

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

**BOARD MEMBERS PRESENT:**

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

**BOARD MEMBERS ABSENT:**

Patti Farrell	Council
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**OTHERS PRESENT:**

Vera Husted	Portland Justice
Drew Smith	Water Supervisor
Ken Becker	Highway Superintendent
Ann Belcher	Reporter
Eric Weiss	Engineer for Clark Patterson Lee
Roxane Sobecki	Town Clerk
Mark Odell	County Legislature

Approximately 8 to 9 Residents

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

**PORTLAND WATER DISTRICT 2 IMPROVEMENT PROJECT:**

Supervisor Schrantz and Engineer Eric Weiss updated the residents within WD2 the project details, funding and potential schedule for the improvement project. Supervisor Schrantz told residents it is the board's responsibility to update this system with is over 45 years old, with transite water main, valves, hydrants, and meter pits. The Town has had to made many repairs to the system due to the age and deterioration. Supervisor Schrantz stated the Chautauqua County Health Department supports this project due to low pressure regarding fire protection. The Town has received a letter from Rural Development (USDA) offering a \$112,000 grant and \$2,489,000 low interest loan. The funding package will result in a debt payment of approximately \$300 per year for 38 years to a typical single-family house. Mr. Weiss stated the project would possibly start late summer of 2019 and take three months to complete. Mr. Weiss stated this project could possibly help with some of the drainage issues. After questions from residents the information part of the meeting ended at 7:40 p.m. Supervisor Schrantz thanked the residents for coming.

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

**PORTLAND JUSTICE COURT:**

Portland Justice Vera Husted address the board on court security and safety. The Office of Court Administration and the Department of Public Safety considers the safety of the courts and court personnel the forefront of importance. Ms. Husted informed the board the Portland Justice has requested a Security Assessment for the Portland Court, she stated there will be no cost to the town.

The assessment would not just encompass the court but all public offices at the Town Hall. Ms. Husted told the board she is concerned about security; the Town of Ripley has had a court officer for the past 15 years. Supervisor Schrantz thanked Judge Husted for the information.

**MOWING BIDS:**

Supervisor Schrantz opened the following mowing bids FOR 2018.

**NEW LEAF LANDSCAPNG, LLC**

Community Park	\$210.00 per cut
Fuel Depot	\$ 60.00 per cut
Cemetery	\$ 60.00 per cut
Library	\$ 45.00 per cut
Town Hall	\$ 60.00 per cut

**Leaf Removal 2 times per season May/Oct.**

Town Hall	\$120.00 per removal
Library	\$ 60.00 per removal

**Trimming of shrubs 2 times per season May/Oct.**

Town Hall	\$180.00 per trimming
Library	\$120.00 per trimming

**Trimming of trees one time per season**

Town Hall	\$40.00
Library	\$80.00

**Tayler Appel DBA Top Notch Landscaping**

Community Park	\$125.00 per cut
Fuel Depot	\$ 45.00 per cut
Cemetery	\$ 40.00 per cut
Library	\$ 20.00 per cut
Town Hall	\$ 35.00 per cut

**Leaf Removal 2 times per season May/Oct.**

Town Hall	\$ 60.00 per removal
Library	\$ 30.00 per removal

**Trimming of shrubs 2 times per season May/Oct.**

Town Hall	\$ 85.00 per trimming
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TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

Library \$ 85.00 per trimming

**Trimming of trees one time per season**

Town Hall \$1.00

Library \$1.00

**ROGER W. GLOSS**

Community Park \$125.00 per cut

Fuel Depot \$ 45.00 per cut

Cemetery \$ 40.00 per cut

Library \$ 20.00 per cut

Town Hall \$ 35.00 per cut

**Leaf Removal 2 times per season May/Oct.**

Town Hall \$ 35.00 per removal

Library \$ 35.00 per removal

**Trimming of shrubs 2 times per season May/Oct.**

Town Hall \$65.00 per trimming

Library \$65.00 per trimming

**Trimming of trees one time per season**

Town Hall \$35.00

Library \$35.00

The Board reviewed all bids and felt the even though Roger Gloss was slightly less, Tayler Appel is a resident of Brocton/Portland and the bid should be awarded to him.

**AWARD MOWING BID**

**04-33-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

RESOLVED the Portland Town Board awards the 2018 mowing bid to Tayler Appel DBA Top Notch Landscaping.

**MINUTES**

**04-34-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

RESOLVED the Portland Town Board approves the Minutes for March 14, 2018 as presented.

**DEPARTMENTAL REPORTS**

**04-35-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

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

**TREASURY REPORT**

**04-36-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

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

**CORRESPONDENCE:**

Supervisor Schrantz read the following:

- Large Trash Day-May 5<sup>th</sup> at the Village of Brocton Barns.
- Municipal Law Seminar-May 17<sup>th</sup>, Hodgson Russ LLP.

**CHAUTAUQUA COUNTY LEGISLATOR:**

Legislator Mark Odell was present and updated the board on issues at the County level.

**OLD BUSINESS:**

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

**SHARED SERVICE HIGHWAY PORTLAND/BROCTON:**

Highway Superintendent Becker updated the board on Portland overseeing the Village of Brocton's Highway Department and Water. Water Supervisor Smith and Mr. Becker reported all is going well.

**HIGHWAY GARAGE:**

No news to report.

**CHADWICK BAY:**

Supervisor Schrantz reported that Chadwick Bay is reviewing a Health Care Consortium, he stated the State has revamped the law which now allows smaller municipalities to join.

**NORTH COUNTY WATER PROJECT:**

Supervisor Schrantz told the Board everything is proceeding on schedule.

**WATER DISTRICT 2:**

**LOAN RESOLUTION**

**04-39-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

RESOLVED the Board of the Town of Portland authorizing and providing for the incurrence of indebtedness for providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its Water System Improvements.

WHEREAS, it is necessary for the Town of Portland to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of TWO MILLION FOUR HUNDRED EIGHTY-NINE THOUSAND & 00/100, and a grant in the amount not to exceed \$112,000.00.

NOW THEREFORE BE IT RESOLVED the Portland Town Board adopts the Loan Resolution and authorizes the Supervisor to sign the necessary paperwork.

**WATER DISTRICT 8:**

**WATER PURCHASE CONTRACT'S**

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

**04-40-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

RESOLVED the Portland Town Board authorizes the Supervisor to sign the Water Purchase Contract's with the Village of Brocton and the North County Regional Water.

**CONSOLIDATING FUND GRANT:**

Supervisor Schrantz explained how the grant works, all purchases/Pay will have to be submitted to the State with proof of cancelled check before money can be reimbursed.

**TEMPORARY TRANSFER OF FUNDS**

**04-41-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz

Nays 1 Manzella

Absent 1 Farrell

RESOLVED the Portland Town Board approves the temporary transfer of money which will be reimbursed in the amount of \$30,000.00 into the Regional Water Management Fund.

**AUDITS:**

Council Manzella reported the audit of the Tax Collector had been done, everything was in order. He stated the Supervisor still needs an audit.

**TRAFFIC PETITION FOR ROUTE 5:**

Supervisor Schrantz reported he has received an email from NYS Department of Transportation, Thomas Messana stating a reduction of the speed limit along Route 5 in the Town of Portland will not be considered.

**NEW BUSINESS:**

**PHONE SYSTEM/INTERNET:**

Supervisor Schrantz and Town Clerk Sobecki told the board that they have been looking into changing the phone service provider to save money. Clerk Sobecki

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

stated the Town Hall has been having many issues with the internet and would like to look at different options.

**INTERNET FOR TOWN HALL**

**04-42-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

RESOLVED the Portland Town Board authorizes the Supervisor to make any changes he deems suitable regarding the internet for the Town Hall.

**VITAL STATISTICS**

**04-43-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

**TOWN OF PORTLAND  
CONSOLIDATING OF VITAL STATISTIC REGISTRAR  
DISTRICTS**

**Whereas**, The Town of Portland has been assigned by New York State as Vital Statistics Registration District 669, and the Village of Brocton has been assigned by New York State as Vital Statistics Registration District 630, and

**Whereas**, the Town Clerk has requested the approval of the Town Board to formally consolidate the Town and Village into one primary registration district, namely the District of the Town of Portland under Vital Statistics Registration District 669, and

**Whereas**, the formal consolidation of the Registration Districts would benefit the public by elimination questions as to which district records should be filed and not result in the loss of services to either municipality,

**NOW, therefore be it RESOLVED**, by the Town Board of the Town of Portland that consolidation of the Town and Village Registrar functions under

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

the Town's registration number (Vital Registration District 669) is approved, pending necessary approvals of all other required entities, including the Village of Brocton, Chautauqua County and New York State Department of Health.

**WATER**

**04-44-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

**RESOLVED** the Portland Town Board supports the Safe Water Infrastructure Action Program Bill S3292/A3907A and authorizes the Supervisor to sign a letter of support to send to elected officials.

**MARMADUKE COMMITTEE:**

Council Boltz told the board the signs for Marmaduke at the town lines will be installed by this June.

**BOARD MEMBERS:**

Council Manzella stated he would like the board to look further into a Reval for the Town. The board discussed of possibly having a special meeting with the Assessor to discuss further.

Supervisor Schrantz told board members about the situation on West Forest Ave. with the railroad tracks. Residents have called saying they cannot get to their property on the North side of W. Forest Ave. (landlocked) due to what the railroads have done to the crossing. Supervisor Schrantz told the board he will be contacting Senator Young's and Congressman Reed's office to hopefully correct this issue.

**HIGHWAY**

**04-45-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

**RESOLVED** on the recommendations of the Highway Superintendent, the Portland Town Board authorizes the Highway Superintendent to purchase a 2019 T400 Series Kenworth Full Truck and Henderson full hydraulic package, one-way snow plow,



TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

installation workup, wing system, Marke dump body, and salt/sand spreader at a cost of \$179,461 NJPA.

BE IT FURTHER RESOLVED the Town will pursue the grant/loan thru USDA Rural Development.

Highway Superintendent Becker updated the board on the following:

- The County said they would help take down the old Peerless Street Bridge, possibly by the end of summer.
- The horse hitching post has been installed in the far East corner of the parking lot at the Town Hall.
- Will review the cost of installing a gate at the entrance of Community Park to use during the winter months when the park is closed.
- On a motion of Council Miller, seconded by Council Boltz the board authorizes the Highway Superintendent to attend Highway School May 3<sup>rd</sup>- May 6.  
Carried.
- Superintendent Becker gave the Board a list of roads to be oiled and stoned for their signatures.

**PAY BILLS**

**04-46-18**

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

ADOPTED Ayes 4 Schrantz, Miller, Boltz, Manzella

Nays 0

Absent 1 Farrell

General Fund	\$43,728.52
Town Outside Village	\$574.99
Highway Townwide	\$8,522.91
Highway Outside Village	\$82,098.41
Light	\$553.44
Water	\$16,353.30

With no further business, on a motion of Council Boltz, seconded by Council Miller the meeting adjourned at 9:58 p.m. Carried unanimously.

Respectfully Submitted by,

TOWN OF PORTLAND BOARD MEETING  
PUBLIC INFORMATIONAL MEETING ON WATER DISTRICT 2 PROJECT  
PORTLAND TOWN HALL  
APRIL 18, 2018 - 7:00 P.M.

Roxane Sobecki-Town Clerk