Avenue, East Aurora, NY 14052

www.townofaurora.com

12/23/2024

Selective Insurance
Branchville, New Jersey 07890

Re: Broker Letter of Authorization
Arthur J. Gallagher Risk Management Services, Inc.
Selective

All Policies including but not limited to:
Package: Policy # S1887753
Public Officials: Policy # S2205486

To Whom It May Concern:

This letter confirms that as of 12/23/2024, we have appointed Arthur J. Gallagher Risk Management Services, LLC ("Gallagher") as our exclusive insurance broker with respect to our Entire Insurance Program. The appointment of Gallagher rescinds all previous appointments, and the authority contained herein shall remain in full force until canceled in writing.

Gallagher is hereby authorized to service and negotiate directly with any interested company with respect to changes in existing insurance policies and in closing, changing, increasing, or canceling insurance carried under temporary binders or cover notes. We understand, however, that they will not share responsibility for any deficiencies in the insurance program to which this letter applies, until they have had a reasonable opportunity to make a review and to provide us with their recommendations.

This letter also constitutes your authority to furnish Gallagher's representatives with all the information they may request as it pertains to our insurance contracts, rates, rating schedules, surveys, reserves, retentions, and all financial data they may wish to obtain for their study of our present and future requirements in connection with the insurance program to which this letter applies. We request that you waive the traditional ten (10) day waiting period for this authorization. A photocopy of this letter shall be regarded with the same force and effect as the original.

Sincerely,

Charles D. Snyder, Town Supervisor



TOWN OF AURORA

Aurora Municipal Center

575 Oakwood Avenue, East Aurora, NY 14052

www.townofaurora.com

12/23/2024

Phly E&S/UCPM
One Bala Plaza, Suite 100
Bala Cynwyd, PA 19004

Re: Broker Letter of Authorization
Arthur J. Gallagher Risk Management Services, Inc.
Phly E&S/UCPM

All Policies including but not limited to:
Tank Pollution: Policy # STPL00823001

To Whom It May Concern:

This letter confirms that as of 12/23/2024, we have appointed Arthur J. Gallagher Risk Management Services, LLC ("Gallagher") as our exclusive insurance broker with respect to our Entire Insurance Program. The appointment of Gallagher rescinds all previous appointments, and the authority contained herein shall remain in full force until canceled in writing.

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Sincerely,

Charles D. Snyder, Town Supervisor



TOWN OF AURORA

Aurora Municipal Center

575 Oakwood Avenue, East Aurora, NY 14052

www.townofaurora.com

12/23/2024

CFC Underwriting Limited
85 Gracechurch Street
London EC3V0AA
United Kingdom

Re: Broker Letter of Authorization
Arthur J. Gallagher Risk Management Services, Inc./Amwins Brokerage
CFC Cyber

All Policies including but not limited to:
Cyber Liability: Policy # ESM0239907593

To Whom It May Concern:

This letter confirms that as of 12/23/2024, we have appointed Arthur J. Gallagher Risk Management Services, LLC ("Gallagher") as our exclusive insurance broker with respect to our Entire Insurance Program. The appointment of Gallagher rescinds all previous appointments, and the authority contained herein shall remain in full force until canceled in writing.

Gallagher is hereby authorized to service and negotiate directly with any interested company with respect to changes in existing insurance policies and in closing, changing, increasing, or canceling insurance carried under temporary binders or cover notes. We understand, however, that they will not share responsibility for any deficiencies in the insurance program to which this letter applies, until they have had a reasonable opportunity to make a review and to provide us with their recommendations.

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Sincerely,

Charles D. Snyder, Town Supervisor



TOWN OF AURORA

Aurora Municipal Center

575 Oakwood Avenue, East Aurora, NY 14052

www.townofaurora.com

12/23/24

Comp Alliance
900 Stewart Avenue
Garden City, NY 11530

Re: Broker Letter of Authorization
Arthur J. Gallagher Risk Management Services, Inc.
Comp Alliance
All Policies

To Whom It May Concern:

This letter confirms that as of 12/23/2024, we have appointed Arthur J. Gallagher Risk Management Services, LLC ("Gallagher") as our exclusive insurance broker with respect to our Entire Insurance Program. The appointment of Gallagher rescinds all previous appointments, and the authority contained herein shall remain in full force until canceled in writing.

Gallagher is hereby authorized to service and negotiate directly with any interested company with respect to changes in existing insurance policies and in closing, changing, increasing, or canceling insurance carried under temporary binders or cover notes. We understand, however, that they will not share responsibility for any deficiencies in the insurance program to which this letter applies, until they have had a reasonable opportunity to make a review and to provide us with their recommendations.

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Sincerely,

Charles D. Snyder, Town Supervisor

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WASTE MANAGEMENT

100 Ransier Drive
West Seneca, NY 14224

December 10, 2024

Mr. Charles Snyder
Town Supervisor
Town of Aurora
575 Oakwood Avenue
East Aurora, NY 14052

Dear Mr. Snyder,

Waste Management of New York, LLC has proposed the extension for the agreement of Collection, Hauling and disposal of Garbage/Trash/White Goods/Recyclables for the Town of Aurora. Waste Management of New York, LLC agrees to a per unit rate of \$266.97 and a Recycling Fee to be entered into the Blended Value Calculation. Additionally, these fees shall be adjusted annually based upon the net change in the Consumer Price Index for the immediately preceding twelve-month period, plus 1%. The index shall be Consumer Price Index for Water, Sewer, and Trash collection services by the U.S Department of Labor, Bureau of Labor Statistics. All other terms and conditions apply.

If this is acceptable, please acknowledge by signing below and return it to me.

Mr. Charles Snyder

I would like to thank you for the partnership we have with the Town of Aurora. Please feel free to contact me at 716-984-9204 should you need anything moving forward.

Sincerely,
Blair Lakso
Senior Account Executive – Public Sector

\$ 255.71
2024 RATE

5.14¢/week



DRESCHER & MALECKI LLP

2721 Transit Road, Suite 111
Elma, New York 14059
Telephone: 716.565.2299
Fax: 716.389.5178



December 18, 2024

Honorable Charles D. Snyder, Supervisor
Town of Aurora
575 Oakwood Avenue
East Aurora, New York 14052

Dear Supervisor Snyder:

The following represents our understanding of the services we will provide the Town of Aurora, New York (the "Town").

You have requested that we audit the governmental activities, each major fund, and the aggregate remaining fund information of the Town, as of December 31, 2024, and for the year then ended and the related notes to, which collectively compromise the Town's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America ("U.S. GAAS") and in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States of America, will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, ("U.S. GAAP"), as promulgated by the Government Accounting Standards Board ("GASB") require that supplementary information, such as management's discussion and analysis, the schedule of the Town's proportionate share of the net pension liability/(asset)—retirement systems, the schedule of the Town's contributions—retirement systems, and certain budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information ("RSI") in accordance with auditing standards generally accepted with U.S. GAAS. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussion and Analysis
- Schedule of Changes in the Town's Total OPEB Liability and Related Ratios

- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of the Town's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements or contractual agreements;
3. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
 - d. A written acknowledgment of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditor's report.
4. For including the auditor's report in any document containing basic financial statements that indicates that such basic financial statements have been audited by us;
5. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
6. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and

Reporting

We will issue a written report upon completion of our audit of the Town's basic financial statements. Our report will be addressed to the governing body of the Town. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing of internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

We also will issue a written report on the Statement of Changes in Cash Balances and Statement of Cash Receipts and Cash Disbursements for the Receiver of Taxes, Town Clerk, the Town Justices, and the Recreation Department upon completion of our audit.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

If you intend to publish or otherwise reproduce the basic financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

At the conclusion of our audit engagement, we will communicate to the Town Board the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of D&M and constitutes confidential information. However, we may be requested to make certain audit documentation available to a federal agency or the Comptroller General of the United States pursuant to authority given to them by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of D&M's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to a federal agency or the Comptroller General of the United States. The federal agency or the Comptroller General of the United States may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the basic financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

Drescher + Maleki LLP

APPENDIX A

Town of Aurora, New York Circumstances Affecting Timing and Fee Estimate Year Ending December 31, 2023

The estimate of our fees is based on certain assumptions. To the extent that certain circumstances as listed in this Appendix arise during the engagement, our fee estimate may be significantly affected and additional fees may be necessary. We will notify you of circumstances that we encounter that could significantly affect our estimate and discuss with you any additional fees, as necessary which would be subject to approval by the Town Board. Such circumstances include but are not limited to the following:

1. Changes to the timing of the engagement at the Town's request. Changes to the timing of the engagement usually require reassignment of personnel used by Drescher & Malecki LLP (D&M) in the performance of services hereunder. However, because it is often difficult to reassign individuals to other engagements, D&M may incur significant unanticipated costs.
2. All audit schedules are not (a) provided by the Town on the date requested, (b) completed in a format acceptable to D&M (c) mathematically correct, or (d) in agreement with the appropriate Town records (e.g., general ledger accounts). D&M will provide the Town with a separate listing of required schedules and deadlines.
3. Weaknesses in the internal control structure.
4. Significant new issues or changes as follows:
 - a. Significant new accounting issues that require an unusual amount of time to resolve.
 - b. Significant changes in accounting policies or practices from those used in prior years.
 - c. Significant changes or transactions that occur prior to the issuance of our reports.
 - d. Significant changes in the Town's accounting personnel, their responsibilities, or their availability.
 - e. Significant changes in auditing requirements set by regulators.
5. Significant delays in assistance in the Town's assistance in the engagement or delays by the Town in reconciling variances as requested by D&M. All invoices, contracts, and other documents, which we will identify for the Town, are not located by the Town's personnel or made ready for our easy access.
6. Deterioration in the quality of the Town's accounting records during the current-year engagement in comparison with the prior-year engagement.
7. The procedures necessary to adopt new Governmental Accounting Standards Board Statements have not been completed by Town personnel.
8. A significant level of proposed audit adjustments are identified during our audit.
9. Changes in audit scope caused by events that are beyond our control.



DRESCHER & MALECKI LLP

📍 2721 Transit Road, Suite 111
Elma, New York 14059
☎ Telephone: 716.565.2299
📠 Fax: 716.389.5178



December 18, 2024

Honorable Charles D. Snyder, Supervisor
Town of Aurora
575 Oakwood Avenue
East Aurora, New York 14052

Dear Supervisor Snyder:

You have requested that we prepare the Annual Financial Report for the Town of Aurora, New York (the "Town"), as of and for the year ended December 31, 2024 in the form prescribed by the Office of the State Comptroller of the State of New York and perform a compilation engagement with respect to the Annual Financial Report. We are pleased to confirm our acceptance and our understanding of this engagement by means of this letter.

Our Responsibilities

The objective of our engagement is to:

- a. Prepare the Annual Financial Report with the format prescribed by the Office of the State Comptroller of the State of New York; and
- b. Apply accounting and financial reporting expertise to assist you in the presentation of the Annual Financial Report without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the Annual Financial Report in order for it to be in accordance with the format prescribed by the Office of the State Comptroller of the State of New York.

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services ("SSARS") promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants ("AICPA") and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion nor provide any assurance on the Annual Financial Report.

Our engagement cannot be relied upon to identify or disclose any misstatements to the Annual Financial Report, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Your Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is to assist you in the presentation of financial information in accordance with the format prescribed by the Office of the State Comptroller of the State of New York. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

1. The selection of the format prescribed by the Office of the State Comptroller of the State of New York will be the financial reporting framework to be applied in the preparation of the Annual Financial Report.
2. The preparation and fair presentation of Annual Financial Report in accordance with form prescribed by the Office of the State Comptroller of the State of New York.
3. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the Annual Financial Report.
4. The prevention and detection of fraud.
5. To ensure that the entity complies with the laws and regulations applicable to its activities.
6. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
7. To provide us with:
 - a. Access to all information of which you are aware is relevant to the preparation and fair presentation of the Annual Financial Report, such as records, documentation, and other matters.
 - b. Additional information that we may request from you for the purpose of the compilation engagement.
 - c. Unrestricted access to persons within the entity of whom we determine it necessary to make inquiries.

You are also responsible for all management decisions and responsibilities and for designating an individual with suitable skills, knowledge, and experience to oversee our preparation of your Annual Financial Report. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

Our Report

As part of our engagement, we will issue a report that will state that we did not audit or review the Annual Financial Report and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on it. There may be circumstances in which the report differs from the expected form and content.

Our report will disclose that the Annual Financial Report is presented in a prescribed form in accordance with the requirements of the Office of the State Comptroller of the State of New York and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

You agree to include our accountant's compilation report in any document containing the Annual Financial Report that indicates that we have performed a compilation engagement on such Annual Financial Report and, prior to inclusion of the report, to ask our permission to do so.

Other Relevant Information

If, for any reason, we are unable to complete the compilation of your Annual Financial Report, we will not issue a report on such document as a result of this engagement.

Erica M. Handley is the engagement director for the services specified in this letter. Her responsibilities include supervising Drescher & Malecki LLP's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the accountant's report.

With regard to the electronic dissemination of financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Our fee for these services is included within another communication to the Town Supervisor dated December 18, 2024. We will notify you of any circumstances we encounter that could significantly affect our estimate and discuss with you any additional fees, as necessary.

You agree to release, indemnify, defend, and hold us harmless from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us or resulting from any actions against us by third parties relying on the financial statements described herein except for our own intentional wrongdoing.

We look forward to a continued relationship with your Town, and we are available to discuss the contents of this letter or other professional services you may desire.

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our engagement to prepare the Annual Financial Report described herein and to perform a compilation engagement with respect to the same Annual Financial Report, and our respective responsibilities.

Respectfully,

Drescher & Malecki LLP

RESPONSE:

This letter correctly sets forth our understanding.
Town of Aurora, New York
Acknowledged and agreed on behalf of Town of Aurora, New York

By: _____

Title: _____

Date: _____

SUPERVISOR
Charles D. Snyder
(716) 652-7590
csnyder@townofaurora.com

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

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

12/18/24

To: Town Board
Re: Request to surplus grinder

Please approve the surplus of the Dayton Grinder, Inventory #1289. It is no longer in working order.

Elizabeth Deveso
Highway Secretary

6K

Automated Clearing House (ACH) Agreement

12 S. Main Street, Holland, New York 14080

www.BankofHollandny.com

Phone: 1-716-655-4667

A Better Way to Bank.®

THIS AGREEMENT is made this 1st day of July, 2024, by and between
Town of Aurora ("Company") and Bank of Holland ("Bank").

The Company has requested that the Bank permit it to initiate electronic signals for paperless entries through the Bank to accounts maintained at the Bank and in other banks and financial institutions, by means of the Automated Clearing House ("ACH").

NOW, THEREFORE, in consideration of the mutual promises contained herein, it is agreed as follows:

1. The Bank will transmit the credit and/or debit entries initiated by the Company to the ACH as provided in the ACH Rules ("Rules"), as in effect from time to time, and this Agreement. An ACH Rule Book is available upon request from the Bank. Please contact the Bank with any questions about compliance with the ACH Rules. The Bank reserves the right to audit the Company to ensure compliance with the ACH Rules.
2. The Company will comply with the Rules insofar as applicable. The specific duties of the Company provided in the following paragraphs of this Agreement in no way limit the foregoing undertaking. **The Company (Originator) will not initiate entries that violate the laws of the United States, which includes Office of Foreign Asset Control sanctions (OFAC). Website: www.treas.gov/ofac/**
3. The Company will obtain written authorization for consumer entries, shall provide a copy to the consumer, and shall retain the original for two (2) years after termination or revocation of such authorization.
4. The Company will send pre-notifications six (6) business days prior to initiating the first entry to a particular account. Such notice shall be provided to the Bank in the format and on the medium provided in the ACH Rules. After the Company has received notice that any such notification has been rejected by a receiving bank, the Company will not initiate any entry to such customer, except the Company may initiate entries after providing the receiving bank with a copy of the written customer authorization obtained (as instructed in #3, above) within the time limits provided in the Rules.
5. The Company will provide computer-readable information on the mutually agreed upon medium (Business Online) and in the format specified within the ACH Rules. The Company will advise the Bank of all ACH files, the number of debits and credits and their total amounts via email. The Company understands that files received after the transmissions deadline in Schedule A cannot be processed until the following business day. The Company acknowledges that the Bank will not be responsible for any late payment penalties incurred by its acceptance of untimely instructions. The Company acknowledges that the Bank will not be responsible for errors caused by the Company's use of Merchant Capture or the ACH origination software, nor will the Bank be liable for any penalties resulting from such errors.
6. Each entry or file shall be delivered via Business Online to the Bank by users having security rights to initiate ACH transactions per the Company's Business Online application. The Bank will not be liable and will not reimburse the Company for any losses that may occur as a result of unauthorized use of passwords and user codes. The Company is responsible for keeping Business Online passwords and user codes confidential at all times.
7. The Company will maintain a business checking account with the Bank and will provide immediately available funds to cover any credit entry initiated by, and not later than, the Settlement Date applicable hereto. The checking account statement will serve as the notification of all ACH activity and fees. A separate notification will not be mailed.
 - a. The Bank reserves the right to require pre-funding. Pre-funding may be implemented at any time by the Bank, who will notify the Company prior to initiating the requirement.
 - b. In the event there are not sufficient available funds in the account to cover the Company's obligations under this Agreement, the Company agrees that the Bank may debit any account maintained by the Company with the Bank or any affiliate of the Bank or that the Bank may set off against any amount it owes to the Company in order to obtain payment of the Company's obligations under this Agreement.

Automated Clearing House (ACH) Agreement

12 S. Main Street, Holland, New York 14080

www.BankofHollandny.com



Phone: 1-716-655-4667

8. The Company will receive immediately available funds for any electronic debt entry initiated by it on the Settlement Date applicable thereto. If there are insufficient funds in the customer's account, and the item is returned, the Company's account will be debited. Notification of Return items and Notifications of Change will be delivered via email; the email will serve as a transaction receipt.
9. The Company will comply with maximum exposure limits defined in Schedule B.
10. The Company is restricted to originate only the file types of entries that have been authorized by the Bank in Schedule B.
11. If the Company initiates International ACH Transactions (IAT) with prior approval, the Company must comply with the requirements outlined in Schedule D.
12. In the event any entries are rejected by the ACH for any reason whatsoever, it shall be the responsibility of the Company to remake such entries, provided, however, that the Bank shall remake such entries in any case where such rejection by the ACH was due to mishandling of such entries by the Bank and sufficient data is available to the Bank to permit it to remake such entries. (See Fee Schedule regarding Notifications of Return and Notifications of Change.) Rejection may occur subsequent to the posting of funds to the account. The Company understands and acknowledges that it is the responsibility of the Company to verify the success of its ACH transaction request with the Bank.
13. The Bank shall not be liable for delays or errors occurring to tax payments by reason of circumstances beyond its control. The amount of damages recoverable by the Company shall not exceed the actual damages of the Company, and in no event shall include consequential damages, exemplary damages, or lost profits.
14. The Company will promptly provide immediately available funds to indemnify the Bank if any debit entry is rejected after the Bank has permitted the Company to withdraw immediately available funds in the amount thereof or if any adjustment memorandum that relates to any such entry is received by the Bank.
15. The Company will indemnify the Bank if the Bank incurs any loss or liability on account of the breach, with respect to any entries initiated by the Company, of any of the warranties of an originating bank contained in the Rules, except due to the Bank's own negligence, including penalties incurred due to items returned as unauthorized.
16. The Company will compensate the Bank for providing the services referred to herein at the prices set forth in the Schedule C attached hereto.
17. In the event the Company incurs any loss due to mishandling of a particular entry or entries, the Bank's liability to the Company shall be limited to (i) liability for its own negligence or willful misconduct; and (ii) the amount recoverable by the Bank from the ACH, or any third party pursuant to the Rules or any indemnity agreement.
18. This agreement is governed by the laws of the State of New York.
19. This Agreement is terminable on ten (10) days' written notice by either party, provided that applicable portions of this Agreement shall remain in effect with respect to any entries initiated by the Company prior to such termination. Notwithstanding the foregoing, the Bank may immediately suspend its provision of the Services, in whole or in part, or terminate this Agreement if, at any time, it believes that its provision of the Services may create a risk of financial loss to the Bank, or that the Company has breached the ACH Rules.
20. By executing this agreement, Company acknowledges that it has received a copy of this Agreement and all of the attached schedules.

Automated Clearing House (ACH) Agreement

12 S. Main Street, Holland, New York 14080

www.BankofHollandny.com



Phone: 1-716-655-4667

SCHEDULES ATTACHED HERETO:

(A) *Transmission Deadline* (B) *Exposure Limits and File Type(s)* (C) *Fee Schedule* (D) *IAT Entries*

IN WITNESS WHEREOF, the undersigned have duly executed the Agreement by their duly authorized officers.

Financial Institution: Bank of Holland

Company Name: Town of Aurora

By _____

By _____

Name Timothy W. Dickey

Name Charles D. Snyder

Title President

Title _____

SCHEDULES A - D

SCHEDULE A: Transmission Deadlines

Debit Transactions delivered via Business Online: 12:00 PM (noon) **Two** or more banking days prior to Effective Date

Credit Transactions delivered via Business Online: 12:00 PM (noon) **Two** or more banking days prior to Effective Date

Email notification of ACH file to: ACH@BankofHollandny.com

Requests received after the deadlines set forth above will be processed as if they were received on the following banking day. If a request is delivered past the deadline, there is no guarantee that the request will be sent in time for the intended settlement date. The Bank will provide the Company with a copy of the current year's Federal Reserve Holiday Schedule.

SCHEDULE B: Exposure Limits and File Type(s)

At the time of the signing of this Agreement, the Company's Maximum Net Settlement Limit within a 3-banking day period has been set at:

\$ 80,000.00

The limit set forth above is established due to the credit risk associated with ACH settlement delays and is reviewed at least annually. This limit will be monitored by the Bank and may be changed with approval by the Bank at any time. The Bank shall provide written notice to the Company of any change to the Company's Maximum Net Settlement Limit.

The Bank has authorized the Company to originate only the following file type(s). Prior approval is required for each file type.

- PPD (Prearranged Payment and Deposit Entry) Approved by: _____ Dated: 7/1/2024
- CCD (Corporate Credit or Debit Entry) Approved by: _____ Dated: _____
- IAT (International ACH Transaction) Approved by: _____ Dated: _____

Automated Clearing House (ACH) Agreement

12 S. Main Street, Holland, New York 14080

www.BankofHollandny.com



Phone: 1-716-655-4667

SCHEDULE C: Fee Schedule

One-Time Fee:

Training/Software Installation Fee..... \$ 75

Software Purchase..... N/C

Annual Fees: None

Regular Monthly Fees:

Exposure Limit	Monthly Fee
\$ 0 - \$ 5,000	\$15
\$ 5,000.01 - \$ 25,000	\$25
\$ 25,000.01 - \$ 50,000	\$30
\$ 50,000.01 - \$100,000	\$35
\$100,000.01 - \$500,000	\$40
\$500,000.01 - \$750,000+	\$70
\$750,000.01 - \$1 million	\$100
Per \$1 million	Additional \$50/mo

Waived for municipalities

Return Items and Notification of Change Fee \$13

Tax Payment, per file Origination Fee N/C

Fees will automatically be debited from your account and appear in your monthly statement. Fees are subject to change at any time.

Automated Clearing House (ACH) Agreement

12 S. Main Street, Holland, New York 14080

www.BankofHollandny.com



Phone: 1-716-655-4667

SCHEDULE D: IAT Entries

International ACH Transactions (IAT)

- With prior approval by the Bank, if the company originates International ACH Transactions (IAT), a Standard Entry Class code for payments to identify international transactions (defined by the location of the financial institution that handles the payment transaction, not the location of the originator or receiver), the Company must comply with the following:
 - Receiver's Account Number
 - Receiver's DFI Identification Number
 - Payment Amount
 - Reason for Payment
 - Receiver's Name
 - Receiver's Street Address (no PO Box)
 - Receiver's City, State, or Province, and Postal Code
 - Originator's Name and Identification Number
 - Originator's Street Address
 - Originator's City, State, or Province, and Postal Code
 - ISO destination country code (or at least destination country)
 - Receiving bank (name, identification, qualifier, branch country code)
 - Amount of entry and FX arrangements
 - Transactions type code (reason for payment)
- As noted earlier in this agreement, the Company agrees **not to initiate entries that violate the laws of the United States, which includes Office of Foreign Asset Control sanctions (OFAC)**. See Website: www.treas.gov/ofac/. Failure to adhere to this provision may result in the immediate suspension or revocation of the Company's authorization to conduct ACH transactions.
- IATs may pose a higher risk to violating OFAC obligations and the penalties can range from \$10,000 to \$10,000,000 per occurrence. If these fines are levied against the Bank, they may be passed on to the originator.
- The foreign payment system rules in those countries where the transaction(s) will be processed and received.
- Regardless of the foreign exchange conversion method, no gains or losses incurred will be borne by the Bank.
- The Bank shall not be liable for delays or errors occurring to IAT transactions and is not liable for any gain, losses, and the assumption of risk for foreign exchange conversion.

Bank of Holland
Annual Originator Review

Name of Originator	Town of Aurora
Type of Business	Municipality
Date of most current ODFI/Originator Agreement	7/1/2024
Date of most recent financial statement/tax return	N/A
Types of entries initiated (debits, credits, or both)	Credits
SEC codes used (PPD, CCD, etc.)	PPD
Exposure limit (debits)	\$ -
Exposure limit (credits)	\$ 80,000

Frequency of origination: Daily Bi-Weekly Bi-Monthly Monthly Other: _____

Has the ODFI monitored/tracked exposure limits across multiple settlement dates for Originator?
 Yes No

How many times in the last year has ODFI had to approve an over-limit? None

How does Originator transmit files to the ODFI? On-line banking Secure E-Mail Thumb Drive
 Other: _____

Does ODFI require prefunding for this Originator? Yes No

Originator Risk Rating: Low Medium High

Reasons for Risk Rating: Uses ACH Origination to credit employees' accounts for payroll

Origination Analysis (to support exposure limit(s):

Dates and amounts of **largest 5** ACH files initiated within the last year (debits)

	Date	Amount
1	N/A	N/A
2		
3		
4		
5		

Dates and amounts of **largest 5** ACH files initiated within the last year (credits)

	Date	Amount
1	7/23/24	\$75,983.64
2	8/21/24	\$69,717.03
3	6/26/24	\$61,591.07
4	6/12/24	\$59,550.72
5	11/27/24	\$59,076.79

Return Analysis (attach spreadsheet documenting date, amount and return reason code):

Does Originator maintain sufficient funds on deposit to cover returned entries? Yes No

Times Originator has been overdrawn in the last 3 months: 0

On-Site Inspection: (Add or remove as appropriate with the Bank's Originator agreement):

- Yes No Are terminals in a secure area?
- Yes No If terminals are in a secure area, is access limited and are access logs reviewed?
- Yes No Is the PC used to generate and transmit ACH files used solely for this purpose?
- Yes No Does the Originator allow a shared password?
- Yes No Is sensitive data secured?
- Yes No Does Originator obtain signed authorizations when required?
- Yes No Does Originator retain authorizations for 2 years after termination?
- Yes No Does the Originator dispose of its confidential data according to established policies and procedures?
- Yes No If a third party is used for data destruction, was vendor management due diligence performed?
- Yes No Did Originator provide periodic training to staff responsible for file generation, modification, transmission, retention and destruction.

Training (Describe type of training and date on which training was provided):

Employee completing review:

Kelly A. Bloom

Date: 12/10/24

Exposure limits approved by:

Date: 12/10/24

Certification Provided by:
Representative at Town of Aurora

Date: 12/10/24



Bank of Holland Merchant Capture Customer Audit Form

1. Company Name: Town of Aurora
2. Date of Audit: 12/9/24
3. Company Authorized Contact: Charles D. Snyder
4. Number of Scanners: 1

Policies & Procedures

1. Security Risk Assessment Policy & Procedures:

- a. Is there separation of duties in place and are they followed, where possible? Yes No
- b. Has management adopted an adequate audit program? Yes No
(This includes a system of internal controls to ensure ongoing compliance, independent testing for compliance, initial and ongoing risk management program, and designation of qualified individuals responsible for coordinating and monitoring day-to-day compliance.)
- c. Have there been any breaches, fraud, or theft? (Circle all that apply)
- | | | |
|-----------------|-----|--|
| Security/IT | Yes | <input checked="" type="checkbox"/> No |
| Internal Fraud | Yes | <input checked="" type="checkbox"/> No |
| Theft or other: | Yes | <input checked="" type="checkbox"/> No |
- If yes to any explain: _____
- If yes has anything been done to prevent this from happening again? Yes No N/A
- d. Are all records and documents kept in a secure environment? Yes No
- e. Are acceptable balancing procedures in place? Yes No

2. Destruction Policy for media and obsolete electronic equipment:

- a. Are adequate procedures in place to destroy media and obsolete electronic equipment? Yes No

3. Information Technology (IT) Policy for security and use of network, email and passwords:

- a. Is each employee required to have a separate username and password? Yes No
- b. Is the computer locked when it is not being used and is it locked up at night? Yes No
- c. Are there limitations on who can use the computer and where they can go on the internet? Yes No
- d. Are user names, passwords, etc. changed when an employee leaves? Yes No

4. Computer Patch Management Policy:

- a. Is computer updated when updates become available for Microsoft, virus protection, etc.? Yes No

5. Information Technology "IT" Audit Policy (includes vulnerability assessment):

- a. Are procedures in place to review transactions through the electronic banking products? Yes No

6. Privacy Policy:

- a. Are procedures and controls in place to handle confidential information? Yes No

7. Employee New Hire and Termination Policy:

- a. Are Human Resources' policies and procedures maintained that include background checks on personnel?
 Yes No
- b. Has an adequate training program been developed and implemented for the staff? Yes No

8. Business Continuity Plan (BCP)

- a. Is there a plan for recovery from a fire, flood, etc.? Yes No
- b. Is there a recovery plan in case something was to happen to the person/ persons in charge? Yes No

Balances & Controls

1. Are sound customer service procedures in place? Yes No
(This includes a system for tracking and resolving issues, having procedures documented, and having error resolution procedures.)
2. Are original checks retained for 60 days? Yes No
3. Are checks retained in a secure environment? Yes No
4. Are all checks signed or endorsed prior to electronic processing? Yes No
5. Are all items destroyed in a timely manner after the 60 days? Yes No

Approved:

Declined:

Bank of Holland
12 South Main Street
Holland, NY 14080

Town of Aurora

Company

Name: Kelly A. Bloom

Title: Branch Administrator/VP

Signature: _____

Name: Charles D. Snyder

Title: _____

Signature: _____

SUPERVISOR
Charles D. Snyder
(716) 652-7590
csnyder@townofaurora.com

TOWN
Martha I
(716)
townclerk@townofaurora.com

6L

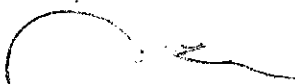
TOWN OF AURORA
Aurora Municipal Center
575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com

12/18/24

To: Town Board

Re: Request to approve the promotion of Michael Ingelfinger to Working Crew Chief

Please approve the promotion of Michael Ingelfinger from MEO to Working Crew Chief. He has done an outstanding job managing work crews for buildings, parks and highway projects. We plan to have him take over quarterly HVAC inspections and maintenance for all our town buildings. The hourly Working Crew Chief rate for 2025 will be \$35.68.



David Gunner
Highway Superintendent

EFFECTIVE 1/1/25
CONTINGENT ON CREATION
OF ANOTHER WORKING CREW
CHIEF CIVIL SVC POSITION

2025 AS IS:

\$33.84
+ .50

34.34

2025 PROPOSED:

\$35.68
+ .50

36.18

MIKE INGELFINGER

CURRENT TITLE:

BLDG MAINT MECHANIC

\$32.85

+ .50 GAS WALK/TOVES

\$33.85

Kathleen Moffat

From: Elizabeth Deveso
Sent: Wednesday, December 18, 2024 11:44 AM
To: Kathleen Moffat
Subject: Request to promote Mike Ingelfinger

Kathleen,
Please make Mike Ingelfinger's promotion effective 1/1/25, contingent upon creating another Working Crew Chief civil service position.

Thanks,

Elizabeth Deveso

Office Manager/ Highway Secretary

Town of Aurora Highway Department

251 Quaker Rd.

East Aurora, NY 14052

Phone: (716) 652-4050

Fax: (716) 652-1123



www.compalliance.org

7A

Michael E. Kenneally
Executive Director

October 7, 2024

Town of Aurora
Attn: Kathleen Moffat
Aurora Municipal Center 575 Oakwood Avenue
East Aurora, NY 14052

Dear Ms. Moffat:

We are pleased to announce that the Town of Aurora has qualified for the Comp Alliance Safe Workplace Award for your performance during policy year 2023. The enclosed award check signifies the Town of Aurora's commitment to minimizing workplace accidents and keeping its employees healthy and safe.

The Safe Workplace Award Program is a monetary award that benefits Comp Alliance members who have had positive loss experience during a given policy year. Beginning this year, we incorporated a safety questionnaire that recognizes and rewards not only your performance, but also your commitment to safety and efforts in establishing a safe work culture. The enclosed award check reflects both elements of our Safe Workplace Award.

The Comp Alliance Board of Trustees implemented this program to reward its members whose commitment to safety is reflected in its favorable loss experience. Since its inception five years ago, we have awarded more than \$4.8 million to our municipal and school members through the Safe Workplace Award and more than \$10 million in total Awards.

We appreciate your continued membership in the program and look forward to helping you keep your workforce healthy and safe.

Michael Kenneally

Comp Alliance, Executive Director

\$5,648⁰⁰ RECEIVED



Plan Manager: Wright Risk Management
900 Stewart Avenue, Suite 600, Garden City, NY 11530
Phone: 866-697-6922 Fax: 516-227-2352





7B

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

From: Martha L. Librock, Town Clerk

Monthly Statement – Tax 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 **November, 2024** in connection with the collection of taxes, excepting only such fees the application and payment of which are otherwise provided for by law:

Received From	Type of Receipt	Amount
Taxes	School	\$227,204.51
Taxes	Penalties	13,939.31
Taxes	Interest	2,680.44
Taxes	Tax Acct Interest	124.25
Taxes		
	Total Received	\$243,948.51

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 tax 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 19th day of December, 2024

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



7c

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 **November 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	\$2,641.38
	Total Received	\$2,641.38

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 19th day of December, 2024

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

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**TOWN OF AURORA SENIOR CENTER
DIRECTOR'S REPORT
MONTH OF November 2024**

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

ADMINISTRATION

I attended our director's meeting at the Lancaster Senior Center on November 19th. Jim Strusienski, Stay Fit Dining Director, discussed the increase in our meals from \$3.00 to \$3.50. It has been many years without an increase but will continue to be a suggested donation. As overall costs have risen for food it was a necessary increase. They did not want to compromise the quality of the meals.

Our AARP tax preparers are attending virtual classes here at the center in preparation for the upcoming tax season. Local resident, Marie Glenn, oversees the program which is run through the IRS. They will start scheduling in January for appointments. Our seniors love the free service they provide.

The AFP Group inspected our backflow and sprinkler systems.

PROGRAMS:

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

Participants: 12 people
 Title: SEWING & QUILTING
 Day & time: Tuesday 10-2pm
 Supervisor: Terry Piper
 Participants: 12 people
 Title: 55 ALIVE – Defensive driving classes
 Day & time: 1st Monday & Wednesday of the month – March 2025
 Supervisor: Ronald Krowka
 Participants: 40 people max.
 Title: SCRABBLE
 Day & time: Wednesdays 9:30-11:00am
 Supervisor: Dianne Bender
 Participants: 8+ people
 Title: FIBER ARTS
 Day & time: Tuesdays 1st & 3rd
 Participants: 12 people
 Title: MAHJONG
 Day & time: Mondays 2:00pm
 Supervisor: Lou Plotkin
 Participants: 12
 Title: MEXICAN DOMINOS
 Day & time: Thursdays 9:30 am
 Supervisor: Laurie Smith
 Participants: 8+
 Title: BOOK CLUB
 Day & time: 2nd Wednesday of the month
 Supervisor: Barb Dadey
 Participants: 8-10
 Title: Chess Club
 Day & time: Thursdays 10:00am
 Supervisor: Roberto Gesualdi
 Participants: 4
 Title: Wii Bowling
 Day & time: Tuesdays 12:30pm
 Supervisor: Cliff Lee
 Participants: 6
 Title: Portrait Sketching
 Day & time: Fridays
 Supervisor: Kurt Almond
 Participants: varies 4-8
 Title: Creative Painting
 Day & time: Friday 9-12noon
 Supervisor: Meg Hausauer
 Participants: 6

FUTURE TRIPS

Salvatore's Holiday event
 Kleinhans – Holiday Pops

EVENTS & OTHER ACTIVITIES

November 7 – Fantasy Football meeting with Erie County Wellness personnel.
 November– The Farm Market truck sponsored by Feedmore WNY is selling produce for our seniors and all community members for a fair price.
 November 21 – The Thursday Senior Social Club Celebrated Thanksgiving
 November 20 – Book Club – The Women by Kristin Hannah
 November 18 - Jewelry Making class instructed by Susie Baker
 November 18- Erie County Senior Services sponsored Trivia competition.
 November 21 – Highmark representatives were here to assist our senior with Medicare insurance for 2024.
 November 14 – Clarity Group representatives assist with Medicare insurance 2024.
 November 4 – Merry Mondays – Laughter is the best medicine. Program facilitator will be Barb Dadey
 November 21 – Erie County Social Worker, Rachel Potter, has been assisting seniors on various topics. This has been a plus for our members and the center staff

NUTRITIONAL LUNCH PROGRAM

Lunches are offered daily at a donation of \$3.00. Our weekly count for the program is 370 per week. Lunch totals for the month of November are 1478.

The center was closed Election Day, Veterans Day, and Thanksgiving days.

	In-house	Frozen		In-House	Frozen
Week of Nov. 4	222	139	Week of Nov. 12	215	130
Week of Nov. 18	290	153	Week of Nov. 25	205	124

7E

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

ADMINISTRATIVE:

Reports:

- We have 16,396 members registered in our recreation system.
- We had 67 activity registrations.
 - 47 total registrants (91% residents, 9% non-residents)
- We generated \$4,179 in sales.
- Credit card purchases totaled 42% (84% on-line, 16% office)
 - 2023 to 2024 comparison:
 - Total sales from 1/1/2023 – 11/30/2023 \$241,466
 - Total sales from 1/1/2024 – 11/30/2024 \$295,482

Our fall programs are starting to finish up for the season. Aktion Club floor hockey, Challenge Club (a program focusing on puzzles), and Risin NY Road Runners were all very well attended.

Was tasked this month with overseeing the transition to credit card transaction fees for our recreation programs. We will be setting the fee at 3.1% to cover the majority of our fees saving the town approximately \$7,000. These fees will go into effect on January 1, 2025.

EAST hosted its annual Kwianis meet the first weekend of November. We had over 330 athletes compete over the course of 10 hours. Many thanks to our many volunteers to make this event happen! A huge THANK YOU to Kiwanis for sponsoring this meet.

Submitted by: Chris Musshafen, Director of Recreation and Aquatics

7F

Town of Aurora Building Department
Monthly Report - November 2024

	Town	Village	Totals
Permits Issued			
Number of Permits	27	17	44
Current Month Fee Total	\$ 10,317.60	\$ 6,825.50	\$ 17,143.10
2024 Year Fee Total	\$ 84,920.45	\$ 73,726.89	\$ 158,647.34
2023 Year Fee Total	\$ 6,932.25	\$ 13,280.00	\$ 140,330.02

Inspections Completed			
Building Permit	111	69	180
Fire Safety	0	3	3
Complaint/Violation	6	4	10

Notices Sent			
Permits Expired	12	9	21
2nd Notice Permit Expired	0	1	1
Violations - expired permits	0	1	1
2nd Notice Viols - exp permits	0	0	0
Zoning Compliance Letter	0	0	0
False Alarm	0	0	0

Reviews			
Zoning Board Cases - New	2	0	2
Site Plan Applications	1	3	4
Special Use Permit Applications	2	1	3
ODA Applications	0	0	0

Town of Aurora/Village of East Aurora

Building Permits Issued 11/01/2023-11/30/2023

Permit number	Permit address	Property ID	Work Category	Owner	Issued Date	Municipality	Permit fees total	Construction Cost	Number of permits
2024-380	13 WOODCREST L	186.05-2-1	Residential Builds	CRYSTALYNN VAN	11/8/2024	Aurora	489.00	\$550,000.00	1
2024-405	12 WEST FALLS RT	186.04-1-7.2	Accessory structures and building	Kelly O'Connor	11/6/2024	Aurora	273.25	\$150,000.00	1
2024-431	13 VICTORIA HTS	176.10-3-43	Accessory structures and building	MARK & CATHERII	11/14/2024	Aurora	251.00	\$80,000.00	1
2024-472	1865 EMERY RD	201.00-1-48.1	Accessory structures and building	BRENT BARTLETT	11/27/2024	Aurora	203.75	\$160,000.00	1
2024-520	3 CREEKVIEW CT	175.10-2-29	Other	Toby Corcoran	11/19/2024	Aurora	131.40	\$51,555.00	1
2024-523	40 CENTER RIDGE	187.02-2-18	Accessory structures and building	Mary Celani	11/6/2024	Aurora	250.00	\$80,000.00	1
2024-527	1580 MILL RD	187.03-1-4	Accessory structures and building	James Herbert	11/8/2024	Aurora	187.50	\$35,000.00	1
2024-550	174 ROYCROFT CI	164.16-4-21	Other	DANIEL FRANKLIN	11/1/2024	Aurora	50.00	\$7,900.00	1
2024-554	2405 BLAKELEY RI	188.00-2-8.1.1	Residential Builds	Shannon O'Brien	11/18/2024	Aurora	1,660.00	\$578,454.00	1
2024-559	986 FALLS RD	200.00-4-31.1	Other	Gregory Hiezawki	11/1/2024	Aurora	75.00	\$8,800.00	1
2024-540	203 GREENWOOD	164.11-1-1-77	Accessory structures and building	ERIC FRIESS	11/5/2024	Aurora	295.00	\$27,000.00	1
2024-541	1999 BLAKELEY RI	188.00-4-4	Other	HEATHER MILLIRC	11/14/2024	Aurora	104.20	\$32,214.00	1
2024-546	81 HEILER DR	165.10-1-3.2	Residential Builds	WILLIS & MARYBE	11/5/2024	Aurora	1,885.50	\$412,875.00	1
2024-548	321 GROVER RD	175.09-1-16	Residential Builds	Donna Zimmerman	11/18/2024	Aurora	110.00	\$10,497.00	1
2024-549	1907 BOIES RD	200.00-4-9.2	Residential Builds	Andrew Borowski	11/6/2024	Aurora	27.00	\$45,000.00	1
2024-550	2092 MILL RD	199.01-2-2	Other	Mary Jo Graham	11/14/2024	Aurora	75.00	\$10,500.00	1
2024-552	147 BOWEN RD	164.00-1-35.1	Other	Don Mills	11/13/2024	Aurora	75.00	\$9,674.00	1
2024-555	13 WOODCREST L	186.05-2-1	Residential Builds	Chrystalynn VanAv	11/8/2024	Aurora	1,142.00	\$100,000.00	1
2024-560	1525 QUAKER RD	174.00-1-46.1	Other	Lynn DiPiro	11/15/2024	Aurora	75.00	\$10,550.00	1
2024-562	953 LAWRENCE A	165.14-4-7	Accessory structures and building	ERIC PIECHOWICZ	11/18/2024	Aurora	100.00	\$8,840.00	1
2024-563	22 REED HILL DR	175.10-2-33	Other	Jeff Kney	11/19/2024	Aurora	75.00	\$11,520.00	1
2024-568	482 BUFFALO RD	164.00-1-24	Other	Bruce Shaffer	11/22/2024	Aurora	75.00	\$10,500.00	1
2024-571	431 QUAKER RD	175.06-3-2	Residential Builds	Shella Petrocy	11/18/2024	Aurora	89.50	\$95,000.00	1
2024-572	222 GREENWOOD	164.11-1-65	Other	NATHAN MEYERS	11/19/2024	Aurora	50.00	\$5,000.00	1
2024-577	1362 FALLS RD	200.00-4-46.1	Residential Builds	derek sullivan	11/27/2024	Aurora	2,953.00	\$900,000.00	1
2024-585	1012 MILL RD	187.01-3-3	Other	Sylvia O'Connor	11/27/2024	Aurora	50.00	\$1,000.00	1
2024-586	112 OLD GLENWC	199.01-1-26	Residential Builds	Nicholas Passucci	11/27/2024	Aurora	165.50	\$10,000.00	1
							10,317.60	\$9,141,879.00	27
							Total Village Fees		
2024-259	670 MAIN ST	165.17-5-25	Commercial building	KATHLEEN MILLER	11/5/2024	East Aurora	50.00	\$0.00	1
2024-370	123 GREY ST	175.07-1-1.1	Signs	Benderson Develc	11/15/2024	East Aurora	60.00	\$1,500.00	1
2024-371	606 GIRARD AVE	165.13-1-1.1	Signs	Henry Szymula	11/8/2024	East Aurora	60.00	\$10,195.31	1
2024-408	670 MAIN ST	165.17-5-25	Commercial building	KATHLEEN MILLER	11/5/2024	East Aurora	5,430.00	\$999,999.00	1
2024-456	128 THE MEADOW	165.14-2-38	Other	RAE & RITA PERRC	11/15/2024	East Aurora	50.00	\$29,800.00	1
2024-482	30 WALNUT ST	164.20-11-32	Accessory structures and building	Sarina Scaccia	11/15/2024	East Aurora	70.00	\$10,000.00	1
2024-507	123 GREY ST	175.07-1-1.1	Signs	Matt Oats	11/15/2024	East Aurora	240.00	\$50,000.00	1
2024-519	516 NORTH ST	164.16-3-8.1	Other	Natalie Lesh	11/14/2024	East Aurora	107.50	\$32,451.00	1
2024-526	260 SYCAMORE S	175.12-4-20	Accessory structures and building	KEVIN HELFER JR.	11/6/2024	East Aurora	90.00	\$4,914.00	1
2024-537	127 BUFFALO RD	164.19-1-8	Accessory structures and building	Steven Pattison	11/1/2024	East Aurora	135.00	\$1,780.00	1
2024-547	170 GREY ST	175.07-1-12	Accessory structures and building	Samuel Cosmano	11/6/2024	East Aurora	80.00	\$39,999.00	1
2024-551	38 ELM ST	176.05-1-10	Signs	Peter Nuesle	11/7/2024	East Aurora	60.00	\$94.00	1
2024-556	160 MAIN ST	164.19-5-13.1	Other	BNY EAC-I LLC	11/13/2024	East Aurora	110.00	\$39,000.00	1
2024-557	461 GRIGGS PL	175.12-3-1	Other	Anthony Rosadi	11/8/2024	East Aurora	50.00	\$5,325.00	1
2024-561	110 CENTER ST	175.08-2-43	Other	JOHN SEEGER	11/13/2024	East Aurora	50.00	\$3,450.00	1
2024-567	502 LINDEN AVE	175.12-3-18	Residential Builds	STEPHEN SMIELTAI	11/21/2024	East Aurora	213.00	\$120.00	1
2024-569	281 OLEAN ST	176.09-1-5.1	Accessory structures and building	Virginia Coleman	11/21/2024	East Aurora	90.00	\$8,229.00	1
							6,945.50	\$1,236,856.31	17
							Total Fees		
							\$17,263.10	\$4,378,735.31	44

Town of Aurora/Village of East Aurora

Certificate of Compliance/Occupancy Issued 11/01/2024-11/30/2024

Permit num	Address	Property ID	Inspection name	Workspace status	Visit date	Visit result	Municipality
2023-512	1252 BOIES RD	187.00-4-11.	Final Building Department Inspection	Occupied	11/1/2024	Granted and fully completed	Aurora
2024-233	1479 MILL RD	187.03-1-20	Final Building Department Inspection	Finished	11/1/2024	Granted and fully completed	Aurora
2024-475	1693 SWEET RD	187.00-3-1.1.	Final Building Department Inspection	Finished	11/4/2024	Granted and fully completed	Aurora
2023-470	2 CREEKVIEW CT	175.10-2-31	Final Building Department Inspection	Occupied	11/5/2024	Failed	Aurora
2024-267	2 CREEKVIEW CT	175.10-2-31	Final Building Department Inspection	Finished	11/5/2024	Failed	Aurora
2024-267	2 CREEKVIEW CT	175.10-2-31	Final Building Department Inspection	Finished	11/6/2024	Granted and fully completed	Aurora
2024-532	1790 OLEAN RD	201.00-1-20.	Final Building Department Inspection	Finished	11/7/2024	Failed	Aurora
2023-508	1525 QUAKER RD	174.00-1-46.	Temporary Certificate of Occupancy	Construction started	11/7/2024	Granted but outstanding matters	Aurora
2024-331	719 DAVIS RD	174.00-3-5.1.	Final Building Department Inspection	Construction started	11/7/2024	Failed	Aurora
2023-470	2 CREEKVIEW CT	175.10-2-31	Final Building Department Inspection	Occupied	11/8/2024	Failed	Aurora
2024-285	1006 GROVER RD	187.00-1-42	Final Building Department Inspection	Finished	11/8/2024	Granted and fully completed	Aurora
2024-270	135 COOK RD	176.00-1-33.	Final Building Department Inspection	Finished	11/13/2024	Granted and fully completed	Aurora
2023-470	2 CREEKVIEW CT	175.10-2-31	Final Building Department Inspection	Occupied	11/18/2024	Granted but outstanding matters	Aurora
2024-532	1790 OLEAN RD	201.00-1-20.	Final Building Department Inspection	Finished	11/18/2024	Granted and fully completed	Aurora
2023-418	1250 BIG TREE RD	165.00-1-26	Final Building Department Inspection	Finished	11/20/2024	Failed	Aurora
2024-510	2342 DARLING RD	201.19-1-6.2	Final Building Department Inspection	Finished	11/22/2024	Granted and fully completed	Aurora
2024-324	1324 GROVER RD	187.00-1-19	Final Building Department Inspection	Finished	11/25/2024	Granted and fully completed	Aurora
2023-529	18 VICTORIA HTS	176.10-3-38	Final Building Department Inspection	Finished	11/25/2024	Granted and fully completed	Aurora
2024-562	953 LAWRENCE AVE	165.14-4-7	Final Building Department Inspection	Construction started	11/25/2024	Failed	Aurora
2024-467	1843 DAVIS RD	199.03-1-6.1	Final Building Department Inspection	Construction started	11/27/2024	Failed	Aurora
2024-156	165 BUFFALO RD	164.19-1-2	Final Building Department Inspection	Finished	11/1/2024	Granted and fully completed	East Aurora
2024-058	120 COMMERCE WAY	175.10-1-3.1.	Final Building Department Inspection	Construction started	11/4/2024	Granted but outstanding matters	East Aurora
2024-186	484 MAIN ST	164.20-7-37	Final Building Department Inspection	Finished	11/5/2024	Failed	East Aurora
2024-155	169 WEST FILLMORE AVE	164.19-5-6	Final Building Department Inspection	Finished	11/5/2024	Granted and fully completed	East Aurora
2024-396	234 GIRARD AVE	164.15-2-32	Final Building Department Inspection	Finished	11/8/2024	Failed	East Aurora
2024-417	191 CENTER ST	175.08-9-40	Final Building Department Inspection	Finished	11/12/2024	Granted and fully completed	East Aurora
2024-246	234 GIRARD AVE	164.15-2-32	Final Building Department Inspection	Construction started	11/12/2024	Failed	East Aurora
2024-396	234 GIRARD AVE	164.15-2-32	Final Building Department Inspection	Finished	11/12/2024	Granted and fully completed	East Aurora
2024-186	484 MAIN ST	164.20-7-37	Final Building Department Inspection	Finished	11/14/2024	Granted but outstanding matters	East Aurora
2024-397	391 OLEAN ST	176.09-1-44	Final Building Department Inspection	Finished	11/15/2024	Granted and fully completed	East Aurora
2023-501	816 WARREN DR	165.14-1-7	Final Building Department Inspection	Finished	11/15/2024	Granted and fully completed	East Aurora
2024-537	127 BUFFALO RD	164.19-1-8	Final Building Department Inspection	Finished	11/15/2024	Granted and fully completed	East Aurora
2024-284	182 MILL RD	175.07-2-9.1	Final Building Department Inspection	Construction started	11/15/2024	Granted and fully completed	East Aurora
2024-100	123 GREY ST (125 GREY ST.)	175.07-1-1.1.	Temporary Certificate of Occupancy	Construction started	11/18/2024	Granted but outstanding matters	East Aurora
2024-186	484 MAIN ST	164.20-7-37	Final Building Department Inspection	Finished	11/19/2024	Granted and fully completed	East Aurora

2024-557	461 GRIGGS PL	175.12-3-1	Final Building Department Inspection	Finished	11/20/2024	Granted and fully completed	East Aurora
2024-187	387 MAIN ST	164.20-12-7	Final Building Department Inspection	Finished	11/21/2024	Granted and fully completed	East Aurora
2024-209	363 LINDEN AVE	175.12-2-4.1	Final Building Department Inspection	Finished	11/21/2024	Granted and fully completed	East Aurora
2024-140	49 OLEAN ST	176.05-1-31.1	Final Building Department Inspection	Finished	11/21/2024	Granted and fully completed	East Aurora
2023-408	49 OLEAN STREET, EAST AU 14052		Final Building Department Inspection	Occupied	11/21/2024	Granted and fully completed	East Aurora
2023-408	49 OLEAN STREET, EAST AU 14052		Temporary Certificate of Occupancy	Occupied	11/21/2024	Granted and fully completed	East Aurora
2023-408	49 OLEAN STREET, EAST AU 14052		Temporary Certificate of Occupancy	Occupied	11/21/2024	Granted and fully completed	East Aurora
2023-408	49 OLEAN STREET, EAST AU 14052		Temporary Certificate of Occupancy	Occupied	11/21/2024	Granted and fully completed	East Aurora
2024-377	281 OLEAN ST	176.09-1-5.1	Final Building Department Inspection	Finished	11/25/2024	Granted and fully completed	East Aurora
2024-569	281 OLEAN ST	176.09-1-5.1	Final Building Department Inspection	Finished	11/25/2024	Failed	East Aurora
2024-027	27 WALNUT ST	164.20-12-10	Final Building Department Inspection	Finished	11/25/2024	Granted and fully completed	East Aurora
2023-353	27 WALNUT ST	164.20-12-10	Final Building Department Inspection	Finished	11/25/2024	Granted and fully completed	East Aurora
2023-537	440 GIRARD AVE	164.16-2-44	Final Building Department Inspection	Construction started	11/27/2024	Granted and fully completed	East Aurora
2024-027	27 WALNUT ST	164.20-12-10	Final Building Department Inspection	Finished	11/27/2024	Granted and fully completed	East Aurora



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**East Aurora / Town of Aurora
Police Department
Interdepartmental Correspondence**

To: Mayor Peter Mercurio & Village Board; Supervisor Charles Snyder & Town Board

From: Patrick Welch, Chief of Police

Date: December 10, 2024

Re: Monthly Report – November 2024

General Information

Meetings:

In addition to Village Board, Town Board and Staff meetings I also attended the following:

- Erie County Police Chief's Association Monthly Meeting
- WNY Police Chief's Monthly Meeting
- Conducted 4 final interviews for pistol permit applications
- Met with Erie County Highway Engineers about Pine Street Construction plans
- Met with Shane Krieger, Town Councilman McCann and members of Garden Club about deer population
- Met with EA Chamber of Commerce about December 21st event
- Met with Village Trustee Cameron about the use of Tasers

Special Events:

- The Turkey Trot was held on Thanksgiving morning in the village. The event continues to grow. There were about 800 runners this year.



**East Aurora / Town of Aurora
Police Department
Interdepartmental Correspondence**

Statistics

Activity	Village	Outside of Village	Total (YTD)
Police calls	609 (8682)	357(4468)	966 (13,290)
Fire/EMS calls			424(4811)
Response Time	4.9 minutes	4.0 minutes	
Property Damage Accident	11	13	24(245)
Injury Accidents	1/0 Fatal	1/0 Fatal	2(44)1(Fatal)
Leaving Scene Acc	3	1	4 (28)
Deer Struck PDO	0	23	23 (116)
Crimes Against Persons (Agg. Harassment/ Assault)	2	3	5(49)
Crimes-Drugs	0	0	0(2)
Crimes-Property (Larceny/Criminal Mischief)	4	2	6(85)
Burglary/Trespass	1	1	2(18)
S&R-Lic/Reg	8	3	11(74)
DWI	6	2	8(52)
Warrant Arrests	0	1	1(8)
Traffic Tickets	108(863)	50(358)	158 (1221)
Parking Tickets	0	0	0(196)
Domestics	0(27)	3(32)	3(59)
9.41 MHL/22.09 PHL	3(24)	0(25)	3(49)
ERPO	0	0	0(10)
Car Seat Installations	0		4



East Aurora / Town of Aurora Police Department Interdepartmental Correspondence

Training:

The entire department completed training on workplace bullying.

Arrests / Investigations

Outside of the arrests and reported crimes in the above chart, of note Officers also investigated the following:

- Detectives are following several leads into Narcotics possession and sales.

Miscellaneous

- Command staff is in the process of conducting a background investigation and pre-employment screenings on an individual who has interviewed for the position of police officer. There is currently one vacant position for police officer.