

## Newstead Town Board Meeting- August 8, 2022

The Board entered executive session at 7:12pm to discuss personnel and contracts on a motion from Councilman Burke, seconded by Councilman Dugan. Carried Unanimously

The Board exited executive session on a motion by Councilman Jendrowski, seconded by Councilman Dugan at 7:28pm, having taken no action. Carried Unanimously

A regular meeting was called to order by the Newstead Town Board on Monday, August 8, 2022 at 7:30pm at the Newstead Town Hall.

Present: David Cummings- Supervisor  
John Jendrowski- Councilman  
Joseph Dugan- Councilman  
Edmund Burke- Councilman  
Patricia Pope- Councilwoman (remotely)  
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.

Councilman Dugan led the pledge to the flag.

Minutes from the regular meeting held on July 25, 2022 were presented for approval. A motion was made by Councilman Dugan, seconded by Councilman Jendrowski to approve as presented. Carried Unanimously

**Agenda Changes** – A motion was made by Councilman Dugan, seconded by Councilman Jendrowski to approve the following changes: add a motion for a lateral exception application on Stage Rd, add a resolution to rescind sign bid received, add a resolution to rebid the sign project Carried Unanimously

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

Two letters from Charter Communications notifying the town of upcoming programming changes taking place on September 1st.

A request for a beer/wine permit was received from Laura Bruner for a birthday party on September 4<sup>th</sup> at Skyline Park.

A copy of the 2021 Annual Report was received from the Newstead Public Library.

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

**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, highway issues, plus any other items brought before the Board. An executive session was held from 7:00pm-7:35pm on personnel and contract issues, with no action taken by the Board.

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

**Budget Transfers:** a motion was made by Councilman Dugan, seconded by Councilman Burke to approve the budget transfer(s) as presented in a memo from Bookkeeper Colleen Salmon dated 8/8/22. Carried Unanimously

**Approval of Bills** – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #2261 & 2262 have been reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2265(prepay) and #2267 were presented for payment. Vouchers on

this abstract(s) numbered 808-861, totaling \$388,193.42. Councilman Dugan seconded to approve payment as follows:

Abstract Batch(es) #2265 & #2267:

General Fund (A)-\$112,462.31, General Fund- Outside Village (B)-\$25.69, Highway (DA) -\$0, Highway: Outside Village (DB)-\$123,705.01, CAP-Multicultural Ctr (HMCC)- \$0, CAP-Water-Scotland (HS)-\$383.31, CAP-Water-Koepsel (HW)-\$1,744.05, CAP-Water-Draper (HW01)-\$201.24, CAP-Water-Cedar (HW02)-\$201.24, CAP-Water-Knapp (HW03)- \$3,589.59, CAP-Bike Path (HTG)-\$47.90, Drainage (SD)-\$3,482.07, Fire Protection (SF)-\$113,460.22, Refuse (SR)-\$27,445.54, Sewer #1 Fund (SS)-\$747.75, Sewer District #2 (SS02)-\$85.50, Sewer District #3 (SS03)-\$607.50, Trust & Agency(TA)-\$0 and Consolidated Water (SW00)-\$4.50, WD1(SW1)- \$0, WD2(SW2)- \$0, WD3(SW3)- \$0, WD4(SW4)- \$0, WD5(SW5)- \$0, WD6(SW6)- \$0, WD7(SW7)- \$0, WD7A(SW7A)- \$0, WD8(SW8)- \$0, WD9(SW9)- \$0, WD10(SW10)- \$0; Total: \$388,193.42 Carried Unanimously

**COMMITTEE AND DEPARTMENT HEAD REPORTS:**

**Highway** – no report

**Assessor** – a report was presented from Tina and read by the Supervisor as follows: she has been working on the analysis for the reassessment project. She pulled all sales data in by neighborhood code and organized it. All the sales were time adjusted using state trending for the past 3 years. She also removed some sales with a significant amount of land to eliminate skewed numbers. She has provided the Board with a spreadsheet for that analysis. The sales are also organized by building style, which she finds is a useful tool and will be posted on our website for property owners to view. This helps them select comps that will be needed if they wish to challenge their assessments in the spring. She will have land analysis done by the next board meeting. Exemption renewals will be mailed out the last week of August.

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

Philip Morgante	7790 Moore	Roof
Raymond Braun	11891 Main	Special Event Permit
Arrowhead Timberlodge	12292 Clarence Ctr	Special Event Permit
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Raymond Braun	11891 Main	Special Event Permit
Ashley Haniszewski	6834 Sandhill	Pole barn
Michael Tamol	12730 Lewis	Front Porch
David Gonsowski	13342 Dorsch	Demolition
Mary Jagodzinski	13199 Dorsch	Demolition
Norman Hilliard	12734 Carney	HVAC
Kevin Paquin	12426 Swift mills	Generator
John Domagala	7 Willow-Leisurewood	Covered Deck
Aniceto Castillo	181 Cherrywood	Covered Deck
Maxwell Brady	11769 Rapids	Det. Garage Renovation
Raymond Braun	11891 Main	Special Event Permit
Michael Zekas	7727 Moore	AG Pool

The Town Board accepted the building report as presented.

**Town Clerk-** annual hunting license sales have begun and gearing up to receive school tax bills

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

## **COUNCILPERSONS:**

**Jendrowski** – he met with Dawn on the Denio filter issue, received a call about the Cultural Center AC unit being full of cottonwood seed so he will clean that off, and reported the DCO truck is back and now he will arrange for the lettering and seals to be put on the doors. He spoke with Dawn on the sign display, took a complaint from a Draper Rd resident about recycling not being picked up, and spoke with Louis Henley about setting up a meeting on the NFC contract. He also invited the Library Board to his house over the weekend for a picnic to thank them for all the extra volunteer time they put in at the library. It was a nice day.

**Dugan** – he had several phone calls with Louis Henley and is waiting for feedback on setting up their next meeting along with the Chief. He also spoke to Dan Kowalik and the Code Enforcement Officer about security concerns at local venues.

**Burke** – he attended the meeting with Modern on their possible contract extension and presented a proclamation to Janice Walters in honor of her years of playing on the community band. He also attended a meeting at the JMF where they discussed the purchase of AED units for the JMF.

**Pope** – nothing at this time

**Supervisor** – he attended the meeting with Modern on their contract extension, reported that budget 2023 work sheets are due this week from department heads, attended a JMF meeting, and addressed complaints on the noise from the Backlot concerts over the weekend. He met today with the Code Enforcement Officer and Carl to discuss solutions moving forward for the noise problems. They are talking to Mr. Northem and working together. He also reached out to sign companies on the sign display.

## **UNFINISHED BUSINESS:**

**Buildings** – all current issues are being addressed

**Planning** – nothing new

**Water/Sewer** – Scott reported the contractor is providing information he requested, and they are shooting for a startup date of September 1<sup>st</sup>.

**Grants** – the HVAC at the Senior Center thru CDBG funds is completed and we are just waiting for final payment. We are waiting to hear back from the Village on the status of the sidewalk project.

## **NEW BUSINESS:**

### **Approval- Newstead Commons Site Plan & SEQR:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the site plan dated February 24, 2022 for the multi-family residential dwellings project at 13711 Main Rd for the first 2 buildings and listing the project as a Type 1 project under SEQR with a coordinated review required, with the Town Board concluding the project will not have a significant effect on the environment.

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

### **Approval- Hickory Tree Estates 8-lot Major Subdivision:**

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the modified final subdivision plat dated August 1, 2022 for the 8-lot subdivision project at 11149 Keller Rd & Utley Rd and listing the project as a Unlisted project under SEQR with a coordinated review required, with the Town Board concluding the project will not have a significant effect on the environment.

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

**Approval- Landscape Project Award:**

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the quote submitted by Lavocat's Nursery for landscaping work to be done at the Town Hall and Library for a total cost of \$15,275.00 at the town hall and \$4,775 at the library.

(Resolution) Cummings-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Pope- No Carried

**Approval- Surplus Highway Equipment:**

A motion was made by Councilwoman Pope, seconded by Councilman Burke approving the declaration of 9 pieces of equipment from the highway department as surplus equipment and authorizing the Highway Superintendent to list those items for sale through Auctions International. Those items are: Husqvarna model 7021P - 21" cut push mower w/ Honda GCV 160 motor, Stihl TS760 Road Saw w/ cart, Stihl FS80 String Trimmer, Stihl FS80 Pro String Trimmer, Homelite HB-100 Classic Leaf Blower, Stihl FS90R String Trimmer, Stihl Pole Saw HT75, Ferris Zero Turn Mower model IS32007 61" deck with bagger, 2007 F150 Ford Pickup

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

**Approval- Beer/Wine Permit:**

A motion was made by Councilman Burke, seconded by Councilman Dugan approving the request for a beer/wine permit for Skyline Park by Laura Bruner on September 4th.

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

**Approval- Lateral Restriction Hardship Application- 11704 Nice Rd:**

A motion was made by Councilman Dugan, seconded by Councilman Burke approving the application for a lateral restriction exception hardship at 11704 Nice Rd in water district 10 as submitted by owner Kathy Dunphy, based on supporting letter provided.

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

**Approval- Lateral Restriction Hardship Application- 13353 Stage Rd:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the application for a lateral restriction exception hardship at 13353 Stage Rd in water district 5 as submitted by owners Kirk & Sally Allgaier, based on supporting letter provided.

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

**Approval- Reject Sign Bids Received:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski authorizing the Supervisor to reject the sign bids received on July 25, 2022 for a sign display at the town hall.

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

**Approval- Rebid Sign Display for Town Hall:**

A motion was made by Councilman Jendrowski, seconded by Councilwoman Pope authorizing the Town Clerk to advertise for bids for the purchase and installation of a communication sign display in front of the Town Hall with bids to be received on August 22, 2022 by 1:00pm.

(Resolution) Cummings-Aye, Dugan-Aye, Burke-No, Jendrowski-Aye, Pope- No Carried

**Privilege of the Floor/Question Period:** Richard Wagner of 8047 Kathryn Dr spoke about his issues with his back ditch and the shoulder of the road on Kathryn. He has lived there 9 years and the ditch has never been touched. He feels it just needs to be scarfed out 6" to 8" over to Brucker Rd and that would help the drainage situation in the area. Also, the road shoulder needs to be stabilized like they did on Brucker Rd. The town has tried other remedies, but they haven't worked. He is asking for the road shoulders to be done and the ditch to be lightly scarfed out. The Supervisor will speak to the Highway Supt. about this.

There being no further business to come before the board for the regular meeting, a motion was made by Councilman Burke, seconded by Councilwoman Pope to adjourn the regular meeting at 8:12pm.  
Carried Unanimously

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