

TOWN OF AURORA
TOWN BOARD WORK SESSION
August 10, 2020

The following members of the Aurora Town Board met on Monday, August 10, 2020 at 5:30 p.m. in the Town Hall Auditorium, 300 Gleed Avenue, East Aurora, NY, for the purpose of holding a work session:

Present:	Jolene M. Jeffe	Councilwoman
	Susan A. Friess	Councilwoman
	Charles D. Snyder	Councilman
	Luke Wochensky	Councilman
	James J. Bach	Supervisor
Others Present:	Ronald Bennett	Town Attorney
	William Kramer	Code Enforcement Officer
	Chris Musshafen	Recreation/Aquatics Director
	Kathleen Moffat	Asst. to Supervisor/Bookkeeper
	Tony Rosati	Zoning Board Member
	Shane Krieger	Chief of Police
	Bryan Smith	AMC Clerk of the Works

Although this work session was held “in-person”, due to the coronavirus/Covid19 pandemic, it was also live-streamed via Zoom and YouTube in accordance with NYS Executive Order 202.1 – *Suspension of law allowing the attendance of meetings telephonically or similar service: Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such action authorized by the law without permitting public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.*

Supervisor Bach opened the session at 5:30 p.m. with the recitation of the Pledge of Allegiance to the Flag and noted the regular meeting would begin immediately after the work session. Councilman Wochensky stated that the audio portion of the live broadcast is working, but the video portion is not.

1) 2331 Lapham Road – Open Development Area (ODA):

This was tabled from the July 27, 2020 meeting. Fire Chief Roger LeBlanc toured the property and approved the plan to move the second required driveway bump-out 300 feet from the first bump-out. The house will not be more than 750 feet back from the right of way, therefore, a sprinkler system is not required.

2) 1897 Davis Road Special Use Permit:

This was tabled from the July 27, 2020 meeting. The Board held a public hearing on the request for a Special Use Permit to hold events such as weddings, private parties, and live bands at this location. The Board reviewed and made changes to the draft Special Use Permit. Code Enforcement Officer, Bill Kramer stated that NYS Building and Plumbing Code determines the number of portable toilets that would be required. Property owners Ricardo and Jyl Rivera were present.

Mr. Rivera stated in addition to their u-pick blueberry farm and custom treehouse business, they want this to become a destination that opens earlier than the blueberry picking season. Councilwoman Jeffe suggested they have an emergency plan and drawing on file. The Riveras' stated that in 2021 they want to open in June and asked if they could come earlier; say in March 2021, for their annual review. The response was, yes.

Since this is an unlisted action under NYS SEQR, the Board reviewed and answered the questions on Part 2 of the short SEQR form. The answer to all ten questions was “No, or small impact will occur.”

3) Request to extend Community Pool Season:

Chris Musshafen is requesting Board approval to extend the Aurora Community Pool season for two weeks until September 4, 2020. He noted that the pool hours would be reduced, swim teams would rent the pool beginning at 4:00 p.m. on weekdays, and the East Aurora Swim Team Booster Club would use a USA Swimming grant they received to pay for chemicals. Chris presented an extension analysis that showed the cost to the Town as being \$580.75.

4) Request to use Community Pool (Temporary Use Permit):

The Hamburg Swim Club is requesting to use community pool for swim team practices on Saturdays and Sundays from August 8 through August 16, 2020 at a rate of \$125.00 per hour. The club presented proof of insurance and the Town will sign a contract with them.

5) AMC – Architect billing:

The Fontanese Folts Aubrecht Ernst Architects, the architecture firm for the Aurora Municipal Center (AMC) submitted three invoices for additional services rendered with regard to parking lot expansion, increased landscaping and adjusted fees based on project costs. Councilman Snyder stated the project was first estimated to be \$5.5 mil and due to several factors has increased to \$5.7 mil. Mr. Snyder noted the net increase in architecture fees for the project (based on 8%) is \$18,692. The invoice for additional services for landscaping and parking lot planning, data cabling and security monitoring bid preparation, and Senior Center painting research is \$5,260. An invoice reimbursing FFAE for consulting services with Nussbaumer & Clarke, Inc. for costs associated with additional design and plan work for the parking lot and landscaping extension and utility survey is \$12,314. The majority of the fees are for improvements to the area known as 113 King Street.

6) AMC – Change Orders:

Telco Construction submitted two change orders for the Aurora Municipal Center. The first, in the amount of \$69,970.00, is for revisions to the site plan, including steel bollards, continuous sidewalk flush with pavement, generator fencing, drainage, and install of new parking lot light bases.

The second Telco change order, in the amount of \$91,835.00, is for the expansion of the south parking lot onto the area of 113 King. The work includes site work, paving, landscaping, fencing and drainage work.

Industrial Power & Lighting submitted one change order, in the amount of \$12,556.78, to provide two light fixtures, poles, bases, conduit and wiring. These lights will be on the south line of the expanded parking lot.

7) Drescher & Malecki, LLP – Audit engagement proposal:

Drescher & Malecki have presented a proposal to the Town requesting the Town extend their audit engagement through fiscal years 2020 to 2023, with the option to extend to 2025, with a fee increase of less than 2.0% each year. Councilwoman Jeffe asked if there is an opt-out option. Councilwoman Friess suggested extending to 2023 and retain the option to extend to 2024 and 2025. Councilman Wochensky asked what the Town would gain by this. Supervisor Bach responded that the Board would know the numbers for budgeting. Councilman Wochensky asked if there was a contract. Councilwoman Jeffe responded that we have a letter of engagement. After further discussion, Councilwoman Jeffe suggested that this be tabled.

8) HR Services Proposal:

Councilwoman Jeffe and Kathleen Moffat recently spoke with a representative of EBC – Human Capital Management Services with regard to outsourcing human resources (HR). Mrs. Moffat stated the Town needs someone to answer questions, as a lot of HR is above our scope.

Councilwoman Jeffe stated she wants to see a breakdown of their monthly fee. The Town currently does payroll in-house through the Logics program. Mrs. Moffat will follow-up on the questions asked tonight.

9) Special Use Permit – 583 Olean Road:

Nicholas DiPietro/DP8Z, LLC, is requesting a special use permit to erect a 2400sf storage building at 583 Olean Road. Councilwoman Jeffe stated the building itself does not need a special use permit, but the use or business does. Bill Kramer stated the building is under 2500 sf so it does not need site plan or development approval. This will be referred to the Planning Board.

10) Cyber Security Policy:

Section 208 of the State Technology Law requires towns to adopt a Cyber Security Citizen Notification Policy. The policy requires that in the event of a compromise of an individual's private information, government entities must notify the individual. Councilman Wochensky asked if the Town has cyber security insurance and if the insurance policy complies with the proposed resolution.

Martha L. Librock
Town Clerk