

Newstead Town Board Meeting – December 9, 2024

A public hearing was called to order by the Newstead Town Board on December 9, 2024, at 7:30pm at the Newstead Town Hall.

Present: Dawn Izydorczak – Supervisor
Joe Dugan - Councilman
John Jendrowski - Councilman
Mike Mutter - Councilman
Edmund Burke – Councilman
Emily Janicz – Town Attorney
Michael Coutu – Assistant Town Attorney
Justine Seefeldt – Town Engineer
Jennifer DiChristina - Town Clerk

Roll Call was taken with all board members present.

The Supervisor called the public hearing to order for site-plan approval to construct a senior living building at 13428 Main Road and owned by Lucas James.

The Clerk read proof of publication, and the Supervisor opened the floor for public comment. One written comment was received and are attached to the minutes. The planning board has voted to recommend approval to the Town Board and Wendel has completed two reviews. Mr. James was present and answered several questions from the board. He is planning to begin construction in spring of 2025 and will take approximately a year to complete. He was asked what his thoughts were regarding the installation of a fence to create more privacy for the neighbors. He stated he has not issues with that and will be keeping as many as the trees as possible.

There being no further comments, a motion was made by Councilman Dugan, seconded by Councilman Burke to close the public hearing at 7:38pm. Carried Unanimously

Town Clerk DiChristina led the pledge to the flag.

The regular meeting of the Town Board was called to order at 7:38pm with the same members present as listed above.

Minutes from the regular meeting held on November 25, 2024 were presented for approval with corrections. A motion was made by Councilman Dugan, seconded by Councilman Mutter to approve as presented. Carried Unanimously

Agenda Changes – none

Communications – The Town Clerk presented the following correspondence:

A notice from Charter Communications was received notifying the Town of upcoming changes to their channel lineup effective on or around December 31, 2024.

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

Work Session: no work session was held last week but the following items were discussed prior to tonight's meeting: Niagara Label issue, Rotary flagpole update, Library & town hall roofs, playground update, grants updates, water/sewer updates.

Agenda Items Question Period: no one spoke

Budget Transfers: a motion was made by Councilman Dugan, seconded by Councilman Mutter to approve the budget transfer(s) as presented in a memo from Bookkeeper Colleen Salmon dated 12/9/2024. Carried Unanimously

Approval of Bills – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #2513 have been reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2516 was presented for payment. Vouchers on this abstract(s) numbered 1405-1444, totaling \$56,534.65. Councilman Dugan seconded to approve payment as follows:

Abstract Batch(es) #2516:

General Fund (A)-\$11,932.43, General Fund- Outside Village (B)-\$, Highway(DA)-\$, Highway: Outside Village (DB)-\$8,344.08, CAP-Multicultural Ctr (HMCC)- \$1,400.00, CAP-Water-Scotland (HS)-\$, CAP-Water-Koepsel (HW)-\$, CAP-Water-Draper (HW01)-\$, CAP-Water-Cedar (HW02)-\$, CAP-Water-Knapp (HW03)- \$, CAP-Bike Path (HTG)-\$, Drainage (SD)-\$, Fire Protection (SF)-\$, Refuse (SR)-\$33,902.49, Sewer #1 Fund (SS)-\$635.63, Sewer District #2 (SS02)-\$76.37, Sewer District #3 (SS03)-\$243.65, Trust & Agency (TA)-\$750.00 and Consolidated Water (SW00)-\$, WD1(SW1)- \$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)- \$;

Total: \$56,534.65

Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – a report was presented by the Highway Superintendent and read by the Supervisor as follows: the crews marked areas for Dig Safely requests, did repairs to gear box on sander and hydraulic lines, put sander in #5, plowed, salted roads and parking lots and fixed broken mailboxes.

Assessor – a report was presented by the Assessor and read by the Supervisor as follows: I am still working on processing exemptions as they come in, all sales, splits and mergers are complete. We have some additional permits to view and value if complete. I have attached the latest sales report for your viewing as well. If anyone has any questions please contact me.

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

Dennis Tybor	6424 Hake Rd	Concrete retaining walls/steps
Kirk Allgaier	13353 Stage Rd	Pole barn
Patrick Stein	6240 Utley Rd	Pole barn
Kevin Morreale	11850 Sheila Ln	Generator
Utley Road Properties LLC	6554 Utley Rd	Roof
Nicholas Abraham	5935 Davison Rd	Roof
Daniel & Cheryl Kusz	74 Golden Pond Est	Roof
Vernon Miller	11875 Stage Rd	SFH
Michael Logel	11253 Rapids Rd	Windows

Town Clerk – nothing at this time

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – met with Mike from Weaver Roofing for inspections on the Town Hall & Library roofs, spoke to several residents opposed to the Community Center, and spoke to Brian Frey regarding his comments.

Dugan – attended the Newstead Fire Department installation dinner.

Burke – attended the Newstead Fire Department installation dinner and thanks the volunteers for their service.

Mutter – nothing

Supervisor – met with USDA rep and Rotella on grant funding opportunities. Met with Sarah on Senior Center issues. Attended the annual health insurance meeting with employees and our administrators, attended a meeting with Colleen and Erie County Planning on our planning grant, attended a CDBG committee meeting on 2025 projects, and attended the annual town safety dinner. I also attended the Newstead Fire Co. installation dinner and installed officers. I thank every one of our volunteer fire fighters and EMS staff for the work they do daily on behalf of our residents.

UNFINISHED BUSINESS:

Buildings – Library & Town Hall roof, playground installation, Rotary flagpole installation

Planning – received reply from Village on the JMF agreement

Water/Sewer – nothing to report

Grants – have a meeting with USDA representative and the grant writers tomorrow

NEW BUSINESS:

Public Hearing-EMS Trailer Mutual Aid in DLAN:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving the calling of a public hearing on December 23, 2024, at 7:25pm to hear comments regarding the posting of the EMS Trailer on the Erie County Disaster Local Area Network (DLAN) as being available for mutual aid at times there is no anticipated need in the Town and orders the Town Clerk to publish notice of the hearing in the Akron Bugle.

(Resolution) Izydorczak-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Mutter- Aye

Carried Unanimously

Approval- Municipal Solutions Financial Services Contract for 2025:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the proposed contract renewal with Municipal Solutions for general financial services and continuing disclosure filings on behalf of the Town for the year 2025, subject to the terms set forth in the resolution and authorizing the Supervisor to execute the agreements.

(Resolution) Izydorczak-Aye, Dugan -Aye, Burke-Aye, Jendrowski-Aye, Mutter-Aye

Carried Unanimously

Approval- Bond Counsel Services Contact Renewal 2025:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving the proposed contract renewal with Hawkins Delafield & Wood LLP for bond counsel services for 2025, subject to the terms set forth in the resolution and authorizing the Supervisor to execute the agreements.

(Resolution) Izydorczak-Aye, Dugan -Aye, Burke-Aye, Jendrowski-Aye, Mutter-Aye

Carried Unanimously

Resolution - Town of Clarence Senior Van Contract Renewal 2025:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the proposed contract renewal with the Town of Clarence for the Going Places Senior Van service for 2025, subject to the terms set forth in the resolution and authorizing the Supervisor to execute the agreements.

(Resolution) Izydorczak-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Mutter-Aye

Carried Unanimously

Approval –Authorization to Expend Highway Funds for 2025:

A motion was made by Councilman Mutter, seconded by Councilman Dugan approving the expenditure of \$200,000 received from the State of New York for the repair of various roads throughout the Town. This will include shoulder rehabilitation, repair and/or replacement of culverts, sign replacement and chipping and sealing of 30.32 miles of town highways.

(Resolution) Izydorczak-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Mutter-Aye

Carried Unanimously

Approval-Temporary Special Use Permits and Home-Based Businesses in RA Zone-2025:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the temporary special use permits for 2025 for Richard Hodge at 6500 Draper Rd., KP Woodworking LLC at 12426 Swift Mills Rd., KM Land Clearing at 7838 Fletcher Rd., Shed Builders at 11825 Main Rd., and Bergman Landscaping at 13868 Indian Falls Rd.

Izydorczak-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Mutter-Aye Carried Unanimously

Privilege of the Floor/Question Period: A representative of the Sheriffs Community Engagement Team spoke about some of the calls that have been handled recently in the Town of Newstead including the bomb threat at the School on December 5th.

There being no further business to come before the board for the regular meeting, a motion was made by Councilman Burke, seconded by Councilman Mutter to adjourn the regular meeting at 8:06pm.
Izydorczak-Aye, Dugan-Aye, Jendrowski-Aye, Burke-Aye, Mutter-Aye Carried Unanimously

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk