

Newstead Town Board Meeting – September 28, 2026

A public hearing was called to order by the Newstead Town Board on September 28, 2026 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 CDBG funding projects for 2027.

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 Jendrowski, seconded by Councilman Mutter to close the public hearing at 7:17pm. Carried Unanimously

The Supervisor called the second public hearing to order at 7:17pm for the LV&L/Sleepy Hollow pavilion project at 13800 Siehl Road.

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 7:19pm. Carried Unanimously

The Supervisor called the hearing on unsafe buildings at 12088 Nice Road, 4764, 4766, & 4768 Schutt Road and owned by J. Klima to order at 7:19.

The Supervisor asked if the owner or a representative was present. Being no one, a motion was made by Councilman Dugan, seconded by Councilman Burke to close the hearing at 7:21pm.

The regular meeting was called to order by the Newstead Town Board on September 28, 2026 at 7:22pm at the Newstead Town Hall.

Clerk DiChristina led the pledge to the flag.

Minutes from the regular meeting held on September 14, 2026 were presented. A motion was made by Councilman Jendrowski, seconded by Councilman Mutter to accept as presented. Carried Unanimously

Agenda Changes - None

Communications – The Town Clerk presented the following correspondence:

Two notices were received from the Town of Lancaster informing us of public hearing that were held on September 21st for proposed local law to establish regulations for motorized devices and for a local law to establish regulations for short-term rentals.

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: a meeting with the Assessor on the new Veteran's exemption, highway items, the 2027 budget, Mt. Olive request, Whiting request, avoidable alarm amendments, building/project updates, HUD grant, agenda for next meeting and legal advice with Town Attorneys on litigation matters.

Agenda Items Question Period: no one spoke

Budget Transfers: a motion was made by Councilman Jendrowski, seconded by Councilman Burke to approve the budget transfer(s) as presented in a memo from Bookkeeper Colleen Salmon dated September 28, 2026. Carried Unanimously

Approval of Bills – Councilman Mutter reported that the Abstract(s) from Batch(es) #2704 was reviewed with the previously un-audited vouchers and everything was found in order. Abstract Batch(es) #2704 was presented for payment. Vouchers on this abstract(s) numbered 1062-1104, totaling \$47,248.99. Councilman Dugan seconded to approve payment as follows:

Abstract Batch(es) #2704
General Fund (A)-\$38,993.48
Highway: Outside Village (DB)-\$8,068.53
Sewer #1 Fund (SS)-\$41.32
Sewer District #2 (SS02)-\$95.66
Consolidated Water (SW00)-\$50.00
Total: \$47,248.99 Carried Unanimously

COMMITTEE AND DEPARTMENT HEAD REPORTS:
Highway – no report was given

Assessor – no report was given

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

Dan Eckerson	12718 Swift Mills Rd	SFH
James Richards	108 Quarry Hill Est	Waterline Repipe
Peter Noreika	12806 Dorsch Rd	Generator 150 AMP
County Line Stone	Crittenden Rd	Excavate NYSDEC Mitigation
Hume Contruction	13061 Main Rd	Pole Barn
Alexandria Whiting	8265 Cedar St	Timber Pavillion
Crahen Family	11646 Howe Rd	Storm Drainage
Bryan VanVolkenberg	12834 Dorsch Rd	Roof over Deck
5720 Cummings Road Inc	Foxhill	Pavilion Shelter
5720 Cummings Road Inc	Leisurewood Lane	Roof Repair
Stephanie Barber	6838 Cedar St	Shed
Anthony Kaminski	5659 Cummings Rd	Roof
Laura Haniszewski	11714 Main Rd	Roof
Karen Przybyl	12572 Meahl Rd	Roof

Town Clerk – nothing to report

Town Attorney(s) – nothing to report

COUNCILPERSONS:
Jendrowski – attended a library board meeting and discussed the leftover grant funds and had a conversation with a disgruntled resident regarding his assessment.

Dugan – nothing to report

Burke – nothing to report

Mutter – attended an Emergency Medical Service meeting and the recommendation is to let the ambulance contract auto-renew and had some emergency management conversations.

Supervisor – Colleen and I attended 2 HUD grant webinars and our quarterly meeting with 3+1. I attended a meeting with counsel on litigation and continued work on submitting the first round of contract documents to HUD for our grant. Nathan Taylor & I are also starting work on the BRIC grant application.

UNFINISHED BUSINESS:

Buildings – Clerk’s new service window is done. New Town Park sign will be installed this week.

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

Water/Sewer – nothing new to report

Grants – the first phase of HUD grant paperwork will be submitted tomorrow morning.

NEW BUSINESS:

Approval-Site-Plan Approval – 13800 Siehl Road, LV&L/Sleepy Hollow Campground:

A motion was made by Councilman Dugan, seconded by Councilman Jendrowski approving the proposed site plan for the construction of a 34’x64’, 2,176 sq. ft. pavilion for recreational use located at 13800 Siehl Rd and owned by LV&L/Sleepy Hollow Campground in the RVP zone.

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

Carried Unanimously

Approval and Order Directing the Demolition of Buildings at 4764, 4766, & 4768 Schutt Road and 12008 Nice Road, owned by James Klima:

A motion was made by Councilman Mutter, seconded by Councilman Burke directing the Town Clerk to mail a copy of the “Approval and Order Directing the Demolition” resolution to the owner of record giving him 30 days to begin demolition with it to be complete within 60 days. If not, the Town Board shall cause any remaining portions of the buildings to be demolished and removed and the basements secured with the cost to be charged back to the property owner.

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

Carried Unanimously

Resolution – Declare Lead Agency/SEQR Review for Rezoning Request for Whiting Door:

A motion was made by Councilman Mutter, seconded by Councilman Burke for the Newstead Town Board to declare SEQR Lead Agency status and to conduct a coordinated review with regards to the proposed rezoning request for Whiting Door Manufacturing Corp., 33.00-4-19.111, currently zoned R-2 to be rezoned to I-2 to facilitate a new 34,000 square foot addition to its existing building.

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

Carried Unanimously

Resolution – Authorizing Mt. Olive Maintenance Costs Reimbursement:

A motion was made by Councilman Burke, seconded by Councilman Mutter authorizing the Town Board to pay \$1,705 to Mt. Olive Cemetery to offset maintenance expenses.

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

Carried Unanimously

Public Hearing – Local Law #4 – Avoidable Alarms:

A motion was made by Councilman Jendrowski, seconded by Councilman Dugan approving the calling of a public hearing on October 12, 2026 at 7:20pm to hear comments on the proposed Local Law #4 of the year 2026 Amendment to the Avoidable Alarms and Knox-Box Law of the Town of Newstead 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 - Site Plan Amendment–12600 Clarence Center Rd, Niagara Specialty Metals:

A motion was made by Councilman Dugan, seconded by Councilman Mutter approving the calling of a public hearing on the site plan revision application for Niagara Specialty Metals to construct a 50’ x 52’, 2,600 sq. ft. 2nd floor office as an expansion of its existing office building located at 12600 Clarence Center Road in the I2 zoning district with the hearing to be held on October 12, 2026, 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

Public Hearing-2027 Budget:

A motion was made by Councilman Mutter, seconded by Councilman Jendrowski approving the calling of a public hearing on October 26, 2026 at 7:25pm to hear comments on the proposed 2027 budget at the Town Hall 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

Approval – Budget Amendment for Sewer District Revenues:

A motion was made by Councilman Burke, seconded by Councilman Mutter approving a budget transfer for in the 2026 budget as follows:

Increase Revenues - \$1,035.50 – fund SS2120 – Sewer Rents

Increase Appropriations - \$1,035.50 – fund SS8130.4 – Sewer Treatment & Disposal Contractual

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

Carried Unanimously

Approval – Adoption of RPTL Section 458-a(11) Veteran’s Alternative Exemption:

A motion was made by Councilman Jendrowski, seconded by Councilman Mutter adopting the veteran’s alternative exemption for real estate taxes as defined in said subdivision on the primary residence of any seriously disabled veteran who meets all requirements set forth in Real Property Tax Law 458-a(11) and directs the Town Clerk to notify the Department of Veterans’ Services of the adoption of this resolution within thirty (30) days.

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

Carried

Motion – Authorize Rental of Track Truck:

A motion was made by Councilman Burke, seconded by Councilman Mutter to approve the rental of a track truck for Stage Road remediation work at a cost of \$4,095 for a 40 hour rental period.

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

Privilege of the Floor/Question Period: A representative of the Erie County Sheriff’s office was present and reported that the Akron/Newstead area had 105 calls for service this month with nothing out of the ordinary happening and they are trying to schedule Halloween safety sessions at the school.

The Supervisor asked for a moment of silence for the passing of past Councilwoman Joan Summe.

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 7:50pm.

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

Respectfully Submitted,
Jennifer L. DiChristina, Town Clerk