

**Town of Dunkirk  
Zoning Board Organizational Meeting  
February 25<sup>th</sup>, 2021**

**PRESENT:** Mike Miller, Estelle Harper, and Tom Tarnowski.

**PRESENT: (Via Zoom)** Scott Pagano.

**ABSENT:** Ken Tarnowski.

**OTHERS PRESENT:** Councilman, Juan Pagan, Supervisor, Richard Purol, and Secretary to Planning, Kyle Coughlin.

The secretary to the Zoning Board, Kyle Coughlin began the meeting by explaining what the organizational meeting was about. She stated that this meeting was an over view of what is to come with future meetings. She stated much of this was outlined in the letter sent to Zoning Board members from the Town Board. She further explained that the Town Board signed a proposal with Clark Patterson Lee, to begin working on the Zoning book. This will be done in 6 months from the first meeting date.

In continuing to catch the Zoning Board up to date, Secretary Coughlin explained that the Town Board enacted a Solar Moratorium Law for 6 months. Supervisor Purol further stated the Town Board's reasoning for this. He stated that our current Solar Law does not address set backs and that is something of concern. The Town Board anticipates this law being finished before the 6 months of the moratorium is over. He stated that they also want a host agreement for these solar farms as well.

Chairperson Pagano began the meeting discussing a packet that he felt all members of the board should have as a tool. Secretary Coughlin passed this out to all Zoning Board members.

The first order of business was to pick a chairperson for the 2021 year. Secretary Coughlin explained that it can be the same person it has been or a new person. This person just to be reappointed or nominated on a yearly basis. Member Tarnowski made a motion to nominate Scott Pagano to be the chairperson of 2021. The motion was seconded by Member Miller and carried.

Member's then discussed designating a specific date and time every month for their meetings. All member's agreed that the third Wednesday of the month at 5:00 p.m. was best for all.

Secretary Coughlin explained that when the planning board had their organizational meeting, yearly training was discussed. 4 hours of training is required by New York State every year, she stated that the Town Board stated that these 4 required hours would be paid training hours for Zoning Board Members.

Secretary Coughlin stated that she had no more discussion topics for the Zoning Board Member's and asked if there was anything Member's would like to discuss.

Member Harper asked if we could continue to utilize zoom.

Secretary Coughlin stated that until the State says otherwise, we will keep using this tool for meetings.

Member Miller asked about the letter that the Town Board sent Zoning Board members. A specific point in the letter that he had a question on was the suggested 1-hour time limit. He asked if a large project was happening and they were to exceed the 1-hour time limit, would the meeting need to be adjourned or time extending.

Councilman Juan's pagan stated that the 1-hour time limit is a suggestion that should be used as a guideline. He stated the Board understands that this won't always be the case, and that is understandable. He stated that both boards will have to be flexible with this stipulation throughout future meetings.

Councilman Bishop asked if he could have a moment to speak to the board. First, he thanked the board for the time and dedication they put into the Town. He stated that the letter that was sent to the Zoning Board from the Town Board really outlines what the Town Board expects moving forward. He stated that the Town Board's priority moving forward will be the Zoning Book. He stated this is a priority because this is the tool the Zoning Board uses to guide them in their decisions. He stated a Zoning Book that reflects the character of the Town is very important to the Town Board. He stated that decisions should be made based on common sense and as everyone knows the current zoning book does not reflect common sense. He stated that he hoped that this would be something that is changed in the Zoning Book.

With no further comments or items to address, a motion to adjourn the meeting was made by Member Harper and seconded by Member Miller. The motion was carried and the meeting was adjourned at 5:14 p.m.

DATED 03/04/21

3

Respectfully submitted,

Kyle Coughlin  
Secretary to Zoning