REGULAR TOWN BOARD MEETING
TOWN OF DUNKIRK
MAY 19, 2026

PRESENT:
Supervisor Miller
Councilmember Crane
Councilmember Leone
Councilmember Price
Councilmember Pagano

OTHER PRESENT: Rebecca Yacklon, Town Clerk, Town Attorney Jeffrey Passafaro, Sue Hazelton, Irene Strychalski, John Jay Warren, John Ramos, Roger Urbanik, Bonnie Urbanik, Braden Carmen, Dunkirk Observer

Supervisor Miller opened the Regular Town Board meeting at 5:30 P.M. with the Pledge of Allegiance.

APPROVAL OF PUBLIC HEARING MINUTES APRIL 21,2026
DULY MOVED by Councilmember Crane to accept the minutes of the April 21,2026 Public Hearing. The motion was seconded by Councilmember Leone and carried unanimously.

APPROVAL OF TOWN BOARD MEETING MINUTES APRIL 21,2026
DULY MOVED by Councilmember Crane to accept the minutes of the April 21,2026 Regular Town Board Meeting. The motion was seconded by Councilmember Price and carried unanimously.

APPROVAL OF ABSTRACT OF AUDITED VOUCHERS MAY 19,2026
DULY MOVED by Councilmember Crane to approve the abstract of audited vouchers as presented by the Town Clerk on May 19,2026. The motion was seconded by Councilmember Pagano and carried unanimously.

Shorewood Capital Project	$3,946.44
CBI Payback	$115.50
General Fund	$27,519.10
Highway Fund	$3,239.91
Vineyard Light	$185.44
ELRS	$50,484.45
Trust & Agency	$2,186.50

TOWN CLERK REPORT: (APRIL 2026)

Clerk Fees	$860.00
Zoning Fees	$564.00
Dog Licenses	$58.00

Total amount transferred to Town Supervisor $1,482.00

- Town Clerk Yacklon reported that we received our 2nd QTR 2026 Sales Tax in the amount of $102,930.06. Of that $61,758.04 (60%) will go the General Fund and $41,172.02 (40%) will go to the Highway Fund.
- Received our Town Tax Collector Fees for 2026 in the amount of $160.00.

Received letter of resignation from Deputy Town Clerk Jennifer Jakubowski.

Councilmember Crane made a motion to accept the resignation letter from Deputy Town Clerk, Jennifer Jakubowski effective May 19, 2026. The motion was seconded by Councilmember Price and carried unanimously.

JUSTICE REPORT: (APRIL 2026)

Total number of cases **272**

TOTAL FINES and surcharges submitted to the Town Supervisor **$19,946.00**

BOARD MEMBER & COMMITTEE REPORTS:

Councilmember Crane:

- 4/28, 5/4, 5/5, 5/7, 5/15 Worked with Supervisor Miller to review Financial Reports, and reviewed Town policies that need to be updated.
- 5/11 - Worked in the office with Deputy Clerk to assist on bookkeeping issues.
- 5/12 - Attended BESS Workshop

Councilmember Pagano:

- Held interviews for cleaning services for the Town Hall.
- Reported on the successful meat raffle held on the 25th of April at the East Town Fire Hall, thanking board members for their support.
- Attended the Buffalo Niagara water keeper meeting on May 13th at the SUNY Fredonia incubator regarding the Right Park Beach and Lakefront Boulevard project. The project, estimated for spring 2028 implementation pending funding approval, aims primarily to address erosion issues. The meeting featured three stations with resident input using red stickers for rejected ideas and green stickers for preferred options, with phase two receiving the most positive feedback. He also emphasized the comprehensive planning approach, noting that interventions at Right Beach would affect downstream areas, requiring careful consideration of all impacts. Has information packets for anyone interested in learning more.

Councilmember Price:

- Nothing to report

Councilmember Leone:

- Spoke at a Las Vegas conference on May1st regarding municipalities and renewable energy sources, focusing on wind, solar, and battery storage systems.
- On May 5th, discussed infrastructure matters with the highway superintendent, including pipe installations, salt and sand bills, and road paving plans for Franklin and Greenhurst Streets.
- 5/8 – Attended the Future of North County meeting at the Pomfret Town Hall with Councilmember Price where discussion centered on awaiting a study report before scheduling additional meetings.

- 5/11 – Worked on drafting of the BESS Law.
- 5/12 – Attended the BESS workshop.
- 5/14 - Took a road tour around Town checking all Rt 5 detour signs.
- 5/18 – Worked on flagpole replacement on Town Hall building.
- Coordinated with Board of Elections for the primary election equipment setup on June 19th due to the office being closed.
- Would like to start forming a building committee with zoning board, planning board, the code enforcement officer, Councilmember Price, and the Town Clerk to evaluate town hall building options.

HIGHWAY SUPERINTENDENT: (JEFF FEINEN ABSENT)

- Report Submitted and is on file in the clerk's office.

Supervisor Miller reported that she approved for a new Town of Dunkirk sign to be ordered for Vineyard Drive where you come off the thruway as the current one is faded.

ZONING/CODE ENFORCEMENT OFFICER REPORT: (RYAN MOURER ABSENT)

No work report submitted.
Supervisor Miller informed board members that there are two ZBA meetings schedule for May 20,2026 @ 4:30.
Supervisor Miller also informed board members that Ryan has been working on a lot of different projects as she is in touch with him daily.

DOG CONTROL REPORT: (NICOLE WELKA)

No Report Submitted.

ATTORNEY REPORT

Been discussing legal matters with board members and more to come.

SUPERVISOR MONTHLY REPORT

- Reported on the East Town Fire Departments monthly report.
  The East Town Fire District responded to 40 calls in the previous month, including nine mutual aid responses and 28 EMS calls, demonstrating their active community service. She noted communication issues with West Town's reporting system, delaying their report until the following month. The fire district planned a walkthrough drill at IX International facility in Sheridan as part of their mutual aid responsibilities.

- Supervisor Miller reported on infrastructure concerns that were addressed from the fire district to stripe bends on Williams Street due to close calls with trucks navigating those curves. Coordinated with the highway supervisor to address this safety issue.
- Reported on the successful town hall meeting held on May 22nd, noting that PJ Wendell was in attendance and provided valuable information.
- Worked with Deputy Supervisor several times this month to review financial reports, Employee handbook, and along with several Town policies that would like to update in the future. Reviewed easements that we have left to file with the County.
- Municipal Solutions phone call for the renewal of the Shorewood Water BAN. Greene County Bank came in with the lowest rate at 3.49%.
- Interviewed a couple prospects for cleaning the Town Hall.

- Reported on the Women and Town Government Leadership Caucus kickoff meeting for the New York Association of Towns on May 30th, highlighting the networking opportunities and diverse perspectives from supervisors across different counties. She noted significant differences between rural Chautauqua County operations and more urbanized areas like Suffolk County.
- The ongoing detour situation continues to cause problems despite extensive signage. Received numerous resident complaints and coordinating with Kevin at DOT for additional signage installation. She expressed frustration that drivers could pass 11 signs on Route 5 and still end up at inappropriate locations.
- Would like to change next month's Town Board meeting due to a scheduling conflict.
- Supervisor Miller would like to schedule a road tour for May 26th with a backup date of May 27th @ 4:30 p.m. pending Highway Superintendent's availability.
- Highlighted Zoning/Planning this month.
- Informed Board members that she is unavailable to attend June, July, August, & Septembers North County Water meetings and would like each board member to possibly pick a month to attend.

New hours were set for the Town Clerks & Court Office. Effective Tuesday, May 26,2026. Hours will be Monday - Friday 9:00-3:00P.M. excluding Holidays until further notice.

Supervisor Miller made a motion to amend Junes normally monthly Town Board meeting to Tuesday, June 9,2026 @ 5:30 p.m. The motion was seconded by Councilmember Crane.

CORRESPONDENCE

None Received

OPEN COMMENTS

John Ramos of Bennett Road Dunkirk inquired about shared services discussions following the previous town hall meeting and expressed interest in town hall building solutions. He offered property for potential town hall relocation, describing it as ideally located with existing infrastructure including water and sewer access. Mr. Ramos, owner of the property, emphasized the development potential and the willingness to work with the town as an anchor tenant.

Councilmember Leone had asked Mr. Ramos if the property has an existing building on it as that would be the only way we would get any grant money.
Mr. Ramos had stated that there is no building on the premises.

Mr. Ramos also was asking if the Town could get the loop mowed by Bennett Road Ext as the grass is overgrown.

Sue Hazelton of Woodlands, Dunkirk read a prepared statement expressing concerns about merger and consolidation articles that have been published in the Observer.

Jay Warren of Woodlands, Dunkirk inquired about the status of the Fire Hydrant on Rt 5 by Woodlands. Still not working. Attended the Town Hall meeting on 4/22 and thought it was a

great meeting. Discussed the Town Hall project and gave the board some options for the Court and Town Hall. Jay Warren also encouraged the Town to investigate options for developing housing. Jay had asked the board if there was any update on how long the bridge on Rt 5 was going to be out.

Councilmember Price informed Jay that the Fire Hydrant valve was replaced but not sure why it's still not operable.
Supervisor Miller updated Jay on the possibility of the Town Hall sharing space with the Fire Department.
Supervisor Miller gave an update on the Rt 5 bridge over Canadaway Creek. As of now it is scheduled to be completed around Labor Day.

HIGHWAY

a. Policy on Pipes Under Driveways

Supervisor Miller had informed board members that we have talked about updating this policy and everyone received a copy and would like to know if we are going to change the first paragraph or leave the wording.

Councilmember Leone had suggested that he would like to see a workshop scheduled to discuss the policy and draft something up and then decide.

Attorney Passafaro had recommended to the board that they consult with Highway Superintendent Feinen regarding costs of pipes installation and supplies. Once you have his input you can then discuss it as a board and send comments and draft to him for final approval. Other discussions would be up to the board related to any building violations on the property and whether they are up to date on taxes.

Supervisor Miller made a motion to schedule a Town workshop to work on the Town Policy on Pipes Under Driveways and any other matters before the board for Friday, May 29th @ 3:00 P.M. at the Dunkirk Town Hall, 4737 Willow Rd, Dunkirk NY. The motion was seconded by Councilmember Pagano and carried unanimously.

BESS

Supervisor Miller updated on the BESS Local Law. The final draft is complete and will be sending that to Attorney Passafaro for legal review and to prepare for a June Public Hearing.

EDEN VETERINARY QUOTE

Supervisor Miller informed board members that she will send the finalized Eden Veterinary contract agreement to the clinic for review and execute per prior board authorization.

DULY MOVED by Councilmember Crane to exit the Regular Town Board Meeting and enter into Executive Session for the purpose of discussing Personnel matters. The motion was seconded by Councilmember Price and carried unanimously. Time: 6:36 P.M.

DULY MOVED by Supervisor Miller to close Executive Session and return to the Regular Town Board Meeting. The motion was seconded by Councilmember Leone and carried unanimously. Time: 6:55 P.M.

Councilmember Leone made a motion to formally hire Kitty Pencek for cleaning services for the Town Hall and Court Offices in which the Town will agree to provide all cleaning supplies as needed. The motion was seconded by Councilmember Pagano and carried unanimously.

DULY MOVED by Supervisor Miller to adjourn the Regular Town Board Meeting at 7:36 P.M., seconded by Councilmember Leone and carried unanimously.

Respectfully Submitted,

Rebecca Yacklon
Town Clerk