

TOWN OF PORTLAND
BOARD MEETING – PORTLAND TOWN HALL
DECEMBER 12, 2018
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	Highway Superintendent
Hon. Vera Husted	Portland Justice
Roxane Sobecki	Town Clerk
Two residents	

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

MINUTES

12-113-18

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

ADOPTED Ayes 5

Nays 0

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

DEPARTMENTAL REPORTS

12-114-18

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

ADOPTED Ayes 5

Nays 0

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

Monthly reports received and filed:

- Assessor
- Code Enforcement
- Town Clerk
- Town Justice

TREASURY REPORT

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12-115-18

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

ADOPTED Ayes 5

Nays 0

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

CORRESPONDENCE

Supervisor Schrantz read the following correspondence:

- Village/Town Christmas party-December 21st at the Town Hall.
- Chautauqua County Historical Society-would like to disburse historic railroad equipment to the town. A railroad car, Pullman car "Haysville" of the Pennsylvania Railroad, would best be preserved and made available for pubic viewing in the Brocton area. The car is currently stored in Hamburg, NY. Also included are Pullman artifacts used by Pullman employees and Pullman advertising. Roy Davis, Curator said he is personally willing to assist in some of the cost to move and set up. Supervisor Schrantz stated the Village Board will be obtaining more information and possibly grant funding.

ZONING BOARD RESIGNATION

12-116-18

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

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board accepts the resignation of Thomas DeJoe from the Zoning Board of Appeals effective 12/31/2018.

HON. VERA HUSTEAD:

Hon. Husted told the board is has been a pleasure to serve as Justice in the Town of Portland, stating she has served in other courts and this is example she will use going forward to instruct others in the proper way to do the job. She told the board she has spoken to Eight Judicial District Supervising Judge Marky about staying on as a Judicial Consultant, which can be done. Judge Marky sees this as necessary because it happens very seldom that a town has two new judges taking office at the same time, and with the abolishment of the Village of Brocton Courts all court cases will be transferring to the Town of Portland Courts January 1st.

On a motion of Council Boltz, seconded by Council Farrell the board moved into Executive Session at 7:25 p.m. with Judge Husted to discuss personal.

On a motion of Council Manzella, seconded by Council Boltz the board closed Executive Session at 7:50 p.m.

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On a motion of Council Miller, seconded by Council Boltz the board returned to regular session at 7:50 p.m.

OLD BUSINESS

VILLAGE/TOWN REPRESENTATIVES:

Supervisor Schrantz and Council Boltz attended the last Village of Brocton board meeting. Discussion followed on separating the duties (Code and Building) in the Code Office and having two people in the office. Supervisor Schrantz asked the committee for the Town to meet with the Village committee to discuss this. Clerk Sobecki told the board they need to decide rates of pay, hours, and job descriptions. Council Miller stated he would like to advertise for the position.

CHADWICK BAY:

Supervisor Schrantz told the board no meeting is scheduled for December, January will be the re-organizational meeting.

NORTH COUNTY WATER PROJECT:

NCW has been awarded an additional Three-Million-dollar grant, which will be used for the next phase of the project. The next meeting is scheduled for December 13th, 4:00 at the Fireside restaurant.

SHARED BILLING SERVICE (CBI):

Supervisor Schrantz told the board the first water bills under the shared billing service have been mailed out. Council Miller asked when the town will be recouping water money that the Town of Pomfret owes. Supervisor Schrantz told him this will be done. Supervisor Schrantz told the board the water tower is off line with the approval of the county health department. Eventually Regional Water will be taking the tower down.

WD8:

Supervisor Schrantz told the board the town is currently working on obtaining easements from 14 different residents, once this is complete the project will be ready to bid out.

COMPREHENSIVE PLAN:

A joint meeting is scheduled with the Town Board and Comprehensive committee on January 23rd at Brocton School.

JUSTICE COURT POSITION

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On a motion of Council Manzella, seconded by Council Boltz the following resolution was
ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board appoints Hon. Vera Husted to the position of Judicial
Consultant/Court Clerk. This position is a six-month temporary position. Rate of pay will be \$22.50 per
hour, not to exceed 25 hours per week.

NEW BUSINESS

BUDGET TRANSFERS/MODIFICATIONS

12-118-18

On a motion of Council Miller, seconded by Council Farrell the following resolution was
ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board approves the Budget Transfers and Modifications as presented by
the Supervisor.

GENERAL FUND TOWNWIDE

\$1,500	FROM	A1990.4	CONTINGENT ACCOUNT
	TO	A1620.1	BUILDINGS PERSONAL SERVICES

HIGHWAY FUND TOWNWIDE

\$460	FROM	DA9060.8	EMPLOYEE BENEFITS HOSPITAL & MEDICAL
	TO	DA9010.8	EMPLOYEE BENEFITS STATE RETIREMENT

HIGHWAY FUND OUTSIDE VILLAGE

\$760	FROM	DB9050.8	EMPLOYEE BENEFITS UNEMPLOYMENT
	TO	DB9010.8	EMPLOYEE BENEFITS STATE RETIREMENT

WATER DISTRICT 2

\$812	FROM	SW8330.4	PURIFICATION CONTRACTUAL
	TO	SW9060.8	EMPLOYEE BENEFITS HOSPITAL & MEDICAL
\$201	FROM	SW9030.8	EMPLOYEE BENEFITS SOCIAL SECURITY
	TO	WS9010.8	EMPLOYEE BENEFITS STATE RETIREMENT

WATER DISTRICT 3

\$103	FROM	SW9055.8	EMPLOYEE BENEFITS DISABILITY
	TO	SW9060.8	EMPLOYEE BENEFITS HOSPITAL & MEDICAL
\$8	FROM	SW9055.8	EMPLOYEE BENEFITS DISABILITY
	TO	SW9040.8	EMPLOYEE BENEFITS WORKERS COMP. INS.

WATER DISTRICT 5

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\$84	FROM	SW9055.8	EMPLOYEE BENEFITS DISABILITY
	TO	SW9010.8	EMPLOYEE BENEFITS STATE RETIREMENT
\$85	FROM	SW9030.8	EMPLOYEE BENEFITS SOCIAL SECURITY
	TO	SW9060.8	EMPLOYEE BENEFITS HOSPITAL & MEDICAL
\$100	FROM	SW8310.4	WATER ADMIN CONTRACTUAL
	TO	SW9710.6	SERIAL BOND PRINCIPAL
WATER DISTRICT 5			
\$40	FROM	SW9055.8	EMPLOYEE BENEFITS DISABILITY
	TO	SW9010.8	EMPLOYEE BENEFITS STATE RETIREMENT
\$345	FROM	SW8310.4	WATER ADMIN CONTRACTUAL
	TO	SW9710.7	SERIAL BOND INTEREST

HEALTH INSURANCE BUYOUT

12-119-18

On a motion of Council Boltz, seconded by Council Farrell the following resolution was ADOPTED Ayes 5

Nays 0

BE IT RESLOVED the following Town of Portland Employees will accept the 30% Annual Buyout Health Insurance Option for 2019, Roxane Sobecki, Seth Patterson, and Herb McIntyre.

END OF YEAR MEETING:

End of year meeting will be held on December 27, 2018, 1:00pm at the Town Hall.

CSEA MEMORANDUM

12-120-18

On a motion of Council Boltz, seconded by Council Miller the following resolution was ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board authorizes the Supervisor to sign the Memorandum of Agreement between the Town of Portland and the Town of Portland Unit 6321, Local 807, Civil Service Employees Association, Inc. Local 1000, AFSCME, AFL-CIO, regarding employee's health ins.

STREET LIGHTING:

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Supervisor Schrantz told the board National Grid is offering a grant to convert the Town's roadway lights to LED, with no charge to the Town. The Town will have to pay \$1,500 upfront but will be reimbursed.

12-121-18

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

ADOPTED Ayes 5

Nays 0

RESOLVED the Portland Town Board will send a letter of intent for the conversion to LED lighting for the Town's roadway lights.

Supervisor Schrantz and board members wished everyone a Merry Christmas and Happy New Year.

PAY BILLS

12-122-18

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

ADOPTED Ayes 5

Nays 0

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

GENERAL FUND	\$8,151.83
TOWN OUTSIDE VILLAGE	\$4,631.38
HIGHWAY TOWNWIDE	\$16,793.96
HIGHWAY OUTSIDE VILLAGE	\$32,703.53
LIGHT	\$592.82
WATER	\$5,426.50

With no further business, on a motion of Council Farrell, seconded by Council Boltz the meeting adjourned at 8:51 p.m. Carried unanimously.

Respectfully Submitted by,

Roxane Sobecki-Town Clerk

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