

Civil Engineering
Environmental Engineering
Municipal Engineering
Land Surveying



Project Management
Construction Support
Landscape Architecture
SWPPP Services

5A

February 13, 2017

Martha Librock
Town Clerk
Town of Aurora
300 Gleed Avenue
East Aurora, NY 14052

Re: Aurora Mills Cluster Subdivision
Mill Road, (T) Aurora
Final Plat Submission

Dear Ms. Librock,

Since receipt of Preliminary Plat approval for the Aurora Mills Subdivision, we have proceeded with Final Plat design. Please find attached for your review and distribution:

- Twenty (20) copies of the Final Plat design plans
- Submittal fee for \$4,500.00 (check #1619)
- Six (6) copies of the Storm Water Pollution Prevention and Engineering report

The subdivision layout has not been altered since receipt of Preliminary Plat approval. The location of the proposed wastewater pump station has been moved from the center of the northern cul-de-sac to a location further north, located behind lot #16. The revised location offers less visibility of the wastewater pump station from the future home owners and allows the cul-de-sac island to be landscaped.

Additionally, it is requested that the Town review a proposed roadway pavement section that differs from the standard Town specification for a public roadway. The proposed pavement section is included on sheet PD 9.

The Town specification for a public roadway is 10-inches of #2 Run of Crusher select backfill, 4-inches of Type 1 base, 2-1/2-inches Type 3 binder and 1-1/2 inch Type 7 top. The proposed section for the private roadways is 12-inches of #2 Run of Crusher select backfill, 2-inches Type 3 binder and 1-inch Type 7 top course. The revised pavement section is proposed for several reasons. The project is a private development and will not experience thru traffic nor the volume of traffic that a public road is designed for. Initially, the revised pavement section does offer costs savings that will positively affect the lot purchase cost. The project requires establishing a Home Owners Association, where all future road maintenance costs will be passed onto the individual home owners within the development. For these reasons, it is requested that the proposed pavement section be considered. In conjunction with the proposed pavement section, we are also requesting replacing #2 Run of Crusher crushed stone backfill with crushed gravel.

Following the Town's Final Plat submittal checklist, there are several items not included with this submittal package. Those items are not included for the following reasons:

- The project is currently going thru the process of requesting Expansion of ECSD#8. The expansion request is at the stage of County Legislative review. The present timing includes setting a resolution that calls for a public hearing on February 23 at the Erie County Legislature. The public hearing will be held on March 16. After the public hearing is held the approving resolution will be sent to the Legislature for approval. Once approved the resolution must be published within 10 days of its adoption and is subject to a 45 Permissive Referendum period. After completing these steps, the request is then forwarded onto the NYS Comptroller.

While this process is being completed, the Erie County Division of Sewerage Management, (ECDSM) will review and offer comments on the Final Plat design plans but ECDSM cannot provide a final approval. Due to this being a private development with an HOA, the easements involved follow along the proposed public sanitary sewer system and pump station. Comments received from ECDSM may affect layout of the wastewater collection/pump station system which would in turn would affect easements. Once the wastewater system is approved, the required easement documentation will be prepared and submitted to the Town Attorney for approval.

- Initial contact has been made with NYSEG Engineering/Electric Service, National Fuel, Verizon and Time Warner, notifying them of and sharing design plans of the proposed project. The utility companies do not initiate work with the subdivision developer until the project receives Final Plat approval. Once evidence of Final Plat approval is provided, the utility companies assign a job work number to the project and initiate their respective designs.
- A submittal package will be sent to the Erie County Health Department, ECHD, but the project cannot receive approval from the ECHD until the ECDSM signs off. As stated previously, ECDSM sign off will not occur until completion of the Sewer District Expansion process. Once obtained, the ECHD approval will be submitted.

A this time, we are requesting that the Town Board accept the submission of Final Plat documents and place the project on the February 27th agenda for referral to the Planning Board. Per the Town Code, the Planning Board must issue a recommendation prior to Town Board Vote, so please refer the final plat application to the Planning Board for its March 2017 meeting.

We are also requesting that the Town Board and Planning Board review the information submitted and allow the project to begin to move thru the Final Plat review process with the following list of contingencies:

- Obtaining Town Engineer and Town Building Department approval of the proposed private pavement section and the replacement of #2 crushed stone with crushed gravel
- Completion of the Erie County Sewer District Expansion process
- Providing future documentation of service from the gas, electric, phone and cable companies
- Providing sanitary sewer easement documentation once the wastewater system design approval has been obtained
- Providing ECHD approval after completing the Sewer District Expansion process and obtaining ECDSM design approval

Please contact me directly if you require additional information.

Sincerely,

A handwritten signature in cursive script that reads "Patricia Bittar".

Patricia Bittar
Sr. Project Manager

Cc: Gordon Reger
Gary Eckis
Bill Schutt / 15012A

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



MAF

GA

townclerk@

TOWN OF AURORA
300 Gleed Avenue, East Aurora, NY 14052
www.townofaurora.com

MEMO

TO: Town Board

FROM: James J. Bach; Kathleen Moffat

RE: 2016 End of Year Budget Transfers

DATE: 02/16/17

Approval is respectfully requested to authorize the bookkeeper to make the 2016 budget transfers necessary to bring deficit budget lines into compliance. All transfers will be submitted to the Supervisor for approval.

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



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(716) 652-3280
townclerk@townofaurora.com

TOWN OF AURORA
300 Glead Avenue, East Aurora, NY 14052
www.townofaurora.com

MEMO

TO: Town Board
FROM: Kathleen Moffat
RE: 2016 Budget amendment
DATE: 02/22/17

Approval is respectfully requested to make the following 2016 Budget Amendment to account for the receipt of Recycling Grant funds:

- Increase revenue line SR 3089 State Aid Other by \$55,825.00
- Increase expenditure line SR 8189.404 Recycling Services by \$55,825.00

The funds were used to purchase a 2017 F550 Ford dump truck, which was approved at the 8/22/16 town board meeting. (Action #250)

GC

NEILL & STRONG, PLLC
ATTORNEYS AND COUNSELORS

13166 MAIN STREET
ALDEN, NEW YORK 14004
(716) 937-3353
(716) 937-7222 (FAX)
(NOT FOR SERVICE OF PROCESS)

NATHAN S. NEILL
JENNIFER L. STRONG

LEGAL ASSISTANT:
K. PATRICIA STRONG
SUSAN B. ANGIELCZYK

January 25, 2017

Bill for Legal Services Rendered to the Town of Aurora

All legal services rendered by Nathan S. Neill, Esq., Special Counsel, in connection with the proposal to consolidate existing water districts and/or dissolve the water districts including meeting with Town Officials and engineers as set forth in the attached time sheet.

19.2 hours x \$180/hr per retainer agreement.

Consolidation or Dissolution of Water Districts Town of Aurora

Time Sheet

<u>Date</u>	<u>Work performed</u>	<u>Hours</u>
11/14 /14	Telephone call from Ron Bennett	.2 hrs
11/17/14	Review law regarding consolidation of water districts, Call to Ellen McDonald at Audit & Control review proceedings from Town of Hamburg	3 hrs
11/25/14	Memo from Ron Bennett	.2 hrs
11/26/14	Prepare timeline for consolidation of water districts	.5 hrs
12/01/14	Download and print GML 773 et sequence review and go over the procedures	1 hr
12/08/14	Attend meeting at Town of Aurora	1 hr
12/10/14	Draft retainer letter and mail	.7 hrs
12/12/14	E-mail from Jennifer Strong, review dissolution proceedings from Town of Alden, download and print proceedings, review dissolution plans, summary of dissolution plans	2 hrs
12/24/14	Receive and review retainer letter	.2 hrs
12/29/14	Draft and send letter to Town Clerk with some of items that will be required	2 hrs
1/07/15	Call to Town Clerk and review the proceedings, discuss status of Water District 18 financing	.5 hrs
1/07/15	Call to Wes Dust at ECWA. They will require easements for all water lines. Direct Service Agreement should be similar to Town of Alden	.5 hrs
1/09/15	Call to John Alessi to discuss role of bond counsel	.5 hrs
1/10/15	Prepare timeline for dissolution procedures	.5 hrs
1/14/15	Meet with Town Supervisor, Town Clerk, Brian Smith, Greg Keyser and William Wheeler form CRA	2 hrs
01/15/15	Prepare brief memo about current status	1 hr
02/06/15	e-mail from William Wheeler	.1 hrs
02/10/15	e-mail from Bryan Smith and to Bryan Smith	.2 hrs
02/13/15	e-mails from Bryan Smith and Martha Librock, review agreement with Town of Elma	.5 hrs
05/22/15	e-mail to John Alessi requesting update of refinancing	.1 hrs
05/29/15	e-mail from John Alessi with update of closing and 12 C proceeding	.2 hrs
07/24/15	attend meeting at Erie County Water Authority	1.5 hrs
07/24/15	Review CRA Plan	<u>.5 hrs</u>
		19.2 hrs

19.2 x \$180 = \$3,456

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ERIE COUNTY 2017 COMMUNITY AGENCY FUNDING APPLICATION

Mark C. Poloncarz
Erie County Executive

APPLICATION CHECKLIST

Have you?

- Signed and dated the application certification at the bottom of this page.
- Enclosed 1 copy of the application (staple, do not bind).
- N/A 1 copy of the required not-for-profit documentation. (TOWN OF AURORA IS A MUNICIPALITY)
- 1 copy of Annual Financial Statement for your most recently completed fiscal year prepared and signed by an independent accountant or independent certified public accountant (audited or unaudited).
- N/A 1 copy of your most current Federal Tax Return (Form 990). (TOWN OF AURORA IS A MUNICIPALITY)
- 1 copy of your Board of Directors List (include mailing addresses and phone numbers for Executive Committee).
- N/A 1 copy of your annual report. (TOWN OF AURORA IS A MUNICIPALITY)

**The 2017 Budget APPLICATION is due in the Department of Senior Services
by March 14, 2017 at 5:00 p.m.**

Please contact Anthony Gregorczyk from the Department of Senior Services at 858-8086 if you have any questions.

CERTIFICATION

The undersigned certifies that he/she is a principal officer of the applicant organization and has knowledge of, and certifies that the information contained herein is complete and accurate. Furthermore, the undersigned certifies that the applicant-sponsored activities are open to the general public, advertised as such, and not subject to discrimination based on sex, race, creed, religion or national heritage.

(Signature) (Print Name) (Title) (Date)

Town of Aurora
NAME OF APPLICANT ORGANIZATION

III. AGENCY AND PROGRAM DESCRIPTION

1. *Agency Description and Mission Statement – Provide a brief description of your organization and include your mission statement.*

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 the leadership and advocacy to ensure the availability of leisure and recreational opportunities for seniors.

2. *Provide below the specific purpose for the proposed funding to be utilized in 2017. The description should include the program goals and objectives, workload activity and a review of how the provision of funded services will be monitored and evaluated. Examples could be indicators such as, number of clients seen, number of caseloads established, amount of services provided, etc. Indicate whether or not this will be a new service or an expansion of existing services. Funding can only be utilized for direct services and cannot include administrative overhead expense.*

Our goals are to provide both educational and fun activities here at the center. The projector and laptop we wish to purchase will be part of the Erie County Senior Services University Express program. This provides an opportunity for seniors to attend lectures in a variety of topics. The topics include current affairs, history, science & medicine, and humanities. Our upcoming lectures are Attica Prison Uprising, Women of the Roycroft, and Mary Todd Lincoln. Our past lectures have seen between 60-100 people. Now to fun and more seating. The additional chairs and tables are needed for the continued growth of our programs. Presently, we offer in our library the following program: Fiber arts, Quilting, Redwork, Pinochle, Euchre, bridge, scrabble & creative writing. The total of seniors participating is over 200 for the weekly classes. We are also offering Chess with 10 initial signups. This funding will help to provide for expansion of our services.

GE



TOWN OF AURORA
www.townofaurora.com

To: Aurora Town Board
From: Martha L. Libroek, Town Clerk
Date: February 23, 2017
Re: Request to attend seminar

Please consider my request to attend the 35th Annual NYS Town Clerks Association Conference in Rochester, NY, April 23- April 26, 2017. The fees are as follows:

Registration	\$125.00
Room rate (includes 3 nights lodging, breakfast, lunch, dinner, mixer and banquet)	665.00
Mileage Reimbursement (mileage/tolls)	<u>70.00</u>
Total	\$850.00

This will be disbursed from A1410.405 Town Clerk mileage, which has a balance of \$1,000.

The conference agenda is attached.

NYSTCA
35th Annual Conference
April 23-27, 2017

April 23, 2017	April 24, 2017	April 25, 2017	April 26, 2017
Sunday	Monday	Tuesday	Wednesday
Travel Safely to Conference Hyatt Regency Rochester NY Check-in 3:00 pm	Breakfast 7:00 - 8:30 am Registration 8:00 - 2:00 pm NYSTCA Store/Funtime Auction 8:00 - 5:00 pm Opening Ceremony and Business Meeting 8:30 - 10:15 am	Breakfast 7:00 - 8:30 am Registration 8:00 - 10:00 am Funtime Auction 8:00 - 1:00 pm Town Clerk Round Tables Small Towns 9:00-10:15 am Medium Towns 9:00-10:15 am Large Towns 9:00-10:15 am Skill Path Supervisory Skills 9:00 - 10:15 am	Breakfast 7:00 - 8:30 am Check Out of Hotel
Registration NYSTCA Store Funtime Auction Noon - 5:00 p.m.	Morning Break with Vendors 10:15 - 10:45 am	Morning Break with Vendors 10:15 - 10:45 am	How to Gain the Upper Hand 9:00 - 11:30 am
Vendor Blender Rochester Conference Center 3:00-5:00 p.m.	General Session Freedom of Information and Open Meetings Law 10:45 - 12:15 pm	Disaster Planning and Response 10:45 - Noon AOT Ethics 10:45 - Noon Record Retention Between the Justice Court and the Town Clerk 10:45 - Noon Births and Deaths 10:45-Noon Skill Path Getting the Job Done 10:45 - Noon	Lunch and Award Ceremony 11:30 - 1:00 pm
Athenian Dialogue Part 1 Must Be Pre-Registered 1:00-4:00 p.m.	Lunch and Break with Vendors 12:15 - 1:30 pm	Lunch and Break with Vendors Noon - 1:15 pm County Association Luncheon Noon - 1:15 pm	Lunch and Award Ceremony 11:30 - 1:00 pm
Welcome New Clerks Orientation 4:00 - 5:00 pm	What to Expect From an OSC Audit 1:30-2:45 pm. Vendor Planning/Zoning Board and the Town Clerk 1:30 - 2:45 pm Vendor 1:30 - 2:45 pm The Legislative and Budget Process at the State Capital 1:30 - 2:45 pm NYSDEC 1:30-2:45 pm Afternoon Break with Vendors 2:45-3:15 pm	AOT Q & A 1:15 - 2:30 pm Indexing Minutes 1:15 - 2:30 pm Clerk to the Vendor 1:15 - 2:30 pm Town Board 1:15-2:30 pm Afternoon Break with Vendors 2:30 - 3:00 pm	Travel Safely Home!
	Athenian Dialogue Part 2 Must Be Pre-Registered 1:30-4:30 pm District Director Class 3:15 - 4:30 pm Assessor and the Town Clerk/Tax Collector 3:15 - 4:30 pm Bidding and Procurement 3:15 - 4:30 pm EDRS 3:15-4:30 pm	Marriages 3:00 - 4:15 pm Town Clerk Filing Systems 3:00 - 4:15 pm Understanding Resolutions RMC/DRC/MHC 3:00 - 4:15 pm Vendor 3:00 - 4:15 pm Skill Path Communication Skills 3:00 - 4:15 pm	Executive Committee Meeting 1:00 - 2:30 pm
Sunday Night Event 6:30 - 10:00 pm	Monday Night Event OR Dinner on Your Own	Pre Banquet Reception 6:00 - 7:00 pm NYSTCA Annual Banquet 7:00 pm After Banquet Party	



Western New York Southtowns Scenic Byway

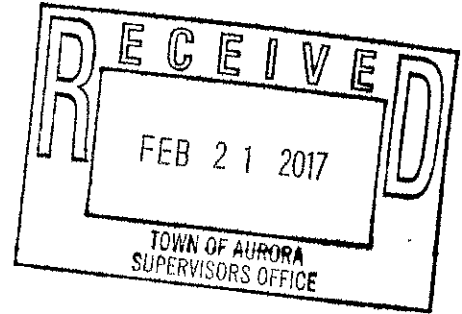
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Aurora – Boston – Colden – Concord – East Aurora – Orchard Park – Springville

P. O. Box 209 • Orchard Park, NY 14127-3587 • www.WNYSSB.org •
RLennartz@WNYSSB.org

February 17, 2017

James Bach, Supervisor
Town of Aurora
300 Gleed Ave
East Aurora, NY 14052



Re: Scenic Byway Membership Fee Thank You

Dear Jim:

Thank you for your payment of the WNYSSB 2017 Municipal Fee for the Town of Aurora.

You can be assured that the Board of Directors will continue to promote tourism events and destinations in the Town of Aurora and along the Byway.

As a Municipal Member, your input is important to us. Please contact the Board of Directors by email at the above address.

Thank you very much for being a Municipal Member of the Byway.

Sincerely,

Bill

Bill Krebs, Member of WNYSSB Board of Directors

Town of Aurora 2017 Annual Municipal Membership Fee PAID \$250.00