

SUPERVISOR
716-778-8531

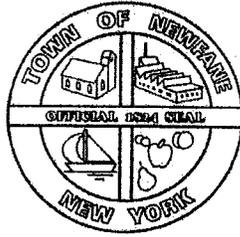
TOWN CLERK
716-778-8822
FAX 716-638-4183

ASSESSOR
716-778-8827

TAX COLLECTOR
716-778-6052

BUILDING
INSPECTOR
716-778-5947

WATER/SEWER
716-778-8132



TOWN OF NEWFANE

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

JUSTICE COURT
2896 Transit Road
Newfane, New York
14108
716-778-9292

HIGHWAY
716-778-8844

WATER/SEWER
MAINTENANCE
716-778-8587

6176 McKee Street
Newfane, New York
14108

TDD 1-800-662-1220

Work Session Meeting Agenda 12/11/25 6pm

- 1) Approve Minutes of 11/13/25 Work Session Meeting
- 2) Request to approve the hiring of part time clerical for the Assessor and Building Inspector
- 3) Request from Veterans Park Brick Coordinator to reimburse cost of replica tile
- 4) Request from Highway Superintendent to hire a laborer
- 5) Request from Judge Boudeman to appoint Court Clerk
- 6) Request from Judge Boudeman to appoint Court Attendants

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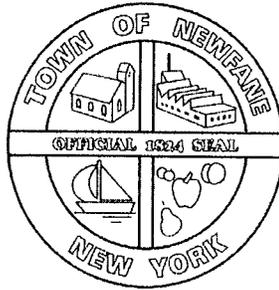
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November 13, 2025

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 November 13, 2025.

The following Board Members were present:

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

Others present: James J. Sansone Town Attorney, David Schmidt, Building Inspector/Code Enforcement Officer, Mary Zeller, Confidential Secretary to the Supervisor, Cory J. Weber, Esq., Outside Council, and 3 residents.

CALL TO ORDER

The Supervisor called the meeting to order at 7:00 p.m. The Supervisor requested a moment of silence for Daniel Horanburg, an individual and resident who was dedicated to the Town of Newfane. Dan offered his services to assist us with many projects over the years. He will be missed.

SUPERVISOR/PRESENTATION OF CITATION/JAMIE PIATKOWSKI

The Supervisor advised that the Town of Newfane would like to recognize Jamie Piatkowski, who is also being recognized by the American Red Cross with the American Red Cross Real Heroes Award at Salvatore's Italian Gardens, for his participation in saving the life of an individual who was choking. The Supervisor read the Citation as follows: **WHEREAS**, the Town of Newfane wishes to recognize individuals who embody courage, compassion, and the highest ideals of service to others: and **WHEREAS**, on March 20, 2025, while serving in his capacity as an employee of the Starpoint Central School District, **Mr. Jamie Piatkowski** responded without hesitation when an individual was in a life-threatening emergency due to choking; and **WHEREAS**, Mr. Piatkowski, despite the urgency and pressure of the moment, performed the

November 13, 2025

TOWN BOARD WORK SESSION cont.

Heimlich Maneuver with calm skill, and determination, resulting in the saving of a human life; and **WHEREAS**, his actions reflect the very best of humanity: decisiveness, courage, and the instinct to protect and serve others before oneself; and **WHEREAS**; the American Red Cross has formally recognized Mr. Piatkowski's life-saving actions and will honor him as a Real Hero at their **Real Heros Celebration** on November 14, 2025 at Salvatore's Italian Gardens; and **WHEREAS**, the American Red Cross affirms that "*extraordinary action on behalf of a neighbor, a co-worker, or even a stranger can change another person's destiny, and at the same time, our own,*" and that "*the selfless actions of others provide help and hope in the most critical moments,*" a spirit fully embodied by Mr. Piatkowski; **NOW, THEREFORE, BE IT RESOLVED**, that the **Town Board of Newfane** hereby extends its highest commendation and deepest appreciation to **Jamie Piatkowski** for his heroic measure and selfless service to another in their moment of greatest need; and **BE IT FURTHER DECLARED**, that **November 14, 2025** shall be recognized as "**Jamie Piatkowski Day**" in the **Town of Newfane**, in honor of his exemplary character, his courage under pressure, and the life he saved.

The Supervisor offered Jamie to speak a little about his experience. Jamie stated that he observed a student walking with his lunch tray to a table to sit down and eat. Apparently, the chicken was a "little dry" and the student began choking. The student immediately sought help from one of the lunch ladies who screamed for me to come over. The student was still breathing, but obviously not well enough, it was clear he was about to go down. Jamie began to perform the Heimlich maneuver. It didn't work on the first attempt, and he was getting scared. He readjusted, performed the maneuver again, and while he couldn't visibly see anything pop out, his breathing was restoring, and the crisis was averted. Jamie called for help, and everyone came. Administrators, nurses, staff, all came immediately. While Jamie had everything under control, he was grateful for the immediate response from everyone. The Supervisor congratulated Jamie. Everyone was very proud and thanked him wholeheartedly for acting without hesitation resulting in a student going home that day.

APPROVE MEETING MINUTES OF OCTOBER 9, 2025, TOWN WORK SESSION MEETING

The Supervisor requested a **MOTION** to approve the Meeting Minutes of the October 9, 2025, Town Board Work Session. Moved by Councilman Horanburg, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.
All present voted Aye

Motion Carried

TOWN/SUPERVISOR/RESOLUTION #37-2025 /UPDATE WATER RATES

The Supervisor introduced Resolution #37-2025 Updates to Town of Newfane Water Rates as follows: **WHEREAS**, The Town of Newfane Water Fund purchases water for our residents from Niagara County Water District at a rate of \$1.10 per 1,000 gallons and **WHEREAS**, the Town of Newfane proposes changes to the rates as per the January 1, 2026, Budget. **THEREFORE BE IT RESOLVED**, the following rate adjustments be made effective for the January 1, 2026 budget cycle: 0-8,000 gallons \$27.00 minimum charge. All over minimum \$2.55 per 1,000 gallons. Irrigation: All water usage \$1.95 per 1,000 gallons plus a \$20.00 meter fee for ¾ to 1 inch and \$50.00 meter fee for 1 ½ to 3 inch. Seasonal Shut-offs will be \$50.00. The Supervisor entertained a **MOTION** to approve the updates to the Town Water Rates. Moved by Councilwoman

November 13, 2025

TOWN BOARD WORK SESSION cont.

Neidlinger, second by Councilman Robinson on the question. There were no questions, a roll call vote was taken as follows:

Councilwoman Neidlinger: Aye
Councilman Robinson: Aye
Councilman Horanburg: Aye
Supervisor Syracuse: Aye
Councilman Coleman: Absent
Aye 4 Nay 1

Motion Carried

TOWN/SUPERVISOR/RESOLUTION #38 – 2025 ADOPT TOWN BUDGET FOR 2026

The Supervisor brought forward Resolution #38 – 2025 Resolution of the Town Board of the Town of Newfane to Adopt the 2026 Annual Budget. Moved by Councilman Robinson, Second by Councilman Neidlinger on the question. The Supervisor stated there were no comments made at the Public Hearing held for the Budget. He feels that is a tribute to this Town Board putting a lot of time and effort in meeting with all the department heads and coming up with a reasonable product. Councilman Robinson commented that the Budget that is put forth clearly shows the detail and effort that everyone put into this and wanted to thank everyone for their time and energy. There were no further comments, the Supervisor requested a roll call vote as follows:

Councilwoman Neidlinger: Aye
Councilman Robinson: Aye
Councilman Horanburg: Aye
Supervisor Syracuse: Aye
Councilman Coleman: Absent
Aye 4 Nay 1

Motion Carried

TOWN/SUPERVISOR/RESOLUTION #39 – 2025 AUTHORIZING THE COMMENCEMENT OF THE SEQR REVIEW PROCESS FOR AMENDMENT OF THE CURRENT LWRP, AND TO HOLD A PUBLIC HEARING ON THE ACCEPTANCE AND ADOPTION OF SAID AMENDMENT

The Supervisor entertained a MOTION to move forward Resolution #39 as follows:

RESOLUTION AUTHORIZING THE COMMENCEMENT OF THE SEQR REVIEW PROCESS FOR AMENDMENT OF THE CURRENT LWRP, AND TO HOLD A PUBLIC HEARING ON THE ACCEPTANCE AND ADOPTION OF SAID AMENDMENT.

WHEREAS, the Town Board of the Town of Newfane adopted a Local Waterfront Revitalization Program (LWRP) on March 26, 1997; and WHEREAS, conditions and land use along the Town's waterfront area have changed since the adoption of this program, warranting the need to update the LWRP to better address existing conditions and reflect the Town's current vision for this area; and WHEREAS, the Town of Newfane retained Wendel to prepare an amendment to the Town's existing LWRP; and WHEREAS, Wendel, working with the Town of Newfane Waterfront Advisory Committee (WAC), completed a draft amendment to the LWRP in accordance with the guidelines of the New York State Department of State and the requirements of New York State Executive Law 42; and WHEREAS, the draft amendment has been reviewed by the New York State Department of State and found to be acceptable for review by other approval agencies and the public; and WHEREAS, in accordance with Part 617 of the

November 13, 2025

TOWN BOARD WORK SESSION cont.

implementing regulations pertaining to Article 8 (State Environmental Quality Review Act – SEQRA) of the Environmental Conservation Law, the Town Board would like to conduct a coordinated environmental review of the draft LWRP amendment, NOW, THEREFORE BE IT RESOLVED, that the Newfane Town Board commence the SEQR review process for this action by circulating a lead agency notification letter, a copy of the SEQR Full Environmental Assessment Form, and a link to the draft LWRP document to all involved agencies. BE IT FURTHER RESOLVED, that the Town Board authorizes Wendel to initiate the coordinated review process, as well as the required § 239-m County Referral, and conduct the required mailings. BE IT FINALLY RESOLVED, that the Newfane Town Board, pursuant to the statutes and the provisions of the Municipal Home Rule Law, hereby sets a Public Hearing for discussion regarding the acceptance and adoption of the LWRP amendment, and that such hearing shall take place at the Newfane Town Hall at 5:45 pm on November 25, 2025. Moved by Councilman Horanburg, second by Councilwoman Neidlinger on the question. There were no questions or comments, the Supervisor requested a roll call vote as follows:

Councilwoman Neidlinger: Aye

Councilman Robinson: Aye

Councilman Horanburg: Aye

Supervisor Syracuse: Aye

Councilman Coleman: Absent

Aye 4 Nay 1

Motion Carried

TOWN/SUPERVISOR/MILLER HOSE FIRE HALL/SCHEDULE PUBLIC HEARING

The Supervisor requested a MOTION to schedule a Public Hearing on November 25, 2025, at 5:30 p.m., for authorizing the Execution of the Section 147 (f) IRS Code Approval and Written Agreement and Chief Elected Official’s Approval for the Miller Hose Fire Company. Moved by Councilman Horanburg, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/LWRP SEQR REVIEW AMENDMENT/SCHEDULE PUBLIC HEARING

The Supervisor requested a MOTION to schedule a Public Hearing on November 25, 2025, at 5:45 p.m., to review the LWRP SEQR Amendment. Moved by Councilwoman Neidlinger, second by Councilman Horanburg on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/OLCOTT HARBOR DRAINAGE AND PARKING LOT IMPROVEMENTS REDI PROJECT

The Supervisor spoke about the Olcott Harbor Drainage and Parking Lot Improvements REDI Project which is the beach on the west side of the Harbor. This has been an ongoing project which we have made adjustments to in the past. If you have taken a drive or a walk down there you can see all the improvements that have been done. It is really looking very nice. This is just codifying the Agreements and updates that we have made to that plan and directing the Town Supervisor to sign the Agreement. The Supervisor requested a MOTON from the Board allowing directing him

November 13, 2025

TOWN BOARD WORK SESSION cont.

to sign the Agreement. Moved by Councilman Horanburg, second by Councilman Robinson on the question. Hearing no questions the Supervisor requested a roll call vote as follows:

Councilwoman Neidlinger: Aye
Councilman Robinson: Aye
Councilman Horanburg: Aye
Supervisor Syracuse: Aye
Councilman Coleman: Absent
Aye 4 Nay 1

Motion Carried

TOWN/SUPERVISOR/TOWN COPY MACHINE LEASE

The Supervisor advised the Board that the current Lease for the copy machines expires December 31, 2025. He provided a chart of comparisons from 5 vendors with CFBT coming in with the lowest quote of \$4,586.40 per year under a five year lease agreement. The Supervisor requested a MOTION from the Board allowing him to sign the Agreement. Moved by Councilwoman Neidlinger, second by Councilman Horanburg on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

TOWN/SUPERVISOR/2026 HOLIDAY SCHEDULE

The Supervisor offered the Board the 2026 Holiday Schedule that he put together while it was on his mind. While we are still in November, the next month will be busy and I thought it best to present at this time. The Supervisor requested a MOTION to approve the 2026 Town Holiday Schedule. Moved by Councilwoman Neidlinger, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye

Motion Carried

The Supervisor offered a MOTION to enter into Executive Session to discuss a matter of Litigation. Moved by Councilwoman Neidlinger, second by Councilman Horanburg on the question. There were no questions, all were in favor.

All present voted Aye

Motion Carried

Session commenced at 7:31 p.m.

The Supervisor closed the Executive Session at 7:46 p.m. No action was taken.

The Supervisor offered the following:

REMINDERS:

- Miller Hose Fire Truck Finance Public Hearing set for 11/25/25 at 5:30 pm
- LWRP Commencement of SEQR Review Public Hearing set for 11/25/25 at 5:45pm
- Board Meeting Tuesday 11/25/2025 at 6pm
- Town Hall CLOSED for Thanksgiving Holiday 11/27 & 11/28
- Light-Up Newfane Holiday Parade Friday 12/5/25 at 6pm
- Work Session Thursday 12/11/2025 6pm
- December Board Meeting Tuesday 12/30/2025 @ 6pm

November 13, 2025

TOWN BOARD WORK SESSION cont.

ADJOURN

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

All present voted Aye

Motion Carried

Meeting adjourned at 7:49 p.m.

Respectfully submitted

Donna M. Lakes
Town Clerk

DRAFT



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December 11, 2025

To the Honorable Town Board of Newfane and Supervisor Syracuse;

We are respectfully requesting the approval to hire Shari L. Schuler for the part-time clerical clerk position, effective January 8, 2026 at the rate of \$22.26 per hour. This position is a shared position between the Assessors Office and the Building Inspection/Code Enforcement Office.

Thank you in advance for your consideration with this matter. If you have any questions, please feel free to contact us here at the Town of Newfane.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Harig".

JoAnn Harig, Assessor
Town of Newfane
716-778-8827 ext. 105

Sincerely,

A handwritten signature in black ink, appearing to read "David J. Schmidt".

David Schmidt, Code Enforcement Officer
Town of Newfane
716.—778-8827 ext. 106

Ricci Hoffer
Newfane Veterans Memorial Park Brick Coordinator
Newfane American Legion Post 873

November 25th, 2025

Supervisor Syracuse and the Town of Newfane Board
2737 Main St
Newfane NY 14108

Dear Supervisor and Board Members

On November 24th I was informed by Polar Industries, the company that makes the bricks for the Town of Newfane Veterans Memorial Park, that they are no longer offering the granite replica tiles that were offered for purchase when ordering a brick. In its place, they now offer a replica vegan leather coaster with silver engraving similar to the brick. The tile cost was \$12.00 and the price of the coaster is \$7, a five dollar difference.

Upon review of the pending brick orders in the Town of Newfane Clerks office, there was one brick order for Richard Hagie which had two replica tiles ordered and was paid in full. Upon contacting Beth Hagie Hoovler, the point of contact for the order, she was given the options of a full reimbursement of the tiles (two at \$12 for \$24 total) or switching the tiles to the coasters with a \$10 reimbursement for the difference in cost. She selected to switch the tiles to the coasters on the order.

I request that a check for \$10.00 be sent to Beth Hoovler at the address below for the reimbursement of the difference of the two replica tiles which were paid in full to the town and subsequently changed to replica leather coasters due to a change at the manufacturer.

Beth Hoovler

Order forms have been updated to reflect the changes and are currently in draft format waiting on approval of the town offices involved. The online order website run by Polar Industries has been requested to be updated from replica tiles to the leather coasters and the associated cost changed.

Sincerley,



Ricci Hoffer
Newfane Veterans Memorial Park Brick Coordinator
Newfane American Legion Post 873

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TDD 1-800-662-1220

December 3, 2025

Town Board of Newfane
Newfane, NY 14108

Dear Board Members:

I am respectfully requesting permission to hire Allison Hotaling as a Laborer, with a starting rate of \$27.41/hour. This hire will promote Allison from a seasonal Laborer position with the Water/Sewer Department to a full-time Laborer position with the Highway Department effective December 8, 2025.

Thank you for your attention,

A handwritten signature in blue ink that reads "Jon Miller".

Jon Miller
Highway Superintendent

Scott R. Boudeman
Town Justice
Town of Newfane, Niagara County
2896 Transit Rd., Newfane, N.Y. 14108
716-778-9292

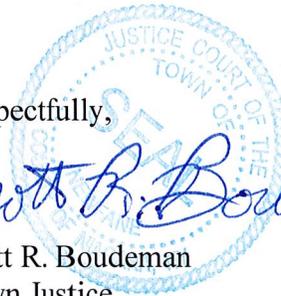
Date: November 21, 2025
To: THE HONORABLE TOWN BOARD OF THE
TOWN OF NEWFANE
From: Scott R. Boudeman, Town Justice
Re: Appointment Court Clerk

I respectfully request permission to appoint Maureen Banaszak as Court Clerk for Honorable Scott R. Boudeman, at the Town of Newfane Justice Court for the upcoming year, beginning January 1, 2026. The rate of pay as of January 1, 2026 is \$25.73 per hour.

Respectfully,



Scott R. Boudeman
Town Justice



Scott R. Boudeman
Town Justice
Town of Newfane, Niagara County
2896 Transit Rd., Newfane, N.Y. 14108
716-778-9292

Date: November 21, 2025
To: THE HONORABLE TOWN BOARD OF THE
TOWN OF NEWFANE
From: Scott R. Boudeman, Town Justice
Re: Appointment Court Attendants

I respectfully request permission to appoint David Haylett, Kathy Horanburg and Ted Banaszak, and Mary Hastings as Court Attendants for Honorable Scott R. Boudeman, at the Town of Newfane Justice Court for the upcoming year, beginning January 1, 2026. The rate of pay as of January 1, 2026, is \$18.54 per hour.

Respectfully,



Scott R. Boudeman
Town Justice