



TOWN OF PORTLAND BOARD MEETING  
PORTLAND TOWN HALL  
April 12, 2017 - 7:00 P.M.

Trimming of Shrubbery 2x-Library and Town Hall \$85.00  
Trimming of Trees 1x-Library and Town Hall \$35.00  
Leaf Removal 2x-Library and Town Hall \$35.00

Yardmaster:

Top Notch Landscaping:

Community Park	Mowing & Trim	\$120.00 per time
Fuel Depot	Mowing & Trim	\$50.00 per time
Pecor St. Cemetery	Mowing & Trim	\$35.00 per time
Library	Mowing & Trim	\$40.00 per time
Water Tower	Mowing & Trim	\$35.00 per time
Town Hall	Mowing & Trim	\$35.00 per time

Trimming of Shrubbery 2x-Library \$75.00 and Town Hall \$90.00

Trimming of Trees 1x-Library \$45.00 and Town Hall \$65.00

Leaf Removal 2x-Library \$100.00 and Town Hall \$120.00

**AWARD MOWING BID**

**04-25-17**

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

ADOPTED Ayes 4 Schrantz, Manzella, Boltz, Farrell

Nays 0

Absent 1 Miller

RESOLVED the Portland Town Board awards the Mowing 2017 to Roger W. Gloss.

**MINUTES**

**04-26-17**

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 minutes of the previous meeting on March 15<sup>th</sup> and March 24, 2017 are approved as submitted.

**DEPARTMENTAL REPORTS**

**04-27-17**

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

TOWN OF PORTLAND BOARD MEETING  
PORTLAND TOWN HALL  
April 12, 2017 - 7:00 P.M.

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

Monthly reports received and filed:

- Code Enforcement
- Justice
- Town Clerk
- Assessor
- Water
- Water Department

**TREASURY REPORT**

**03-28-17**

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 approves the Treasury Report as presented by the Supervisor.

**CORRESPONDENCE:**

Supervisor Schrantz read the following correspondence:

- Lake Erie Rally-North County Conservation Club-May 19<sup>th</sup>.
- Mayor and Supervisor Meeting-April 27<sup>th</sup> at Webb's.
- Fredonia State Household Electronic Recycling Day-9:30am-1:30pm, April 22<sup>nd</sup>.
- Brocton/Portland Large Trash Day-May 6 from 8am - 2pm at the Village Tool House.
- Channel 5 annual report.

Supervisor Schrantz discussed with the Board the possibility of the Town doing some sort of newsletter. He showed the Board examples of other Town's newsletters. This could possibly be mailed with the County Tax Bill.

**VILLAGE/TOWN REPRESENTATIVE:**

Council Farrell told the Board she attended the last Village of Brocton Board Meeting, she discussed the Town's Comprehensive Plan (Town looking for committee members), Marmaduke, combining the Justice and Zoning offices.

**NORTH COUNTY WATER PROJECT:**

TOWN OF PORTLAND BOARD MEETING  
PORTLAND TOWN HALL  
April 12, 2017 - 7:00 P.M.

Supervisor Schrantz told the Board the regional water committee/engineer is working out the details of the grant the Village of Brocton was awarded, this can now be allocated to the regional project. The April meeting has been cancelled.

**WATER DISTRICT 8/ GREENCREST DRAINAGE/WATER DISTRICT 2 IMPROVEMENTS:**

Supervisor Schrantz told the Board these projects are on hold with USDA. The Town has sent a letter to USDA on how we are rectifying our issues.

**CONSOLIDATONG FUND GRANT: (Regional Water)**

Supervisor Schrantz stated all paperwork has been sent to the State. Since Portland is the lead agency with this grant funding he will need the Boards authorization to sign the proposal from the engineer.

**04-29-17**

On a motion of Council Manzella, 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 authorizes the Supervisor to sign the contract with Clark Paterson Lee for grant funding.

He told the Board the next step will be setting up a workshop with representatives from Brocton, Portland, Dunkirk, Pomfret, and Sheridan to review leak detection equipment, research water billing system, GPS mapping.

**COMPREHENSIVE PLAN COMMITTEE:**

Supervisor Schrantz told the Board the Town is still looking for committee members. A meeting will be scheduled for some time in May. Supervisor Schrantz stated he would like to start implementing the Plan.

**STANDARD WORK DAY REPORTING**

**04-30-17**

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 Town of Portland has established Standard Workdays for Elected and Appointed Officials as stipulated by Regulation 315.4 of the New York State Retirement System.

TOWN OF PORTLAND BOARD MEETING  
PORTLAND TOWN HALL  
April 12, 2017 - 7:00 P.M.

Clerk Sobecki stated this will be posted on the Town website and on the sign board at the Town Hall.

**WATER REFUND**

**04-31-17**

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 a refund to water account #1016 for overpayment in the amount of \$13.04.

**MARMADUKE COMMITTEE:**

Council Boltz and Farrell told the Board the committee is working on the following:

- History of Brad Anderson and Marmaduke
- Grant funding
- Changing out the security camera
- Tourist handout
- Benches

**DOG CONTROL:**

Supervisor Schrantz told the Board Dog Control Officer Clarence Grover has scheduled a rabies clinic for June 29<sup>th</sup>, 5-7 at the Brocton Fire Hall.

Council Farrell and Boltz stated they will be meeting with the Dog Control Officer to review pound fees.

**BOARD MEMBERS:**

Supervisor Schrantz thanks Joe Majkowski of the Village for replacing the outside lights at the Town Hall.

**HIGHWAY:**

Highway Superintendent Delcamp told the board the Glider Kit has been ordered, will take about 45 to 60 days to come in. The water is on at the park. The festival committee will be having an Easter egg hunt on Saturday.

TOWN OF PORTLAND BOARD MEETING  
PORTLAND TOWN HALL  
April 12, 2017 - 7:00 P.M.

**BILLS**

**04-31-17**

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 April 2017.

General Fund	\$38,011.66
Town Outside Village	\$344.54
Highway Townwide	\$9,573.33
Highway Outside Village	\$11,744.71
Light	\$572.54
Water	\$61,788.97

**EXECUTIVE SESSION**

On a motion of Council Manzella, seconded by Council Boltz the Board moved into Executive Session at 8:00 pm requested by the Supervisor to discuss possible litigation with water.

On a motion of Council Farrell, seconded by Council Miller the Board returned to Regular Session at 8:25 p.m.

With no further business, on a motion of Council Miller, seconded by Council Boltz the meeting adjourned at 8:26 p.m. Carried unanimously.

Respectfully Submitted by,

Roxane Sobecki-Town Clerk

TOWN OF PORTLAND BOARD MEETING  
PORTLAND TOWN HALL  
April 12, 2017 - 7:00 P.M.