

Newstead Town Board Meeting – March 24, 2025

A public hearing was called to order by the Newstead Town Board on March 24, 2025, at 7:28pm 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 4-lot subdivision at Clarence Center Rd & Barnum Rd and owned by CMK Builders Inc.

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 and no recommendations were received from Erie County Planning.

Joe Rotundo, 5814 Barnum Rd. – spoke about his concerns regarding water issues in this area and submitted a written statement that is included as a part of the minutes.

Walter Gibson, 11570 Clarence Center Rd. – stated that the plan appears to prevent additional water from being directed onto his property. He also submitted a written statement that is included as a part of the minutes.

Jason Burford, Greenman-Pedersen, Inc. – engineer for the project spoke and showed the most recent plan developed for the site. A conversation between Mr. Burford, the CEO, Attorney, Wendel and Town Board ensued regarding the easement situation.

There being no further comments, a motion was made by Councilman Dugan, seconded by Councilman Burke to close the public hearing at 7:59pm. Carried Unanimously

Town Clerk DiChristina led the pledge to the flag.

The regular meeting of the Town Board was called to order at 7:59pm with the same members present as listed above.

Minutes from the regular meeting held on March 10, 2025 were presented for approval. A motion was made by Councilman Burke, seconded by Councilman Mutter to approve as presented. Carried Unanimously

Agenda Changes - a motion was made by Councilman Burke, seconded by Councilman Jendrowski to add the following item to the agenda:
G. Motion to add resolution to approve the Court Audit.

Communications – no communications

Work Session: at the work session held last week the following items were discussed: met with a resident on drainage issues, planning updates, project updates, grant updates, water/sewer updates, and personnel items.

Agenda Items Question Period: no one spoke

Budget Transfers: none

Approval of Bills – Councilman Dugan reported that the Abstract(s) from Batch(es) #2548 was reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2551 was presented for payment. Vouchers on this abstract(s) numbered 243-299, totaling \$817,836.17. Councilman Mutter seconded to approve payment as follows:

Abstract Batch(es) #2551
General Fund (A)-\$137,883.28, General Fund- Outside Village (B)-\$104.08, Highway(DA)-\$, Highway: Outside Village (DB)-\$6,021.96, CAP-Multicultural Ctr (HMCC)- \$28.36, 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)-\$413,192.64, Refuse (SR)-\$306.25, Sewer #1 Fund (SS)-\$36.32, Sewer District #2 (SS02)-\$112.66, Sewer District #3 (SS03)-\$, Trust & Agency (TA)-\$ and Consolidated Water (SW00)-\$85,138.04, WD1(SW1)- \$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$101,925.00, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)- \$73,087.58;
Total: \$817,836.17

Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – no report was presented

Assessor - no report was presented

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

Nichole Burns	5976 Buell Street	Roof
Dalton Edwards	5821 Cummings Road	Roof
Andrew Hibbard	8044 Maple Road	Roof
Christopher Gerace	11240 Hiller Road	Reno deck/kitchen addition
Jason Amirian	7354 Sandhill Road	Garage remodel
Kristina Westfield	7007 Maple Road	EV charger
Gretchen Ann Bruning	13230 Martin Road	Windows

Town Clerk – penalty free tax collection ended last Monday. I will have the percent of taxes collected at the next meeting.

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – attended a library board meeting, the work on the roof at the Town Hall and Library have been done, met with CEO regarding CMK, attended a joint meeting with the Supervisor and Newstead Fire regarding the upcoming contract, talked to residents regarding the Ag Committee, did the Court audit with Councilman Dugan, and met with the union representative and a JMF employee for a contract explanation.

Dugan – attended the NFC meeting on the upcoming contract, did the Court audit, met with Don Kreher regarding a drainage issue, and attended a meeting with the Newstead Celebration Committee, Dan Kowalik and Trustee Schultz.

Burke – attended the Newstead Celebration Committee meeting.

Mutter – attended an EMS ambulance contract meeting for 2028, spoke with Dan Kowalik regarding a few issues, and looked at the drainage for the CMK project.

Supervisor –attended a zoom meeting with Senator Gallivan, Colleen & I attended our quarterly meeting with 3 + 1 on investments, met with Carl on CAC, Ag plan and parks issues, attended a zoom meeting with Verizon and the school, had a meeting with Justine & Nathan on grant application for sewer study, met with Brian Murray & Marty Smith on Legion/VFW items, John & I attended a JMF committee meeting, Colleen & I had our annual audit exit meeting with Drescher & Malecki, met with several employees on different issues.

UNFINISHED BUSINESS:

Buildings – several projects are in process and should be completed in April/May.

Planning – Ag & Farmland Protection Plan planning committee being chosen.

Water/Sewer – nothing to report

Grants – playground and senior center equipment grants submitted. Engineering Planning grant and congressional grants in process.

NEW BUSINESS:

Public Hearing - Local Law #1 – Repeal Local Law #2 of the year 2022:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving the calling of a public hearing on April 14, 2025, at 7:25pm to hear comments on Local law No. 1 of the Year 2025 entitled “Local Law to Repeal Chapter 50 of the Town of Newstead Town Code” and authorizing 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 - Support for Mt. Olive Cemetery:

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the repair of the driveway by the Town Highway Department and to pay Mt. Olive \$2,125 for the year 2025 to offset maintenance expenses.

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

Carried Unanimously

Approval- Supporting EPG Sewer Study Grant Application:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan authorizing the Supervisor to file an electronic EPG application for financial assistance for the proposed Sewer Expansion Feasibility Study Project through the Wastewater Infrastructure Engineering Planning Grant Program.

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

Carried Unanimously

Motion – Appoint Martin Schuman to the Board of Assessment Review:

A motion was made by Councilman Dugan, seconded by Councilman Mutter to appoint Martin Schuman to the Board of Assessment Review effective immediately for a term ending 9/30/2028.

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

Approval- Cancel Work Session for March 31st:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the cancellation of the work session scheduled for March 31, 2025.

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 Mutter approving the request for a beer/wine permit at Skyline Park on 7/13/2025 as requested by J. Wick Barry.

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

Approval- Justice Court Audit for 2024:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the Justice Court Audit for 2024 as completed by Councilman Jendrowski and Councilman Dugan, who reported the court records have been found to be maintained in an exceptionally organized and proper manner. The Town Clerk is directed to send a copy of the resolution along with the Appendix 10 annual Checklist to the Director of Internal Audit at the Office of Court Administration.

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

Carried Unanimously

Privilege of the Floor/Question Period: no one spoke

A moment of silence was observed for both Tara Middaugh, a long-time member of our Library Board, and Wilma Beyer.

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 8:25pm.

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

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk