

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN - 7:15 P.M.  
APRIL 13, 2016 - 7:00 P.M.

**BOARD MEMBERS PRESENT:**

Daniel Schrantz	Supervisor
Jerry Boltz	Councilman
Gary Miller	Councilman
Patti Farrell	Councilman

**BOARD MEMBERS ABSENT:**

Rick Manzella	Councilman
---------------	------------

**OTHERS PRESENT:**

Joel Seachrist	Attorney
Ann Belcher	Reporter
Ron Delcamp	Highway Superintendent
Tim Munson	
Roxane Sobecki	Town Clerk

Supervisor Schrantz opened the Regular Board Meeting at 7:00 p.m. with the pledge to the flag.

**MINUTES**

**04-34-16**

On a motion of Councilman Boltz, seconded by Councilwomen Farrell the following resolution was

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED the Portland Town Board approves the Minutes for March 9<sup>th</sup> and 16<sup>th</sup> as presented.

**DEPARTMENTAL REPORTS**

**04-35-16**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

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

- Dog Control-6 complaints for Town, 1 complaint for Village, 7 calls, 4 dogs seized, 4 dogs redeemed by owner's, 2 court dates.
- Town Clerk's-Total Disbursements-\$1,245.45.
- Code Enforcement-9 Building/Zoning permits processed, Inspection for Construction-4, Inspections for Violations-13 and Violation Notices-5.

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN – 7:15 P.M.  
APRIL 13, 2016 – 7:00 P.M.

- Justice Court-Judge Craig-\$10,442.00, Judge Delcamp-\$14,991.00.
- Assessor-Grievance Day, Tuesday, May 24<sup>th</sup> from 4-8 or later as needed, 172 assessment change notices mailed, 4 February sales and NYS has passed legislation to change the way STAR is handled starting with the 2016 applications.
- Tax Collector- Taxes Collected-\$2,296,902.25, Corporations Pd. To Co.- \$155,802.17, Town Warrant Paid in Full-\$872,491.00, Town Paid-Penalties-\$4,138.31, Chautauqua Co. Pd-\$1,420,175.44, Unpaid-\$519,414.36.

**TREASURY REPORT**

**04-36-16**

On a motion of Councilman Boltz, seconded by Councilwomen Farrell the following resolution was

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

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

**CORRESPONDENCE:**

Supervisor Schrantz read the following correspondence:

- Snowmobile Club-landowner appreciation dinner.
- Chautauqua County CRIC.
- Worker Compensation.
- Portland Fire Department-requesting new fire hydrant.
- Association of Towns-certificate for 2016.
- JCC-classes offered.
- STW meeting-May 11<sup>th</sup>.

On a motion of Councilman Miller, seconded by Councilman Boltz the board closed this portion of the regular meeting at 7:15 p.m. and opened the Public Hearing on the Town's Comprehensive Plan.

**PUBLIC HEARING ON COMPREHENSIVE PLAN:**

Supervisor Schrantz stated the Affidavit of Publication was posted in the Observer. Supervisor Schrantz stated a lot of work as gone into the Comprehensive Plan which is well written. Attorney Seachrist told the Board with this plan it may be easier for the Town to obtain grants. The next step is to form sub-committees to work on implementing some of these ideas. Attorney Seachrist told the Board they can adopt the SEQRA Negative Declaration and the Plan at the next Board Meeting, just waiting on some documentation from the County.

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN - 7:15 P.M.  
APRIL 13, 2016 - 7:00 P.M.

With no comments from the Board or public on a motion of Councilman Boltz, seconded by Councilwomen Farrell the Board returned to the Regular Board Meeting at 7:30 p.m.

**OPEN HIGHWAY BIDS:**

Supervisor Schrantz stated only one bid was submitted from Stan Betts Masonry Construction for gravel, \$7.00 process and \$5.00 bank.

**OPEN MOWING BIDS:**

Roger W. Gloss-

- Portland Park \$135/time
- Fuel Depot \$ 45/time
- Cemetery \$ 40/time
- Library \$20/time
- Town Hall \$40/time

Trimming of shrubbery 2x for Library and Town Hall-\$90, removal of leaves from Town Hall in May-\$40, trimming of trees once a year at Library and Town Hall-\$40.

Top Notch Landscaping

Taylor Appel

- Portland Park \$90/time
- Fuel Depot \$50/time
- Cemetery \$35/time
- Library \$20/time
- Town Hall \$35/time

Trimming of Shrubbery 2x for Library \$75, Town Hall \$90, Tree trimming at Library \$25 and Town Hall \$50, Leaf Removal at Town Hall \$60 and Library \$30.

Quality Lawn Service-

- Portland Park \$125/time
- Fuel Depot \$ 25/time
- Cemetery \$ 60/time
- Library \$35/time
- Town Hall \$45/time

Library trimming of Shrubbery \$75, Trimming of Trees \$50, Town Hall Trimming of Shrubbery \$75, Trimming of Trees \$75 and removal of leaves \$100.

**OLD BUSINESS**

**VILLAGE/TOWN REPRESENTATIVE:**

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN - 7:15 P.M.  
APRIL 13, 2016 - 7:00 P.M.

Supervisor Schrantz told the Board he attended the last Village Board Meeting asking the Village Trustees and Town Council to alternate attending each other's meetings. At this meeting the Village discussed the Peerless Street Bridge, stating they should have their portion of the project done by July.

**HIGHWAY GARAGE:**

Supervisor Schrantz requested to go into Executive Session regarding litigation on the Garage Floor.

**CHADWICK BAY:**

Supervisor Schrantz told the Board he attended a meeting with representatives from area schools, Townships, County and Villages regarding a potential health insurance consortium. Don Barber of Tompkins Co. gave the presentation. BOCES currently has a consortium in place with area school districts, Supervisor Schrantz stated we may be able to piggyback off of this. A sub-committee will be reviewing this. Chadwick Bay is also investigating a regional water billing system, grant money may be available.

**NORTH COUNTY WATER DISTRICT:**

Supervisor Schrantz told the Board RFP's will be going out for engineering.

**WATER DISTRICT 8:**

Municipal Solutions, Inc is working on the Rural Development Initial Application.

**O.A.G. DEMOLITION FUNDS:**

Attorney Seachrist stated he has meant with Gina Paradis of the Chautauqua County Land Bank about the demolition process for the Pecor Street home. Attorney Seachrist recommend the Town having asbestos testing done, he told the Board if you don't do the test and demolish the building you have to treat all debris as asbestos material. The cost would be around \$1,500.00.

**ASBESTOS REMOVAL**

**04-37-16**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED The Portland Town Board agrees to hire Jeff Swanson from the Town of Busti to perform an asbestos survey for the property located at 8757 Pecor Street, Portland. The fee schedule for the asbestos assessment is as follows:

- Residential structure single family-\$1,000.00
- Bulk Analysis, number of samples will vary according to sq. footage and materials used in construction.
- Mileage at .47 cents per mile

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN - 7:15 P.M.  
APRIL 13, 2016 - 7:00 P.M.

- Any and all shipping and handling charges.

The Board thanked Steve and Jean Milliman for mowing and cleaning the property on Pecor Street.

**GREENCREST DRAINAGE:**

Supervisor Schrantz noted that engineer firm of Clark Patterson Lee has been out and about in the Greencrest area talking with homeowners. The Town is waiting on recommendations regarding the formation of a drainage district and cost.

**HIGHLAND AVE. SPEED REDUCTION:**

Currently under review by the State.

**WATER DISTRICT 2:**

Supervisor Schrantz asked board members to review the options.

**AWARD MOWING BID**

**04-38-16**

On a motion of Councilman Miller, seconded by Councilwomen Farrell the following resolution was

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED the Mowing Bid for 2016 is awarded to Tayler Appel for the mowing and Trimming of Community Park, Fuel Depot, Cemetery, Library and Town Hall.

**AWARD ROAD MATERIAL**

**04-39-16**

On a motion of Councilman Miller, seconded by Councilwomen Farrell the following resolution was

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED The Town of Portland Board awards Stan Betts Masonry Bank and Screened Gravel.

**JUSTICE-SHREDDER**

**04-40-16**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN - 7:15 P.M.  
APRIL 13, 2016 - 7:00 P.M.

Absent 1 Manzella

RESOLVED the Portland Town Board approves the Portland Justice Court to purchase a Fellowes Power Shredder Model 425Czi from Eaton Office Supply in the amount of \$1,815.99. \$1,000.00 dollars from a JCAP grant and the remainder from the Justice Equipment Budget Line.

Supervisor Schrantz noted the Portland Fire Department has requested a meeting Friday at 9:00am.

**UTILITY BILLS**

**04-41-16**

On a motion of Councilman Boltz, seconded by Councilwomen Farrell the following resolution was

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED the Town of Portland will terminate American Power and Gas as their utility supplier and make National Grid and National Fuel as the Town's supplier.

**MARMADUKE COMMITTEE:**

July 2<sup>nd</sup> will be the unavailing of the statue. Engraved bricks are currently on sale at PolarEngraving.com, these bricks will cover the walkway around the statue.

Supervisor Schrantz noted Clerk Sobecki and himself meant with Pat Gooch and Don Mccord, senior planners for Chautauqua County. Discussion was on projects that line up with the WNY Regional Economic Development Council's Priorities, which could potentially be funded through the 2016 Consolidated Funding Application (CFA). Supervisor Schrantz stated he will be attending a meeting April 29<sup>th</sup>.

**HIGHWAY DEPARTMENT**

**PLOW**

**04-42-16**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED the Portland Town Board authorizes the Highway Superintendent to cancel the Fisher Plow and order the Snow Dog Plow at a savings of \$900.00.

**HIGHWAY SCHOOL**

**04-43-16**

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN - 7:15 P.M.  
APRIL 13, 2016 - 7:00 P.M.

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED the Portland Town Board authorizes the Highway Superintendent to attend Highway School June 6, 7, and 8<sup>th</sup> in Ithaca.

Councilman Miller suggested obtaining prices for the Town Hall Parking Lot.

**PAY BILLS**

**04-44-16**

On a motion of Councilman Boltz, seconded by Councilwomen Farrell the following resolution was

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

RESOLVED the Portland Town Board approves the Bills for April 2016.

GENERAL FUND		\$11,780.43
TOWN OUTSIDE VILLAGE	\$	356.41
HIGHWAY TOWNWIDE		\$ 9,077.97
HIGHWAY OUTSIDE VILLAGE		\$ 6,153.01
LIGHT	\$	633.43
WATER		\$50,309.87

**EXECUTIVE SESSION**

On a motion of Councilman Miller, seconded by Councilman Boltz the Board moved into Executive Session at 8:29 p.m. to discuss personal with the water department and litigation regarding the Garage Floor.

On a motion of Councilman Boltz, seconded by Councilwomen Farrell the Board returned to regular session at 9:06 p.m.

**GARAGE FLOOR**

**04-45-16**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell Miller

Nays 0

Absent 1 Manzella

TOWN OF PORTLAND REGULAR BOARD MEETING  
PUBLIC HEARING-COMPREHENSIVE PLAN - 7:15 P.M.  
APRIL 13, 2016 - 7:00 P.M.

RESOLVED the Portland Town Board authorizes Attorney Brautigam to proceed forward with arbitration regarding litigation with the Highway Garage Floor if he believes it to be in the best interest of the Town.

With no further business, on a motion of Councilman Miller, seconded by Councilwomen Farrell the meeting adjourned at 9:09 p.m. Carried unanimously.

Respectfully Submitted by,

Roxane Sobecki  
Town Clerk