

TOWN OF PORTLAND RE-ORGANIZATIONAL AND REGULAR BOARD MEETING  
PORTLAND TOWN HALL  
JANUARY 11, 2017 - 7:00 P.M.

**BOARD MEMBERS PRESENT:**

|                 |            |
|-----------------|------------|
| Daniel Schrantz | Supervisor |
| Jerry Boltz     | Council    |
| Patti Farrell   | Council    |
| Rick Manzella   | Council    |

**BOARD MEMBERS ABSENT:**

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

**OTHERS PRESENT:**

|                 |                            |
|-----------------|----------------------------|
| Ronald Delcamp  | Highway Superintendent     |
| Gary Planty     | Village of Brocton Trustee |
| Clarence Grover | Dog Control                |
| Ann Belcher     | Reporter                   |
| Roxane Sobacki  | Town Clerk                 |

Supervisor Schrantz opened the meeting at 7:05 p.m. with the pledge to the flag.

Supervisor Schrantz read his goals for 2017:

1. Complete the ongoing issue with the Highway Garage floor problem.
2. Aggressively continue to seek the necessary funding and grants to proceed to the next step for construction of water district no. 8 and water district no. 2.
3. Move forward on creating a drainage district for the Greencrest area and the Van Buren area.
4. Work diligently with the North Chautauqua County Water District to construct the new water mains and system to supply water from the City of Dunkirk for more stable water rates. Also, to have available water supply for economic growth and for Municipalities to have the ability to expand their water district if needed.
5. Start of a new committee to review the new comprehensive plan to recommend what areas to begin to implement.
6. Continue to pursue shared services to investigate ways to reduce costs while providing the best services to tax payers.
7. Work on proceeding forward with the \$270,000 consolidated funds grant to review and implement joint water operations to provide the most cost effect way to provide water to all area residents.

**RE-ORGANIZATIONAL 2017:**

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Supervisor Schrantz read the following:

**DESIGNATION OF MEETING NIGHT** BY THE SUPERVISOR RESOLVED that the official meeting night for the Town of Portland Board shall be the second Wednesday of each month at 7:00 p.m.

**DESIGNATION OF OFFICIAL NEWSPAPER** BY THE SUPERVISOR RESOLVED that the Dunkirk Observer shall be the official newspaper for the publication of the Town's legal notices.

**TOWN BOARD SALARIES** BY THE BUDGET OFFICER WHEREAS, the Town Board for the Town of Portland set individual town salaries in the town budget, advertised such salaries and held a public hearing on them; THEREFORE, BE IT RESOLVED; Pursuant to Section 27(1) of the Town Law, salaries shall be set in the amount of the annual Town Budget.

**SETTING HIGHWAY EMPLOYEES HOURLY RATE** OF PAY RESOLVED the hourly rate of pay of all full-time highway employees under the CSEA Agreement shall be **20.12 per hour** per Union Contract. Part time seasonal Highway Employees rate of pay shall be **\$14.79**.

**SETTING WATER DEPARTMENT EMPLOYEE RATE** OF PAY RESOLVED the hourly rate of pay for the Water Department Employee shall be **\$21.64 per hour**. Allan Dejonghe shall work as needed for **\$25.00 per hour**.

**SETTING ALL OTHER SALARIES & HOURLY EMPLOYEES RATE OF PAY**

|                            |                            |
|----------------------------|----------------------------|
| Supervisor                 | \$7,750/year               |
| BUDGET OFFICER             | \$1,350/year               |
| Councilperson (4)          | \$3,050/year (each)        |
| Superintendent of Highways | \$54,627                   |
| Town Justices (2)          | \$10,717/year (each)       |
| Court Clerk                | \$16.43 Per Union Contract |
| Assistant Court Clerk      | \$11.42 /per hour          |
| Town Clerk                 | \$26,195/year              |
| Tax Collector              | \$6,962 /year              |

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|                                 |                  |                            |
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| Deputy Tax Collector            | \$11.42 per hour | (Not to exceed \$650/year) |
| Assessor                        | \$35,724/year    |                            |
| Dog Control Officer             | \$8,900/year     |                            |
| Zoning & Inspection Officer     | \$25.56 per hour |                            |
| Clerk for Inspection Officer    | \$11.42 per hour |                            |
| Clerk II                        | \$11.42 per hour |                            |
| Water Billing Clerk & Collector | \$3,000.00 each  |                            |
| Historian-Museum                | \$11.42 per hour |                            |

**DESIGNATION OF BANK DEPOSITORIES AND AUTHORIZING DEPOSIT AND INVESTMENT OF ALL TOWN MONEY BY THE BUDGET OFFICER**

WHEREAS, Section 11 of the General Municipal Law provides that the town may authorize the Supervisor to deposit or invest money not for immediate expenditure in a special deposit accounts or certificate of deposit issued by a bank,

RESOLVED, the Town Board authorizes the use of on line banking service though M&T Commercial services with the following persons having user access: Supervisor Daniel Schrantz, Town Clerk Roxane Sobeki and, Town Accountant Daniel Laurito of Bahgat & Laurito-Bahgat.

THEREFORE, BE IT RESOLVED, Community Bank, N.A. New York; Bank of New York, MBIA Class Cooperative of Armonk and M&T Bank, New York be designated as the official depositories for deposits of all money received by the Supervisor and all other Town Officers, and the Supervisor is authorized to invest in the United States Government Securities approved by the State Comptroller,

THEREFORE, BE IT FURTHER RESOLVED; the Supervisor is hereby authorized to determine the rate and time of the payment of interest on the above authorized deposits and investments.

**APPOINTING DEPUTY SUPERVISOR** WHEREAS, from time to time the Supervisor needs the deputy to act for him in making deposits, sign of payroll checks and receiving supplies from the Board of Elections, County Clerk, and other such official

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acts that he may not be able to do himself; THEREFORE, BE IT RESOLVED, Pursuant to Section 42 of the Town Law, that the Supervisor appoints **Jerry Boltz, Deputy Supervisor**, without salary for a period of one year from January 01, 2017 through December 31, 2017.

**APPOINTMENT OF SECRETARY TO SUPERVISOR & TOWN BOARD** BY THE SUPERVISOR RESOLVED that **Susan Hindman** is appointed Secretary to the Supervisor and Town Board for a period of one year from January 01, 2017 through December 31, 2017 at a rate of \$11.42 per hour.

**APPOINTMENT OF TOWN BOARD COMMITTEES BY THE SUPERVISOR**

**APPOINTMENT OF TOWN BOARD COMMITTEES:**

**2017**

|                                  |               |               |
|----------------------------------|---------------|---------------|
| HIGHWAY                          | Gary Miller   | Rick Manzella |
| AUDIT                            | Gary Miller   | Jerry Boltz   |
| YOUTH                            | Patti Farrell | Jerry Boltz   |
| PARKS & HISTORICAL               | Gary Miller   | Patti Farrell |
| INSURANCE                        | Jerry Boltz   | Patti Farrell |
| WATER                            | Jerry Boltz   | Rick Manzella |
| BUILDING                         | Patti Farrell | Rick Manzella |
| DOG CONTROL                      | Patti Farrell | Jerry Boltz   |
| NEGOTIATION                      | Rick Manzella | Jerry Boltz   |
| CABLE                            | Rick Manzella | Gary Miller   |
| PLANNING BOARD &<br>ZONING BOARD | Patti Farrell | Jerry Boltz   |
| TRASH & RUBBISH                  | Gary Miller   | Jerry Boltz   |
| JUSTICE                          | Rick Manzella | Patti Farrell |
| ASSESSING                        | Jerry Boltz   | Rick Manzella |

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| JOINT SERVICES  | Patti Farrell | Gary Miller   |
| FIRE DEPARTMENT | Jerry Boltz   | Rick Manzella |
| FUEL DEPOT      | Gary Miller   | Patti Farrell |
| Library         | Gary Miller   | Rick Manzella |

**MILEAGE RATE** BY THE SUPERVISOR RESOLVED, that the Town of Portland shall pay **55** cents per mile for the use of private vehicles for Town Official, when on town business.

**APPOINTMENT OF SUPERINTENDENT OF FIRES AND FIRE WARDENS** BY THE TOWN BOARD RESOLVED that Pursuant to Town Law Section 29(12) Jerry Boltz shall be designated to act as Superintendent of Fires for the ensuing year in the case of the absents of the Town Supervisor and Pursuant to Section 3-1911 of the Conservation Law, the Town Board appoints the following Fire Wardens from January 02, 2017 through December 31, 2017-**Harold Smith, Tim Farnham, George Riforgiat and Jim Deakin, without salary.**

**APPOINTMENT OF DOG CONTROL OFFICER** BY THE TOWN BOARD RESOLVED, that **Clarence Grover** is re-appointed Dog Control Officer for the Town of Portland from January 01, 2017 through December 31, 2017 at a rate of pay of \$8,900/year, with **Diane Grover** acting as Deputy Dog Control Officer with a salary not to exceed \$175.00.

**PROCUREMENT POLICY BY THE TOWN BOARD**

RESOLVED the Portland Town Board adopts the Town Procurement Policy for 2017.

**PRIOR APPROVAL FOR PURCHASES UP TO \$3,000.00 BY THE HIGHWAY SUPERINTENDENT AND \$500.00** BY THE SUPERVISOR RESOLVED, that the Superintendent of Highways be authorized to purchase any small piece of hand equipment and parts to replace tools and implements for the Highway Department in the amount not to exceed \$3,000.00 per single item without prior approval of the Town Board; for the purchase of any piece of equipment or supplies in excess of the amount pursuant to the Town Board Procurement Policy; THEREFORE BE IT FURTHER RESOLVED, that the Supervisor be authorized to purchase any necessary equipment and supplies needed for the Town Board in the amount not to exceed \$500.00 per single item for the year beginning January 01, 2017.

**APPOINTMENT TO THE PLANNING BOARD** BY THE TOWN BOARD RESOLVED, that **Harold Smith.** Is re-appointed to the Planning Board for a five year term beginning January 01, 2017 through December 31, 2021.

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**RE-APPOINTMENT OF CHAIRMAN TO THE PLANNING BOARD** BY THE TOWN BOARD RESOLVED, that **Harold Smith** is appointed as Chairman and **Daniel Thompson** as Co-Chairman of the Planning Board for a one year term beginning January 01, 2017 through December 31, 2017.

**RE-APPOINTMENT OF THE ZONING BOARD OF APPEALS** BY THE TOWN BOARD RESOLVED, that **Tom DeJoe** appointed to the Zoning Board of Appeals for a Five year term beginning January 01, 2017 through December 31, 2021.

**RE-APPOINTMENT OF CHAIRMAN OF THE ZONING BOARD OF APPEALS** BY THE TOWN BOARD RESOLVED, that **Lowell Reynolds** is re-appointed as Chairman of the Zoning Board of Appeals for a one year term beginning January 01, 2017 through December 31, 2017.

**DESIGNATION OF LEGAL COUNSEL** BY THE TOWN BOARD RESOLVED that **Joel Seachrist Law Offices, P.C.** is appointed Attorney for the Town of Portland at a rate of \$110.00 per hour and the Supervisor is authorized to enter into a retainer agreement for a period of January 01, 2017 through December 31, 2017. BE IT FURTHER RESOLVED, that should a conflict of interest arise, the Town Council Board will retain another attorney of choice.

**APPOINTMENT OF DEPUTY HIGHWAY SUPERINTENDENT** BY THE HIGHWAY SUPERINTENDENT RESOLVED, that **Kenneth Becker** is appointed Highway Deputy Superintendent for a one year term beginning January 01, 2017 through December 31, 2017 with a \$1,150.00 annual salary.

**APPOINTMENT OF LOCAL HISTORIAN BY THE SUPERVISOR** RESOLVED, that **Al Valentin** is appointed as TOWN HISTORIAN beginning January 01, 2017 through December 31, 2017. BE IT FUTHER RESOLVED, that **Jim Boltz** be appointed Assistant to the Local Historian for a one year term beginning January 01, 2017 through December 31, 2017.

**RE-APPOINTMENT OF REGISTRAR OF VITAL STATISTICS** BY THE SUPERVISOR RESOLVED, that **Roxane Sobecki**, Town Clerk, be appointed the Registrar of Vital Statistics beginning January 01, 2017 through December 31, 2017.

**APPOINTMENT OF DEPUTY TOWN CLERK AND REGISTRAR OF VITAL STATISTICS** BY THE TOWN CLERK RESOLVED, that **Susan Hindman** be appointed to a one year term as Deputy Town Clerk beginning January 01, 2017 through December 31, 2017, with an hourly rate of \$11.42 per hour, not to exceed \$3,700.00 and BE IT FURTHER RESOLVED, that **Susan Hindman** be appointed to a one year term, beginning January 01, 2017 through December 31, 2017, as Deputy of Registrar of Vital Statistics, without salary.

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**APPOINTMENT OF DELEGATE TO THE LAKE ERIE CONCORD GRAPE BELT HERITAGE ASSOCIATION, INC.** BY THE TOWN BOARD RESOLVED, that **Robert Patterson Sr.**, be appointed as delegate from the Town of Portland to the Lake Erie Concord Grape Belt Heritage Association beginning January 01, 2017 through December 31, 2017.

**AUTHORIZING TOWN SUPERVISOR TO SIGN SHARED SERVICE AGREEMENT WITH THE COUNTY** RESOLVED, that the TOWN SUPERVISOR FOR THE TOWN OF PORTLAND be authorized to sign the Shared Service Agreement and any addendums for the year 2017.

**APPROVING THE TOWN BOARD TO PAY ASSOCIATION OF TOWNS DUES** that the Town Board for the Town of Portland pay the Annual Town Association Membership Dues for the year beginning January 01, 2017 as authorized by Article 8 of the Town Law. These dues are computed from the latest complete information of the Town's "Total Town Revenue" as reported to the Office of the State Comptroller.

**DESIGNATION OF REPRESENTATIVES AT THE ASSOCIATION OF TOWN MEETING** RESOLVED, that **Daniel F. Schrantz** is hereby authorized to attend the annual meeting of the Association of Towns in New York City. **Daniel F. Schrantz** is authorized to represent the Town at the Annual Business Meeting of the Association of Towns and that the Town Clerk will furnish him with the letters of appointment to be presented to the Association Rules Committee:  
THEREFORE, BE IT FURTHER RESOLVED that ----- is named as alternate of the Annual Business Meeting of the Association. AND BE IT FURTHER RESOLVED that the expenses of the Town Delegates for rooms, meals and telephone service be billed to the Town. The Town will pay up to three night's accommodations at single room rates and four days of meal allowance at \$100.000 per day.

**APPOINTMENT OF DEPUTY TAX COLLECTOR BY THE TAX COLLECTOR** RESOLVED, that **Diane Grover** is appointed as Deputy Tax Collector for a one year term beginning January 01, 2017 through December 31, 2017 at \$11.42 per hour, not to exceed \$650.00.

**APPOINTMENT OF SECRETARY TO THE PLANNING BOARD,** RESOLVED, that **Carol Horlacher** is appointed as secretary to the Planning Board beginning January 01, 2017 through December 31, 2017 at a rate of pay of \$11.42per hour, not to exceed \$750.00.

**CHADWICK BAY REPRESENTATIVE** RESOLVED, that Portland Town Supervisor **Daniel F. Schrantz and Jerry Boltz** be appointed to Chadwick Bay as the Town of Portland's representatives beginning January 01, 2017 through December 31, 2017.

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**ZONING/PLANNING BOARD** RESOLVED, pay rate for Zoning and Planning Board members are **\$500** for chairman and **\$300** for members for the year. Stipend will be paid in November, pay will be prorated if term served is less than a year.

**MINUTES**

**01-01-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

Nays 0

Absent 1 Miller

RESOLVED the Portland Town Board approves the Minuets for December 14<sup>th</sup> and 29<sup>th</sup> as presented.

**DEPARTMENTAL REPORTS**

**01-02-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

Nays 0

Absent 1 Miller

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

- Water Report
- Assessor-5 valid sales for January
- Justice Report-Total submitted-\$17,693.00
- Dog Control-3 complaints, 5 calls,1 dog seized, 1 trip to court
- Code Enforcement-5 Building/Zoning permits, reviewed 4 sets of plans, 14 inspections, 5 violation notices, attended court and ZBA meeting
- Town Clerk-total disbursements \$595.08

**CORRESPONDENCE:**

Supervisor Schrantz read the following correspondence:

- Southern Tier West-workshop on powers and duties for local officials on February 8<sup>th</sup>.

**OLD BUSINESS:**

**VILLAGE/TOWN REPRESENTATIVE:**

Village Trustee Gary Planty updated the Board on Village issues and changes:

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- Village election will be changed to November to coincide with all other elections.
- Brocton website updated.
- Village may be adopting Portland's Comprehensive Plan as the Villages.
- Shared services.
- Committee members to start implementing the Comprehensive Plan, Trustee Planty told the board he had some names of people that would be interested in serving on the committee. Supervisor Schrantz stated he will be scheduling a meeting and all are welcome.
- Summer Youth Program-Supervisor Schrantz thanked him for all the work he does for this program.
- Supervisor Schrantz gave Trustee Planty information on a light up sign for the school zone.
- Board thanked the Village for the Traffic Light they replaced at the tunnels on Lake Ave.

**TOWN HIGHWAY GARAGE:**

Supervisor Schrantz told the Board he has been in contact with the Attorney who stated they are still trying to agree on an arbitrator. If they cannot come to an agreement the Judge will make the selection.

**CHADWICK BAY:**

Supervisor Schrantz told the Board Chadwick Bay is still reviewing a County Wide Health Care Consortium. He told the Board they could piggy back off the Schools or start their own. Surveys will be sent to all Villages/ Towns/County and Cities for their input.

**NORTH COUNTY WATER PROJECT:**

Supervisor Schrantz updated the Board on where they are currently at with the Regional Water Project. The pump location maybe located at the Portland Water Tower. 200 easements are needed, a public hearing will be scheduled, at this meeting they will try to get as many of the easements done. This project may go out to bid by February.

**CONSOLIDATING FUND GRANT for Brocton/Portland/Pomfret/Sheridan and Dunkirk:**

Supervisor Schrantz told the Board the \$270,000 grant will incorporate information on water loss, leak detection, joint water billing etc.

**WATER DISTRICT 8:**

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SEQRA notice of intent to serve as lead agency has been sent to all required agencies.

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

Supervisor Schrantz told the Board the Pecor Street house has been demolished, the land bank took care of all issues. The next step by the land bank will be to see if any neighbors are interested in the property before the County puts property on the market.

**WATER AGREEMENT WITH Town/Pomfret:**

Supervisor Schrantz stated the contract has been sent to the Pomfret's attorney for review.

**NEW BUSINESS:**

**ASSOCIATION OF TOWNS MEETING:**

Supervisor Schrantz told the Board he will try to attend the Association of Towns meeting in February.

**RE-ORGANIZATIONAL POLICY 2017**

**01-03-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

Nays 0

Absent 1 Miller

RESOLVED the Portland Town Board adopts the 2017 Re-Organizational Policy.

**DARREN MANZELLA-LAPEIAR MEMORIAL RUN**

**01-04-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

Nays 0

Absent 1 Miller

RESOLVED the Portland Town Board supports the Darren Manzella-Lapeira Memorial 5K Run/Walk on July 29, 2017.

**ACCESS CHANNEL 5**

**01-05-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

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Nays 0

Absent 1 Miller

RESOLVED the Portland Town Board approves Access Channel 5 budget request of \$1,000.00.

**USDA LANGUAGE ENGLISH PROFICIENCY POLICY**

**01-06-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

Nays 0

Absent 1 Miller

The Town of Portland is committed to providing meaningful access to its programs and services to persons who, as a result of their national origin, are limited in English proficiency. It is the Town's policy to ensure no person is subjected to prohibited discrimination based on national origin in any program receiving Federal Financial Assistance from USDA Rural Development (RD).

Per the LEP webinar and documents provided by the USDA Rural Development local office, the Town of Portland has applied the four-part analysis for determination of Language English Proficiency and possible resources for those that need translations.

**Part A: Self-Assessment**

#1 Demography, Identification of LEP Persons i.e. number of people who speak NO English or speak English Less than "Very Well. "

The Town of Portland population is about 4,827 (4,661 over the age of 5) Per the Census data (attached), of the 4,661, 4,216 speak only English, (90%), of the remaining 445, 260 speak English less than "Very Well." This is approximately 5% of the population.

It is unknown exactly how many citizens the Town of Portland is trying to reach with its public announcements but most services include the local population.

**#2 Language Assistance Measures, Frequency of Contact**

Based on staff members' recollection, the number of requests for translations has been zero (0) over the past year. The Town's request for translation is considered infrequent and unpredictable.

**#3 Staff Training**

Town staff reviewed the LEP documents provided. Those that are frequent contact with the public are aware of possible resources available.

**#4 Notices to identified LEP persons or populations**

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Given the limited number of people who speak English less than very well, the staff will offer the resources when the individual desires assistance.

**#5 Resources for Vital Document Translations**

The Town of Portland identified the following resources which could offer translations:

Staff at SUNY Fredonia College

Staff at Westfield School District

Staff at Brocton School District

Computer software such as [www.freetranslations.com](http://www.freetranslations.com)

The Town plans to use the attached flyer to identify what language needs to be interpreted and utilize the above listed resources for interpretation.

**Part B: Language Assistance Plan**

#6 The Town's Language Assistance Plan includes the following:

Review census data periodically to identify increases in number of citizens that speak English less than "Very Well."

Inform Staff Members of resources available and evaluate and revise the LEP plan when necessary.

Any questions or comments regarding this plan can be directed to the Town Clerk at Portland Town Hall, 87 W. Main Street, Brocton.

**MARMADUKE COMMITTEE:**

Council Farrell and Boltz reported to the Board the Marmaduke Committee has ordered 3 signs to be placed by the statue and Town Hall saying there are cameras in place. Also, being reviewed is placing a sign board by the statue telling the story of Brad Anderson and Marmaduke. Two park benches have been donated to be placed by the statue.

**DOG CONTROL:**

Dog Control Officer Clarence Grover discussed possible raising the pound fees, currently it is \$3.00 per day. Supervisor Schrantz asked the Dog Control committee to meet with Clarence to review this issue.

**BOARD MEMBERS:**

Board members reviewed a zoning issues within the Town. Council Manzella stated a resident called about a building on a property that never got a permit. Discussion followed.

**HIGHWAY DEPARTMENT:**

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Highway Superintendent Delcamp told the Board Truck 12 is down and going to cost around \$10,000 to fix. The Truck is in Erie and they are waiting on parts. The new Excavator will be delivered next week. The Town of Granger is interested in buying the old one.

**BILLS**

**01-06-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

Nays 0

Absent 1 Miller

RESOLVED the Portland Town Board approves the Bills for January 2017.

GENERAL FUND \$6,055.24

TOWN OUTSIDE VILLAGE \$184.69

HIGHWAY TOWNWIDE \$5,166.96

HIGHWAY OUTSIDE VILLAGE \$9,861.07

WATER \$84.87

CAPITAL PROJECTS \$4,859.78

**ZONING/INSPECTION OFFICER**

**01-07-17**

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

ADOPTED Ayes 4 Schrantz, Boltz, Farrell, Manzella

Nays 0

Absent 1 Miller

RESOLVED any additional time over 18 hours per week by the Zoning/Inspection Officer must be approved by the Supervisor in advance. The Zoning/Inspection Officer is to always punch a time clock.

With no further business, on a motion of Council Boltz, seconded by Council Manzella the meeting adjourned at 8:25 p.m. Carried unanimously.

Respectfully Submitted by,

Roxane Sobecki-Town Clerk

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