

AGENDA
REGULAR BOARD MEETING - TOWN OF BOSTON
JANUARY 21, 2026 – 7:30 P.M.

ITEM NO. I PRELIMINARY MATTERS

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance and Opening Prayer
4. Other Preliminary Matters

ITEM NO. II REGULAR BUSINESS

1. Correction and Adoption of the Minutes from January 7, 2026
2. Consideration of all Fund Bills

ITEM NO. III CORRESPONDENCE

1. Town Clerk's Report for December 2025
2. Town Clerk's 2025 Annual Report
3. Dog Control Officer Report for December 2025
4. Code Enforcement Officer Report for December 2025
5. National Fuel Gas Supply Corporation Line C46S 2026 Modernization Project
6. North Boston Vol. Fire Co. Inc.: Officers and directors, 2024 IRS Form 990 - Inventory of property and Statement of Liabilities, Statement of business engagement
7. North Boston Vol. Fire Co. Inc. 2025 Annual Report on Revenues and Expenditures of Foreign Fire Insurance Premiums
8. Erie County Clerk's Zombie Property Initiative
9. Erie County Department of Environment and Planning, Re: Public Review of the 2026 Draft of the 1st year Action Plan of the 2025-2029 Five Year Community Development Consolidated Plan
10. Buffalo Niagara Partnership's 2026 Advocacy Agenda
11. Erie County Water Authority Extract of Minutes
12. Comp Alliance Safe Workplace Award

ITEM NO. IV NEW BUSINESS

1. Requests from the Floor (3-minute time limit per person)
2. Association of Towns 2026 Annual Training attendance request from Supervisor Jason Keding
3. Resolution 2026 - 11 Document Management Software and Services
4. Resolution 2026 - 12 Designating Supervisor Keding as the Town's Delegate to the Annual Business Meeting of the New York State Association of Towns
5. Resolution 2026 - 13 Authorizing Procurement of 2027 Freightliner 114SD with Snowplow and Dump Package for Highway Department Use
6. Resolution 2026 - 14 A Resolution Supplementing and Amending Resolution 2026-02 and Implementing Town Code §§ 60-11 and 60-12 Regarding Reimbursement of Professional Review Costs for Floodplain Development Permits
7. Application for Use of Facility – Conservation Advisory Council – CCE-Erie for a Hemlock Woolly Adelgid Workshop
8. Application for Use of Facility – Conservation Advisory Council – 2026 Snowshoe and Snowmen Event

ITEM NO. V OLD BUSINESS

ITEM NO. VI REPORTS AND PRESENTATIONS

1. Highway Superintendent
2. Councilmembers
3. Town Clerk
4. Supervisor

ITEM NO. VII ADJOURNMENT OF MEETING

1. Adjournment of Meeting

REGULAR BOARD MEETING
JANUARY 21, 2026

TOWN HALL
7:30 P.M.

Present: Supervisor Jason Keding, Councilman Robert Penders, Councilwoman Kathleen Selby, and Councilman Max Stephan.

Also Present: Highway Superintendent Telaak, Attorney for the Town McCann, Town Clerk Sandra Quinlan

Rev. Dr. John Loeser, Churchill Memorial United Methodist Church, opened the meeting with a prayer.

Supervisor Keding called the meeting to order at 7:33 pm.

Pledge of Allegiance.

Supervisor Keding stated there are no other Preliminary matters.

Regular business:

A motion was made by Councilwoman Selby and was seconded by Supervisor Keding to approve the minutes of the January 7, 2026 reorganizational meeting.

Supervisor Keding	Yes	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

four (4) Yes Carried

A motion was made by Councilman Penders and was seconded by Councilwoman Selby upon review by the Town Board, that fund bills in the amount of \$145,610.66 be paid.

Supervisor Keding	Yes	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

four (4) Yes Carried

Supervisor Keding stated the following has been received and filed under correspondence:

Town Clerk's Report for December 2025

Town Clerk's 2025 Annual Report

Dog Control Officer Report for December 2025

Code Enforcement Officer Report for December 2025

National Fuel Gas Supply Corporation Line C46S 2026 Modernization Project

North Boston Vol. Fire Co. Inc.: Officers and directors, 2024 IRS Form 990 - Inventory of property and Statement of Liabilities, Statement of business engagement

North Boston Vol. Fire Co. Inc. 2025 Annual Report on Revenues and Expenditures of Foreign Fire Insurance Premiums

Erie County Clerk's Zombie Property Initiative

Erie County Department of Environment and Planning, Re: Public Review of the 2026 Draft of the 1st year Action Plan of the 2025-2029 Five Year Community Development Consolidated Plan

Buffalo Niagara Partnership's 2026 Advocacy Agenda

Erie County Water Authority Extract of Minutes

Comp Alliance Safe Workplace Award

New business:

Supervisor Keding stated the floor is open for public comment.

The following persons were heard:

Jay Jackson

James Stang

Dave Magill

Deputy Miller, Community Engagement Team, Erie County Sheriff's Office

Supervisor Keding stated the floor is closed.

A motion was made by Councilman Stephan and was seconded by Councilwoman Selby to approve Association of Towns 2026 Annual Training attendance request from Supervisor Jason Keding.

Supervisor Keding	Abstain	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes
three (3) Yes	one (1) Abstain		Carried

A motion was made by Councilwoman Selby and was seconded by Supervisor Keding,

RESOLUTION 2026 -11 DOCUMENT MANAGEMENT SOFTWARE AND SERVICES

WHEREAS, the Town Clerk of the Town of Boston serves as custodian of the Town's records, books, and papers, and is designated by State law as the Town's records management officer; and

WHEREAS, to preserve and protect Town documents and to perform the functions of the Town Clerk's office efficiently and effectively, the Town Clerk implemented DocuWare software from Toshiba with cloud storage; and

WHEREAS, DocuWare software is available through Omnia Partners Contract No. 191103, originally let by Region 4 Education Service Center, a governmental entity created under Texas law, and that contract's terms make it available for use by other governmental entities; and

WHEREAS, the Town Clerk desires to renew its license with Toshiba for its DocuWare software from January 1, 2026 - December 31, 2026; and

WHEREAS, the annual license fee for the DocuWare software with the storage and number of users required by the Town has remained the same at \$3,672 per year; and

WHEREAS, funds for this procurement are available in the Town's 2026 Budget, under the line Records Management, A00-1460-0400;

NOW THEREFORE BE IT RESOLVED, that Town Board of the Town of Boston authorizes the Town Clerk to enter into a renewal agreement with Toshiba for DocuWare software and services for from January 1, 2026 - December 31, 2026 for an annual license fee of \$3,672.

Supervisor Keding	Yes	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

four (4) Yes Carried

A motion was made by Councilman Penders and was seconded by Councilwoman Selby,

**RESOLUTION 2026 -12 DESIGNATING SUPERVISOR KEDING AS THE
TOWN'S DELEGATE TO THE ANNUAL BUSINESS MEETING
OF THE NEW YORK STATE ASSOCIATION OF TOWNS**

WHEREAS, the Town of Boston is a Member of The Association of Towns of the State of New York ("Association"); and

WHEREAS, the Annual Meeting of the Association will be held on February 15-17, 2026; and

WHEREAS, the Annual Business Meeting of the Association will be held on February 17, 2026; and

WHEREAS, the Constitution of the Association provides that for matters put to a vote at the Annual Business Meeting of the Association, each member of the Association shall be entitled to one vote, to be cast by a delegate designated by the town board of such member town; and

WHEREAS, the delegate must be an officer, employee, or appointed representative of the town; and

WHEREAS, Supervisor Jason Keding meets the qualifications to serve as the Town of Boston's delegate to the Association's Annual Business Meeting;

NOW THEREFORE BE IT RESOLVED, that Supervisor Jason Keding hereby duly is designated as the town of Boston's delegate to attend the Annual Business Meeting of the Association of Towns to be held on February 17, 2026, and to cast the vote of the Town of Boston pursuant to the Constitution and By-Laws of the Association.

Supervisor Keding	Abstain	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

three (3) Yes one (1) Abstain Carried

A motion was made by Councilman Stephan and was seconded by Councilman Penders,

RESOLUTION 2026 -13

**AUTHORIZING PROCUREMENT OF 2027
FREIGHTLINER 114SD WITH SNOWPLOW AND DUMP
PACKAGE FOR HIGHWAY DEPARTMENT USE**

WHEREAS, the Town of Boston Highway Superintendent has identified a need for a truck equipped with a snowplow and dump body to replace obsolete Highway Department equipment; and

WHEREAS, the Highway Superintendent has identified a 2027 model year Freightliner 114SD plus cab and chassis that the Town can procure from Freightliner & Western Star of Batavia under Sourcewell Contract #032824-DAI for the amount of \$207,782.00; and

WHEREAS, the truck can be fitted with an Everest Snow Plow Package, Stainless Steel Side Dump Body, and all relevant hitches, fittings, and transmission PTO adjustments from Valley Fab & Equipment under Sourcewell Contract #062222-AGI-1 for the amount of \$152,120.00; and

WHEREAS, the total delivered price for the truck and equipment after applicable contract discounts have been applied is \$359,902; and

WHEREAS, \$258,000 is available in the 2026 budget line DB0-5130-0200 Machinery-Equipment and the remaining \$101,902 can be pulled out of the Highway Equipment Reserve currently valued around \$330,000;

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Boston hereby authorizes the procurement from Freightliner & Western Star of Batavia, of a 2027 Freightliner 114SD truck cab and chassis plus procurement of the snow plow and dump body attachments from Valley Fab & Equipment for a total price not to exceed \$359,902; and

IT IS FURTHER RESOLVED, that \$101,902 can be transferred out of the equipment reserve to the Highway Equipment 2026 budget line to satisfy the remainder of this purchase.

THIS RESOLUTION IS SUBJECT TO A PERMISSIVE REFERENDUM PURSUANT TO GENERAL MUNICIPAL LAW SECTION 6-C REGARDING EXPENDITURES FROM RESERVE FUNDS.

Supervisor Keding
Councilwoman Selby

Yes
Yes

Councilman Penders
Councilman Stephan

Yes
Yes

four (4) Yes

Carried

A motion was made by Supervisor Keding and was seconded by Councilwoman Selby,

RESOLUTION 2026 -14

**A RESOLUTION SUPPLEMENTING AND AMENDING
RESOLUTION 2026-02 AND IMPLEMENTING TOWN CODE
§§ 60-11 AND 60-12 REGARDING REIMBURSEMENT OF PROFESSIONAL
REVIEW COSTS FOR FLOODPLAIN DEVELOPMENT PERMITS**

WHEREAS, by Resolution No. 2026-02, the Town Board adopted a Schedule of Fees applicable to various permits, applications, and reviews administered by the Town of Boston; and

WHEREAS, Town Code § 60-11 designates the Code Enforcement Officer as the Local Administrator for purposes of administering and enforcing Chapter 60 of the Town Code, Flood Damage Prevention; and

WHEREAS, Town Code § 60-12 establishes a floodplain development permit and requires that applications be accompanied by an application fee of \$250; and

WHEREAS, Town Code § 60-12 further provides that, in addition to the application fee, an applicant shall be responsible for reimbursing the Town of Boston for any additional costs necessary for review, inspection, and approval of a floodplain development project, and authorizes the Local Administrator to require a deposit of no more than \$500 to cover such additional costs; and

WHEREAS, certain floodplain development permit applications, including those involving land clearing, grading, drainage alterations, and Stormwater Pollution Prevention Plans (SWPPPs), require professional engineering or technical review to ensure compliance with applicable federal, state, and local requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Boston hereby adopts the following, which shall supplement and amend Resolution 2026-02:

1. Professional Review Determination. Where the Code Enforcement Officer, acting as Local Administrator pursuant to Town Code § 60-11, determines that a floodplain development permit application requires professional engineering or technical review in order to complete the review, inspection, or approval of the project, the applicant shall be responsible for reimbursing the Town for the actual and reasonable costs of such review.
2. Deposit Authorized. Pursuant to § 60-12, the Code Enforcement Officer shall require the applicant to submit a deposit, in an amount not to exceed \$500, to be applied toward such professional review costs.
3. Application Fee Not Included. The deposit authorized by this Resolution is separate from and in addition to the \$250 floodplain development permit application fee required by Town Code § 60-12. The application fee shall not be credited toward, or included as part of, the deposit.
4. Use of Deposit. Deposit funds shall be used solely to reimburse the Town for actual costs incurred for engineering, technical review, inspection, or consultation services related to the application.
5. Refund of Unused Funds. Any portion of the deposit not used for such costs shall be refunded to the applicant upon completion of the review process.
6. Supplement to Fee Schedule. This Resolution shall be deemed to supplement and amend the Schedule of Fees adopted by Resolution 2026-02, and the policies and charges authorized herein shall be incorporated into the Town's Schedule of Fees and carried forward in subsequent years, unless modified or rescinded by resolution or local law of the Town Board.

7. No New Fee Established. This Resolution implements existing authority under § 60-12 of the Town Code and does not establish or increase any permit fee or charge beyond those already authorized by local law.

8. Effective Date. This Resolution shall take effect immediately and shall apply to all pending and future floodplain development permit applications.

BE IT FURTHER RESOLVED, that the Town Clerk is directed to enter this Resolution into the minutes of the Town Board and provide copies to the Code Enforcement Officer and the Town Engineer.

Supervisor Keding	Yes	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

four (4) Yes Carried

A motion was made by Councilman Stephan and was seconded by Councilwoman Selby to approve the Use of Facility application from Conservation Advisory Council, February 7, 2026, 8:00 am to 12:00 pm, for Outreach, Town hall community room, kitchen, and bathroom facilities.

Supervisor Keding	Yes	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

four (4) Yes Carried

A motion was made by Councilwoman Selby and was seconded by Councilman Penders to approve the Use of Facility application from Conservation Advisory Council, February 21, 2026, 8:00 am to 12:00 pm, Snowshoe and Snowman Event, Town fields, Town hall community room, kitchen, and bathroom facilities.

Supervisor Keding	Yes	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

four (4) Yes Carried

Old business:

Supervisor Keding stated that there is no Old business.

Reports and Presentations:

Highway Superintendent Telaak reported on the following:

Highway department had been busy plowing snow after significant snowfall and wind. Reminded residents that Christmas trees left by the road need to be called in to Waste Management for pickup. Stated that highway taxes pay for all highways in Town, not just those directly in front of residents' homes. Crestwood Circle, a one-lane dirt road that was never built to Town specifications or dedicated to the Town, comparing it to other private roads in Boston where residents pay highway taxes but don't receive Town plowing services.

Councilwoman Selby reported on the following:

Commended the Highway department for their outstanding snow plowing service during the recent storms, noting that Town roads were better maintained than many County and State roads. Thanked Deputy Miller for his thorough update and regular attendance at board meetings.

Councilman Penders reported on the following:

Thanked the Highway Superintendent for keeping the roads clear in the area where we live, the "snow belt".

Councilman Stephan reported on the following:

Encouraged residents to connect with the Town's Facebook page to share information, pictures, and videos about Town events and issues. This helps the Board better understand what's happening in Town, especially during events like recent flooding from snow melt.

Town Clerk Quinlan reported on the following:

January ConnectLife blood drive collected 24 units, helping save 72 local patients. Next blood drive will be February 3rd from 2-7 PM in the community room. Erie County is sponsoring a free rabies vaccination clinic for dogs, indoor and outdoor cats, and ferrets at the North Buffalo Community Center on January 24th. Town Clerk's Annual Report, the office took in over \$160,000 in 2025, with \$11,000 from hunting and fishing licenses, and over \$90,000 from 279 building permits.

Supervisor Keding reported on the following:

Boston EMS Contract, contract negotiations are still underway, with the squad having retained legal counsel. Public input will be solicited when a public hearing is scheduled to present the proposed contract terms. Water Phase 2: The project will replace water infrastructure along Boston State Road and throughout the community, with bidding expected in mid to late summer pending timelines with the Water Authority and Erie County Department of Health.

Thanked the Board for allowing him to attend the upcoming New York Association of Towns conference in New York City. Legislative updates, previous efforts to exclude EMS services from the tax cap and to designate ambulance service as an essential service in New York State have not been successful.

Supervisor and the Town's Emergency Manager will attend a grid resilience exercise in Elma to prepare for potential power outages. The Town now has a generator to maintain operations during outages. Meeting regarding fuel tank replacement is scheduled for Monday. Pleased to hear Deputy Miller's confirmation that the 4-way stop at Eckhardt and Taylor has improved safety.

REGULAR BOARD MEETING
JANUARY 21, 2026

TOWN HALL
7:30 P.M.

Suggested residents cut up Christmas trees to fit in WM tote rather than placing them at curbside, which could create safety hazards.

A motion was made by Supervisor Keding and was seconded by Councilwoman Selby to adjourn the meeting at 8:05 p.m.

Supervisor Keding	Yes	Councilman Penders	Yes
Councilwoman Selby	Yes	Councilman Stephan	Yes

four (4) Yes

Carried

Open Meetings Law, Public Officers Law, Article 7, §106. Minutes.

Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

These minutes are an unofficial copy unless the original signature of the Town Clerk is affixed below. The original official paper minutes are stored in the Town's vault.

SANDRA L. QUINLAN, BOSTON TOWN CLERK