

**REGULAR MEETING OF THE TOWN BOARD**  
**August 18, 2020**

**PRESENT**

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

**OTHERS PRESENT :** Town Clerk, Jean Crane, Attorney Jeffrey Passafaro.

Supervisor Puroi opened the regular meeting at 6:34 p.m. with the pledge of allegiance.

**REGULAR MEETING MINUTES**

Councilman Pagan made a motion to approve the Regular meeting minutes of July 21, 2020. The motion was seconded by Councilman Walldorff and carried.

**ABSTRACT OF AUDITED VOUCHERS**

Councilman Penharlow made a motion to approve the payment of bills as presented by the Town Clerk on the August 18 , 2020 Abstract. The motion was seconded by Councilman Pagan and carried.

General Fund	\$20,5571.63
Justice Fund	\$7,175.00
Highway Fund	\$13,764.91
Vineyard Light	\$179.94
East Lake Rd Sewer	\$1,775.57
East Industrial Water	\$541.47
Bennett Improvement	\$3,104.36

**TOWN CLERK REPORT (July)**

Clerk Fees	\$540.00
Zoning Fees	\$925.00
Dog Licenses	\$90.00
Miscellaneous	\$0.63

**TOTAL SUBMITTED TO TOWN SUPERVISOR \$1,555.63**

**JUSTICE REPORT (JULY)**

Total number of cases 124

**TOTAL FINES and surcharges submitted to the Town Supervisor \$17,470.00**

**Councilman Pagan** stated he met with the Ryan Mourer, Jay Warren (planning chairman) , and Scott Pagano (zoning chairman) to discuss how the board could move forward with scheduling hearings and still keep within the Covid regulations passed by the Governor. There was also discussion on having the deputy town clerk take over the duties of the planning and zoning board secretary.

DATED 08/18/20

**EAST LAKE ROAD SEWER DISTRICT (Richard Purol)**

No service calls for the month. New cover will be placed on pump station #1 at trailer park.

**HIGHWAY SUPERINTENDENT**

No report was received from the highway superintendent.

Supervisor Purol stated that the Town of Ellicott was selling two trucks a 2004 and 2006 with stainless steel bodies. The brine truck was in poor condition and needed to be replaced. Supervisor Purol authorized highway supervisor to make bids not to exceed \$20,000.

Supervisor Purol stated there were five trees in the Towns right of way that needed to be cut. Two on Morewood and three on Greenhurst Ave. ext. Received a quote from Urban Arborist Trees for \$2600.00 Cut trees and remove the wood. Stumps will remain flush.

Councilman Pagan made a motion to accept quote from Urban Arborist Tree for \$2600. The motion was seconded by Councilman Walldorff and carried.

**STEGELSKE (Richard Purol)**

Still a problem with water loss and unable to find where water is going.

**ATTORNEY REPORT**

No response had been received from Village of Fredonia attorney regarding renewal of Plaza 59 water and sewer contact.

Attorney Passafaro also stated he was notified by the town assessor that we two filings of Article 7 tax cases both on Vineyard Drive.

**SUPERVISORS REPORT**

Supervisor Purol reported that last meeting of North County Water there was discussion about moving the offices out of Brocton. He was also in attendance for the PPD meeting where members started work on yearly budget.

**CORRESPONDENCE**

Received letter from Justice Penfold stating he would be retiring from Chautauqua County Social Services on December 31, 2020. In order to receive his New York State pension, he would need to resign from the position of Town Justice for the Town of Dunkirk. He would like the Town Board to appoint to the position of Town Justice sometime in the first week of January 2021.

**SHOREWOOD WATER IMPROVEMENT**

Board members reviewed a revised copy of the Preliminary Map Plan for the Shorewood Water District. There was still a great deal of concern about the proposed costs to the homeowner. Supervisor stated he would reach out to Clark Patterson Lee for more clarification on the project.

DATED 08/18/20

**QUOTES FOR NEW WINDOW**

Supervisor Purol stated two quotes were received for the replacement of window in town clerk's office.

Home Based Products \$1920.  
Professional Contractors \$3818.00

Councilman Penharlow made a motion to accept quote from Home Based Products at a cost of \$1920.00. The motion was seconded by Councilman Pagan and carried.

**CARPET REPLACEMENT**

Supervisor Purol stated three different quotes received from Home Based Products for flooring.

Floating Vinyl planks \$1625.00  
Defender glue down carpet \$870.00  
Carpet Tiles \$1109.00

Councilman Walldorff made a motion to accept quote from Home Based Products for carpet tiles at a cost of \$1109.00. The motion was seconded by Councilman Pagan and carried.

**QUOTE FROM SYNCHRONET**

The Town Clerk informed board members that the installation of new carpet and window would involve moving all the desks and equipment out of the office. This would also make it necessary to move wiring for the computers and server to the back room.

Received a quote from Synchro Net to deliver and install cabinet, move switch, clean up cabling and install temporary desk setups at a cost of \$2975.00.

Councilman Penharlow made a motion to accept quote from Synchro Net at a cost of \$2975.00. The motion was seconded by Councilman Pagan and carried.

**CLEANING CONTRACT**

Supervisor Purol reviewed new proposal from Chadwick Bay Property Management. The quote entailed a cleaning of the offices every other week for a monthly rate of \$220.00. Board members wanted wording in contract changed to cleaning twice a month.

Councilman Pagan made a motion to authorize Supervisor sign contract with changes. The motion was seconded by Councilman Walldorff and carried.

**APPOINT DEPTY CLERK AS ZONING AND PLANNING CLERK**

A motion was made by Councilman Penharlow to appoint Kyle Bentley as secretary to the planning and zoning board. The motion was seconded by Councilman Pagan and carried.

DATED 08/18/20

**LOCAL LAWS FOR ATV**

No action taken.

**EMPLOYEE HANDBOOK**

Workshops scheduled for August 27, 2020 at 10 am.

**ATHENEX UPDATE FROM REPRESENTATIVE**

No action taken.

**CONTACT WITH COUNTY EXECUTIVE**

No action taken.

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

Motion was made by Councilman Penharlow to enter executive session to discuss personnel issues. The motion was seconded by Councilman Pagan and carried. (7:20 p.m.)

On motion of Councilman Penharlow the board returned to regular session. The motion was seconded by Councilman Penharlow and carried. ( 7:35 p.m.)

**ADJOURNMENT**

With no further business, on a motion of Councilman Penharlow seconded by Councilman Pagan the meeting adjourned. (7:36 p.m.)

Respectfully submitted,

Jean Crane  
Town Clerk