

**NOVEMBER 15, 2023**

**REGULAR MEETING**

The Town Board of the Town of Newfane, Niagara County, New York met at the Town Hall, 2737 Main Street, Newfane on November 15, 2023.

The following were present:

- Supervisor: John Syracuse
- Councilwoman: Laura L. Rutland
- Councilwoman: Susan L. Neidlinger
- Councilman: Troy D. Barnes
- Attorney: James J. Sansone, P.C.
- Excused: Councilman: Rick Coleman

**PRAYER AND PLEDGE**

Supervisor Syracuse opened the meeting at 7:00 p.m. 10 residents were present. A prayer was read by the Town Clerk. The pledge of the flag was given.

**APPROVE PREVIOUS MINUTES**

A MOTION was made by Councilwoman Rutland, seconded by Councilman Barnes, to approve the minutes of the October 25, 2023, meeting as circulated.

All present voted Aye.

Motion carried.

**COMMUNICATIONS AND PETITIONS**

**MINUTES FILED BY THE TOWN CLERK**

Town of Newfane Planning Board Minutes October 24, 2023.

Town of Newfane Fire Prevention Bureau Minutes November 1, 2023.

Town of Newfane Work Session Minutes, October 10, 2023.

**TOWN/APPROVAL RENEWAL MOBILE HOME PARK LICENSE FOR 2024:**

A MOTION was made by Councilwoman Neidlinger, seconded by Councilman Barnes to renew the licenses for Ridgeview-Cook Mobile Home Park, 3926, 3880, and 3902 Lockport-Olcott Road, Lockport, NY 14094.

All present voted Aye.

Motion carried.

**TOWN/RECEIVER OF TAXES IANNUCCI/PETTY CASH/HIRE HARRIS DEPUTY/SET HOURS FOR COLLECTION**

A MOTION was made by Councilwoman Neidlinger, seconded by Councilwoman Rutland to allow Tax Collector, Terri Iannucci to hire Jennifer Harris as Deputy Tax Collector for the 2024 tax year at a rate of \$19.57 per hour. Allow the tax collector the amount of \$100.00 petty cash to run the office, the hours of collection for 2024 are as follows:

January 2-31 9:00 am – 4:00 pm Monday thru Friday.

February 1-28 1:00 pm – 4:00 pm Tuesday, Wednesday and Thursday.

March 1-30 1:00 pm – 4:00 pm Tuesday, Wednesday and Thursday.

April 1, 2024, 9:00 am – 4:00 pm (Last Day of Collections)

All present Voted Aye.

Motion carried.

**TOWN/ZONING BOARD/C.SCHULTZ RESIGNATION**

A MOTION was made by Councilman Barnes, seconded by Councilwoman Neidlinger to accept the resignation of Collen Schultz as a member of the Town of Newfane Zoning Board effective December 31, 2023.

All present Voted Aye.

Motion carried.

**TOWN/FIRE PREVENTION BUREAU/SCHULTZ SECRETARY RESIGNS**

A MOTION was made by Councilman Barnes, seconded by Councilwoman Neidlinger to accept the resignation from Colleen Schultz as secretary from the Town of Newfane Fire Prevention Bureau effective December 31, 2023.

All present voted Aye.

Motion carried.

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REGULAR MEETING-(cont.)

**COMMUNICATIONS AND PETITIONS** -continued.**TOWN/TOWN CLERK'S OFFICE/APPOINT 1<sup>ST</sup>. DEPUTY/BOWER**

A **MOTION** was made by Councilwoman Rutland, seconded by Councilwoman Neidlinger to allow Deputy Town Clerk Donna Lakes to appoint Robin Rae Bower as the position of 1<sup>st</sup>. Deputy Clerk starting \$21.54 per hour effective January 1, 2024, and to allow formal training beginning December 4, 2023.

All present voted Aye.

Motion carried.

**TOWN/APPOINT ZONING BOARD SECRETARY/BOWER**

A **MOTION** was made by Councilman Barnes, seconded by Councilwoman Neidlinger to appoint Robin Rae Bower secretary to the Town of Newfane Zoning Board, \$80.00 per meeting effective January 1, 2024.

All present voted Aye.

Motion carried.

**TOWN/LAKES RESIGNS/ZONING BOARD MEMBER**

A **MOTION** was made by Councilwoman Rutland, seconded Councilman Barnes to accept the resignation from Donna Lakes as member of the Zoning Board effective December 31, 2023.

All present voted Aye.

Motion carried.

**DEPARTMENT HEAD REPORTS**

Water Department Superintendent, Mike Mills, water taps are almost done, the weather has been good to get things done.

Wastewater Treatment Plant, Jason Seib, Plant running well, there is compost.

Town Marina – Excused.

Code Enforcement Officer/Building Inspector, David Schmidt busy as usual.

Assistant Dog Control Officer, Ken Nerber, filed a dangerous dog report the dog is currently at SPCA, vests have been ordered from the grant.

Tourism – Karen Young, gave a report on the visitors guides for 2024.

Highway Superintendent, Jon Miller, Excused. Supervisor Syracuse, Highway Department have been working on the West Berm, trimming trees, putting up Christmas decorations for the Town.

**UNFINISHED BUSINESS** – none.**NEW BUSINESS****TOWN/ADOPT RESOLUTION NO. 52, 2023, /ADOPTION TOWN OF NEWFANE 2024 BUDGET**

A **MOTION** was made by Councilman Barnes, seconded by Councilwoman Rutland to adopt the following Resolution 52, 2023 Adoption Town of Newfane 2024 Budget which was read by Supervisor: Whereas, The Town of Newfane performed a comprehensive 2024 Budget review process which included several meetings with the various Department Heads, staff and the Town's Bookkeepers from Drescher and Malecki, LLP, and Whereas, a Public Hearing was conducted on 11/9/2023 within the Town of Newfane Town Hall at 6:00 p.m. and Whereas, no comments were made to the 2024 Tentative Budget, in the above referenced Public Hearing, and Now Therefore Be It Resolved that the Town Board of the Town of Newfane does hereby adopt the Town of Newfane 2024 Budget as previously filed by the Town Supervisor and previously known as the "Tentative 2024 Budget" and is now known as Town of Newfane 2024 Budget, and be it further, Resolved, that the Town Board of the Town of Newfane in accordance with New York State Town Law, Section 198, does hereby adopt all special charges as outlined on the attached "Letter of Authorization"(Attachment with Original Town Clerk's Minutes)

All present Voted Aye.

Motion carried.

NEW BUSINESS-continued.

TOWN/ADOPT RESOLUTION NO. 52, 2023./ADPOTION TOWN OF NEWFANE 2024 BUDGET

(Signed by Supervisor and Town Board)

A roll call vote was taken by the Town Clerk as follows:

- Councilwoman Neidlinger: Voted: Aye.
- Councilman Barnes: Voted: Aye.
- Councilwoman Rutland: Voted: Aye.
- Councilman Coleman: Absent.
- Supervisor Syracuse: Voted: Aye.

4 – Ayes. 0 – Nays. 1 – Absent.

TOWN/ADOPT RESOLUTION NO. 53, 2023/AGREEMENT BETWEEN TOWN OF NEWFANE AND TEAMSTERS LOCAL 264, BUFFALO, NEW YORK AN AFFILIATE OF THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS EFFECTIVE JANUARY 1, 2024-DECEMBER 31, 2027

A MOTION was made by Councilwoman Neidlinger, seconded by Councilman Barnes to adopt Resolution No. 53, 2023, Agreement Between Town of Newfane and Teamsters Local 264, Buffalo, New York an Affiliate of the International Brotherhood of Teamsters Effective January 1, 2024 – December 31, 2027: Whereas, the Town of Newfane has conducted several negotiating sessions with members and representatives of Teamsters Local 264, and Whereas, the Town Board of the Town Newfane has reviewed this agreement, which was approved by a vote of Teamsters Local 264 membership on October 3, 2023, now therefore be it Resolved, the Town Board of the Town of Newfane hereby approves the labor agreement between Town of Newfane and teamsters Local 264 Buffalo, New York an affiliate of the International Brotherhood of Teamsters effective January 1, 2024 – December 31, 2027.

All present voted Aye.

Motion carried.

(Signed by Supervisor and Town Board)

A roll call vote was taken by the Town Clerk as follows:

- Councilwoman Neidlinger: Voted: Aye.
- Councilman Barnes: Voted: Aye.
- Councilwoman Rutland: Voted: Aye.
- Councilman Coleman: Absent.
- Supervisor Syracuse: Voted: Aye.

Motion carried.

4 – Ayes. 0 – Nays. 1 – Absent.

TOWN/ADOPT RESOLUTION NO. 54, 2023/TOWN OF NEWFANE AMENDING 2023 BUDGET

A MOTION was made by Councilman Barnes, seconded by Councilwoman Neidlinger to adopt the following Resolution No. 54, 2023, Whereas, The Town of Town of Newfane Amending 2023 Budget as follows: Whereas, the Town of Newfane expended \$52,251 in the 001-1620-0400 account associated with the purchase of a Salt Shed Cover for the Salt Storage Hoop Building and; Whereas, the Town of Newfane expended \$20,706 in the 001-1620-0400 account associated with the purchase of a building Knox Box system and; Whereas, the Town of Newfane would like to use ARPA funding received to account for the here mentioned Salt Shed cover and Knox Box System and; Now Therefore Be It Resolved, that the Town Board hereby authorizes the following amendments to the Town’s 2023 budget in the General Fund to provide funding for such expenditures. The 2023 budget hereby is amended effective immediately:

Increase Estimated Revenues:

001-1000-4089-0000 FEDERAL AID, OTHER \$72,957

Increase Appropriations:

001-1620-0400-0000 BUILDINGS CONTRACTUAL EXPENSE \$72,957

All present voted Aye.

Motion carried.

(Signed by Supervisor and Town Board)

A roll call Vote was taken by the Town Clerk as follows:

- Councilwoman Neidlinger: Voted: Aye.
- Councilman Barnes: Voted: Aye.

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REGULAR MEETING--(cont.)

NEW BUSINESS – continued.TOWN/ADOPT RESOLUTION NO. 54, 2023/TOWN OF NEWFANE AMENDING 2023 BUDGET

Councilman Coleman: Absent:  
 Councilwoman Rutland: Voted: Aye.  
 Supervisor Syracuse: Voted: Aye. Motion carried.  
 4 – Ayes. 1 – Absent. 0 – Nays.

TOWN/ADOPT RESOLUTION NO. 55, 2023/ OF TOWN OF NEWFANE AMENDING 2023 BUDGET

A MOTION was made by Councilwoman Rutland, seconded by Councilman Barnes to adopt the following Resolution No. 55, 2023, Town of Newfane Amending 2023 Budget as follows: Whereas, the Town of Newfane expended \$18,300 in the 001-7180-0400 account associated with the removal of the existing Town Marina gas dock and fabrication of a new dock in July of 2023 and; Whereas, the Town of Newfane would like to use excess funding received relating to the Marina to account for the here mentioned dock replacement and; Now Therefore Be It Resolved, that the Town Board hereby authorizes the following amendments to the Town's 2023 budget in the General Fund to provide funding for such expenditures. The 2023 budget hereby is amended effective immediately:

Increase Estimated Revenues:  
 001-1000-2001-0000 MARINA FEES \$18,300  
 Increase Appropriations:  
 001-7180-0400-0000 MARINA CONTRACTUAL EXPENSE \$18,300  
 All present voted Aye. Motion carried.

(Signed by Supervisor and Town Board)

A roll call was taken by the Town Clerk as follows:

Councilwoman Neidlinger: Voted: Aye.  
 Councilman Barnes: Voted: Aye.  
 Councilwoman Rutland: Voted: Aye.  
 Councilman Coleman: Absent.  
 Supervisor Syracuse: Voted: Aye. Motion carried.  
 4 Ayes. 0 – Nays. 1 – Absent.

TOWN/RESOLUTION NO.56, 2023/TOWN OF NEWFANE AMENDING 2023 BUDGET

A MOTION was made Councilwoman Neidlinger, seconded by Councilman Barnes to adopt the following Resolution No. 56, 2023 as follows: Town of Newfane Amending 2023 Budget, Whereas, the General Fund received a \$30,000 Justice Court Assistance Program (JCAP) Grant during 2023 and: Whereas, there were expenditures in the 001-1620-0400 account relating to a roof replacement at the Justice Court Building and; Whereas, the Town of Newfane would like to use this grant funding to account for the here mentioned roof replacement and; Now Therefore Be It Resolved, that the Town Board hereby authorizes the following amendments to the Town's 2023 budget in the General Fund to provide funding for such expenditures. The 2023 budget hereby is amended effective immediately: Increase Estimated Revenues:

001-1000-3089-0000 STATE AID-OTHER \$30,000  
 Increase Appropriations:  
 001-1620-0400-0000 BUILDINGS CONTRACTUAL EXPENSE \$30,000  
 All present voted Aye. Motion carried.

(Signed by Supervisor and Town Board)

A roll call vote was taken by the Town Clerk as follows:

Councilwoman Neidlinger: Voted: Aye.  
 Councilman Barnes: Voted: Aye.  
 Councilwoman Rutland: Voted: Aye.  
 Councilman Coleman: Absent.  
 Supervisor Syracuse: Voted: Aye. Motion Carried.  
 4 – Ayes. 0 – Nays. 1 – Absent.

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REGULAR MEETING – (cont.)

NEW BUSINESS – continued.

TOWN/RESOLUTION NO. 57, 2023/ THE TOWN BOARD OF THE TOWN OF NEWFANE, NEW YORK CREATES AND ADOPTS TOWN OF NEWFANE FUND BALANCE POLICY NOVEMBER 15, 2023

A MOTION was made by Councilwoman Rutland, seconded by Councilman Barnes to adopt the following Resolution No. 57, 2023, The Town Board of the Town of Newfane, New York creates and Adopts Town of Newfane Fund Balance Policy November 15, 2023 as follows: Whereas, the Town Board of the Town of Newfane continues in our efforts to ensure financial security through the maintenance of a healthy reserve fund that guides the creation, maintenance, and use of resources for financial stabilization purposes, and Whereas, the Town’s reserve funds must be properly established and maintained to promote the goal of creating an open, transparent, and accountable use of public funds, and Whereas, the Town’s primary objective is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures, now therefore be it Resolved, the Town Board of the Town of Newfane hereby adopts the fund balance policy hereto attached. (Attached to Town Clerk’s Original Minutes)

All present voted Aye.

Motion carried.

(Signed by Supervisor and Town Board)

TOWN/RESOLUTION NO. 58, 2023/AUTHORIZE THE SUPERVISOR OF THE TOWN OF NEWFANE TO ENTER INTO CONTRACT WITH SECURITAS CORPORATION-THE PARENT COMPANY OF SONITROL OF WNY-TO INSTALL VIDEO SURVEILLANCE EQUIPMENT TO THE TOWN OF NEWFANE COMPOST FACILITY AND WASTEWATER TREATMENT PLANT IN THE AMOUNT OF \$10,264.13

A MOTION was made by Councilwoman Rutland, seconded by Councilman Barnes to adopt the following Resolution No. 58, 2023, Authorize the Supervisor of the Town of Newfane to Enter into Contract with Securitas Corporation-the Parent Company of Sonitrol of WNY-To Install Video Surveillance Equipment to the Town of Newfane Compost Facility and Wastewater Treatment Plant in the amount of \$10,264.13 as follows: Whereas, the Town Board of the Town of Newfane approved Resolution No. 49-2023 authorizing the Supervisor of the Town of Newfane to enter into contract with Securitas Corporation-the Parent Company of Sonitrol of WNY-to provide updates to existing Town-wide security cameras, internal monitoring and service equipment, and Whereas, the Town Board of the Town of Newfane is desirous to install video surveillance equipment to the Town of Newfane Compost Facility at 1659 Phillips Road, Burt, New York and to the Town of Newfane Wastewater Treatment Plant located at 6349 E. Lake Road, Burt, New York now therefore be it Resolved, the Town Board of the Town of Newfane approves said contract attached hereto, and does hereby direct the Town Supervisor of the Town of Newfane to enter into said contract and be it further Resolved, the funding to pay for these goods and services will come from the dollars ascribed from ARPA.

All Present voted Aye.

Motion carried.

A roll call vote taken by the Town Clerk as follows:

- Councilwoman Neidlinger: Voted: Aye.
- Councilman Barnes: Voted: Aye.
- Councilwoman Rutland: Voted: Aye.
- Councilman Coleman: Absent.
- Supervisor Syracuse: Voted: Aye.

4 – Ayes. 0 – Nays. 1 – Absent.

TOWN/RESCHEDULED DECEMBER 27, 2023, BOARD MEETING TO DECEMBER 29, 2023 AT 6:30 P.M.

A MOTION was made by Councilwoman Rutland, seconded by Councilman Barnes to reschedule the December 27, 2023, Board Meeting to December 29, 2023, at 6:30 p.m.

All present voted Aye.

Motion carried.

NEW BUSINESS – continued.

TOWN/SET REORGANIZATIONAL MEETING

A MOTION was made Councilwoman Neidlinger, seconded by Councilman Barnes to set January 4, 2024, at 6:30 p.m. for the Reorganizational Meeting.  
All present voted Aye. Motion carried.

PAY BILLS

A MOTION was made by Councilwoman Rutland, seconded by Councilman Barnes, to approve the payment of claims totaling \$428,131.65 as audited by the Supervisor and Department Heads and as per Abstract Sheets dated 11/15/2023 which will be filed with the official record:

General Fund.....	\$134,184.21
Voucher #'s –33808- 33923	
Highway Fund.....	29,600.93
Voucher #'s – 33808 -33923	
Water Dist.....	125,456.03
Voucher #'s -33808 - 33923	
Sewer Dist.....	42,706.15
Voucher #'s -33808- 33923	
Lighting Dist.....	6,140.61
Voucher #'s 33808 - 33923	
Refuse District.....	66,997.09
Voucher #'s 33808 - 33923	
Fire Prevention Dist.....	2,790.28
Voucher's – 33808 – 33923	
Capital Projects.....	17,388.41
Voucher's – 33808 - 33923	
Trust & Agency.....	2,867.94
TOTAL APPROVED:	\$428,131.65

All present voted Aye. Motion carried.

ANNOUNCEMENTS/COMMENTS FROM THE BOARD

Supervisor Syracuse: Town Hall closed in Observance of Thanksgiving, November 23 – 24, 2023.

Councilwoman Neidlinger:

Light Up Newfane, December 1, 2023, light up parade, 6:00 p.m., Living Nativity, carriage rides, and Mistletoe Market.

COMMENTS – None.

ADJOURN

A MOTION was made by Councilwoman Rutland, seconded by Councilman Barnes to adjourn the meeting.  
All present voted Aye. Motion carried.  
Meeting adjourned at 7:45 p.m.

Respectfully Submitted,

Mildred M. Kramp, RMC, CMC  
Town Clerk  
*Mildred M. Kramp*  
Next Regular Meeting  
December 29, 2023, 6:30 p.m.

Re-organizational Meeting  
January 04, 2024, 6:30 p.m.

**HAPPY HOLIDAYS!**