

Newstead Town Board Meeting – November 24, 2025

The regular meeting was called to order by the Newstead Town Board on November 24, 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
Tim Walck – Town Engineer
Jennifer DiChristina - Town Clerk

Roll Call was taken with all board members present.

Councilman Marilyn Kasperek led the pledge to the flag.

Minutes from the regular meeting held on November 10, 2025, were presented. A motion was made by Councilman Dugan, seconded by Councilman Mutter to accept as presented.

Carried Unanimously

Agenda Changes - None

Communications – Nothing to report

Work Session: at the work session held last week the following items were discussed: training was held with WNY Land Conservancy on Land Protection, updates on planning items – stormwater code revisions, film/entertainment industry code, request for sledding, Rotary Lifts, cell tower, solar project; building projects – gas well, enclosures, parks items, drainage items, and grants updates, with an executive session on contract negotiations and personnel.

Agenda Items Question Period: no one spoke

Budget Transfers: a motion was made by Councilman Burke, seconded by Councilman Mutter to approve the budget transfer(s) as presented in a memo from Bookkeeper Colleen Salmon dated November 24, 2025.

Carried Unanimously

Approval of Bills – Councilman Dugan reported that the Abstract(s) from Batch(es) #2618 was reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2618 was presented for payment. Vouchers on this abstract(s) numbered 1264-1319, totaling \$262,553.07. Councilman Burke seconded to approve payment as follows:

Abstract Batch(es) #2618

General Fund (A)-\$156,606.60, General Fund- Outside Village (B)-\$29,917.57, Highway(DA)-\$, Highway: Outside Village (DB)-\$75,853.71, 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)-\$, Sewer #1 Fund (SS)-\$37.76, Sewer District #2 (SS02)-\$86.67, Sewer District #3 (SS03)-\$, Trust & Agency (TA)-\$ and Consolidated Water (SW00)-\$50.76, WD1(SW1)- \$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)- \$;

Total: \$262,553.07

Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – no report

Assessor - a report was presented by the Assessor and read by the Supervisor as follows: I continue to work on the residential portion of the reassessment project. Exemptions are still being processed as they are returned.

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

John Laffosse	7732 Moore Rd	Roof
Dawn Goetz	11149 Miland Rd	Generator
Dande Farms Golf Course LLC	13278 Carney Rd	Commercial Addition
Paul Marinaccio	11680 Meah Rd	Pole Barn

Town Clerk – nothing at this time

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – attended the library board meeting where new board member, Laura Place, was voted on. Still waiting to hear on the grant for a fire alarm system from last year. Also working on getting the sprinkler system inspected and attended the union contract meeting.

Dugan – nothing to report

Burke – attended the interviews for the assistant recreation director.

Mutter – also attended the interviews for the assistant recreation director.

Supervisor – John, Emily & I attended a meeting with the labor union where we finalized the new 3-year contract. I attended the Association of Towns monthly Supervisor’s roundtable zoom meeting. CPL came out and picked up 45 surveys from landholders. I attended the training for our boards on land protection. I met with the CDBG committee on our grant application for the Senior Center and attended CDBG site inspections in Lackawanna, West Seneca, Elma, and East Aurora for the south towns applications and addressed many personal issues over the last week.

UNFINISHED BUSINESS:

Buildings – nothing new to report

Planning – code revisions being looked at and solar and cell tower projects on going

Water/Sewer – nothing new to report

Grants – taking care of items for sewer study grant and additional park funding from Legislator Greene.

NEW BUSINESS:

Approval – Authorize EPG Grant for Sewer Study:

A motion was made by Councilman Burke, seconded by Councilman Dugan authorizing the Supervisor to execute the Grant Agreement and to appropriate the sum of \$10,000 for the minimum 20% match of the grant award amount resulting in \$60,000 total project cost.

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

Approval- Teamsters Local Union #264 Contract:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the adoption of the proposed contract with Teamsters Local Union #264 on behalf of the full-time employees of the town Highway Department and authorizing the Supervisor to execute the contract on behalf of the town for the term 1/1/-2026 – 12/31/2028.

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

Approval – Capitalization Policy Update:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the attached revised Capital Asset Guide.

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

Approval- Audit Services Contact Renewal 2026:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving the proposed contract renewals with Drescher & Malecki LLP for auditing services for year ending December 31, 2025, and year ending December 31, 2026, 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 – Grant Writing Services Contact Renewal 202:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving the proposed contract renewal with Rotella Grant Management for grant writing services for 2026, 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

Public Hearing-Site-Plan Application – Zachary Harner/Yogis Pet Watch, 13001 Main Rd:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the calling of a public hearing on December 8, 2025, at 7:10pm to hear comments on a proposed site-plan/special use permit application for a doggie daycare facility at 13001 Main Road in the C-2/Route 5 overlay zoning district 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

Public Hearing – Local Law #4 – Moratorium on Major Subdivisions:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the calling of a public hearing on December 8, 2025 at 7:15pm to hear comments on the proposed Local Law #4 of the year 2025 placing a 6-month moratorium on the review and processing of applications for new major subdivisions until such time the Town has the opportunity to review chapter 360 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

Public Hearing – Local Law #5 – BESS Moratorium:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving the calling of a public hearing on December 8, 2025 at 7:20pm to hear comments on the proposed Local Law #4 of the year 2025 placing a 6-month moratorium on application and review of battery energy storage 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

Public Hearing – Local Law #6 – Wind Energy Moratorium:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving the calling of a public hearing on December 8, 2025 at 7:25pm to hear comments on the proposed Local Law #6 of the year 2025 placing a 6-month moratorium on application and review of wind energy project within 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-Temporary Special Use Permits and Home-Based Businesses in RA Zone-2026:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the temporary special use permits for 2026 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 NCH Transport Services at 4828 S Newstead Rd.

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 8:04pm.

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

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk