

TOWN OF AURORA
TOWN BOARD WORK SESSION
March 22, 2016

The following members of the Aurora Town Board met on Tuesday, March 22, 2016 at 7:00 p.m. in the Southside Municipal Center Town Hall Auditorium, 300 Gleed Avenue, East Aurora, NY, for the purpose of holding a work session:

Present:	Susan A. Friess	Councilwoman
	Charles D. Snyder	Councilman
	Jeffrey T. Harris	Councilman
Absent/Excused:	Jolene M. Jeffe	Councilwoman
	James J. Bach	Supervisor
Others Present:	David Gunner	Highway Superintendent
	William Kramer	Code Enforcement Officer
	Shane Krieger	Chief of Police

1) SSMC – Request for use of space:

Keith Weaver and Jeff Higgins, representing Bujinkan Katsujinken Dojo martial arts training, spoke to the Board about their request to use an area in the Southside Municipal Center one evening a week for martial arts training. An area 20' by 35' or larger would be needed. Their proposal is to pay the town monthly for use of the space based on the number of members enrolled in the program. Mr. Weaver stated they would meet one time per week. Any training weapons would be made of wood with no metal or sharp edges. Councilwoman Friess stated we would have to contact the Town's insurance carrier to get their opinion on the use and we would have to see if there is a space available that is large enough for them to use.

2) Surplus Inventory:

An inventory of miscellaneous office furniture, Cable Access equipment, light fixtures and kitchen equipment was done by several town employees. The Board reviewed the list and determined that some of the office furniture and light fixtures would be kept by the Town. The rest of the items would be auctioned.

3) SSMC – Landscaping along north fence line:

The owner of property at 597 Crescent Avenue that abuts the north lot line of the Southside Municipal Center is requesting a sight barrier between the parking lot and his backyard. Per Supervisor Bach's request, Highway Superintendent Gunner came up with four options:

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|--|-----------|
| • Replace/replant four Arborvitae plants | \$ 840.00 |
| • Plant five white spruce trees | 1,475.00 |
| • Install 6' high pressure treated privacy fence | 572.87 |
| • Install 6' high vinyl privacy fence | 1,544.38 |

After discussion, the Board felt that the pressure treated wood privacy fence would work. The property owner will have to fill out a right-of-entry document with the Town in order that Town employees can enter his property to erect the fence.

4) Aurora Waldorf 5K proposal:

The Aurora Waldorf 5K proposal was withdrawn by a representative of the Aurora Waldorf School.

5) Time Warner Cable Franchise agreement:

The Town Board and Town Attorney will review the new agreement proposal and compare it to the 2005 franchise agreement. Discussion will continue on this topic.

6) Panic Button proposal:

Councilman Snyder has been working with several alarm companies to develop a panic alarm proposal for Town offices at the Southside Municipal Center. Quotes were received from:

- Sonitrol \$2,850.00 plus \$576 per year monitoring fee
- Life Safety \$2,755.00 plus \$250 per year monitoring fee
- Eastern States \$1,690.00 plus \$201 per year monitoring fee
- Advanced Alarm \$2,135.00 plus \$240 per year monitoring fee

In addition to the panic alarms, the Board and Police Chief Krieger discussed lock-downs and fire alarm procedures.

7) Time Clocks:

Councilwoman Friess and Councilman Snyder went to look at the time clock system used in the Town of Boston. The Board is considering use of time clocks by Town employees. Councilman Snyder stated he would talk to department heads to get their thoughts on the use of time clocks.

8) Building Permit fees:

Councilwoman Friess stated that the memo from Patrick Blizniak covers two issues. The first being a full-time building clerk and the second being an increase in building permit fees. Mr. Blizniak and his department need to show proof that a full-time clerk is needed and that an increase in fees is needed.

9) Subdivision and ODA Moratorium extension:

The Board discussed the need to extend the moratoriums on Subdivision and ODA development. A six-month extension is being proposed. Local laws will be drawn up and public hearings set. Councilwoman Friess proposed that the Board meet for a work session at 5:30 pm on March 28, 2016 to discuss Town Code changes.

10) Purchase Order proposal:

Councilman Snyder introduced the idea of using purchase orders (PO's) to keep track of expenditures, especially in the building and grounds maintenance budget lines. Pros and cons were discussed including written policy and who would process and approve the PO's.

11) Carbon Monoxide alarms:

Section 1228.4 was added to Part 1228 of Title 19 NYCRR (New York Codes, Rules and Regulations in 2015. The section is titled Carbon Monoxide Detection in Commercial Buildings. Carbon monoxide (CO) detection is required in every commercial building that contains a carbon monoxide source. The following Town owned buildings require CO detectors: Southside Municipal Center; Senior Center; Main Street Library; West Falls Library/Community Center and the Highway offices. CO detectors must be installed by June 27, 2016 in order to comply with this requirement. It was determined by Code Enforcement Officer William Kramer that a total of sixty CO detectors would be needed for the Town buildings.

The cost of the detectors that meet UL2034 standards and have a 10-year sealed battery, range from \$24.99 to \$44.38 per unit.

- Home Depot \$39.97
- Amazon.com \$44.38
- Valu Home Center \$24.99 (on sale thru 3/26/16; regular price \$29.99)
- Houzz.com \$32.97

Councilman Harris moved to approve the purchase of Universal carbon monoxide detectors for Town Buildings for an amount not to exceed \$1,500.00 from Valu Home Centers. Funds will be disbursed from the A and ER funds. Councilman Snyder seconded the motion. Upon a vote being taken: ayes – three noes – none Motion carried.

Action #79
Purchase of CO
detectors
approved