

Newstead Town Board Meeting – October 12, 2026

A public hearing was called to order by the Newstead Town Board on October 12, 2026, at 7:38pm 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
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 1st public hearing to order at 7:38pm for proposed Local Law #4, Amendment to the Avoidable Alarms and Knox-Box Law.

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 7:40pm. Carried Unanimously

The Supervisor called the 2nd public hearing to order at 7:40pm to amend the site-plan for Niagara Specialty Metals to construct a 50'x52' (2,600 sq. ft.) 2nd floor office at 12600 Clarence Center Road in the I2 zoning district.

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 Dugan to close the public hearing at 7:42pm. Carried Unanimously

The regular meeting was called to order by the Newstead Town Board on October 12, 2026, at 7:42pm at the Newstead Town Hall.

Councilman Burke led the pledge to the flag.

Minutes from the regular meeting held on September 28, 2026 were presented. A motion was made by Councilman Dugan, seconded by Councilman Burke to accept as presented. Carried Unanimously

Agenda Changes - A motion was made by Councilman Dugan, seconded by Councilman Burke to add item j. Krehers Public Improvement project.

Communications – The Town Clerk presented the following correspondence:

A letter was received from Northern Erie Sno-Seekers, Inc. requesting permission to use the Town Bike Path for the 2026-27 season.

A letter was received from the New York State Department of State notifying the Town that Local Law #3 of the year 2026 was filed effective 9/18/2026.

A letter was received from Assemblyman Patrick Burke regarding the regulation of e-bikes and e-scooters.

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: the 2027 budget, Whiting SEQR, building/project updates, HUD & BRIC grants and agenda for next meeting.

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 October 12, 2026. Carried Unanimously

Approval of Bills – Councilman Burke reported that the Abstract(s) from Batch(es) #2708 was reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2708 was presented for payment. Vouchers on this abstract(s) numbered 1130-1183, totaling \$108,787.85. Councilman Mutter seconded to approve payment as follows:

Abstract Batch(es) #2708
General Fund (A)-\$27,417.92
General Fund- Outside Village (B)-\$34.60
Highway: Outside Village (DB)-\$46,488.95
Refuse (SR)-\$34,530.91
Sewer District #2 (SS02)-\$59.55
Sewer District #3 (SS03)-\$167.96
Consolidated Water (SW00)-\$87.96
Total: \$108,787.85

Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:

Highway – bids in for new vehicle which will be handled later in the meeting.

Assessor - a report was presented by the Assessor and read by the Supervisor as follows: we have mailed the exemption renewals to property owners for senior citizens, agricultural and disability. I will be working on a letter to send to our disabled veterans who may qualify for the new permanent and total amendment. I have 2 small claims hearings. One was held Thursday evening, 10/8/2026, the other is scheduled for 10/13/2026. Not much else to report.

Building Office –no report

Town Clerk – Thursday is the last day for penalty free school tax payments.

Town Attorney(s) – nothing at this time

COUNCILPERSONS:

Jendrowski – spoke to Tina regarding a resident’s concern with his assessment and he believes Tina did a great job.

Dugan – had multiple texts with Newstead Fire Company’s outgoing chief and current president.

Burke – nothing to report

Mutter – nothing to report

Supervisor – I attended our annual zoom meeting with Rural Transit Van Service. I continued work on submitting contract documents to HUD for our grant, continued work on the BRIC grant application with Nathan Taylor, and met with Gary on the tuck mini-bid results.

UNFINISHED BUSINESS:

Buildings – new Town Park sign is installed and done.

Planning – continuing to work on law updates and several new commercial project.

Water/Sewer – nothing new to report.

Grants – working on 2nd phase of HUD grant paperwork and prepping for BRIC grant.

NEW BUSINESS:

Approval – CDBG Projects for 2027:

A motion was made by Councilman Dugan, seconded by Councilman Mutter, to authorize the Town Supervisor to sign, submit, and if funded, execute a contract with the Erie County Community Development Block Grant for the following:

1. Rural Transit Van Services
- (Resolution) Izydorczak-Aye, Dugan-Aye, Jendrowski-Aye, Burke-Aye, Mutter-Aye

Approval- Adopt Local Law #4 – Amendment to the Avoidable Alarms & Knox-Box Law:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving the amendments to the Avoidable Alarms and Knox-Box Law of the Town of Newstead.

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

Carried Unanimously

Approval-Site-Plan Approval – 12600 Clarence Center Road, Niagara Specialty Metals:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the proposed site plan amendment for the construction of a 2,600 sq. ft. 2nd floor office expansion to the existing office building located at 12600 Clarence Center Rd and owned by Niagara Specialty Metals in the I2 zone.

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

Carried Unanimously

Approval – Authorize Surplus Senior Center Equipment for Auction:

A motion was made by Councilman Burke, seconded by Councilman Mutter declaring 48 padded stackable chairs as surplus equipment and approving the auction of same.

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

Carried Unanimously

Resolution - Award Highway Truck Mini-Bid:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the purchase of a new full size pickup truck to be used by the Highway Department from Friendly Ford for \$70,756.00 and authorizes the Town Supervisor and Town Highway Superintendent to take all necessary steps to accept the Mini-Bid and complete the purchase.

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

Carried Unanimously

Approval – Engineering Grant Budget Amendment:

A motion was made by Councilman Mutter, seconded by Councilman Burke approving a budget transfer for unused grant money from 2025 and 2026 which was not accounted for in the 2026 budget as follows:

Increase Revenues - \$26,442.50 – fund A2770 – Unclassified Revenues

Increase Appropriations - \$226,442.50 – fund A1440.4 – Engineering – Contractual

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

Carried Unanimously

Public Hearing – Site Plan Application – 13021 Main Road, Akron Rescue Cats:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the calling of a public hearing on the site plan application for Akron Rescue Cats for a change in use at 13021 Main Road in the C2 zoning district in the Town of Newstead to operate a non-profit gift shop and indoor cat lounge/adoption center with the hearing to be held on October 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

Public Hearing – Local Law #5 – Rezoning of Real Property and Zoning Map Amendment:

A motion was made by Councilman Burke, seconded by Councilman Jendrowski approving the calling of a public hearing on November 9, 2026 at 7:25pm to hear comments on the proposed Local Law #5 of the year 2026 known as 2026 Rezoning of Real Property and Zoning Map Amendment for 113 Cedar Street (33.00-4-19.111) to rezone a portion 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

Motion – Extend Seasonal Help until November 15th:

A motion was made by Councilman Dugan, seconded by Councilman Burke to extend the Highway Seasonal help until November 15th.

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

Resolution – Kreher Public Improvement Permit:

A motion was made by Councilman Dugan, seconded by Councilman Mutter to approve the Public Improvement Permit (PIP) application from Kreher Family Farms for the water line for its egg processing building at 5005 N. Millgrove Road in the Town of Newstead.

(Resolution) 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 8:07pm.

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

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk