

## Newstead Town Board Meeting- April 25, 2022

A regular meeting was called to order by the Newstead Town Board on Monday, April 25, 2022 at 7:30pm at the Newstead Town Hall.

Present: David Cummings- Supervisor  
John Jendrowski- Councilman  
Joseph Dugan- Councilman  
Edmund Burke- Councilman  
Emily Janicz - Town Attorney  
Michael Coutu- Assistant Town Attorney  
Scott Rybarczyk- Town Engineer  
Dawn Izydorczak – Town Clerk

Roll Call was taken with all board members present except Councilwoman Pope due to family emergency.

Assistant Attorney Mike Coutu led the pledge to the flag.

Minutes from the regular meeting held on April 11, 2022 were presented for approval. A motion was made by Councilman Dugan, seconded by Councilman Jendrowski to approve as presented.  
Carried

**Agenda Changes** – A motion was made by Councilman Dugan, seconded by Councilman Jendrowski to approve the following changes: remove the resolution to go to bid on cleaning services and replace with a motion to hire new cleaning staff. Add motion to approve a beer/wine permit  
Carried

**Communications** – The Town Clerk presented the following correspondence:

A notice of road closures was received from the NYSDOT for Maple Rd(Rt. 93) beginning on April 25<sup>th</sup> and running thru the end of June. The road near Tonawanda Creek Rd will be down to a single lane throughout reconstruction of a culvert.

A request was received from Terry Lotz for a beer/wine permit at Skyline Park on July 10<sup>th</sup> for a graduation party.

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan to accept and file the presented correspondence.  
Carried

**Work Session:** The Supervisor reported that at work session held last week the following items were discussed: water/sewer updates, planning items, building issue updates, grant updates, plus any other items brought before the Board. The Board entered executive session at 7:00pm to discuss contractual and personnel issues. The Board exited executive session at 7:15pm, having taken no action.

**Agenda Items Question Period:** no one spoke

**Budget Transfers:** a motion was made by Councilman Dugan, seconded by Councilman Jendrowski to approve the budget transfer(s) as presented in a memo from Bookkeeper Colleen Salmon dated 4/25/22.  
Carried

**Approval of Bills** – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #2233 have been reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2236 was presented for payment. Vouchers on this abstract(s) numbered 379-413, totaling \$56,326.52. Councilman Dugan seconded to approve payment as follows:

Abstract Batch(es) #2236:

General Fund (A)-\$29,336.99, General Fund- Outside Village (B)-\$74.47, Highway (DA) -\$0, Highway: Outside Village (DB)-\$7,916.65, CAP-Multicultural Ctr (HMCC)- \$0, CAP-Water-Scotland (HS)-\$0, CAP-Water-Koepsel (HW)-\$0, CAP-Water-Draper (HW01)-\$0, CAP-Water-

Cedar (HW02)-\$0, CAP-Water-Knapp (HW03)- \$4,505.00, CAP-Bike Path (HTG)-\$0, Drainage (SD)-\$1,336.24, Fire Protection (SF)-\$12,647.04, Refuse (SR)-\$342.03, Sewer #1 Fund (SS)-\$31.85, Sewer District #2 (SS02)-\$75.36, Sewer District #3 (SS03)-\$0, Trust & Agency(TA)-\$0 and Consolidated Water (SW00)-\$42.04, WD1(SW1)- \$0, WD2(SW2)- \$0, WD3(SW3)- \$0, WD4(SW4)- \$0, WD5(SW5)- \$18.85, WD6(SW6)- \$0, WD7(SW7)- \$0, WD7A(SW7A)- \$0, WD8(SW8)- \$0, WD9(SW9)- \$0, WD10(SW10)- \$0; Total: \$56,326.52 Carried

**COMMITTEE AND DEPARTMENT HEAD REPORTS:**

**Highway** – a report from the Highway Supt was read by the Supervisor reporting the crew removed trees from field ditches, rolled fields at parks, picked up windshield for the excavator, broomed the bike path, called in 2 employees on 4/15/22 to remove a fallen tree across McNeeley Rd and made repairs to the excavator hose & windshield. The Freightliner chassis will be in by June. Bob Massaro starts back on 4/26/22 and Dave Borchert starts back on 5/2/22.

**Assessor** – a report was presented from Tina and read by the Supervisor stating she completed and turned in the tentative assessment roll. The required legal notice will be in next week’s issue of the Bugle and change of assessment notices will be mailed this week. The office will be quiet until the reassessment project begins in August. She provided sales information for 3/15/22 – 3/31/22.

**Building Office** – the following building report was presented by Julie Brady of the Planning & Building Department:

ADESA	12200 Main Rd	Cell tower upgrade
Grant Sanville	11985 Clarence Ctr	Drainage
Douglas Geiger	13382 Steiner	Shed replacement
Joshua Garverick	4450 S Newstead	AG Pool
Samuel Manyon	11187 Stage	Roof
Cesarano Trust	13111 Martin	Roof
Bams Property Holdings LLC	6821 Cedar	Roof
Timothy Bondanza	5576 Barnum	Generator

The Town Board accepted the building report as presented. Councilman Burke inquired about the status of fire inspections. The Supervisor will ask the CEO.

**Town Clerk-** she has been working with Scott, Danny & the grant writers on the generator grant for 50 John St and she gave building tours to the new cleaning staff last week.

**Town Attorney(s)** – nothing at this time

**COUNCILPERSONS:**

**Jendrowski** – he and Councilman Dugan met with Louis Henley & Chris Bower on the upcoming fire contract renewal. They also met with Emily, Dave Miller & Tina on personnel matters. He spoke with Pat Rodrigues on the Maple Lawn Cemetery restoration project and resolved some issues. He spoke with Lion Phil Whiting on the use of the Stan Victor Pavilion for flags storage.

**Dugan** – he and Councilman Jendrowski met with the fire company president & chief on the contract renewal and had a personnel meeting with Building & Assessor staff, both meetings went very well.

**Burke** – he attended 2 meetings at the JMF. One meeting was to address issues of operations and the second was to meet with union workers to address personnel issues, which are mutually beneficial to all. Future meetings are planned on both topics.

**Pope** – not present

**Supervisor** – the March 2022 Supervisor’s Report is on file with the Town Clerk. He attended 2 JMF meetings, spoke with Dan Roland on Recreation rates and staff issues, spoke with Tremaine on the parks grant, attended a zoom meeting with Congressman Jacobs which was interesting, toured other towns bike paths to look at how their entrances to the paths are setup, addressed personnel concerns, set up training from Comp Alliance for all employees on June 16<sup>th</sup> and reminded everyone the tire drop-off is this Saturday at the JMF from 9am-12pm.

**UNFINISHED BUSINESS:**

**Buildings** – library- faucets are waiting to be installed by contractor, the bronze statue is being moved of the patio for work to be done tomorrow and the roof cleaners are coming this week to clean roof & patio. JMF- John met with Jon Cummings on the air-vac handling system and they are setting a meeting with representatives that will look at other options for fixing the system and they are looking at overhead door issues as well.

**Planning** – NextEra- Steve explained to the board what the Actuating Current Mitigation involves and reported they have Ag monitors working with the farmers effected by the project on restoration of land disturbance. They found an unknown abandoned gas well on N Millgrove which they are mitigating and having capped.

**Water/Sewer** – nothing new. Dave will reach out to Brenda Lee for an update.

**Grants** – nothing new on parks or CDBG. Dawn, Scott and Dan have been working with the grant writers on a new generator grant for 50 John St.

**NEW BUSINESS:**

**Lead Agency- Hickory Tree Estates Subdivision:**

A motion was made by Councilman Burke, seconded by Councilman Dugan declaring lead agency status on the proposed 9-lot major subdivision to be known as Hickory Tree Estates located at 11147 Keller Rd & Utley Road and authorizing the building department to conduct a coordinated review.

(Resolution) Cummings-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Pope-Absent  
Carried

**Public Hearing – Hickory Tree Estates Subdivision:**

A motion was made by Councilman Burke, seconded by Councilman Dugan approving the calling of a public hearing on the proposed 9-lot major subdivision to be known as Hickory Tree Estates located at 11147 Keller Rd & Utley Road, with the hearing to be held on June 13, 2022 at 7:20pm, and authorizing the Town Clerk to publish legal notice in the Akron Bugle.

(Resolution) Cummings-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Pope-Absent  
Carried

**Approval – Hiring of new Part time Cleaning Staff:**

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the hiring of Marjorie Rusnell and Jennifer Freeman as new part time cleaning staff for town buildings at a rate of \$18.00/hour effective immediately.

Cummings-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Pope-Absent Carried

**Approval – Recreation Program fee & wage increases:**

A motion was made by Councilman Dugan, seconded by Councilman Burke approving the request by the Recreation Director and Recreation Board to increase the cost of all summer programs to \$40 and increase the minimum wage for staff members to \$14.00 minimum.

Cummings-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Pope-Absent Carried

**Approval- Beer/Wine Permit:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the request for a beer/wine permit as follows: Skyline Park by Terry Lotz for a graduation party on July 10<sup>th</sup>.

Cummings-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Pope-Absent Carried

**Privilege of the Floor/Question Period:** no one spoke

There being no further business to come before the board for the regular meeting, a motion was made by Councilman Burke, seconded by Councilman Dugan to adjourn the regular meeting at 7:52pm. Carried

Respectfully Submitted,  
Dawn D. Izydorczak, RMC, Town Clerk