

November 10, 2025

Work Session

6:00 PM

**PRESENT:** Supervisor S. Broderick; Councilmembers J. Myers, J. Jacoby, & S. Weachter; Dep. Sup. W. Conrad; Bldg. Insp. T. Masters; Police Chief M. Salada; Eng. B. Lannon; Finance Director J. Agnello; WPCC Ch. Op. J. Ritter; & Deputy Clerk B. Cogland; 1 Resident, and 1 Press.

**ZOOM:** Atty. A. Bax

**EXCUSED:** Rec. Director T. Smith; Hwy Sup. M. Weiss; Sr. Coordinator M. Olick; Water Foreman D. Zahno; Councilman R. Morreale

Supervisor called the Work Session to order followed by the Pledge of Allegiance and a moment of silent reflection keeping in mind all our Veterans.

*AGENDA APPROVAL*

Agenda Approval

Councilman Jacoby – Sanborn Fire Company Addition

**Waechter MOVED to approve the agenda, as amended. Seconded by Myers and carried 4-0.**

*APPROVAL OF MINUTES*

Approval of Minutes

**Jacoby MOVED to approve the minutes from the 10/16/2025 Work Session. Seconded by Myers and carried 4-0.**

**Jacoby MOVED to approve the minutes from the 10/27/2025 Regular Town Board Meeting. Seconded by Waechter and carried 4-0.**

*ABSTRACT*

Abstract of Claims

**Waechter MOVED to approve the Regular Abstract of Claims Numbered 25-02873 thru 25-03047 and recommended payment in the amount of \$271,299.63, with a Post-Audit of \$9,583.11. Seconded by Jacoby and carried 4-0.**

*DEPARTMENT HEAD STATEMENTS*

**WPCC Ch. Op. – J. Ritter**

Smoke testing was conducted in Morgan Farms area. A few things were found; there will be dye testing done next. Investigation of the storm sewers will continue.

**Engineer – B. Lannon**

The flow study in the Morgan Farms area is now seven weeks into the 12-week flow monitoring period. This study deployed September 16<sup>th</sup> and will continue through December 16<sup>th</sup>. Three distinct weather events have given a good amount of data. Lannon is hoping for more weather events to gather more data, but there were a few good storms in October for monitoring.

**OLD/PENDING BUSINESS** – None

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NEW BUSINESS – None

SUPERVISOR BRODERICK

Broderick read a request from Tyler Kurek of Real Property Services in Lockport for the reappointment of Michael Johnson to the Board of Assessment Review.

**Jacoby MOVED to reappoint Michael Johnson to the Board of Assessment Review. Seconded by Myers and carried 4-0.**

In the month of December, the storage building will be going up behind Town Hall. Parco Building Systems will be adding a 10'x10' 4" thick concrete pad. This has been put in as a change order totaling \$2,595 which still puts the total price less than the next lowest bid.

**Waechter MOVED to approve the change order in the amount of \$2,595 from Parco Building Systems. Seconded by Myers and carried 4-0.**

Broderick read a change order from Villani's Lawn & Landscape LLC:

“Dear Town of Lewiston,

Villani's Lawn & Landscape LLC is requesting a change order for the “Grinding of Brush & Logs.” After the bid submittal on October 1, 2025, approximately 450 yards of material was brought in to the grind site, including some large logs. We will charge \$4.24 per yard, as seen in the signed contract. Villani's is requesting a change order in the amount of \$1,908.”

**Jacoby MOVED to approve the change order in the amount of \$1,908 from Villani's Lawn & Landscape LLC. Seconded by Myers and carried 4-0.**

Al Bax resigned as Town Attorney and now will be returning as Attorney for the Town effective November 3, 2025 for the same price as previously contracted for the remainder of the year. Broderick read the new attorney contract into record:

Agreement made this 3<sup>rd</sup> day of November, 2025 between THE TOWN OF LEWISTON, hereinafter referred to as the “Town” and ALFONSO MARRA BAX, ESQ., hereinafter referred to as “Attorney”:

1. The Town hereby engages the Attorney for specified services and the Attorney hereby agrees to perform services upon the terms and conditions hereinafter set forth.
2. The term of this contract shall commence November 3, 2025 and shall terminate at the first meeting of the Town Board in January, 2026.
3. The Attorney agrees to render legal services for the Town of Lewiston, including consultation, attendance at Town Board Meetings and Work Sessions together with normally anticipated services related to the actions of the Town of Lewiston Town Board and related needs of Town department heads. For such services, the Town shall pay the Attorney \$3,622.47 per month. The Attorney shall submit vouchers on a monthly basis for said payments.

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4. The above legal services are exclusive of those matters and meeting relating to the Town Planning Board and/or Zoning Board of Appeals.
5. The following services shall be rendered by Attorney to the Town of Lewiston at an additional charge as follows:
  - a) Conducting or participating in actual or potential litigation on behalf of the Town and its members at the rate of \$250.00 per hour;
  - b) Legal Services in connection with increase in facilities and capital projects with a value over \$500,000.00 and involving new construction or major maintenance or repair for which bidding is normally required. Services will be rendered at a rate of 1% of the cost of the capital project or maximum authorized amount, which is greater inclusive of engineering fees.
  - c) Legal services in relation to a matter before a state agency, against the interest of the state, or otherwise set forth in Public Officers Law Section 73, if conducted by the Attorney, will be billed separately at a rate of \$250.00 per hour.
  - d) Legal services in connection with collective bargaining negotiations, grievances and related matters, at a rate of \$250.00 per hour.
6. Town shall also reimburse the Attorney for all disbursements as provided quarterly on a voucher that are expended on behalf of the Town.
7. The Attorney will not provide services incurred on behalf of the Town in excess of this agreement unless authorized to do so by resolution of the Town Board.
8. This Contract may be terminated by either party at any time, and the Attorney will be paid only for those services rendered prior to the date of termination.

**Jacoby MOVED to accept the Town Attorney Contract as presented. Seconded by Myers and carried 4-0.**

Attorney Contract

**Jacoby MOVED to approve the Supervisor to sign the Attorney Contract. Seconded by Waechter and carried 4-0.**

#### **FINANCE**

The Finance Director asked for approval to process the following 2025 budget revisions:

1. A request to move \$2,700 to Court Security Equipment - A00-1110-0200-0100 from Contingency - A00-1990-0400-0000, to cover purchase of bullet proof vests.
2. A request to move \$112 to Budget Officer Equipment - A00-1310-0200-0000 from Budget Officer Contractual - A00-1310-0400-0000, to cover purchase of a standing desk top.

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3. A request to move \$100 to Building Equipment - A00-1620-0200-0000 from Contingency - A00-1990-0400-0000, to cover purchase of building equipment.
4. A request to move \$3,000 to Recreation Equipment - A00-7310-0200-0000 from Contingency - A00-1990-0400-0000, to cover equipment purchases.
5. A request to move \$11,676 to Parks Equipment - B00-7110-0200-0000 from Parks Contractual - B00-7110-0400-0000, to cover purchase of a blower.
6. A request to move \$1,194 to Sewer Administration Equipment - SS1-8110-0200-0000 from Treatment & Disposal Equipment - SS1-8130-0200-0000, to cover purchase of a new office desk.
7. A request to move \$1,500 to Union Welfare Benefits - SS1-9070-0800-0000 from Treatment & Disposal Equipment - SS1-8130-0200-0000, to cover employee benefits.

Budget  
Revisions

**Myers MOVED to approve the budget revisions as presented. Seconded by Jacoby and carried 4-0.**

Agnello presented the Board with the 2026 Budget and asked the Board for approval.

2026 Budget  
Adoption

**Waechter MOVED to adopt the 2026 Budget as presented. Seconded by Jacoby and carried 4-0.**

Broderick thanked Agnello for all her hard work. Agnello also thanked all the Department heads and their staffs for working well with her to get this completed efficiently.

**COUNCILMAN JACOBY**

The Sanborn Fire Company submitted a request to accept Sean LaRock as a new volunteer fire fighter.

Sean LaRock  
joins Sanborn  
Fire Company

**Jacoby MOVED to approve Sean LaRock as volunteer fireman for the Sanborn Fire Company. Seconded by Waechter and carried 4-0.**

Joe Ridolfi of Lewiston Road submitted a request for sewer forgiveness in the amount of \$51.75 for water used to fill their new pool in August 2025.

Sewer Forgiveness  
5232 Lewiston Rd

**Jacoby MOVED to approve sewer forgiveness in the amount of \$51.75 for J. Ridolfi of Lewiston Road. Seconded by Myers and carried 4-0.**

The Planning Board met in regular session on October 23, 2025 and reviewed a one-lot split request from Gary Burns, 1001 N. Hewitt Drive SBL 131.06-1-12. The Board classified this as a minor to be treated as a minor. The Planning Board recommends a negative declaration with regard to SEQRA.

One Lot Split  
Neg. Dec

**Jacoby MOVED to approve the negative declaration in regard to SEQRA. Seconded by Waechter and carried 4-0.**

The Planning Board recommends approval of the one lot split as presented.

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One Lot Split  
Approval 1001 N  
Hewitt Drive

**Jacoby MOVED to approve the one lot split as presented. Seconded by Myers and carried 4-0.**

The Planning Board met in regular session on October 23, 2025 and reviewed a request from Ralph Grizanti, for a Site Plan on Model Cirt Road SBL 88.00-1-39.2 for buildings 1 & 2. The Planning Board recommends a negative declaration pursuant to SEQRA for the Site Plan.

Site Plan  
Neg Dec

**Jacoby MOVED to approve the negative declaration in regard to SEQRA. Seconded by Waechter and carried 4-0.**

The Planning Board also recommends approval of the Site Plan with 3 conditions as follows:

1. **Building number 1** shall conform with the definition of “Small Business Development/Incubation Park,” set forth by the Planning Board’s attorney, as follows:

#### **SMALL BUSINESS DEVELOPMENT/INCUBATION PARK**

A development designed to accommodate small businesses in flexible rental spaces consisting of one or more buildings subdivided into units, each featuring an individual pedestrian (man) door and garage door. Businesses may lease single units or multiple contiguous units, with the ability to modify internal walls as needed to accommodate their operational requirements.

The following restrictions apply to all tenants and operations within a Small Business Development/Incubation Park:

- a. Permitted Uses: The primary purpose of the park is to support small-scale, low-traffic business operations.
- b. Traffic & Visitation Limits: Businesses operating within the park shall not generate more than four (4) visits per hour on average, inclusive of customers, deliveries, and employee arrivals/departures.
- c. Prohibited Uses: Uses that are expected to generate excessive customer traffic or require extensive on-site parking are not permitted within the park, including but not limited to: Restaurants, cafés, and other food service establishments, Automotive repair, Beauty salons, Retail stores, or any business primarily engaged in direct on-site sales to the general public.

**Building 2 is approved as an office/retail business for Mr. Grizanti.**

2. That the Site Plan be revised to show the parking before you go before the Town Board.
3. That the Site Plan be revised to show the proper adjusted ditching before you go before the Town Board.

Site Plan Approval  
Model City Road

**Jacoby MOVED to approve the Site Plan pursuant to the 3 conditions as read. Seconded by Myers and carried 4-0.**

Waechter noted on the planning board application there were 3 buildings listed and asked which of the 3 is not going to be built. Masters confirmed that building 3 is not going to be built – shown on the revised site plan.

#### **COUNCILMAN MYERS**

The Sanborn Historical Society will hold their regular meeting Tuesday November 25<sup>th</sup> at 7pm at the Farm Museum on Saunders Settlement Road program titled the 250<sup>th</sup> Anniversary of Niagara County presented by James Lester. Refreshments will be served.

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COUNCILWOMAN WAECHTER

Senior Center renovations will begin in the next couple weeks and will be completed early into the new year if not before the end of this year.

Waechter also took a moment to thank all the Veterans as well as those actively serving as we remember all our servicemen and women for Veterans' Day tomorrow.

PRIVILEGE OF THE FLOOR – No one wished to speak.

**Waechter MOVED to adjourn. Seconded by Myers and carried 4-0. 6:20 P.M.**

Transcribed and  
Respectfully submitted by:

Briggett R. Cogland  
Deputy Town Clerk