

TOWN BOARD MEETING
PORTLAND TOWN HALL
June 14, 2023 – 6:00 P.M.

BOARD MEMBERS PRESENT:

Richard Lewis	Supervisor
Gary Miller	Council
Dave McIntyre	Council
Tammy Thompson	Council

ABSENT:

Patti Farrell	Council
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OTHERS PRESENT:

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

6 members of the public

Meeting called to Order by Supervisor Lewis at 6:00 p.m. with the Pledge to the flag. Supervisor Lewis requested a moment of silence for the passing of John Walker, Supervisor for the Town of Sheridan. Supervisor Lewis announced a Celebration of Life for Mr. Walker at the Sheridan VFW at noon if anyone would like to go.

MINUTES:

RESOLUTION 51-2023

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

Nay 0

Absent 1 Farrell

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

DEPARTMENTAL REPORTS:

RESOLUTION 52-2023

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

Nay 0

Absent 1 Farrell

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

Monthly reports received and filed:

- Town Clerk
- Code Office
- Justice
- Dog Control

TREASURY REPORT:

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RESOLUTION 53-2023

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

Nay 0

Absent 1 Farrell

RESOLVED The Portland Town Board approves the Treasury Report for May 2023 as presented by the Town Clerk.

CORRESPONDENCE:

- Greene County Commercial Bank Bond Anticipation Note with totals.
- Chautauqua County Clerk's Office Notice of Sale or transfer of Ownership of your residential property Beach Place, to Gary Mucha.
- Letter from NYMIR insurance carrier regarding Master Battery Disconnect switches. Superintendent Ken Becker is going to get list together of equipment.
- NYCLASS Summary Statement showing additional income from interest. Supervisor Lewis spoke with accountant and additional monies were moved to earn additional income.

PUBLIC COMMENT:

No public comment.

OLD BUSINESS

CBI:

Supervisor Lewis said there might be an issue with the new Town of Sheridan Supervisor taking Mr. Walker's position regarding CBI/North County Water. Supervisor Lewis feels that there needs to be a solution if this is case.

NORTH COUNTY WATER:

Supervisor Lewis said he was called up to a meeting by County Executive and it was announced that they were no longer on the board of North County Water. All supervisors are being replaced by County Legislatures. County Legislatures are not all on board so it still needs to pass. This recommendation was from the auditors. The auditors don't feel like the Town Supervisors on the board should be setting their own water rates. Supervisor Lewis said the concern is that five County Legislatures are not aware of what's going on. Still needs to be voted on.

WD #2 PROJECT:

Supervisor Lewis stated things are still moving forward with project. Attorneys are putting together paperwork for grant funding. We are just waiting to hear back on additional grant funding.

MUSEUM:

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Supervisor Lewis stated new roof is slated for July. Highway department dug up west end of Museum. They reinforced floor joist and supported it and using concrete blocks and mortar to seal foundation and it looks 100 percent better and Museum curator is able to use that room now. Highway department also removed heavy equipment that wasn't needed at the museum. Curator was very happy equipment was gone, he cleaned up and now he repurpose that room. Supervisor Lewis would like to get museum ready to paint. Also, Highway Department will continue to work on foundation as they have time.

21 BRIX:

Council Miller spoke with Mr. Jordan, the Owner of 21 Brix and they are not interested in water extension.

ONTHANK ROAD:

Supervisor Lewis said water test passed and can be finished. Council Miller asked what needs to be completed? Supervisor Lewis said we need to put a flusher in. Superintendent Becker said we need to remove chlorine lines and also install auto flusher. Superintendent Becker spoke with CBI to install auto flushers.

ARPA FUNDS:

Council Miller is concerned that the state may take ARPA funds back if not used. Supervisor Lewis feels if the monies are allocated we should be ok. It was explained to him from accountant that if monies are allocated that is as good as spent. Council Miller asked if moving forward with the purchase of the generator now would be good? Discussion ensued regarding process of getting proposals for generators.

GENERATOR PROPOSALS:

RESOLUTION 54-2023

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

Nay 0

Absent 1 Farrell

RESOLVED The Portland Town Board approves getting proposals for a backup generator at Town Hall.

FIREFIGHTER TAX EXEMPTION and BATTERY STORAGE:

RESOLUTION 55-2023

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

Nay 0

Absent 1 Farrell

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RESOLVED two Public Hearings will be held by the Portland Town Board on July 12, 2023, at 6:00 p.m. regarding the Fire Fighter Tax Exemption Law. The second hearing to following immediately thereafter for Battery Storage.

LIFE FLIGHT LANDING ZONE:

Supervisor Lewis said this is basically cleaning brush behind Town Office Building. Supervisor Lewis asked if we want to get proposals to clear land? Council Miller asked if it was surveyed. Superintendent Becker said it is pinned.

PROPOSALS FOR CLEARING LAND:

RESOLUTION 56-2023

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

Nay 0

Absent 1 Farrell

RESOLVED The Portland Town Board approves Supervisor Lewis to reach out to contractor for pricing on clearing Town property.

SIGN AT HAMLET - PORTLAND LINE (MUSEUM/DON REINHOUDT):

Supervisor Lewis asked on new signs? Council Thompson reached out to curator on any suggestions he might have. He responded with a lot of ideas. Council McIntyre questioned are we replacing signs? Supervisor Lewis said the signs fell over. Discussion continued whether signs need to be replaced at this time. Board decided to table for now.

DOG CONTROL:

Nothing to report at this time.

NEW BUSINESS:

Supervisor Lewis stated we were notified by UBEO (formally James B. Schwab Co.) our current copier is no longer serviceable, parts will not be available. A proposal from UBEO Business Services were given to Supervisor Lewis. Supervisor Lewis reached out to Axiom Office Imaging in Jamestown to get a second quote. Supervisor Lewis reviewed both proposals comparing pricing, parts and servicing. Council McIntyre and Council Miller would like to use ARPA funds to purchase copier. Council Thompson stated she has worked with Axiom and was very happy with their services and the copier she purchased.

COPIER:

RESOLUTION 57-2023

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

Nays 0

Absent 1 Farrell

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RESOLVED The Portland Town Board approves the purchase of a used copier from Axiom Office Imaging at a cost of \$3,250.00 using ARPA funds for this purchase.

TOWN OF PORTLAND WEBSITE:

Supervisor Lewis would like to get the Town's website update and the current person updating no longer wants to provide his service for the website. Supervisor Lewis provided a couple different proposals. The first proposal from Revize a national company, second one from Techsulere and the third one from Order Setups. Supervisor Lewis compared quotes and said with Order Setup we would be able to get into the website site to make changes instead going thru a company to make our changes. Council Thompson said she has worked with Order Setup and they are super to work with and the website host is very user friendly.

RESOLUTION 58-2023

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

Nays 0

Absent 1 Farrell

RESOLVED The Portland Town Board approves the proposal from Order Setups to create new website for the Town of Portland with a not to exceed fee of \$1500.00 paid from ARPA Funds.

TOWN BOARD MEMBERS/TOWN CLERK:

Nothing to report.

HIGHWAY DEPARTMENT:

Superintendent Becker said the Agreement to spend Highway Funds was signed. Superintendent Becker stated they received three quotes for new cameras at the Highway Barns. Superintendent Becker sand Supervisor Lewis meant with all three companies. The companies are Allied, FSC and DFT. Supervisor Lewis reviewed pricing, equipment and capabilities of cameras. Discussion continued regarding placing and locations of cameras.

SECURITY CAMERAS:

RESOLUTION 59-2023

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

ADOPTED Aye 4 Lewis, McIntyre, Miller, Thompson

Nay 0

Absent 1 Farrell

RESOLVED The Portland Town Board approves purchasing Cameras for Highway Barns thru DFT Security Services at a cost of \$3,300.00. ARPA Funds will be used to purchase these cameras.

Superintendent said they started Blacktopping and will start paving in July. Superintendent Becker wants to replace seven (7) mass disconnects. Supervisor Lewis questioned pricing on material.

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Superintendent Becker has been approached by Dave Hazelton regarding fire hydrants that aren't working and replacing them. Superintendent Becker questioned is this the towns responsibility or CBI? Supervisor Lewis stated Fire Hydrants are owned by the Town. If fire hydrants need to be replaced who responsibility? Supervisor Lewis both Town and CBI work together. Council Miller concerned where are the funds coming from to replace fire hydrants? Supervisor Lewis suggested getting a list together of how many need to be replaced and cost. Discussion continued.

Superintendent Becker new truck is built waiting in Buffalo. Waiting to get into Kaminski's Superintendent would like to work on getting old truck cleaned up and get it on the market to sell in the Fall.

Supervisor Lewis would like the thank Superintendent Becker and Highway employees for maintaining grounds they look great. Also, thank you for helping with the museum work it is greatly appreciated.

BILLS:

RESOLUTION 60-2023

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

Nay 0

Absent 1 Farrell

RESOLVED the Portland Town Board approves the bills be paid June 2023 as presented.

GENERAL FUND	\$ 12,885.00
TOWN OUTSIDE VILLAGE	\$ 205.00
HIGHWAY OUTSIDE VILLAGE	\$ 11,684.71
ST. LIGHT	\$ 407.34
TOTAL	\$ 25,182.45

EXECUTIVE SESSION:

On a Motion of Council Miller, seconded by Council McIntyre the Board moved into Executive Session at 7:09 p.m. regarding a legal issue.

On a Motion of Council Thompson seconded by Council Miller the Board returned to regular Session at 7:16 p.m.

With no further business, on a motion of Council Miller, seconded by Council McIntyre the meeting adjourned at 7:17pm. Carried unanimously.

Respectfully Submitted by,

Barb Smith-Town Clerk

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