

**JANUARY 24, 2024**

**REGULAR MEETING**

The Town Board of the Town of Newfane, Niagara County, New York, met at the Town Hall, 2737 Main Street, Newfane, New York, on January 24, 2024.

The following Board Members were present:

Supervisor: John Syracuse  
Councilman: Rick Coleman  
Councilwoman: Susan Neidlinger  
Councilman: Peter Robinson  
Councilman: Robert Horanburg

Others present:

Michael Mills, Water Superintendent, Nicholas Irr, Wastewater Treatment Plant Operator, David Schmidt, Building Inspector/Code Enforcement Officer, Jeffrey Newman, Dog Control Officer/Enforcement Officer, Joseph Flagler, Assistant Dog Control Officer, Charles Maynard, Zoning Board Member, Gina Guido-Redden, Tourism Committee, along with 5 residents.

**PRAYER & PLEDGE**

Supervisor called the meeting to order at 7:00 p.m. A prayer was read by the Town Clerk and the Pledge to the flag was given.

**APPROVE PREVIOUS MINUTES**

A MOTION was made by Councilman Coleman, second by Councilman Robinson, to approve the Minutes of the December 29, 2023, Regular Meeting.

All present voted Aye.

Motion Carried

*amended*  
The Supervisor asked for a MOTION to approve the Minutes of the Town Board Reorganizational Meeting held January 4, 2024, on the question. Moved by Councilwoman Neidlinger, second by Councilman Horanburg. The supervisor indicated that on the question we need to make 2 amendments to the Minutes. The first one being, Moley Industries was inadvertently left off the Blanket Purchase Order as a vendor that was presented for approval. Moley Industries now appears on the amended Blanket Purchase Order. The second is in number 41 on the Meeting Minutes. The amount of \$79,000.00, (\$47,400.00 Water and \$31,600.00 Sewer) appears on that Blanket Purchase Order presented but was read and approved as \$47,000.00 Water and \$31,600.00 Sewer. These amendments do not change the total of \$79,000.00 which was approved at the Reorganizational Meeting. The Supervisor asked for a MIOTION to approve the amending of the Minutes with the change in the vendor and the amount of \$47,400.00 as it appears on the revised Blanket Purchase Order.

Motion moved by Councilman Robinson, second by Councilman Coleman. Hearing no questions to the amendments on the Blanket Purchase Order or the amendment to change the Minutes of the Reorganizational Meeting the Supervisor called for a Roll Call Vote.

A Roll Call Vote was taken by the Town Clerk as follows:

Councilwoman Neidlinger: Aye  
Councilman Robinson: Aye  
Councilman Horanburg: Aye  
Councilman Coleman: Aye  
Supervisor Syracuse: Aye  
5 – Aye      0 – Nay

Motion Carried

**COMMUNICATIONS AND PETITIONS**

**MINUTES FILED BY TOWN CLERK:**

Town of Newfane Tourism Board Minutes January 9, 2024

**TOWN/RENEW MOBILE HOME PARK LICENSE FOR 2024**

Newfane Country Estates LLC., 2329 Lockport Olcott Road, Newfane, NY  
Newfane Country Estates South LLC., 6021 Ketchum Avenue, Newfane, NY

Olcott Country Estates, 1643 Lockport Olcott Road, Olcott, NY

TOWN/HIGHWAY SUPERINTENDENT APPOINT SOLES/NANKEY FOR 2024-2027 TERM

Highway Superintendent, Jonathan Miller, requested the re-appointment of Steve Soles as Deputy Highway Superintendent and the re-appointment of Julie Nankey as Highway Clerk for his term of January 1, 2024, through December 31, 2027.

TOWN/HIGHWAY SUPERINTENDENT/2024 ADVOCACY DAYS

Highway Superintendent, Jonathan Miller, requested permission to attend the 2024 Advocacy Days, (Local Roads Are Essential), on March 5<sup>th</sup> through March 6<sup>th</sup> in Albany, New York, at a cost not to exceed \$500.00 for room, food, and bus ride.

TOWN/ JUSTICE BARNES APPOINT GARY GARLOCK

Town Justice, Bruce M. Barnes, respectfully requested the re-appointment of Gary Garlock as his Justice Court Clerk effective January 1, 2024.

TOWN/SUPERVISOR APPOINT MARY ZELLER CONFIDENTIAL ASSISTANT

Town Supervisor, John Syracuse, formally requested the re-appointment of Mary L. Zeller to the position of Confidential Assistant to the Town Supervisor, effective January 1, 2024, at a pay rate of \$24.25 per hour.

FISCAL/ANNUAL/ACCEPT AUDIT 2023 JUSTICES BARNES/BOUDEMAN

Councilman Coleman and Councilwoman Neidlinger reviewed the 2023 financial records of Judge Bruce Barnes and Judge Scott Boudeman of the Newfane Justice Court on January 19, 2023. During this audit they found all records to be orderly and correct. All deposits and anything dispersed were made in a timely and efficient manner. All records were complete, neat, and orderly.

At this time the Supervisor made a MOTION to move the entire slate as presented by the Town Clerk. Motion made by Councilman Horanburg, second by Councilman Coleman on the question. Hearing no questions, the Supervisor asked all those in favor to say Aye. All were in favor, no one was opposed.

Motion Carried

REPORTS OF COMMITTEES AND DEPARTMENT HEADS

The following department heads were in attendance and gave a report on their department.

Mike Mills, Water/Superintendent, stated everything is going good despite everything being messy and sloppy due to the weather. He indicated they were working on finishing up a water main break in Burt on Center Street which has now been finished, and working on finishing up the water taps and then break until spring.

Nick Irr, Wastewater Treatment Plant Chief Operator, indicated that all our contractors started full-time on Monday. They got the service road put in going around the back of our building, they have the new concrete floor poured in the basement, the blower has been installed and the new Permits start next month so we are working on getting them all in place.

David Schmidt, Building Inspector/Code Enforcement Officer indicated that since October he has taken over 300 phone calls, over 150 emails, he has 400 Permits sitting in the office that he needs to figure out the status of, i.e. whether they are open or closed, and also working on the everyday things such as complaints as best that I can. David indicated that he has also begun to work on investigating the "zombie" homes (vacant homes). He tracked down one owner which resulted in the property being cleaned up and subsequently sold. Another one I saw driving by and sent them a letter. I heard back from them, and they indicated they will get it cleaned up and will be selling it. David indicated that he will continue working on them as well.

Jeff Newman, Dog Control Officer, stated it's January, so it's been pretty quiet. Jeff indicated the call volume will go up and the weather gets nicer. Jeff reported that they are getting their vests in, they had a training session the prior weekend for several hours and worked on the computer together, so they are all on the same page.

Gina Guido-Redden presented a Tourism Report to the Town Council. Gina covered all the bullet points in detail, paying special attention to the 2024 Visitor’s Guides that are finished, printed, and out for distribution, The Lakeview Village Shoppes are already filled up and the events are already in place for the 2024 season. The Tourism Board has registered for a booth at the 2024 Expo held at the Niagara Falls Convention Center, as well as helping to organize the Bicentennial Kick-Off dinner. The free movie nights are also already in place that are being held at the Carousel Park. All of this event information, and more, can be found on their [www.olcott-newfane.com](http://www.olcott-newfane.com) website.

**NEW BUSINESS**

**TOWN/RESOLUTION NO. 1 – 2024/AUTHORIZING THE FILING OF A LOCAL LAW WITH THE SECRETARY OF STATE AMENDING SECTION 184 THE TOWN CODE OF THE TOWN OF NEWFANE, PASSED ON SEPTEMBER 12, 2023.**

WHEREAS, a Town Board meeting was held on September 12, 2023, during which a Local Law was passed making various amendments to Section 184 of the Newfane Town Code, and NOW THEREFORE, BE IT RESOLVED THAT, the Newfane Town Clerk is hereby directed forthwith to file said Local Law with the Secretary of State.

The Supervisor asked for a Motion to adopt the Resolution. Motion made by Councilman Coleman, second by Councilwoman Neidlinger.

A roll call vote was taken by the Town Clerk.

- Councilwoman Neidlinger: Aye
- Councilman Robinson: Aye
- Councilman Horanburg: Aye
- Councilman Coleman: Aye
- Supervisor Syracuse: Aye

5 – Aye      0 – Nay

Motion Carried

**TOWN/RESOLUTION NO. 2 – 2024/AUTHORIZING THE FILING OF A LOCAL LAW WITH THE SECRETARY OF STATE TO REZONE 6520 RIDGE ROAD LOCKPORT, (TOWN OF NEWFANE) NY FROM MOBILE PARK DISTRICT (MHP), TO MULTI-FAMILY RESIDENTIAL DISTRICT (R-2) UNDER THE TOWN OF NEWFANE ZONING ORDINANCE, PASSED ON SEPTEMBER 12, 2023.**

WHEREAS, a Town Board meeting was held on September 12, 2023, during which a Local Law was passed to rezone 6520 Ridge Road, Town of Newfane, NY from Mobile Home Park District (MHP) to Multi-Family Residential District (R-2) under the Town of Newfane Zoning Ordinance, and NOW THEREFORE, BE IT RESOLVED THAT, the Newfane Town Clerk is hereby directed forthwith to file said Local Law with the Secretary of State.

The Supervisor asked for a Motion to adopt the Resolution. Motion made by Councilman Robinson, second by Councilman Horanburg.

A roll call vote was taken by the Town Clerk.

- Councilwoman Neidlinger: Aye
- Councilman Robinson: Aye
- Councilman Horanburg: Aye
- Councilman Coleman: Aye
- Supervisor Syracuse: Aye

5 – Aye      0 – Nay

Motion Carried

**TOWN/PLANNING BOARD/APPOINT PAUL CONRAD**

The Supervisor asked for a MOTION to approve the re-appointment of Paul Conrad to the Town of Newfane Planning Board, seven year term, effective January 1, 2024 through December 31, 2030. Motion made by Councilman Coleman, second by Councilwoman Neidlinger. All were in favor, no one was opposed.

Motion Carried

**TOWN/APPOINT RECORDS OFFICER/DONNA LAKES**

The Supervisor asked for a MOTION to appoint Donna M. Lakes as Records Officer pursuant to New York State Department of State Committee on Open Government Regulations. Motion made by Councilwoman Neidlinger, second by Councilman Robinson. All were in favor. No one was opposed.

Motion Carried

**TOWN/JUSTICE COURT CLERKS/APPROVE STANDARD WORK WEEK**

The Supervisor asked for a MOTION to approve the standard work week for the Newfane Town Justice Court Clerks from 30 hours per week to 35 hours per week. This is basically an administrative correction. The Justice Court Clerks have been working 35 hours per week for years. This is simply being done to formally recognize the hours of their standard work week and bring it current. Motion made by Councilman Horanburg, second by Councilman Coleman. All were in favor. No one was opposed.

Motion Carried

**PAY BILLS**

The Supervisor entertained a MOTION to approve the payment of claims totaling \$927,802.59, bills paid in January, 2024, Vouchers #34354-34496, as audited by the Supervisor and Department Heads and as per Abstract Sheets dated 01/23/2024 which will be filed with the official record.

General Fund .....	\$ 48,351.17
Highway Fund .....	\$306,958.28
Water Fund .....	\$101,742.43
Sewer Fund .....	\$ 48,395.40
Lighting District .....	\$ 771.18
Refuse District .....	\$ 2,799.10
Fire Prevention District ....	\$ 4,158.05
Trust & Agency .....	\$ 996.98
Capital Projects .....	<u>\$413,630.00</u>
TOTAL APPROVED .....	\$927,802.59

Motion made by Councilman Coleman, second by Councilman Horanburg, All were in favor, no one was opposed.

Motion carried

**PUBLIC COMMENTS**

Brian Hellner, 2653 Fuller Road, congratulated the two new Town Board Members and asked if their information will be available for contact purposes. Mr. Hellner indicated that he is seeing improvement in updating our website and is very appreciative. Mr. Hellner, referring to the January, 2024 Re-Organizational Meeting Minutes, asked if the Registrar of Vital Statistics, Budget Officer and Ditching Coordinator have always been separate appointments. The Supervisor replied that they have. Max Russell, 2206 Hess Road, asked what Resolution No. 1 of 2024 referred to. It was explained that it placed the Highway Superintendent in charge of decisions regarding mowing and fees, and includes the ability to hire outside contractors to mow lawns, taking the burden off our Water/Sewer Department to maintain peoples' lawns. Max also expressed his appreciation on the attention that is being placed on ditching. Not only from the agricultural perspective but also from private homeowners who are experiencing serious issues. Max graciously offered to help the Board in any way he could.

**ANNOUNCEMENTS/COMMENTS FROM THE BOARD**

Supervisor Syracuse announced the next Work Session is Thursday, February 8<sup>th</sup>, 2024 at 6:30 PM in the Town Hall, Board Room. The next Town Board Meeting will be Wednesday, February 28, 2024 at 7:00 p.m.

Councilwoman Neidlinger announced that she has sent out Membership information for the Newfane Business Association. She will also be looking for information on one of our students who is being recognized for an award. Also, there are tickets available for our Bicentennial Dinner being held March 23, 2024 at the Olcott Fire Hall.

**JANUARY 24, 2024**

**REGULAR MEETING continued**

The Supervisor also advised that we have Miller Hose Installation Dinner on Saturday, January 27<sup>th</sup>, 2024 and the Olcott Fire Company Installation Dinner on Saturday, February 10<sup>th</sup>, 2024.

**ADJOURN**

The Supervisor entertained a MOTION to adjourn. Motion made by Councilwoman Neidlinger, second by Councilman Robinson. All were in favor, no one was opposed.

Motion carried

Meeting adjourned at 7:31 p.m.

Respectfully submitted,

Donna M. Lakes  
Town Clerk

Next Regular Town Board Meeting February 28, 2024