

TOWN OF PORTLAND BOARD MEETING  
DECEMBER 13, 2017  
PORTLAND TOWN HALL  
7:00 P.M.

**BOARD MEMBERS PRESENT:**

Daniel Schrantz	Supervisor
Jerry Boltz	Council
Gary Miller	Council
Patti Farrell	Council
Rick Manzella	Council

**OTHERS PRESENT:**

Ken Becker	Deputy Highway Superintendent
Drew Smith	Water Supervisor
Roxane Sobecki	Town Clerk
Joel Seachrist	Attorney
Art Miller	Village of Brocton Trustee

Supervisor Schrantz opened the board meeting at 7:00 p.m. with the pledge to the flag.

**MINUTES**

**12-97-17**

On a motion of Council Miller, seconded by Council Boltz the following resolution was

ADOPTED Ayes 5 Schrantz, Miller, Boltz, Farrell, Manzella  
Nays 0

RESOLVED the Portland Town Board approved the Minutes from the November 8, 2017 and November 30, 2017 board meeting as presented.

**TREASURY REPORT**

**12-98-17**

On a motion of Council Manzella, seconded by Council Farrell the following resolution was

ADOPTED Ayes 5 Schrantz, Miller, Boltz, Farrell, Manzella  
Nays 0

RESOLVED the Portland Town Board approves the Treasury Report as presented by the Supervisor.

**DEPARTMENTAL REPORTS**

**12-99-17**

On a motion of Council Boltz, seconded by Council Miller the following resolution was

ADOPTED Ayes 5 Schrantz, Miller, Boltz, Farrell, Manzella  
Nays 0

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RESOLVED the Portland Town Board approves the Departmental Reports as presented.

Monthly reports received and filed:

- Code Enforcement
- Justice
- Town Clerk
- Dog Control
- Assessor
- Water Department

**CORRESPONDENCE:**

- Senator Young has secured a SAM grant in the amount of \$185,349 for flood damages from the July storm of 2015. Supervisor Schrantz told the board the town is working on the preapplication process.

**OLD BUSINESS**

**VILLAGE/TOWN Representatives:**

Village Trustee Art Miller was present, he reviewed with the board shared services for the highway department. He stated the Villages DPW will be retiring in the Spring of 2018, the board discussed possibly sharing one Highway Superintendent. Highway Superintendent Elect Ken Becker stated this is doable.

Supervisor Schrantz told the board the Village Zoning Officer has moved his office into the Town Hall, everything seems to be working well.

Supervisor Schrantz updated the board on the last Shared Service Meeting which discussed possible joining the Village and Town fire departments together. There is a decline in membership due do the many hours of required training. Supervisor Schrantz stated the committee will meet on this topic again possibly with a ISO representative.

**TOWN HIGHWAY GARAGE:**

Supervisor Schrantz told the board the Arbitrator awarded in favor of the Town in the amount of \$86,000. The board discussed putting an overlay on the floor. Supervisor Schrantz recommended talking with the engineer on how to proceed forward.

**NORTH COUNTY WATER PROJECT:**

Next meeting will be December 14<sup>th</sup>, 5:00 at the Brocton Legion. Contract 2 and 3 have been awarded.

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**GREENCREST DRAINAGE/WATER DISTRICT 2:**

Supervisor Schrantz told the board he will be contacting USDA to see if the projects can receive better funding.

**WATER DISTRICT 8:**

Supervisor Schrantz stated the water district was formed at a special meeting on November 30, 2017 subject to permissive referendum.

**DATA COLLECTION-KLW:**

Supervisor Schrantz told the board the assessor is satisfied with the final corrections that KLW has made so the final bill will be paid.

**CABLE:**

The board discussed the shared services cable television Franchise Renewal, Supervisor Schrantz told the board he has no problem with the renewal if it is kept at 3% not 5% as stated in the new agreement.

**CONSOLIDATION FUND GRANT:**

Supervisor Schrantz stated the grant is secure and we can start to bid out for equipment for the regional water. A meeting will be setup after the first of the year to review joint billing.

**WATER AGREEMENT WITH POMFRET:**

**No news.**

**AUDITS:**

The audit committee is waiting on the accountant.

**NEW BUSINESS**

**YEAR END MEETING:**

December 28<sup>th</sup> at 3:00 P.M.

**HEALTH INSURANCE OPTION**

**12-100-17**

On a motion of Council Miller, seconded by Council Boltz the following resolution was

ADOPTED Ayes 5 Schrantz, Miller, Boltz, Farrell, Manzella

Nays 0

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BE IT RESOLVED the following Town of Portland Employees will accept the 30% Annual Buyout Health Insurance Option for 2018, Roxane Sobecki.

**COMPUTER SERVICE:**

Supervisor Schrantz told the board due to other commitments Brocton PC will no longer be doing our computer work at the Town Hall, but will maintain the website. The board reviewed an email for IT support from LANtecs Network Consultants Inc. No decision was made.

**JUSTICE POSITION:**

Supervisor Schrantz stated Judge Delcamp will be resigning December 31, 2017. 8<sup>th</sup> Judicial District Judge Douglas Marky will be making the appointment for 2018.

**BUDGET TRANSFERS**

**12-101-17**

On a motion of Council Boltz, seconded by Council Farrell the following resolution was

ADOPTED Ayes 5 Schrantz, Miller, Boltz, Farrell, Manzella  
Nays 0

General Fund Townwide

\$35 From A19920.4 Contingent Account  
To A5410.4 Sidewalks Contractual

Highway Fund Outside Village

\$5,000 From DB9730.7 BAN Interest  
To DB5110.4 General Repairs Contractual  
\$15,000 From DB5130.4 Machinery Contractual  
To DB5110.4 General Repairs Contractual

Water District 2

\$37 From SW9040.8 Employee Benefits Workers Comp  
To SW9010.8 Employee Benefits State Retirement

Water District 3

\$64 From SW9040.8 Employee Benefits Disability Insurance  
To SW9060.8 Employee Benefits Hospital & Medical  
\$100 From SW9040.8 Employee Benefits Disability Insurance  
To SW8310.4 Water Administration Contractual  
\$500 From SW8330.4 Purification Contractual  
To SW8320.4 Source Supply Contractual

Water District 5

\$100 From SW9040.8 Employee Benefits Disability Insurance  
To SW9710.6 Serial Bond Principal  
\$20 From SW9060.8 Employee Benefits Hospital & Medical  
To SW9010.8 Employee Benefits State Retirement  
\$500 From SW8340.4 Transmission & dist. Contractual

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	To	SW8340.1	Transmission & Dist. Personal Services
Water District 7			
\$500	From	SW8340.4	Transmission & Dist. Contractual
	To	SW8310.4	Water Administration Contractual
\$345	From	SW8340.4	Transmission & Dist. Contractual
	To	SW9710.7	Serial Bond Interest

**UNION**

**12-102-17**

**Roll Call Vote**

**Miller        Aye**  
**Manzella    Aye**  
**Farrell            Aye**  
**Boltz        Aye**  
**Schrantz    Aye**

**MEMORANDUM OF AGREEMENT**

**Between**

**THE TOWN OF PORTLAND**

**AND**

**TOWN OF PORTLAND UNIT 6321, CIVIL SERVICE EMPLOYEES  
ASSOCIATION, INC. LOCAL 1000 A.F.S.C.M.E., AFL-CIO**

This Memorandum of Agreement is entered into by and between the Town of Portland ("Town") and the Town of Portland Unit 6321, Civil Service Employee Association, Inc., Local 1000, AFSCME, AFL-CIO ("Association") hereinafter the "Parties".

WHEREAS, the Town and the Association are parties to a collective bargaining agreement for a term beginning January 1, 2018 and ending December 31, 2020 (hereinafter "the CBA"); and

WHEREAS, the Association is the exclusive representative for the purposes of collective negotiations and the administration of grievances for all full-time employees of all Town employees including Court Clerk; and

WHEREAS, the Town and the Association have mutually agreed that the current wage rate for the current Court Clerk, Lisa Gugino, does not provide adequate compensation for the scope of duties and years of service in the Town;

NOW THEREFORE, the parties hereby agree as follows:

1. There shall be an annual stipend added to the base wage of Lisa Gugino of two percent (2%) on each January 1<sup>st</sup> for the duration of the January 1, 2018-December 31, 2020 CBA.
2. The above stipend shall be in addition to any other contractual wage increases negotiated by the Association.

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3. This Memorandum of Agreement will sunset effective December 31, 2020. Any future stipend outside of contractual wage increase for Lisa Gugion would be the subject of future negotiations.

**CODE OFFICE:**

Supervisor Schrantz told the board the he will be setting up a meeting with the Code Officer to review violations. Also, the Code Office is reviewing areas within the Town that do not have natural gas.

**PLANNING BOARD:**

Supervisor Schrantz told the board he will be scheduling a joint meeting with the Town Board, Planning Board and Patrick Gooch of the County Planning & Economic Development to discuss the NCCLWRP Waterfront Maps.

**WATER:**

Water Supervisor Drew Smith told the board the new meter for the State Park will be coming in this week, the price of the meter will be added to their water bill.

**LATE FEE**

**12-103-17**

On a motion of Council Miller, seconded by Council Boltz the following resolution was

ADOPTED Ayes 5 Schrantz, Miller, Boltz, Farrell, Manzella  
Nays 0

RESOLVED the Portland Town Board authorizes the water billing clerk to revise the late fee and mailing fee for water customer 2235 in the amount of \$11.64.

**HIGHWAY**

Deputy Highway Superintendent Becker told the board the new truck is in Buffalo for inspection, once back the truck will be ready to use.

Mr. Becker told the Board Dennis Delcamp will be starting the first of the year as a new employee to the Highway Department.

Supervisor Schrantz discussed with Mr. Becker and the board about grant money available thru USDA for equipment. Mr. Becker told the board the highway needs a new chopper. Supervisor Schrantz stated the Town received \$40,000 in grant funding for the Excavator. To start the process of applying for the grant the town board would need a resolution authorizing the Supervisor to sign an application. This will be discussed further at the next meeting.

**BILLS**

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**12-104-17**

On a motion of Council Boltz, seconded by Council Farrell the following resolution was

ADOPTED Ayes 5 Schrantz, Miller, Boltz, Farrell, Manzella  
Nays 0

**RESOLVED** the Portland Town Board approves the bills for December 2017.

GENERAL FUND	\$29,668.23
TOWN OUTSIDE VILLAGE	\$3,916.29
HIGHWAY TOWNWIDE	\$5,215.35
HIGHWAY OUTSIDE VILLAGE	\$5,132.61
LIGHT	\$639.70
WATER	\$5,967.94
CAPITAL PROJECTS	\$7,220.00

With no further business, on a motion of Council Miller, seconded by Council Farrell the meeting adjourned at 8:35p.m. Carried unanimously.

Respectfully Submitted by,

Roxane Sobecki-Town Clerk