

**SPECIAL MEETING  
TOWN BOARD TOWN OF DUNKIRK  
APRIL 6, 2021**

The Town Board of the Town of Dunkirk held a Special Meeting at 6:30 p.m. on Tuesday, April 6, 2021 at the Town Hall, 4737 Willow Road, Town of Dunkirk, New York with Supervisor Richard A. Purol presiding.

**PRESENT**

Supervisor Richard Purol  
Councilman Robert Penharlow  
Councilman Juan Pagan  
Councilman Henry Walldorff  
Councilman G. Jay Bishop ( via zoom)

**OTHERS PRESENT:** Rebecca Yacklon, Town Clerk, Kyle Coughlin, Deputy Town Clerk, and Shari Miller, Chairperson of the Town of Dunkirk Planning Board.

Supervisor Purol opened the meeting at 6:30 p.m. and began with the pledge to the flag.

**FREEZER WAREHOUSE PUBLIC HEARING**

Supervisor Purol stated that a public hearing needed to be set for the Freezer Warehouse Facility. He stated he would like to do this meeting before the regular Town Board Meeting on the 20<sup>th</sup> of April. He asked if Board Members were available to have a public hearing at 6:15 p.m. before the Regular Town Board Meeting. All members agreed on this date and time.

A motion was made by Councilman Penharlow to set the public hearing for April 20<sup>th</sup> at 6:15p.m. for the Freezer Warehouse Facility. The motion was seconded by Councilman Walldorff and carried unanimously.

**SHOREWOOD WATERLINE**

Supervisor Purol presented the Town Board with an email from Eric Weis and Matt Smith in regards to the Shorewood Water line project.

This letter addressed to Supervisor Purol from USDA stated:

“We are in receipt of your application for assistance from USDA, Rural Development for your proposed water project. The proposed project has been found eligible for funding under the Water and Environmental Program (WEP). The initial application scored 110 priority points. The application will compete with similar applications through a priority ranking system for Fiscal Year 2021 Funds. We would like to schedule an application conference with you to discuss your eligibility and the next stage in processing your application. We will contact you to schedule a meeting in the next 10 business days. You will have 30 days from the date of this meeting to accept our funding offer or request your application to be withdrawn (letter must be in writing).

***The project finding id subject to funding availability at the time your application is ready for approval.***

Based upon the information submitted to date the estimated funding package is as follows:

Population: 1,318

Median Household income (MHI): \$39,861.00

Estimated Rural Development Loan (1.375% - 38 yrs.) \$2,289,000

Applicant Contribution \$6,000

Total Project Cost \$2,295,000

Rural Developments funding's estimate is based upon the following annual expenses:

Debt Service (Rural Development) \$77,758

O&M \$130,704

Please note the following:

1. Interest rates change quarterly. Actual interest rate will be determined at the time of funding commitment
2. Tribal consultation is required as per advisory council on historic preservation section 106. USRDA- Rural Development will initiate this action on behalf of the applicant.
3. Grant listed is the maximum potential amount. Grant amounts may be reduced due to changes in underwriting, interest rates, and or funding availability.
4. The project may be eligible for additional funding from other government programs. The Water and Sewer Infrastructure Co-Funding Initiative assists municipalities in obtaining optimum funding packages for projects." From Lucas Manning, Area Specialist USRDA.

Supervisor Purol stated that while he hoped for a grant, after a conversation with Jeff Smith, Jeff felt that the income level was questioned due to this being a "seasonal" area. Mr. Smith also stated that even "if" a grant would be provided, he felt it would be something less than \$300,000. Supervisor Purol stated he sent a copy of this letter to Attorney Passafaro for his review.

Attorney Passafaro informed the Town Board that this would be a 202-B project. Which means a public hearing is needed and the map plan must be approved before any action could be taken.

Councilman Bishop stated that he felt that more year-round residents live in the Shorewood area rather than "seasonal." He wondered how accurate their assessment of the area actually was.

Supervisor Purol wanted the board to be aware that USRDA would not be giving out any grants this year. He stated that this loan is the best option the Town Board has for this district currently.

### **DETAILED OPERATIONS PLAN**

A detailed operations plan was reviewed by the Town Board.

Councilman Pagan stated that he thought the template looked good and also felt that all employees should review this plan.

Councilman Penharlow informed the board of some changes he would like to see made.

A list of changes was presented to the Town Clerk:

- Page 1 (2<sup>nd</sup> paragraph) remove the words, ( with the input of the Town of Dunkirk employees)
- Page 11 Under Heading: Employee and Contractor Leave 2<sup>nd</sup> Paragraph, remove the word (paid) and the words ( employee's regular rate of pay)
- 3<sup>rd</sup> Paragraph, remove the words "Town of Dunkirk" and replace with "applicable agency of New York State".
- 4<sup>th</sup> Paragraph, remove the words "Town of Dunkirk" and replace with "Applicable agency of New York State".

### **APPOINT ESTELLE HARPER TO ZONING BOARD**

Supervisor Purol stated that Estelle Harper's term on the Zoning Board was coming to an end on April 11<sup>th</sup>, 2021. He stated that she expressed that she was no longer interested in serving on the board as a fulltime member but would like to be an alternate.

A motion was made by Councilman Pagan to appoint Estelle Harper as an alternate to the Zoning Board for a term of 1 year. The motion was seconded by Councilman Penharlow and carried.

Supervisor Purol also stated while on the topic of terms expiring, that Shari Miller is also up for re-appointment in April. He stated that Shari Miller serves on the Planning Board as Chairperson and stated that he would talk to her at a later date and discuss it with the board, when deemed necessary.

**ADJOURNMENT**

With no further business, a motion was made by Councilman Penharlow to adjourn the meeting. The motion was seconded by Councilman Pagan and carried Unanimously. The meeting was adjourned at 6:57 p.m.

Respectfully submitted,

Rebecca Yacklon  
Town Clerk