

TOWN BOARD MEETING
PORTLAND TOWN HALL
May 11, 2022 – 6:00 P.M.

BOARD MEMBERS PRESENT:

Richard Lewis	Supervisor
Dave McIntyre	Council
Tammy Thompson	Council
Gary Miller	Council (conference called in)

OTHERS PRESENT:

Joel Seachrist	Attorney
Ken Becker	Highway Superintendent
Gloria McCormick	Dog Control
Barb Smith	Town Clerk

5 members of the public

Meeting called to Order by Supervisor Lewis at 6:00 p.m. with the Pledge to the flag.

MINUTES

RESOLUTION 45-2022

On a motion of Council McIntyre, seconded by Council Thompson the following resolution was ADOPTED Aye 3 Lewis, McIntyre, Thompson

Nay 0

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

DEPARTMENTAL REPORTS

RESOLUTION 46-2022

On a motion of Council McIntyre, seconded by Council Thompson the following resolution was ADOPTED Aye 3 Lewis, McIntyre, Thompson

Nay 0

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

Monthly reports received and filed:

- Town Clerk
- Code Office
- Assessor
- Justice

TREASURY REPORT:

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RESOLUTION 47-2022

On a motion of Council Thompson, seconded by Council McIntyre the following resolution was ADOPTED Ayes 3 Lewis, McIntyre, Thompson

Nays 0

RESOLVED The Portland Town Board approves the Treasury Report for April 2022 as presented by the Town Clerk.

CORRESPONDENCE:

Supervisor Lewis read letter from the Board of Election. The Board of Election will be utilizing our facility on June 23rd for the NYS Primary and holding a Congressional and NYS Senate primary on August 23rd 2022.

PUBLIC COMMENT:

Greystone Nation Diane Clark and Bill Moran gave an overview of their purpose to attending meeting, they bought 72 acres in Bear Lake Rd. and have been around for about 20 years. They opened a Nature Center and have classes for several organizations. Why are they here, looking at an aerial map they see a lot of green land on escarpment. Their idea is to put together areas of land to preserve nature and have a national park. There was a discussion of Conservation Easements. Council McIntyre concerned for property owners and how it would affect them. Mr. Seachrist explained what exactly a Conservation Easement is for property owners. Council Thompson would like Greystone Nation to put together more information to present and return to the Town.

Westfield Academy and Central School Superintendent Michael Cipolla wanted to provide and update their overview of school budget for the upcoming year. Joshua Melquist, Business Official gave overview of budget. Both Mr. Cipolla and Mr. Melquist explained in detail what their budget covered, both reiterated the budget will not decrease school programs or staffing. Mr. Melquist mentioned budget items they are looking into for the future. Budget voting is May 17th noon to 8:00 pm at WACS.

OLD BUSINESS

WD2:

Supervisor Lewis stated the easement were completed by Town Clerk. Mr. Seachrist will review and will generate a cover letter for Supervisor to review and sign. Supervisor Lewis stated easements to get mailed out the week of May 16th.

GREENCREST/VAN BUREN POINT DRAINAGE:

Supervisor Lewis said easement for Vergotz is signed and will be filed May 12th. Superintendent Becker is set up to start work. elf. Supervisor Lewis would like this completed because resident has lawn contractor coming.

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WATER EXTENTION - 21 BRIX, ONTHANK ROAD

Supervisor Lewis stated we are waiting on Clark, Patterson, Lee (CPL) for the extention of district for 21 Brix. Onthank Road is staged and ready to start. Superintendent Becker stated he is hoping to get started the week of May 16th.

MUSEUM:

Supervisor Lewis stated we are waiting on report from Clark, Patterson, Lee (Engineers). Superintendent Becker said CPL returned to look at museum a second time. Council Thompson asked how long does it takes for report to come back? Supervisor Lewis said it is a very detailed Engineering report, it goes over the whole building.

NEW BUSINESS:

Supervisor Lewis stated four (4) Town employees will be attending Local Government Conference at Houghton College on June 9, 2022. The price is \$50 per person.

RESOLUTION 48-2022

On a motion of Council Thompson, seconded by Council McIntyre the following resolution was ADOPTED Aye 3 Lewis, McIntyre, Thompson

Nay 0

RESOLVED The Portland Town Board approves four town employees to attend the Local Government Conference at Houghton College on June 9, 2022. The cost is \$50 per person.

PAINT QUOTES:

RESOLUTION 49-2022

On a motion of Council McIntyre, seconded by Council Thompson the following resolution was ADOPTED Aye 3 Lewis, McIntyre, Thompson

Nay 0

RESOLVED The Portland Town Board approves Chadwick Bay Property Management's Quote of \$1,050.00 for painting Hallways, 19 doors, door jams at Town Office Building.

Supervisor Lewis obtained two quotes for painting common Hallways, doors and door jams at Town Office Building from Chadwick Bay Property Management and Wiseguy Quality Painting. The quote from Chadwick Bay Property Management was \$1050.00 and Wiseguy Quality Painting's quote was \$2450.00.

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ACCESS CHAUTAUQUA:

Supervisor Lewis said the Town Clerk Barb Smith received an invoice for \$1000.00. There was no action done on this invoice. Superintendent Becker said we were calling to find out what exactly we were paying for. Mr. Seachrist thought the cable company pays a franchise fee to the town. Town Clerk to call our accounting firm Bahgat & Laurito-Bahgat to get additional information on descriptions and payments. Town Board will review next board meeting.

CHADWICK BAY REGIONAL COMMISSION:

Supervisor Lewis reviewing the invoice from the Chautauqua Region Economic Development Corporation. This invoice is for 2022 Annual Membership Dues for \$1600.00. Council Thompson has several questions. Council Thompson questioned who is the contact person. Supervisor stated Nate Aldrich. Council Thompson would like to present Mr. Aldrich with her question either in person or email if not in person. Supervisor Lewis will reach out to Mr. Aldrich to see if he can attend the next board meeting in June.

TOWN BOARD/CLERK:

Town Board: Council Thompson discussed at Town Board Meeting in April banners and hardware on poles for our graduating seniors. Council Thompson spoke with the Village and will attend Village Board meeting to present information regarding Banners and hardware cost. Council Thompson spoke with Superintendent of Brocton Central School and the school will pay for the banners. The banners will go to each student after adequate time. Council Thompson reached out to other towns with questions on Rules or regulations for flying banners. There was examples and lengthy discussion on purchasing the hardware. Also, lengthy discussion on where to place hardware and banners on each pole. Superintendent Becker ask how the banners were going to be placed along the highway if there are 40 graduates. Supervisor Lewis suggested fabricating hardware in house, cost of making them would be cheaper than ordering them thru a vendor.

CONDITIONAL RESOLUTION 50-2022

On a motion of Council McIntyre, seconded by Council Thompson the following conditional resolution was

ADOPTED Aye 3 Lewis, McIntyre, Thompson

Nay 0

RESOLVED The Portland Town Board agrees to spend up to \$1000.00 on material for hardware for banners with the condition that the cost will be split with the Village of Brocton. Also, the brackets will be fabricated and installed by Town.

TOWN CLERK:

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- nothing to report.

HIGHWAY DEPARTMENT:

Ken Becker Highway Superintendent said Thayer Hill came out good. Superintendent Becker received a call from a potential bidder on truck he was trying to purchase and the truck was sold. Superintendent will have to start over looking for a truck. Getting quotes etc. Superintendent spoke with representative and we could rebid. GM had a 6 ½ percent increase and looking at 10 to 12month lead time and that was not a guarantee. Superintendent spoke with Salesperson at International who will work up a quote and will meet with him on Friday May 13th.

Superintendent Becker said they have a small water leak on this side of the park. Superintendent will leave water shut of during the week and turn back on Friday for the weekend, until they can isolate the problem. Community Park is ready to go, tables are cleaned and painted.

BILLS

RESOLUTION 51-2022

On a motion of Council Thompson, seconded by Council McIntyre the following resolution was ADOPTED Aye 3 Lewis, McIntyre, Thompson

Nay 0

RESOLVED the Portland Town Board approves the bills be paid for April 2022 as presented.

GENERAL FUND	\$13,100.88
TOWN OUTSIDE VILLAGE	\$ 242.59
HIGHWAY TOWNWIDE	\$ 8,647.01
HIGHWAY OUTSIDE VILLAGE	\$14,282.75
LIGHT	\$ 413.93
<u>CAPITAL PROJECTS</u>	<u>\$ 2,413.04</u>
TOTAL	\$39,100.20

Executive Session. No session needed per Supervisor Lewis.

With no further business, on a motion to close meeting by Council McIntyre, seconded by Council Thompson the meeting adjourned at 7:09 p.m. Carried unanimously.

Respectfully Submitted by,

Barb Smith-Town Clerk