

Newstead Town Board Meeting – December 8, 2025

A public hearing was called to order by the Newstead Town Board on December 8, 2025, at 7:14pm 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.

The Supervisor called the first public hearing to order at 7:14pm for a site plan/special use permit for Zachary Harner at 13001 Main Rd.

The Clerk read proof of publication, and the Supervisor opened the floor for public comment.

The Harners, 6279 Utley Road, appeared and spoke about how they already have a few dogs that she provides day care service for in their home. They also spoke about future plans for the business.

There being no further comments, a motion was made by Councilman Dugan, seconded by Councilman Mutter to close the public hearing at 7:19pm. Carried Unanimously

The Supervisor called the second public hearing to order at 7:19pm for Local Law #4, placing a 6-month moratorium on the application for major subdivision(s) within the town.

The Clerk read proof of publication, and the Supervisor opened the floor for public comment.

There being no comments, a motion was made by Councilman Dugan, seconded by Councilman Mutter to close the public hearing at 7:21pm. Carried Unanimously

The Supervisor called the third public hearing to order at 7:21pm for Local Law #5, placing a 6-month moratorium on battery energy storage systems with the town.

The Clerk read proof of publication, and the Supervisor opened the floor for public comment.

There being no comments, a motion was made by Councilman Burke, seconded by Councilman Mutter to close the public hearing at 7:24pm. Carried Unanimously

The Supervisor called the fourth public hearing to order at 7:24pm for Local Law #6, placing a 6-month moratorium on the application and construction and installation of wind energy projects within the town.

The Clerk read proof of publication, and the Supervisor opened the floor for public comment.

There being no comments, a motion was made by Councilman Burke, seconded by Councilman Mutter to close the public hearing at 7:26pm. Carried Unanimously

The regular meeting of the Town Board was called to order at 7:26pm with the same members present as listed above.

Councilman Burke led the pledge to the flag.

Minutes from the regular meeting held on November 24, 2025, were presented. A motion was made by Councilman Dugan, seconded by Councilman Mutter to accept as presented.

Carried Unanimously

Agenda Changes - None

Communications – The Town Clerk presented the following correspondence:

A letter from Charter Communication was received notifying the town of upcoming changes to the channel lineup starting on or after January 5, 2026.

A letter from the Department of State was received informing the town that Local Law #3 of 2025 was filed effective November 17, 2025.

A motion was made by Councilman Dugan, seconded by Councilman Mutter 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: updates on planning items; building project updates; drainage items; and grant updates, with an executive session on a personnel issue.

Agenda Items Question Period: no one spoke

Budget Transfers: a motion was made by Councilman Dugan, seconded by Councilman Burke to approve the budget transfer(s) as presented in a memo from Bookkeeper Colleen Salmon dated December 8, 2025. Carried Unanimously

Approval of Bills – Councilman Jendrowski reported that the Abstract(s) from Batch(es) #2621 was reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2621 was presented for payment. Vouchers on this abstract(s) numbered 1344-1381, totaling \$24,993.15. Councilman Dugan seconded to approve payment as follows:

Abstract Batch(es) #2621
General Fund (A)-\$12,651.12, General Fund- Outside Village (B)-\$, Highway(DA)-\$, Highway: Outside Village (DB)-\$1,751.58, 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)-\$500.00, Fire Protection (SF)-\$, Refuse (SR)-\$, Sewer #1 Fund (SS)-\$1,174.67, Sewer District #2 (SS02)-\$110.01, Sewer District #3 (SS03)-\$210.01, Trust & Agency (TA)-\$ and Consolidated Water (SW00)-\$8,595.76, WD1(SW1)-\$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)- \$;
Total: \$24,993.15 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. Katie and I went out to look at some new construction this week. I have no concerns to report.

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

Michael Roth	12561 Clarence Ctr Rd	Water line installation
Craig Jackson	4424 Billo Rd	Covered patio
William Goral	12229 McNeeley Rd	Enclose existing patio
Living Trust Doris Griffin	5645 Davison Rd	Generator
Donna Marie McGuire	8 Quarry Hill Est	Generator
Home Inventory	74 Quarry Hill Est	Manufactured home
Home Inventory	151 Quarry Hill Est	Manufactured home
Home Inventory	20 Quarry Hill Est	Manufactured home
Home Inventory	39 Quarry Hill Est	Manufactured home
Home Inventory	43 Quarry Hill Est	Manufactured home
Michael Zekas	7727 Moore Rd	Siding
James Grant	6997 Sandhill Rd	SFH
12715 Lewis Rd LLC	12715 Lewis Rd	Zoning Compliance Cert

Town Clerk – nothing at this time

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – met with Supervisor Izydorczak and two highway personnel, had a conversation with the incoming Highway Superintendent, had the N.U. Pipe sprinkler inspection done at the Town Hall, and working on a sewer back up in the downstairs library bathroom.

Dugan – took several phone calls from residents with concerns over the Thanksgiving weekend plowing.

Burke – installed officers at the Newstead Fire Company installation dinner on the 6th.

Mutter – nothing to report

Supervisor – I assisted Sarah in addressing a Senior center issue, attended the monthly Supervisor’s meeting in East Aurora, John & I addressed several issues at the highway, attended a CDBG meeting, and assisted Colleen with the annual employee health insurance open enrollment meeting.

UNFINISHED BUSINESS:

Buildings – fence at Veterans Park will hopefully be installed in the next several weeks.

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

Water/Sewer – nothing to report

Grants – park shelter grant submitted and several items submitted for the sewer study grant.

NEW BUSINESS:

Approval- Local Law #4 - 6-month Moratorium on Major Subdivisions:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving Local Law #4 of the Year 2025 entitled “Amendment to the Code of the Town of Newstead placing a 6-month moratorium on the application for major subdivisions within the Town”.

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

Approval- Local Law #5 - 6-month Moratorium on BESS:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving Local Law #5 of the Year 2025 entitled “Amendment to the Code of the Town of Newstead placing a 6-month moratorium on Battery Energy Storage Systems within the Town of Newstead”.

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

Approval- Local Law #6 - 6-month Moratorium on Wind Energy:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving Local Law #6 of the Year 2025 entitled “Amendment to the Code of the Town of Newstead placing a 6-month moratorium on the application for and Construction and Installation of Wind Energy Projects within the Town”.

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

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

A motion was made by Councilman Dugan, seconded by Councilman Burke approving site-plan/special use permit application for a doggie daycare facility at 13001 Main Road in the C-2/Route 5 overlay zoning district submitted by Zachary Harner/Yogis Pet Watch.

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

Approval- Municipal Solutions Financial Services Contract for 2026:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the proposed contract renewal with Municipal Solutions for general financial services and continuing disclosure filings on behalf of the Town for the year 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

Motion - 2026 Organizational Meeting:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving scheduling the organizational meeting and swearing-in ceremony for 2026 on December 29th at 7:00pm.

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

Motion – Authorize Sending an RFQ to Engineering Firms for the EPG Sewer Study:

A motion was made by Councilman Dugan, seconded by Councilman Burke to authorize sending an RFQ to engineering firms on the EPG Sewer Study Project.

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

Motion - Lateral Restriction Hardship Applications:

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the application for lateral restriction hardship exception at 13871 Indian Falls Road in water district 10 as submitted by owner(s) R. Kaczmarek.

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

Motion- Request for Facilities- Soccer Season & Tournament:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the request of the Akron Soccer League for use of the town park facilities for their 2026 season as well as their annual Kick-it First Soccer Tournament on the weekend of May 8th-10th, pending attorney approval with signed agreement and proper insurance.

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

Privilege of the Floor/Question Period: Pat Mangan, 22 Colony Place, asked about the status of the proposed Senior Center and wanted to know how the moratoriums passed tonight affect the village.

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 7:46pm.

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

Respectfully Submitted,
Jennifer DiChristina, Town Clerk