

Town of Portville Regular Board Meeting July 14, 2026

Pledge to Flag: 6:00pm

Board Members Present:

Tim Emley, Supervisor
Stuart Frost, Deputy Supervisor
David Suain, Councilman
Thomas Rowe, Councilman
Melinda Deyoe, Councilwoman

Others Present:

Mark Baker Tim Blazejewski David Seib
John Krist Kim Teuscher

Motion to accept the Regular Board Meeting Minutes from June 09, 2026.

Motion: David Suain Second: Thomas Rowe **AIF**

Motion to approve Abstract #006 and pay monthly vouchers #230- #274 in the amount of \$51,393.54

Motion: Tim Emley Second: Melinda Deyoe **AIF**

Department Head Reports/Updates:

- (1). **Dog Control:**
- (2). **Code Enforcement:** one new construction. Small permits
- (3). **Courts:** Judy's Report
- (4). **Assessors Report:** Assessors report
- (5). **Highway Department:** ditching and paving
- (6) **Clerk:** Clerk's Report

Old and New Business:

- 1.) Fuel Farm-Contract Renewal
- 2.) Dave Seib

RESOLUTION #5 - 2026 Medical Insurance Renewal

Whereas, renewal of the Highway Department Employee(s) medical insurance is due for the plan year August 1st, 2026 thru July 31st, 2027.

Be it Resolved, that the Town Board accepts the renewal as: Blue Cross Blue Shield **GOLD POS 7100**. The Town Board agrees to apply the deductible amount of \$2,500 to the eligible employee's HSA card

Resolved: David Suain 2nd: Thomas Rowe **AIF**

RESOLUTION #6 – 2026 Adoption of The Town of Portville Comprehensive Plan

Whereas, The Town Board of The Town of Portville has prepared a Comprehensive Plan for the town, and

Whereas, The Town Board finds the Comprehensive Plan is consistent with the goals and objectives of the town and serves the best interest of the town and its residents and,

Whereas, the Town Board has reviewed the Comprehensive Plan as written;

Now Therefore, Be it Resolved that the Town Board of the Town of Portville hereby accepts and adopts the Comprehensive Plan as written;

Be it Further Resolved that the Comprehensive Plan shall serve as a guide for future land use decisions, possible zoning regulations, and other planning activities within the town.

Resolved: Stuart Frost Melinda Deyoe 2nd: **AIF**

RESOLUTION #7 – 2026 Town Planning Board and Payment for services

Whereas, the Town Board has determined it is in the best interest of the town to accept and constitute a five-member planning board to assist with land use planning, possible zoning matters, and related duties and

Whereas, the Town Board desires to provide modest compensation to Planning Board Members for their service and

Whereas, such compensation shall be \$50 per month for four members and \$100 per month for one Planning Board Director, paid on a semi-annual basis every six months upon submission of appropriate voucher.

Now Therefore Be it Resolved that the Town Board of the Town of Portville hereby:

1. Accepts the five-member planning board, with members appointed by the Town Board for terms determined by the Town Board and Town policy
2. Approves the compensation amount and structure laid out above
3. Requires each Planning Board member to complete and submit a W-9 form (request for tax payer identification number and certification) to the town, treating them as independent contractors for tax and reporting purposes.
4. Requires each Planning Board member to submit a voucher for payment, detailing the period of service, prior to any issuance of compensation.
5. Requires each Planning Board member to complete approved/and or required training annually.

Resolved: Melinda Deyoe 2nd: David Suain **AIF**

RESOLUTION #8 – 2026 CASA TRINITY CAPITAL PROJECT

WHEREAS, CASA – Trinity, Inc. (hereinafter “CASA”) maintains the Weston Campus at 1351 & 1355 Olean-Portville Road; and **WHEREAS**, CASA is proposing to undertake an improvement project consisting of the renovation and upgrading the existing facilities at the Weston Campus containing Willow House and Hawthorn House including site improvements to existing driveway access, sidewalks, parking lot, and associated utilities (collectively, the “Project”); and

WHEREAS, the Town of Portville (TOWN) as the local Town Board approving the site plan application for the project, is obligated under SEQRA and corresponding regulations to review the Project, and if necessary, undertake a review of the potential environmental impacts associated with the Project before undertaking the same; and

WHEREAS, the TOWN is the appropriate agency to be the lead agency to undertake the project review under SEQRA; and

WHEREAS, based upon an examination of 6 NYCRR § 617.4 and § 617.5, the TOWN classified the Project as an Unlisted Action given § 617.2(al). A Short Environmental Assessment Form was prepared for the Project, and pursuant to 6 NYCRR § 617.6(b)(3), coordinated review was undertaken by the TOWN and no objections were received regarding the TOWN serving as lead agency.

NOW, THEREFORE, BE IT: RESOLVED, that the TOWN Board hereby makes the following findings:

The Project involves renovation and upgrading the existing facilities at the Weston Campus containing the 16-bed & 20-bed buildings. The Willow House & Hawthorn House currently function independently from each other with staffing and space sharing needs, and part of the upgrades involve integrating a new connector that focuses on linking both buildings together with a proposed 1,944± sf, 2-story building addition (with GFA of 3,876± sf for both stories).

Along with building upgrades, the facilities will improve upon the ADA accessibility by adding vertical ADA accessibility, provide new Fire Protection Sprinkler System per NFPA 13R, incorporate a new indoor Recreational Room, and provide a centralized Counseling area containing offices and group rooms of various sizes. Site scope will include parking lot and access drive updates, sidewalk and curb updates, grading/earthwork, relocated/new water and new water tank, relocated CASA Trinity – Capital Project 1351 & 1355 Olean-Portville Road July 2026 sanitary services, gas main and electric service upgrades, underground stormwater management conveyance and chamber systems, E&SC measures, landscaping, lighting, and miscellaneous minor site improvements.

IT IS FURTHER RESOLVED, that: The TOWN Board hereby designates itself lead agency pursuant to 6 NYCRR § 617.6(b)(2) and § 617.6(b)(3) with respect to the Project.

IT IS FURTHER RESOLVED, that:

Based upon an examination of the components of the Project, the Short Environmental Assessment Form, and the criteria contained in 6 NYCRR § 617.7(c), and based upon its knowledge of the areas including and surrounding the Project site, and discussions with professionals retained by the TOWN, the TOWN Board, as lead agency, hereby makes the following determinations with respect to the Project pursuant to SEQRA:

A. The Project constitutes an “Unlisted Action.”

B. Based upon review by the TOWN Board of the Short Environmental Assessment Form, any input provided by other involved agencies, and other necessary criteria set forth in SEQRA, the TOWN Board hereby finds and determines that the Project will result in no significant impacts and, therefore, (a) the action is not one which “may include the potential for at least one significant adverse environmental impact,” (b) “there will be no significant adverse environmental impacts,” and (c) no “environmental impact statement” need be prepared, as such quoted terms are defined in SEQRA. This determination constitutes a negative declaration for purposes of SEQRA and it has been prepared in accordance with Article 8 of the Environmental Conservation Law.

C. A copy of this resolution, together with notice of negative declaration, shall be placed on file in the office of the TOWN Clerk where the same shall be available for public inspection during business hours and such notice of negative declaration shall be filed in such offices, posted in such places and published in such manner as shall be necessary to conform to the requirements of SEQRA.

Resolved: Melinda Deyoe 2nd: Stuart Frost **AIF**

Motion to Enter into Executive Session: N/A

Motion: _____ Second: _____ AIF: _____ OP: _____

Motion to Adjourn Executive Session: N/A

Motion: _____ Second: _____ AIF: _____ OP: _____

Meeting Adjourned: 7:36 pm

Motion: Stuart Frost Second: Thomas Rowe AIF

Respectfully Submitted,

Yvonne Rogers

Town of Portville Clerk