

**REGULAR TOWN BOARD MEETING  
JUNE 21, 2022**

**PRESENT:**

Supervisor Richard A. Purol  
Councilman Juan Pagan  
Councilman Henry Walldorff  
Councilman Jay Bishop

**OTHERS PRESENT:** Town Clerk, Rebecca Yacklon, Deputy Clerk, Kyle Coughlin, Sue Hazelton, Gary Hazelton, Phil Leone, John Jay Warren, Barbara Warren, Shari Miller, Robert Hubbard, Irene Strychalski, Erika Strychalski, Lisa Briggs, Anthony Dolce from the Observer

Supervisor Purol opened the regular Town Board meeting up at 6:33 pm with the pledge to the flag.

**APPROVAL OF SPECIAL TOWN BOARD MEETING MINUTES MAY 31, 2022**

Councilman Pagan made a motion to approve the special town board meeting minutes of May 31, 2022. The motion was seconded by Councilman Walldorff and carried.

**ABSTARCT OF AUDITED VOUCHERS**

Councilman Bishop made a motion to approve the abstract of audited vouchers as presented by the Town Clerk on the June 21, 2022. The motion was seconded by Councilman Pagan and carried.

General Fund	\$18,839.62
Highway Fund	\$3,538.79
Checking Justice	\$15,138.50
Vineyard Light	\$140.53
ELRSD	\$11,228.42

**OPEN COMMENTS**

Jay Warren of 5182 Woodlands had asked the Town Board if there was any update on the zoning board of appeals decision.

Attorney Passafaro stated that it's filed, and the appeal time is running.

Phil Leone of 5208 Woodlands stated that a letter was received by their Attorney from Jeff Passafaro, Town Attorney stating that for the weekend of Memorial Day, due to timing of the Zoning Board of Appeals decision; that they would allow the renters for that weekend. Phil Leone sated that he wanted the Town Board to be aware that the following weekend there were more renters there from Ohio. There were no issues, but the letter clearly stated that the owner of the VRBO was informed to not rent after Memorial Day weekend and they continued to do so.

Sue Hazelton of 5178 Woodlands read a letter pertaining to the article on June 11th that was posted in the Observers opinion column in regard to one of our zoning board members.

Sue Hazelton also addressed to the Town Board that the property at 4501 Willow Road has several cars, boats, trucks, and trailers on it and was inquiring if it's a business or a junk yard.

Supervisor Purol had informed Mrs. Hazelton that they are working on that issue.

Shari Miller of 3889 Williams Street stated that she would like the Town Council to look at the City of Dunkirk's agreement regarding police patrol protection. She informed the board that there have been things stolen from residents in her neighborhood again and the only people that respond are the Sheriff's and the Troopers. She felt that she doesn't think we should be paying the City of Dunkirk for police patrol if they are not responding or patrolling the areas.

Supervisor Purol had informed Mrs. Miller that he did follow up with Chief Ortolano in regard to the last incident and it was taken care of. He also informed Mrs. Miller that City Police are not going to arrest anyone and that they are there for secondary protection and make people feel safe. They do check out several businesses and areas in the Town and they do not have any set hours. He also told Mrs. Miller that we do get a monthly police report submitted which has all the times, dates and locations where they have patrolled.

Shari Miller also had shared with the Town Board that she had submitted a letter of interest for the vacant Town Council position, and she was here to answer any questions that the Town Board may have for her.

#### **TOWN CLERK REPORT (MAY 2022)**

Clerk Fees	\$541.00
Zoning Fees	\$985.00
Dog Licenses	\$128.00
<b>Total amount transferred to Supervisor Purol \$1,654.00</b>	

#### **JUSTICE REPORT (MAY 2022)**

Total number of cases **263**  
**TOTAL FINES** and surcharges submitted to the Town Supervisor **\$25,286.00**

#### **BOARD MEMBER & COMMITTEE REPORTS**

Nothing to Report

#### **HIGHWAY SUPERINTENDENT REPORT**

Highway Superintendent Jeff Fienen was absent, and no report submitted.

Supervisor Purol had informed the board that we need to schedule a road tour for the end of the month.

#### **ZONING/CODE ENFORCEMENT OFFICER REPORT**

Code Enforcement Officer Ryan Mourer was absent, and no report was submitted.

#### **ATTORNEY REPORT**

Matters coming up on the agenda.

Mr. Passafaro also informed the Board that another tax assessment case is in the works and will be coming up.

## **SUPERVISOR REPORT**

- Supervisor Purol addressed that he had been working hard with the trailer park to take over ELRSD.
- Attended the grand opening for Americold. Overall, it was a very nice presentation.
- Had one MEO resign for another job. Also, one is out on medical leave. That leaves us with one guy running the highway at this time. Need to discuss next move.
- Attended the North County Water meeting. Discussed IMA with five municipalities. Heard from Fredonia about possible joining North County Water.
- Deputy Clerk, Kyle Coughlin was chosen as an honoree for the 2022 Municipal Clerks Honor Roll.
- Would like a motion to purchase (from SynchroNet) a 27-inch computer monitor and a new laptop for the court due to there's aging out with a cost of \$2,842.00.
- Would like a motion to have SynchroNet install Quick Books 2022 for the Clerks office and Court due to 2012 not being supportive any longer with a cost of \$800.00.
- Would like a motion to purchase Quick Books 2022 for the Clerk's office and the Court with a cost of \$1,449.79 for this year.
- Met with Justin Steinbach from CPL to come up with a proposal to help us with a local law on short- term rentals. Would like to schedule a workshop for this. The proposal received was in the amount of \$2,640.00. Would like to see a motion to accept the proposal from CPL.
- On June 28<sup>th</sup> the Town Hall will be used as a polling site for the Primary Election.
- On June 9<sup>th</sup> attended classes at Houghton College with the Deputy Clerk.

Councilman Walldorff made a motion to accept the quote of \$2,842.00 from SynchroNet to purchase a laptop and monitor for the court. The motion was seconded by Councilman Pagan and carried.

Councilman Pagan made a motion to accept the quote of \$800.00 from SynchroNet to install Quick Books 2022 on the Town Clerks computers and the court computers. The motion was seconded by Councilman Walldorff and carried.

Councilman Bishop made a motion to purchase Quick Books 2022 with a yearly fee of \$1,499.79. The motion was seconded by Councilman Pagan and carried.

Councilman Walldorff made a motion for Supervisor Purol to sign the proposal from CPL in the amount of not to exceed \$2,640.00. The motion was seconded by Councilman Bishop and carried.

## **OPEN MEETING LAW**

Attorney Jeff Passafaro had explained the new State Legislature adopted changes to the Open Meeting Law and remote and hybrid meetings. He stated that the recent legislation is not the same, nor does it permit the same kind of zoom meetings that we had during COVID Emergency under Executive Order. He also informed the board that it involves either adopting a Local Law and or Resolution which would require new amendments to comply with. At this time Mr. Passafaro had left this up to the Town Board to decide on if this was or is something the Town would like to move forward with.

### **CORRESPONDENCE**

The Town Board received two letters of interest to fill the vacancy seat on the Town Board due to the recent passing of Councilman Robert Penharlow.

The two interested candidates were Priscilla Penfold and Shari Miller.

After reviewing the letters submitted, Councilman Pagan thanked Shari Miller for her well put letter and all the work she does on the Planning Board. He further stated that at this time, he would favor Mrs. Penfold to fill the vacant seat open on the Town Board.

### **FILL TOWN BOARD MEMBER VACANCY UNTIL NOVEMBER ELECTION**

#### **RESOLUTION OF THE TOWN BOARD TOWN OF DUNKIRK**

At a Regular Meeting of the Town Board of the Town of Dunkirk, held at the Town Hall, 4737 Willow Road, Town of Dunkirk, New York on June 21<sup>st</sup> of 2022:

WHEREAS, a vacancy has been created in the Town Board by the death of Robert Penharlow and

WHEREAS, the Town Board desires to fill the vacancy

NOW, THEREFORE, on motion of Councilman Pagan, seconded by Councilman Walldorff, it is

RESOLVED, that Priscilla Penfold be appointed to the Town Board to fill the vacancy created to serve until December 31, 2022, or sooner filled by election.

### **SHOREWOOD WATER**

Supervisor Purol updated the Board that they haven't gone to bid yet and it will probably start in the fall. He also stated that they did apply for a grant to help out with the cost of the water project. He also informed the board that they are waiting for our Quick Books upgrade so we can set up our accounts for this project.

### **SCHEDULE ROAD TOUR**

A road tour date was scheduled for Saturday, June 25<sup>th</sup> @ 4:00 p.m.

### **APPOINT JORDAN COOPER TO PLANNING BOARD FOR 5 YEARS**

A motion was made by Councilman Pagan to appoint Jordan Cooper for a 5-year term to the Planning Board. The motion was seconded by Councilman Walldorff and carried.

### **APPOINT PAUL BOWERS TO PLANNING BOARD FOR 5 YEARS**

A motion was made by Councilman Walldorff to appoint Paul Bowers for a 5-year term to the Planning Board to replace Jay Warren whose term has expired. The motion was seconded by Councilman Bishop and carried.

Supervisor Purol had thanked Jay Warren for all his time and effort over the years that he has given to the Town of Dunkirk, as a planning board member.

**QUICK BOOKS UPGRADE**

Supervisor Purol had discussed the need to upgrade the Town Clerks computer system and court system to 2022 Quick Books since we are still in 2012 and we are slowly running into issues.

**SCHEDULE WORKSHOP**

Discussion was talked about scheduling a workshop to work with CPL on developing a local law for short-term rentals. No date was set at this time.

**EXECUTIVE SESSION** (to discuss personnel matters)

The Town Board closed the Regular Meeting at 7:10 p.m. and went into executive session to discuss personal matters. A motion was made by Councilman Bishop to go into executive session. The motion was seconded by Councilman Pagan and carried. The meeting was closed at 7:50 p.m. for the executive session.

**OPEN REGULAR MEETING**

A motion was made to exit executive session and open the regular town board meeting at 7:50 p.m. by Councilman Bishop. The motion was seconded by Councilman Pagan and carried.

**ADJOURNMENT**

With no further business, a motion was made by Councilman Bishop and seconded by Councilman Pagan. The motion was carried unanimously, and the meeting was adjourned at 7:50 pm.

Respectfully submitted,

Rebecca Yacklon  
Town Clerk