

REGULAR TOWN BOARD MEETING

November 24, 2025 6:00 PM

ZOOM

<https://us02web.zoom.us/j/82058713637?pwd=v9b3BazL5sadpqaxVlA9EdayfmuiTM.1>

Meeting ID: 820 5871 3637

Passcode: 478063

AGENDA

PLEDGE OF ALLEGIANCE / SILENT REFLECTION

AGENDA APPROVAL

RESIDENT STATEMENTS

APPROVAL OF MINUTES 11/10/2025 WORK SESSION

ABSTRACT OF CLAIMS Councilman Jacoby

DEPARTMENT HEAD STATEMENTS

OLD/PENDING BUSINESS

NEW BUSINESS

SUPERVISOR BRODERICK

- 1) Liaison Report
 - a. Personnel/Payroll Specialist Position
- 2) Legal
 - a. Local Law 2-2025
- 3) Engineering
- 4) Finance
 - a. Budget Revisions

COUNCILMAN JACOBY

- 1) Liaison Report

COUNCILMAN MORREALE

- 1) Liaison Report
 - a. Sewer Forgiveness – James Dr

COUNCILMAN MYERS

- 1) Liaison Report

COUNCILWOMAN WAECHTER

- 1) Liaison Report
 - a. Seasonal Recreation Hire

RESIDENT STATEMENTS

Upcoming Boards/Commission meetings

Work Session	December 8	6:00 P.M.
Historic Preservation	December 9	5:45 P.M.

Zoning Board	December 11	6:00 P.M.
Planning Board	December 18	6:30 P.M.
Town Board Meeting	December 22	6:00 P.M.

Topic: Town of Lewiston Board Meeting - Zoom

Time: Nov 24, 2025 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82058713637?pwd=v9b3BazL5sadpqaxVlA9EdayfmuiTM.1>

Meeting ID: 820 5871 3637

Passcode: 478063

One tap mobile

+16469313860,,82058713637#,,, *478063# US

+16465588656,,82058713637#,,, *478063# US (New York)

Join instructions

https://us02web.zoom.us/meetings/82058713637/invitations?signature=6Z88-KuorwCCFLL9QuiJLR3AbO5ZNhLwl_-6sTxqEJo

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 16th and will continue through December 16th. 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

November 10, 2025

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.

Reappointment
of Michael
Johnson to
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.

Change order
Parco Building
Systems

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."

Change Order
Villani's Lawn
& Landscape

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 3rd day of November, 2025 between THE TOWN OF LEWISTON, hereinafter referred to as the "Town" and ALFONSO MARRABAX, 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.

November 10, 2025

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 25th at 7pm at the Farm Museum on Saunders Settlement Road program titled the 250th 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

November 2025

11/24/2025

I MOVE TO APPROVE THE REGULAR ABSTRACT OF CLAIMS

25-03048 thru 25-03162

AND RECOMMEND TOTAL PAYMENT IN THE AMOUNT OF **\$206,304.44**

AND A POST AUDIT PAYMENT IN THE AMOUNT OF \$ 5,621.97

TO: NIAGARA COUNTY CIVIL SERVICE
111 Main Street Suite G2, Lockport, New York 14094

Form NC 222-S

We request the Niagara County Personnel Officer to approve the new position(s) listed below. We certify that the duties and qualifications conform to those in the standard class specification(s) published by Niagara County Civil Service for the title(s) listed. We agree to submit a form MSD 222 if requested by Niagara County Civil Service.

Signed St B U Date 11/19/25
Title Supervisor

Department:	<u>Supervisor</u>
Address:	<u>1375 Ridge Rd Lewiston NY 14092</u>
Title of New Position(s):	<u>Personnel/Payroll Specialist</u>
Number of Position(s):	<u>1</u>
Duration of Position(s):	
<input checked="" type="checkbox"/> Permanent	
<input type="checkbox"/> Temporary*	
<u>New Position/Indefinitely</u>	
*Indicate the reason and expected duration of position.	

_____ Approved _____ Disapproved

Niagara County Personnel Officer

Date

A LOCAL LAW

Establishing a Six-Month MORATORIUM on the Processing of Applications and Approvals for Special Use Variances and the issuance of Special Use Permits by the Town of Lewiston Planning Board

SECTION 1. TITLE: This law shall be known as Local Law No. ____ of the Year 2025 entitled “A Six-Month MORATORIUM on the Processing of Applications and Approvals for Special Use Variances and the issuance of Special Use Permits by the Town of Lewiston Planning Board”.

SECTION 2. PURPOSE: The purpose of this Local Law is to amend the Code to place a six (6) month moratorium on the acceptance of applications for Special Use Variance and the processing of Special Use Permits within the Town of Lewiston to allow time for the research, development and adoption of amendments to the Town Code of the Town of Lewiston which regulates these types of applications. This time will give the Town Board the ability to complete all reasonable and necessary review, study analysis and, if warranted, revision to the Town of Lewiston Zoning Code as may be necessary to promote and preserve the health, safety and welfare of the Town of Lewiston and its residents.

SECTION 3. EXEMPTIONS: None.

SECTION 4. TERM: This moratorium shall be in effect for a period of six (6) consecutive months from its effective date. This term may be extended, for additional periods not to exceed six (6) month each, if necessary, by resolutions of the Town of Lewiston Town Board.

SECTION 5. SEVERABILITY: If any portion, subsection, sentence, clause, phrase or portion thereof of this Local Law is for any reason held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portion thereof.

SECTION 6. EFFECT ON OTHER LAWS: To the extent that any law, ordinance rule or regulation, or parts thereof are in conflict with the provisions of this Local Law, this Local Law shall control and supersede such law, ordinance, rule or regulation. Any provision of any local law requiring prior review by any Town of Lewiston advisory board, including without limitation, the Town of Lewiston Planning Board and Zoning Board, shall not be applicable to this Local Law.

SECTION 7. WHEN EFFECTIVE: This Local Law shall become effective immediately upon its filing in the office of the Secretary of State. Upon the enactment of this Local Law, the Moratorium shall remain in place for a six (6) month time period commencing with its effective date. This six (6) month time period may be extended by the Town Board by adoption of a Resolution for said purpose.



November 20, 2025

Dear Supervisor and Board Members,

At the 11/24/2025 Board meeting I will be asking your approval to process the following 2025 budget revisions:

1. This revision is requesting to move \$697.00 to the Supervisor Equipment budget (A00-1220-0200-0000) from the Contingency budget (A00-1990-0400-0000) to cover purchase of a shredder.
2. This revision is requesting to move \$2,105.00 to the Budget Office Equipment budget (A00-1310-0200-0000) from the Senior Center Equipment budget (A00-7630-0200-0000) to cover purchase of a desk top and lap top computer.
3. This revision is requesting to move \$5,561.00 to the Assessor Equipment budget (A00-1355-0200-0000) from the Senior Center Equipment budget (A00-7630-0200-0000) to cover purchase of a server and lap top computer.
4. This revision is requesting to move \$1,512.00 to the Town Clerk Equipment budget (A00-1410-0200-0000) from the Senior Center Equipment budget (A00-7630-0200-0000) to cover purchase of a desk top and lap top computer.
5. This revision is requesting to move \$4,002.00 to the Building Equipment budget (A00-1620-0200-0000) from the Senior Center Equipment budget (A00-7630-0200-0000) to cover purchase of a shredder.
6. This revision is requesting to move \$1,970.00 to the Recreation Equipment budget (A00-7310-0200-0000) from the Senior Center Equipment budget (A00-7630-0200-0000) to cover purchase of two desk top computers.
7. This revision is requesting to move \$4,130.00 to the ArtPark Modern Contractual budget (A00-7560-0400-0000) from the ArtPark Modern Revenue budget (A00-1000-1270-0000) to cover ArtPark 3rd quarter tipping fee payment.
8. This revision is requesting to move \$4,640.00 to the Parks Personnel budget (B00-7110-0100-0000) from the Parks Contractual budget (B00-7110-0400-0000) to cover seasonal personnel payroll.
9. This revision is requesting to move \$1,998.00 to the Union Welfare Benefits budget (B00-9070-0800-0000) from the Delinquent Lawn Maintenance budget (B00-3620-0401-0000) to cover union employee benefits.

Scanned to Ritter 11/20/25 4B

Recreational Warehouse

575 RIVER ROAD • NORTH TONAWANDA, N.Y. 14120 • (716) 692-1234

Name TIM MCGUIRE Date 8/18 25
Street 900 James Drive Phone 792-4287
City _____ Off _____
Zip _____

QTY.	RFW #	DESCRIPTION	AMOUNT
		17 X 35 OVAL	
		14 GROUND LINER	
		SEA STAR	
Special Order Merchandise			
Custom Made For You			
This order can not be cancelled or changed.			
No refunds or exchanges will be given.			
Your merchandise will be delivered to you			
in approx _____ days			
I understand these terms			
Customer Signature _____			

Pd. In Full	Bank Note	On Acct.	Paid Out	Deposit	Charge	SUB TOTAL
						SALES TAX
						TOTAL
						AMMT PAID
						BAL DUE

COLLECT

1450

3300.00
169.00
3469.00

E-mail:

www.recwny.com

NO 109206

30000
gallons
A.O.I.C.F.

124.22

Town of Lewiston Recreation
Timothy Smith, Director
1375 Ridge Road, Lewiston, NY 14092



November 24, 2025

Honorable Members of the Lewiston Town Board,

Please approve the following seasonal hire in the Recreation Department for our Fall/Winter Recreation Season. Madison will be starting her seasonal hours November 28th, 2025

Madison Stricker

Recreation Leader P/T

\$ 16.00 per hour

Thank You.