

Newstead Town Board Meeting – August 25, 2025

The regular meeting was called to order by the Newstead Town Board on August 25, 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
Mike Coutu – Deputy Attorney
Justine Seefeldt – Town Engineer
Jennifer DiChristina - Town Clerk

Roll Call was taken with all board members present.

Clerk DiChristina led the pledge to the flag.

Minutes from the regular meeting held on August 11, 2025 were presented. A motion was made by Councilman Dugan, seconded by Councilman Mutter to accept as presented.

Carried Unanimously

Agenda Changes - A motion was made by Councilman Dugan, seconded by Councilman Jendrowski to add item I. Motion to advertise for a Senior Center Attendant.

Communications – The Town Clerk presented the following correspondence:

A notice from Charter Communications notifying the Town of upcoming changes to their channel lineup effective on or after August 26, 2025.

The Newstead Public Library 2024 Annual Report.

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

Carried Unanimously

Work Session: at the work session held last week the following items were discussed: meeting with N. Hathaway on home-based business and budget meetings with department heads, updates on planning items, building projects, and grants, with an executive session on contract negotiations and personnel.

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 August 25, 2025.

Carried Unanimously

Approval of Bills – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #2588 was reviewed with the previously un-audited vouchers and everything was found in order.

Abstract Batch(es) #2588 was presented for payment. Vouchers on this abstract(s) numbered 900-938, totaling \$102,274.94. Councilman Dugan seconded to approve payment as follows:

Abstract Batch(es) #2588

General Fund (A)-\$57,408.98, General Fund- Outside Village (B)-\$, Highway(DA)-\$36,855.29, Highway: Outside Village (DB)-\$, CAP-Multicultural Ctr (HMCC)- \$, CAP-Water-Scotland (HS)-\$411.90, CAP-Water-Koepsel (HW)-\$1,841.43, CAP-Water-Draper (HW01)-\$174.45, CAP-Water-Cedar (HW02)-\$203.53, CAP-Water-Knapp (HW03)- \$1,163.01, CAP-Bike Path (HTG)-\$, Drainage (SD)-\$, Fire Protection (SF)-\$, Refuse (SR)-\$4,140.02, Sewer #1 Fund (SS)-\$28.66, Sewer District #2 (SS02)-\$1.13, Sewer District #3 (SS03)-\$, Trust & Agency (TA)-\$ and Consolidated Water (SW00)-\$46.54, WD1(SW1)- \$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)
Total: \$102,274.94

Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – no report. Superintendent Bassanello is on vacation this week.

Assessor - a report was presented by the Assessor and read by the Supervisor as follows: I have been updating the new construction work file; Katie and I have inspected 28 properties for building permit status. I continue to work on the residential portion of the reassessment project. I have no concerns to report and as a reminder I will be on vacation from 8/18/2025 – 8/29/2025.

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

Daryl Patterson	13384 Main Rd	Roof on Garage
Suzanne Golz & Matthew Freibaum	11507 Clarence Ctr Rd	Generator
CMK Builders of Alden	13291 Steiner Rd	Pole Barn
Jasen Mulrain	13164 Dorsch Rd	Storage Add to Garage
Sam Lanasa	11210 Stage Rd	EV Charging Station
Jasen Mulrain	13164 Dorsch Rd	Greenhouse
Casey Irwin	12585 Koepsel Rd	SFH
Eric Ahl	4265 Billo Rd	Geothermal HVAC System
Cynthia Frost	12251 McNeeley Rd	Kitchen Renovation
Mark Childs	7597 Scotland Rd	AG Pool
Niagara Real Estate Ventures	12585 Koepsel Rd	SFH

Town Clerk – nothing to report

Town Attorney(s) – nothing to report

COUNCILPERSONS:

Jendrowski – had conversation with N. Hathaway prior to his meeting with the Town Board, working on the AC unit at the Senior Center, met with Mayor Perry and Trustee Schultz regarding joint purchases, had a meeting with Supervisor Izydorzak and Brad Buyers, spoke to Kristine about issues with the library wall, and attended the ZBA meeting last Thursday.

Dugan – had a phone call with NFC president regarding the fire company contract and spoke to Mike Schilling for snow removal at the NFC.

Burke – talked to Dawn about personnel and attended the ZBA meeting.

Mutter – had a phone conversation with emergency managers and Tom Merrill regarding the Amherst Fire Control contract.

Supervisor – I worked on the 2026 budget with Colleen, John & I met with Brad Buyers, I attended the Zoning Board meeting and fielded several conversations regarding the proposed cell tower. Also commended all the first responders and emergency managers that responded to the bus accident on the thruway last week.

UNFINISHED BUSINESS:

Buildings – masonry wall project at the JMF is done.

Planning – several projects are in progress but nothing new to report.

Water/Sewer – nothing new to report.

Grants – nothing new to report.

NEW BUSINESS:

Lead Agency Declaration – 5877 Buell Street Community Center:

A motion was made by Councilman Burke, seconded by Councilman Mutter to declare Lead Agency with a coordinated review with regards to the proposed Community Center at 5877 Buell Street.

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

Carried Unanimously

Lead Agency Declaration – Maple Road Cell Tower:

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski to declare Lead Agency and will be a Type I action under SEQR with a coordinated review with regards to the proposed Maple Road Cell Tower (SBL#21.00-1-4.112)

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

Carried Unanimously

Public Hearing- Local Law 2-Home Based Business 4828 S Newstead Rd:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the calling of a public hearing on the site plan application/special permit for Nicholas Hathaway at 4828 S Newstead Road, with the hearing to be held on September 8, 2025 at 7:20pm at the Town Hall and authorizing the Town Clerk to publish notice of the hearing in the Akron Bugle.

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

Carried Unanimously

Resolution-Rescind Acceptance of Bid from Filtrec Corp.:

A motion was made by Councilman Mutter, seconded by Councilman Burke to rescind the one bid received from Filtrec Corporation for a drive-on runway assembly and accessories that were found to be incompatible with the Town's existing equipment.

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

Carried Unanimously

Resolution-Rescind Acceptance of Bid from Alta Equipment Co.:

A motion was made by Councilman Burke, seconded by Councilman Mutter to rescind the bid received from Alta Equipment Co. for an excavator mulching head that was found to be incompatible with the Town's existing equipment.

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

Carried Unanimously

Approval – Updates to Town Investment Policy:

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the adoption of a revised investment policy as required by the State of New York.

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

Carried Unanimously

Approval-Authorize RFQ for Skyline Park Shelter Rehab:

A motion was made by Councilman Burke, seconded by Councilman Mutter authorizing the Supervisor to submit a Request for Quotes to contractors through Construction Exchange for the Skyline Park Shelter Rehabilitation project.

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

Carried Unanimously

Approval- Lateral Restriction Hardship Applications:

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the applications for lateral restriction exception hardship at 13517 Stage Rd, wd#5 and owned by M. Borth and 12585 Koepsel Rd, wd#10 and owned by C. Irwin based on supporting documentation provided..

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

Carried Unanimously

Privilege of the Floor/Question Period: no one spoke

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 7:54pm.

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

Carried Unanimously

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk