

PORTLAND TOWN BOARD MEETING
PORTLAND TOWN HALL
AUGUST 12, 2020 – 7:00 P.M.

BOARD MEMBERS PRESENT:

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

OTHERS PRESENT:

Eric Holton EWT Wind
Roxanne McFadden Deputy Town Clerk
Approximately 10 residents
Conference call number of attendees 4

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

MINUTES

55-20

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

Nays 0

RESOLVED The Portland Town Board approves the Minutes from the previous meeting as presented.

DEPARTMENTAL REPORTS

56-20

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

Nays 0

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

Monthly reports received and filed:

- Town Clerk
- Town Justice
- Code Office
- Assessor

PORTLAND TOWN BOARD MEETING
PORTLAND TOWN HALL
AUGUST 12, 2020 – 7:00 P.M.

TREASURY REPORT

57-20

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

Nays 0

RESOLVED the Portland Town Board approves the Treasury Report for July 2020 as presented by the Supervisor.

CORRESPONDENCE:

Read by Supervisor-no action taken

PUBLIC COMMENT:

Eric Holton of EWT, spoke about a possible project on the Escarpment (Thayer Rd.) pros & cons. Supervisor Schrantz stated that the board is working with the town attorney and a rough draft for wind turbines is in the works.

Bill Westin asked when a draft of the law will be available-Doug Walter expressed that he hoped the board is considering the County's recommendations. More discussion followed.

TERMINATION CBI ACTIVITIES ACCOUNT

59-20

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

Nays 0

WHEREAS, the Town of Portland participates in the Chadwick Bay intermunicipal agreement ("CBI") by which it and the Towns of Dunkirk, Pomfret, and Sheridan, and the Village of Brocton jointly provide water to their residents by purchasing water from the North County Water District; and

WHEREAS, the Town of Portland agreed to operate an activities account that effectively functions as CBI's checking account while the organization was being established; and

WHEREAS, nearly two years have passed, and CBI has still not developed an administrative structure that would give greater confidence and the organization's long-term success and permit the Town of Portland to retire the activities account, and

WHEREAS, the Town of Portland believes that either CBI needs to develop a stronger operational structure or that CBI needs to be part of and operated by the North County Water District;

NOW, THEREFORE, BE IT

RESOLVED, as of January 01, 2021, the Town of Portland will no longer operate an activities account for CBI, and be it further

RESOLVED, the Town of Portland encourages the other members of CBI and Chautauqua County to work together to preserve this initiative by developing a sustainable plan for the daily operation of the regional water system.

PORTLAND TOWN BOARD MEETING
PORTLAND TOWN HALL
AUGUST 12, 2020 – 7:00 P.M.

GREENCREST/VAN BUREN POINT DRAINAGE

Discussion was held. Supervisor Schrantz stated that surveys have been sent out and are waiting for them to be returned. More discussion followed.

WATER DISTRICT 8

58-20

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

WATER BENEFIT DISTRICT #8 PROJECT

PROJECT BUDGET MODIFICATIONS

WHEREAS, the Town of Portland has received funding from Rural Development for their Water Benefit District #8 Project (“Project”); and

WHEREAS, the Town Board wishes to adjust project budget items to more accurately reflect actual costs and;

WHEREAS, Rural Development requires the Town Board to authorize all changes to the Administrative Budget as shown on the Form E; NOW, therefore be it

RESOLVED, that the Town Board of the Town of Portland authorizes the following Budget modifications for the Project:

Single Audits	Increase of	\$21,500.00
Local Counsel (Seachrist Law)	Decrease of	5,000.00
Fiscal Coordination (Municipal Solutions)	Decrease of	9,000.00
Net Interest	Decrease of	6,409.57
Lands, ROW	Decrease of	2,000.00
Miscellaneous	Decrease of	3,300.00

I, Roxanne McFadden, Deputy Town Clerk of the Town of Portland, do hereby certify that the afore mentioned resolution was adopted by the Town Board of the Town of Portland on August 12, 2020, by the following vote:

PORTLAND TOWN BOARD MEETING
PORTLAND TOWN HALL
AUGUST 12, 2020 – 7:00 P.M.

	AYE	NAY
Daniel Schrantz, Supervisor	X	_____
Rick Manzella, Board Member	X	_____
Jerry Boltz, Board Member	X	_____
Gary Miller, Board Member	X	_____
Patti Farrell, Board Member	X	_____

Dated: August 12, 2020

Roxanne McFadden

Deputy Town Clerk – Town of Portland

MUNICIPAL SOLUTIONS AMENDMENT TO CONTRACT WD8

60-20

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

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

Nays 0

RESOLVED The Portland Town Board authorizes the supervisor to sign and extend the original contract dated March 23, 2016 with Municipal Solutions Inc. for an additional six months.

COVID-19:

Discussion held-What are other municipalities doing, follow state guidelines.

PORTLAND TOWN BOARD MEETING
PORTLAND TOWN HALL
AUGUST 12, 2020 – 7:00 P.M.

NYS RETENTION AND DISPOSITION SCHEDULE

61-20

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

Nays 0

RESOLVED, by the board of the Town of Portland that Retention and Disposition Schedule for New York Local Government Records (LGS-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- a. Only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- b. Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

FIRE HYDRANTS:

Dale Carlson discussed locations & conditions of hydrants-discussion held.

SEQR-WIND LAW

62-20

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

Nays 0

RESOLVED The Portland Town Board authorizes the Supervisor to sign the agreement with Clark Patterson Lee for \$2,500 to do the SEQR for the final wind law.

TOWN JUSTICE:

Supervisor Schrantz told the board Judge Thompson and DeJoe have verified Court Officer Thomas Ellsworth has 16 hours of back pay due to him.

63-20

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 Court Officer Thomas Ellsworth will be paid back pay of 16 hours in the next pay period in a lump sum.

CABLE FRANCHISE AGREEMENT:

The Board received a packet on the cable franchise, a brief discussion was held. It was referred to the town attorney.

PORTLAND TOWN BOARD MEETING
PORTLAND TOWN HALL
AUGUST 12, 2020 – 7:00 P.M.

PAY BILLS

64-20

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 August 2020.

GENERAL FUND	\$8,160.06
TOWN OUTSIDE VILLAGE	\$106.55
HIGHWAY OUTSIDE VILLAGE	\$86,270.56
LIGHT	\$385.98
CAPITAL PROJECTS	\$4,205.00

With no further business, on a motion of Council Manzella, seconded by Council Farrell the meeting
adjourned at 8:10 p.m. Carried

Respectfully Submitted by,

Roxanne McFadden