

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 10, 2021 – 7:00 P.M.

BOARD MEMBERS PRESENT:

| | |
|-----------------|---------------------------|
| Daniel Schrantz | Supervisor |
| Jerry Boltz | Council (conference call) |
| Patti Farrell | Council |
| Rick Manzella | Council |

BOARD MEMBERS ABSENT:

| | |
|-------------|---------|
| Gary Miller | Council |
|-------------|---------|

OTHERS PRESENT:

| | |
|----------------|------------------------|
| Ken Becker | Highway Superintendent |
| Joel Seachrist | Attorney |
| Roxane Sobecki | Town Clerk |

6 members of the public

Supervisor Schrantz opened the meeting with the pledge to flag.

MINUTES

15-21

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

ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

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

DEPARTMENTAL REPORTS

16-21

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

ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

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

Monthly reports received and filed:

- Town Clerk
- Code Office
- Assessor
- Justice

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 10, 2021 – 7:00 P.M.

TREASURY REPORT

17-21

On a motion of Council Manzella, seconded by Council Farrell the following resolution was ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED the Portland Town Board approves the Treasury Report for February 2021 as presented by the Supervisor.

CORRESPONDENCE:

Supervisor Schrantz read the following

- The Town of Portland equalization rate is dropping to 47%, was 51%.
- Resignation letter-Dale Furman

PLANNING BOARD RESIGNATION

18-21

On a motion of Council Farrell, seconded by Council Manzella the following resolution was ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED the Portland Town Board accepts the resignation by Dale Furman from the Planning Board.

PUBLIC COMMENT:

Frank Baldassaro of Park View Lane addressed the board regarding Lake Shore Preservation in his neighborhood. Mr. Baldassaro is representing himself and appropriately 11 other neighbors with concerns of the damage last year's fall storm caused on their property and shoreline. Mr. Baldassaro has been in touch with the County and DEC. He told the board the only access to the shoreline is thru a neighbor's driveway. This neighbor has given consent to use the access path before but is currently denying any access. He asked the board if the town could enforce Eminent Domain. Attorney Seachrist stated this would be a big step for the Town to take, and can they guarantee this would not happen again in the future. Mr. Baldassaro gave the board a packet with pictures, boundary survey, permit from the DEC, and information on Eminent Domain for their review. He asked board members to visit his property. Mr. Baldassaro told the board they are not looking for monetary funds from the town. Supervisor Schrantz thanked Mr. Baldassaro and stated the board will investigate this.

Library Board Member and financial director Jay Hardenburg reviewed with the board issues the Library is facing. He thanked the Town for their continuing support and told the board they finished 2020 without a deficit. He stated they could not fundraise this past year due to the pandemic. Mr. Hardenburg reviewed upcoming capital projects, stating they have done a good job at controlling cost but going forward will have to increase their budget. He told the board Library Director Julie Putter has done an excellent job at obtaining many grants for the Library and we are lucky to have her. The Board

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 10, 2021 – 7:00 P.M.

thanked Mr. Hardenburg and told him they will review the budget. Mr. Hardenburg said he will make a capital request to the board.

Burr Road resident Lori Delcamp addressed water issues she is having. She asked if the ditch can be cleaned out. Highway Superintendent stated he will investigate this.

OLD BUSINESS:

WIND/SOLAR:

Supervisor Schrantz stated the Attorney is working on Article 78 proceeding against the Town.

CHADWICK BAY:

No meeting this month.

NORTH COUNTY WATER:

Next meeting-March 11th, 4:00 in Sheridan.

CBI WATER:

Supervisor Schrantz told the board the CBI Board can meet with them in Pomfret. He gave the board the dates they could meet. He asked the board to review the dates and get back to him on what works best for them.

GREENCREST DRAINAGE ISSUES:

Supervisor Schrantz told the board the Highway Superintendent, Eric Wies of Clark Patterson Lee (CPL), and himself are continuing to review drainage issues in the Greencrest area. CPL has developed a capital plan that could be implemented by the Town Highway Department for Town Roads. This will not solve 100% of the issues in the area, but it will focus on the infrastructure the Town is responsible for and result in improved drainage. This plan will determine the recommended phased improvements to be completed by Town crews. The cost is \$14,760. Supervisor Schrantz will review further with the accountant and budget.

WATER DISTRICT 2:

Supervisor Schrantz said the attorney is working on easements.

The board discussed the meter/meter pits that were ordered by CBI water. Supervisor Schrantz told the board USDA is willing to move the cost of these meters from District 8 to District 2 project. These meters could be used on this project. He said the first step is to see what Lock City Supply will take back. Council Manzella stated the Town of Portland didn't order the meter/meter pits and we should not be responsible for them.

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 10, 2021 – 7:00 P.M.

METERS

19-21

On a motion of Council Manzella, seconded by Council Farrell the following resolution was ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED the Town of Portland is not responsible and did not authorize CBI Water to order meter/meter pits for the following: invoice 00137883 in the amount of \$20,791.68 from Lock City Supply Inc. and invoice 00138309 in the amount of \$18,927.18 from Lock City Supply Inc.

MUNICIPAL SOLUTIONS, INC. AMENDED CONTRACT

20-21

On a motion of Council Farrell, seconded by Council Manzella the following resolution was ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED the Portland Town Board approves and authorizes the Supervisor to renew the original contract with Municipal Solutions, Inc. for Water District 2 Project with fees estimated to remain the same for an additional 24-month period.

WATER DISTRICT 8:

Supervisor Schrantz told board members there is approximately \$22,500 left in grant funding that the Town can use for WD8 project. The board discussed different options to spend the money.

WATER DISTRICT 8 REMAINING GRANT FUNDS

21-21

On a motion of Council Manzella, seconded by Council Farrell the following resolution was ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED the Portland Town Board approves any remaining grant funding left in the Water District 8 Project to be reimbursed to homeowners within the district who purchased meter pits.

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 10, 2021 – 7:00 P.M.

ONTHANK ROAD:

Supervisor Schrantz stated the water line extension in front of the Patterson residents is within the district and originally was supposed to go that far. Supervisor Schrantz said the Highway Crew can install the line, keep track of hours worked and charge back hours to the district.

22-21

On a motion of Council Farrell, seconded by Council Manzella the following resolution was ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED the Portland Town Board authorizes the extension of the Water Line on Onthank Road with the Highway Department doing the work.

21 BRIX WATER LINE:

Supervisor Schrantz stated the extended water line to 21 Brix would be put on private property at no cost to the Town. He will be in touch with the attorney to write up the details.

WATER DISTRICT 9:

Supervisor Schrantz stated a survey will be sent out to residents within this proposed district to see what the interest is and if the Town should move forward.

AUDITS:

Council Manzella told the board the Town Clerk has been audited and everything was in order.

EMERGENCY PLAN:

No news to report.

ZONING OFFICE:

Supervisor Schrantz stated the Planning Board has recommended a part-time person be hired in the Zoning/Code office. He said there is nothing in the contract between the Town and Village to hire a part-time person, will need to talk with the Village to see if they are willing to help pay for this position.

NEW BUSINESS:

MOWING BIDS

23-21

On a motion of Council Farrell, seconded by Council Manzella the following resolution was ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED bids will be accepted for the mowing & trimming of lawns at the Portland Park, Museum, B/P Fuel Depot, Pecor St. Cemetery, Library and Town Hall. Bidders Specifications and contract details may

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 10, 2021 – 7:00 P.M.

be viewed at the following: Portland Town Hall, 87 W. Main Street, Brocton, New York 14716 during regular business hours, 716-792-9614 ext.2, or at townofportland.org. SEALED bids will be opened at the April 14, 2021 Board Meeting at the above address. The deadline to submit bids is April 13, 2021 by 11:00 a.m. The Town Board of the Town of Portland reserves the right to reject any and all bids and to re-advertise for new bids at its discretion.

SPEELBERG ENTERPRISES

24-21

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

ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

WHEREAS, Speelberg Enterprises submitted a Notice of Intent to file a new application for an Alcoholic Beverage License for the sale of beer and wine products to be sold at 7031 East Main Road, Portland, New York; and

WHEREAS, pursuant to the applicable provisions of the Alcohol and Beverage Control Law Section 64, Subdivision 2(a), the Town has been notified of their intent to file an application for a liquor license with the New York State Liquor Authority; and

WHEREAS, a thirty (30) day hold before said application can be filed is mandated by New York Alcohol and Beverage Control Law, however, this time period may be waived by the municipality; and

WHEREAS, the Town Board wishes to assist the applicant in expediting the application process so as to allow a new business to achieve the greatest level of success by advancing this approval process; now, therefore be it

RESOLVED, that to the extent permitted by the New York State Liquor Authority, the Town Board hereby waives the requirement that written notice of the application be given to the Town at least thirty (30) days prior to submitting this application; and be it further

RESOLVED, that the Town Clerk is hereby authorized to issue a letter to the applicant and to the New York State Liquor Authority to confirm the Town's receipt of the Notice of Intent to file for the liquor license and a waiver of the thirty (30) day hold on the processing of said application.

APPOINTMENT TO PLANNING BOARD

25-21

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

ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

TOWN OF PORTLAND BOARD MEETING
PORTLAND TOWN HALL
MARCH 10, 2021 – 7:00 P.M.

RESOLVED on the recommendations of the Planning Board, the Portland Town board appoints Dale Carlson to the Planning Board. Mr. Carlson will fill the vacancy of Dale Furman with a term to expire December 31, 2023.

BOARD MEMBERS:

Supervisor Schrantz asked the Dog Control Committee to meet with the Dog Control Officer to review a possible dog enumeration and rabies clinic and report back at the April Board Meeting.

HIGHWAY DEPARTMENT:

Highway Superintendent reported his crews will be sweeping intersections soon. He has been meeting with contractors to replace the roof at the museum. He will also be obtaining quotes to paint the Museum. The board discussed the roof condition, they asked Mr. Becker to get quotes for steel and shingled. Possibly may have to do half the roof this year and the other half next year.

BILLS

26-21

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

ADOPTED Aye 4 Schrantz, Boltz, Farrell, Manzella

Nay 0

Absent 1 Miller

RESOLVED the Portland Town Board approves the bills for March 2021 as presented.

| | |
|-------------------------|------------|
| GENERAL FUND | \$9,497.29 |
| TOWN OUTSIDE VILLAGE | \$93.88 |
| HIGHWAY TOWNWIDE | \$9,518.76 |
| HIGHWAY OUTSIDE VILLAGE | \$3,358.15 |
| LIGHT | \$442.23 |

With no further business, on a motion of Council Manzella, seconded by Council Farrell the meeting adjourned at 845 p.m. Carried unanimously.

Respectfully Submitted by, Roxane Sobecki-Town Clerk