

## **Newstead Town Board Meeting- June 25, 2018**

The Board entered executive session at 7:49pm to discuss fire company personnel and contractual issues on a motion from Councilman Jendrowski, seconded by Councilman Burke. Carried

The Board exited executive session on a motion by Councilman Burke, seconded by Councilman Jendrowski at 7:55pm, having taken no action. Carried

### **A regular meeting was called to order by the Newstead Town Board on Monday, June 25, 2018 at 8:00pm at the Newstead Town Hall.**

Present: David Cummings- Supervisor  
John Jendrowski- Councilman  
Edmund Burke- Councilman  
Brendan Neill- Town Attorney  
Scott Rybarczyk- Wendel/Town Engineer  
Dawn Izydorczak- Town Clerk

Roll Call was taken with all board members present except Councilman Dugan, who is at training and Councilwoman Morlacci who had a couple last minute emergencies to attend to.

Councilman Burke led the pledge to the flag.

Minutes from the regular meeting held on June 11, 2018 were presented for approval. A motion was made by Councilman Jendrowski, seconded by Councilman Burke to approve as presented. Carried

**Agenda Changes** – a motion was made by Councilman Burke, seconded by Councilman Jendrowski to make the following agenda changes: add a motion for marriage officer reappointment Carried

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

A letter from the Erie County Highway Department regarding 2 temporary road closures within the town this coming week on Utley Rd(June 26<sup>th</sup>) and Hunts Corners Rd (June 27<sup>th</sup>).

A notice from the Association of Towns of a Charitable Reserve Funds training session in Orchard Park on July 19<sup>th</sup> at 5:30pm.

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

**Work Session:** The Supervisor reported that at the last work session held the following items were discussed: highway equipment auctions and reports, building projects, water & sewer projects, planning items, grants, fire co items, old CEO, dog control items, national grid-trees, pipeline project information, courts, parks review and any other items brought before the Board. An executive session was held to discuss personnel issues regarding code enforcement, fire company and courts beginning at 8:29pm and ending at 9:06pm.

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

**Budget transfers:** a motion was made by Councilman Burke, seconded by Councilman Jendrowski to approve the budget amendment and budget transfer as presented in a memo from Bookkeeper Colleen Salmon dated 6/25/18. Carried

**Approval of Bills** – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #1834 have been reviewed with the previously un-audited vouchers and everything was found in order. He presented Abstract Batch(es) #1838 & 1839 plus USDA payment for payment. Vouchers on this abstract(s) numbered from 628- 676, totaling \$165,937.65. Councilman Burke seconded to approve payment as follows:

Abstract Batch(es) #1838 & 1839:

General Fund (A) -\$36,441.98, General Fund- Outside Village (B) \$5,100.41, Highway (DA) -\$0, Highway: Outside Village (DB) \$80,070.26, CAP-Sewer Dist. 3(HNL) \$0, CAP- Trail Grant (HTG)- \$0, CAP- Water Improvement (HW)- \$0, CAP Water-Downey (HW01)- \$0, CAP- Water-Cedar (HW02)- \$0, CAP- Water-Knapp- (HW03) \$720.00, Drainage (SD)- \$834.15, Fire Protection (SF) \$33,064.00, Refuse (SR) \$888.60, Sewer #1 Fund (SS) \$28.99, Sewer District #2 (SS02)- \$74.75, Sewer District #3 (SS03)- \$0, Trust & Agency(TA)- \$0 and Water Districts: Consolidated (SW00) \$188.70, (SW1) \$0, (SW2) \$0, (SW3) \$0, (SW4) \$0, (SW5) \$0, (SW6) \$0, (SW7) \$8,525.81, (SW7A) \$0, (SW8) \$0, (SW9) \$0, (SW10) \$0; Total:\$165,937.65 Carried

**COMMITTEE AND DEPARTMENT HEAD REPORTS:**

**Highway** – Mike was not present but submitted the following reported: the crews have milled Stage Rd for paving, helped Lancaster and Pembroke, mowed parks and the bike path, done the final grade work for 1,900 feet of the Cedar St waterline project, boom mowing, field ditch mowing and road mowing, picked up boxes from Nathan Neill’s office and delivered them to the Town Hall, cleaned up trees in Maple Lawn Cemetery and completed dirt work, completed 208 feet of road ditching on Kirby Rd and repaired a manhole on Havenwood Drive.

**Assessor** – Tina presented a report stating she has attended a 420A Property Tax Exemption training course, which was very informative. She is still working on processing the residential mailers and has begun work on new construction. She thanks Julie for being so helpful in organizing and getting information to her. She will be on vacation the first 2 weeks of July.

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

Schrock	7389 Sandhill	Addition
Charles Mullins	12381 Main	Shed
Lorraine Pixley	6981 Sandhill	Deck
Group V Real Estate(Athenex)	11342 Main	Roof & vestibule door replace
Group V Real Estate(Athenex)	11342 Main	Manufacturing/warehouse add’n
Louis Casseri	13172 Steiner	Addition
Calvary Baptist Church	12752 Lewis	Roof
Martin Smith	11342 Miland	Shed
Oliver	13324 Stage	Permit renewal
Preferred Plastics & Engraving	13890 Main	New commercial business
Jason Johnson	13498 Stage	Permit renewal
David Wilson	6887 Maple	Shed
Joel Hammond	13974 Bloomingdale	Remodel
Jason Johnson	13498 Stage	Driveway
Ronald Bartsch	13831 Bloomingdale	Porch
L V & L Resort (Sleepy Hollow)	13800 Siehl	Permit renewal
Michael Domino	13303 Stage	A.G. Pool
Brian Woodruff	5659 Crittenden	Permit renewal

The Town Board accepted the report as presented. Fire inspections are being completed again.

**Town Clerk**- Dog enumeration postcards and summer newsletters were mailed out to all residents of the village and town. Postcards are coming back briskly and over 70 dogs have been licensed in the first 2 weeks. Cards are due back by July 6<sup>th</sup>. After that date a \$10 enumeration fee will apply for all existing dogs being licensed until the enumeration is completed.

**Town Attorney** – he attended the granny pods seminar this evening.

## **COUNCILPERSONS:**

**Jendrowski**- he spoke with Kristine about the library board meeting and sidewalk work should be started by Tolson soon and the drainage issues are being researched and addressed, he spoke with Chief Mutter on fire company issues, spoke with Rick Lauricella on the July 3<sup>rd</sup> fireworks, spoke with Emergency Services Coordinator Dan Kowalik on issues, spoke with Cathy Capan on July 4<sup>th</sup> parade and events, including their loss of some funding this year from sponsors which is leaving money tight for this year's events.

**Dugan** – not present

**Burke** – he attended the Joint Facility committee meeting, met with the Dog Control Officer and his deputy to introduce the new assistant deputy dog control candidate and attended the granny pods training seminar this evening.

**Morlacci**- not present

**Supervisor**- he spoke with Kevin Shanley on the school tax contracts, spoke with the Village Water Supt, Jim Akin and Scott on issues with ADESA's aging infrastructure for their sewer district, attended an Association of Town s meeting, and Association of Erie County Governments meeting where they received narcan use training, corresponded with Genesee County on the waterline project, attended tonight's granny pod seminar, spoke with officials on the Main & Barnum light, and worked with County Legislator Ed Rath, the Erie County Highway Dept. and Clarence Supervisor on the Howe/Davison intersection signage.

## **UNFINISHED BUSINESS:**

**Buildings**- nothing new

**Planning**- the Master Plan final review hearing will be July 11<sup>th</sup> at the Village Hall at 7:00pm

**Water/Sewer**- Scott reported the Sewer District 3 transfer documents have been reviewed and recommended for signing. They are still waiting for the water grant application to be released. They are working with the Town and Village on the necessary repairs to Sewer District 1.

**Grants**- we are hoping the bike path work will begin July 9<sup>th</sup>, the grant writers are busy looking for new opportunities for funding.

## **NEW BUSINESS:**

### **Approval- Comprehensive Master Plan Draft:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski accepting the draft Comprehensive Master Plan update as presented by Wendel and requests designation as SEQR Lead Agency and authorizes a coordinated review be conducted. The Town authorizes Wendel to begin the SEQR Coordinated Review process and authorizes a joint public hearing with the village of Akron to be held on July 11, 2018 at 7:00pm at the Village Hall to hear comments on the draft plan. (Resolution) Cummings-Aye, Dugan -Absent, Burke-Aye, Jendrowski- Aye, Morlacci-Absent  
Carried

### **Approval- 2018 Budget Amendment- Sewer District #3:**

A motion was made by Councilman Jendrowski, seconded by Councilman Burke approving the creation of budget lines for revenues (SS03-2120) and expenditures (SS03-8110.4, SS03-8120.4 and SS03-8130.4) for Sewer District #3, which was not completed at the time the 2018 budget was adopted, to allow for accounts receivable and payable on the district. (Resolution) Cummings-Aye, Dugan -Absent, Burke-Aye, Jendrowski- Aye, Morlacci-Absent  
Carried

**Site Plan Approval- Niagara Label- 12715 Lewis Rd LLC:**

A motion was made by Councilman Jendrowski, seconded by Councilman Burke approving the site plan dated May 4, 2018 for construction of a 17,440 sq. ft. building addition on an 11.9 acre parcel at 12715 Lewis Rd in the C-2 zoning district, subject to the terms set forth in the resolution.

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

**Approval- Sale of Surplus Equipment:**

A motion was made by Councilman Jendrowski, seconded by Councilman Burke accepting the bids received on Auctions International for surplus highway equipment and authorizing their final sale.

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

**Approval- Sale of Trailer(highway):**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the sale of a highway department trailer to the Village of Akron at a cost of \$5,000.00.

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

**Approval- Hire Assistant Dog Control Officer:**

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the hire of Deanna Meyers as an assistant Deputy Dog Control Officer for the town at a rate of \$14.75/hour effective immediately, with no town phone to be issued at this time.

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

**Reappointment of Marriage Officer:**

A motion was made by Councilman Jendrowski, seconded by Councilman Burke approving the reappointment of Town Clerk Dawn Izydorczak as a Marriage Officer for the town effective January 1, 2018.

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

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

The Board entered a joint emergency executive session with the Village Board at 8:30pm to discuss fire company personnel and contractual issues on a motion from Councilman Burke, seconded by Councilman Jendrowski.  
Carried

The Board exited executive session on a motion by Councilman Burke, seconded by Councilman Jendrowski at 9:14pm, having taken no action.  
Carried

There being no further business to come before the board for the regular meeting a motion was made by Councilman Jendrowski, seconded by Councilman Burke to adjourn the regular meeting at 9:15pm.  
Carried

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