

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 14, 2018 - 7:00 P.M.

BOARD MEMBERS PRESENT:

Daniel Schrantz Supervisor
Jerry Boltz Council
Rick Manzella Council

BOARD MEMBERS ABSENT:

Gary Miller Council
Patti Farrell Council

OTHERS PRESENT:

Joel Seachrist Attorney
Ken Becker Highway Superintendent
Drew Smith Water Supervisor
Ann Belcher Reporter
Roxane Sobecki Town Clerk
4 residents

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

MINUTES

03-24-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED the Portland Town Board approves the Minutes of February 14th and 26 as presented by the Clerk.

TREASURY REPORT

03-25-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

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

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DEPARTMENTAL REPORTS

03-26-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

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

Monthly reports received and filed:

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

CORRESPONDENCE

Supervisor Schrantz read the following correspondence:

- Supervisor/Mayor meeting on March 22nd, 6:00 at the Caesar House.
- Assessor reported the Amish have requested a horse tie at the Town Hall.
- Report from Town's computer IT Mike Joslyn.
- Property owner in the Town has sent deed for property and would like to turn it over to the Town. Board members stated they do not want the property back and taken off the tax roll.

03-27-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED the Portland Town Board does not accept the deed to property located on Fay Street in the Town of Portland. The Town Attorney will send back the documentation.

- 25th Annual Local Government Conference-May 9th, 7:30am - 4:00pm.
- 18th Annual Town Finance School-May 3-4, 2018-Saratoga Springs.
- Thank you from Dutchess County for resolution Think Differently.
- Southern Tier West 2018 membership certificate.

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PUBLIC COMMENT:

Mike Swensen asked the board the status of the petition presented to the board last year for speed reduction on Route 5. Mr. Swensen told the board there has been 7 accidents within the last 3 years in a 100 yards stretch of Route 5. He gave the board a copy of a response from Senator Young regarding this matter. Superintendent Becker said he has not heard anything from the State and stated a traffic study has not been done yet. Supervisor Schrantz told Mr. Swensen Mr. Becker and himself will investigate this further.

OLD BUSINESS

TOWN/VILLAGE REPRESENTATIVES:

Supervisor Schrantz and Council Boltz attended the last Village of Brocton Board Meeting. The Village attorney will be reviewing the elimination of the Justice position. This cannot be done until the current Judge Craig's term expires. Supervisor Schrantz stated the attorney is working on the inter-municipal agreement for the Town's Highway Superintendent and Water Supervisor to oversee the two Village of Brocton employees. Supervisor Schrantz also discussed possibly making the Village Code Officer the Town's Deputy Code Officer and vis-versa.

DEPUTY CODE OFFICER

03-28-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED the Portland Town Board appoints Allan Gustafson as Deputy Code and Building Officer for the Town of Portland with the term of 03-14-18 to 12-31-18.

SHARED SERVICE MEETING:

Council Manzella stated he attended the last shared service meeting, discussion was about consolidating the Brocton and Portland Fire Departments, this was tabled at the meeting. Dave McIntyre stated the fire departments do not have the manpower, if they were to consulate they would still have the same problem.

TOWN HIGHWAY GARAGE:

No news, waiting on Engineer to make recommendations on the floor.

CHADWICK BAY:

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Supervisor Schrantz told the board Nate Aldrich has been appointed as Executive Director of Chadwick Bay. The Village of Fredonia has rejoined the group. Chadwick Bay is looking for any regional project and will research if presented.

NORTH COUNTY WATER PROJECT:

Supervisor Schrantz stated a meeting will be scheduled with contractors for the pump station. Work on the water line along Route 5 has started backup. The tentative date to start receiving water from the City of Dunkirk is July 1st.

WATER DISTRICT 2 IMPROVEMENT PROJECT:

Supervisor Schrantz told the board the clerk is working on paperwork to finalize the application. The Town will hold a public informational meeting this spring for residents in this district to review the project, cost, and schedule.

WATER DISTRICT 2

03-29-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

BE IT RESOLVED the Portland Town Board authorizes the Town Supervisor to execute all documents relating to USDA funding for Water District 2 improvement project.

CONSOLIDATING FUND GRANT:

Supervisor Schrantz told the board the municipal group has been meeting every two weeks. The committee has sent out RFP's for billing software. The Chadwick Bay inter-municipal group has decided to go with Williamson Law. This will need Town approval since the grant is thru the Town of Portland.

WATER SOFTWARE

03-30-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED On the recommendations of Chadwick Bay Inter-Municipal Waterworks Group the Town of Portland Board approves the agreement to purchase Billing Software thru Williamson Law Co., this is due to the continuation of programs that

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some municipalities already have in use. Williamson Law Group is a professional service that cannot be duplicated by low bid.

BE IT FURTHER RESOLVED this resolution is subject to final approval of council.

Supervisor Schrantz told the board the Attorney is working on the draft for the inter-municipal agreement with the five communities involved in the joint maintenance and billing for the new regional water. Chadwick Bay Waterworks will be hiring two people for maintenance work, and possibly have Portland Water Supervisor Drew Smith overseeing them. It is tentative that Brocton will be the central billing office. Supervisor Schrantz stated the committee is meeting every two weeks to sort this out.

WIND TURBINES:

No news to report, no application has been submitted at this time.

NEW BUSINESS:

MOWING BID

03-31-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED sealed bids for mowing town property will be received in the Town Clerk's office until 4:00 p.m., April 17, 2018.

APRIL BOARD MEETING

03-31-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED the Board Meeting for April will be changed to April 18, 2018 at 7:00 p.m. at the Town Hall.

APPOINTMENT OF ASSESSMENT REVIEW

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED the Portland Town Board appoints Matthew Thies to the Board of Assessment Review to fill the vacancy of Peter Pinkoski.

BE IT FURTHER RESOLVED If Matthew Thies does not accept the appointment the Town Board will appoint David Hazelton to the Board of Assessment Review.

DOG CONTROL:

Supervisor Schrantz stated the Dog Control Officer will be starting a Dog Enumeration as soon as the weather breaks.

BOARD MEMBERS:

Council Manzella stated that maybe it is time to start thinking about a Reval for the town. The board discussed the drop in the equalization rate and the pros and cons of a Reval.

WATER DEPARTMENT:

Supervisor Schrantz asked to go into Executive Session on pending litigation with a Water Customer.

HIGHWAY DEPARTMENT:

Highway Superintendent Becker told the board he has been over seeing the Village of Brocton's Highway Department for the last few weeks and all is going well.

Mr. Becker and the Board discussed the Highway Department purchasing a new John Deere 5100 Cab Utility Tractor with a Hydraulic Boom. Mr. Becker stated the price of the Tractor is \$60,615.00 with a trade-in for the town's 2006 John Deere 6320 of \$30,215.00, net after trade-in would be \$30,400.00, this includes complete set-up and delivery of the tractor. The Wildkat Mowing System is a Hydraulic Boom/HYD Driven Side Shift Rear Flail at a cost of \$76,896.00 from Cyncon Equipment (Tiger). John Deere will transport the tractor to Tiger to install the mowing system at no cost, Tiger will deliver the equipment to the town. Discussion followed regarding applying for the USDA grant for equipment. The board decided to move forward with the grant process to replace one of the older trucks (1993 or 1994) and purchase the Tractor/Mower.

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PURCHASE TRACTOR/MOWER

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED the Portland Town Board authorizes the Highway Superintendent to Purchase a New John Deere 5100M Cab Utility Tractor, New York State Contract (#PC67140) Price \$60,615.00 with a trade-in of 2006 John Deere 6320 of \$30,215, net after trade-in is \$30,400.00.

BE IT FUTHER RESOLVE the Portland Town Board authorizes the Highway Superintendent to Purchase from Cyncon Equipment, Inc. a WILDKAT hydraulic Boom/HYD driven Side Shift Rear Flail NJPA#052417 at the cost of \$76,896.00.

BILLS

03-32-18

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

ADOPTED Ayes 3 Schrantz, Boltz, Manzella

Nays 0

Absent 2 Farrell, Miller

RESOLVED the Portland Town Board approves the bills for March 2018.

GENERAL FUND	\$8,773.36
TOWN OUTSIDE VILLAGE	\$150.59
HIGHWAY TOWNWIDE	\$10,470.19
HIGHWAY OUTSIDE VILLAGE	\$1,125.64
LIGHT	\$634.40
WATER	\$60,296.67

EXECUTIVE SESSION:

On a motion of Council Manzella, seconded by Council Boltz the Board moved into Executive Session at 8:45 pm requested by the Supervisor to discuss pending litigation with the Highway and Water Customer.

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On a motion of Council Boltz, seconded by Council Manzella the Board returned to Regular Session at 9:06 p.m.

With no further business, on a motion of Council Manzella, seconded by Council Boltz the meeting adjourned at 9:07 p.m. Carried unanimously.

Respectfully Submitted by,

Roxane Sobecki-Town Clerk