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716-778-6052

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716-778-8132



TOWN OF NEWFANE

2737 Main Street
Newfane, New York 14108
FAX 716-638-4261

JUSTICE COURT
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Newfane, New York
14108

716-778-9292

HIGHWAY
716-778-8844

WATER/SEWER
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716-778-8587

6176 McKee Street
Newfane, New York
14108

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MAY 14, 2026

TOWN BOARD WORK SESSION

The Town Board of the Town of Newfane, Niagara County, New York, met at the Town Hall, 2737 Main Street, Newfane, New York on May 14, 2026.

The following Board Members were present:

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

Others present: Cory J. Weber, Attorney for the Town, David Schmidt, Building Inspector/Code Enforcement Officer, Brian Sibiga, Wendel Engineering, Jon Miller, Highway/Water/Sewer Superintendent, Rick Coleman, Ditching Committee Coordinator, Mary Zeller, Confidential Secretary to the Supervisor and 2 residents.

CALL TO ORDER

The Supervisor called the meeting to order at 6:00 p.m. He announced that we will be kicking off with a presentation from our Town Engineer, Brian Sibiga, to talk a little bit about some of the capital outlay that we're working on relative to the continued infrastructure improvements at the wastewater treatment plant, along with our proposed highway water building improvements. Brian spoke on several topics including, but not limited to, a chemical system vs. a UV Disinfection System, work that needs to be done to pump station 13 as well as the need to update the force main line from pump station 13 as there are issues with its capacity. Brian spoke about possible grants to help fund this project. The Supervisor made a comment, hoping that the survey that was sent to the residents on the sewer system gets filled out and sent in. This may help us qualify at a higher ranking being rural/agricultural, and it happens to be the part of the town that has sewers is something that fits very well for the profile they are looking for from an economic perspective. The last Survey qualified us as an economically distressed community served by the sewer district. Brian advised that the grant for cybersecurity at the plant was submitted. Treatment Plants have a

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TOWN BOARD WORK SESSION cont.

lot of control type equipment, whether it's a continuous connection for updates or it's even a periodic hardware connection, the government is very concerned about evil doers getting into the systems and causing an impact. Brian next spoke about options for the Highway Garage, comparing new construction, an annex construction or a supplemental building to accommodate the larger equipment that no longer fits in the existing garage. Brian also spoke about the various ways for funding the project and the need for a planned approach to move forward.

TOWN/SUPERVISOR/RESOLUTION #21-2026 AUTHORIZING EXECUTION OF AMENDED AND RESTATED DASNY REDI GRANT DISBURSEMENT AGREEMENT FOR THE INNER OLCOTT HARBOR SHORELINE STABILIZATION AND REDESIGN OF BEACH BERM PROJECT

The Supervisor brought forward RESOLUTION #21-2026 a RESOLUTION AUTHORIZING EXECUTION OF AMENDED AND RESTATED DASNY REDI GRANT DISBURSEMENT AGREEMENT FOR THE INNER OLCOTT HARBOR SHORELINE STABILIZATION AND REDESIGN OF BEACH BERM PROJECT. WHEREAS, the Town of Newfane previously applied for and was awarded funding through the New York State Lake Ontario Resiliency and Economic Development Initiative ("REDI") program for the Inner Olcott Harbor Shoreline Stabilization and Redesign of Beach Berm for Stabilization and Flood Strategy Behind the Berm Project, Project ID No. 19337; and WHEREAS, the Town previously entered into a Grant Disbursement Agreement with the Dormitory Authority of the State of New York ("DASNY") in connection with said REDI funding; and WHEREAS, DASNY has presented to the Town an Amended and Restated Grant Disbursement Agreement extending the project completion timeline through December 31, 2026, and revising the project scope to permit the utilization of remaining REDI funds for the installation of a retaining wall from Hedley Marine to Town of Newfane Pump Station No. 6, which work had originally been included in the East Side Improvements portion of the project but was removed from the original construction scope due to increased construction costs; and WHEREAS, the amended and restated agreement further provides that the revised project scope will permit the Town to utilize remaining REDI funds to provide additional protection of Town infrastructure and marina facilities; and WHEREAS, the Town Board finds that execution of the amended and restated agreement is in the best interests of the Town and its residents and will further the resiliency, stabilization, and protection objectives of the REDI program; now therefore be it RESOLVED, that the Town Board of the Town of Newfane hereby authorizes and approves execution of the Amended and Restated Grant Disbursement Agreement with the Dormitory Authority of the State of New York ("DASNY") for the REDI-funded Inner Olcott Harbor Shoreline Stabilization and Redesign of Beach Berm for Stabilization and Flood Strategy Behind the Berm Project, Project ID No. 19337, in substantially the form presented to the Town Board; and be it further RESOLVED, that the Town Supervisor and Deputy Town Supervisor are hereby authorized and directed to execute said Amended and Restated Grant Disbursement Agreement and any related documents, certifications, requisitions, amendments, or other documents necessary to carry out the purposes of this Resolution and the REDI Project; and be it further RESOLVED, that the Attorney for the Town is authorized to provide any legal opinion or approval required in connection with the Agreement; and be it further

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TOWN BOARD WORK SESSION cont.

RESOLVED, that this Resolution shall take effect immediately. The Supervisor entertained a MOTION to approve the Resolution. Moved by Councilman Conrad, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/RESOLUTION #22 -2026 OF THE TOWN BOARD, TOWN OF NEWFANE, NY AUTHORIZING THE TRANSFER OF FUNDS FROM THE MARINA ACCOUNT TO THE OLCOTT BREAKWATER MAINTENANCE ACCOUNT

The Supervisor brought forward RESOLUTION #22 -2026 OF THE TOWN BOARD, TOWN OF NEWFANE, NY AUTHORIZING THE TRANSFER OF FUNDS FROM THE MARINA ACCOUNT TO THE OLCOTT BREAKWATER MAINTENANCE ACCOUNT. WHEREAS, the Town of Newfane maintains a Marina Account for the operations and upkeep of town-owned maritime facilities; and WHEREAS, the Olcott Breakwater requires ongoing maintenance and specialized repairs to ensure the safety of the harbor and its users; and WHEREAS, there are currently sufficient funds within the Marina Account to support these necessary infrastructure improvements; and WHEREAS, the Town Board deems it in the best interest of the Town to allocate resources specifically for the preservation of the Olcott Breakwater; NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Newfane hereby authorizes the Town Supervisor and/or the Bookkeeper to the Supervisor to perform a budget transfer in the amount of \$10,000.00 from the Marina Account to the Olcott Breakwater Maintenance Account; and BE IT FURTHER RESOLVED, that this transfer shall take effect immediately upon the adoption of this resolution. The Supervisor entertained a MOTION to approve the Resolution. Moved by Councilwoman Reinhardt, second by Councilman Conrad on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

TOWN/RESOLUTION #23-2026 OF THE TOWN BOARD, TOWN OF NEWFANE, NY AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND AND HIGHWAY FUND TO THE TREASURY BILL INVESTMENT FUND FOR HIGHWAY FACILITY CAPITAL IMPROVEMENTS

The Supervisor brought forward RESOLUTION #23-2026 OF THE TOWN BOARD, TOWN OF NEWFANE, NY AUTHORIZING THE TRANSFER OF FUNDS FROM THE GENERAL FUND AND HIGHWAY FUND TO THE TREASURY BILL INVESTMENT FUND FOR HIGHWAY FACILITY CAPITAL IMPROVEMENTS. WHEREAS, the Town of Newfane has identified a need for significant capital improvements to the Town Highway Facility; and WHEREAS, the Town Board desires to strategically set aside resources to mitigate the ultimate costs of these pending improvements and ensure financial readiness for the project; and WHEREAS, the Town currently maintains unappropriated fund balances in both the General Fund and the Highway Fund that are available for such allocation; and WHEREAS, the Treasury Bill Investment Fund offers a higher interest yield than standard municipal operating accounts, providing an opportunity to maximize the Town's fiscal resources until such time as the capital project commences; NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Newfane hereby authorizes the Town Supervisor to perform the following budget transfers: 1. \$300,000.00 from the General Fund (Fund Balance) to the Treasury Bill Investment Fund; 2. \$200,000.00 from the

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TOWN BOARD WORK SESSION cont.

Highway Fund (Fund Balance) to the Treasury Bill Investment Fund; and BE IT FURTHER RESOLVED, that these funds, including any interest accrued thereon, shall be designated for the costs associated with the Highway Facility Capital Improvement Project; and BE IT FURTHER RESOLVED, that this resolution shall take effect immediately. The Supervisor entertained a MOTION to approve the Resolution. Moved by Councilman Robinson, second by Councilwoman Reinhardt on the question. Hearing no questions, the Supervisor requested a roll call vote.

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

Motion Carried

TOWN/SUPERVISOR/TOURISM/RESOLUTION #24-2026 AWARDED BID FOR PRINTING OF THE TOWN OF NEWFANE VISITORS GUIDE TO COMPU-MAIL

The Supervisor brought forward RESOLUTION #24 -2026 OF THE TOWN BOARD, TOWN OF NEWFANE, NY RESOLUTION AWARDED BID FOR PRINTING OF THE TOWN OF NEWFANE VISITORS GUIDE TO COMPU-MAIL. WHEREAS, the Town of Newfane issued a Request for Proposals (RFP) on April 11, 2026, seeking proposals for the printing of the Town of Newfane Visitors Guide; and WHEREAS, proposals were received and subsequently reviewed by the Town Supervisor and members of the Town's Tourism Committee; and WHEREAS, after a thorough evaluation of the submissions based on qualifications, experience, scope of work, cost effectiveness and pricing, and overall value to the Town, the review committee recommended awarding the contract to Compu-Mail as the proposal representing the best value to the Town; and WHEREAS, Compu-Mail, located at 3235 Grand Island Blvd, Grand Island, NY 14072, submitted a proposal in the amount of \$17,829.00; and WHEREAS, the Town Board finds that awarding this contract to Compu-Mail serves the best interest of the Town and supports local tourism promotion efforts; NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Newfane hereby accepts the proposal submitted by Compu-Mail for the printing of the Town of Newfane Visitors Guide; and BE IT FURTHER RESOLVED, that the contract for said printing services is hereby awarded to Compu-Mail, 3235 Grand Island Blvd, Grand Island, NY 14072, for a total contract sum not to exceed \$17,829.00, based upon the Town's determination that the proposal provides the best value to the Town in accordance with New York General Municipal Law § 103; and BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute any and all contract documents, agreements, or purchase orders necessary to effectuate this resolution, subject to review by the Attorney for Town. The Supervisor entertained a MOTION to approve the Resolution. Moved by Councilwoman Reinhardt, second by Councilman Conrad on the question. Hearing no questions, the Supervisor requested a roll call vote.

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

Motion Carried

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COMMUNICATIONS FROM TOWN CLERK

The Supervisor read a request from the Town Clerk requesting approval to issue the 2026 Mobile Home Park License to Olcott Country Estates. The Application, check for payment, Health Department Approval and Fire/Safety Inspection from the Building Inspector have now all been received and are in order.

The Supervisor read a request from Jon Miller, Water/Sewer Superintendent, requesting to hire Landen Jesson to work as summer help in the water and Sewer Maintenance Department Monday through Friday, 7:00 a.m. to 3:30 p.m. beginning May 25th at a rate of \$17.00 per hour. He would also like permission to hire a second summer helper, whose start date and hours per week have not yet been determined.

The Supervisor brought forward a MOTION to approve both the Clerk's and Jon Miller's requests. Moved 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/APPROVE REQUEST FOR PROPOSAL/COMPREHENSIVE PLANNING GRANT

The Supervisor entertained a MOTION for approval of an RFP (Request for Proposal) which was moved by Councilwoman Reinhardt, second by Councilman Robinson on the question. The Supervisor advised that we have received a grant from New York State for \$84,000 to update our Comprehensive Plan. In accordance with the terms of the Grant, we are required to put forth a Request For Proposal to help us select a consultant to help us through the process This is needed to get the process moving. A question was asked if this is just the start of the money that we need for this project. The Supervisor advised that this is a portion of the cost, however, a consultant is needed to help us with gathering the necessary information, preparing the documents needed and work through the process. Hearing no further questions, all were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/SIGN AGREEMENT WITH MUNICIPAL SOLUTIONS FOR SANITARY SEWER PROJECT FUNDING (BAN)

The Supervisor requested a MOTION allowing him to sign the Agreement with Municipal Solutions for the Sanitary Sewer Project Funding (BAN). Moved by Councilman Conrad, second by Councilman Robinson on the question. The Supervisor advised that we have been working with Municipal Solutions well before he became Supervisor arrived here. They are incredible with filing all the necessary reporting that needs to be done. There's a number of reports that need to be done, and they will follow up with their financial expertise on this. It's a good firm and they have worked well with us and with our engineers. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/SIGN BOND COUNSEL ENGAGEMENT LETTER/HAWKINS DELAFIELD & WOOD LLP/SANITARY SEWER PROJECT

The Supervisor put forth a MOTION to allow him to sign the Bond Council Engagement Letter with Hawkins Delafield & Wood LLP in reference to the Sanitary Sewer Project. Moved by Councilman Conrad, second by

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TOWN BOARD WORK SESSION cont.

Councilwoman Reinhardt on the question. The Supervisor indicated that they were recommended by Municipal Solutions and that we have used them before. They did a good job for us. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/APPROVE 2026 LIFEGUARDS

The Supervisor read a request from Councilman Peter Robinson for the following individuals to be hired as seasonal Lifeguards for the 2026 season. The starting date of May 23, 2026 and ending date of September 7, 2026 applies to all the employees listed. Following are the names and rate of pay for the individuals: Samanatha Call \$21.00; Ireland Greeson (Brady) \$20.00; Noah Kneeland \$20.00; Dylan Lamont \$20.00; Lydia Lamont \$21.00; Addison Reis \$20.00; Eliana Reis \$20.00; Avery Stevenson \$21.00; Dmitri Young \$20.00; Cassidy Crogan \$20.00; Andrea Faery \$20.00; Maia Nilson \$20.00. The Supervisor entertained a MOTION to approve the hiring of the listed individuals. Moved by Councilman Conrad, second by Councilwoman Reinhardt on the question All were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/APPROVE ROUTE FOR CARRIAGE RIDES

The Supervisor indicated that in Resolution #19 – 2026 approving the Carriage Rides in Olcott, we needed to approve a route for them to follow. He provided the Board Members the route and stated that the Tourism Committee and Olcott Beach Carousel Association has also reviewed the route. The Supervisor entertained a MOTION to approve the schedule. Moved by Councilman Robinson, second by Councilwoman Reinhardt on the question. Hearing no questions all were in favor, no one was opposed.

Motion Carried

The Supervisor spoke regarding Fire Contracts. As you may know, we are in the last year with our fire contracts. We had some discussion with the three fire companies for consideration, and they will be presenting it to their Boards. We are more than likely looking at about a 3% increase to the contract from last year. He thinks it's pretty fair on all sides. We also have under this Board's consideration \$10,000 for physicals for Olcott Fire Company, \$10,000 for physicals for Miller Hose and \$5,000 toward the cost of physicals for Wrights Corners. We have a 3% increase over six years for a six-year term. We also want to put something in there to memorialize the fuel in the Contract. It's the Supervisors understanding that we have always allowed the fire companies to come in and fill up on our cost, and they reimburse the town and suggested that probably should be put in the contract as well. The Supervisor indicated that is where we are at, and now each of the fire companies will need to talk with their people. We will be looking to hopefully get something together, sooner rather than later, so the Tentative Budget can be put together to meet the deadline date.

The Supervisor offered Rick Coleman, Ditching Coordinator, and Max Russell, Committee Member, to speak on the status of the ditching project. Rick advised that the committee got together last Monday. They came up with the initial game plan for our season. They met with Corey, Attorney for the Town, about Easements. And one Easement that Cory had prepared by looking at some of the other Easements for the other towns, would be permanent and carry on with

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TOWN BOARD WORK SESSION cont.

the property when it changed hands. We thought that would be a smart move. Max pointed out that there might be some property owners that might not be too open to that. If that is the case, we need to find another option. Cory is going to be working on another type of Easement that would just be granted by the owner at this time. He advised that he and Max have been out looking at some of the major tributaries and seeing where some of the issues may be and we found a few that we will start working on. There have been some residents that have contacted the Highway Department which he will follow up on and go out and visit their properties to see what they have going on. The weather hasn't been cooperative so it's going to be a little bit before we can get out and do some of the projects that we would like to do. We trying to get as much drainage off the farmers' lands as possible, along with keeping the property owners dry.

The Supervisor thanked Rick and stated he knows that he and Max are working with Jon Miller and appreciates all of them for the work they are doing. Rick stated they have a great Committee.

Councilman Robinson received a request from the people at the Lakeview Village Fair. They wanted to ask for a four-way stop at Main Street and Franklin Street and a three-way stop at Main Street and 78 (Lockport Street). It is very confusing to individuals that are not familiar with the area with the way the signs are set up now and poses a concerning safety issue, not only for traffic, but for the many pedestrians walking around during the busy season. The Supervisor stated it would be a good idea to have the Olcott Beach Community Association circulate a Petition from the residents and businesses and present that for consideration. Jon Miller, Highway Superintendent, advised the Board that even if the Board approves by Resolution, it still has to be sent to the County and then to the State for approval. Unfortunately, it is really out of our hands as we are not able to just go out and put the signs up. Councilman Robinson stated he would speak with them about circulating a Petition obtaining signatures of those in favor and bring it back to the Board.

Councilwoman Reinhardt asked if there was any way to get the County to pave the railroad tracks on Charlotteville, they are really bad. The Supervisor indicated he had reached out to the County and is hoping they will get it done soon.

The Supervisor entertained a MOTION to enter into Executive Session for the purpose of discussing pending Litigation. Moved by Councilman Conrad, second by Councilwoman Reinhardt on the question. Hearing no questions, all were in favor, no one was opposed.
Time: 7:28 p.m. Motion Carried

The Supervisor entertained a MOTION TO close the Executive Session and re-open the Work Session. Moved by Councilwoman Reinhardt, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.
Time: 7:36 p.m.

UPCOMING EVENTS

Sunday, May 17, 2026, Apple Blossom Festival 10:00 a.m. to 1:00 p.m.

Monday, May 25, 2026 Town Hall Closed in honor of Memorial Day

Wednesday, May 27, Town Board Meeting 7:00 p.m.

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ADJOURN

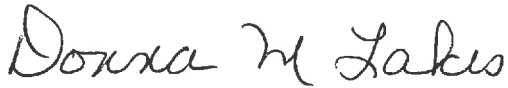
The Supervisor entertained a MOTION to adjourn the Work Session Meeting. Moved by Councilman Conrad, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye

Motion Carried

Meeting adjourned at 7:42 p.m.

Respectfully submitted

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

Donna M. Lakes
Town Clerk