

Newstead Town Board Meeting – February 10, 2025

A public hearing was called to order by the Newstead Town Board on February 10, 2025, 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
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 a site plan amendment at 12607 Stage Rd. and owned by Marilyn & Andy Kelkenberg.

The Clerk read proof of publication and the Supervisor opened the floor for public comment. She stated that the Planning Board voted to forward to the Town Board.

There being no comments, a motion was made by Councilman Dugan, seconded by Councilman Mutter to close the public hearing at 7:32pm. Carried Unanimously

Councilman Jendrowski led the pledge to the flag.

The regular meeting of the Town Board was called to order at 7:32pm with the same members present as listed above.

Minutes from the regular meeting held on January 27, 2025 were presented for approval. A motion was made by Councilman Dugan, seconded by Councilman Mutter to approve as presented. Carried Unanimously

Agenda Changes - a motion was made by Councilman Dugan, seconded by Councilman Burke to add the following item to the agenda:

- F. Motion to allow the Supervisor to sign paperwork for Cadaret Grant, subject to attorneys review.

Communications – The Town Clerk presented the following correspondence:

Three notices from Charter Communications were received notifying the Town of various upcoming changes to their channel lineup.

A letter was received from Steve Bedford resigning his position on the Board of Assessment Review.

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

Work Session: at the work session held last week the following items were discussed: met with Jay Grasso on grant proposal, met with Boy Scout Nathan Geiger on Eagle Scout project proposal, planning updates, project updates, grants updates, and water/sewer updates.

Agenda Items Question Period: no one spoke

Budget Transfers: none

Approval of Bills – Councilman Burke reported that the Abstract(s) from Batch(es) #2530 (2024) and #2531 (2025) were reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2536 (prepay) and #2540 were presented for payment. Vouchers on this abstract(s) numbered 69-125, totaling \$54,572.43. Councilman Mutter seconded to approve payment as follows:

Abstract Batch(es) #2536 (prepay) & #2540

General Fund (A)-\$25,908.90, General Fund- Outside Village (B)-\$7,714.30, Highway(DA)-\$, Highway: Outside Village (DB)-\$19,527.13, CAP-Multicultural Ctr (HMCC)- \$, 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)-\$431.93, Sewer #1 Fund (SS)-\$632.01, Sewer District #2 (SS02)-\$42.73, Sewer District #3 (SS03)-\$310.93, Trust & Agency (TA)-\$ and Consolidated Water (SW00)-\$4.50, WD1(SW1)- \$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)- \$;
Total: \$54,572.43 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 made repairs to #9 water pump, #7 u-bolt, #10 hydraulic line, #8 sander chute, #1 oil change, serviced TS 90 tractor, went to Valley Fab for parts, fixed mailboxes, pushed up salt deliveries, and plowed all roads and parking lots as needed.

Assessor – a report was presented by the Assessor and read by the Supervisor as follows: we have mailed reminder notices for the low income senior and agricultural exemptions. All exemptions are due no later than March 1st. All sales, splits, and merges have been processed. We will be finalizing the new construction during the month of March in preparation for the tentative roll filing.

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

Sharon Lang	5649 Barnum Rd	I Beam Installation
Mary Pionessa	7999 Cedar St	Pole Barn
Joseph Gonzales	13028 Dorsch Rd	Great Pumpkin Farm
Arrowhead Timberlodge LLC	12292 Clarence Ctr Rd	Fireworks
Robert Grabau	11133 Keller Rd	SFH
Jennifer Altobelli	11572 Hiller Rd	Interior Renovation
Mark Gee	4673 Ayers Rd	Lean To
Derek Cattoi	11643 Howe Rd	Pole Barn
Friends of Limerick Inc	6074 Cummings Rd	Bathroom Remodel
Woitaszek Family Irr Trust	12740 Dorsch Rd	Generator
Group V Real Estate Inc	11342 Main Rd	Commercial Remodel
David Tabbi	11081 Rapids Rd	In-Law Suite Addition
Douglas Decker	12795 Brucker Rd	Siding
Andy Kelkenberg	12607 Stage Rd	Pole Barn Addition
Kirk McRae	4007 S Newstead Rd	Windows

Town Clerk – Lisa and I have been working on the Town/County tax bills for the last week and a half and they will be mailed out on Friday. I also received the DCO report for the 2nd, 3rd, and 4th quarter of 2024.

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – talked to CEO regarding various projects, Sarah at the Senior Center regarding several issues, and Rick Rebman about the upcoming contract.

Dugan – nothing to report

Burke – spoke with Supervisor Izydorczak regarding the stone placement at the Town Parks.

Mutter – spoke with Emergency Managers and will be setting up a meeting.

Supervisor –attended a Greater Buffalo Niagara Regional Transportation Council meeting and was told the Meahl Road bridge is on the list for replacement, and will be going out to bid in 2026. Also discussed several ongoing projects with the Highway Superintendent throughout the week.

UNFINISHED BUSINESS:

Buildings – will be meeting with Rick Rebman regarding the Senior Center contract

Planning – nothing new to report

Water/Sewer – nothing to report

Grants – application packet for playground grant should be received in the next couple weeks.

NEW BUSINESS:

Approval-Site-Plan Amendment – Akron Acres 12607 Stage Road:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the proposed site-plan amendment for construction of a 16' x 24' groom's cabin at 12607 Stage Road and owned by Andy & Marilyn Kelkenberg, subject to the terms set forth in the resolution.

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

Carried Unanimously

Approval-Annual Insurance Proposal:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving the written proposal for insurance from Fred E. Thomas Agency, Inc. for the period running from February 1, 2025 – February 1, 2026.

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

Carried Unanimously

Approval- Reappoint Town Assessor:

A motion was made by Councilman Dugan, seconded by Councilman Burke approving the reappointment of Tina Rados as Town Assessor to a 6 year term from 10/1/2025-9/30/2031.

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

Approval- Reappoint Lewis Tandy:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving the reappointment of Lewis Tandy to the Erie Co Environmental Management Council for a 2-year term expiring on 5/31/2027.

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

Approval- Beer/Wine Permit:

A motion was made by Councilman Dugan, seconded by Councilman Burke approving the requests for a beer/wine permit at the Skyline Park on 8/3/2025 for a family reunion, as requested by Betty Bergman.

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

Approval – Authorize Supervisor to sign paperwork for Cadaret Grant:

A motion was made by Councilman Burke, seconded by Councilman Mutter authorizing the Supervisor to sign paperwork for Cadaret Grant pending attorneys review.

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

Privilege of the Floor/Question Period:

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 7:53pm.

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

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk