

November 24, 2025

A meeting of the Town Board of the Town of Aurora took place on Monday, November 24, 2025, beginning at 6:30 p.m. The Board met in-person at the Aurora Municipal Center, 575 Oakwood Avenue, East Aurora, New York. The meeting was streamed via YouTube.

Present:	Luke Wochensky	Councilmember
	Raymond M. Wrazen	Councilmember
	Jessica Armbrust	Councilmember
	Charles D. Snyder	Supervisor
Absent/Excused:	Joseph McCann	Councilmember
Others Present:	Brigid Maloney	Town Attorney
	Elizabeth Cassidy	Code Enforcement Officer
	David Gunner	Highway Superintendent
	Patrick Welch	Chief of Police
	Paul Ernst	Zoning Board Chairman
	Doug Crow	Planning Board Chairman

Supervisor Snyder opened the meeting at 6:30 p.m. with the recitation of the Pledge of Allegiance to the Flag.

The first item on the agenda was a Public Hearing on the site plan application from World Mission Society Church of God for a security booth and entrance update at 711 Knox Road, East Aurora, NY. Supervisor Snyder opened the hearing at 6:30 p.m. and asked if anyone wished to comment on the project. Hearing no one, the Supervisor closed the hearing at 6:31 p.m.

The next item on the agenda was a Public Hearing on the site plan application from WNY West Falls, Inc. for a new canopy over the gas pumps at 1045 Davis Road, West Falls, NY. Supervisor Snyder opened the hearing at 6:31 p.m. and asked if anyone wished to comment on the project. Hearing no one, the Supervisor closed the hearing at 6:32 p.m.

Councilmember Armbrust moved to approve the consent agenda including the November 10, 2025 Town Board meeting minutes; the November 18, 2025 work session minutes; and the November 24, 2025 Abstract of Claims, consisting of vouchers 1586 to 1646, to be paid from the following funds:

General	\$237,553.44
Part Town	44.56
Highway/DA	76.83
Highway/DB	132,615.47
Capital H7/Bridges	253,321.91
Trust & Agency	1,547.26
Special Districts	<u>\$ 74,844.22</u>
Grand Total Abstract	\$700,003.79

Action #370
11/10 &
11/18 Tw
Brd minutes
& 11/24
abstract
aprvd

Councilmember Wrazen seconded the motion. Upon a vote being taken:
ayes – four noes – none Motion carried.

AUDIENCE I: none

UNFINISHED BUSINESS:

Erie County Civil Service approved the New Position Duties Statement (PO-17) for eight Court Officers.

Councilmember Wrazen moved to approve the creation of eight (8) Court Officer positions to be added to the Town’s job inventory.

Councilmember Wochensky seconded the motion. Upon a vote being taken:
ayes – four noes – none Motion carried.

Action #371
8 court
officer
positions
added to
Town job
inventory

Councilmember Armbrust moved to approve payment no. 8 to Azar Design Co. in the amount of \$4,823.45 for professional services rendered from 9/27 thru 10/31/25 for the Brooklea bridge replacement project. Funds will be disbursed from H7 5120.210. Councilmember Wrazen seconded the motion. Upon a vote being taken: ayes – four noes – none
Motion carried.

Action #372
Pymt 8 to
Azar for
Brooklea proj
aprvd

Councilmember Wrazen moved to set December 8, 2025 at 6:30 p.m. at the Aurora Municipal Center, 575 Oakwood Avenue, East Aurora, NY as the date, time and place for a public hearing on a proposed Local Law (Intro 7-2025) to amend the Town Code by adding an Outdoor Lighting Code to Chapter 116. Councilmember Wochensky seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #373
Public hrg on
lighting LL
set for
12/8/25

NEW BUSINESS:

Councilmember Wochensky moved to adopt the following Flag Policy for the Town:

1. Authority

Flags on Town of Aurora property are under the jurisdiction of the Town Board and administered by the Supervisor or their designee. No flag may be lowered to half-staff except as provided in this policy.

2. Mandatory Half-Staff Occasions

The Town will lower flags:

a) Whenever directed by the Governor of New York State; and

b) On the following observances:

- Memorial Day (sunrise until noon)
- Peace Officers Memorial Day (May 15, unless it is also Armed Forces Day);
- Patriot Day (September 11)
- Pearl Harbor Remembrance Day (December 7)

3. Local Proclamations (Discretionary)

The Town may lower flags by Town Board proclamation only for:

- a) The line-of-duty death of a member of the U.S. Armed Forces who was a Town resident;
- b) The line-of-duty death of a first responder (fire, EMS, or law enforcement) serving within the Town;
- c) The death of a current Town official or employee.

4. Process

Requests for lowering the flag must be submitted to the Town Clerk. The Clerk shall verify eligibility under Section 3 and present it to the Supervisor (or designee) for action. The Supervisor (or designee) will issue a written notice to staff when flags are to be lowered.

5. Viewpoint Neutrality

This policy is content- and viewpoint-neutral. Flags will not be lowered for private individuals, public figures, or organizations outside the categories above, regardless of political affiliation, popularity, or prominence.

6. Transparency

The Town will maintain a public notice of flag status and the reason for lowering on its official website and bulletin board.

Councilmember Armbrust seconded the motion. Upon a vote being taken:
ayes – four noes - none Motion carried.

Action #374
Flag policy
adopted

Councilmember Wochensky moved to approve the request from employee Jennifer George to have her residence outside of the corporate limits of the Town of Aurora. Councilmember Wrazen seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #375
Employee J.
George aprvd
to have out of
Town limit
residency

Councilmember Wochensky moved to approve the request from Town Justice James Granville to attend the Fall 2025 In-person Training for Bench Certification from Sunday, December 7 thru Friday, December 12, 2025 in Albany, NY. The hotel fee of \$585.00 (five nights at \$117 per night) will be disbursed from A 1110.401. Councilmember Armbrust seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #376
J. Granville
to attend
Bench
Certification
training in
Albany

Councilmember Wrazen moved to authorize the Supervisor to sign the updated contract with Municipal Solutions, Inc., 62 Main St., Leroy, NY and 2528 State Route 21, Canandaigua, NY, for financial services pertaining to Note Borrowing, Long-Term Serial Bond Borrowing, General Financial Services, and Conflicts of Interest and Other Required Disclosures, effective January 1, 2026. Councilmember Armbrust seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #377
Supv auth to
sign updated
contract w/
Municipal
Solutions

Councilmember Armbrust moved to approve the following 2025 Budget amendment as requested by the Recreation Director:
Increase revenue line A2056 Youth Education programs by \$16,678.00
Increase appropriation line A7310.400.1 Youth Edu. vendor by \$16,678.00
Councilmember Wrazen seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried.

Action #378
2025 Budget
amendment
for recreation
aprvd

Councilmember Wochensky moved to authorize the Supervisor to sign a Shared Municipal Services Agreement for Dog Control Services with the Town of Sardinia, whereby the Town of Aurora Dog Control will provide services for pickup of dogs found at large in the Town of Sardinia, effective September 1 through December 31, 2025. The Town of Sardinia shall compensate the Town of Aurora \$2,600.00 for these services. Councilmember Wrazen seconded the motion. Upon a vote being taken: ayes – four noes – none Motion carried

Action #379
Supv auth to
sign dog
control
shared
municipal
svcs
agreement
with Sardinia

Councilmember Wrazen moved to refer the Open Development Area (ODA) application for 1073 Davis Road, West Falls, to the Planning Board for review and recommendation(s). Councilmember Wochensky seconded the motion. Upon a vote being taken: ayes – three noes – none (Supervisor Snyder recused himself from the vote due to being the previous owner of the property.) Motion carried.

Action #380
ODA for
1073 Davis
referred to
Planning Brd

COMMUNICATIONS AND REPORTS:

Building Dept. – October 2025 report
Recreation Dept. – October 2025 report
EAPD – October 2025 report

BUSINESS FROM BOARD MEMBERS/LIAISONS:

Councilmember Wochensky stated he was happy to see the trees and lights up for the holidays.

Councilmember Armbrust stated she was happy to be here.

Councilmember Wrazen stated the December Sewer Dist. 8 meeting has been cancelled and that discussion on the composting initiative has been postponed until January 2026.

Supervisor Snyder wished everyone a Happy Thanksgiving.

AUDIENCE II: none

STAFF REPORTS:

Police Chief Pat Welch stated: the Hallmark and Buffalo Bills rally was well attended by about three to four thousand people; the TurkEA Trot is this Thursday and starts at the Boys and Girls Club and goes on several streets throughout the Village; and he met with concerned citizens in the West Falls area regarding recent car thefts and break-ins, noting that Victoria Heights was a recent targeted area. Chief Welch advised everyone not to leave keys in cars and to lock car doors.

Code Enforcement Officer Cassidy stated that there is an injunction regarding electrification – the all-electric new construction code has been put on hold, but other parts of the building code are still going into effect 12/31/25.

Councilmember Wrazen moved to adjourn at 7:15 p.m. Seconded by	Action #381
Councilmember Armbrust . Upon a vote being taken: ayes – four	Meeting
noes - none	adjourned
Motion carried.	

Martha L. Librock
Town Clerk