

**APRIL 23, 2025**

**REGULAR BOARD 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 April 24, 2024.

The following Board Members were present:

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

Others present: James Sansone, Town Attorney, David Schmidt, Building Inspector/Code Enforcement Officer, Nick Irr, Wastewater Treatment Plant Operator, JoAnn Harig, Real Property Appraisal Technician, Mary Zeller, Confidential Secretary to the Supervisor, Jeffrey Newman, Dog Control Officer, Joe Flagler, Assistant Dog Control Officer, Nicholas Glosser, Facilities Director, Gina Guido-Redden, Tourism Committee, and 7 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. A moment of silence was offered in honor of the passing of Pope Francis and Congressman John LaFalce.

**MINUTES FILED WITH THE TOWN CLERK**

Planning Board Meeting Minutes of March 25, 2025

Tourism Committee Meeting Minutes of April 1, 2025

**MISCELLANEOUS FILED WITH THE TOWN CLERK**

Certificate of Attendance for the Board of Assessment and Review Training for Kathryn Kozakowski, Michael Klock and Walter Hiller

Tax Collector Summary of Funds for January, February & March, 2025

Town Clerk Summary of Funds for January, February & March, 2025

**APPROVE PREVIOUS MINUTES**

Town Clerk requested approval of the March 26, 2025 Regular Town Board Meeting Minutes.

Supervisor Syracuse entertained a MOTION to approve the Minutes. Moved by Councilman Horanburg, second by Councilman Coleman on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye.

Motion Carried

**COMMUNICATIONS AND PETITIONS**

**TOWN/SUPERVISOR/ MARINA/PETTY CASH**

The Town Clerk read a request from Supervisor Syracuse as follows: Please accept this as my request to establish the petty cash drawer at the Town of Newfane Marina at \$160.00. Supervisor Syracuse entertained a MOTION to approve the request for a petty cash fund at the Marina. Moved by Councilwoman Neidlinger, second by Councilman Coleman on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye.

Motion Carried

**TOWN/HIGHWAY/SUPERINTENDENT ATTEND SCHOOL**

The Town Clerk read a request from our Highway Superintendent, Jon Miller, as follows: Dear Board Members, I am respectfully requesting permission to attend the 2025 Highway School in Ithaca New York on June 2<sup>nd</sup> – June 4<sup>th</sup>. The cost will not exceed \$800.00 for registration, hotel and food. Supervisor Syracuse entertained a MOTION to approve the Jon Miller's request to attend the 2025 Highway School. Moved by Councilman Horanburg, second by Councilwoman Neidlinger on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye.

Motion Carried

**TOWN/WATER SEWER/REQUEST TO HIRE SUMMER HELP**

The Town Clerk read a request from our Water/Sewer Superintendent, Jon Miller, as follows. To the Honorable Town Board, I would like to hire one individual to work as summer help in the Water and Sewer Maintenance Department. Allison Hotaling will be returning this year at a rate of \$17.50 per hour and will be working 7 am – 3:30 pm. Monday through Friday, beginning May 25<sup>th</sup>. I appreciate your consideration to my request for summer help. Supervisor Syracuse entertained a MOTION to approve Jon Miller's request to hire summer help. Moved

**APRIL 23, 2025**

**REGULAR BOARD MEETING cont.**

by Councilman Coleman, second by Councilman Horanburg on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye.

Motion Carried

**TOWN/MARINA/FACILITIES DIRECTOR/REQUEST FOR SEASONAL SUMMER HELP**

The Town Clerk read a request from Nicholas Glosser, Facilities Director, as follows: To the Honorable Supervisor and Town of Newfane Town Board. I hereby request the approval of the following people for hiring at the Town of Newfane Marina for the 2025 Season, all at minimum wage of \$15.50 per hour for each employee. These Seasonal Employees will start as of April 23, 2025: Jeffrey Hill, Joe Stein, Taylore Dorman, Cassidy Geise, Annabelle Owens, Lillian Owens and Shannon Dexter. Thank you for your consideration on this list. Supervisor Syracuse entertained a MOTION to hire the named individuals as summer help for the Marina. Moved by Councilwoman Neidlinger, second by Councilman Horanburg on the question. There were no questions from the board members, all were in favor, no one was opposed.

All present voted Aye.

Motion Carried

**REPORTS OF COMMITTEES AND DEPARTMENT HEADS**

The following department heads were in attendance and gave a report on their department. Nick Irr, Chief Plant Operator for our Wastewater Treatment Plant, advised the Board that the plant is running well, and compost is available. Construction was at a minimal this month, they didn't show up very often, and there is no time frame right now. David Schmidt, Building Inspector/Code Enforcement Officer advised the Board that this last month he had issued 11 Permits and it's going to become much busier. He had 1 Fire Call last month and the phone calls are coming in a lot faster. JoAnn Harig, Real Property Appraisal Technician, advised that the Tentative Roll had been filed on this date with the County. The next deadline date is the Final Assessment Roll of July 1<sup>st</sup>. If anyone wants to challenge their assessment they should come in and file paperwork to go in front of the Board of Assessment and Review. Jeff Newman, Chief Dog Control Officer and Chief Town Constable advised the Board that they have been helping David, Code Enforcement Officer, with some of the residents he has been having issues with. Most recently we were in Olcott dealing with a Solar Company that was going door to door without having a permit to do that. While we were not able to find them, we did contact the Solar Company to advise them they are not allowed to do that without a Permit, and I think that was successful as we didn't receive any further complaints. We have also received several complaints regarding dogs being let loose in the park, unleashed, and making a mess that no one is cleaning up. They will continue to watch out. Nick Glosser, Facilities Director, reported to the Board that the Marina opening went well. We had boats coming in from Maine all last week who had a really great time here. We are seeing a lot of out of towners coming and it's getting very busy. The Fish Grinder is in and everyone loves it. The pen rearing project is going well the fish will be released on Friday. The fish look good and healthy, so they are ready to go. Gina Guido-Redden, Tourism Committee, offered the Board an update of happenings as follows. The LKV Shops open May 3<sup>rd</sup> and they look wonderful! 100% of the tenants from last season have returned - they are a great group, and they are all very happy in our facility. 100% of the repairs identified during the facility inspection last fall were completed on the off-season repairs - some of the largest are: Wooden picnic tables were replaced with steel coated tables, and the number has increased from 8 to 16, providing much more seating to our tourists - the wooden tables have been moved to the gazebo area providing more seating for the summer concert series and the car shows - the tables also came in under budget - there was enough surplus to replace the pavilion tables and replace the old and faded market umbrellas. The old tables under the pavilion have been replaced with 4 top cafe tables and chairs. In addition to improving the appearance of the area, these will be easier to clean and move/store and they provide more seating. The old tables have been donated to the Methodist Church. Much of the rotted wood on the exterior of the buildings has been replaced with all weather, maintenance free materials - this was done to the footers of the building, the window and door trim and the soffits. This was also done to the siding 1/2 way up on 3 walls. All of this was done in white, which contrasts nicely with the colorful collection of shops. This project also included replacing 2 exterior doors - this was less expensive than trying to repair the doors and their frames. Both contractors (Working Hands and Gerst) came in under budget. The out of use Sonitrol hardware and the aging hot water tank were removed from the utility room. The hot water tank was replaced with an on-demand water distribution system. Brownie's purchased and installed an ice machine and donated a large wall sized metal shelving unit to improve storage. Greg Dwyer from Brownie's also performed almost all of the labor to perform that renovation. This project came in exactly on budget. The caboose opens 7 days a week beginning May 1. The Sunday free concert series begins May 26<sup>th</sup> and the Friday night concert and wine series begins May 30<sup>th</sup>. The Log Cabin opens May 30<sup>th</sup>. Our 2025 Niagara County Council of the Arts grant application was submitted - we increased our grant request again this year, last year we went from \$3,500 to \$5,000 and this year we hope to receive \$7,500. This pays for 50% of our concerts and 100% of advertising and the music licensing fees that cover live or piped music for all of the public spaces in Town (The Wednesday, Friday

**APRIL 23, 2025**

**REGULAR BOARD MEETING cont.**

and Sunday concerts, The Community Days and any other music piped or performed on Main Street or any of The Historical Society facilities). Tourism submitted the output of our webcam research to the Town Council to help that project move forward - the webcam is targeted for installation at the Marina, and its feed can be streamed on the Town, Marina and Tourism websites, along with weather station information. The water tourists (boaters and fisher people) have been asking for this service for years - so we're thrilled to see it underway! Tourism Board members will be attending the National Tourism Week event (May 8<sup>th</sup>) at the Niagara Falls Visitor center promoting all the Town of Newfane has to offer! The Supervisor thanked all the Department Heads for their reports and their attendance.

**NEW BUSINESS**

**TOWN/SUPERVISOR/RESOLUTION #10-2025/NATIONAL DAY OF PRAYER**

WHEREAS: Throughout the history of America, we have poured out prayers to the God of hope; in times of crisis and celebration, in prosperity and need, in times of war and peace we have poured out praise to God for all He is, thanks to God for all He has done, confession and pleas for forgiveness when we have parted from His Word and Will, and poured out intercession asking for His heart and hand to move for the sake of our neighbors and nation, and our history is filled with His grace, goodness, and abundant answers to those prayers; and WHEREAS: From the first prayer of our Continental Congress in 1774, to the opening of every session of the House of Representatives and Senate, and throughout hearts and homes across America, the practice of prayer continues to seek God for guidance, wisdom, power, protection, and provision that has preserved hope and united us as one nation under God; and WHEREAS: The National Day of Prayer is a Public Law established in the United States Congress in 1952 approved by a Joint Resolution and amended by Congress and President Reagan with Public Law 100-307 in 1988, affirming that it is essential for us as a nation to pray and directs the President of the United States to set aside and proclaim the first Thursday of May annually as a National Day of Prayer; and WHEREAS: In our Town and across America the observance of the National Day of Prayer will be held on Thursday, May 1, 2025, with the theme, "Pour Out to the God of Hope and Be Filled" based on the verse in Romans 15:13 that is a prayer and a promise, "Now may the God of hope fill you with all joy and peace in believing, so that you will abound in hope by the power of the Holy Spirit," and NOW, THEREFORE BE IT RESOLVED, the Town Board of the Town of Newfane recognizes and proclaims May 1st, 2025, as a DAY OF PRAYER throughout our Town to our citizens and request that prayers be poured out for our Town; for our neighbors as we live, serve, work, and learn together that we made be filled with all joy and peace and abound in hope. The Supervisor entertained a MOTION to accept the Resolution. MOTION made by Councilman Coleman, second by Councilman Horanburg on the question. There were no questions from the board members, all were in favor, no one was opposed.

All present voted Aye.

Motion Carried

**TOWN/SUPERVISOR/MARINA/RESOLUTION #11-2025 ESTABLISH TRANSIENT DOCK FEE RATE**

WHEREAS, the Town of Newfane is desirous of establishing transient dock rates for customers within the Town of Newfane Marina, and WHEREAS, the Town's Facility Manager has performed an informal review of comparable rates at other marinas, NOW THEREFORE BE IT RESOLVED, by their signatures below, the Town Board of the Town of Newfane establishes Transient Dock fees as outlined in the chart labeled Attachment A Transient Overnight Prices for boats measuring 15-27 feet and Attachment B Transient Overnight Prices for boats measuring 28+ feet herein. (Attachment A and B are attached to the Minutes filed in the Clerk's Office). The Supervisor entertained a MOTION to accept the Resolution. MOTION made by Councilwoman Neidlinger, second by Councilman Horanburg on the question. There were no questions from the board members, all were in favor, no one was opposed.

All present voted Aye.

Motion Carried

**TOWN/SUPERVISOR/MARINA/ RESOLUTION #12-2025/LEASE AGREEMENT/AARON DEY**

WHEREAS, Aaron Dey has in the past provided and continues to provide technical support for the Town of Newfane Website, including on-going monitoring of suspicious emails, and the resolution of on-line security issues. He has also redesigned and reconstructed the Town's Website in 2022, and was also instrumental in the Town's receipt of a Cyber Security grant in 2019, which grant was finalized in 2022, and also assisted the Town in the development and maintenance of the TextMyGov program of 2024, and WHEREAS, the normal rate for the above technical support services performed by Aaron Dey is \$120.00 per hour: WHEREAS, Aaron Dey provides approximately up to 10 hours per month of these services to the Town, and WHEREAS, the Town of Newfane owns boat docks at its Town Marina and leases them on a yearly basis to the public, WHEREAS, Aaron Dey has indicated that he will accept the lease of boat dock No. C-16 located in said Marina from the Town for the 2025 boating season, as full payment for all of the above services to be rendered by him in 2025 to the Town,

NOW THEREFORE BE IT RESOLVED, that the Supervisor be and is hereby authorized to enter into an agreement with Aaron Dey for the payment of his services to be rendered as aforesaid in 2025, by the lease of boat dock C-16 located in the Town Marina, as is outlined in the proposed agreement attached hereto as Exhibit “A”, AND IT BE FURTHER RESOLVED, this agreement will be reviewed on a yearly basis.. EXHIBIT “A” DOCK LEASE AGREEMENT BETWEEN THE TOWN OF NEWFANE and AARON DEY WITNESSITH: WHEREAS, Aaron Dey has in the past provided and continues to provide technical support for the Town of Newfane Website, including on-going monitoring of suspicious emails, and the resolution of on-line security issues. He has also redesigned and reconstructed the Town’s Website in 2022, and was also instrumental in the Town’s receipt of a Cyber Security grant in 2019, which grant was finalized in 2022, and also assisted the Town in the development and maintenance of the TextMyGov program of 2024, and WHEREAS, the normal rate for the above technical support services performed by Aaron Dey is \$120.00 per hour: WHEREAS, Aaron Dey provides approximately up to 10 hours per month of these services to the Town, and WHEREAS, the Town of Newfane owns boat docks at its Town Marina and leases them on a yearly basis to the public, WHEREAS, Aaron Dey has indicated that he will accept the lease of boat dock No. C-16 located in said Marina from the Town for the 2025 boating season, as full payment for all of the above services to be rendered by him in 2025 to the Town, NOW THEREFORE IT IS AGREED AS FOLLOWS: Aaron Dey agrees to provide technical support for the Town of Newfane Website, including on-going monitoring of suspicious emails, and the resolution of on-line security issues for the year 2025; The Town of Newfane agrees to provide Dock C-16 to Aaron Dey as payment for his services to be rendered to the Town for the year 2025 as outlined above. The Supervisor entertained a MOTION to accept the Resolution. MOTION made by Councilman Horanburg, second by Councilwoman on the question. There were no questions from the board members, all were in favor, no one was opposed.

All present voted Aye. Motion Carried

**PAY BILLS**

The Supervisor entertained a MOTION to approve the payment of claims totaling \$664,876.22, bills paid in April, 2025, Vouchers #38120-38246, as audited by the Supervisor and Department Heads and as per Abstract Sheets dated 04/22/2025 which will be filed with the official record.

General Fund .....	\$140,034.90
Highway Fund .....	\$ 89,799.62
Water Fund .....	\$134,451.04
Sewer Fund .....	\$ 92,709.40
Lighting District .....	\$ 6,761.00
Refuse District .....	\$137,590.33
Fire Prevention District .....	\$ 8,114.00
Trust & Agency .....	\$ 5,447.20
Capital Projects .....	\$ 49,968.73
TOTAL APPROVED .....	\$ 664,876.22

Motion made by Councilman Coleman, second by Councilwoman Neidlinger on the question. There were no questions, all were in favor, no one was opposed.

Motion Carried

**PUBLIC COMMENTS**

Max Russell, Hess Road, Appleton, indicated that the Annual Irrigation Applications came out last week and he noticed the water rate is now \$1.95 per thousand. He was wondering when the rate increased, he recalls the rate was \$1.75 last year. The Supervisor indicated he would check into that and get him the information. Max also indicated that he attended the Planning Board Hearing and there was discussion regarding the Nouyron Project. The Special Exception Use Variance they were discussing did take into consideration Drainage and Easements through the waterways, which he believes was number 24 in the documents. Jon Miller has always done such a

**APRIL 23, 2025**

**REGULAR BOARD MEETING cont.**

great job mowing those ditches and taking care of the drainage flow to the agricultural areas. Max indicated that his committee had been discussing the process involved and the issues regarding obtaining Easements. He feels this might be a great opportunity to memorialize what we have discussed and get a couple filed.

**ANNOUNCEMENTS/COMMENTS FROM THE BOARD**

- Supervisor Syracuse announced the May Work Session is rescheduled for Thursday, May 15, 2025 at 7:00 p.m.
- Next month's Town Board Meeting will be Wednesday, May 28, 2025 at 7:00 p.m.

**ADJOURN**

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

Motion Carried

Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Donna M. Lakes  
Town Clerk

Next Regular Town Board Meeting May 28th, 2025, at 7:00 p.m.