

**REGULAR MEETING  
SHELDON TOWN BOARD  
November 19, 2025**

The Regular Meeting of the Sheldon Town Board held November 19, 2025 at the Sheldon Town Hall, 1380 Centerline Rd., NY 14145 was called to order by Town Supervisor Brian Becker at 7:00 p.m.

Present: Supervisor Brian Becker  
Councilmen: Joe Meyer, Jim Fontaine  
Absent Councilmen: Vince Kirsch, Mike Armbrust  
Also present: Highway Superintendent Luke Metz, Town Clerk-Elect Kate Bulera, Town Councilman-Elect Jim Kirsch  
Recording Secretary: Town Clerk Carol Zittel  
A signed list of all present is on file in the Town Clerk's office.

**Minutes**

A motion was made by Jim Fontaine and seconded by Joe Meyer that the minutes from the October 15, 2025 regular meeting and November 5, 2025 budget public hearing be approved.  
Ayes: (3) Becker, Meyer, Fontaine Nays: (0) Absent: (2) Kirsch, Armbrust Motion Carried.

**Communications**

The Town Clerk, Carol Zittel, reported the following:

**Strykersville Seniors Financial Report**

The Strykersville Seniors submitted their financial report for filing. It is on file in the Town Clerk's office.

**Even-Year Elections**

The Town Clerk distributed a flyer from the NY Association of Towns regarding the NYS Court of Appeals upholding the 2023 law that requires counties and towns to hold elections for certain offices in even-numbered years instead of odd years. This will affect the three town positions recently on the ballot: Town Clerk and two Town Council positions. (Kate Bulera, Joe Meyer, Jim Kirsch) Their terms will now be three-year terms instead of four.

**Certificate of Compliance – Town Hall**

The Town received the certificate of compliance for the town hall from the Wyoming County Building & Codes Department.

**Java/Sheldon Soccer & T-Ball Invoice**

The invoice from the Town of Java for Sheldon soccer and t-ball participants is in tonight's bills.

**Wyoming County Comprehensive Plan Workshops**

Wyoming County is holding two upcoming workshops to rewrite the County comprehensive plan. November 13<sup>th</sup> and December 1 at the Arcade Fire Hall. All community members are invited to attend. The Town Clerk has posted the information on the town website page.

**REGULAR MEETING  
SHELDON TOWN BOARD  
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**Reports**

The Town Supervisor financial reports, Town Clerk monthly report and Town Justice report were distributed.

**Wyoming County Zoning Report**

The Wyoming County Zoning report was distributed and is on file in the Town Clerk's office. Supervisor Becker read portions of the report.

**Highway Superintendent Report**

Highway Superintendent Luke Metz reported the following:

**Trucks Ready for Winter**

The town plow trucks are ready for winter.

**Sand & Salt**

The salt building is filled as much as the 2025 budget will allow.

**2025 Western Star – Front Wing Post Problem**

Supt. Metz distributed a copy of an email he sent to Valley Fab regarding an issue with the front wing post problem on the new 2025 Western Star. When the wing is up and the truck turns, the wing hits the tire. In the email, Supt. Metz asked for reimbursement for the work that had to be performed to fix the issue. There is a bill from Steve Ricketson in tonight's bills for \$1,565.56 to extend the wing frame. Valley Fab and Everest are refusing reimbursement. Supt. Metz stated that many other towns are having the same issue with their trucks and that the issue is a disaster waiting to happen.

**Supervisor Report**

Supervisor Brian Becker reported the following:

**Wind Payment**

The Town received \$1,097,970.47 from Invenergy. The town has received \$17.8 million in payments over the last 17 years.

**Water Project Loan**

The money loaned from the General Fund to the water district for the water project will be reimbursed in January.

**Equalization Rate**

The Town of Sheldon is at 100% equalization rate.

**County News**

The hospital continues to edge towards being in the black.

**REGULAR MEETING  
SHELDON TOWN BOARD  
November 19, 2025**

**County Vote on Public Defender's Grant**

Supervisor Becker reported that he led the vote to vote no on the public defender's office request to apply for a \$10,000 grant to provide transportation and a driver for defendants in Wyoming County.

**Varysburg Water Project Update**

- Most of the pipe is in on Route 98 (up to property line at former Charney's Attic
- School Street pipeline is in
- The water district staked out lines on Route 20A as National Fuel didn't know where their lines are
- Need an easement near site of former Charney's Attic (new owner of property)  
There is also a leak in the basement of the former Charney's Attic. The water district is losing millions of gallons of water through unknown leaks.
- Supervisor Becker will visit all homes this weekend to determine which residences have galvanized pipe
- There will be new curb boxes on both sides of Route 98
- Supervisor Becker gave a detailed explanation of how they will install new lines
- During the project, water disruptions will be minimal (estimated that no one will be out of water for more than 15 minutes) as there will be multiple shut off valves in place now
- From the curb box into a house is the homeowner's responsibility
- Municipal Solutions is assisting us with the interfund loans. We are loaning the water district money from the general fund at a very low interest rate. Once the funding is received; the water district will pay back the general fund.

**Old Business:**

**Waste Management Dumpster Billing**

The Town Clerk has a message out to Waste Management regarding the billing for the town hall dumpster.

**Mills Zoning Violation**

No update.

**New Business:**

**Special Use Permit – Windy Brew**

A motion was made by Joe Meyer and seconded by Jim Fontaine to schedule a public hearing for December 17, 2025 at 7:00 p.m. to review the special use application transfer request from Tracy & Mark Schork, the new owners of Windy Brew.

Ayes: (3) Becker, Meyer, Fontaine   Nays: (0)   Absent: (2) Kirsch, Armbrust   Motion Carried.

**REGULAR MEETING  
SHELDON TOWN BOARD  
November 19, 2025**

**Teamsters Health & Hospital Fund Agreement**

A motion was made by Jim Fontaine and seconded by Joe Meyer to authorize the Town Supervisor to sign the Teamsters health & hospital fund agreement for the highwaymen.

Ayes: (3) Becker, Meyer, Fontaine Nays: (0) Absent: (2) Kirsch, Armbrust Motion Carried.

**Contract with Lisa Perez, DBA Adminisolve – Town Bookkeeping Services**

Katie Chmura, Town Bookeeper, will be retiring from the position on 12/31/25 after 22 years of service.

A motion was made by Jim Fontaine and seconded by Joe Meyer to authorize the Supervisor to sign the contract with Lisa Perez, DBA Adminisolve, for 2026 bookkeeping services for the Town of Sheldon at a rate of \$2,125 per month.

Ayes: (3) Becker, Meyer, Fontaine Nays: (0) Absent: (2) Kirsch, Armbrust Motion Carried.

**Williamson Law Books – Town Clerk Plus Computer Software**

A motion was made by Joe Meyer and seconded by Jim Fontaine to authorize the Town Supervisor to sign the contract with Williamson Law Book Company for the Town Clerk software program at an annual rate of \$587.

Ayes: (3) Becker, Meyer, Fontaine Nays: (0) Absent: (2) Kirsch, Armbrust Motion Carried.

**RESOLUTION AUTHORIZING \$172,862.65 INTERFUND LOAN FROM GENERAL FUND TO THE VARYSBURG WATER IMPROVEMENT CAPITAL FUND CHECKING ACCOUNT**

**WHEREAS**, the Town Board of the Town of Sheldon desires to provide temporary financing for expenditures related to the Varysburg Water Improvement Capital Project; and

**WHEREAS**, it is permissible under Section 9-a of the New York State General Municipal Law for the Town to make an interfund advance from the General Fund to the Water Capital Project Fund, provided it is repaid in accordance with the applicable laws and regulations; and

**WHEREAS**, the Town's General Fund has available cash balances to temporarily advance \$67,065.40 to the Water Capital Project Fund;

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby authorizes the Supervisor to transfer the sum of **\$172,862.65** from the **General Fund** to the **Water Capital Project Fund** as an interfund loan to carry a 3.80% interest rate, to be repaid upon receipt of NYS EFC interim loan financing or other available funds; and

**BE IT FURTHER RESOLVED**, that said interfund loan shall be recorded in the financial records of the Town with the following entries, consistent with the NYS Office of the State Comptroller's Accounting and Reporting Manual:

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**General Fund – A**

**REGULAR MEETING  
SHELDON TOWN BOARD  
November 19, 2025**

- **Debit:** 391 Due from Other Funds **\$172,862.65**
- **Credit:** 200 Cash **\$172,862.65**

**Water Capital Project Fund – H**

- **Debit:** 200 Cash **\$172,862.65**
- **Credit:** 630 Due to Other Funds **\$172,862.65**

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**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

**Motion made by:** Jim Fontaine

**Seconded by:** Joe Meyer

**Adopted by the following vote:**

**Ayes: 3 Becker, Fontaine, Meyer      NAYS: 0    Absent: 2 Kirsch, Armbrust    Abstain: 0**

**Six Star Post – Banner Request**

A letter from the Six Star Post Auxiliary was distributed to board members. The auxiliary is requesting funding from the Town of Sheldon to support the continued display of the military tribute banners.

- Councilman Fontaine states: the Lions Club donated \$7,000 for the original project to purchase the banners and other individuals and organizations also donated. As a Town, we cannot legally donate \$5,000. The Town purchased the brackets for the banners.
- Supervisor Becker noted that in the Village of East Aurora, they have a public works department that puts up their banners and they have a bucket truck. The Town of Sheldon does not have a public works department. It's a great gesture but not something we are allowed to do.
- In their letter, the Auxiliary asked to be placed on the December meeting agenda. Supervisor Becker will reach out to Sandy Kensinger from the Auxiliary before the December meeting to talk about what was discussed tonight.

**Bills:**

Town Supervisor Becker confirmed that the Board had a chance to review the abstracts.

Supervisor Becker will hand deliver the check to Fineline Pipeline.

A motion was made by Jim Fontaine and seconded by Joe Meyer that the

General Bills #214 to #247 for a Total of \$51,678.63, the

Highway Bills #152 to #168 for a Total of \$73,681.18, the

Lighting District bills #11 to #11 for a Total of \$696.94, the

Trust & Agency bills #14 to #14 for a Total of \$247.00, the

Varysburg Water District bills #55 to #61 for a Total of \$10,931.12, the

Varysburg Water System Improvement bills #22 to #23 for a Total of \$172,862.65 be paid.

**REGULAR MEETING  
SHELDON TOWN BOARD  
November 19, 2025**

Ayes: (3) Becker, Meyer, Fontaine Nays: (0) Absent: (2) Kirsch, Armbrust Motion Carried.

**Comments from the Floor**

Supervisor Becker opened the floor to comments:

**Wyoming County Broadband Project**

Resident, Bobby McCubbin, asked if there was a timeline for the County-run internet program. Supervisor Becker replied that the County is starting to build it out. The grant stipulates that the project be completed by December 31, 2026. The County Board of Supervisors approved the \$4 million start-up money last week. The County expects to recoup the initial investment within four years' time. The internet will mostly be off of towers. An antenna would be placed on a homeowner's house. If the property does not have access to towers, then fiber optic will be run. The company that the County will be working with is based out of Geneva, NY.

**Adjournment**

At 7:55 p.m. a motion was made by Jim Fontaine and seconded by Brian Becker to adjourn the November 19, 2025 meeting of the Sheldon Town Board.

Ayes: (3) Becker, Meyer, Fontaine Nays: (0) Absent: (2) Kirsch, Armbrust Motion Carried.