

**Village of Aurora Board of Trustees April 21, 2021 Public Hearing, Regular and Organizational Meeting**  
**Minutes**

The meeting was held via Zoom at 6:00 p.m.

**Present:** Mayor Bonnie Bennett, Trustees Grace Bates, Matt Bianconi, Thea Miller, and Janet Murphy

**Others Present**

**Village Officials:** Clerk Ann Balloni, Treasurer Deborah Brooks, and ZBA members Karen Hindenlang and Laura Holland

**Inns of Aurora:** General Manager Sue Edinger and Attorney Wendy Marsh

**Members of the Public:** Jon Gans

**Budgets Public Hearing:** On motion by Trustee Miller, seconded by Trustee Murphy, the Village Board voted to open the Public Hearing for the 2021/2022 Budgets at 6:05 p.m.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Public Comment:** No public comment

On motion by Trustee Miller, seconded by Trustee Bates, the Village Board voted to close the Public Hearing for the 2021/2022 Budgets at 6:06 p.m.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Changes to the Agenda:** A proclamation to designate April 22, 2021 “Joy Humes Day” is added under New Business.

**Approval of Minutes**

**March 17, 2021:** On motion by Trustee Bianconi, seconded by Trustee Bates, the Village Board voted to approve the March 17, 2021 minutes.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**March 29, 2021 Special Meeting:** On motion by Trustee Murphy, seconded by Trustee Miller, the Village Board voted to approve the March 29, 2021 special meeting minutes.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Announcements**

**Mayor:** Mayor Bennett recommended that the Village Board comment on the New York State Department of Conservation (NYSDEC) phosphorus reduction plan, Total Material Daily Load (TMDL). The Cayuga Lake Watershed Intra-Municipal Organization (IO) is working on comments that municipalities can submit, and Trustee Bates will report on their suggestions.

Mayor Bennett attended a webinar on the legalization of marijuana and how the State proposes to regulate it. Municipalities may opt out of the law by passing their own local law, subject to permissive referendum, before December 31, 2021. Trustee Bates noted the Village of Union Springs is in the process of opting out.

Marijuana will be regulated much like alcohol with different rules for growing, dispensing, and consuming. Also, zoning regulations apply such as proximity to schools, playgrounds, churches, etc. Time, place, and manner of sales is locally regulated.

Municipalities receive 3% tax on sales which for the village would be split 50/50 for Aurora and the Town of Ledyard.

Trustee Bates introduced Jon Gans who questioned the feasibility of a dog park in the village. It was agreed that first is to determine the level of interest, and Trustee Bates suggested a survey in the HUB.

**Clerk:** Ms. Balloni reported that Cayuga County is conducting a Broadband survey and Cayuga County has one of the highest vaccination rates in the State.

**Treasurer's Report:** On motion by Trustee Miller, seconded by Trustee Bates, the Village Board voted to accept the March Treasurer's Report.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

### **Budget Modifications**

#### **GENERAL FUND**

\$ 479.66	FROM	A1990.4 Contingent Account
83.25	TO	A8510.4 Community Beautification-Contractual
296.41	TO	A1620.42 Buildings – Water/Sewer
100.00	TO	A1010.1 Trustees – personal services

On motion by Trustee Murphy, seconded by Trustee Bates, the Village Board voted to accept the Budget Modifications in the General Fund.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

#### **WATER FUND**

\$ 392.00	FROM	F1990.4 Contingent Account
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TO F8310.4 Water Administration - Contractual

On motion by Trustee Bianconi, seconded by Trustee Miller, the Village Board voted to accept the Budget Modifications in the Water Fund.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Bills**

**General:** On motion by Trustee Murphy, seconded by Trustee Bianconi, the Village Board voted to approve the General Fund Abstract #11 for payment.

Voucher #346-350, 352-354, 356, 357, 363-370, 373, and 375-377

Total: \$8,752.63

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Water:** On motion by Trustee Miller, seconded by Trustee Bianconi, the Village Board voted to approve the Water Fund Abstract #11 for payment.

Voucher #345, 357, 364, 370, 372, and 374

Total: \$4,288.98

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Sewer:** On motion by Trustee Murphy, seconded by Trustee Bianconi, the Village Board voted to approve the Sewer Fund Abstract #11 for payment.

Voucher #348-351, 357-362, 369, and 370

Total: \$8,320.92

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Water Improvement System:** On motion by Trustee Miller, seconded by Trustee Murphy, the Village Board voted to approve the Water Improvement System Fund Abstract #11 for payment.

Voucher #354

Total: \$45.00

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**IO Park Foundation Grant:** On motion by Trustee Bates, seconded by Trustee Murphy, the Village Board voted to approve the IO Park Foundation Grant Fund Abstract #11 for payment.

Voucher #355 and 371

Total: \$5,752.55

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

## **Reports**

**Code Officer** (see attached): Officer Green reported on recent permit activity.

**Historian** (see attached): Dr. Schwab reported on an upcoming display at the Aurora History Center, recent queries, correspondence, and working with the Community Preservation Panel on updating the local landmarks list.

**Miscellaneous:** Trustee Murphy reported that she is organizing the Memorial Day remembrance and continuing to research IT consultants for the village.

## **Old Business**

2021/2022 Budgets: On motion by Trustee Murphy, seconded by Trustee Miller, the Village Board voted to accept the proposed 2021/2022 Budgets.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Labella Proposal:** Mayor Bennett explained the benefits of hiring Ed Flynn from Labella Associates to help with updating the Village Master Plan and Zoning Law:

- They are available immediately.
- They are familiar with Aurora's issues through the GEIS.
- They have an efficient procedure to complete the update within the confines of the moratorium.

Trustee Bates inquired about having the Village Board meet with Mr. Flynn prior to agreeing to the proposal. Mayor Bennett referred to her discussions with Steve Lynch and Kari Terwilliger from Cayuga County Planning, acknowledging that they are not available to help and agree that since Labella can start immediately, they are the best option. Mayor Bennett suggested that the trustees contact Mr. Flynn on their own if they have any questions.

Trustee Bianconi questioned the process for choosing the members of the Advisory Committee. Mayor Bennett responded that it is the same process as Board appointments. Mayor Bennett will bring her recommendations to the trustees for their approval.

Trustee Bates questioned if residents who asked to be on the advisory committee will be appointed. Mayor Bennett replied that the advisory committee is administrative and will be made up of Board members along with residents in the community with zoning and legislative experience. Mayor Bennett added that representatives of businesses, Wells College, non-profits, etc. are considered stakeholders and will meet personally with the Labella planners to give their input.

On motion by Trustee Miller, seconded by Trustee Murphy, the Village Board voted to hire Labella Associates at a cost of \$19,750.00 to assist with updating the Village Master Plan.

AYES: Bennett, Bianconi, Miller, and Murphy

NAYS: None

ABSTAIN: Bates

Motion carried unanimously.

**Inns of Aurora Moratorium Appeal Decision** (attached): On motion by Mayor Bennett, seconded by Trustee Miller, the Village Board voted to deny the appeal request submitted by the Inns of Aurora, but agreed to move Application #20-19 forward if the moratorium is extended beyond November 18, 2021.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

### **New Business**

**Zoom Account Renewal:** The Village Board agreed to stay with the current plan of \$149.99/month as the next level plan is \$1,199.99 and includes many unnecessary options.

**Village Office Door Bids:** On motion by Mayor Bennett, seconded by Trustee Murphy, the Village Board voted to hire BR Johnson, LLC to replace the village office double doors at a cost of \$6,766.17 (lowest bid).

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Summer Program Supervisor:** On motion by Trustee Murphy, seconded by Trustee Bianconi, the Village Board voted to hire Dalton Elser as the Summer Program Supervisor at a salary of \$1,300.00.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Joy Humes Day Proclamation** (attached): On motion by Mayor Bennett, seconded by Trustee Bianconi, the Village Board proclaimed April 22, 2021 as Joy Humes Day.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**Adjournment:** On motion by Trustee Bates, seconded by Trustee Bianconi, the Village Board voted to adjourn the regular meeting at 7:40 p.m.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

Mayor Bennett called the Annual Organizational Meeting to order at 7:41 p.m.

**Reappointments:** Mayor Bennett appointed Trustee Janet Murphy as Deputy Mayor.

On motion by Trustee Murphy, seconded by Trustee Miller, the Village Board voted to approve the re-appointment of Dr. Linda Schwab as Village Historian.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Motion carried unanimously.

**VB RESOLUTION NO. 21-06  
DESIGNATION OF OFFICIAL NEWSPAPER**

**BE IT RESOLVED** that *The Citizen* is hereby designated to be the official newspaper of the Village of Aurora.

**BE IT ALSO RESOLVED** that this resolution shall take effect immediately.

Motion moved by Trustee Miller

Seconded by Trustee Bianconi

AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None

Carried unanimously.

**VB RESOLUTION NO. 21-07  
DATES OF REGULAR and SPECIAL MEETINGS**

(Note: At the March 17, 2021 regular meeting, the Village Board agreed to change the meeting time from 7:00 to 6:00 at the convenience of the trustees.)

**WHEREAS;** the Open Meetings Law requires that the news media and public must have at least 72 hours notice prior to the holding of any regularly scheduled meeting [Public Officers Law 104(1)]. This can be accomplished by notifying the public and the news media of each specified meeting. Alternatively, the board may authorize the clerk to send a single letter to the news media, with a corresponding public posting of a notice indicating the schedule of the regular board meetings, as adopted by the board of trustees at the organizational meeting. This notice to both the news media and the public should state the dates of the meetings, the place of the meetings, and the times at which the meetings will be held, and

**WHEREAS;** no state law prescribes the number of frequency of meetings which must be held by a board of trustees. The board of trustees decides, by resolution adopted at the organizational meeting, when they will meet, and also,

**WHEREAS;** no state law prescribes the procedure for calling or holding a special meeting of the board of trustees. There is often confusion as to who can call or require a special meeting. With regard to special meetings, the Open Meetings Law requires that notice be given to the news media and to the public as soon as practicable after the calling of the special meeting. See Public Officers Law 104(2), and

**WHEREAS;** notice requirements to village officials are not stated in stature, but case law has indicated that any notice procedure adopted must be reasonably calculated to ensure that all members of the board of trustees have notice of the meeting. This may be accomplished by having the village clerk contact each member individually, or by having individual trustees contact other trustees by letter, phone, or personally. In adopting such rules, it is wise to remember that in some emergency situations it may be necessary to call a special meeting on quite short notice. Thus, the procedure should be flexible, without any provisions which might delay the meeting. Thus, a mailing is usually not a good method of calling a special meeting, and

**BE IT RESOLVED** that the Board of Trustees of the Village of Aurora shall meet on the third (3rd) Wednesday of the month at 6:00 PM in the Firehouse Meeting Room. Notification of a change in date, time or place shall be timely.

**BE IT ALSO RESOLVED** that Special Meetings of the Aurora Board of Trustees of the Village of Aurora may be called by the Mayor or by the Clerk upon request of two members of the Board. If called by the Clerk or the Mayor, the remaining Board Members and the Public shall be given three (3) days notice unless an emergency exists, in which case notice shall be given as early as possible.

**BE IT FURTHER RESOLVED**, that the Organizational Meeting for 2022 shall be held on the third Wednesday in April (April 20, 2022).

Moved by Trustee Murphy  
Seconded by Trustee Miller  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously.

**VB RESOLUTION NO. 21-08  
RULES and PROCEDURES**

**BE IT RESOLVED** that the meetings of the Board of Trustees of the Village of Aurora shall be governed by Roberts' Rules of Order.

Moved by Trustee Miller  
Seconded by Trustee Murphy  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-09  
PROCUREMENT POLICY**

PURCHASING PROCEDURES AND POLICIES AS OF August 19, 2015

All requests for Purchases of goods and services shall be referred to the Clerk. Whenever possible, purchases shall be procured under county/state contracts.

**I. COMPETITIVE PROCUREMENTS:**

A. A determination shall be made on the basis of estimates as to whether competitive bidding is necessary as follows:

1. Public Works (including Services) over \$35,000.00
2. Purchase Contracts over \$ 20,000.00

**II. NON-COMPETITIVE (NON-Bid) PROCUREMENTS:**

A. Estimated amount of Purchase Contract	Method*
\$1,000 - \$4,999	2 Verbal Quotations
\$5,000 - \$9,999	2 Written/Fax Quotations
\$10,000 - \$20,000	3 Written/Fax Quotations or Written requests for quotations

B. Estimated amount of Public Works Contracts Method

\$1,000 - \$9,999	2 Verbal Quotations
\$10,000 - \$19,999	2 Written/Fax Quotations
\$20,000 - \$35,000	3 Written/Fax Quotations or Written requests for quotations

A good faith effort shall be made to obtain the required number of proposals or quotations. If unable to obtain the required number of proposals or quotations, documentation of the attempt made is required.

\* Photocopied catalog pages will suffice as quotations.

III. OFFICE PROCEDURES:

A. No Purchase shall be made until:

1. Clerk checks availability of funds.
2. Clerk provides Purchase Order Number, Vouchers and Tax Exemption Certificate.
3. If purchasing by PHONE, give vendor Purchase Order Number assigned by Clerk.
4. If purchasing in PERSON, have Vendor note Purchase Order Number on sales receipt. Check sales receipt before signing to be sure items being charged are what is received.
5. Forward delivery receipts and/or invoice to the Clerk.

B. Awards to other than the lowest priced Vendors:

Whenever any contract is awarded to other than the lowest responsible dollar offered, reasons shall be documented. The documentation will include an explanation of how the award will achieve savings or how the offered is not responsible. A determination that the offered is not responsible shall be made by the purchaser and may not be challenged under any circumstances.

All problems with vendors or service matters must be reported to the Clerk/Treasurer for reference in future procurement activities.

**BE IT RESOLVED** that the Board of Trustees continue the Procurement Policy which was adopted on August 19, 2015.

Motion Moved by Trustee Bates  
 Seconded by Trustee Bianconi  
 AYES: Bennett, Bates, Bianconi, Miller, and Murphy

NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-10  
ADVANCED APPROVAL OF CLAIMS**

**WHEREAS** the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and credit card claims so as not to incur penalty fees, and

**WHEREAS**, all such claims shall be presented at the next regular meeting for audit, and

**WHEREAS**, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

**NOW, THEREFORE BE IT RESOLVED:**

**Section 1:** that the Board of Trustees authorizes payment in advance of audit or claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

**Section 2:** that this resolution shall take effect immediately.

Motion made by Trustee Murphy  
Seconded by Trustee Bianconi  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION 21-11  
MILEAGE ALLOWANCE**

**WHEREAS**, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

**NOW THEREFORE BE IT RESOLVED,**

**Section 1.** that the Board of Trustees shall approve reimbursement to such officers and employees at the current IRS rate per mile.

**Section 2.** That this resolution shall take effect immediately.

Motion made by Trustee Murphy  
Seconded by Trustee Bates  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None

Carried unanimously

**VB RESOLUTION NO. 21-12  
ATTENDANCE AT SCHOOLS AND CONFERENCES**

**WHEREAS**, there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School, b) The New York Conference of Mayors and Fall Training School for fiscal officers and municipal clerks; c) County Association Meetings; d) Annual Meetings; e) Training Schools, and f) etc.

**WHEREAS**, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools, benefits the municipality.

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the following officers and employees are hereby authorized to attend the following schools: the mayor, trustees, clerk/tax collector, treasurer, WWTP operators, members of the Zoning Board of Appeals, Planning Board and Community Preservation Panel, Village Attorney and Code/Zoning Officers/Inspectors.

**Section 2.** That this Resolution shall take place immediately.

Motion made by Trustee Bianconi  
Seconded by Trustee Bates  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-13  
DESIGNATION OF DEPOSITORIES**

**WHEREAS**, the Board of Trustees have determined that Village Law 4-412 (3) 2 required the designation of banks or treasuries for the deposit of all village monies:

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees does hereby designate the following institutions as depositories of all monies received by the Village Treasurer, Clerk and Receiver of Taxes.

Names of institutions: **CAYUGA LAKE NATIONAL BANK  
TOMPKINS TRUST COMPANY**

**Section 2.** That this resolution shall take effect immediately.

Motion by Trustee Murphy  
Seconded by Trustee Bates  
AYES: Bennett, Bates, Bianconi, and Murphy

NAYS: None  
ABSTAIN: Miller (Cayuga Lake National Bank employee)  
Carried

**VB RESOLUTION NO. 21-14**  
**BENEFITS PACKAGE**

**HOLIDAYS**

- \* New Years Day
- \* Martin Luther King, Jr Day
- \* Presidents Day
- \* Memorial Day
- \* Independence Day
- \* Labor Day
- \* Veterans Day
- \* Thanksgiving Day and Friday
- \* Christmas Day

When New Years Day, Independence Day and Christmas Day fall on Sunday, employees shall have Monday off. When they fall on Saturday, they shall have Friday off.

When Christmas falls on a Tuesday, Wednesday, Thursday or Friday, employees shall have one-half (1/2) day on December 24th.

**VACATIONS - NON-CUMULATIVE:**

Ten (10) days after first year of employment  
Fifteen (15) days after five (5) years of employment  
Twenty (20) days after ten (10) years of employment

Vacation dates to be set in consultation with supervisor.

**PERSONAL TIME - NON-CUMULATIVE:**

Two (2) days in each of first five (5) years  
Three (3) days in each year thereafter

**SICK TIME – NON-CUMULATIVE**

One day per month worked, cumulative to a total of sixty (60) working days.

\*Non-cumulative - Not reimbursable if not used.

**HEALTH INSURANCE (1/16/94):**

1. Active Employees:

- a. Full-time: village will pay full cost of individual or family policy, as provided through Excellus of Central New York.
  - b. Part-time: part-time employees are eligible for coverage but must pay the premium through payroll deduction.
2. Retirees:

Full-time employees who have served the village faithfully and conscientiously for at least 20 years and choose retirement at age 62 shall have coverage continued until age 65 at which time the retiree shall be provided with individual Medicare supplementary coverage.

**RETIREMENT:**

Coverage under the New York State and Employees Retirement System Tier III, Tier IV, Tier V, and Tier VI. Coverage paid – 97% by the Village and 3% by the employee.

**SOCIAL SECURITY:**

Employer pays 7.65% of income earned by employee into system. Employee has a like amount deducted from earnings.

**WORKERS' COMPENSATION:**

Coverage paid in full by employer for injury or illness of employee that occurs while at work.

**NEW YORK DISABILITY INSURANCE:**

Coverage paid in full by employee for injury or illness of employee that occurs while not at work.

Motion by Trustee Bates  
Seconded by Trustee Bianconi  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-15  
WORKPLACE VIOLENCE PREVENTION POLICY &  
INCIDENT REPORTING**

**BE IT RESOLVED** that the Board of Trustees continue the Workplace Violence Prevention Policy which was adopted on June 16, 2010.

Motion Moved by Trustee Murphy  
Seconded by Trustee Bianconi  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-16  
DISCRIMINATION AND HARASSMENT POLICY**

**BE IT RESOLVED** that the Board of Trustees continue the Sexual Harassment Policy which was adopted on November 14, 2018 and revised July 15, 2020.

Motion Moved by Trustee Bianconi  
Seconded by Trustee Bates  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-17  
AMERICANS WITH DISABILITIES ACT (ADA) EMPLOYMENT POLICY**

**BE IT RESOLVED** that the Board of Trustees continue the American with Disabilities Employment Policy which was adopted on October 18, 2000.

Motion Moved by Trustee Bianconi  
Seconded by Trustee Murphy  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-18  
RIGHT TO KNOW POLICY**

**WHEREAS** New York State mandated local municipalities inform employees of the New York State Right to Know Policy regarding health effects and hazards of toxic substances and,

**WHEREAS** the Village of Aurora has continuously and conspicuously posted the New York State Right to Know Policy on Village properties,

**BE IT RESOLVED** that the Board of Trustees adopt the New York State Right to Know Policy.

Motion Moved by Trustee Murphy  
Seconded by Trustee Bianconi  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION NO. 21-19  
CODE OF ETHICS POLICY**

**BE IT RESOLVED** that the Board of Trustees follow the Code of Ethics Policy which was adopted on April 20, 2016.

Motion Moved by Trustee Murphy  
Seconded by Trustee Bianconi

AYES: Bennett, Bianconi, Miller, and Murphy  
NAYS: Bates  
Carried unanimously

**VB RESOLUTION NO. 21-20  
AUTHORIZING ADOPTION OF STANDARD WORKDAY AND REPORTING RESOLUTION**

**WHEREAS** the Village of Aurora is mandated by New York State to adopt a Standard Workday and Reporting Resolution; and

**WHEREAS** the Village of Aurora Board of Trustees considered Resolution #21- 20 at their April 21, 2021 Organizational Meeting; and

**NOW THEREFORE BE IT RESOLVED** that the Village of Aurora, Location code 40420, hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body and post Resolution #21-20 on the Village of Aurora office bulletin board for 30 days.

Motion Moved by Trustee Bianconi  
Seconded by Trustee Bates  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**VB RESOLUTION #21-21 JURY DUTY POLICY**

**BE IT RESOLVED** that the Board of Trustees follow the Jury Duty Policy which was adopted on March 15, 2017.

Motion Moved by Trustee Bates  
Seconded by Trustee Bianconi  
AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

**Adjournment:** On motion by Trustee Bianconi, seconded by Trustee Murphy, the Village Board voted to adjourn the Annual Organizational Meeting at 7:53 p.m.

AYES: Bennett, Bates, Bianconi, Miller, and Murphy  
NAYS: None  
Carried unanimously

Respectfully submitted,

Ann Balloni  
Village Clerk