



Town of Dunkirk Comprehensive Plan

Minutes of Steering Committee Meeting 3

July 23, 2014

In attendance:

- Vincent Vecchiarella, Chair
- Jean Crane, Town of Dunkirk
- Richard Purol, Town of Dunkirk
- Jay Warren
- Chris Penfold
- Craig Lyford
- Juan Pagan
- Scott Pagano
- Diana Smith, MRB Group
- Connie Sowards, MRB Group
- Jane Rice, EDR
- Andy Obernesser, EDR

The meeting began with the Pledge of Allegiance, followed by a review of the meeting minutes from June 25th.

Diana Smith and Connie Sowards of MRB Group discussed the focus group meetings held on June 26th. Five meetings were held at Town Hall (two inter-jurisdictional groups, along with agricultural, cultural/historic, and business development) and one individual meeting with a business development professional was held at the Bob Evans restaurant. The focus group discussions were productive, and provided plenty of insight into local and regional issues that will bear on the development of the Comprehensive Plan.

Representing a Municipal Focus Group meeting, continued efforts will be made to reach municipal representatives to review specific issues as the planning effort progresses (e.g. meeting with the Department of Public Works to discuss infrastructural issues, etc.). Letters will be sent to all focus group invitees summarizing the topics discussed at the July Focus Group meetings, and highlighting additional opportunities for participation in the future. Similar topic-listings as well as status updates will also be posted on the project website.

Andrew Obernesser and Jane Rice of EDR distributed a draft resident survey to the committee. Steering committee members were asked to review the questions and recommend revisions to ensure that each question is pertinent and appropriate. The committee recommended the addition of a question regarding the Town's highway services, specifically whether the Highway Superintendent position should be elected or appointed, and/or whether highway services should be contracted to vendor(s). Members were asked to supply comments back to MRB/EDR by August 30th.

Steering committee members reviewed a series of maps provided by the MRB/EDR team in support of the infrastructure assessment. The committee advised the team to contact Randy Woodberry, City Engineer for the City of Dunkirk, regarding the location of a 16" water line serving Urban Road.

The next steering committee meeting was scheduled for September 24th at 6PM at Town Hall.