

**JANUARY 2, 2026**

**REORGANIZATIONAL 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 the 2<sup>nd</sup> day of January, 2026, for the purpose of conducting the 2026 Reorganizational Meeting.

The following Board Members were present:

Town Supervisor: John Syracuse  
Councilwoman: Jessica Reinhardt  
Councilman: Peter Robinson  
Councilman: Robert Horanburg  
Councilman: Paul Conrad

Others in Attendance: Cory Weber, Attorney for the Town, David Schmidt, Building Inspector/Code Enforcement Officer, Robin Bower, 1<sup>st</sup> Deputy Town Clerk, William Clark, Town Historian, Jeffrey Newman, Dog Control Officer/Constable, Joseph Flagler, Dog Control Officer/Constable, Mary L. Zeller, Confidential Secretary, and 4 residents.

**PRAYER AND PLEDGE**

The Supervisor called the meeting to order at 7:04 p.m. A prayer was offered by the Town Clerk and the pledge to the flag was given.

**NEW BUSINESS**

**TOWN/SUPERVISOR/REORGANIZATIONAL MEETING AGENDA**

The Supervisor wanted to remind everyone that number 1. on the Agenda requires that all newly appointed employees must see the Clerk's Office and sign their Oath of Office before their first paycheck is received.

The Supervisor entertained a MOTION to move items number 2 through 42 as stated within the Agenda of the Town of Newfane Reorganizational Meeting for January 2, 2026. (See Attached). Motion made by Councilman Conrad, second by Councilwoman Reinhardt on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

**TOWN/SUPERVISOR/WWTP BLANKET PURCHASE ORDER**

The Supervisor put forward a MOTION to approve the Wastewater Treatment Plant Blanket Purchase Order in the amount of \$324,850.00. Moved by Councilman Horanburg, second by Councilman Robinson on the question. Hearing no questions the Supervisor requested a roll call vote which was taken by the Town Clerk as follows:

Councilwoman Reinhardt: Aye  
Councilman Robinson: Aye  
Councilman Horanburg: Aye  
Councilman Conrad: Aye  
Supervisor Syracuse: Aye

5 Aye      0 Nay

Motion Carried

**TOWN/SUPERVISOR/WWTP BLANKET PURCHASE ORDER**

The Supervisor put forward a MOTION to approve the Water/Sewer Maintenance Department Blanket Purchase Order in the amount of \$49,800.00 Water and \$33,200.00 Sewer for a total of \$83,000.00. Moved by Councilman Conrad, second by Councilwoman Reinhardt on the question. Hearing no questions the Supervisor requested a roll call vote which was taken by the Town Clerk as follows:

Councilwoman Reinhardt: Aye  
Councilman Robinson: Aye  
Councilman Horanburg: Aye

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**REORGANIZATIONAL MEETING cont.**

Councilman Conrad: Aye  
Supervisor Syracuse: Aye

5 Aye      0 Nay

Motion Carried

**TOWN/SUPERVISOR/HIGHWAY DEPARTMENT BLANKET PURCHASE ORDER**

The Supervisor put forward a MOTION to approve the Highway Department Blanket Purchase Order in the amount of \$52,500.00. Moved by Councilman Robinson, second by Councilman Conrad on the question. Hearing no questions the Supervisor requested a roll call vote which was taken by the Town Clerk as follows:

Councilwoman Reinhardt: Aye  
Councilman Robinson: Aye  
Councilman Horanburg: Aye  
Councilman Conrad: Aye  
Supervisor Syracuse: Aye

5 Aye      0 Nay

Motion Carried

**TOWN/SUPERVISOR/HIGHWAY ITEM 1 AGREEMENT**

The Supervisor put forward a MOTION to approve the Highway 1 Agreement to spend \$883,585.00 on 69.36 miles of Town Highways. Moved by Councilman Horanburg, second by Councilwoman Reinhardt on the question. Hearing no questions the Supervisor requested a roll call vote which was taken by the Town Clerk as follows:

Councilwoman Reinhardt: Aye  
Councilman Robinson: Aye  
Councilman Horanburg: Aye  
Councilman Conrad: Aye  
Supervisor Syracuse: Aye

5 Aye      0 Nay

Motion Carried

**PUBLIC COMMENTS**

Larry Dormer, Exchange Street, noticed that a 10 ton limit was placed on Hess Road and asked the Board if there is any way we can put a weight limit on Transit Road. The Supervisor indicated that Hess Road is a County Road so the County put the weight limit on that. The Supervisor advised that he spoke with the County Commissioner of Public Works as well as the County Manager on New Year's Eve regarding the high volume of truck traffic. They are in the process of trying to get an Agreement with the Proprietors of the former AES Plant that will dictate the roadways these trucks are to be on and also set aside a dollar amount for damages to the roads. The Supervisor thanked Larry for his observations.

**ANNOUNCEMENTS/COMMENTS FROM THE BOARD**

- The Supervisor wanted to thank the Olcott Fire Company for holding their Fire Hall open to all the residents as a warming station who were without power caused by the storm. He also thanked Miller Hose Fire Company for extending this offer as well. It's important that our residents know that they have Fire Hall Stations right here in Town to assist them in times like this where there is no heat, no way to prepare food, no way to charge electronics, etc. We are very grateful to them.
- The Work Session for January 8<sup>th</sup> is cancelled, there are no items for the Agenda
- Town Board Regular Meeting is Wednesday, January 28<sup>th</sup> at 7:00 p.m.

**ADJOURN**

The Supervisor entertained a Motion to Adjourn. Motion made by Councilwoman Reinhardt, second by Councilman Conrad on the question. Hearing no questions, the Supervisor asked

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**REORGANIZATIONAL MEETING cont.**

all those in favor to say Aye. All were in favor, no one was opposed.

Motion Carried

Meeting adjourned at 7:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Donna M. Lakes".

Donna M. Lakes  
Town Clerk



# TOWN OF NEWFANE TOWN BOARD MEETING AGENDA REORGANIZATIONAL MEETING JANUARY 2, 2026 at 7:00PM

## PRAYER & PLEDGE

1. **Oath of Office by Appointed employees: must see CLERK'S OFFICE and sign before the first paycheck is received.**
2. Re-Appoint James J. Sansone as Attorney for Town as Prosecutor Vehicle and Traffic violations at a rate of \$250 per hour 2026
3. Re-Appoint John Sansone as Special Prosecutor Building Codes Enforcement for Town (see motion of 5/28/08) at a rate of \$250 per hour 2026
4. Re-Appoint Mary Zeller as Confidential Assistant to the Supervisor at a rate of \$26.73 per hour 2026
5. Re-Appoint Wendel Companies as Town Engineers for 2026
6. Re-Appoint Drescher & Malecki as "hired accounting services" 2026 and direct Supervisor to sign said Agreement
7. Adopt the current Procurement Policy for 2026, as amended in 2018
8. Appoint 2026 Registrar of Vital Statistics – Donna Lakes at \$8,856.00, effective January 1, 2026
9. Appoint 2026 Marriage Officer for Town of Newfane – Donna Lakes
10. Appoint 2026 Section 504 Coordinator/Grievance Officer, for Town of Newfane - Donna Lakes, Town Clerk
11. Appoint 2026 Fair Housing Officer for the Town of Newfane – David Schmidt
12. Re-Appoint Town Historian – William Clark at \$4,059.00 for 2026
13. Appoint 2026 Budget Officer – John Syracuse at \$4,500
14. Appoint 2026 Ditching Coordinator - Richard Coleman as at \$8,000
15. Appoint 2026 Deputy Supervisor – Peter Robinson
16. Appoint 2026 Fire Prevention Board Liaison – Robert Horanburg
17. Appoint 2026 Fire Prevention Board Chairman – Daniel Handrich
18. Appoint 2026 Olcott Beach Liaison – Peter Robinson
19. Appoint 2026 Lakeview Village Shoppes Liaison – Robert Horanburg
20. Appoint 2026 Newfane Business Association Liaison – Jessica M. Reinhardt
21. Appoint 2026 Tourism Liaison – Peter Robinson
22. Appoint 2026 DCO/Constable Officers :
  - Jeffrey J Newman at \$11,107.22 for 2026
  - Joseph W Flagler at rate of \$25.75 per hour for 2026
  - Kenneth W Nerber, Jr at rate of \$25.75 per hour for 2026
23. RE: Zoning Board - Appoint Troy D Barnes as Zoning Board of Appeals Chairman for 2026
24. RE: Zoning Board – Re-Appoint Robin Bower as Secretary for 2026
25. Set Official Zoning Board Meetings for the 3rd Tuesday of the month at 7pm
26. RE: Planning Board - Re-Appoint Mildred Kramp, Secretary for 2026
27. RE: Planning Board - Appoint William Clark as Planning Board Chairman for 2026
28. RE: Planning Board-Re-Appoint James E. Evarts and Thomas Mays 2026



**TOWN OF NEWFANE**  
**TOWN BOARD MEETING AGENDA**  
**REORGANIZATIONAL MEETING**  
**JANUARY 2, 2026 at 7:00PM**

29. RE: Planning Board – Appoint Harvey Johnson to fill open position (Paul Conrad), term ending 12/31/30
30. Set Official Planning Board Meetings for the 4<sup>th</sup> Tuesday of the month at 7pm
31. Appoint Town Tourism Committee Members – Gina Guido-Redden, Chairman, Barbara Miller, Jane Voelpel, James Sansone, Ann Schulze, Janet Steggle, Stella Tothill-Wilson, Christine Keleman and Catherine Banks-Orr for 2026.
32. Set Official Town Board meeting dates and times – 4<sup>th</sup> Wednesday of each month at 7pm for 2026, unless otherwise announced.
33. Set Official Town Work Session meeting dates and times – 2<sup>nd</sup> Thursday of each month at 6pm for 2026.
34. Set Official Publications – Lockport Union Sun & Journal: The Town Quarterly Newsletter; along with the Town website for information.
35. Signature Facsimile – Authorize Supervisor to use Facsimile for 2026.
36. Authorize Supervisor to Prepay bills prior to the Board review to avoid late charges and/or take advantage of discounts for 2026.
37. Set Board compensation rates – Fire Prevention, Zoning and Planning Boards as follows: Chairman - \$80; Members - \$70; Secretary - \$80, per meeting for 2026.
38. Authorize Supervisor to invest Town monies in accordance with the Town Investment Policy for 2026.
39. Extend the Town’s investment policy through 2026, as amended in 2018.
40. Set salary for Election machine inspectors/custodians:
  - A. Machine Custodians - \$125 per election
  - B. Election machine inspectors - \$5/per machine
41. Set 2026 Polling locations – Olcott Fire Hall & Newfane Community Center
42. Per diem reimbursement allotment - \$50 per day on Town business only and with receipts.
43. Approve WWTP Blanket Purchase Order Request @ \$324,850.00 – per Nick Irr, Chief Operator Waste Water Treatment Plant.
44. Approve Water Department Blanket Purchase Order Request @ \$49,800 for Water Dept and \$33,200 for Sewer Dept – per Jon Miller, Water Superintendent
45. Approve Highway Department Blanket Purchase Order Request @ \$52,500 – per Jonathan Miller, Highway Superintendent.
46. Approve Highway Item 1 Agreement to spend \$883,585.00 on 69.36 miles of Town Highways.

**PUBLIC COMMENTS**

**ANNOUNCEMENTS**

- **Next WORK SESSION: THURSDAY, JANUARY 8, 2026 @ 7PM**
- **Next Month BOARD MEETING: WEDNESDAY, JANUARY 28, 2026 @ 7PM**

**MOTION TO ADJOURN**