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TOWN OF NEWFANE TOWN BOARD WORK SESSION September 12, 2024

The Town of Newfane Town Board Work Session was held in the Town Hall, 2737 Main Street, Newfane, NY. The Session was called to order by Supervisor John Syracuse at 6:40 pm.

Town Board Members Present:

Supervisor John Syracuse, Councilman Rick Coleman, Councilwoman Sue Neidlinger, Councilman Pete Robinson

Excused Member: Councilman Robert Horanburg

Others present: Town Attorney Jim Sansone and Larry Dormer,

The Supervisor addressed the revised Newfane Building Dept. fee schedule that was presented to the Board by David Schmidt, Building Inspector/CEO.

- It was asked about the Annual Renewal Fee of \$50.00 if a Building Permit is not closed. Does that cover the Building Inspectors time for his callbacks to re-inspect these properties? Basically, stating is there a fee, for re-occurring inspections: it should cover his time, clerical work, etc.
 - It was recommended that a “Re-Inspection fee” for each re-inspection call back of \$50 should be added to the proposed Building Dept. Fee schedule.
- Regarding STR Fees: David Schmidt stated that there is a onetime \$250 STR Registration fee or “STR Certification”. He does do yearly inspections on the STR’s to keep them up to code and that has a \$50.00 fee with it.
 - The discussion arose that a “re-inspection fee” for the STR’s that may require more than one visit, isn’t meant to put a strain on owner, but to keep them accountable for their properties.
 - After all of this discussion the Board recommended to amend the Re-Inspection fee for STR’s to \$25 per Inspection of STR violation’s
 - Sue Neidlinger made the motion to amend the STR Re-Inspection fee to \$25 and Rick Coleman seconded. No objections and the motion passed.
- David Schmidt also stated that fencing seems to be the biggest issue between neighbors, because there are property line differences. Landowners need to assert their rights or ownership before or

during these fence installations, as the placement is their responsibility as there is no permit needed for a fence, currently. However, the height of the fence could be a Town issue. Violations of fence code-inspections should be charged to the homeowner. The Building Inspector states survey and verification of property lines are asked for to inspect and prove boundaries when there is a fence dispute. This would be a \$50 fee.

- If the fencing issue is STR related, no survey is required as there is one already on file for their STR.
- He also stated that regarding the STR fee, a Transfer of Ownership (property sale, willed property, etc.) would still need to apply for the \$250 Certification fee, as this is a new landlord and needs to abide by all the same rules and regulations, it's basically the start of a new STR because it changed hands.

The Supervisor asked the Town Board if the Town could enter into contract with Moley Magnetics for “Preventive Inspections” for the Town Hall and Highway Building Generators, for \$100 each location. It was noted that there was never anything like this on file that he could find.

- Pete Robinson made a motion to accept this contract and Sue Neidlinger seconded it. Motion Passed.

The Supervisor then presented the quote submitted by AXON Enterprises, for Body Cameras and software for the Building Inspector/CEO and the Constables/DCO's.

- The Funds will get charged as 2/3 to Constables and 1/3 to Building Inspector/CEO
- DCO's need to film these dog call events that are coming in, and have been doing so on their own, which has proven extremely helpful.
- AXON is a very transparent and credible company to have these cameras with. Local Police depts use them as well.
 - Rick Coleman made the motion to accept this quote from AXON. Pete Robinson-seconded. A roll call vote was done:
 - Councilman Richard Coleman – AYE
 - Councilwoman Sue Neidlinger – AYE
 - Councilman Peter Robinson – AYE
 - Supervisor John Syracuse – AYE
 - Motion passed.

The Supervisor received the yearly quote for phone maintenance from Rel Comm for Customer Support for 2025. Mark Brown also reviewed it and agreed we need this for the new “cloud-based” phone upgrade, that the Town now has received.

- Peter Robinson made a motion for the Supervisor to sign this quote. Sue Neidlinger seconded the motion. A roll call vote was taken:
 - Councilman Richard Coleman – AYE
 - Councilwoman Sue Neidlinger – AYE
 - Councilman Peter Robinson – AYE
 - Supervisor John Syracuse – AYE
 - Motion passed.

The next discussion was for RESOLUTION #24-2024 AUTHORIZING AMENDMENT OF FIRE PROTECTION CONTRACTS BETWEEN THE TOWN OF NEWFANE AND MILLER HOSE FIRE COMPANY, INC., AND OLCOTT FIRE COMPANY, INC, BOTH CONTRACTS BEING DATED JANUARY 1, 2021. The Supervisor is letting the Board know that the Firemen's Physicals cost has increased from \$6000 to approximately \$8000, yearly, since the contracts were established. We need to amend this for the future so that we are accurate with the current costs.

- Sue Neidlinger made the motion to amend the Firemen's Contracts and Rick Coleman seconded. A roll call vote was taken:
 - Councilman Richard Coleman – ABSTAINED
 - Councilwoman Sue Neidlinger – AYE
 - Councilman Peter Robinson – AYE
 - Supervisor John Syracuse – AYE
 - Motion passed.

The final point on the agenda is the recommendation from the Supervisor to hire Michael S. Hartman, IAO, IAAO, CSA, BSI. CEO of Middleport, in the Assessor's office, effective September 20, 2024, at a rate of \$100 for a minimum of 3-4 hours, once per week to train with Assessor staff until December 31, 2024.

- Rick Coleman made the motion for this hire and Pete Robinson seconded.
- There was no discussion, and the Motion passed.

Supervisor John Syracuse informed the Board that Summer Recreation Program discussions are taking place. There has been a meeting with Town Board members and Newfane School Admin regarding this possibility. The school would still like to "host" this and meetings are taking place at the school as well. Currently the Rec Program Payroll comes from the Town. Previously the school has used Covid funds to help these continue but looking into things now, the school states that "going forward there will be a cut back because things are so expensive." Also rules and guidelines have changed. Things that are being considered are:

- A Compliant, Safe & Good Program
- Transportation is an issue.
- NC Health Director that can be telephonic, in place of a Nurse on Staff
- Possibly NO lunches provided. Previous years were piggybacked upon with school programs.
- There is discussion about which School Building to use for hosting. Elementary or Middle School. Both have pros & cons.
- The ratio of Staff to Students is being considered: 1 to 12 per State Law or 1 to 6 if run by the school.
- Also, staff accordingly - there is a difference of "School run" verses "Town run" especially with number of students and restrictions.
- Age restrictions on Counselors. School has backgrounds on the older kids that are interested in being counselors/ employees.
- If the time is set for 12:30- 3:30, there will be no need to serve lunch, which will help keep costs down.
- If medications for students are needed they are to be administered by parents and NOT the Rec Counselors.
- Is the current budget amount adequate for starting this in 2025?
- Health Director has set fee schedule, if utilized in Niagara County.
- Special needs students will be considered within entire program.

- The main focus is to concentrate on bringing this process together and facilitate bringing everyone together.

It was noted that Bill Clark will be out of Town for Apple Harvest Festival and the decision is that they will not seal up the Time Capsule yet.

- We want to get consideration from the public on what can be included in the capsule before we bury it again.
- Should we wait until Spring of 2025 to help button up the year with memorabilia and articles from 2024. Trying to get the school involved as well.
- Discussion on the placement of the Time Capsule was made.

The Supervisor asked for a motion to accept the August 8, 2024, Work Session minutes.

- Motion was made by Rick Coleman and seconded by Sue Neidlinger. No discussion and Motion passed.

A motion to adjourn was made by Sue Neidlinger and seconded by Rick Coleman. Motion Passed

Respectfully submitted,

Mary L Zeller
Confidential Secretary