



Town of Porter
Town Board Meeting
 ~ Agenda ~

3265 Creek Road
 Youngstown, NY 14174
TownofPorter.Net

Barb DuBell
 716-745-3730

Monday, January 9, 2017

7:00 PM

Town Hall Auditorium

I. Call to Order

7:00 PM Meeting called to order on January 9, 2017 at Town Hall Auditorium, 3265 Creek Rd., Youngstown, NY.

Attendee Name	Present	Absent	Late	Arrived
Supervisor Mert Wiepert	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Deputy Supervisor Larry White	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman Thomas Baia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Councilman Jeff Baker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Town Clerk Barb DuBell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Deputy Town Clerk Kara Hibbard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

II. Reports/Resolutions

III. Resolutions

1. **Resolution 2017-18**
Minutes Approval
2. **Resolution 2017-19**
Audited Vouchers
3. **Resolution 2017-20**
Acceptance of Supervisor's Report

IV. Reports

1. **Report 2017-12**
Supervisor's Report
2. **Report 2017-1**
Town Clerk
3. **Report 2017-2**
Bookkeeper
4. **Report 2017-16**

Tax Collector

5. Report 2017-4

Assessor

6. Resolution 2017-21

Mirror of Assessor's Office

7. Report 2017-15

Building Inspector/Code Enforcement Officer

8. Report 2017-6

Highway

9. Report 2017-7

Engineer

10. Report 2017-8

Attorney

11. Report 2017-13

Grant Writer

12. Report 2017-9

Correspondance

13. Report 2017-14

Calendar of Events

14. Report 2017-10

Town Board Comments



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2017-18

Meeting: 01/09/17 07:00 PM

Minutes Approval

Resolution to approve the minutes of the December 12th regular meeting of the Porter Town Board. Also approve the minutes of the December 21st Work Session, the December 28th Year-End meeting and the Organizational Meeting held on January 3, 2017.



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2017-19

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Audited Vouchers

Resolution to approve the vouchers as audited by the Porter Town Board.



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2017-20

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Acceptance of Supervisor's Report

Resolution to accept the Supervisor's report for December 12, 2016.



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2017-12

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Supervisor's Report

No report available.



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2017-1

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Town Clerk

Water	\$35,805.52
Sewer	\$4,953.55
Clerks Fees	\$106.16

Received a Certificate of Completion for Continuing Judicial Education Program for 2016 for Judge David Truesdale and Judge Wayne Pollow.



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2017-2

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Bookkeeper

No report available.



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2017-16

Meeting: 01/09/17 07:00 PM

Tax Collector

RE: 2017 TOWN/COUNTY COLLECTIONS

Dear Supervisor Wiepert and Town Board Members:

Taxes collected to January 4, 2017 totaled \$251,499.90.

This represents all payments collected to date.

Respectfully yours,

Sally A. Hogan, Collector

Town of Porter



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2017-4

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Assessor

ASSESSOR' S REPORT

December 2016

- Processed November deed transfers.
- Mailed out RS8 exemption renewal applications for 2017. Prepared Star Enhanced IVP State lists for 2017 processing.
- Prepared Aged Low Income Senior's exemption renewal mail out for 2017 roll
- Meeting with County Director and staff in Lockport on topic of exemption renunciation.
- 9 onsite field inspections.
- Continued to process building permits for 2017 roll.
- Attended group Arcmap 'lunch and learn' in Amherst.

November sales of note, which will have a negative effect on our LOA going forward:

1705 Harrison Lane	TAV \$72,000	Sale Price \$162,000
671 Lake Rd	TAV \$135,000	Sale Price \$232,500



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2017-21

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Mirror of Assessor's Office

Resolution to approve the purchase of a Convex Mirror for the Assessor's office.
Cost of the mirror is \$102.80.



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2017-15

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Building Inspector/Code Enforcement Officer

BUILDING DEPARTMENT REPORT - December 2016

Building permits issued as per report

Periodic progress inspections on ongoing construction projects throughout the Town

Prepared materials for and attended the Planning and Zoning meetings

Contracts for Porter on the Lake pavilions

Attended Niagara Frontier Building Officials meeting

Meeting with Human resource Consultant

Year-end reports

Court appearance for complaints

PERMIT MONTHLY REPORT

No.	Date	Owner	Type	Location	Value	Fee
120-16	12/28	J. Woock	Fence	932 Balmer Rd	\$5,700	\$25.00
December Total:					\$5,700	
Year-to-date:					\$2,956,405.00	\$8,312.00



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2017-6

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Highway

Monthly report for December 2016

Highway Department:

1. Called out to plow and salt 16 times.
2. Received and stockpiled 500 tons of Fire Rock Salt.
3. Completed picking up of Christmas trees for recycling.
4. We are currently servicing and repairing summer maintenance equipment.
5. Received assistance from the Town of Wheatfield using their bucket truck to remove the wreaths in Ransomville.

Water and Sewer Department:

1. Completed monthly meter readings.
2. Completed annual operational review with the NCDOH.
3. NCDOH has completed its interview with Jim Stone for his application of certification for his Class D Water Operators license.
4. Received assistance from the Town of Lewiston WPCO to perform the camera inspection of the 100' extension of the Lakeshore Sewer on Creek Road.

I would like permission to solicit quotes to replace 500 Trace radio read transponders with ORION Transponders and also upgrade the meter reading software to the Badger Beacon Meter Reading which is compatible with our current Orion system. The estimated cost would be around \$70000.00.



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2017-7

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Engineer

TOWN OF PORTER Engineering Report January 2017

1. General Engineering Support

- Performed exfiltration leakage test on Creek Road Sewer Extension on December 13-test passed.
- Completed one site plan review/letter (Sylvester residence at 1678 Braley Road) on December 21.



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Attorney

none



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Grant Writer

Grants Status Report: Projects we are currently working on:

- **LWRP:** We had a kick off meeting with Renne Parson (over the phone) and the committee outlined the boundary map, reviewed what should be inventoried ofr the LWRP. Next meeting scheduled for the end of Janauary (date to be determine).
-
- **Greenway:** Submitting reibursement request for \$37,500 for 2 new pavaillons. The balance of our Greenway funding is \$51,500.
- **NYS Archives:** Review with Town Clerk is required. Attending last workshop on Deceber 15th for parameters of the new grant requirements. WE are caluating a new requirements for cost benefit analysis for a new ECMS system.
- **EFC Drinking Water Grant:** The next dround of the EFC drinking water is scheduled for April 2017. Between now and then we will upload the project into the IUP for the 2017-2018 lisiting. The annual lsit Closes Sept of each year. Will keep the board updated as we ghet closer to that date.



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2017-14

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Calendar of Events

Martin Luther King, Jr. Day	Monday, January 16 th - TOWN HALL CLOSED	
Zoning Board Meeting	Thursday, January 26 th @ 7:00 PM	Town Hall
Planning Board Meeting	Thursday, February 2 nd @ 7:00 PM	Town Hall



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