

TOWN OF AURORA

WS-1

LOCAL LAW INTRO 6 - 2023

LOCAL LAW ___ - 2024

A LOCAL LAW, TO AMEND LOCAL LAW 1-1990 KNOWN AS “THE CODES OF THE TOWN OF AURORA”, ADOPTED BY THE TOWN BOARD OF THE TOWN OF AURORA ON JANUARY 22, 1990, TO AMEND THE ZONING MAP.

BE IT ENACTED BY THE TOWN BOARD OF THE TOWN OF AURORA AS FOLLOWS:

SECTION 1. LEGISLATIVE INTENT

This Local Law amends a prior Local Law known as “The Town of Aurora Code” adopted by the Town of Aurora on January 22, 1990, as amended, relating to the administrative, legislative and general legislation of Codes within the Town of Aurora as therein set forth. This Local Law will amend the boundaries of the Zone Map to transfer the described properties at their present locations in A and RR Zoning Districts to C-2 Zoning District to accommodate the uses contained herein, or its successors.

SECTION 2. SECTION 116-6, ZONE MAP

Section 116-6(A), Zone Map, of the Codes of the Town of Aurora is amended to place transfer and place the following described properties from their present classification as A and RR Zoning Districts to a C2 Zoning District:

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Aurora, County of Erie and State of New York, being part of Lot

No. 14, Township 9, Range 6 of the Holland Land Company's Survey, bounded and described as follows:

BEGINNING at a point in the center line of Olean Road, distant 1251.70 feet southeasterly from its intersection with the center line of Lapham Road, which point of beginning is also a southwest corner of lands conveyed to the County of Erie by deed recorded in the Erie County Clerk's Office in Liber 1928 of Deeds at Page 110; thence N 72° 32' E and along southerly line of said lands conveyed to the County of Erie by aforesaid deed a distance of 538.5 feet record and 538.51 feet measured to a point; thence S 27° 06' E, a distance of 233.50 feet to a point, said point being also a southwest corner of said lands conveyed to the County of Erie by aforesaid deed; thence N 62° 54' E a distance of 200 feet to the southwesterly line of lands owned by Conrail, formerly Pennsylvania Railroad; thence S 27° 06' E along said southwesterly line of railroad lands 900 feet to a point in the lands conveyed by Nathaniel Fillmore the heirs of Ephraim Salisbury; thence N 89 ° 41' W along said Salisbury's land a distance of 890 feet record and 887.86 feet measured to the center line of Olean Road; thence N 23° 31' W along the center line of Olean Road 798.55 feet to a point or place of beginning.

-and-

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Aurora, County of Erie and State of New York, being part of Lot No. fourteen (14), Township nine (9) and Range six (6) of the Holland Land Company's Survey, bounded and described as follows:

BEGINNING at a stone-monument in the division line between the lands of the said Frank W. Adams and Gertrude F. Adams, his wife, and the Pennsylvania Railroad Company, at the north-easterly corner of the lands conveyed hereby, thence westerly at right angles two-hundred (200) feet to a stake thence southerly parallel with said division line one-hundred fifty and five tenths (150.5) feet to a stake; thence westerly at an angle of eighty-two degrees twenty minutes (82°20') five hundred twenty-five and two tenths (525.2) feet to the center of the Olean Road; thence southerly along the center line of said road one hundred fifty nine and seven tenths (159.7) feet; thence easterly at an angle of ninety-six degrees and three minutes (96°3') five hundred thirty-eight and five tenths (538.5) feet to a stake; thence southerly parallel with the said division line Two hundred thirty-three and five tenths (233.5) feet to a stake; thence easterly at right angles two hundred (200) feet to the said division line; thence northerly along said division line five hundred sixty three (563) feet to the said stone monument at the place of beginning.

SECTION 3. SEVERABILITY.

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

SECTION 4. EFFECTIVE DATE

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

RET WS-2A5A-1

NEW YORK STATE DEPARTMENT OF TRANSPORTATION
OFFICE OF RIGHT-OF-WAY

AGREEMENT FOR ADVANCE PAYMENT

PIN **526855201** PROC **15354**
PROJECT **SH 866, Aurora-Glenwood, Part 1, S.H. 866**
MAP(S) **9** PARCEL(S) **9**
COUNTY **Erie** TOWN/CITY **Aurora** VILLAGE

THIS AGREEMENT, made this _____ day of _____, between

The Town of Aurora
575 Oakwood Ave.
East Aurora, NY 14052

hereinafter referred to as "Claimant," and the **COMMISSIONER OF TRANSPORTATION FOR THE PEOPLE OF THE STATE OF NEW YORK**, hereinafter referred to as "the State,"

WITNESSETH:

WHEREAS, pursuant to statute, the State is appropriating or has appropriated, for the purpose of the above identified project, certain property shown and described on the above designated map(s), and

WHEREAS, the Claimant represents that Claimant is or was at the time of said appropriation the owner of the property affected by said appropriation or of some right, title, or interest therein, and

WHEREAS, the value of the property appropriated and legal damages caused by said appropriation, as set forth in paragraph numbered 1 below, cannot be agreed upon, and

WHEREAS, the State is willing to pay an amount equal to the amount determined by the Commissioner of Transportation to be the value of all claims for the property appropriated and legal damages caused by said appropriation, as so set forth in paragraph numbered 1 below, on the terms and conditions hereinafter stated,

NOW, THEREFORE, it is understood and agreed by and between the parties as follows:

1. The State will pay to the Claimant the sum of **Three Hundred Sixty and 00/100 Dollars (\$360.00)**, the amount hereby determined by the Commissioner of Transportation to be the value of all claims for the property appropriated and legal damages caused by such appropriation, including all damages incurred by virtue and during the pendency of said appropriation proceedings, and including all damages to the remainder of said affected property, if any, of which the appropriated area formed a part; whether caused by said appropriation or by the use of said appropriated property, excepting the aggregate value, if any, of claims hereinafter specifically excluded.
2. The Claimant agrees, as a prerequisite to such advance payment, to execute and deliver, or cause to be executed and delivered, to the Attorney General, all title papers or other papers reasonably necessary to effect a valid transfer of title, authorize payment, and secure to the State a full release of all claims (other than the claim of Claimant) existing by reason of the aforementioned appropriation, including such claims existing by reason of any estate or interest in the streams, lakes, drainage and irrigation ditches or channels, streets, roads, highways, or public or private rights of way, if any, adjacent to or abutting the above-mentioned property required for the purposes of said project. The State will identify such title papers or other papers reasonably necessary, upon written request for this information by Claimant.
3. Payment is to be made hereunder only upon approval of this Agreement by the Comptroller of the State of New York or the Director of Office of Right of Way and upon certificate of the Attorney General of the State of New York as required by law.
4. This Agreement is exclusive of the claims, if any, of persons other than owners of the appropriated property, their tenants, mortgagees, and lienors, having any right or interest in any stream, lake, drainage and irrigation ditch or channel, street, road, highway, or public or private right of way, or the bed thereof, within the limits of the appropriated property or contiguous thereto.
5. This Agreement is exclusive of the rights, if any, of others by virtue of all oil and gas leases, mines, minerals, mineral ore, quarries and petroleum deposits.
6. This Agreement is also exclusive of claims, if any, (other than the claim of Claimant) for the value of or damage to easements and appurtenant facilities for the construction, operation, and maintenance of publicly owned or public service electric, telephone, telegraph, pipe, water, sewer, and railroad lines.

7. The Claimant hereby reserves the right to file a claim with the Court of Claims, or, if a claim has been filed, reserves the right to prosecute said claim, it being understood, however, that such reservation shall not extend or affect in any way the time limit for the filing of such claim as provided for in the Eminent Domain Procedure Law.

8. It is agreed that, if the Court of Claims finds the value of the property appropriated and legal damages caused by said appropriation as set forth in paragraph numbered 1 above is equal to or exceeds the advance payment made hereunder, the amount of such advance payment shall be deducted from the amount so found by the Court and the award of said Court shall be in the amount of the excess, if any, over and above said advance payment. It is also agreed that no interest shall be allowed in such award on the amount of such advance payment. In the event the amount so found by the Court is less than the amount of said advance payment, upon the filing in the office of the Clerk of the Court of Claims of a Certified copy of this Agreement together with Certification by the Comptroller of the State of New York of such payment and upon application made to the Court on at least eight days notice to Claimant, the Court shall direct the Clerk to enter judgment dismissing the claim and awarding to the State the difference between the awards as found by the Court and the amount of said advance payment with appropriate interest. It is further agreed that in any trial of a claim that may be filed by Claimant, neither the determination of the Commissioner of Transportation, as hereinabove set forth, nor any data, estimates, or appraisals made or prepared in support thereof, shall be evidence of the value of the claim or of the property affected by said claim.

9. Interest will be paid on the cash payment herein provided for according to the conditions in ROW 21-8, Interest Supplement to Agreement, attached and made a part hereof.

10. It is understood and agreed by and between the parties hereto that, pursuant to statute, if no claim is filed by Claimant in the Court of Claims within the statutory time limit set forth in the Eminent Domain Procedure Law, then, upon the expiration of that time, this Agreement for Advance Payment shall automatically become an Agreement of Adjustment in full and complete settlement of all claims as referred to in Paragraph #1 hereof without further ratification, approval, or consent by Claimant and Claimant shall be deemed to have released Claimant's claim against the State without further acquittance, receipt, or satisfaction therefor in consideration of the payment made hereunder.

11. This Agreement is exclusive of claims, if any, for payment of allowable moving expenses of owners, occupants, or tenants of residential and commercial property and is also exclusive of any claims of Claimant for pro-rata payment of all real property taxes, water and sewer rents, levies or charges paid or payable to a taxing entity as provided for by the above designated statute.

12. It is understood and agreed by and between the parties hereto that any temporary occupancy beyond 36 months from the date of vesting by the State of New York will result in an additional payment at a rate of \$16.00 per month, until the State files a certificate of termination of the temporary easement or the current property owner divests itself of its interest in the property, whichever is earlier. A final payment for this temporary occupancy will be made upon the termination of the temporary easement pursuant to Highway Law Section 30(20) by the filing of the Certificate of Termination. THIS AGREEMENT shall inure to the benefit of and bind the distributees, legal representatives, successors, and assigns of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

Claimant:

The Town of Aurora

BY: _____

ITS: _____

STATE OF NEW YORK
COUNTY OF _____) ss.:

On the _____ day of _____ in the year _____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of whom the individual(s) acted, executed the instrument.

(Notary Public)

COMMISSIONER OF TRANSPORTATION
FOR THE PEOPLE OF THE STATE OF NEW YORK

APPROVED:

By: _____
(for the State Comptroller)

By: _____
(Director of Office of Right of Way)

Land Contract
No. _____

RETU WS-2B 5A-2

NEW YORK STATE DEPARTMENT
OFFICE OF RIGHT-OF-WAY

AGREEMENT FOR ADVANCE PAYMENT

PIN 526855201

PROC 15354

PROJECT SH 866, Aurora-Glenwood, Part 1, S.H. 866

MAP(S) 8

PARCEL(S) 8

COUNTY Erie

TOWN/CITY Aurora

VILLAGE

THIS AGREEMENT, made this day of , between

Aurora Town Public Library
575 Oakwood Ave.
East Aurora, NY 14052

hereinafter referred to as "Claimant," and the **COMMISSIONER OF TRANSPORTATION FOR THE PEOPLE OF THE STATE OF NEW YORK**, hereinafter referred to as "the State,"

WITNESSETH:

WHEREAS, pursuant to statute, the State is appropriating or has appropriated, for the purpose of the above identified project, certain property shown and described on the above designated map(s), and

WHEREAS, the Claimant represents that Claimant is or was at the time of said appropriation the owner of the property affected by said appropriation or of some right, title, or interest therein, and

WHEREAS, the value of the property appropriated and legal damages caused by said appropriation, as set forth in paragraph numbered 1 below, cannot be agreed upon, and

WHEREAS, the State is willing to pay an amount equal to the amount determined by the Commissioner of Transportation to be the value of all claims for the property appropriated and legal damages caused by said appropriation, as so set forth in paragraph numbered 1 below, on the terms and conditions hereinafter stated,

NOW, THEREFORE, it is understood and agreed by and between the parties as follows:

1. The State will pay to the Claimant the sum of **Seventy and 00/100 Dollars (\$70.00)**, the amount hereby determined by the Commissioner of Transportation to be the value of all claims for the property appropriated and legal damages caused by such appropriation, including all damages incurred by virtue and during the pendency of said appropriation proceedings, and including all damages to the remainder of said affected property, if any, of which the appropriated area formed a part, whether caused by said appropriation or by the use of said appropriated property, excepting the aggregate value, if any, of claims hereinafter specifically excluded.
2. The Claimant agrees, as a prerequisite to such advance payment, to execute and deliver, or cause to be executed and delivered, to the Attorney General, all title papers or other papers reasonably necessary to effect a valid transfer of title, authorize payment, and secure to the State a full release of all claims (other than the claim of Claimant) existing by reason of the aforementioned appropriation, including such claims existing by reason of any estate or interest in the streams, lakes, drainage and irrigation ditches or channels, streets, roads, highways, or public or private rights of way, if any, adjacent to or abutting the above-mentioned property required for the purposes of said project. The State will identify such title papers or other papers reasonably necessary, upon written request for this information by Claimant.
3. Payment is to be made hereunder only upon approval of this Agreement by the Comptroller of the State of New York or the Director of Office of Right of Way and upon certificate of the Attorney General of the State of New York as required by law.
4. This Agreement is exclusive of the claims, if any, of persons other than owners of the appropriated property, their tenants, mortgagees, and lienors, having any right or interest in any stream, lake, drainage and irrigation ditch or channel, street, road, highway, or public or private right of way, or the bed thereof, within the limits of the appropriated property or contiguous thereto.
5. This Agreement is exclusive of the rights, if any, of others by virtue of all oil and gas leases, mines, minerals, mineral ore, quarries and petroleum deposits.
6. This Agreement is also exclusive of claims, if any, (other than the claim of Claimant) for the value of or damage to easements and appurtenant facilities for the construction, operation, and maintenance of publicly owned or public service electric, telephone, telegraph, pipe, water, sewer, and railroad lines.

101-2023

7. The Claimant hereby reserves the right to file a claim with the Court of Claims, or, if a claim has been filed, reserves the right to prosecute said claim, it being understood, however, that such reservation shall not extend or affect in any way the time limit for the filing of such claim as provided for in the Eminent Domain Procedure Law.

8. It is agreed that, if the Court of Claims finds the value of the property appropriated and legal damages caused by said appropriation as set forth in paragraph numbered 1 above is equal to or exceeds the advance payment made hereunder, the amount of such advance payment shall be deducted from the amount so found by the Court and the award of said Court shall be in the amount of the excess, if any, over and above said advance payment. It is also agreed that no interest shall be allowed in such award on the amount of such advance payment. In the event the amount so found by the Court is less than the amount of said advance payment, upon the filing in the office of the Clerk of the Court of Claims of a Certified copy of this Agreement together with Certification by the Comptroller of the State of New York of such payment and upon application made to the Court on at least eight days notice to Claimant, the Court shall direct the Clerk to enter judgment dismissing the claim and awarding to the State the difference between the awards as found by the Court and the amount of said advance payment with appropriate interest. It is further agreed that in any trial of a claim that may be filed by Claimant, neither the determination of the Commissioner of Transportation, as hereinabove set forth, nor any data, estimates, or appraisals made or prepared in support thereof, shall be evidence of the value of the claim or of the property affected by said claim.

9. Interest will be paid on the cash payment herein provided for according to the conditions in ROW 21-8, Interest Supplement to Agreement, attached and made a part hereof.

10. It is understood and agreed by and between the parties hereto that, pursuant to statute, if no claim is filed by Claimant in the Court of Claims within the statutory time limit set forth in the Eminent Domain Procedure Law, then, upon the expiration of that time, this Agreement for Advance Payment shall automatically become an Agreement of Adjustment in full and complete settlement of all claims as referred to in Paragraph #1 hereof without further ratification, approval, or consent by Claimant and Claimant shall be deemed to have released Claimant's claim against the State without further acquittance, receipt, or satisfaction therefor in consideration of the payment made hereunder.

11. This Agreement is exclusive of claims, if any, for payment of allowable moving expenses of owners, occupants, or tenants of residential and commercial property and is also exclusive of any claims of Claimant for pro-rata payment of all real property taxes, water and sewer rents, levies or charges paid or payable to a taxing entity as provided for by the above designated statute.

12. It is understood and agreed by and between the parties hereto that any temporary occupancy beyond **N/A** months from the date of vesting by the State of New York will result in an additional payment at a rate of **\$N/A** per month, until the State files a certificate of termination of the temporary easement or the current property owner divests itself of its interest in the property, whichever is earlier. A final payment for this temporary occupancy will be made upon the termination of the temporary easement pursuant to Highway Law Section 30(20) by the filing of the Certificate of Termination. THIS AGREEMENT shall inure to the benefit of and bind the distributees, legal representatives, successors, and assigns of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

Claimant:

Aurora Town Public Library _____

BY:X _____

ITS:X _____

STATE OF NEW YORK
COUNTY OF _____) ss.:

On the _____ day of _____ in the year _____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____ personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of whom the individual(s) acted, executed the instrument.

X _____
(Notary Public)

COMMISSIONER OF TRANSPORTATION
FOR THE PEOPLE OF THE STATE OF NEW YORK

APPROVED:

By: _____
(for the State Comptroller)

By: _____
(Director of Office of Right of Way)

Land Contract
No. _____

WS-3 5B

Letter from Aurora Town Board to NYSDOT Regional Traffic Engineer

New York State Department of Transportation
C/o Brian Kirby, PE – Acting Regional Traffic Engineer
100 Seneca Street
Buffalo, NY 14203

We thank the NYSDOT for giving a presentation of the proposed plans for the work in West Falls on Route 240. At that meeting, the Town Board has requested two additional items be included in your plans as part of the project including:

- A fire preemption signal at the fire hall,
- A midblock crossing at the West Falls fire hall for events at the Art Center and West Falls fire hall including Rectangular Rapid Flashing Beacons (RRFB).

With the construction of this project as well as the anticipated NYS grant to enhance the West Falls area, it is expected that traffic will grow significantly beyond the normal growth rate. That anticipated growth will then trigger the need to have a preemption signal at the fire department so that fire response can proceed quickly to emergencies under the protection of stopped traffic on Route 240. We do expect that the flow of traffic will not have significant gaps but rather the traffic will be steady along Route 240. Because some of this growth is directly related to the improvements of the NYSDOT Route 240 project, we feel it should be part of that project.

We do concur that pedestrian crossing on a “normal” day at peak times is not significant. However, West Falls has many events throughout the year, especially in the evenings after peak times at both the Event Center and the fire hall, that uses parking on both sides of the roads. These two properties are located across the street from each other and coordinate parking to allow for expanded events. More specifically:

- The West Falls Center for the Arts, a 501(c)3 non-profit organization, holds approx. 170 events per year, including approx. 70 concerts per year that utilize the parking across the street in the West Falls Fire Hall. On average, 100-150 people attend these events. Many of the concerts are held in the evening.
- The West Falls-Colden Volunteer Fire Company is currently undergoing a \$2.4 million expansion that includes a larger community room. Around 50 meetings are held at the fire hall each year in addition to bridal showers, wedding receptions, celebration of life events, birthday parties, etc.

A mid-block crossing can give pedestrians a false sense of security to cross. By law, a vehicle is to yield to the pedestrian but especially in the evening, drivers may not always see the pedestrians trying to cross. With the volume of pedestrians going to and from events on both sides for these events, a mid-block crossing with RRFB's would give cars advanced warning of the potential crossing at the times the crossing is used in a higher volume.

We trust you agree that a price cannot be placed on the value of our residents and friends using Route 240 in West Falls. Our firefighters risk their life every day. The risk to their life is mitigated through proper training and supervision. A fire preemption signal is just another safety measure to help protect their life.

The same is true of a mid-block crossing with RRFB's. During the many events held in West Falls, these traffic devices are needed as a safety measure for these participants.

We trust you will agree with our concerns and desires.

Thank you

Application # _____

WS-4

5C

Application for Temporary Use Permit

Town of Aurora Parks

Submit applications to:
Town of Aurora Recreation Department
300 Glead Ave
East Aurora, NY 14052
Telephone (716) 652-4050 Fax: (716) 652-1123

All requests must be made no less than 30 days in advance of event/use.

1. Name of Organization: 42 North Brewing Company
2. Individual Responsible for this request: John Cimperman
3. Address: 25 Pine Street, East Aurora, NY 14052
4. Telephone number: _____
5. Fax: _____
6. Email Address: cimj
7. Date(s) of event 2/17/24
8. Hours of use including set up/take down: Start 11 am End 4 pm
9. Description of the event or use:

Hosting annual Brewski event at Knox Farm. Request use of soccer parking lot for approximately 175 cars. Event is a benefit for Friends of Knox Farm State Park.
10. Specific area(s) requested, map attached
 JP Nicely West Falls Park
 Warren Drive Park
 Majors Park
 Other: Knox Farm soccer field parking
11. Specific equipment to be brought in to park (porta johns, tents, etc.) _____

12. Need: Water _____ Electric _____
13. Estimated attendance: 600
14. Will food or drinks be served? Yes If yes, describe: craft beer sampling in the park

15. Will there be sound amplification or music or a band(s)? NO If yes, describe:

16. Other services requested (describe): Crossing guard from 12 noon- 3 pm

Police _____

Parks and Recreation Department _____

(Provide drawings describing location, size and text of all proposed signs for this event to the Town of Aurora Building Department, 300 Gleed Ave. Approved signs may be erected 30 days prior to the event and must be removed immediately after same.)

I make this application and agree to abide by the **Guidelines for Use of Town of Aurora Parks.**



Signature of Applicant

Date December 15, 2023

Official Use Only Below this Line-----

Event: _____

Attachments submitted:

Indemnification Agreement

Certificate of Insurance

Map with area(s) requested to be used indicated

N/A Copy of application for sign permit, if applicable. (Upon application approval, copy of approved sign permit must be filed with the Town Clerk NO LATER THAN 5 days prior to scheduled event.)

Application Recommended or Not recommended
by Recreation Department

Action by Town Board:

The Town Board, upon review of the application request # _____ submitted by _____ (organization or individual) took the following action, with or without conditions (as applicable) and noted below:

Approved: _____ Date: _____
Supervisor Signature

Denied: _____ Date: _____
Supervisor Signature

Conditions:

_____ Police Department approval

_____ Highway approval

_____ Building Department approval

_____ Requesting organization shall attach a completed **Certificate of Insurance** with Minimum Limits to include public liability coverage with limits of \$1,000,000 each occurrence; property damage insurance with limits of \$1,000,000 each occurrence. Policy shall be endorsed to include the Town of Aurora as an additional named insured.

_____ Requesting organization shall attach a completed **Certificate of Insurance** with Minimum Limits to include public liability coverage with limits of \$1,000,000 each occurrence; property damage insurance with limits of \$1,000,000 each occurrence. Policy shall be endorsed to include the NYSOPRHP as an additional named insured.

_____ Requesting organization shall submit an **Indemnification Agreement** signed by authorized applicant or officer of company and duly notarized.

_____ Other

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BADGER & GUNNER, INC. 24 PINE STREET E. AURORA, NY 14052	CONTACT NAME	PHONE (716) 652-6350	FAX (716) 652-2512
	E-MAIL ADDRESS		
INSURED 42 NORTH BREWING CO. 25 PINE ST. EAST AURORA, NY 14052	INSURER A: UTICA MUTUAL INSURANCE CO		NAIC#
	INSURER B: PREFERRED MUTUAL INSURANCE CO		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

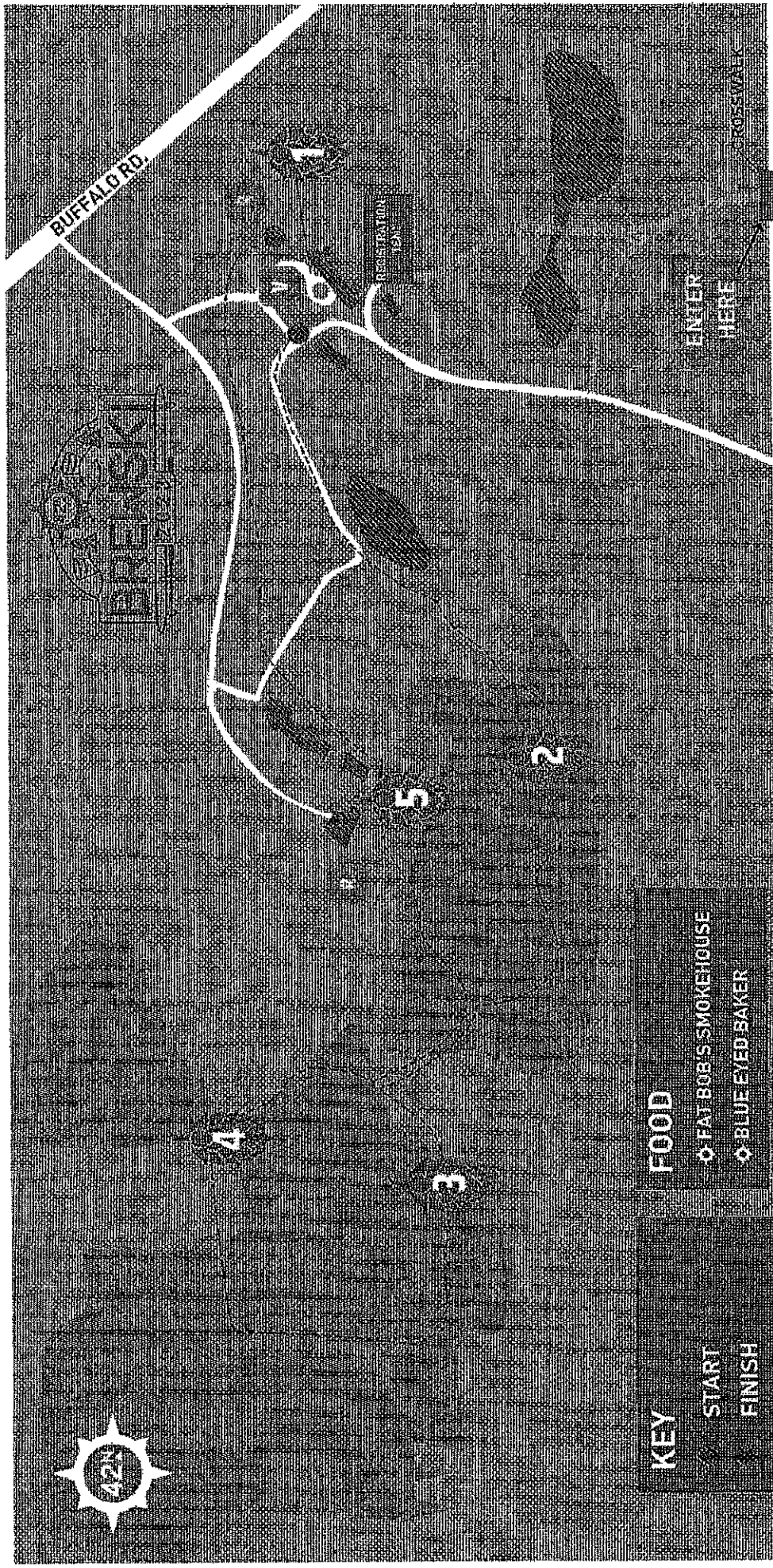
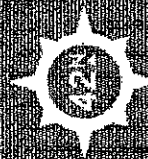
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURANCE LINE	TYPE OF INSURANCE	ADDITIONAL	SUBROGATION	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXPI. DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		X Y	CPP5483130	11-1-23	11-1-24	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ex occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADY INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ-JECT <input type="checkbox"/> LOC						
B	AUTOMOBILE LIABILITY ANY/ALL/O ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS			PCA 0100715623	5-16-23	5-16-24	COMBINED SINGLE LIMIT (Ex accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB EXCESS LIAB OCCUR CLAIMS-MADE		X	CULP5491415	11-1-23	11-1-24	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER - EXCLUDED (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	4851491	5-3-23	5-3-24	WORKERS COMP. STAT. / OTHER LIMITS E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	LIQUOR LIABILITY		Y	CPP5483130	11-1-23	11-1-24	1,000,000 EACH 2,000,000 AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101. Additional Remarks Schedule, if more space is required)
BREWERY

CERTIFICATE HOLDER TOWN OF AURORA 575 OAKWOOD AVE EAST AURORA, NY 14052	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Stephen M. Gunner</i>
---	---



FOOD

- ◆ FAT BOB'S SMOKEHOUSE
- ◆ BLUE EYED BAKER

KEY

- START
- FINISH
- RESTROOMS
- TRAIL
- VENDORS

PARKING

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



TOWN CLERK
MARTHA L. LIBROCK
(716) 652-3280
townclerk@townofaurora.com

TOWN OF AURORA
575 Oakwood Ave., East Aurora, NY 14052
www.townofaurora.com

Indemnification Agreement

Town of Aurora Parks

To the fullest extent permitted by law, I/We shall indemnify and hold harmless the Town of Aurora and its employees from and against claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of our work under this contract, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, including the loss of use resulting there from but only to the extent caused in whole or in part by negligent acts or omissions of our organization, anyone directly or indirectly employed by us or for anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to otherwise exist as to a party or person described in this paragraph.

A large, stylized handwritten signature in black ink, appearing to be "J. Bach", written over a horizontal line.

Authorized Applicant or Officer

State of New York)
County of Erie)

Subscribed and sworn to before me this 14 day of December, 2023.

Laurie A. Cullen
Notary Public

Qualified in Erie County, New York
My commission expires: June 22, 2027

LAURIE A. CULLEN
Notary Public, State of New York
No. 01CU6326714
Qualified in Erie County
My Commission Expires June 22, 2027

SUPERVISOR
James J. Bach
(716) 652-7590
jbach@townofaurora.com



WS-5

5D

www.townofaurora.com

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

To: Aurora Town Board
From: Martha Librock, Town Clerk
Date: December 18, 2023
Re: RFP for NYS Bridge grants

Please authorize going out for RFP's for Engineering Consultant for Bridge NY funding. I've been informed by the Highway Superintendent and current consultant that this needs to be updated.

Request for Proposals/Expression of Interest

The Town of Aurora intends to submit one or more applications for the upcoming BridgeNY funding. This request for proposals/expression of interest encompasses the following:

- Completion of grant applications and applications for other funding opportunities including, but not limited to, BridgeNY;
- Engineering Design work including, but not limited to, preliminary and final bridge and culvert design;
- Surveys and mapping related to assigned projects;
- Right-of-Way surveys and mapping for assigned projects;
- Construction support and construction inspection.

One (1) Engineering Consultant will be selected for this work and the contract will be in effect for three years. This contract may also be used for other bridge/culvert work including, but not limited to, flag response, consultation, hydraulic analysis and other services as requested by the Town of Aurora.

The selection of a consultant will be based on the following:

- Familiarity with the Town of Aurora and the operations of municipal government;
- Experience in bridge and culvert design and construction projects;
- Activity in various highway/bridge organizations;
- Familiarity with BridgeNY grants and other grant and funding applications and procedures.

(Each of the factors listed above will be weighted at 25 points per bullet point.)

Interested consultants should submit a brief, two (2) page maximum, letter stating the firm's name, contact information, expression of interest using the four (4) bullet points described above and a list of key staff members and their respective roles in the project.

Submit proposals to the Town of Aurora via the following email address: townclerk@townofaurora.com

Or mail proposals to: Town of Aurora

Attn: Town Clerk

575 Oakwood Avenue

East Aurora, NY 14052

All proposals must be received by the end of business on January 5, 2024.

Martha Librock

WS-6

5E

From: Raymond Wrazen <
Sent: Wednesday, December 13, 2023 12:40 PM
To: Martha Librock; 'james'
Cc: Charles Snyder; Luke Wochensky; Charles Snyder; Charles Snyder
Subject: Expense Report Estimate - 2024 Newly Elected Officials Training School.xlsx
Attachments: Expense Report Estimate - 2024 Newly Elected Officials Training School.xlsx; 2024 Newly Elected Forms.pdf

Jim and Martha

Recently it has come to my attention that there is a Training seminar for Newly Elected Town Officials. Closest training is in Rochester Jan 10-12. If approved I would like to attend.

I did make cancelable hotel reservations. Use would be dependent on the weather and other factors.

The costs are my best estimates and might vary slightly.

I would request this be reviewed at the next Board meeting and then I can schedule the class.

Any questions, please let me know.

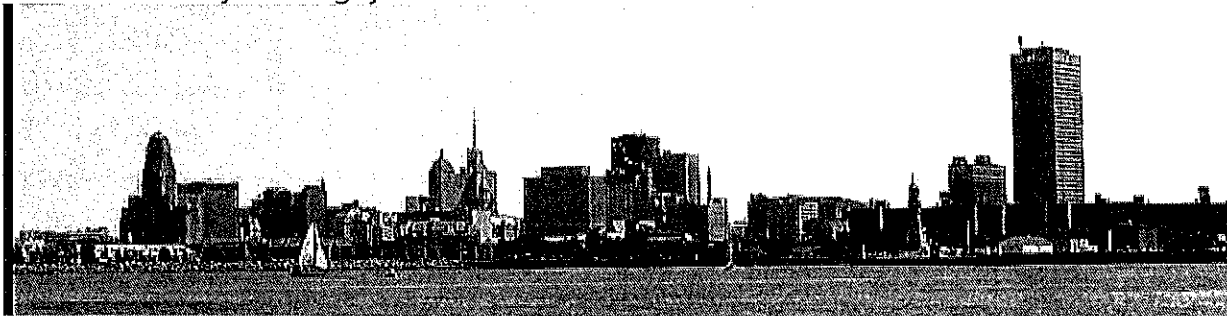
Raymond M Wrazen

Cell:

Email:

Linkedin: <https://www.linkedin.com/in/raymondwrazen/>

Husband, father, son, brother, mentor, student, explorer, builder. Appreciating the journey. Not always wise but certainly a wise guy.



Town of Aurora - Expense Estimate

(attach all receipts to this report)

Name: Raymond Wrazen

Dates Covered In Report: Jan 9 2024 Jan 12 2024

Business Purpose: 2024 Newly Elected Officials Training

Travel Destination: 1111 Jefferson Road, Rochester New York 14623

Date	Expense Description	Mileage (@\$.50)		Air/Tolls /Parking	Meals	Lodging	Entertainment	Office/ Production supplies	Misc	Comments
		Miles	Total \$							
10 Jan 8 -12	2024 Newly Elected Officials Training								200.00	Training class
Jan 9 -12	Milage and toll estimate, to training 1/8, return 1/12	136	68.00	3.52						EZ Pass toll estimate
10 Jan 8 -12	Doubletree Hotel- AAA Rate \$147.95 X 2 nights (Slight savings over conference rate)					295.90				Tax Exempt certificate will be provided.
10 Jan 8 -12	Meal estimate for stay, 3 days x \$55				165.00					
Category Totals			68.00	3.52	165.00	295.90	-	-	200.00	

Expense Report Total 732.42 Note revised total

Amount due Employee TBD

Employee Signature: Raymond M Wrazen

Approval Signature: _____



NEWLY ELECTED OFFICIALS 2024 TRAINING SCHOOL



GENERAL INFORMATION

WHEN: January 10 - 12, 2024
DoubleTree by Hilton, 1111 Jefferson Road, Rochester, NY 14623

and

January 17 - 19, 2024
Albany Marriott, 189 Wolf Road, Albany, NY 12205

WHO: All first- and second-term supervisors, town board members, fiscal personnel and town clerks are encouraged to attend.

WHAT'S INCLUDED: Registration begins at 7:30 a.m. on the first day of each session. A breakfast buffet is served between 7:30 and 8:30 a.m.

AUTHORITY TO ATTEND: Attendance at this training school is permitted by section 77-b of the General Municipal Law. Subdivision 3 of the section permits the town board to authorize attendance by "any of its members or any officer or employee ... or other person who has been elected pursuant to law to a public office of a municipality for which the term of office has not commenced ..." You are entitled to be reimbursed for all reasonable costs incurred while attending this program.

REGISTRATION INFORMATION: There is a school fee of \$200 per member / \$250 per non-member, which is payable in advance of the program. This fee covers the cost of tuition, course materials, breakfasts, lunches and coffee breaks. Please complete the registration form and return with payment to the address indicated on the next page.

NEWLY ELECTED TOWN OFFICIAL TRAINING PACKAGE: All attendees of either NETO school can register for our 2024 Annual Meeting & Training School for the low price of \$50!

HOTEL RESERVATIONS: A block of rooms has been reserved at both locations. To reserve a room at the special rates, call your designated hotel, referencing the Association of Towns' program:

- DoubleTree by Hilton Rochester \$149 Standard Room 1-800-774-1500
 Cut-off date for preferential rates: December 10, 2023
- Albany Marriott \$129 Standard Room 1-800-228-9290
 Cut-off date for preferential rates: December 20, 2023

DID YOU KNOW? As a town officer, you are not required to pay tax on the room. Tax-exempt certificates should be carried with you for check-in. We will have extras available.

FOR FURTHER INFORMATION: Please contact Patty Kebea, Executive Meeting Coordinator, Association of Towns, at (518) 465-7933 or via email at pkebea@nytowns.org.

Checks made payable to Association of Towns. Please mail completed forms, one per registrant, with full payment to: Association of Towns, Attn: Patty Kebea, Executive Meeting Coordinator, 150 State St., Albany, NY 12207

FOR INTERNAL USE ONLY

Association of Towns Educational Series
Registration Form

CHK # _____

ORDER # _____

TRAINING & CERTIFICATION
FOR NEWLY ELECTED TOWN OFFICIALS

NAME _____

TITLE _____ PHONE _____

TOWN/COMPANY _____

ADDRESS _____

EMAIL ADDRESS _____

ONE REGISTRANT PER FORM

EVENT: 2024 NEWLY ELECTED TOWN OFFICIAL SCHOOLS

Rochester | Albany

- Registration and breakfast begins at 7:30 a.m. at each location.
- Classes run all day Wednesday, Thursday plus half-day Friday.
- All attendees are invited to Wednesday evening Welcome Reception at each location. Details to follow.
- Registration includes all class materials, breakfast and lunch.
- All attendees must book their own hotel room reservation by calling the corresponding phone number or visiting:

DoubleTree by Hilton:

<https://www.hilton.com/en/attend-my-event/rocdtdt-nto-64fff8b7-ee57-4715-af15-09ed4ab2220e/>

Albany Marriott:

<https://www.marriott.com/events/start.mi?id=1692305638292&key=GRP>

Dates	Location	Member Rates*	Select (X)	Non-Member Rates*	Select (X)	Room Rates	Last Day to Book Hotel Room
January 10 - 12, 2024	DoubleTree by Hilton 1111 Jefferson Road Rochester, NY 14623 1-800-774-1500	\$200		\$250		\$149/night	December 10, 2023
January 17 - 19, 2024	Albany Marriott 189 Wolf Road Albany, NY 12205 1-800-228-9290	\$200		\$250		\$129/night	December 20, 2023

*For refunds, less a \$10 processing fee, notice of cancellation must be received 10 days prior to day of event - NO REFUNDS after that date.

For questions, please email Patty Kebea at pkebea@nytowns.org or call (518)465-7933.

WS-7 5F

TOWN OF AURORA

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

MEMO

TO: Supervisor Bach and Town Board Members
FROM: Elizabeth Cassidy, Code Enforcement Officer
DATE: December 19, 2023

I respectfully request approval from the Town Board to allow Richard Miga to cash out his comp time for the year. He currently has 49.25 hours but has a Zoning Board of Appeals meeting this Thursday so the exact number will be determined after that. If approved, please see the attached budget transfer. I also request approval to allow Rich to roll over one vacation day to be used on January 2, 2024.

Thank you,
liz



Town of Aurora
Department of Parks & Recreation

575 Oakwood Avenue
East Aurora, New York 14052

WS-8 5H

recreation@townofaurora.com
www.aurorarec.com

To: Town Board
From: Chris Musshafen
Date: 12/19/23
Re: Rollover Vacation Time

Approval is requested for Chris Musshafen to rollover 36 hours of vacation time to the first quarter of 2024. Chris is still working on using up his comp time in lieu of vacation time in 2023.

4A

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE, that a public hearing will be held by the Town Board of the Town of Aurora on the ___ day of January, 2024 at 7:00 p.m. at the Aurora Municipal Center located at 575 Oakwood Avenue, East Aurora, New York, 14052, at which hearing parties and interested citizens shall have an opportunity to be heard on a proposed Local Law to rezone property at SBL#176.00-4-25.1 Olean Road (aka 600 Olean Road/Route 16) and SBL#176.00-4-20 Olean Road (aka 586 Olean Road/Route 16) from RR (rural residential) and A (agriculture) to C2 (commercial 2).

All interested parties are entitled to be heard upon the said Local Law at said public hearing. Copies of said proposed Local Law are available for review at the offices of the Town Clerk during normal business hours or on the Town website www.townofaurora.com

Comments may also be mailed, emailed or phoned to the Town Board c/o the Town Clerk until 4:00 p.m. on January ___, 2024 prior to the public hearing – townclerk@townofaurora.com or (716) 652-3280.

By Order of the Town Board of the Town of Aurora

Dated: December 21, 2023

Martha L. Librock

Town Clerk

Town of Aurora

TOWN OF AURORA

LOCAL LAW INTRO 6 - 2023

LOCAL LAW ___ - 2024

A LOCAL LAW, TO AMEND LOCAL LAW 1-1990 KNOWN AS “THE CODES OF THE TOWN OF AURORA”, ADOPTED BY THE TOWN BOARD OF THE TOWN OF AURORA ON JANUARY 22, 1990, TO AMEND THE ZONING MAP.

BE IT ENACTED BY THE TOWN BOARD OF THE TOWN OF AURORA AS FOLLOWS:

SECTION 1. LEGISLATIVE INTENT

This Local Law amends a prior Local Law known as “The Town of Aurora Code” adopted by the Town of Aurora on January 22, 1990, as amended, relating to the administrative, legislative and general legislation of Codes within the Town of Aurora as therein set forth. This Local Law will amend the boundaries of the Zone Map to transfer the described properties at their present locations in A and RR Zoning Districts to C-2 Zoning District to accommodate the uses contained herein, or its successors.

SECTION 2. SECTION 116-6, ZONE MAP

Section 116-6(A), Zone Map, of the Codes of the Town of Aurora is amended to place transfer and place the following described properties from their present classification as A and RR Zoning Districts to a C2 Zoning District:

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Aurora, County of Erie and State of New York, being part of Lot

No. 14, Township 9, Range 6 of the Holland Land Company's Survey, bounded and described as follows:

BEGINNING at a point in the center line of Olean Road, distant 1251.70 feet southeasterly from its intersection with the center line of Lapham Road, which point of beginning is also a southwest corner of lands conveyed to the County of Erie by deed recorded in the Erie County Clerk's Office in Liber 1928 of Deeds at Page 110; thence N 72° 32' E and along southerly line of said lands conveyed to the County of Erie by aforesaid deed a distance of 538.5 feet record and 538.51 feet measured to a point; thence S 27° 06' E, a distance of 233.50 feet to a point, said point being also a southwest corner of said lands conveyed to the County of Erie by aforesaid deed; thence N 62° 54' E a distance of 200 feet to the southwesterly line of lands owned by Conrail, formerly Pennsylvania Railroad; thence S 27° 06' E along said southwesterly line of railroad lands 900 feet to a point in the lands conveyed by Nathaniel Fillmore the heirs of Ephraim Salisbury; thence N 89 ° 41' W along said Salisbury's land a distance of 890 feet record and 887.86 feet measured to the center line of Olean Road; thence N 23° 31' W along the center line of Olean Road 798.55 feet to a point or place of beginning.

-and-

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Aurora, County of Erie and State of New York, being part of Lot No. fourteen (14), Township nine (9) and Range six (6) of the Holland Land Company's Survey, bounded and described as follows:

BEGINNING at a stone-monument in the division line between the lands of the said Frank W. Adams and Gertrude F. Adams, his wife, and the Pennsylvania Railroad Company, at the north-easterly corner of the lands conveyed hereby, thence westerly at right angles two-hundred (200) feet to a stake thence southerly parallel with said division line one-hundred fifty and five tenths (150.5) feet to a stake; thence westerly at an angle of eighty-two degrees twenty minutes (82°20') five hundred twenty-five and two tenths (525.2) feet to the center of the Olean Road; thence southerly along the center line of said road one hundred fifty nine and seven tenths (159.7) feet; thence easterly at an angle of ninety-six degrees and three minutes (96°3') five hundred thirty-eight and five tenths (538.5) feet to a stake; thence southerly parallel with the said division line Two hundred thirty-three and five tenths (233.5) feet to a stake; thence easterly at right angles two hundred (200) feet to the said division line; thence northerly along said division line five hundred sixty three (563) feet to the said stone monument at the place of beginning.

SECTION 3. SEVERABILITY.

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

SECTION 4. EFFECTIVE DATE

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



59

BUDGET TRANSFER REQUEST FORM

Please note the following guidelines:

- A shortage of less than \$750 per line can be satisfied with this form requesting a budget transfer(s) between lines that are within the responsibility of a single Department Head. These will require the approval of the Supervisor.
- A shortage of \$750 or more per line can be satisfied with this form requesting a budget transfer(s) between lines that are within the responsibility of a single Department Head. These will require the approval of the Town Board.
- A shortage of any amount can be satisfied with this form requesting a budget transfer(s) between lines which fall under the responsibility of different Department Heads. These will require the approval of the Town Board.
- Budget transfers must be made PRIOR to the expenditure.
- All budget transfers must be submitted to the Supervisor's Office using this form.

DEPARTMENT HEAD NAME (printed): Elizabeth Cassidy
 SIGNATURE: [Signature] DATE: 12/19/23

1. \$ <u>1938.53</u>	FROM: <u>A3620.102</u> <small>ACCT NO.</small>	<u>Clerical</u> <small>ACCT TITLE</small>	<u>8755.60</u> <small>CURRENT BALANCE</small>
	TO: <u>A3620.103</u> <small>ACCT NO.</small>	<u>Assignment Code for Office</u> <small>ACCT TITLE</small>	<u>4492.89</u> <small>CURRENT BALANCE</small>
	REASON: <u>Comp payout</u>		
2. \$ <u>3.64</u>	FROM: <u>A3620.405</u> <small>ACCT NO.</small>	<u>Mileage</u> <small>ACCT TITLE</small>	<u>1018.69</u> <small>CURRENT BALANCE</small>
	TO: <u>A3620.401</u> <small>ACCT NO.</small>	<u>Office Expenses</u> <small>ACCT TITLE</small>	<u>(3.64)</u> <small>CURRENT BALANCE</small>
	REASON: <u>Overage</u>		
3. \$ _____	FROM: _____ <small>ACCT NO.</small>	_____ <small>ACCT TITLE</small>	_____ <small>CURRENT BALANCE</small>
	TO: _____ <small>ACCT NO.</small>	_____ <small>ACCT TITLE</small>	_____ <small>CURRENT BALANCE</small>
	REASON: _____		
4. \$ _____	FROM: _____ <small>ACCT NO.</small>	_____ <small>ACCT TITLE</small>	_____ <small>CURRENT BALANCE</small>
	TO: _____ <small>ACCT NO.</small>	_____ <small>ACCT TITLE</small>	_____ <small>CURRENT BALANCE</small>
	REASON: _____		
5. \$ _____	FROM: _____ <small>ACCT NO.</small>	_____ <small>ACCT TITLE</small>	_____ <small>CURRENT BALANCE</small>
	TO: _____ <small>ACCT NO.</small>	_____ <small>ACCT TITLE</small>	_____ <small>CURRENT BALANCE</small>
	REASON: _____		

APPROVALS:
 SUPERVISOR SIGNATURE : _____ Date: _____
 TOWN BOARD MEETING APPROVAL DATE: _____ Action #: _____

SUPERVISOR
James J. Bach
(716) 652-7590
jbach@townofaurora.com



town

57
K
O
M

TOWN OF AURORA
Aurora Municipal Center
575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com
December 18, 2023

To: Town Board and Jim Bach
Re: Request to Sign and Submit Municipal Waste Reduction and Recycling Grant for 2023

Please approve signing and submitting the 2023 Municipal Waste Reduction and Recycling Grant

The grant program will pay fifty percent of equipment costs for two new leaf vacuums, a grapple truck and new recycling totes. The new equipment will make leaf pick up and branch pick up more efficient.

Thank you,

A handwritten signature in black ink, appearing to read "David Gunner".

David Gunner
Town of Aurora Highway Superintendent

Organization	Grant Opportunity	Document #	Document Role	Current Status
Town of Aurora	Municipal Waste Reduction and Recycling Program	DEC01-MWRR-2021-00109	Grantee System Administrator	Application in Process

PROJECT/SITE ADDRESSES**Instructions:**

1. Please complete all required fields.
2. If Project Statewide is "Yes", do not enter Address information. If Project Statewide is "No", Address information is required.
3. Select the **Save** button above to save your work frequently.
4. Click Forms Menu to return to the navigation links.

Name/Description: Town of Aurora Highway Department
Project Statewide No

Address 1 251 Quaker Road

Address 2

City East Aurora

County Erie County

State NY

Zip 14052

Regional Council: Western New York
Region 9 - Allegany, Chautauqua,

Agency Specific Region: Cattaraugus, Erie, Niagara and
Wyoming counties

PROGRAM SPECIFIC QUESTIONS**Instructions:**

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.

Project Title Town of Aurora 2023 Recycling Grant

Follow the TIPS beginning after question 15 to complete the relevant questions for your project.

- 1 Enter a Contact Person's Name, Mailing Address, Phone and email for this project.

David Gunner
251 Quaker Road.
East Aurora, NY, 14052
716 862-4050
dgunner@townofaurora.com

- 2 Applicant Type (Eligibility check): Enter the applicant's organization type from the list below.
County, City, Town or Village
Local Public Authority
Local Public Benefit Corporation (established by NYS Law)
School Districts, Supervisory Districts or Improvement Districts
Native American Tribes or Nations residing in New York State
Not-for-profit organizations or business in New York State (Beverage Container Assistance only)

Town

- 3 What type of project is this? (enter all that apply to this project)
 - A. Recyclables Containers/Bins/Totes
 - B. Recyclables Collection Vehicle(s)
 - C. Recyclables Transport Trailers or Roll-off boxes
 - D. Recyclables Processing Equipment
 - E. Organics Composting Equipment
 - F. Facility Construction – Recycling facility
 - G. Facility Construction – Yard waste/food composting
 - H. Facility Construction – Biosolids composting
 - I. Facility Construction – Household Hazardous Waste
 - J. Beverage Container Assistance – Equipment or Construction
 - K. Waste Prevention or Reduction

Note: If your proposal does not fit any of these categories, call DEC at 518-402-8678 for clarification.

A, E

- 4 What is the applicant's geographic location, population, and number of households (service area)?

The project area consists of the Town of Aurora, a 38 square mile community of 7,627 residents located in central Erie County. Please refer to attached project area map. The town encompasses more than 100 miles of roadway. It is located on the northern edge of Western New York's "Snow belt". Heavy snowfalls and winter storms frequently result in large amounts of broken branches and downed trees to be processed into mulch, and makes brush collection a year round event. This project will serve 100% of the towns population, including 3,263 households, 78 commercial facilities, and 2 institutional facilities.

- 5 What are the overall objectives or goals of the applicant in seeking to complete the project, specifically which components of the applicant's operations will be newly initiated or improved by this project?

Efficiency in the collection and composting of leaves will increase, and a spring leaf pickup can be done. Since New York's ban on burning leaves, the volume of leaves being picked up has increased by 70%. Pickup now requires nine employees, three trucks equipped with box and leaf sucker/vacuum and three pickup trucks. Boxes are removed from trucks before the first snow and the trucks are used for plowing from December through March and brush pickup from April through September. Boxes equipped with leaf vacuums can't go back on the trucks until October 1st. No trucks are currently equipped for leaves in spring and summer, though residents are requesting pickup. Currently residents bag springtime leaves and dispose of them with household waste.

The purchase of two ODB leaf vacuums will reduce needed workers from nine to eight. Only one will be needed to add a spring pickup. We will be able to improve services by having four leaf vacuums instead of three. Recycling totes will supply new households and those needing to replace their damaged bins.

- 6 Regarding this project: what are the types of recyclables targeted, the tonnage of materials anticipated to be recovered annually?

Approximately 3500 ton of yard waste and tree trimmings were recovered in 2023 and used in the production of 9.7 ton or 14 cubic yards of composted mulch. The amount of brush collected reflects an increase in almost 70% since 2016. These numbers are expected to continue to climb due to continued increases in housing stock and enforcement of NY State's ban on burning leaves. The Town's goal is to recover 100% of yard waste that is not composed by property owners.

- 7 How do households separate recyclables from waste prior to curbside pickup or drop-off (source separation, single-stream, weekly pickup, etc.)? For yard waste or food scraps projects, how do generators separate this material from other waste?

Residents place garbage and recycling at the curb on designated collection days. Garbage must be in watertight covered cans or plastic bags and recyclables inside blue totes provided by the Town. Recyclables are not source separated. Yard waste in containers is placed at curb throughout the year. Chunk wood and tree limbs can be stacked neatly with butt end facing the street. It's picked up from April-October. From after Columbus day to December 1st leaves can be raked within three feet of the roadside for pickup. The Town continuously canvasses streets for them during these dates. A yearly electronics pickup is done in September. Tire and battery pickups are done in April, June, August and October. Information about all of these services is provided on the Town website, in local papers and in tax bill mailings.

Residents cannot include pesticides, oil, solvents, flammable liquids, explosives, animal carcasses, fecal matter, industrial waste, other hazardous waste or building materials left by a contractor in their trash or recycling containers. They are referred to Erie County for disposal of designated hazardous materials.

- 8 Describe the collection equipment and number of personnel required for recyclable or compostable materials collection in the service area.

Leaf collection requires nine workers manning three crews, each with a truck equipped with box and leaf sucker/vacuum and pickup truck. One of the pickups carries a leaf blower to collect leaves on town properties. The requested ODB Vacuums will reduce two of the crews to just one member. Because of the efficiency of the new equipment we will be able to run four leaf routes instead of three in the future. This will reduce the total number of employees required to eight. Brush collection requires two workers and we currently own a grapple truck. Because of the amount of increased brush pickup we will purchase another grapple truck so that we can increase our efficiency.

- 9 Upload a completed BUDGET WORKSHEET (Equipment and/or Construction) for the project. (Form is included in the RFA)

See uploaded document. All equipment will be purchased on a future date.

Upload *FileNetDocRetrieval.aspx?docID={F08EB128-ACD3-4F9D-BF76-6539226A01BB}

- 10 If any purchases have been completed, upload scanned copies of payment documents (invoices, purchase orders, cancelled checks). Use Overflow (Question 43) if necessary.

Equipment requested for this grant will be purchased in the future.

Upload

- 11 Upload a completed Recyclables Tonnage Summary Worksheet. (Form is included in the RFA)

A completed Recyclables Tonnage Summary Worksheet has been uploaded for 2022.

Upload *FileNetDocRetrieval.aspx?docID={53AC48B5-3E57-432B-B02D-A23424F11F35}

- 12 Upload a copy of the applicant's recycling law adopted in compliance with NYS General Municipal Law (GML) Section 120-aa. Describe how the project complies with the recycling law. (Municipalities only)

A copy of the Town of Aurora's local source separation law, adopted September 14, 1992 pursuant to section 120-aa of the NYS Municipal Law (GML 120-aa) is attached. This law specifies that yard waste must be placed at curbside by owners or occupants before scheduled or specially arranged collections.

Upload FileNetDocRetrieval.aspx?docID={CE5B83EB-A7B3-482E-912B-10831AE4DD7B}

- 13 If applicable, describe the local, state, or federal permits or authorizations required for the project.

No permits are required.

- 14 Describe the consistency of the proposed project with the DEC-approved Comprehensive Recycling Analysis (CRA) or Local Solid Waste Management Plan (LSWMP) in effect for the municipality in which the project is located. (Municipalities only)

Leaves and branches will be put to the curb by residents to be picked up by the town highway department.

- 15 Describe the public education and promotion program used to facilitate maximum public participation in the project.

The Town recycling services are listed on the town website and advertised in the local paper twice a year. Information is also posted on social media and the town includes a garbage and recycling flyer in resident tax bills.

- TIP 1 If the Project involves purchase of HOUSEHOLD RECYCLABLES COLLECTION CONTAINERS (BINS, TOTES, or CARTS), answer questions 16-18. If not, proceed to question 19.

- 16 What size(s) are the containers, and why were such size(s) selected?

The totes are 14 gallon. The size is easy to handle for older residents; larger sizes proved too cumbersome.

- 17 Are all containers provided to residents at no charge? If there is a charge, what is the amount of the charge or fee, and when is it applied?

One container was provided to each household at no charge when the recycling program was initiated. Today, new builds get one free container. Damaged totes are replaced at no charge if they are brought in to Town Hall or the Highway Department. New and additional totes are available at a cost of \$10 at tote and can be purchased at Town Hall.

- 18 What enforcement strategies are used to ensure the containers are used properly?

Waste Management will not pick up recyclables unless they are left curbside in the correct containers. This policy, combined with the \$10 charge for unwarranted replacement or additional totes, are the only enforcement mechanisms the Town feels are necessary.

- TIP 2 If the Project involves purchase of one or more VEHICLES, LOADERS, TRAILERS, or OTHER MOBILE EQUIPMENT, answer questions 19-20. If not, proceed to question 21.

- 19 Type the year, make, model, and expected useful life of each vehicle or piece of equipment

2024 ODB Model#DCL800SM14HL X-Treme Vac, leaf vacuum body

2026 Peterbilt Model #220 Cab over Chassis with ODB Chassis mounted X-Treme Vac Model #DCL800SM25, leaf vacuum body

2027 Freightliner M- Series Chassis with Peterson Model#TL3 Grapple Loader Body

Expected useful life is 10 years for all equipment listed.

- 20 Complete and upload a VEHICLE INFORMATION FORM for each vehicle or piece of equipment for which funding is requested. (Form is included in this RFA)

Yes

Upload FileNetDocRetrieval.aspx?docID={4392525D-0E6C-44BC-92DC-9033ABBAB56B}

- TIP 3 If the Project involves STORAGE OR PROCESSING EQUIPMENT for recyclables or compostables (such as roll-off containers, mixers, balers, glass crushers, grinders, screeners, turners, etc.), answer questions 21-28. If not, proceed to question 29.

Note: General tree or roadway maintenance or cleaning equipment is not eligible for MWRR funding.

- 21 Enter the make and model of each equipment item and the function it performs in the applicant's recycling or composting program.
- 22 How does the equipment in this application fit into the applicant's overall waste mgmt. program?
- 23 Type the number of workdays per year that the equipment is used and how this figure was calculated.
- 24 Enter the DEC permit or registration number for the facility where materials are stored or composted or indicate if the facility is exempt from 6 NYCRR Part 360 regulations.
- 25 Describe the public education and promotion program to be used to facilitate maximum public participation in the project.
- 26 At which recycling or composting facility (as defined in 6 NYCRR Part 360 Regulations) does the equipment function?
- 27 For composting equipment, describe the yard waste collection operation, including the collection season, frequency and schedule.
- 28 For composting equipment, what is the expected end use of finished compost and how many tons or cubic yards of finished compost is used or distributed on an annual basis?
- TIP 4 If this project involves FACILITY CONSTRUCTION, provide answers to questions 29-35. If not, proceed to question 36. Note: Repairs of existing structures are not eligible for MWRR funding.
- 29 Describe the materials management related need for the improvements proposed by this project.
- 30 Describe the site work, if any, required for construction.
- 31 Provide an overview of the existing structures and changes proposed by this project.
- 32 Upload a floor plan sketch with equipment layout.
Upload
- 33 Describe processes and procedures to be used for minimizing the generation of non-marketable residues, and a description of processes to be used for the handling and management of residues.

- 34 For Biosolids composting or materials recovery facilities, describe the materials processing steps through the facility and where the new equipment functions within the process.
- 35 Upload a completed CERTIFICATE AS TO TITLE TO PROJECT SITE for the property on which the project is to be located. (Form is Included in this RFA)

Upload

TIP 6 MATERIALS MARKETING: All recycling, composting and beverage container assistance applicants answer Questions 36-38.

- 36 List the names and locations of destination facilities the applicant uses to market recyclables or finished compost.

Mulch, Compost and Woodchips: Town of Aurora Highway Department, 251 Quaker Rd., East Aurora, NY 14052 and Town of Orchard Park Compost Facility 6909 Milestrip Rd., Orchard Park, 14127.

Newspaper/Cardboard, Co mingled Mix: CID Recycling Center (through Waste Management), 10860 Olean Rd, Chaffee, NY 14030

E-waste: Sunnking Electronics, 4 Owens Rd., Brockport, NY 14420

Batteries and scrap metal: Diamond Hurtwitz Scrap, LLC, 267 Marilla St, Buffalo, NY 14220 and Twin Village REcycling, 4153 Broadway, Depew, NY 14043

Tires: Geiter Done Inc., 300 Greene St., Buffalo, NY 14206

- 37 What type of agreement or contract has the applicant executed with the destination facilities?

The town has a three year contract with The Town of Orchard Park to provide compost and mulch service for excess material. Waste Management operates under a three year contract with two renewable terms. Geiter Done operates under a contract with Erie County. The remaining outside vendors are used through informal agreements, based on cost or payment rate as applicable and are reviewed annually.

- 38 If applicable, how is the availability of compost or wood chips publicized to all residents?

It is advertised in the local paper twice a year and through word of mouth.

TIP 6 ALL PROJECTS must complete questions 39-42.

- 39 Describe any state, federal, or other financial assistance for this project, received or pending, and any rebates, refunds or cost recovery associated with the project. Include amounts and funding entities.

No other funding for this project has been received or applied for.

- 40 Certify that all equipment and construction materials/services are purchased from responsible vendors in accordance with all applicable laws and regulations, and best procurement practices.

All equipment is purchased off of New York State bids or Erie County Bids.

- 41 Are any equipment vendors or contractor involved in this project expected to receive \$100,000 or more from this project? If so, be advised that any such vendor(s) must complete and update a Vendor Responsibility Questionnaire and are subject to a review by the Office of State Comptroller.

Yes,

Upload

- 42 Upload a completed Attachment S - Sexual Harassment Prevention Training Certification.

Sexual Harassment Prevention Training is conducted annually. The last class was conducted on October 6, 2023 for the highway department and November 8, 2023 for other town employees. The training was provided by Comp Alliance.

Upload *FileNetDocRetrieval.aspx?docID={612B0792-79E3-4247-ABAD-5B30CBD56301}

43 Overflow Window - VOLUNTARY - Use for large files that do not fit in other upload windows. Describe information if this overflow window is used.

Upload

ITEM1 Additional information may be required based on review of the responses to these questions.

TIP 7 To Complete this Application, return to the Forms Menu and enter information in these links:

ITEM2 1. Project/Site Addresses - enter location information

ITEM3 2. Work Plan Overview Form - enter a brief workplan or description of the proposed project. (approximately 100-200 words)

ITEM4 3. Work Plan Properties - review default Objectives, Tasks and Performance Measures for this project; change if necessary.

ITEM5 4. Expenditure Budget Items - follow instructions on the completed BUDGET WORKSHEET.

TIP 8 To submit the application (make sure logged in as the Grantee Contractor Signatory or Grantee System Administrator, go to Status Changes link. (next to Forms Menu link)

ITEM6 1. Under APPLICATION SUBMITTED, click the APPLY STATUS button.

ITEM7 2. Read the Agreement, Click on "I Agree" Button.

CONTRACTUAL

Instructions:

1. Please complete all the required fields.
2. Select the Save button above to save your work frequently.
3. Once a Contractual item has been saved successfully, select the Add button above to add additional Contractual items.
4. Click Forms Menu to return to the navigation links.

Contractual Detail

In the Contractual Services section should include costs for services rendered to the project under a format or written agreement such as direct provision of services by contractual arrangement. If Contractual is not applicable leave this section blank.

Details

Contractual -
Type/Description
Justification

Financial

Total Grant Funds

Total Match Funds

Match % %

Total Other Funds

Line Total \$0

Category Total \$0.00

Click here to see a summary of the detail entered for this category.

CATEGORY TOTAL SUMMARY

EQUIPMENT

Instructions:

1. Please complete all the required fields.
2. Select the Save button above to save your work frequently.

3. Once an Equipment item has been saved successfully, select the **Add** button above to add additional Equipment items.
4. Click Forms Menu to return to the navigation links.

Equipment Detail

This section is used to itemize both purchased and rental equipment costs. If Equipment is not applicable leave this section blank.

Details

Equipment - Type/Description ODB X-Treme Vac Model #DCL600SM14HL Leaf Vacuum

Justification Having dedicated vacuum trucks will make leaf pick up more efficient and enable the town to expand leaf pick up times to include a spring pick up. More leaves will be recycled by the residents.

Purchase/Rent? Purchase*

Financial

Total Grant Funds	\$83,000.00
Total Match Funds	\$83,000.00
Match %	0%
Total Other Funds	
Line Total	\$126,000.00
Category Total	\$696,000.00

Click here to see a summary of the detail entered for this category.

[CATEGORY TOTAL SUMMARY](#)

EQUIPMENT**Instructions:**

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.
3. Once an Equipment item has been saved successfully, select the **Add** button above to add additional Equipment items.
4. Click Forms Menu to return to the navigation links.

Equipment Detail

This section is used to itemize both purchased and rental equipment costs. If Equipment is not applicable leave this section blank.

Details

Equipment - Type/Description ODB Z-Treme Vac Model #DCL8005M25Leaf Vacuum Peterbilt Model 220 Chassis

Justification Having dedicated vacuum trucks will make leaf pick up more efficient and enable the town to expand leaf pick up times to include a spring pick up. More leaves will be recycled by residents.

Purchase/Rent? Purchase*

Financial

Total Grant Funds	\$140,000.00
Total Match Funds	\$140,000.00
Match %	0%
Total Other Funds	
Line Total	\$280,000.00
Category Total	\$696,000.00

Click here to see a summary of the detail entered for this category.

[CATEGORY TOTAL SUMMARY](#)

EQUIPMENT**Instructions:**

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.
3. Once an Equipment item has been saved successfully, select the **Add** button above to add additional Equipment items.
4. Click Forms Menu to return to the navigation links.

Equipment Detail

This section is used to itemize both purchased and rental equipment costs. If Equipment is not applicable leave this section blank.

Details

Equipment - Type/Description Peterson TL-3 Grapple Loader Freighliner M2106 Chassis
 Justification Adding another grapple truck will increase brush pick up efficiency and frequency to meet residents growing needs.
 Purchase/Rent? Purchase*
 Financial
 Total Grant Funds \$145,000.00
 Total Match Funds \$145,000.00
 Match % 0%
 Total Other Funds

Line Total \$290,000.00
 Category Total \$696,000.00

Click here to see a summary of the detail entered for this category.

[CATEGORY TOTAL SUMMARY](#)

EQUIPMENT NARRATIVE

Instructions:

1. Please complete narrative field.
2. Select the Save button above to save your work frequently.
3. Click Forms Menu to return to the navigation links.

Equipment Narrative

Provide documentation regarding bids received for equipment purchases. This field can be used to reference additional documents that are submitted with the application/contract.

Please see attached quotes for all equipment requested to purchase.

X-Treme Vac by ODB Model DCL800M14HL-\$125,590.82

X-Treme Vac By ODB Model DCL800SM25 with Peterbilt 220 33K 25cd-\$251,590

Peterson TL-3 Grapple Loader-\$279,489

Provide a justification for any exceptional equipment purchase/rental costs as related to the program needs. For example, a program may have a dollar threshold whereby equipment purchases of a certain amount must be justified. For ongoing or multiyear contract, justification is required for new items of equipment only.

OTHER EXPENSES DETAIL

Instructions:

1. Please complete all the required fields.
2. Select the Save button above to save your work frequently.
3. Once an other expense item has been saved successfully, select the Add button above to add additional other expense items.
4. Click Forms Menu to return to the navigation links.

Other Expenses Detail

If Other Expenses is not applicable, leave this section blank.

Details

Other Expenses - Type/Description Plastic Recycling Blns
 Justification To provide provide new recycling totes for new build homes and to replace damaged totes for our residents.
 Financial
 Total Grant Funds \$5,925.00
 Total Match funds \$5,925.00
 Match % 0%
 Total Other funds
 Line Total \$11,850.00
 Category Total \$11,850.00

Click here to see a summary of the detail entered for this category.

[CATEGORY TOTAL SUMMARY](#)

OTHER NARRATIVE

Instructions:

1. Please complete all the required fields.
2. Select the Save button above to save your work frequently.

3. Click Forms Menu to return to the navigation links.

Other Expenses Narrative

If applicable, please provide an explanation of any extraordinary costs or significant changes to the original contract. For example, a program may have a dollar threshold whereby the other cost category expenses of a certain amount must be justified.

EXPENDITURE SUMMARY

Instructions:

1. Save this form to display a roll-up of the category budget details.
2. Click Forms Menu to return to the navigation links.

Category of Expense	Grant Funds	Match Funds	Match % Calculated	Match % Required	Other Funds	Total
1. Personal Services						
a) Salary	\$0	\$0	0%	0%	\$0	\$0
b) Fringe	\$0	\$0	0%	0%	\$0	\$0
Subtotal	\$0	\$0	0%	0%	\$0	\$0
2. Non Personal Services						
a) Contractual	\$0	\$0	0%	0%	\$0	\$0
b) Travel	\$0	\$0	0%	0%	\$0	\$0
c) Equipment	\$348,000.00	\$348,000.00	100%	0%	\$0	\$696,000.00
d) Space/Property & Utilities	\$0	\$0	0%	0%	\$0	\$0
e) Operating Expenses	\$0	\$0	0%	0%	\$0	\$0
f) Other	\$5,925.00	\$5,925.00	100%	0%	\$0	\$0
Subtotal	\$353,925.00	\$353,925.00	100%	0%	\$0	\$11,850.00
Total	\$353,925.00	\$353,925.00	100%	50%	\$0	\$707,850.00
PERIOD TOTAL	\$0	\$0			\$0	\$707,850.00

MATCH WORKSHEET

Instructions:

1. Please complete all the required fields.
2. Select the **Save** button above to save your work frequently.
3. Once an match item has been saved successfully, select the **Add** button above to add additional match items.
4. Click Forms Menu to return to the navigation links.

Match Worksheet Detail

Provide detail on the match amounts identified in the detail worksheets. Complete the Form of Documentation Provided column and provide required matching funds documentation with the application/contract package.

Details

Source of Matching Funds Town of Aurora

Describe Match Source

(I.E. Local, State, Federal, or Private) Funds will be budgeted in the highway budget and recycleables budget for a future date.

Form of Documentation Provided

Financial

Match Amount	\$353,925.00*
Line Total	\$353,925.00
Match Worksheet Detail Total	\$353,925.00
Budget Detail Match Total	\$353,925.00

CATEGORY TOTAL SUMMARY

WORK PLAN OVERVIEW FORM

Instructions:

The purpose of this form is to capture organizational information necessary for application processing, as well as a detailed accounting of the proposed or funded project. It is made up of three sections:

1. Project Summary
2. Organizational Capacity
3. Project Details - Objectives, Tasks and Performance Measures

If applicable, specific instructions/requirements for completing these sections may be found in the Grant Opportunity under which you are applying. Click Forms Menu to return to the navigation links.

Work Plan Period From 9/1/2024 To 12/31/2027

Project Summary

Provide a high-level overview of the project, including the overall goal and desired outcomes. Include information such as location, target population, overall number of persons to be served, service delivery method and hours of operation. The overall goal of the project is to increase efficiency in the collection and composting of leaves by purchasing leaf vacuums that will allow the town to use less men to complete pick up. Having dedicated leaf vacuums will also allow the town to add a spring pick up to better serve our residents and to increase recycling of leaves into compost and mulch. The town will also increase brush pick up efficiency by adding a second grapple truck. Leaf pick up now requires nine employees, three trucks equipped with box and leaf sucker/vacuum and three pickup trucks. Boxes are removed from trucks before the first snow and the trucks are used for plowing from December through March and brush pickup from April through September. Boxes equipped with leaf vacuums can't go back on the trucks until October 1st. No trucks are currently equipped for leaves in spring and summer, though residents are requesting pickup. Currently residents bag springtime leaves and dispose of them with household waste. The two ODB leaf vacuums reduce needed workers from nine to eight. Only one will be needed to add a spring pickup. We will be able to improve services by having four leaf vacuums instead of three. Recycling totes will supply new households and those needing to replace their damaged bins. The project will serve all residents in the Town of Aurora, a 36 square mile community of 7,627 residents. The town encompasses more than 100 miles of roadway. It is located on the northern edge of Western New York "Snow belt". Heavy snowfalls and winter storms frequently result in large amounts of broken branches and downed trees to be processed into mulch, and makes brush collection a year round event. This project will serve 100% of the towns population, including 3,283 households, 78 commercial facilities, and 2 institutional facilities.

Organizational Capacity

Describe the staffing, qualifications and ongoing staff development/training activities, and relevant experience of the provider organization to support the project.

The town highway department employees five Motor Equipment Operators, four Truck Drivers and two Laborers. Employees work together to collect leaves and brush. New employees are trained by seasoned Motor Equipment Operators and all staff participates in safety training a few times a year. Equipment training is sourced to outside vendors as needed.

OBJECTIVES

Instructions:

1. Enter an *Objective* in the field provided below.
2. Select the *Save* button.
3. To add another *Objective*, when applicable, select the *Add* button above.
4. Follow the directions below for adding *Tasks* to the *Objective*.
5. Click Forms Menu to return to the navigation links.

Objective Name

Objective Description

Instructions for Adding Tasks for this Objective:

Click the *Task* link in the Forms Menu navigation panel above to add a *Task* to this *Objective*.

OBJECTIVES AND TASKS

Instructions:

1. Select the *View/Add* link next to a *Task* to add or edit the *Performance Measures* for that *Task*.
2. Click Forms Menu to return to the navigation links.

Objective Name	Objective
----------------	-----------

Objective Description

TASKS

Instructions:

1. Enter an *Task* in the field provided below.
2. Select the *Save* button.
3. To add another *Task*, when applicable, select the *Add* button above.
4. Follow the directions below for adding *Performance Measures* to the *Task*.
5. Click Forms Menu to return to the navigation links.

Objective:

Task Name

Task Description

Instructions for Adding Performance Measures for this Task:

Click the *Performance Measures* link in the Forms Menu navigation panel above to add a *Performance Measure* to this *Task*.

DEFINE TASKS

Objective:

Task

PERFORMANCE MEASURE**Instructions:**

1. Enter a *Performance Measure* in the field(s) provided below.
2. Select the **Save** button.
3. To add another *Performance Measure*, when applicable, select the **Add** button above.
4. Click **Forms Menu** to return to the navigation links.

Objective:**Task:**

Performance Measure Name

Integer

PERFORMANCE MEASURE**Instructions:**

1. Enter a *Performance Measure* in the field(s) provided below.
2. Select the **Save** button.
3. To add another *Performance Measure*, when applicable, select the **Add** button above.
4. Click **Forms Menu** to return to the navigation links.

Objective:**Task:**

Performance Measure Name

Integer

PRE-SUBMISSION UPLOADS**Instructions:**

1. Select the **Browse** button to locate an upload.
2. Select the **Save** button above to load it into the system.
3. If the Grant Opportunity you are applying for requires that a specific document be uploaded, a link to the Document Template will appear under the upload row. Click the link to download and save the Document Template to your computer. Once you have filled out the Document Template you can use the associated Upload row to upload the document as part of your application.

Below is a list of forms/templates that can be downloaded, completed, and uploaded in the Program Specific Questions section of the application. The forms/templates are project type specific and should be used as applicable. All uploads must be below 10mb and uploaded as a single PDF. All PDFs must be unsecured. Please remove any password protection prior to uploading.

Vehicle Information Form

This is a Vehicle Information Form for projects involving the purchase of one or more VEHICLES, LOADERS, GRINDERS or OTHER MOBILE EQUIPMENT. If applicable, the form should be filled out and uploaded in Question 25. If more than one vehicle is involved, the form should be duplicated and uploaded as one file.

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Document Template: [Click here](#)

Certificate as to Title to Project Site

This is a Certificate as to Title to Project Site for projects involving FACILITY CONSTRUCTION. If applicable, the certificate should be filled out and uploaded in Program Specific Questions

Document Template: [Click here](#)

Budget Worksheets

This is a file containing templates for Budget Worksheets for Equipment and for Construction/Professional Services projects. Fill out and upload the applicable worksheet in Program Specific Questions

Document Template: [Click here](#)

Recyclables Tonnages Summary Worksheet

This is a Municipal Recyclables Summary Worksheet for all projects. Fill out and upload for Program Specific Questions

FileNetDocRetrieval.aspx?docID={88C8F89C-B05D-4EB5-8F32-E5364E33B219}

Document Template: [Click here](#)

Work Plan Worksheet

This is a Work Plan Worksheet for all projects. It is provided as a template to develop your Work Plan prior to entering it into your application.

FileNetDocRetrieval.aspx?docID={A4987E36-07CE-4BD5-9EC0-CF6626611A27}

Document Template: [Click here](#)

Attachment S - Sexual Harassment Prevention Certification

Applicants are required to sign and upload the Sexual Harassment Prevention Certification form or upload a signed statement with their application detailing the reasons why the certification cannot be made. Upload in Program Specific Questions.

FileNetDocRetrieval.aspx?docID={C7F364ED-40CA-49C7-89F3-899176151271}

Document Template: [Click here](#)

Overflow Upload Window 1

For uploads that do not fit in another upload window

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Document Template: [Click here](#)

Overflow Upload Window 2

For uploads that do not fit in another upload window

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5J

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

M. MICHAEL LIBROCK
(716) 652-3280
townclerk@townofaurora.com

TOWN OF AURORA

575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com

MEMO

TO: Aurora Town Board
FROM: Kathleen Moffat
RE: Budget Amendment: NYPA Loan
DATE: 12/21/23

Approval is respectfully requested to amend the budget to account for the payoff of the NYPA loan earlier this year. The amendment is as follows:

- Increase revenue line A 2770 Other Unclassified Revenues by \$812.24
- Increase appropriation line A 9790.600 NYPA Principal by \$545.35
- Increase appropriation line A 9790.700 NYPA Interest by \$266.89



Town of Aurora
Department of Parks & Recreation

575 Oakwood Avenue
East Aurora, New York 14052

recreation@townofaurora.com
www.aurorarec.com

5K

To: Town Board
From: Chris Musshafen
Date: 12/18/23
Re: Budget Amendment

Approval is requested to amend the below lines to represent the increase in revenue and to cover expenses.

Increase Line	Description	Current Budget	Current Balance	Increase By
A00-2055-0000-0000	Summer Playground Sports	\$12,750.00	\$13,992.00	\$1,242.00
A00-7142-0400-0002	Summer Playground Sports Supplies	\$545.96	\$0.00	\$1,242.00
A00-2056-0000-0000	Youth Education	\$22,816.00	\$264.00	\$2,514.00
A00-7310-0400-0001	Youth Education Vendor	\$21,166.00	\$2,298.85	\$2,514.00

2024 Pay Rates
 As of 1/1/2024
 Seasonal Employees
 NYS minimum Wage \$15.00 per hour (from \$14.20 2022)

Position/Year	1	2	3	4	5	6
Recreation Attendants, Sports, Program Assistants, Day Camp (HS), Tennis (HS)	\$ 15.75	\$ 16.00				
	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50
STAR, Theater	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50
Lifeguards	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50	\$ 17.75
Certified Water Safety Instructors (Only when teaching)	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
Day Camp Counselors (College), Excl. Little (College), STAR (College), Track (College), Tennis (College)	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	\$ 17.50
Head Lifeguard, Adult Supervisors, Head Tennis Coach	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75	\$ 19.00
Swim Lesson Coordinator, Facility Manager	\$ 18.50	\$ 18.75	\$ 19.00	\$ 19.25	\$ 19.50	\$ 19.75
Day Camp Program Coordinators	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75	\$ 19.00
	\$ 19.25	\$ 19.50	\$ 19.75	\$ 20.00	\$ 20.25	\$ 20.50
Exclusively Little Teacher	\$ 17.50	\$ 17.75	\$ 18.00	\$ 18.25	\$ 18.50	\$ 18.75
EAST Coach	\$ 19.00	\$ 19.25	\$ 19.50	\$ 19.75	\$ 20.00	\$ 20.25

57



Town of Aurora
Department of Parks & Recreation

575 Oakwood Avenue
East Aurora, New York 14052

recreation@townofaurora.com
www.aurorarec.com

5M

To: Town Board
From: Chris Musshafen
Date: 12/19/2023
Re: Wage Rate Increase 2024

Approval is requested to increase the wages of the employees listed below on 12/31/23. These wage increases comply with the pay rate chart for 2024 that was approved during the budget process.

Name	Department	2023 Rate	2024 Rate
ANDRES, ALEXIS	EAST Coach	\$17.00	\$19.25
AUBRECHT, JOHANNES	Lifeguard	\$15.50	\$16.50
AURES, KATHRYN	Rec Attendant	\$16.85	\$17.60
BARONE, SCARLETTE	Rec Attendant Tennis	\$16.75	\$17.75
BELLO, OLIVIA	EAST Coach	\$17.50	\$19.75
BIGGS, OLIVER	Rec Attendant	\$17.00	\$18.00
BLATNER, AVERIE	Rec Attendant	\$15.00	\$15.75
BOSELA, ADELINE	Rec Attendant Tennis	\$15.10	\$16.25
CARNEY, DEAGLAN	Rec Attendant	\$15.35	\$16.50
CASSIDY, COLIN	Rec Attendant	\$15.75	\$16.50
CASSIDY, MEGAN	Rec Attendant	\$15.00	\$15.75
COLLINS, IVAN	Rec Attendant	\$15.35	\$16.50
DAVIDSON, ANNA	EAST Coach	\$19.00	\$21.25
DEFRIES, RYAN	Rec Attendant	\$15.00	\$15.75
DIXON, ALISSA	Rec Attendant	\$16.50	\$17.25
FAULKNER, JESSIE	EAST Coach	\$17.25	\$19.50
FEE, DYLAN	Rec Attendant	\$16.25	\$17.00
FELTON, TESS	EAST Coach	\$18.25	\$20.50
FERRARA, MATTHEW	Rec Attendant	\$15.75	\$16.50
FERREIRA, ADELLE	Lifeguard	\$15.50	\$16.50
GEORGE, ELAINE	Rec Attendant	\$16.25	\$17.00
GIRARD, SYDNEY	Lifeguard	\$15.50	\$16.50
GREEN, ARCHER	Lifeguard	\$15.50	\$16.50

GRUBKA, ADDISON	Lifeguard	\$15.50	\$16.50
HOLLAND, ANNABEL	Rec Attendant	\$15.25	\$16.00
HORN, ERIN	Rec Attendant	\$15.00	\$15.75
KASUBOWSKI, CASSIE	Lifeguard	\$15.75	\$16.75
KWITEK, JACK	Lifeguard	\$15.50	\$16.50
LITTLE, BRENDEN	Lifeguard	\$15.75	\$16.75
LUCYSHYN, KIRA	Lifeguard	\$15.50	\$16.50
MARSHALL, ELLIOTT	Lifeguard	\$15.50	\$16.50
MONTGOMERY, NICK	Rec Attendant	\$17.00	\$17.75
MRUZIK, LILLIAN	Lifeguard	\$16.00	\$17.00
	Lifeguard (WSI)	\$16.75	\$17.75
NAGY, PARKER	Lifeguard	\$15.50	\$16.50
NIETOPSKI, IVAN	EAST Coach	\$17.00	\$19.00
OSUCHA, ELIZABETH	EAST Coach	\$17.50	\$19.50
SANDERSON, ELIZABETH	EAST Coach	\$17.00	\$19.00
SEXTON, AMELIA	Rec Attendant	\$15.35	\$16.50
STAHL, AVERY	Lifeguard	\$15.50	\$16.50
	Lifeguard (WSI)	\$16.50	\$17.50
TENT, BRADEN	Lifeguard	\$15.50	\$16.25
TRESMOND, JADA	Rec Attendant	\$15.35	\$16.50
VALENTINE, MEGAN	Lifeguard	\$15.75	\$16.75
VALENTINE, WESTON	Lifeguard	\$16.00	\$17.00
	Lifeguard (WSI)	\$16.75	\$17.75
WILBER, GREGORY	Lifeguard	\$15.75	\$16.75
	Lifeguard (WSI)	\$16.50	\$17.50
WILLIAMS, NICHOLAS	Lifeguard	\$15.75	\$16.75
WINFIELD, JACOB	Lifeguard	\$15.75	\$16.75
	Lifeguard (WSI)	\$16.75	\$17.75
WINFIELD, SUSANNAH	Lifeguard	\$15.50	\$16.50
ZAGROBELNY, ERIN	Lifeguard	\$15.50	\$16.50

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



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M.
(716) 652-3280
townclerk@townofaurora.com

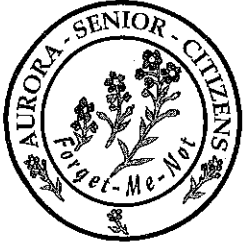
TOWN OF AURORA
575 Oakwood Avenue, East Aurora, NY 14052
www.townofaurora.com

MEMO _____

TO: Aurora Town Board
FROM: Kathleen Moffat
RE: Surplus Equipment: Samsung Galaxy Tablet A
DATE: 12/21/23

Approval is respectfully requested to surplus the following tablet from the Building Department because it is no longer operable. Upon approval, the tablet will be recycled appropriately.

- Galaxy Tab A SM-T597V (TOA ID# 2196)



TOWN OF AURORA SENIOR CENTER

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

50

MEMO

TO: SUPERVISOR JAMES BACH & TOWN BOARD MEMBERS

FROM: DONNA BODEKOR, SENIOR CITIZEN RECREATION LEADER

DATE: December 13, 2023

I am asking the Town Board to accept a donation of \$100.00 from the Daylily Society. The group meets quarterly in our building I would like the money to be placed in our line TA 1000.90.

6A

TOWN OF AURORA DEPARTMENT OF PARKS & RECREATION
DIRECTOR'S REPORT
MONTH OF: NOVEMBER 2023

ADMINISTRATIVE:

Reports:

- We have 15,783 members registered in our recreation system.
 - Karen has been merging accounts.
- We had 76 activity registrations.
 - 57 total registrants (49 residents, 5 non-residents)
- We generated \$3,089 in sales.
- Credit card purchases totaled 84% (96% on-line, 4% office)
 - 2022 to 2023 comparison:

▪ Total sales from 1/1/2022 – 9/30/2022	\$198,115
▪ Total sales from 1/1/2023 – 9/30/2023	\$241,465

This year we have been very fortunate to partner with many instructors in the area to run programs in our classroom. The Recreation classroom has been utilized more often this year than any previous with many art programs, chess camp, yoga, and many more.

We have finalized our winter programs and have posted them. Several of them are close to filling! Winterfest preparations have begun and we are looking forward to another great week.

EAST hosted its annual Kwianis meet the first weekend of November. We had over 350 athletes compete over the course of 10 hours. Many thanks to our many volunteers to make this event happen!

Submitted by: Chris Musshafen, Director of Recreation and Aquatics

three+one®

cashⁱ

6B

November 14th, 2023

James Bach
Town of Aurora
575 Oakwood Avenue,
Aurora Municipal Center
East Aurora, NY 14052

Dear James,

On behalf of three+one®, we are pleased to inform you that the Town of Aurora is a recipient of the prestigious 90+ cashVest® Award for 2023.

This award signifies excellence in the implementation and management of all liquidity in the public and higher Ed marketplace. This award is not based on what the marketplace is paying for cash but rather on how a public entity or higher Ed institution operates within the five distinct qualifying areas below. To qualify for this award an entity must have received a cashVest score of 90 or above for four consecutive quarters and keep a cashVest Score above 90 to remain a 90's+ cashVest Club.

- *Percent of available funds providing value*
- *Liquidity proficiency*
- *Warnick rate indicator[®]*
- *Cash-flow optimization*
- *Investment policy practices*

It is an honor working alongside you—and now to celebrate how much your hard work and superior liquidity management have enhanced the well-being of those in your Town.

Congratulations to the Town of Aurora and your Finance Office on receiving this award.

Sincerely,



Joseph R. Rulison
CEO & Co-founder
jrr@threeplusone.us



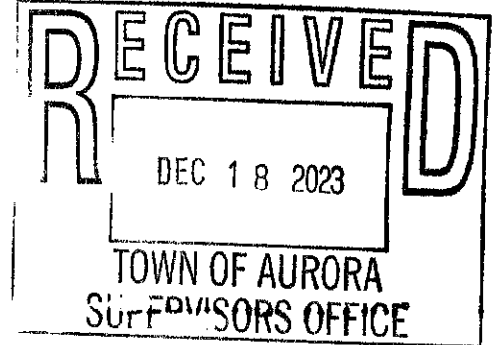
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ERIE COUNTY LEGISLATURE

HON. JAMES MALCZEWSKI
10TH DISTRICT LEGISLATOR

December 14, 2023

Jim Bach
Town of Aurora Senior Center
575 Oakwood Avenue
East Aurora, NY 14052



Dear Jim Bach,

I am writing to inform you that the Town of Aurora Senior Center will be receiving \$5,000 in Erie County funding in 2024. The allocation is the result of our efforts in the Erie County Legislature to provide dollars for worthy organizations, agencies, projects, or endeavors in our districts that play an important role in making our communities stronger.

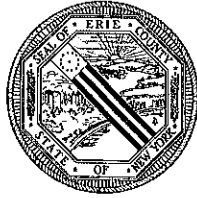
I was proud to include the Town of Aurora Senior Center in my requests for fiscal year 2024. I am grateful for all you do to help to make Erie County and Western New York a special place to live. Your contributions help lift this region up, and I hope securing this funding reflects that gratitude.

Please find enclosed a certified copy of the resolution that documents the appropriation for your organization in the 2024 budget. You will be receiving a contract in early 2024 to begin the process of claiming those funds. Should you have any questions, please do not hesitate to contact me at 716-858-8922.

Again, thank you for what you do. It is my great honor to ensure worthwhile undertakings like yours are funded in the Erie County budget, and am pleased my request was passed unanimously by the Erie County Legislature.

Sincerely,

James Malczewski
Erie County Legislator, 10th District

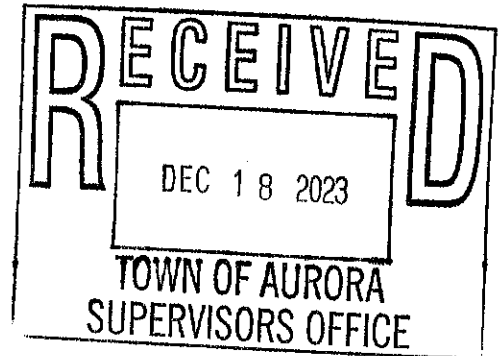


ERIE COUNTY LEGISLATURE

HON. JAMES MALCZEWSKI
10TH DISTRICT LEGISLATOR

December 14, 2023

Sup. Jim Bach
Town of Aurora
575 Oakwood Avenue
East Aurora, NY 14052



Dear Sup. Jim Bach,

I am writing to inform you that the Town of Aurora will be receiving \$50,000 in Erie County funding in 2024 to be used for capital projects for your organization. The allocation is the result of our efforts in the Erie County Legislature to provide dollars for worthy organizations, agencies, projects, or endeavors in our districts that play an important role in making our communities stronger.

I was proud to include the Town of Aurora in my requests for fiscal year 2024. I am grateful for all you do to help to make Erie County and Western New York a special place to live. Your contributions help lift this region up, and I hope securing this funding reflects that gratitude.

Please find enclosed a certified copy of the resolution that documents the appropriation for your organization in the 2024 budget. You will be receiving a contract in early 2024 to begin the process of claiming those funds. Should you have any questions, please do not hesitate to contact our staff here at the Erie County Legislature to assist you.

Again, thank you for what you do. It is my great honor to ensure worthwhile undertakings like yours are funded in the Erie County budget, and am pleased my request was passed unanimously by the Erie County Legislature.

Sincerely,

James Malczewski
Erie County Legislator, 10th District

716-228-8003