

TOWN OF AURORA  
TOWN BOARD WORK SESSION  
December 18, 2012

The following members of the Aurora Town Board met on Tuesday, December 18, 2012 at 7:00 p.m. in the Southside Municipal Center Town Hall Auditorium, 300 Glead Avenue, East Aurora, NY, for the purpose of holding a work session.

Present:	Jolene M. Jeffe Susan A. Friess James F. Collins	Supervisor Councilwoman Councilman
Absent/Excused:	Jeffrey T. Harris James J. Bach	Councilman Councilman
Others Present:	Ronald Bennett Bryan Smith David Gunner Patrick Blizniak Barbara Halt	Town Attorney Town Engineer Highway Superintendent Superintendent of Building Tax Receiver

Supervisor Jeffe opened the work session at 7:00 p.m. with the Pledge of Allegiance to the Flag. The Supervisor announced that a Candle Light Vigil will be held on Thursday, December 20, 2012 at 7:00 p.m. at the Hamlin Park Bandstand re: the Newtown, Connecticut shootings.

The Board met to discuss the following:

1) Center Street School Zone – Warning Light Relocation:

Doug Wick, EAUFSD Buildings & Grounds Dept., stated there are currently two flashing warning lights on Center Street to the north and south of the high school. The light for the northbound lane needs to be relocated to the south end of the school property. Since it was originally installed in 1990, the school has expanded its athletic fields and now the light is too far into the school zone. Mr. Wick met with a representative from NYSEG who said that an existing pole could be used for the light. Mr. Wick stated he received information from Michael Asklar of the Erie County Highway Department noting that the County would like to see the light installed on something (pole(s) that would “break-away” if hit by a snow plow blade. Mr. Wick stated the cost would not exceed \$4,000, but he believes it can be done for less. NYSEG’s cost to power-up the unit is \$500.

Supervisor Jeffe stated there are several issues that need to be addressed: 1) who will pay for this; and 2) an agreement between the EAUFSD and the Town needs to be drawn up noting who is responsible for installation, maintenance, electric costs, etc. Mr. Wick noted the school would like to have this taken care of before the students begin using the athletic fields in the Spring.

2) Mill Road Overlook – Contract extension:

The Closs’ and Sievenpipers’, owners of property on Mill Road in the area of 1200 and 1301 Mill Road who are looking to sell 60 acres to the Town for the purpose of preservation of open space, have agreed to extend the contracts of sale for an additional year. This extension will allow the Friends of Mill Road committee to continue to raise the funding needed to purchase the property. This will be placed on the 12/27/12 agenda.

3) Geneva Road Sewer Project:

Jean and Arnold Torke of Geneva Road asked if there was a completion date for the sewer installation project. Mrs. Torke noted that they and their neighbors are working with contractors to connect their sewer lines to the sewer main, but without a date the contractors will not give them a contract to do the work. Supervisor Jeffe stated she will contact the Erie County Sewer Authority for more information and will notify the Geneva Road residents.

4) Water Meter Replacement Plan:

The Town Highway Superintendent is planning to replace 415 water meters in Town owned and managed water districts. The districts are 1 North (Lawrence, part of Longmeadow, Girdle, Pomander and part of Porterville); 1 Extension 1 (Adamwood, Balcom, Harris, Heiler, South Herrick, and the remainder of Longmeadow and Porterville); 235 (Canterbury, Deepwood, Greenwood, Hamlin, Hillcrest, Kandahar, Kirkwood, part of Maple, Roycroft, Ruskin, Treehaven, Windsor and Woodland); 12 (Bowen and Mary Jane's Lane); and 14 (Highland and part of Maple).

Supervisor Jeffe noted that fund balance from WD 1 extension 1, WD 12 and WD 14 will be used to pay for the meters in those three districts. Mrs. Jeffe will be meeting with the Town auditor to find out how to pay for the meters in the remaining districts – WD 1N and WD 235.

The proposal is to begin replacing meters in the districts with high water loss, namely districts 12, 14 and 235.

5) Geneva Road Waterline – leaks/replacement:

Town Engineer Bryan Smith stated that the 6” waterline on Geneva Road has had approximately 12 reported breaks in the last ten years. Several of the breaks have occurred during the current construction of sewer lines on Geneva. Highway Superintendent David Gunner noted that the waterline is under the middle of the road in some areas and there are not enough fire hydrants. The Board discussed replacing the waterline at this time since the area is already undergoing construction for the sewer line. Supervisor Jeffe will contact bond council and Municipal Solutions to see what the plan of action should be regarding financing and bonding. Bryan Smith noted that this would have to be a coordinated effort between the Erie County Sewer Authority and the Town.

6) Five-year Capital Plan:

Supervisor Jeffe stated she would like to document as much information as possible for a 5-year capital plan for the Town. Highway Superintendent Gunner presented his plan for purchasing and selling equipment for the Highway, Rubbish, and Parks departments. Mr. Gunner also stated that the culverts on Cornwall and Snyder Roads should be “on the radar”, but don’t necessarily have to be replaced right now.

7) Quotes for Cleaning Services:

Quotes for janitorial services for the common areas and Town offices at Southside Municipal Center (300 Gleed) were received from:

ATP Services	\$16,640/year
K&K Janitorial Service	\$34,619/year
Clean Sweep	\$16,620/year
Top Notch	\$23,400/year
Bieler Janitorial Services	\$25,454/year

Other options quoted were carpet cleaning and cafeteria floor cleaning/waxing with quotes ranging from \$400 to \$1500 per service. K&K, Clean Sweep and Bieler can also quote paper goods if needed. Councilman Collins noted that ATP and Clean Sweep need to provide adequate insurance certificates.

8) Lease Agreement with Wendt Foundation for storage space at 5 South Grove St.:

Supervisor Jeffe stated she sent a draft copy of an agreement to the Wendt Foundation for the Town’s continued use of the vault and print shop storage areas at 5 South Grove Street until May 31, 2013. To date, Mrs. Jeffe has not heard back from any of the Wendt trustees regarding this matter or the transfer of information for the utilities at 5 South Grove Street.

9) Recreation Vehicle (RV) Draft Code:

Tony Rosati, RV Code Committee, asked what the goal of this code is – is it to promote public safety by clearing sight lines or something else? He noted that the Village of Hamburg is currently working on a new RV law and it might behoove us to get a copy. Discussion took place as to what and where the right-of-way is, why 50' from the rear lot line was chosen and not a number closer to 10', along with other set-back issues.

10) Personnel Policy – Proposed Updates:

As part of the annual review of the Town's Personnel Policy, Supervisor Jeffe is suggesting the following changes:

Section 2.02 – Probationary Period – replace with the following wording: *“All new employees (both full and part time) shall be considered as probationary employees during their first twenty six (26) weeks of employment, unless otherwise provided by Civil Service laws,…”*

Section 3.04 – Overtime Compensation – add *“Secretary to the Supervisor”* to the list of positions.

Section 3.04 – Overtime Compensation – change the first sentence in the 3<sup>rd</sup> paragraph to read as follows: *“Compensatory time must be used during the calendar year in which earned.”*

Section 3.05 – Flex-Time – remove *“Dog Control Officer”* from the list of positions.

Section 3.08 – Town and/or Personal Vehicles –

- a) Change the title to read *“Use of Town and/or Personal Vehicles”*
- b) Add No. 9 as follows: *“Town vehicles must be operated in a safe and responsible manner and in compliance with all applicable traffic laws including but not limited to the use of seat belts and cell phones. In the event of an accident, regardless of severity, an accident report must be filed with the Town Supervisor's office within 24 hours of the accident.”*

Section 3.16 – Cellular Phone Policy – add *“texting”* in addition to calls

11) New Wave Energy proposal:

At a prior work session representatives from New Wave Energy presented their proposal to the Town Board on how they believe their company can save the Town money on energy costs if we sign up with them for energy supply services. Councilman Collins stated he is not really in favor of this since they can't guarantee savings. Councilwoman Friess noted she is more open-minded and wouldn't mind trying this out.

12) Lease Updates – Southside Municipal Center:

Supervisor Jeffe stated that the leases for Duck Duck Goose Day Care and 5<sup>th</sup> Avenue Catering are being updated and should be ready for consideration at the next meeting.

13) Aurora Town Library – Rear porch and porch roof repair:

Prior to the work session Library Board members Al Fontanese and Deborah Carr-Hoagland and Library Director Rob Alessi spoke with Supervisor Jeffe about the repair/replacement of the rear porch and porch roof at the Main Street Library. The Supervisor noted that Mr. Fontanese stated that the Library Board can not spend the grant money on this project unless there are formal plans and specs. Bryan Smith stated that the roof over the porch is not leaking and has sufficient surface left to last for some time. The Supervisor will find out what the actual grant requirements are.

14) CDBG (Community Development Block Grant) update:

Supervisor Jeffe stated that the Town did not receive a CDBG grant for 2013. It is, however, in the second tier should more money become available. It was suggested that the Town reapply next year and add an emergency generator for the Senior Center to the request.

Supervisor Jeffe moved to enter into executive session to consult with the Town Attorney on pending litigation, with no action to be taken during the session. Councilman Collins seconded the motion. Upon a vote being taken: ayes – three noes – none Motion carried.

Action #426  
Board enters  
exec. session.

Councilman Collins moved to come out of executive session and to adjourn; seconded by Councilwoman Friess. Upon a vote being taken: ayes – three noes – none Motion carried.

Action #427  
Board exits  
exec. session  
and adjourns.

Martha L. Librock  
Town Clerk