

Newstead Town Board Meeting – January 12, 2026

The regular meeting was called to order by the Newstead Town Board on January 12, 2026, at 7:34pm 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
Gary Baehr – Highway Superintendent
Jennifer DiChristina - Town Clerk

Roll Call was taken with all board members present.

Councilman Dugan led the pledge to the flag.

Minutes from the regular meeting held on December 22, 2025 and the organizational meeting held on December 29, 2025 were presented. A motion was made by Councilman Jendrowski, seconded by Councilman Mutter to accept as presented.

Carried Unanimously

Agenda Changes - A motion was made by Councilman Mutter, seconded by Councilman Burke to remove Item A – Resolution to Approve Site Plan at 5725 Davison Road and add item I – Resolution to recall tonight’s public hearing and reschedule it for January 26 at 7:20pm for 5725 Davison Road.

Communications – The Town Clerk presented the following correspondence:

A notice from Charter Communications informing the Town of a price change effective on or after February 11, 2026.

A notice from the State of New York Department of State informing the Town that Local Laws #4, 5 & 6 were filed on 12/15/2025.

A notice from the Association of Towns informing the Town of upcoming training sessions for newly elected officials.

A notice from the State of New York Legislature of Erie County Clerk’s office informing the Town of parcels now included in an existing or adjacent Agricultural District.

A request from the Town of Newstead Justice Court asking for an internal audit of their records.

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 Rotella Grant Writers on 2026 projects, meeting with R. Fancher on Change in Use request, meeting with Kreher’s on waterline construction request, updates on planning items, building projects and employee items.

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 January 12, 2026.

Carried Unanimously

Approval of Bills – Councilman Mutter reported that the Abstract(s) from Batch(es) #2635 (2025) and #2636 (2026) were reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2635 and #2636 were presented for payment. Vouchers on this abstract(s) numbered 1472-1513 (2025) and 14-30 (2026), totaling \$74,069.58. Councilman Burke seconded to approve payment as follows:

Abstract Batch(es) # 2635/2636

General Fund (A)-\$35,991.31, General Fund- Outside Village (B)-\$52.40, Highway(DA)-\$, Highway: Outside Village (DB)-\$3,730.55, 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)-\$33,150.82,

Sewer #1 Fund (SS)-\$783.45, Sewer District #2 (SS02)-\$59.55, Sewer District #3 (SS03)-\$218.42, Trust & Agency (TA)-\$ and Consolidated Water (SW00)-\$82.08, WD1(SW1)- \$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)- \$;
Total: \$74,069.58

Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – the following report was presented by Highway Superintendent Baehr:
14,000 tons of rock salt has been ordered and extended overnight hours have begun and are on a trial basis.

Assessor - a report was presented by the Assessor and read by the Supervisor as follows:
We are still processing exemptions as they come in and working on residential valuation. I had a request from Joe to provide the number of veterans in Newstead. I will draft a report to share with the board tomorrow.

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

Leon McBride II	13313 Carney Rd	Modular Home
Adam Schrock	12628 Meahl Rd	SFH
Freibaum-Golz 2025 Family Trust	11507 Clarence Ctr Rd	Garage/Pole Barn

Town Clerk – nothing at this time

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – received a recreation program concern from a resident and spoke to N.U. Pipe regarding the sprinkler inspection for the library.

Dugan – spoke to the CEO regarding the status of the Rapids Road group home and spoke to the NFC President asking the town to assist in the purchase of new radios.

Burke – nothing to report.

Mutter – will be attending the EMS Committee meeting on Thursday.

Supervisor – I conducted interviews for clerical staff with the new Highway Superintendent, assisted with ice storm and snowstorm issues over the holidays, swore in the Senior Citizens Board of Directors and attended their first meeting, met with the President of the Chamber of Commerce, attended the Association of Towns monthly Supervisor’s meeting, and swore in the Newstead Historical Society Board of Directors.

UNFINISHED BUSINESS:

Buildings – nothing new to report

Planning – nothing new to report

Water/Sewer – nothing new to report

Grants – the Board met with Rotella to formulate a multi-year plan for grant projects.

NEW BUSINESS:

Lead Agency Declaration – 5005 N Millgrove Rd Egg Processing Facility:

A motion was made by Councilman Burke, seconded by Councilman Mutter to declare Lead Agency with a coordinated review with regards to the proposed egg processing facility at 5005 N Millgrove Road.
(Resolution)Izydorczak-Aye, Dugan-Aye, Jendrowski-Aye, Burke-Aye, Mutter-Aye

Carried Unanimously

Approval –Authorization to Expend Highway Funds for 2026:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the expenditure of \$271,000 received from the State of New York for the repair of various roads throughout the Town. This will include shoulder rehabilitation, repair and/or replacement of culverts, sign replacement and chipping and sealing of 30.32 miles of town highways.

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

Carried Unanimously

Approval – Contract with Clarence for Going Places Van:

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the Inter-municipal Agreement between the Town of Clarence and the Town of Newstead for the 2026 Going Places Van Service.

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

Carried Unanimously

Approval – Skyline Park Shelter Work:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving the quote from Rehwaldt Builders, Inc. in the amount of \$10,000 for work to be done at the Skyline Park Shelter.

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

Carried Unanimously

Public Hearing-Change of Use Approval for 5391 Crittenden Rd:

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the calling of a public hearing on the change of use submitted by 5391 Crittenden Rd, LLC/Randy Fancher, located at 5391 Crittenden Road with the hearing to be held on January 26th at 7:25pm and authorizing the Clerk to publish legal notice in the Akron Bugle.

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

Carried Unanimously

Motion- Request for Use of Baseball Fields, Akron Sports:

A motion was made by Councilman Burke, seconded by Councilman Dugan approving the request of Akron Sports for use of the town park baseball fields for their 2026 season pending attorney approval with signed agreement and proper insurance.

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 beer/wine permits at Veterans Park on July 27th for Swader and Skyline Park on July 26th for Bergman.

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

Public Hearing-Site Plan Approval for 5725 Davison Rd:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the calling of a public hearing on the site plan submitted by K-1 Properties, LLC, located at 5725 Davison Road with the hearing to be held on January 26th at 7:20pm and authorizing the Clerk to publish legal notice in the Akron Bugle.

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

Carried Unanimously

Privilege of the Floor/Question Period: Representative of the EC Sheriffs Community Engagement Team reported 2856 calls in the Town for 2025 and so far, there have been 93 calls for 2026.

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 7:59pm.

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

Respectfully Submitted,

Jennifer L. DiChristina, Town Clerk