

6A

# TOWN OF AURORA

300 GLEED AVENUE, EAST AURORA, NY 14052

BUILDING DEPARTMENT

(716) 652-7591

FAX (716) 652-3507

## MEMO

TO: Supervisor Bach and Town Board

FROM: Patrick Blizniak, Superintendent of Buildings

DATE: November 4, 2015

=====

I am requesting approval for Bill and me to attend the Niagara Frontier Building Officials Conference on January 25-27, 2016 at the Millennium Hotel, Buffalo, NY. The attendance will qualify as part of the continuing education credits required by the State of New York.

The cost is \$275 each for NFBOA Members, which we are. This will be taken from budget line A3620.404 for 2016. It is assumed that this budget line starts the 2016 year with a proposed \$1500.00 balance. The approximate mileage would be \$15 a day.



Agonda



**Town of Aurora  
Department of Parks & Recreation**

300 Gleed Avenue  
East Aurora, New York 14052

6B

52-8866  
52-5646

[recreation@townofaurora.com](mailto:recreation@townofaurora.com)  
[www.aurorarec.com](http://www.aurorarec.com)

To: Town Board  
From: Chris Musshafen  
Date: 11/18/15  
Re: Budget Transfer Requests

Approval is requested to transfer the funds that exceed \$750.00. Accounts, balances, and rational for each transfer are provided in the supporting documents.

All budget transfers must be submitted to the Supervisor's Office using this form. Budget transfers should be made PRIOR to the expenditure. By law, individual budget lines should never go negative. Although occasional, unplanned overages cannot be avoided, such occurrences should be rare. The required approval will be obtained by the Supervisor's Office.

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.

Department Head Name (printed): Chris Musshafen

Signature:  Date: 11/18/15

I am requesting the following budget transfer(s):

1. (Amount) \$55.99 From (account number) a00-7310-0440-0002 Current Balance \$298.72  
To: (account number) a00-7310-0440-0001 New Balance \$242.73

Reason: Reason: Erroneous entry

2. (Amount) \$2,537.50 From (account number) a00-7310-0440-0001 Current Balance \$2,537.50  
To: (account number) a00-7310-0440-0002 New Balance \$0.00

Reason: Reason: We used less of the NYS umpires, which cost more. We would like to purchase additional equipment for baseball

3. (Amount) \$50.14 From (account number) a00-7550-0103 Current Balance \$59.00  
To: (account number) a00-7550-0102 New Balance \$8.86

Reason: Reason: We used additional staff for Winterfest activities

**Approvals:**

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Town Board Approval Required: Action # \_\_\_\_\_ Date: \_\_\_\_\_

Transfer Complete: \_\_\_\_\_ Date: \_\_\_\_\_  
(Book keeper initials)

# Budget Transfer Request Form

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Department Head Name (printed): Chris Musshafen

Signature:  Date: 11/18/15

I am requesting the following budget transfer(s):

1. (Amount) \$324.58 From (account number) a00-7140-0113 Current Balance \$2,759.41

To: (account number) a00-7205-0100 New Balance \$2,434.83

Reason: Reason: Art/Theater payroll line was in the red due to increased enrollment and additional time spent preparing

2. (Amount) \$106.96 From (account number) a00-7140-0113 Current Balance \$2,434.83

To: (account number) a00-7550-0100 New Balance \$2,327.87

Reason: Reason: We used additional staff to help with foam pit and other activities

3. (Amount) \$363.33 From (account number) a00-7142-0100 Current Balance \$998.86

To: (account number) a00-7181-0100 New Balance \$635.53

Reason: Reason: Tennis payroll line was in the red due to increased enrollment and additional time spent preparing

## Approvals:

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Town Board Approval Required: Action # \_\_\_\_\_ Date: \_\_\_\_\_

Transfer Complete: \_\_\_\_\_ Date: \_\_\_\_\_  
(Book keeper initials)

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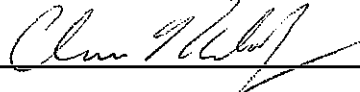
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Department Head Name (printed): Chris Messhaber

Signature:  Date: 11/18/15

I am requesting the following budget transfer(s):

1. (Amount) \$8.86 From (account number) a00-7550-0103 Current Balance \$8.86

To: (account number) a00-7550-0100 New Balance \$0.00

Reason: Reason: We used additional staff to help with foam pit and other activities

2. (Amount) \$300.00 From (account number) a00-7550-0413-0001 Current Balance \$671.05

To: (account number) a00-7560-0411-0001 New Balance \$371.05

Reason: Reason: We added an additional band

3. (Amount) \_\_\_\_\_ From (account number) \_\_\_\_\_ Current Balance \_\_\_\_\_

To: (account number) \_\_\_\_\_ New Balance \_\_\_\_\_

Reason: \_\_\_\_\_

## Approvals:

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Town Board Approval Required: Action # \_\_\_\_\_ Date: \_\_\_\_\_

Transfer Complete: \_\_\_\_\_ Date: \_\_\_\_\_  
(Book keeper initials)

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Department Head Name (printed): Chris Musshafen

Signature:  Date: 11/18/15

I am requesting the following budget transfer(s):

1. (Amount) \$247.50 From (account number) a00-7142-0400-0002 Current Balance \$400.00

To: (account number) a00-7181-0400-0002 New Balance \$152.50

Reason: Reason: Erroneous entry

2. (Amount) \$2,334.30 From (account number) a00-7310-0400-0001 Current Balance \$3,771.00

To: (account number) a00-7186-0411 New Balance \$1,436.70

Reason: Reason: Erroneous entry

3. (Amount) \$765.00 From (account number) a00-7310-0400-0001 Current Balance \$1,436.70

To: (account number) a00-7310-0440-0001 New Balance \$671.70

Reason: Reason: Erroneous entry

## Approvals:

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Town Board Approval Required: Action # \_\_\_\_\_ Date: \_\_\_\_\_

Transfer Complete: \_\_\_\_\_ Date: \_\_\_\_\_  
(Book keeper initials)

Recreation Budget Transfer Request

From Account	Current Balance	Amount Transferred	New Balance	To Account
a00-7140-0113 Day Camp Payroll Reason: Art/Theater payroll line was in the red due to increased enrollment and additional time spent preparing	\$ 2,759.41	\$ 324.58	\$ 2,434.83	a00-7205-0100
a00-7140-0113 Day Camp Payroll Reason: We used additional staff to help with foam pit and other activities	\$ 2,434.83	\$ 106.96	\$ 2,327.87	a00-7550-0100
a00-7142-0100 Sports Payroll Reason: Tennis payroll line was in the red due to increased enrollment and additional time spent preparing	\$ 998.86	\$ 363.33	\$ 635.53	a00-7181-0100
a00-7142-0400-0002 Summer PG Supplies Reason: Erroneous entry	\$ 400.00	\$ 247.50	\$ 152.50	a00-7181-0400-0002
a00-7310-0400-0001 Youth Edu. Vendor Reason: Erroneous entry	\$ 3,771.00	\$ 2,334.30	\$ 1,436.70	a00-7186-0411
a00-7310-0400-0001 Youth Edu. Vendor Reason: Erroneous entry	\$ 1,436.70	\$ 765.00	\$ 671.70	a00-7310-0440-0001
a00-7310-0440-0002 Baseball Supplies Reason: Erroneous entry	\$ 298.72	\$ 55.99	\$ 242.73	a00-7310-0440-0001
a00-7310-0440-0001 Baseball Umpires Reason: We used less of the NYS umpires, which cost more. We would like to purchase additional equipment for baseball	\$ 2,537.50	\$ 2,537.50	\$ -	a00-7310-0440-0002
a00-7550-0103 Easter Payroll Reason: We used additional staff for Winterfest activities	\$ 59.00	\$ 50.14	\$ 8.86	a00-7550-0102
a00-7550-0103 Easter Payroll Reason: We used additional staff to help with foam pit and other activities	\$ 8.86	\$ 8.86	\$ -	a00-7550-0100
a00-7550-0413-0001 Independence Vendor Reason: We added an additional band	\$ 671.05	\$ 300.00	\$ 371.05	a00-7560-0411-0001



SUPERVISOR  
JAMES J. BACH  
(716) 652-7590  
[jbach@townofaurora.com](mailto:jbach@townofaurora.com)

60 RK  
CK  
80

[townclerk@townofaurora.com](mailto:townclerk@townofaurora.com)

**TOWN OF AURORA**  
300 Gleed Avenue, East Aurora, NY 14052  
[www.townofaurora.com](http://www.townofaurora.com)

## MEMO

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TO: Town Board  
FROM: Kathleen Moffat  
RE: Aquatics Director  
DATE: 11/09/15

I respectfully request approval to change Chris Musshafen's civil service title from Aquatics Director FT Provisional to FT Permanent, based on the eligible list from Erie County (attached).

*Agenda*



Eligible List Report NEOGOV #66-873 Aquatics Director

Town of Aurora

Date: 10/2/2015

Last Name	First Name	Job #	Aquatics Director	Address 1	City	State	Zip	Total Score	Req #	Canvass Actions	Eligible List Restriction
IZYDORCZAK	ROBERT	66-873	Default List	20 HOAG AVE	AKRON	New York	14001	100	01763		Transcripts
MUSSHAFEN	CHRISTOPHER	66-873	Default List	141 OLEAN ST	EAST AURORA	New York	14052	100	01763		
SCHNEIDER	PHIL	66-873	Default List	5672 WALDEN DR	LAKEVIEW	New York	14085	100	01763		



## TOWN OF AURORA SENIOR CENTER

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

GE

MEMO

TO: SUPERVISOR JAMES BACH & TOWN BOARD MEMBERS

FROM: DONNA BODEKOR, SENIOR CITIZEN RECREATION LEADER

DATE: November 20, 2015

I am asking the Town Board for permission to surplus treadmills, rowing machine, and bikes. We recommend auctioning it online to recoup some money.

# RESOLUTION

6F

Resolution Authorizing the Filing of an Application for a State Assistance Grant for a Municipal Waste Reduction and/or Recycling Project and Signing of the Master Grant Contract, Under the Appropriate Laws of New York State.

WHEREAS, the State of New York provides financial aid for municipal waste reduction and municipal recycling projects; and

WHEREAS

TOWN OF AURORA

*(Legal Name of Applicant)*

herein called the MUNICIPALITY, has examined and duly considered the applicable laws of the State of New York and the MUNICIPALITY deems it to be in the public interest and benefit to file an application under these laws; and

WHEREAS, it is necessary that a Master Grant Contract by and between THE PEOPLE OF THE STATE OF NEW YORK, herein called the STATE, and the MUNICIPALITY be executed for such STATE Assistance Grant;

NOW, THEREFORE, BE IT RESOLVED BY

the TOWN BOARD

*(Governing Body of Applicant)*

1. That the filing of an application in the form required by the State of New York in conformity with the applicable laws of the State of New York including all understanding and assurances contained in said application is hereby authorized.
2. That JAMES. J. BACH, SUPERVISOR  
*(TITLE of Applicant's designated Authorized Representative)*  
is directed and authorized as the official representative of the MUNICIPALITY to act in connection with the application and to provide such additional information as may be required and to sign the resulting contract if said application is approved by the STATE;
3. That the MUNICIPALITY agrees that it will fund its portion of the cost of said Municipal Waste Reduction and Recycling Project.
4. That this resolution shall take effect immediately.

66 -

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**From:** Rick Dean  
**Sent:** Thursday, November 19, 2015 3:35 PM  
**To:** Town Supervisor - e-mail  
**Subject:** Assessors' Christmas Luncheon

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Jim,

Each year, the Erie Co Assessors Association holds a Holiday Luncheon at Salvatore's Italian Gardens. I've come to understand, that the entire staff has traditionally attended this Holiday luncheon.

This year the luncheon is being held on Tuesday, Dec 1<sup>st</sup>, from approximately 12:00 - 2:00.

I would like to request permission to allow Jamie & Joanie to attend. This will require the office being closed during that time. I can include a "Sorry We Missed You" sheet on the office door, allowing anyone to enter their name & telephone for a returned call when we return.

Thanks,  
Rick

**MONTHLY REPORT FOR TOWN BOARD, TOWN OF AURORA FOR October 2015**

7A

**Permit Summary Audit Report By Permit Number for 10/1/15 - 10/31/15**

<i>Appl.</i>	<i>Value</i>	<i>Fee Type</i>	<i>Description</i>	<i>Issued</i>	<i>Value</i>
1	361,733	\$1,339.75 0100	SINGLE FAMILY	1	361,733
3	105,813	\$433.20 0150	ADD TO RESIDENCE	3	105,813
1	45,618	\$286.60 0151	ADDITION & ALTERATION RESIDENTIAL	1	45,618
1	50,938	\$193.00 0152	ADDITION & ACCESS STRUCTURE	1	50,938
3	6,930	\$171.00 0160	ALTERATION RESIDENTIAL	3	6,930
1	5,280	\$99.20 0161	ALTERATION& REPAIR RESIDENTIAL	1	5,280
1	600	\$50.00 0162	REPAIR RESIDENTIAL	1	600
3	29,112	\$286.60 0300	DETACHED GARAGE	3	29,112
4	25,308	\$321.20 0430	ACCESSORY BUILDING	4	25,308
2	2,060	\$76.80 0434	ACCESS STRUCT - ALTER & REPAIR	2	2,060
4	22,955	\$183.00 0435	ACCESSORY STRUCTURE	4	22,955
5	1,000	\$190.00 0493	TEMPORARY SIGN	5	1,000
2	9,218	\$80.00 0501	GENERATOR	2	9,218
4	0	\$653.20 0700	RENEW/REISSUE	4	0
1	0	\$200.00 0730	RECREATION/PARK FEE	1	0
<b>36</b>	<b>666,565</b>	<b>\$4,563.55</b>		<b>36</b>	<b>666,565</b>

Plus Previous Total Value thru September **\$8,070,595**

**Current Total Value to October 31, 2015 \$8,737,160**

**ZONING BOARD OF APPEALS:**

**Applications:**

1256 Luther Rd  
Olean Rd SBL 201.15-1-10

**Actions:**

1256 Luther Rd  
Olean Rd SBL 201.15-1-10

**Adjourned:**

Willardshire Rd SBL 163.00-3-6.2  
591 Olean Rd

**NOTICES SENT:**

10/2	NYSEG, V/L Warren	Tree in Tannery Brook
10/7	American Grille, 612 Buffalo	Fire viol
10/9	TOA, 300 Gleed	Fire viol
10/13	Flack, 446 North	TV at curb
10/16	EAUFSD, 430 Main	Sign viol
10/21	Atendido, 537 Fillmore	Fence height viol
10/22	410 Olean LLC, 410 Olean	Retention pond
	Keicher, 2342 Darling	Expired permit
	Jancevski, 158 Hillcrest	Permit void
10/27	Gaillard, 68 Center	Prop maint viol
	Smczynski, 211 Hamlin	Fence height viol
	Randall Estate, 758 Oakwood	Junk vehicles
10/28	Bialecki, 92 Mitchell	Junk vehicle
	MacNichols, 2252 Lewis	Business in A District

**FIRE/INTRUSION: 4**



7B

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

**To:** Mayor Kasprzak & Village Board

**From:** Shane Krieger, Chief of Police

**Date:** 10/1/2015

**Re:** Monthly Report - October 2015

**General Information**

1. Hired Brendan O'Hara as a police officer on October 20, 2015. Brendan is in our Field Training and Evaluation Program working with several of our Officers and should complete the program around the middle of November.
2. I applied for a week of training sponsored by Department of Criminal Justice Services and put on by the International Associations of Chiefs of Police, titled 'Leadership in Police Organizations Program'. The training is being held in Saratoga Springs and is limited to 36 seats and DCJS will be selecting applicants from around the state. Training and lodging is free to attendees. I should know in the beginning of November if I have been selected. On 11/5/15 I received confirmation that I was one of 36 Chiefs of Police selected to attend the week training.
3. The Department hosted a Flu Shot clinic.
4. Meetings Attended:
  - Erie County Police Chiefs Assoc. monthly meeting
  - Met with Special Agent in Charge Todd Laster, United States Secret Service
  - Met with Michael Flaherty and Inv. Joseph Riga from the District Attorney's Office. Mr. Flaherty will be taking over as District Attorney in January when D.A. Sedita becomes a NYS Supreme Court Judge
  - Attended the Aktion Club's annual awards dinner
  - Attended an open house at 10-75, a business that outfits and installs equipment in emergency vehicles
  - Village Board meetings (x2)



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

### Statistics

Activity	N.E. District	S.W. District	Total (YTD)
Police calls	1,390	548	1,938 (16,450)
Fire/EMS calls			347 (3,332)
Response Time	1.51 minutes	2.12 minutes	
Property Damage Acc	15	7	22 (281)
Injury Accidents	2	2	4(60)
Leaving Scene Acc	1	1	2 (36)
Arrests-Individuals	31	10	41 (259)
Crimes-Persons	8	3	11
Crimes-Drugs	4	2	6
Crimes-Property	5	8	13
Burglary/Trespass	3	2	5(28)
S&R-Lic/Reg	8	8	16 (83)
DWI	3	5	8 (29)
Warrant Arrests	1		1 (16)
Traffic Tickets	62	95	157 (1,077)
Parking Tickets	14		14
Domestics	3	3	6
9.41 Mental Health Charge	2	1	3

### Arrests / Investigations

1. On October 6 the Department received a 911 call regarding a burglary in progress at the Kelly Dr. apartments. A female arrived home to find a male in her apartment, who upon seeing her, ran out through a shattered sliding glass door. A couple hours later the Department arrested the Subject, who lived in the same building and is under investigation



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

for another burglary in town. The Subject is currently residing at the Erie County Holding Center.

2. The Moose Lodge reported several thousands of dollars missing. After a thorough investigation Det. Longboat was able to interview the recently resigned administrator of the Lodge and was able to obtain a confession. The administrator admitted stealing \$10,000 from the Lodge over several months.
3. On October 24<sup>th</sup> Larwood's Pharmacy was robbed at gun point by two Subjects. The Subject's were there to steal narcotic opiates and specifically instructed the Pharmacist to give them just that. Although the Robbers were physical with the Victims in the store, no one was physically hurt during the crime. Even with both Subjects having their faces covered, good evidence was recovered from the scene and we have received several tips from the public regarding the possible identities of the Subjects after their pictures from Larwood's surveillance video were shown by the media. \*\* At the time of this report Det. Longboat is following leads regarding the subjects involved in the robbery and I will report any updates when available\*\*
4. On October 29<sup>th</sup> at 7:18 pm we received a call for help from a family on Sweet Rd. that their 82 year old mother went for a walk in the woods and failed to return home, with the family scared that their mother was in danger. Lt. Welch and patrols responded and due to the vast wooded area needed to be searched, requested assistance from East Aurora, West Falls and Marilia Fire Departments. At 9:30 pm the Victim was located and extracted from the woods uninjured but extremely cold. The Victim had been out in the 39<sup>o</sup> rainy weather for 5 ½ hours, only dressed for a short walk.