

**REGULAR MEETING OF THE TOWN BOARD  
DECEMBER 15, 2020**

**PRESENT:**

Supervisor Richard A. Purol  
Councilman Robert Penharlow  
Councilman Juan Pagan  
Councilman Jay Bishop (via zoom)

**ABSENT:**

Councilman Henry Walldorff

**OTHERS PRESENT:** Town Clerk, Jean Crane, Attorney Jeffrey Passafaro, and Deputy Clerk ,Becky Yacklon.

Supervisor Purol opened the regular meeting at 6:30 p.m.

**REGULAR MEETING MINUTES**

Councilman Penharlow motioned to approve the Regular meeting minutes of November 17, 2020. The motion was seconded by Councilman Pagan and carried.

**APPROVAL OF PUBLIC HEARING MEETING MINUTES**

Councilman Pagan motioned to approve the public hearing meeting minutes of November 17, 2020. The motion was seconded by Councilman Penharlow and carried.

**ABSTRACT OF AUDITED VOUCHERS**

Councilman Pagan motioned to approve the payment of bills as presented by the Town Clerk on the December 15, 2020 Abstract. The motion was seconded by Councilman Penharlow and carried.

General Fund	\$22,679.49
Highway Fund	\$10,911.43
Justice Fund	\$16,236.75
Vineyard Light	\$230.67
ELRS District	\$24,367.97
East Industrial	\$3,180.89
Bennett Improvement	\$431,193.18
Water Service #1	\$26,920.86

**OPEN COMMENTS**

There was no public attendance.

**TOWN CLERK REPORT (November)**

Clerk Fees	\$422.00
Zoning Fees	\$2,975.00
Dog Licenses	\$110.00
Miscellaneous	\$0.66
<b>TOTAL SUBMITTED TO TOWN SUPERVISOR</b>	<b>\$3,507.66</b>

**JUSTICE REPORT (November)**

Total number of cases 268

**TOTAL FINES** and surcharges submitted to the Town Supervisor **\$24,395.50**

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

No service calls for the month of December.

**STEGELSKE (Richard Purol)**

Supervisor Purol discussed the fire at the Pump House with board members. The pump house was located on City property and insured by the City of Dunkirk. There were businesses in the Town that relied on the pump house for fire protection and with the system out of service it created a major liability as well as an inconvenience to them. Supervisor Purol stated once the pump house was up and running again, he would like to see the City take control. Attorney Passafaro stated he would hand deliver a letter to the City regarding the situation.

**ZONING/CODE ENFORCEMENT OFFICER**

- Zambotti project is near completion.
- Finished Charter/Spectrum remodel-COC.
- Credit Union-Been working with them on submittal. Planning on having it to him prior to end of the year.
- Solar Farm Brigham Road-Developer stated they are submitting application before end of the year. Ryan stated he has several reports they are surveying location and presenting to neighbors. Several neighbors are very concerned of the size of the project.
- Potential planning Board Hearings of January or February depending on receiving all documents.
- Northland Concrete --- Storage out Buildings
- Solar Project---Brigham Road
- Solar Project—Williams Street

**ATTORNEY REPORT**

Attorney Passafaro stated he received correspondence from Southern Tier Federal Credit Union regarding submission of site plans for their new location to the Planning Board in 2021.

**SUPERVISORS REPORT****Bennett Water Project**

Supervisor Purol expressed concern with the Bennet Road water project. The contractors did not meet their timeline and have not carried out the work on the project as anticipated. DJM had not been on site for over two weeks and had until December 27,2020 to complete the project. He was very doubtful they would complete the project within the timeline.

**Planning Board**

Supervisor Purol stated that Planning Board members contacted the Planning Board Secretary regarding scheduling an organizational meeting in January. Given the current circumstances of the COVID pandemic he did not deem it necessary to have a meeting at this time.

**CORRESPONDENCE**

Received a letter from Janis Karpinske stating that due to retirement she was resigning from her position as Deputy Court Clerk effective 12/31/2020. Councilman Penharlow motioned to accept her letter of resignation. The motion was seconded by Councilman Pagan and carried.

Received a letter from Hon. Christopher Penfold tendering his resignation from position as Dunkirk Town Justice effective 1/12/2021. Due to being a member of the New York State Retirement System he needed to officially resign so he could begin collecting his state pension. Once off the payroll he hoped to be appointed at the next Town Board Meeting on January 1/19/2021. Councilman Pagan motioned to accept his letter of resignation. The motion was seconded by Councilman Penharlow and carried.

Supervisor Purol informed board members that in order to appoint Rebecca Yacklon as Town Clerk, the current Town Clerk, Jean Crane must be resigned. Her official date of resignation from her duties would be 1/22/2021 which would be after the January regular meeting date. He would like to schedule a special meeting after that date to appoint Rebecca Yacklon to the Town Clerk position. Councilman Penharlow made a motion to call a Special Meeting on January 27, 2021 at 6:30 p.m. The motion was seconded by Councilman Pagan and carried.

**APPOINT TAX COLLECTOR/DEPUTY TAX COLLECTOR**

Councilman Penharlow motioned to appoint Kyle Coughlin the Tax Collector for the year 2021 and Rebecca Yacklon as the Deputy Tax Collector. The motion was seconded by Councilman Pagan and carried.

**APPOINT REGISTRAR/DEPUTY REGISTRAR OF VITAL RECORDS**

Councilman Pagan made a motion to appoint Rebecca Yacklon as Register of Vital Statistics and Kyle Coughlin as Deputy Registrar of Vital Statistics. The motion was seconded by Councilman Penharlow and carried.

**BENNETT WATER IMPROVEMENT****Pay app #3**

Councilman Pagan made a motion to authorize Supervisor to sign forms to release payment funds for pay app #3. The total to be paid is \$293,186.25. The motion was seconded by Councilman Penharlow and carried.

**Amendment to increase inspection budget**

Councilman Pagan made a motion to amend the inspection budget amount of 2018 (\$75.00 per hour) increasing it to a billing rate of 96.00 per hour. The motion was seconded by Councilman Penharlow and carried.

**ADJUST FUND BALANCE**

Motion by Councilman Penharlow made a motion to authorize the Supervisor to adjust budget amounts to meet the requirements of the New York State Department of Audit and Control. The motion was seconded by Councilman Pagan and carried.

**APPROVE HOLIDAY CLOSING LIST FOR 2021**

Councilman Penharlow made a motion to approve the Holiday Closing schedule for the year 2021. The motion was seconded by Councilman Pagan and carried.

**ORGANIZATIONAL MEETING**

Councilman Penharlow made a motion to schedule the Organization meeting for Tuesday, January 19, 2021 at 6:30 p.m. The regular town board meeting would immediately follow the organizational meeting. The motion was seconded by Councilman Pagan and carried.

**LOCAL LAWS FOR ATV'S**

No action taken.

**EMPLOYEE HANDBOOK**

No action taken.

**ATHENEX UPDATE FROM REPRESENTATIVE**

No action taken.

**CONTACT WITH COUNTY EXECUTIVE**

No action taken.

**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 adjourned at 7:40 p.m.

Respectfully submitted,

Rebecca Yacklon  
Deputy Town Clerk