

TOWN BOARD MEETING
PORTLAND TOWN HALL
October 12, 2022 – 6:00 P.M.

BOARD MEMBERS PRESENT:

| | |
|----------------|------------|
| Richard Lewis | Supervisor |
| Gary Miller | Council |
| Dave McIntyre | Council |
| Tammy Thompson | Council |
| Patti Farrell | Council |

OTHERS PRESENT:

| | |
|----------------|------------------------|
| Kenneth Becker | Highway Superintendent |
| Joel Seachrist | Town Attorney |
| Barb Smith | Town Clerk |

2 member of the public

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

MINUTES

RESOLUTION 94-2022

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

Nay 0

Temporarily absent Council McIntyre

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

DEPARTMENTAL REPORTS

RESOLUTION 95-2022

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

Nay 0

Temporarily absent Council McIntyre

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

Monthly reports received and filed:

- Town Clerk
- Code Office
- Assessor
- Justice
- Dog Control

TOWN BOARD MEETING
PORTLAND TOWN HALL
October 12, 2022 – 6:00 P.M.

TREASURY REPORT:

RESOLUTION 96-2022

On a motion of Council Farrell, seconded by Council Miller the following resolution was ADOPTED Ayes 4 Lewis, Miller, Farrell, Thompson

Nays 0

Temporarily Absent Council McIntyre

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

CORRESPONDENCE:

Supervisor Lewis presented and reviewed the following correspondence:

- Emergency Service Letter
- Letter from National Grid regarding Attachments to National Grid Facilities. Supervisor Lewis signed and returned form stating we will not be attaching any holiday decorations to their facilities.
- Email from Betty Crowell, SCSEP Coordinator for Good Will of WNY. Programs allows unemployed employees (55+ years of age) to work at non-profit or government agencies for 20 hours per week and they pay their wages.
- Letter to Supervisor Lewis from Residents Mr. and Mrs. Robert Hoagland regarding easement at Patterson Lane.
- Letter from Brautigam & Brautigam, Attorney's regarding Portland Bay Subdivision on Belding Rd. The town's attorney Joel Seachrist explained in detail, correspondence from Attorney's Brautigam & Brautigam who are representing owners of lots. Mr. Seachrist will follow up.
- Invoice from Chautauqua County Chamber of Commerce for \$550.00. Supervisor Lewis would like Town Clerk to see when prior invoices were paid. Also, the Town Clerk to contact Chamber to see what services they are providing to Town.

PUBLIC COMMENT:

Linda Warner, resident of Van Buren Bay had concerns and mixed feeling regarding the Air BNB's that are in their neighborhood. Linda said they have formed a committee to see what can be done if anything and research other municipalities regarding air bnb's. There was a lengthy discussion with Linda, the Town Board and the attorney on what or if anything can be done. Suggestions were given to Linda. Linda has their own Home Owners Association so they could possibly enforce policy more than the town. The Town is aware of the situation with air bnb's

TOWN BOARD MEETING
PORTLAND TOWN HALL
October 12, 2022 – 6:00 P.M.

OLD BUSINESS

CBI:

Supervisor Lewis stated not a lot to report on. At the last North County Water meeting Supervisor Lewis mentioned now that we have agreed on the water meter, they should have a discussion on responsibilities.

WD2 Project (Modified Agreement w/ Municipal Solutions)

Supervisor Lewis with the Engineer Seth Krull of CPL, set the deadline for easement on October 15th. Any easement not received by the 15th will be worked around and final design will be started for project. At the Town's December Meeting Supervisor would like project to go out for bid. Supervisor Lewis is hoping to start construction next Spring. Materials may be a problem for delays.

GREENCREST/VAN BUREN POINT DRAINAGE:

Supervisor Lewis - there is nothing to report, still waiting on preliminary report from CPL.

WATER EXTENTION - 21 BRIX, ONTHANK ROAD:

Supervisor Lewis said Town was going to speak with Owners of 21 Brix. Council Miller spoke with Chris Kane, Mr. Jordan was not available to discuss he was picking grapes. Council Miller asked if 21 Brix were still interested in joining the town for water project. Chris responded yes, they are interested. Council Miller would like to have another meeting with owners and asked if they could provide dates when they are available. Supervisor Lewis is in hopes to have something to report at November's board meeting.

Onthank Road is completed per Superintendent Becker. Superintendent Becker stated there needs to be a licensed water operator to complete the final testing and have the health Department sign off. Supervisor Lewis would like to get this project completed. Superintendent Becker will coordinate to complete project.

ARPA FUNDS:

Supervisor Lewis presented Board members and Town Clerk a sheet with Allocations of ARPA Funds to date.

Bids were accepted for water and sewer pipe at Haywood Heights. Supervisor Lewis suggested the Town contribute 1/3 to project. Discussions ensued with ARPA contributions from the Town toward this project for the Village. Supervisor Lewis stated Town will be utilizing our equipment, fuel and labor so that needs to be taken in account. Council Miller questioned what the village was doing with their ARPA funds? Supervisor said their monies were going to this project and West Avenue project. The two projects will take the villages ARPA funds.

Discussion continued and Council Thompson stated if in good faith to partner with the Village

TOWN BOARD MEETING
PORTLAND TOWN HALL
October 12, 2022 – 6:00 P.M.

she would be ok with the 1/3. Council McIntyre reiterated that the Town's manpower, equipment and fuel and felt 1/4 of funds should be offered.

HAYWOOD HEIGHTS

RESOLUTION 97-2022

On a motion of Council McIntyre, seconded by Council Farrell the following resolution was ADOPTED Aye 5 Lewis, McIntyre, Farrell, Miller, Thompson

Nay 0

RESOLVED The Portland Town Board approves $\frac{1}{4}$ of the cost of \$17,982.00 toward material for water/sewer project at Haywood Heights, to the Village of Brocton.

Supervisor Lewis asked to please continue to think of projects that would benefit the Town with the balance of ARPA funds.

NEW BUSINESS:

BUDGET

RESOLUTION 98-2022

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

Nays 0

RESOLVED The Portland Town Board will hold a Special Meeting on November 2, 2023, at 6:00pm to review 2023 Budget. Additionally, the Portland Town Board will hold a public hearing on November 9, 2023, at 6:00pm to review Preliminary Budget for 2023, regular Board Meeting to follow.

CODE ENFORCEMENT CLERK

RESOLUTION 99-2022

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

Nays 0

RESOLVED The Portland Town Board approves Jason Luce, as Code Enforcement Clerk, rate of pay of \$15.61.

TOWN BOARD MEMBERS/TOWN CLERK:

Council Farrell thanked everyone for their kindness and card with her recent loss.

Council Thompson, questioned the hours for Rob Pawlak at Museum. Supervisor Lewis said the Museum is closed during the winter months so Rob Pawlak would not have any hours. Council Thompson spoke at length about grant Funding of Restoration of museum. Council Thompson had a

TOWN BOARD MEETING
PORTLAND TOWN HALL
October 12, 2022 – 6:00 P.M.

meeting with Nate Aldrich who is an Economic Development Coordinator with the Department of Planning & Development and Manager of the Chautauqua County Partnership for Economic Growth, under the umbrella of the Chautauqua Region Economic Development Corp. (CREDC). for grants for our museum.

Council Thompson presented potential ideas for museum but is concerned if spending time researching different avenues to preserve Brocton/Portland's history should she proceed? Council Miller would like to see us continue working on grant's for museum. Attorney Seachrist suggested hiring an engineer or Architectural firm, someone to submit renderings to present would help the grant process. Attorney Seachrist said there are firms to help with the process with grants.

HIGHWAY DEPARTMENT:

Highway Superintendent Ken Becker stated Tastor Lane is almost complete and finished for now. Superintendent Becker would like Patterson Lane surveyed before the water project is started. There was a lengthy discussion where the center line is, width and rightaways would be on Patterson Lane. Supervisor Lewis asked Superintendent Becker if he would be able to get quotes for surveyor. Discussion continued on options for any surveyors the town could hire. Supervisor Lewis will contact CPL and question them on if they intended to survey or their process. Superintendent Becker is finishing up Summer projects and preparing for the winter months.

BILLS:

RESOLUTION 100-2022

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

Nay 0

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

| | |
|-------------------------|--------------------|
| GENERAL FUND | \$ 45,967.46 |
| TOWN OUTSIDE VILLAGE | \$ 213.37 |
| HIGHWAY TOWNWIDE | \$ 384.10 |
| HIGHWAY OUTSIDE VILLAGE | \$153,586.49 |
| STREET LIGHTING | \$ 485.31 |
| <u>Capital Projects</u> | <u>\$ 2,041.40</u> |
| TOTAL | \$202,678.13 |

EXECUTIVE SESSION:

No executive session needed.

TOWN BOARD MEETING
PORTLAND TOWN HALL
October 12, 2022 – 6:00 P.M.

With no further business, on a motion of Council McIntyre, seconded by Council Miller the meeting adjourned at 7:33pm.

Respectfully Submitted by,

Barb Smith-Town Clerk