

**MEETING OF THE ZONING BOARD OF APPEALS
TOWN OF DUNKIRK JANUARY 14, 2026
ORGANIZATIONAL MEETING**

The Town of Dunkirk Zoning Board of Appeals held an Organizational meeting at 4:45 p.m. on Wednesday, January 14, 2026 at the Town Hall, 4737 Willow Road, Town of Dunkirk with Scott Pagano presiding as Chairman.

J. Jakubowski performed Roll Call:

PRESENT: Scott Pagano, Michael Bohn, Michael Miller, Kenneth Tarnowski, Thomas Tarnowski

ALSO PRESENT: Shari Miller, Town Supervisor, Jennifer Jakubowski, Secretary to Zoning/Planning, Irene Strychalski

The Meeting was opened at 4:45 P.M. and started with the pledge to the flag.

Chairman Scott Pagano read the legal notice that was posted on January 7th, 2026:

LEGAL NOTICE FOR THE OBSERVER

NOTICE OF ZONING BOARD OF APPEALS ORGANIZATIONAL MEETING Pursuant to the Open Meetings Law (Article 7 of the Public Officers Law) notice is hereby given that the Zoning Board of Appeals of the Town of Dunkirk will hold its annual Organizational Meeting at 4:30 p.m. on Wednesday, January 14, 2026, at the Town Hall, 4737 Willow Road. Jennifer Jakubowski Secretary to Planning/Zoning Jan 7, 2026

APPROVAL OF PRIOR MINUTES: Minutes from meetings dated April 23rd, 2025; July 16th, 2025; August 13th, 2025; September 3rd, 2025; October 8, 2025; November 5th, 2025; and November 12th, 2025 were included in packets for members. J. Jakubowski explained that these were from previous meetings that did not appear to be written and distributed. Members agreed that they will review and will sign off on Approvals at next meeting.

SELECTION OF 2026 CHAIRPERSON: Scott Pagano asked if any members were interested in chairman. Mbr Miller offered to be Co-Chair. Mbr T.Tarnowski nominated Scott Pagano as Chair, Seconded by Mbr K.Tarnowski and carried unanimously. Mbr. T.Tarnowski nominated Mbr Miller Co-Chair, seconded by Mbr K. Tarnowski and carried unanimously.

2026 MEETING TIMES AND DATES: All members unanimously agreed that they prefer the 3rd Wednesday of each month at 4:30pm to continue to be a consistent date and time for scheduling hearings for 2026; however, they are all open to as-needed meetings on a case-by-case basis with prior notification.

TRAINING HOURS FOR 2026: Supervisor S.Miller reminded members that 4 hours minimum training are required to hold Board positions. Members received copies of the Municipal Bootcamp Training schedule for 2026. Interest in training sessions can be directed to J.Jakubowski. Members will discuss individual vs group trainings as the sessions are announced.

DISCUSSION:

Supervisor Miller reminded members of the Board of the importance of voting by the Zoning Code and confirmed that all members have updated copies of the Zoning Code Book. All members confirmed. She also explained that the Zoning Board is a quasi-judicial body. A discussion was also had among members regarding the option to refrain from voting if a perceived conflict of interest is present.

Supv Miller thanked the members of the board, and Mbr T. Tarnowski added that it is a privilege to serve on the ZBA, especially under a Town Board that runs the Town well.

Supv Miller raised the concern that the ZBA currently does not have an alternate member. Mbr Bohn is currently listed as one and he confirmed would like to stay year-to-year as opposed to a 5-year terms. Supv Miller introduced Irene Strychalski, who was in attendance and has expressed interest in a potential 5-year term. Miller recommended she submit a letter of interest to Jenn Jakubowski for consideration.

Mbr M. Miller raised concern about a conflict between permissible square footage as listed in the Zoning Book vs the Planning Board. He also reminded all members that when considering denying a variance that a supporting reason should be given. It was suggested that a workshop be held after meetings and that members give Jenn Jakubowski a list of any proposed changes to the Zoning Book. A dialogue among members and Supv Miller yielded that the ZBA and Planning Boards should receive copies of minutes of each others' meetings to familiarize themselves with what was determined by the other board, as often stipulations and other points of discussion are pertinent to decisions. Jenn Jakubowski agreed to provide these minutes as needed.

Further discussions were had about specific past hearings and concerns including the Airbnb case, New Rd storage, Americold, including concern raised by Supv. Miller about tax pilot programs.

Members of the Board were reminded of the two hearings scheduled for the following week. Jenn Jakubowski agreed to prepare packets to review cases and will notify Board when they are ready for pickup.

ADJOURNMENT:

Motion to adjourn made by Mbr T. Tarnowski, seconded by Mbr. K. Tarnowski.

Meeting was adjourned at 5:35 pm.