

Newstead Town Board Meeting – January 26, 2026

A public hearing was called to order by the Newstead Town Board on January 26, 2026, at 7:32pm 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.

The Supervisor called the first public hearing to order at 7:32pm for a site plan approval for 5725 Davison Road and owned by K-1 Properties, LLC.

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 Burke to close the public hearing at 7:34pm. Carried Unanimously

The Supervisor called the second public hearing to order at 7:34pm for a site plan/change in use permit for 5391 Crittenden Road and owned by 5391 Crittenden Road LLC/Randy Fancher.

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

The Supervisor stated that two comments in favor of the project were received via email which will be made a part of these minutes.

Dustin & Crystal Karl, 5379 Crittenden Road – asked the Fanchers how often events will be held and what will keep it from growing larger. The Supervisor explained that if the Fanchers ever wanted to enlarge the event center or change the use it would have to come before the board again.

George Geyer, 5404 Crittenden Road – believes this will devalue properties and it is causing drainage issues on his property once he blacktopped the driveway. Also, the outdoor lighting is obtrusive as it stays on all night long.

Steve Odell, 5379 Crittenden Road – asked if alcohol was allowed and the answer was no.

Councilman Mutter explained that the property is zoned for industrial business which means a company could come in and start running 3 shifts a day. It could be a lot worse than what is currently there.

There being no more comments, a motion was made by Councilman Dugan, seconded by Councilman Mutter to close the public hearing at 7:55pm. Carried Unanimously

The regular meeting was called to order by the Newstead Town Board on January 26, 2026, at 7:55pm at the Newstead Town Hall.

Councilman Jendrowski led the pledge to the flag.

Minutes from the regular meeting held on January 12, 2026 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 Burke, seconded by Councilman Jendrowski to add item G – Resolution requesting a traffic study at Scotland and Martin Roads.

Communications – The Town Clerk presented the following correspondence:

A notice from Erie County Soil & Water Conservation District announcing their annual tree and shrub seedling program. Information is available outside my office.

A notice from County of Erie announcing the Senior Center received \$9,500 from the CDBG for furniture replacement at the center.

A notice from Three + One announcing the Town has earned a 2025 cashVest Award Star.

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

Work Session: no work session was held last week due to the holiday but the following items were discussed prior to tonight's meeting: updates on planning items, building projects and grant items.

Agenda Items Question Period: Kevin Borth, 6553 Scotland Road – has asked for a 4 way stop at the intersection of Scotland and Martin Roads for the last 25 years. The intersection has gotten progressively worse and he is afraid someone is going to get killed. He spoke with Melissa from Legislator Chris Greenes office and they offered help in getting this taken care of.

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 January 26, 2026. Carried Unanimously

Approval of Bills – Councilman Mutter reported that the Abstract(s) from Batch(es) #2638 (2025) & 2639 (2026) were reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2638 (2025) & 2639 (2026) were presented for payment. Vouchers on this abstract(s) numbered 1514-1523 (2025) & 31/51 (2026), totaling \$61,498.65. Councilman Burke seconded to approve payment as follows:

Abstract Batch(es) #2638 (2025) & 2639 (2026)

General Fund (A)-\$20,581.21, General Fund- Outside Village (B)-\$, Highway(DA)-\$, Highway: Outside Village (DB)-\$40,909.63, 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)-\$7.81, Sewer District #2 (SS02)-\$, Sewer District #3 (SS03)-\$, Trust & Agency (TA)-\$ and Consolidated Water (SW00)-\$, WD1(SW1)- \$, WD2(SW2)- \$, WD3(SW3)- \$, WD4(SW4)- \$, WD5(SW5)- \$, WD6(SW6)- \$, WD7(SW7)- \$, WD7A(SW7A)- \$, D8(SW8)- \$, WD9(SW9)- \$, WD10(SW10)- \$;

Total: \$61,498.65

Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – after completing interviews this past month the Highway Superintendent announced he would be hiring Brock Hawes effective immediately. He also attended the NYAOY new officials training in Corning and found it quite informative.

Assessor - a report was presented by the Assessor and read by the Supervisor as follows: I am still working on the residential valuation. We are also still processing exemptions as they are returned. We will be sending reminder notices to individuals who have not returned their exemptions in the first week of February. I will be out of the office for a scheduled surgery starting on the 11th of February. I will most likely be out for a minimum of two weeks, and I will be working from home after that two-week recovery until I have medical clearance to return to the office.

Building Office – no report was presented

Town Clerk – nothing at this time

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – talked to a resident regarding the Fancher property, attended a library board meeting and they will be going with N.U. Pipe for quarterly inspections. He also met with Highway Superintendent Baehr several times regarding the MEO hire and other things.

Dugan – had an email conversation with a North Millgrove resident regarding the proposed Kreher's project.

Burke – attended the Celebration Committee meeting where they are planning for the July 4th celebration. Next meeting will be on February 17th.

Mutter – attended an EMS meeting regarding Level Zero calls when there are no ambulances available, attended the Celebration Committee meeting, dealt with senior center issues, and took several complaints regarding the recreation swim program.

Supervisor – kept up with things while gone and today was a catch up day.

UNFINISHED BUSINESS:

Buildings – nothing new to report

Planning – nothing new to report

Water/Sewer – nothing new to report

Grants – the Senior Center was awarded a \$9,500 CDBG grant for furniture replacement.

NEW BUSINESS:

Approval-Site-Plan Application – K-1 Properties, LLC, 5725 Davison Rd:

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the site-plan application for a 8-bay, 9200 sq ft pole barn on an existing pad at 5725 Davison Road in the C2 zoning district and owned by K-1 Properties, LLC/Charles Kelkenberg.

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

Carried Unanimously

Approval-Change in Use Application – 5391 Crittenden Rd, 5391 Crittenden Rd:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving site-plan/change in use permit application from a warehouse to an event center for 5391 Crittenden Road in the I2 zone and owned by Jeff & Randy Fancher.

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

Carried Unanimously

Approval- Akron Central Tax Collection contract:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving the 2026-27 school tax collection contract with Akron Central School District and authorizing the Supervisor to execute the presented contract on behalf of the town.

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

Carried Unanimously

Motion- Authorize Justice Court Audit for 2025:

A motion was made by Councilman Dugan, seconded by Councilman Burke approving the annual court audit.

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

Carried Unanimously

Approval- Beer/Wine Permit:

A motion was made by Councilman Jendrowski, seconded by Councilman Mutter approving the request for a beer/wine permits at Vet's Park on June 28th for Holland and Vet's Park on July 26th for Satkowski.

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

Approval-Approve MEO Hire:

A motion was made by Councilman Burke, seconded by Councilman Jendrowski to approve the hiring of Brock Hawes as an MEO for the Highway Department effective immediately at a step 1. Izydorczak-Aye, Dugan-Aye, Burke-Aye, Jendrowski-Aye, Mutter- Aye Carried Unanimously

Approval- Speed Study Request- Scotland and Martin Roads:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving the sending of a request for a speed study to be conducted by the Erie County DPW & NYS DOT on Scotland Road, a County Road and Martin Road, a Town Road, in the Town of Newstead based on a resident's request.

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

Privilege of the Floor/Question Period: Kevin Borth, 7553 Scotland Road – asking the Town to look into the school receiving their water from Erie County.

There being no further business to come before the board for the regular meeting, a motion was made by Councilman Mutter, seconded by Councilman Jendrowski to adjourn the regular meeting at 8:27pm.

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

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk