

TOWN OF AURORA
TOWN BOARD WORK SESSION
October 22, 2013

The following members of the Aurora Town Board met on Tuesday, October 22, 2013 at 7:00 p.m. in the Southside Municipal Center Town Hall Auditorium, 300 Gleed Avenue, East Aurora, NY, for the purpose of holding a work session.

Present:	Jeffrey T. Harris	Councilman
	James J. Bach	Councilman
	Jolene M. Jeffe	Supervisor
	Susan A. Friess	Councilwoman
	James F. Collins	Councilman
Others Present:	Ronald Bennett	Town Attorney
	Bryan Smith	Town Engineer
	Patrick Blizniak	Supt. of Building
	David Gunner	Supt. of Highways
	Jeff Markello	Town Justice

Supervisor Jeffe opened the work session at 7:00 p.m. with the Pledge of Allegiance to the Flag. Those present met to discuss the following:

1) 2014 Preliminary Budget Presentation:

Supervisor Jeffe gave a PowerPoint presentation on the 2014 Preliminary Budget. Overviews of the general, part-town and highway funds were given. Impacts on this budget are workers compensation, liability insurance and minimum wage increase. The General Fund will increase \$0.02 to \$2.89 per \$1,000 assessed value; Part Fund will decrease \$0.08 to \$2.63 per \$1,000 assessed value; and Highway Fund will increase \$0.03 to \$1.55 per \$1,000 assessed value.

2) **PUBLIC HEARING – 2014 PRELIMINARY BUDGET**

The notice of public hearing was printed in the East Aurora Advertiser as evidenced by the Affidavit of Publication. The Supervisor opened the hearing at 7:17 p.m. and asked if anyone in the audience wished to speak on the 2014 Preliminary Budget.

Jeff Markello (Town Justice), Glenridge Road, spoke about the Town Board decision to eliminate health insurance benefits for part-time elected officials and his objection to the lack of compensation for the justices in the 2014 Budget as a result of this decision.

Tony Rosati, Center Street, asked if the new fire hall being built in the Village will impact the 2014 Budget. The response was, no, but the 2015 Budget will be affected. Mr. Rosati asked if Recreation Department fees will increase due to the minimum wage going up. The response was that the recreation program rates will be adjusted accordingly.

David Gunner, Ridge Ave., wanted clarification on the statement that all employees were getting a 2% rate increase. Supervisor Jeffe noted that not all would get 2% as there is a \$0.50 rate increase cap.

Hearing no further comments, the hearing was closed at 7:32 p.m.

3) Mill Road Overlook - Update:

Nancy Smith and Kathy Lasher of the Open Space Committee and Friends of Mill Road gave an update on the Mill Road Overlook project, noting that to date \$575,000 has been received through donations, pledges and in-kind contributions. They have requested a \$75,000 grant from the Oishei Foundation. Mrs. Smith stated that an updated survey, phase I environmental review, conservation easement and other elements are required for the closing of the sale of the property. She wants to have all of it ready for the 11/19/13 work session.

Councilman Harris moved to amend tonight's agenda by adding item 16 – Bob-O-Link liquor authority waiver and item 17 – Reed Hill Sewer generator. Councilwoman Friess seconded the motion. Upon a vote being taken: ayes – five noes – none Motion carried.

Action #349
Work session
agenda
amended.

4) Reed Hill Sewer generator:

The Erie County Sewer Authority (ECSA) is proposing to install a generator for the sewer pump station for the Reed Hill Subdivision to be used during power outages. Seeing that the Town is no longer in the sewer business, the Town Board has no objection to the generator proposed by the ECSA. This information will be forwarded to the ECSA in a letter from the Supervisor. Town Engineer Bryan Smith asked Mr. Sorgi, Attorney for the subdivision's developer, if he knew the noise level of the generator. Mr. Sorgi responded that he did not know.

5) 2014 Preliminary Budget Review:

Supervisor Jeffe stated that delinquent Town of Aurora and Village of East Aurora water bills will be figured into the 2014 budget; Budget line SR8189.401 will be increased; the South Wales Fire Department budget was received.

Councilwoman Friess commented on benefits for part-time elected officials and being consistent with other part time employees who do not receive benefits. Mrs. Friess stated she believes the \$30,500+ salary for town justices is reasonable.

6) Dwelling Group Proposal – 16 Woodcrest Drive:

Capozzi Homes, as agent for Braun Enterprises, has submitted a request for a dwelling group (two homes on one parcel) at 16 Woodcrest Drive, PO Orchard Park, Town of Aurora, The property is zoned agricultural and is located in the Woodcrest Subdivision. This will be placed on the 10/28/13 agenda to forward to the Planning Board.

7) Building Maintenance Department structure:

Patrick Blizniak stated that Mike Bove is preparing a list of needs for all Town buildings. In a memo to the Town Board, Highway Superintendent David Gunner proposed the following job duties to be included in the "New Buildings and Grounds": Patrick Blizniak – department head; employees – Mike Bove and Dan Hochadel. The job duties would encompass building and grounds maintenance of all Town buildings and electrical and plumbing in the Parks buildings.

8) Aurora (Main Street) Library Construction Grant:

The grant for work on the Main Street library has been extended to June of 2014. Library Director, Rob Alessi, has prepared a summary of work completed to date and a list of additional work that has been approved under the grant. Supervisor Jeffe suggested that the exterior lighting and the fire safety system/panic alarm be done this year. Masonry work and a portion of the window replacement would be left for 2014. Mr. Alessi is obtaining quotes.

9) Townline Water Tank (WD 18) tree replacement:

At a previous work session the Board discussed the condition of the trees at the Townline Water Tank. The trees were planted as a visual buffer. Highway Superintendent Gunner obtained quotes to remove the existing trees and plant new trees.

Murray Bros. Nurseries, Inc.	\$5075.00
Johnson's Nursery	\$6450.00

Supervisor Jeffe noted that someone, possibly the Erie Count Water Authority, had trimmed the dead branches from the trees and now they don't look as bad. She suggested instead of replacing all the trees, that a few additional trees be planted to help fill in any gaps.

10) Association of Towns – Training/Schools:

The Association of Towns is offering New Elected Officials Training School in Rochester, NY on January 8-10, 2014. Registration fee - \$200. Lodging is available at \$109.00 per night. The AOT 2014 Training School and Annual Meeting is being held in NYC on February 16-19, 2014. Registration fee - \$100. Lodging is available. Councilman Bach will most likely attend the February school/meeting in NYC.

11) Accounting Software:

Quotes for new accounting software was received from:

Logics - Initial purchase/set up: \$20,200.00 Annual Maintenance: \$456/mo.(\$5,472 annually)

KVS – Initial purchase/set up: \$59,875.00 Annual Maintenance: \$10,673.00

Harris - Initial purchase/set up: \$36,606.00 Annual Maintenance: \$6,745.00

After previewing systems, the recommendation is to purchase the LOGIC's program with a staged transition to the new program beginning January 1, 2014 with the Payroll module, followed by the General Ledger and Accounts payable module in late spring of 2014. Utility Billing would be implemented later in 2014.

12) Accounting – contractual support:

A proposal to contract with FreedMaxick for accounting services rather than hiring a bookkeeper or Assistant to the Supervisor was presented to the Board. Contracted services would include approximately 40 hours per month plus annual audit support and budget preparation and miscellaneous support. The estimated annual cost is \$39,850. The estimated cost to hire a full-time employee is \$77,973 (includes salary, health care benefits, worker comp, etc.). Supervisor Jeffe recommended that the Town try the contracted accounting services for one year.

13) Town Code:

Sidewalk code: The introduction of sidewalks within the Reed Hill Heights Subdivision brought about a need for a sidewalk code in the Town. The code will address who is responsible for the maintenance of the sidewalk; replacement of damaged sidewalk; and other issues.

Public Event code: The Board discussed having a code that would address public events such as carnivals, flea markets, races, displays, and other forms of social entertainment, but excluding garage sales.

Property Maintenance code: The Building Department presented a draft property maintenance code which would be known as "Exterior Property Maintenance Ordinance of the Town of Aurora". Mr. Blizniak noted that the Village is considering adoption of an in-depth property maintenance code based on the NYS Property Maintenance Code and stated it would be nice if the town and village codes were similar.

Public Improvement Permit (PIP) code: The current Town Code for PIP's is four paragraphs in the Subdivision Code. A more in-depth code is being proposed to ensure that any improvement that is constructed by a private concern with the intent that ownership of the improvement be conveyed to the Town for maintenance and operation be constructed in accordance with Town of Aurora specifications.

13) Contract form:

The Board discussed having a contract/agreement form that would be used by the Town that would address insurance requirements, work to be performed, payment, etc. They also talked about the form that should be used to obtain quotes. Attorney Bennett noted that service quotes and purchase quotes should be addressed.

14) Disability Insurance Quote:

Supervisor Jeffe stated that Zurich Insurance will no longer be offering Disability Insurance. A quote was obtained from the First Rehabilitation Insurance Company of America (via Badger and Gunner, Inc.). Councilman Collins stated he would like to get more information on this and will report his findings to the Board.

15) Bob-O-Link Golf Club, Inc. – Liquor license:

Paul Notaro, attorney for Bob-O-Link Golf Club, is requesting a waiver to the 30-day notice requirement for Bob-O-Link's new application for its summer beer license.

Councilwoman Friess moved that the Town Board has no objections to the Municipal Notice required by the NY State Liquor Authority and filed on behalf of Bob-O-Link Golf Club, Inc., for an on premises restaurant serving liquor, wine and beer, located at S-4085 Transit Road, PO Orchard Park, Town of Aurora, and therefore waives the 30-day notice requirement to this applicant. Councilman Harris seconded the motion. Upon a vote being taken: ayes – five noes – none Motion carried.

Action #350
Waiver for
Bob-O-Link
liquor notice
approved.

Councilwoman Friess moved to enter into executive session to discuss performance of a particular employee, with no action being taken during the session; seconded by Councilman Collins. Upon a vote being taken: ayes - five noes - none Motion carried.

Action #351
Board enters
executive
session.

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

Action #352
Board exits
executive
session and
adjourns.

Martha L. Librock
Town Clerk