



LINEAGE

The Important Things Never Change

150 Lawrence
Williamsville
office 716.661.1111
www.Trust!

GA

Maintenance Service & Supply Agreement

(Company) ~~Village of East Aurora~~ Aurora agrees to this contract for the Annual sum of \$ 340.⁰⁰, invoiced yearly monthly, to render service at the address specified above & on the equipment listed below.

This contract price includes: Black & White 20,000 clicks / yearly month with overage, clicks billed at \$.017 each.
Color _____ clicks / month with overage, clicks billed at \$ _____ each.

The following Terms and Conditions may apply:

1. The equipment to be covered is subject to inspection by qualified Lineage Service Personnel prior to acceptance of this agreement.
2. Lineage agrees to clean oil, adjust and test each machine during each scheduled inspection call, furnishing all necessary lubricants and cleaners. Agreement covers all parts, labor and toner. Paper and staples excluded. Consumable supplies may be order from Lineage with a supply fax order form.
3. Lineage agrees to repair or install replacements of defective or worn parts during scheduled inspections, or on special calls at no additional charge.
4. This agreement does not cover service and parts required as a result of fire, water, storm, negligence or misuse, power failures, current fluctuations, lightning surges, or for any cause external to the equipment. Specification changes, alterations or addition of any attachments may require a change in maintenance charges.
5. All service covered by this agreement will be rendered on the users premises, during regular Lineage business hours.
6. When in the opinion a shop reconditioning is necessary because normal repair and parts replacement cannot keep the machine(s) in satisfactory operating condition, Lineage will submit a cost estimate. Such work, when authorized, will be in addition to the charges for the Maintenance Service Agreement.
7. The terms of this agreement are valid only when Lineage approved parts and supplies are used.
8. This agreement will be automatically renewed for successive periods of one year except that the rates shall be adjusted for any renewal term to Lineage then current rates, subject however, to the right of either party to terminate the contract at the end of the original or any renewal term by letter to that effect at least thirty (30) days prior to the designated termination date.
9. A click is defined as being a one sided 8.5 x 11 image. Double sided and larger images result in multiple meter clicks.

10. Customer assumes all responsibility for maintaining a backup of data on computer-based systems. In no event will Lineage be responsible for expenses incurred, lost income or any other damages resulting from lost data
11. Lineage, SHALL NOT BE LIABLE, IN ANY EVENT, FOR ANY INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES IN CONNECTION WITH SERVICE, PARTS AND LABOR PROVIDED HEREUNDER OR RESULTING FROM ANY USE OR FAILURE OF MACHINES, INCLUDING WITHOUT LIMITATION, LIABILITY FOR CUSTOMERS EXPENSES OR LOSS OF INCOME WHILE MACHINES ARE OUT OF OPERATION.
12. Lineage services under this contract do not include the support of operating systems, applications software or hardware malfunctions attributable to customer software or network hardware. Lineage will determine the cause of the covered equipment issues by connecting a laptop directly to the equipment. If the equipment operates normally when connected to Lineage laptop the problem will be attributed to customer's network or software and is not covered under this contract. Lineage may offer to solve the problem for the customer but this is charged on a time and materials basis.
13. Because of the advanced electronics and circuit boards in the covered equipment connection to a Dealer approved power, telephone and/or network cable filtration device is recommended. If customer chooses not to connect the equipment to an approved filtration device the cost of repairing or replacing any circuit boards is not covered. These will be billed on a time and material basis.
14. The initial term of the agreement to begin

8/14, 20 13

Start Count: BW 81,669 Color _____
15. Overage clicks reconciled and billed on a monthly basis. If customer fails to report click meter readings, estimates may be applied. Invoices based on estimates are valid and due as billed.

| Make | Model | Serial Number | County/City |
|------------|-------|---------------|-------------|
| MITSUBISHI | BH200 | 31137979 | (MC012562) |

Equipment location name/address

Contact Person: CLAIRE

Contact Phone: 652-5275

Firm Name: VILLAGE OF EAST AURORA COV

Address: 571 MAIN ST
EAST AURORA, NY 14052

City/State/Zip: _____

Customer bill to name/address (if same, write same)

Contact Person: _____

Contact Phone: _____

Firm Name: Town of Aurora

Address: 300 GLEES AVE.

City/State/Zip: EAST AURORA, NY 14052

The undersigned authorize the periodical inspections and mechanical service referred to by this agreement on the equipment listed above and on the terms and conditions herein stated.

Lineage _____

Accepted by: Margaret Newman

Print Name: MARGARET NEWMAN

Date: 7/29/13

Customer: _____

Signed by: _____

Print Name & Title: _____

Date: _____

SUPERVISOR
JOLENE M. JEFFE
(716) 652-7590
jjeffe@townofaurora.com



GB

TOWN CLERK
HA L. LIBROCK
(716) 652-3280
www.townofaurora.com

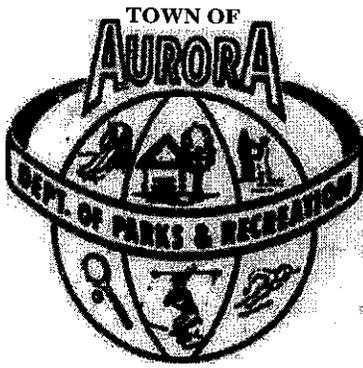
TOWN OF AURORA

300 Glead Avenue, East Aurora, NY 14052
www.townofaurora.com

August 8, 2013

To: Town Board
From: Jolene Jeffe
Nicole Serra
Re: Funds Transfer

As explained by Peggy Cooke in a separate memo, there needed to be an emergency replacement of the Electronic Controller System at the pool in the Community Pool Park in order to keep it open and the chemicals properly balanced. This item is to be charged to A 7180.426 Maintenance of Pool. Due to the two large emergency expenditures for the pool this year (the controller and the pump), we request that \$2950 be transferred from the TA 1000.040 Park Improvement Fund (balance \$3108.48) to A7180.426 Maintenance of Pool (balance \$1655.96) to cover the cost of the controller. While unfortunate, both of these repairs, along with the acid cleaning for the pool complete this spring, should put the pool in excellent condition for the next several years.



TOWN OF AURORA DEPARTMENT OF PARKS & RECREATION

300 Glead Avenue
East Aurora, New York 14052
Office (716) 652-8866
Fax (716) 652-5646

60

To: Jolene Jeffe
From: Peggy Cooke
Date: 7/26/13
Re: Community Pool

Approval is requested to make an emergency purchase of a new chemical controller for the community pool. The controller stopped working on Thursday night. We thought it was an electrical problem, but Scott Warning came out on Friday morning and determined that it was not electrical, but found that a relay switch in the controller was shot. The chemical controller was purchased in 2004. The technician from Frey Technologies determined that it could not be fixed, since the relay is built-in and cannot be replaced. That model is no longer available, so replacement parts were not an option.

The cost of the replacement machine is \$2,950 installed. It will be installed on Tuesday, July 31. Until then, the lifeguards will regulate the chlorine and acid manually, with chemical tests every one-half hour, rather than 3 times a day.

On a side note, I would like to thank Breanna Busch, pool head guard, for stepping up and handling the situation at the pool in a very efficient manner, making sure that the manual tests were conducted throughout the day, averting any pool closure beyond Friday morning. Lesson were cancelled on Friday from 6:30am till 10:30am, but were held as usual after that. She understands the mechanics of the pool, worked closely with me in solving the problem, reacted properly, directed staff, and followed up with each shift even when she wasn't working. Michael Bove was on vacation when this happened, and I was out of town on Friday. This is yet another example of the need for a back-up mechanic for the community pool, as the head guards are not generally so knowledgeable. Hopefully next year we can train a back-up mechanic.

FREY AQUATICS

27499 Riverview Center Blvd, Suite 262
Bonita Springs, FL 34134

TEL: (239) 495-1709
FAX: 239) 495-1861

Quotation

Date: July 26, 2013

Quote #: 14697.11.01

TO:
Town of Aurora

Telephone: 716-652-8866
Fax: 716-652-5646

5 S. Grove Rd
East Aurora, NY

In reference to our phone conversation, we are pleased to supply the following description and price quotation on the equipment we discussed.

| <u>DESCRIPTION</u> | <u>QTY</u> | <u>UNIT PRICE</u> | <u>EXT PRICE</u> |
|---|------------|-------------------|------------------|
| Item#: W3T110676 Model: SETPOINT-NXF SETPOINT-NXF Controller .6-6.0 range w/flowcell bracket, pH & HRR sensor, reed flowswitch | 1 | \$2,380.00 | \$2,380.00 |
| Item#: Installation Model: Installation Service | 1 | \$1,450.00 | \$1,450.00 |
| Item#: Shipping Model: Installation Service | 1 | \$60.00 | \$60.00 |

Sub-Total: \$3,890.00

Shipping: \$60.00

Tax Amount: \$0.00

Total: \$3,890.00

Prices are good for 30 days from date of quote. Purchase Order required.
Resale Tax Certificate Terms: 1/4 down at time of order 3/4 due
We accept Visa or Master Card. Net 30 days from delivery.

Frey Aquatics, Inc. is not responsible for the shipping and receiving of product. It is the customer's responsibility to inspect and sign for the product. Once the product is signed for it is the property of the consumer and a invoice will be released.

Note: The above quotation DOES NOT include the following: Any products other than those listed above. Any warranties other than those warranties provided by equipment manufacture. Any electrical service or hook-up. Any necessary permits. The above pricing does not include any applicable taxes including State, Local, Federal or Sales Taxes.

Any and all items for return will be subject to 20% restocking Charge.
Thank you for this opportunity to quote your commercial pool needs. If I can be further assistance please call (239) 495-1709.

Upon the signing and returning of this document the above contractor/owner agrees to the terms and condition, to purchase the equipment and services detailed herein.

Any conflicts or changes shall be initialed by both Frey Aquatics representative and the customer. Name: _____ Title: _____

_____ Date:
_____ A A A

Regards,
Peter Church



2194 Penfield Road
Walworth, NY 14568

Website: <http://www.freytech.org>

TEL: (315) 986-1330

FAX: (315) 986-1332

Email:

mwilson@freytech.org

Quotation

Date: July 26, 2013

Quote #: 16845.4.01

TO:

Peggy Cooke
Town of Aurora
5 S. Grove Rd
East Aurora, NY

Telephone: 716-652-8866

Fax: 716-652-5646

In reference to our phone conversation, we are pleased to supply the following description and price quotation on the equipment we discussed. Shipping is included.

| <u>DESCRIPTION</u> | <u>QTY</u> | <u>UNIT PRICE</u> | <u>EXT PRICE</u> |
|---|------------|-------------------|------------------|
| Item#: W3T109582 Model: SETPOINT-NXF Controller, Setpoint-NXF | 1 | \$2,150.00 | \$2,150.00 |
| Item#: B-Inst Serv Model: Installation Service | 1 | \$800.00 | \$800.00 |
| Item#: SHIPPING Model: Estimated Shipping & Handling | 1 | \$.00 | \$.00 |



NATIONAL

aquatics distributor, inc.

MASTER DISTRIBUTOR FOR SIEMENS AQUATICS SYSTEMS

QUOTE # 26713

Peggy Cooke

Town of Aurora
5 S. Grove Rd
East Aurora, NY

Telephone: 716-652-8866

Fax: 716-652-5646

| DESCRIPTION | QTY | UNIT PRICE | EXT PRICE |
|-------------|-----|------------|-----------|
|-------------|-----|------------|-----------|

Item#: W3T109582
Model: SETPOINT-NXF

\$2,455.00

Item#: Installation

\$875.00

Total: \$3,330.00

SUPERVISOR
JOLENE M. JEFFE
(716) 652-7590



GE
TOWN CLERK
JA L. LIBROCK
(716) 652-3280

TOWN OF AURORA
5 South Grove Street, East Aurora, NY 14052
www.townofaurora.com

TOWN COUNCIL MEMBERS

July 29, 2013

Jeffrey T. Harris

jharris@townofaurora.com

James F. Collins

jcollins@townofaurora.com

James J. Bach

jbach@townofaurora.com

Susan A. Friess

sfriess@townofaurora.com

SUPT. OF HIGHWAYS

David M. Gunner

(716) 652-4050

highway@townofaurora.com

RECEIVER OF TAXES

Barbara Halt

(716) 652-7596

tax@townofaurora.com

SUPT. OF BUILDING

Patrick J. Blizniak

(716) 652-7591

building@townofaurora.com

ASSESSOR

Thelma Hornberger

assessor@townofaurora.com

(716) 652-0011

DIR. OF RECREATION

Peggy M. Cooke

To: Town Board

I respectfully request permission and approval to attend the 84th annual Town Superintendents of Highways annual conference September 17-20 2013 in Lake Placid.

The cost is:
Registration- \$99.00
Hotel- \$324.00
Meals- \$61.00 per Diem

This will be paid out of A5010.404 Expense & Travel.

Our new plow/recycling truck is going to be showcased there by Kenworth Truck and Henderson Plow. It will be delivered to the Town Highway after the conference.

Also I am being interviewed in Lake Placid by the Executive Committee to replace retiring Highway Superintendent Bob Anderson of Amherst as New York State Region 5 Highway Superintendent representative. If selected I would represent Niagara, Erie, Chautauqua, and Cattaraugus Counties.

Sincerely,

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

David M. Gunner
Superintendent of Highways

SUPERVISOR
JOLENE M. JEFFE
(716) 652-7590



GF

TOWN CLERK
L. LIBROCK
(716) 652-3280

TOWN OF AURORA
5 South Grove Street, East Aurora, NY 14052
www.townofaurora.com

TOWN COUNCIL MEMBERS

Jeffrey T. Harris
jharris@townofaurora.com

August 7, 2013

James F. Collins
jcollins@townofaurora.com

To: Town Board Members

James J. Bach
jbach@townofaurora.com

I respectfully request the Town Board declare surplus a 1992 Ford L9000 Dump Truck. Inventory #22. My recommendation is that it is auctioned online with Auctionsinternational.com. The funds from the sale will be deposited in DB2665

Susan A. Friess
sfriess@townofaurora.com

Sincerely,

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

SUPT. OF HIGHWAYS
David M. Gunner
(716) 652-4050
highway@townofaurora.com

David M. Gunner
Superintendent of Highways

RECEIVER OF TAXES
Barbara Halt
(716) 652-7596
tax@townofaurora.com

SUPT. OF BUILDING
Patrick J. Blizniak
(716) 652-7591
building@townofaurora.com

ASSESSOR
Thelma Hornberger
assessor@townofaurora.com
(716) 652-0011

DIR. OF RECREATION
Peggy M. Cooke

Jolene Jeffe

GG -

To: Earth Dimensions
Subject: RE: Attached conference info

-----Original Message-----

From: Earth Dimensions [<mailto:edi@earthdimensions.com>]
Sent: Monday, August 05, 2013 3:03 PM
To: Jolene Jeffe
Subject: Attached conference info

Attached is the conference info I mentioned on my phone voice mail to you.

Thanks, Don

Earth Dimensions, Inc (EDI)

1091 Jamison Road

Elma, NY 14059

716-655-1717 office

716-655-2915 fax

<http://www.earthdimensions.com/>



2013 Conference on the Environment
A BI National Summit | Buffalo, NY, USA • October 3-5, 2013

Conference Registration Form

2013 Conference on the Environment
Buffalo, NY, USA • October 3-5, 2013

Please type or print in the space provided:

Your Name: _____

Company/Agency/Org.: _____

Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Country: _____ Email: _____ Phone: _____

Registration Category

\$95 Early Registration Fee (Postmarked on or before September 1, 2013)
Includes admission for one to all conference sessions, opening keynote event, receptions, and select meals. Field Tours excluded; must be purchased separately.

\$120 Registration Fee (Late rate, postmarked after September 1, 2013)
Includes admission for one to all conference sessions, opening keynote event, receptions, and select meals. Field Tours excluded; must be purchased separately.

\$20 Field Tour
Registrants will select from two Field Tour options for Saturday, October 5th. Tour A includes a visit to Love Canal and the Niagara Power Project; Tour B details will be posted soon. Transportation and a boxed lunch are included. Please note: Field Tours are not included in the registration fee above and must be purchased separately.

Mail completed form with payment to: Conference on the Environment
c/o Peter Rizzo
2801 Quebec Street, NW, #637
Washington, DC 20008
United States

Make checks payable to "Conference on the Environment."

Conference Venue & Hotel Accommodations

The 2013 Conference on the Environment will take place at the Adam's Mark Hotel, 120 Church Street, Buffalo, NY 14202. A discounted guestroom rate of \$99 per night is available for conference registrants. This rate is available for single, double, triple, and quad occupancy guestrooms and applies to bookings from September 30, 2013 through October 7, 2013. Please make your reservations directly with the Adam's Mark Hotel by calling 1-716-845-5100.

SUPERVISOR
JOLENE M. JEFFE
(716) 652-7590
jjeffe@townofaurora.com



OWN CLERK
A L. LIBROCK
716) 652-3280
nofaurora.com

TOWN OF AURORA
300 Gleed Avenue, East Aurora, NY 14052
www.townofaurora.com

August 9, 2013

To: Town Board
From: Jolene Jaffe
Re: Documentation

One of the projects that my office has been working on for a while is an organization/review of all of the Town's personnel files. They are being organized in chronological order and separated by topic (Civil Service records/insurance records/pension records, etc.)

We have discovered that while the Town Board approved the January transition of the Secretary to the Supervisor from regular part-time to full-time during the budget process in September 2012, the Town Board should also formally approve the civil service status change. This oversight can be corrected for the files with the Town Board's approval of the following:

- Authorize the change in Civil Service classification for Kathleen Moffat from Regular Part-time to Full-time Secretary to the Supervisor effective with the 2013 budget (January 1, 2013).

The second thing that needs to be done (and will also have to be done if Barbara Halt accepts a full-time Deputy Town Clerk position) is to document the waiver of the probationary period for benefits. We need this on record in order to avoid situations similar to what we have encountered in the past with vacation calculations that are inconsistent and without record dating back 10-20 years. We are asking the Town Board's approval of the following:

- Authorize the use of Kathleen Moffat's 17 months of successful service as a regular part-time Secretary to the Supervisor as her probationary period for benefits as a full-time employee and therefore confirm her eligibility date for benefits to be her full-time effective date of January 1, 2013.

A while ago, as part of the New Hire process for all regular, full-time employees (non-seasonal) we implemented the use of a form to put in the file to document the start date, vacation/sick/personal time eligibility, etc., to place in the employee file. Again, the hope is to avoid the problems we have encountered with incomplete information in the record for employees hired years ago. This will also be a great help to whoever is responsible for administering and researching information for the NYS Retirement System.

GI

**AURORA TOWN COURT
VILLAGE HALL
571 MAIN STREET
EAST AURORA, NEW YORK 14052**

TOWN JUSTICES
DOUGLAS W. MARKY
JEFFREY P. MARKELLO

TELEPHONE (716) 652-5275
FAX (716) 652-4687

July 24, 2013

Martha L. Librock
Aurora Town Clerk
5 South Grove Street
East Aurora, New York 14052

Re: Grant Fund expenditure

Dear Martha:

Please find attached proposal from Office Max for purchase of desks for Court Clerk from the funds received through the last JCAP grant. I am also attaching the information sent to me showing all the state contract information as you requested. The attached proposal does note that it is New York State Contract No. PC63361.

I would ask our request to go forward with this purchase be put on the agenda for the next board meeting.

Please feel free to contact me if you need anything further to add this to the agenda.

Very truly yours,



MARGARET S. THEODORAKOS
Court Clerk

/mst
enc.

162 Enchanted Forest S
 Depew NY 14043

Halina Blaskowiak
 Senior Account Executive
 716 601 9068 ph
 866 305 9864 fax
 hblaskowiak@omworkspace.com

Proposal

Date: 7/23/2013
 Reference #:

Aurora Town Court Attn: Maggie

| Item | Qty | Product | Price: | Unit | Extended |
|--------------------|-----|--|----------------|----------------------|------------------------|
| 1 | 2 | H10594 Desk Shell 72W x 36D x 29-1/2H | List: Sell: | \$674.00 \$281.73 | \$1,348.00 \$563.46 |
| | | Select Top Laminate Color .N LAM: Mahogany | | | |
| | | Select Chassis Laminate Color N LAM: Mahogany | | | |
| 2 | 2 | H10561 Return Shell 29-1/2H x 48W x 24D | List: Sell: | \$436.00 \$182.25 | \$872.00 \$364.50 |
| | | Select Top Laminate Color .N LAM: Mahogany | | | |
| | | Select Chassis Laminate Color N LAM: Mahogany | | | |
| 3 | 2 | H1522 Wood Center Drawer 22W x 15-3/8D | List: Sell: | \$155.00 \$64.79 | \$310.00 \$129.58 |
| | | Select Laminate Color .N LAM: Mahogany | | | |
| 4 | 2 | H105102 Mobile Full Height Ped B/B/F 15-5/8W x 22-3/4D | List: Sell: | \$712.00 \$297.62 | \$1,424.00 \$595.24 |
| | | Select Top Laminate Color .N LAM: Mahogany | | | |
| | | Select Chassis Laminate Color N LAM: Mahogany | | | |
| 5 | 2 | H105104 Mobile Full Height Ped F/F 15-5/8W x 22-3/4D | List: Sell: | \$712.00 \$297.62 | \$1,424.00 \$595.24 |
| | | Select Top Laminate Color .N LAM: Mahogany | | | |
| | | Select Chassis Laminate Color N LAM: Mahogany | | | |
| 6 | 2 | HHKB900 Maestro Keyboard | List: Sell: | \$462.00 \$193.12 | \$924.00 \$386.24 |
| 7 | 2 | H105720 72"W x 36"D x 13-1/2"H Reception Station w/Transac | List: Sell: | \$410.00 \$171.38 | \$820.00 \$342.76 |
| | | Select Top Laminate Color .N LAM: Mahogany | | | |
| | | Select Chassis Laminate Color N LAM: Mahogany | | | |
| 8 | 2 | H105721 48Wx24Dx13-/12H Reception Station for Return | List: Sell: | \$235.00 \$98.23 | \$470.00 \$196.46 |
| | | Laminate Selection .N LAM: Mahogany | | | |
| 9 | 5 | HSWEEPC2 Sweep Handle Kit Satin Nickel 2-Pack | List: Sell: | \$32.00 \$13.38 | \$160.00 \$66.90 |
| Total List: | | | | | \$7,752.00 |

162 Enchanted Forest S
Depew NY 14043

Halina Blaskowiak
Senior Account Executive
716 601 9068 ph
866 305 9864 fax
hblaskowiak@omworkspace.com

Proposal

Date: 7/23/2013
Reference #:

Aurora Town Court Attn: Maggie

| Item Qty Product | Price: | Unit | Extended |
|------------------------------|--------------------|------|-------------------|
| Special Instructions: | Total Sell: | | \$3,240.38 |

New York State Contract No. PC63361

Issue PO to:
Hon Co.
% OM Workspace-Rochester
200 Oak Street
Muscataine, IA 52761

Fax order to 866 305 9864

Proposal valid for 30 days

To proceed with an order, please sign and fax back a copy of this proposal

Your signature below indicates your approval to order the items listed on this proposal. This proposal contains **Special Order** items that are Not Returnable. Once an order is placed, cancellations are not allowed.

Estimated leadtime is subject to the manufactures production / shipping schedule 3-4 weeks

Purchase Order: _____

Signature: _____

Date: _____

Printed Name: _____

RECEIVED JUL 18 2013



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State Contract Award Notices - Commodities

| | |
|--|---|
| Furniture - All Types (Except Hospital Room and Patient Handling) (Statewide) | |
| Award Document  <small>(Updated / Revised)</small> | Contract Period: October 29, 2007 - October 28, 2013 |
| Contract Updates  | Group: 20915 Award: 20551-ES (Replaces 01011) |
| | Use of Contracts: All State Agencies and Political Subdivisions |
| Historical Details  | Contact Person: Cindy Miner Telephone: (518) 474-5535 Fax: (518) 474-1160 |
| Customer Service | Contract Issued: October 29, 2007 Contract Updated: June 11, 2013 |
| <p>Description: Furniture All Types Statewide: Household & Quarters; Office Casegoods & Systems; School (all age groups); Shelving (open and high density) & Storage; Library; Computer; Auditorium & Theater; Task & Specialty Seating; Public Area Furnishings; Conference & Training Room. Excludes furniture specific to Hospital Room & Direct Patient Care.</p> <p style="text-align: center;"><u>Install Free Adobe Acrobat Reader for PDF Documents</u> The above PDF files are available in text by calling Customer Services at (518) 474-6717.</p> | |

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[Website Disclaimer](#) | [Privacy Policy](#)

SUPERVISOR
JOLENE M. JEFFE
(716) 652-7590
jjeffe@townofaurora.com



65

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

TOWN OF AURORA

300 Glead Avenue, East Aurora, NY 14052
www.townofaurora.com

August 9, 2013

To: Town Board
From: Jolene Jaffe
Re: Budget Meetings

Attached is the tentative Budget Calendar for the 2014 Budget. I believe the calendar works for just about everyone. I would like to request that we schedule the following Special Budget Work Sessions:

Town Board meeting with Department Heads
to review budget requests: Wednesday August 28, 2013 @ 3 pm in the Auditorium

Town Board Budget Work Session: Tuesday, September 17, 2013 @ 3 pm in the Auditorium

Town Board Budget Work Session: Wednesday, October 2, 2013 @ 3pm in the Auditorium

Thank you.

***Town of Aurora
2014 Budget Calendar***

| | |
|---|------------------------------------|
| Departmental Budget Request Forms to Department Heads | 8/9/2013 Friday |
| Department Heads Formulate Budget Requests and Meet With Town Board Liaisons | 8/12/2013 – 8/23/2013 |
| Departmental Request Forms Due to Supervisor's Office | 8/26/2013 Monday |
| Town Board Meeting w/ Department Heads and Nicole (Special Meeting) | 8/28/2013 Wed @ 3 pm |
| Town Board Work Session to Review Tentative Budget (Special Meeting before the Regular Work Session) | 9/17/2013 Tues @ 3 pm |
| Budget Officer Files Tentative Budget with Town Clerk | By Sept 30 |
| Town Clerk Presents the Tentative Budget to the Town Board (by Oct 5) | 9/23/2013 Board Meeting |
| Town Board Tentative Budget Work Session (Special Meeting) | 10/2/2013 Wed @ 3 pm |
| Town Board approves changes to the Tentative Budget And accepts it as the Preliminary Budget | 10/7/2013 Board Meeting |
| Public Hearing on the Preliminary Budget | 10/22/2013 Work Session |
| Town Board Preliminary Budget Work Session (Special Meeting before Regular Meeting) | 10/28/2013 @ 5 pm if needed |
| Adopt the Budget (by Nov 20) | 11/12/2012 Board Meeting |

MONTHLY REPORT FOR TOWN BOARD, TOWN OF AURORA FOR **JULY 2013**

7A

Permit Summary Audit Report By Permit Number for

07/01/2013 - 07/31/2013

| <i>Appl.</i> | <i>Value</i> | <i>Fee</i> | <i>Type</i> | <i>Description</i> | <i>Issued</i> | <i>Value</i> |
|--------------|------------------|-------------------|-------------|---------------------------------|---------------|------------------|
| 5 | 919,568 | \$3,558.50 | 0100 | SINGLE FAMILY | 5 | 919,568 |
| 1 | 9,375 | \$60.00 | 0150 | ADD TO RESIDENCE | 1 | 9,375 |
| 1 | 56,840 | \$872.00 | 0222 | COMMERCIAL - ALTERATION | 1 | 56,840 |
| 1 | 176,180 | \$1,329.20 | 0224 | COMMERCIAL ADDITION & ALTERATIO | 1 | 176,180 |
| 1 | 12,240 | \$106.60 | 0300 | DETACHED GARAGE | 1 | 12,240 |
| 8 | 27,504 | \$451.80 | 0430 | ACCESSORY BUILDING | 8 | 27,504 |
| 1 | 10,800 | \$97.00 | 0433 | ACCESSORY BUILDING ADDITION | 1 | 10,800 |
| 9 | 20,021 | \$535.90 | 0435 | ACCESSORY STRUCTURE | 9 | 20,021 |
| 2 | 77,000 | \$170.00 | 0485 | POOL - INGROUND | 2 | 77,000 |
| 2 | 275 | \$70.00 | 0489 | A-FRAME SIGN | 2 | 275 |
| 1 | 2,000 | \$45.00 | 0490 | SIGN | 1 | 2,000 |
| 3 | 0 | \$75.00 | 0493 | TEMPORARY SIGN | 3 | 0 |
| 1 | 3,000 | \$40.00 | 0501 | GENERATOR | 1 | 3,000 |
| 5 | 0 | \$1,300.00 | 0730 | RECREATION/PARK FEE | 5 | 0 |
| 41 | 1,314,803 | \$8,711.00 | | | 41 | 1,314,803 |

Plus Previous Total Value thru June,2013

\$2,699,280

Current Total Value to August 1, 2013

\$4,014,083

NOTES:

Zoning Board of Appeals:

APPLICATIONS:

1307 Kelly Drive
573 Quaker
180 Glenridge

ACTIONS:

635 Harris; 533 Snyder
612 Buffalo; 1534 Grover
795 Olean; 1714 Emery

NOTICES SENT:

7/2 Janish, 83 Ellis Dr
Apostolopoulos, 221 Bowen

PH waiver-2nd time
FINAL notice of exp.

7/11 Mawk, 43 Manchester
7/12 Cummings, 2018 Davis

prop main – 2nd notice
deck-no permit

FIRE/INTRUSION: 10; See Attached

Month Year Reported: ----> July 2013
Town Name: -----> Town of Aurora
Prepared By: -----> Martha L. Librock
Date Submitted: -----> Aug, 01 2013

CLERK'S MONTHLY REPORT

7B

TO THE Supervisor:

Pursuant to Section 27, Subd. 1, of the Town Law, I hereby make the following statement of all the fees and monies received by me in connection with my office, during the month above stated, excepting only such fees and monies the application and payment of which are otherwise provided for by law.

| RSC Code | Revenue Description rpt_RT_CMV_03_2011 | Item Count | Total Revenue | Town Portion | Other Disburses |
|-----------------------|--|-------------------|---------------|--------------|-----------------|
| 100 | SPORTING LICENSE REVENUE | 16 | 632.00 | 34.92 | 597.08 |
| 200 | DOG LICENSE REVENUE | 260 | 3,271.00 | 2,970.00 | 301.00 |
| 301 | MARRIAGE LICENSE | 13 | 520.00 | 227.50 | 292.50 |
| 303 | CERTIFIED MARRIAGE CERTIFICATE | 6 ⁽⁸⁾ | 80.00 | 80.00 | 0.00 |
| 602 | DEATH CERTIFICATE | 3 ⁽¹³⁾ | 130.00 | 130.00 | 0.00 |
| 606 | DEATH - GENEALOGY | 2 | 22.00 | 22.00 | 0.00 |
| 622 | ZONING MAPS | 1 | 4.50 | 4.50 | 0.00 |
| Report Totals: | | 301 | 4,659.50 | 3,468.92 | 1,190.58 |

REVENUES TO SUPERVISOR - CLERK FEES 498.92
REVENUES TO SUPERVISOR - DOG FEES 2,970.00
TOTAL TOWN REVENUES TO SUPERVISOR: 3,468.92

Amount paid to NYS DEC REVENUE ACCOUNTING 597.08
Amount paid to DEPT. OF AG. AND MARKETS 301.00
Amount paid to STATE HEALTH DEPARTMENT FOR MARRIAGE LICENSES 292.50
TOTAL DISBURSED TO OTHER AGENCIES: 1,190.58
TOTAL DISBURSED: 4,659.50

August 2 20 13 JOLENE M. JEFFE Supervisor,
State of New York, County of Erie, Town of Aurora

Martha L. Librock being duly sworn, says that she/he is the Town Clerk of the Town of Aurora that the foregoing is a full and true statement of all Fees and Monies received by her/him during the month stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and Sworn to before me
this 7th day of August 20 13
Sheryl A. Miller Notary Public

Martha L. Librock
Town Clerk

SHERYL A. MILLER
Reg. #01MIG128663
Notary Public, State of New York
Qualified in Erie County
My Commission Expires June 13, 20 17

TOWN OF AURORA
300 GLEED AVE., EAST AURORA, NY 14052

7c

RECEIVER OF TAXES
BARBARA A HALT MONTHLY STATEMENT DATE 08/06/13

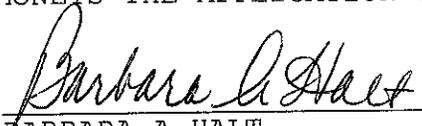
TO: SUPERVISOR, TOWN OF AURORA

PURSUANT TO SECT. 27 SUB.1, OF THE TOWN LAW, I HEREBY MAKE THE FOLLOWING STATEMENT OF ALL FEES AND MONEYS RECEIVED BY ME DURING THE MONTH OF JUL CONNECTION WITH MY OFFICE, EXCEPTING ONLY SUCH FEES AND MONEYS THE APPLICATION AND PAYMENT OF WHICH ARE OTHERWISE PROVIDED FOR BY LAW;

| RECEIVED FROM | NATURE OF RECEIPT | AMOUNT |
|---------------|--|-----------|
| WATER | JUL WATER BILLING | 46,830.30 |
| TAX | SCHOOL TAX | |
| TAXES | PENALTIES | |
| TAXES | FEES | |
| TAXES | INTEREST & BALANCE IN CHECKING ACCOUNT | 4.94 |
| TAXES | | |
| | <u>TOTAL FEES</u> | 46,835.24 |

STATE OF NEW YORK)
COUNTY OF ERIE) SS:
TOWN OF AURORA

BARBARA A HALT, BEING DULY SWORN, SAYS THAT SHE IS THE RECEIVER OF TAXES OF THE TOWN OF AURORA; THAT THE FOREGOING IS A FULL AND TRUE STATEMENT OF ALL FEES AND MONEYS RECEIVED BY HER DURING THE MONTH STATED EXCEPTING ONLY FEES AND MONEYS THE APPLICATION OF WHICH ARE OTHERWISE PROVIDED FOR BY LAW.



BARBARA A HALT
RECEIVER OF TAXES
TOWN OF AURORA

**EAST AURORA POLICE DEPARTMENT
INTERDEPARTMENTAL CORRESPONDANCE**

TO: Supervisor Jeffe & Aurora Town Board
FROM: R. J. Krowka, C.O.P.
DATE: 080613
RE: Monthly Report- July 2013

GENERAL INFORMATION

1. The July 4th event (held on July 3rd) again went off without any major issues even though the crowd looked larger than normal. Just prior to the fireworks display there was a cloudburst which sent many scurrying to the exits. However, the fireworks still went off, about 20 minutes early. The early exit of some seemed to ease the exiting of those who waited for the show to end. As usual the RAAP, Sidewalk Sale and 5k Rerun held the last week of July all went off without any issues. A DWI patrol was added for the weekend with one arrest being made. I also want to commend Lt. Wolff for his coordinating the events, obtaining the appropriate permits, assigning officers to details and working with everyone involved with the events. These events look good for EA and run smoothly, however, keep in mind that there is much "behind the scenes" legwork that needs to be accomplished to make sure these events do operate safely for all to enjoy.
2. Regarding grants. The grant applied for by the Orchard Park Police Department to operate a joint SWAT team with our Department has been shot down by Albany for unknown reasons. It is interesting to note, however, that I read in the paper that five school districts around us will be sharing a deputy, acting as an SRO, due to a \$100,000.00 grant Albany handed out. Some of that money could have been shared with EAUFSD since these school districts surround us. The live scan equipment from a grant that Albany offered us last year finally came in, however, it is unknown when it will be installed. A PTS grant, which now combines the BUNY & Step grants have been applied for. Also want to commend Police Clerk Beverly Gallagher for her work in applying for and maintaining the traffic and Stop DWI grants.
3. In addition to Town/Village and staff meetings also attended:
 - a. The NYS Chiefs of Police Conference in Lake Placid where such issues as 207c, domestic terrorism and legal updates were discussed in various sessions
 - b. Conducted several pistol permit interviews. Ever since the Safe Act there has been a spike in pistol permit applications. Lt Greg Cook does a commendable job conducting all background checks on prospective applicants, which again involves a lot of time. Keep in mind that these checks, along with other requirements, such as criminal and mental health checks help ensure that all pistol permit holders are law abiding model citizens
 - c. Met with a representative from Fisher Price regarding the traffic light signal and pedestrian crossings in front of their campus to explore possible ways to make it more efficient and safer. That discussion is continuing.

CRIME STATISTICS

| ACTIVITY | N.E. DISTRICT | S.W. DISTRICT | TOTAL (Previous Month) |
|-------------------------|---------------|---------------|------------------------|
| Police Calls | 1,237 | 418 | 1,655 (1,521) |
| Traffic Tickets | 52 | 65 | 117 (78) |
| Parking Tickets | | | 10 (1) |
| Response Times | 1.78.minutes | 2.09 minutes | |
| Crimes | 52 | 17 | 69 (54) |
| Pending Investigations | | | 7 |
| Cleared by Arrest | | | 20 |
| Total Closed | | | 40 |
| Crimes- Persons | 13 | 4 | 17 |
| Crimes- Drugs | | 2 | 2 |
| Crimes- Property | 18 | 4 | 22 |
| Crimes- Vandalism | 8 | 2 | 10 |
| Burglary/Trespass | 3 | 1 | 4 |
| S&R/Lic/Reg | 6 | 2 | 8 |
| DWI | 1 | 1 | 2 |
| Warrant Arrests | 2 | 1 | 3 |
| Fire/EMS Calls | | | 359 (341) |
| Ave. Daily Activity of: | | | |
| -911 calls received | | | 11 (12) |
| -7 digit calls received | | | 102 (109) |
| -walk-in complaints | | | 11 (12) |

ARREST/INVESTIGATIONS

- In addition to the above officers investigated 25 car crashes, 10 domestic incidents and 5 mental health incident commitments. In addition the LPR read 47,901 license plates resulting in 4 arrests. As a side note it was noticed that there has been a spike in car/deer accidents over the past two months. This could indicate that more motorists could be driving distracted and not paying attention to the road, an increase in the deer population, and a possibly successful upcoming hunting season.

Closed Calls & Complaints

7E

Summary Report by Date: 07-01-2013 through 07-31-2013, for Category: WORK REQUISITIONS

| Category | Date | Caller Name/Phone | Notes | Closed |
|-------------------|----------|-------------------|---|----------|
| Work Requisitions | 07-01-13 | Peggy | check gas cans in concession stand and fill. Return one of them to the pool for the lawn mower. | 07-01-13 |
| Work Requisitions | 07-01-13 | Barb Halt | Final meter reading glenridge Rd 0644810 meter | 07-01-13 |
| Work Requisitions | 07-01-13 | Peggy | | 07-08-13 |
| Work Requisitions | 07-02-13 | Breanna | Faucet in boys bathroom won't stop running. Same problem as last week. | 07-09-13 |
| Work Requisitions | 07-03-13 | Peggy | remove all sand from sand box and replace with new sand. | 07-09-13 |
| Work Requisitions | 07-03-13 | Liz | Pick up case of paper from Town Hall. | 07-05-13 |
| Work Requisitions | 07-05-13 | Peggy | Please move the truck to the first aid room at the pool | 07-08-13 |
| Work Requisitions | 07-08-13 | Patrick Blizniak | Paint flagpoles using bucket truck. | 07-16-13 |
| Work Requisitions | 07-08-13 | Barb Halt | Final meter reading on Wed 7/10 Victoria heights | 07-10-13 |
| Work Requisitions | 07-09-13 | Donna Bodekor | Steam clean floor mats in front hall. | 07-11-13 |
| Work Requisitions | 07-10-13 | Breanna | Inner locking mechanism of second dressing room has fallen off. | 07-15-13 |
| Work Requisitions | 07-10-13 | Robert Alessi | replace exit sign bulb in staff hallway. | 07-19-13 |
| Work Requisitions | 07-11-13 | | | |
| Work Requisitions | 07-11-13 | Sheryl Miller | Take 2 cases of paper to Courts | 07-11-13 |
| Work Requisitions | 07-11-13 | Sheryl Miller | Pick up supplies marked with SC and deliver to Senior Center. | 07-11-13 |
| Work Requisitions | 07-12-13 | Peggy | delivery a case of toilet paper. | 07-18-13 |

| Category | Date | Caller Name/Phone | Notes | Closed |
|-------------------|----------|-----------------------|--|----------|
| Work Requisitions | 07-12-13 | Peggy | install vinyl numbers on deck. | 07-12-13 |
| Work Requisitions | 07-12-13 | EAPD 13-309541 | Multiple speed limit signs spray painted white | 07-18-13 |
| Work Requisitions | 07-15-13 | Peggy | pick up stage at Boys and Girls Club and set up at Backyard Bash. Take down Friday AM and store in warehouse. | 07-17-13 |
| Work Requisitions | 07-15-13 | robert Alesso | public toilet next to kitchen is very loose. | 07-19-13 |
| Work Requisitions | 07-15-13 | peggy | put a screw in the handle of the new squegy at park garage and deliver to the pool. | 07-16-13 |
| Work Requisitions | 07-16-13 | Robert Alessi | Caulk around glass block windows between upper and lower roofs. All windows, vents, glass block on 4 sides now sealed, scraped, wire brushed and caulked. | 07-22-13 |
| Work Requisitions | 07-19-13 | Peggy | Spray paint circles for batter practice. | 06-21-13 |
| Work Requisitions | 07-20-13 | Peggy | The stage behind Vidler's is going to stay for the duration of concerts. Please cover with tarp. Remove on Thurs and put back on Fri. | 07-22-13 |
| Work Requisitions | 07-22-13 | Robert Alessi-Library | Lower door sweep on porch door that goes into staff office area or add additional door sweep on bootom edge of door. | 07-25-13 |
| Work Requisitions | 07-22-13 | Liz | Prepare for picnics on 7/27 and 7/28/ | 07-26-13 |
| Work Requisitions | 07-23-13 | EAPD 13-310147 | Just past village line tree branch is partially blocking the roadway at N Willow. | 07-24-13 |
| Work Requisitions | 07-26-13 | Joseph D'Amico | Lower all flages to half staff until COB Tuesday 7/30/13 in honor of Trooper Martindale who passed away 7/25/13 | 08-30-13 |



7F

COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

JOHN C. LOFFREDO, P.E.
COMMISSIONER

DEPARTMENT OF PUBLIC WORKS
RATH BUILDING 14TH FLOOR

TELEPHONE: 716.858.8300
FAX: 716.858.8228

August 8, 2013

CERTIFICATE AND NOTICE OF HIGHWAY CLOSURE

STATE OF NEW YORK:
COUNTY OF ERIE: }SS

This is to certify that the Commissioner – Highways has jurisdiction of the highways of the County of Erie and does hereby close that portion of the highway in the Town of Aurora, said County, known as Erie, and described as follows:

CLOSURE:

That portion of Jewett-Holmwood Road (Bridges 368-3 and BR 368-4), between Grover Road and NY Route 20A in the Town of Aurora will be closed beginning Monday, August 19, 2013, through approximately Saturday, September 27, 2013 (or until complete), for the purpose of bridge joint replacement. Only one bridge will be closed at a time with **local traffic only** permitted within the detour. The contractor will be Hunting Valley Construction, and they will post the detour signs.

Closure is executed under Article V, Section 104 of the Highway Law in order to permit a proper completion of work of improvement thereon.

IN WITNESS WHEREOF: The undersigned has, on this 8th day of August, 2013, set his hand in Buffalo, New York.

Sincerely,

JOHN C. LOFFREDO, P.E.
COMMISSIONER OF PUBLIC WORKS

By: 
Wayne S. Scibor, P.E.
Supervisor of Engineering

JCL/WSS/cas
cc: See Attached List