

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

BOARD MEMBERS PRESENT:

Jerry Boltz	Council
Gary Miller	Council
Rick Manzella	Council
Patti Farrell	Council

BOARD MEMBERS ABSENT:

Daniel Schrantz	Supervisor
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OTHERS PRESENT:

Joel Seachrist	Attorney
Ken Becker	Highway Superintendent
Roxane Sobecki	Town Clerk

Representative of the Chaut. Lake watershed Stormwater
4 members of the public

Deputy Supervisor Boltz opened the Board Meeting at 7:00 with the Pledge to the Flag.

MINUTES

97-21

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

Nay 0

Absent 1 Schrantz

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

DEPARTMENTAL REPORTS

98-21

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

Nay 0

Absent 1 Schrantz

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

Monthly reports received and filed:

- Town Clerk
- Code Office
- Assessor
- Justice

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TREASURY REPORT

99-21

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

Nay 0

Absent 1 Schrantz

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

OLD BUSINESS:

CHAUTAUQUA LAKE WATERSHED STORMWATER TOOLKIT:

Whitney Gleason reviewed with the board the Stormwater Toolkit. The kit helps with permitting. The reference guide reviews Wetlands, Tributary Streams, NYSDEC/USACE joint permits, Floodplains, Soil Erosion and Sedimentation Control.

SOLAR LIBERTY PROJECT

100-21

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

Nay 0

Absent 1 Schrantz

PLEASE TAKE NOTICE that the Town Board of the Town of Portland will hold a joint public hearing on November 30, 2021 at 6:30 p.m. at the Town of Portland administration Building, 87 West Main Street, Brocton, NY, regarding two applications of Solar Liberty Energy Systems, Inc. for a Solar Energy System Overlay District and Special Use Permit for the following solar energy facilities:

- **Array #1**, Route 20 (Pecor Street): Tax Map number [161.02-1-75], [161.02-1-76], [161.00-1-41], [161.00-1-42], [161.10-1-1], [161.00-1-43], [161.00-2-15].
- **Array #2** (US 20): Tax Map number [161.02-1-47], [161.02-1-48.1], [161.02-1-49], [161.02-1-50]. At said public hearing all interested persons shall be heard.

Any resident of the Town of Portland is entitled to be heard upon the proposed special use permit at the public hearing.

WATER DISTRICT 2 IMPROVEMENT PROJECT:

Attorney Seachrist told the board he is working on the easements and will be scheduling an informational meeting.

UNION NEGOTIATIONS:

Meeting November 12th, 10:00 with the board committee and Union Rep.

Deputy Supervisor Boltz requested to go into Executive Session regarding Union Negotiations.

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NEW BUSINESS:

ELLICOTT ROAD SURVEY PIN:

Deputy Supervisor Boltz informed the board the Surveyor has located the Pin that was covered during the construction of Water District 8.

BUDGET TRANSFERS

101-21

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

Nay 0

Absent 1 Schrantz

RESOLVED the Portland Town Board approves the Budget Transfers for November 2021.

GENERAL FUND TOWNWIDE

\$3,000	From	A1990.4	Contingent Account
	To	A1620.4	Building Contractual
\$1,000	From	A1990.4	Contingent Account
	To	A1650.4	Central Communications Contractual
\$100	From	A1990.4	Contingent Account
	To	A1910.4	Special Items Unallocated Insurance
\$550	From	A1990.4	Contingent Account
	To	A1920.4	Municipal Dues
\$2,500	From	A1990.4	Contingent Account
	To	A5010.11	Supt. Highways Clerk Personal Services
\$2,000	From	A1990.4	Contingent Account
	To	A7110.4	Parks Contractual

HIGHWAY FUND OUTSIDE VILLAGE

\$900	From	DB9050.8	Employee Benefits Unemployment
	To	DB9730.7	Bond Anticipation Note Interest

CODE OFFICE

102-21

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

Nay 0

Absent 1 Schrantz

RESOLVED the Portland Town Board appoints Wendy Spinuzza from provisional to a permanent appointment as Inspection Officer, effective October 4, 2021.

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SUPERVISOR ELECT TRAINING

103-21

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

Nay 0

Absent 1 Schrantz

RESOLVED the Portland Town Board approves Supervisor elect Rich Lewis to attend the 2022 virtual training for newly elected town officials on January 6, and 7th.

DOG CONTROL:

The board discussed the fencing around the dog pound.

COMPUTER FOR SUPERVISOR

The board reviewed three quotes for a laptop computer for the Supervisor's office.

Dell \$2,650

CDWG \$3,017

Techsulere \$3,172

104-21

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

Nay 0

Absent 1 Schrantz

RESOLVED the Portland Town Board approves the purchase of Dell Latitude 3520 Laptop Bundle (laptop, docking station, kb/mouse, office pro 2019, 3yr pro support, 5yr accident coverage, Sophos av (3yr). at a cost of \$2,650.

HIGHWAY:

Superintendent Becker told the board his crew is getting ready for winter. The Park and the Museum is closed for the season.

BILLS

105-21

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

Nay 0

Absent 1 Schrantz

RESOLVED the Portland Town Board approves the bills for November 2021.

GENERAL FUND \$7,212.29

TOWN OUTSIDE VILLAGE \$319.01

HIGHWAY TOWNWIDE \$6,765.59

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HIGHWAY OUTSIDE VILLAGE	\$37,078.00
LIGHT	\$439.29
WATER	\$165.83
TRUST & AGENCY	\$765.00

EXECUTIVE SESSION

On a motion of Council Manzella, seconded by Council Farrell the board moved into Executive Session at 7:25 p.m. with Code Officer Wendy Spinuzza on personal, and Union Negotiations.

On a motion of Council Miller, seconded by Council Manzella the Board returned to Regular Session at 7:55 p.m.

INSPECTION OFFICER

106-21

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

Nay 0

Absent 1 Schrantz

RESOLVED the Portland Town Board approves the salary increase of Inspection Officer Wendy Spinuzza from \$24.48 per hour to \$25.48 per hour plus a 4% raise effective January 1, 2022.

With no further business, on a motion of Council Farrell, seconded by Council Boltz the meeting adjourned at 7:56 p.m. Carried unanimously.

Respectfully Submitted by,

Roxane Sobecki
Town Clerk

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