

Town of Portville Regular Board Meeting August 11, 2026

Pledge to Flag: 6:01pm

Board Members Present:

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

Others Present:

Mark Baker Todd Shaw
John Krist Sherri Shaw

Motion to accept the Regular Board Meeting Minutes from July 14, 2026.

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

Motion to approve Abstract #008 and pay monthly vouchers #275- #308 in the amount of \$32,569.06

Motion: Tim Emley Second: Stuart Frost **AIF**

Motion to approve the request for additional temporary beer/wine permits for annual events, Maple in the Mountains, and Autumn Blaze, submitted by Sprague's Maple Farm Restaurant.

Motion: Melinda Deyoe Second: David Suain **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:** Fuel Farm
- (6) **Clerk:** Clerk's Report

Old and New Business:

RESOLUTION #9 - 2026 Standard Work Day and Reporting Resolution for Elected and Appointed Officials

Standard Work Day and Reporting Resolution for Elected and Appointed Officials
RS 2417-A (Rev. 3/14)

Office of the New York State Comptroller
New York State and Local Retirement System
Employee Retirement System
Police and Fire Retirement System
110 State Street, Albany, New York 12244-0001

BE IT RESOLVED, that the Town of Portville (Name of Employer) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Standard Work Day (Hourly) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term (Begin & End Dates)	Participants in Employer's Time Keeping System (Check: If Yes, do not complete the last two columns)	Record of Activities Result	Not Submitted (Check only if official did not submit their Record of Activities)
Elected Officials									
Mayor	8	Robert S. Brown	6835 121-2	11/16-12/12/20	NO				
Councilman	6	David S. Brown	6835 4577	11/16-12/12/20	NO				
Councilman	6	Robert F. Brown	11/16-12/12/20	NO					
Appointed Officials									
Police Officer	6	Kenneth H. Hyle	1426 3774-2	11/16-12/12/20	NO				
Police Officer	6	John F. Hyle	1426 3774-2	11/16-12/12/20	NO				

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

I, Yvonne Rogers (Name of Secretary or Clerk) secretary/clerk of the governing board of the Town of Portville (Name of Employer) of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 11th day of August, 2026, on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Portville (Name of Employer) on this 11th day of August, 2026.

Affidavit of Posting: I, Yvonne Rogers (Name of Secretary or Clerk) being duly sworn, deposes and says that the posting of the Resolution began on 8/11/26 (Date of posting or date) and continued for at least 30 days. That the Resolution was available to the public on the

☐ Employer's website at _____

☐ Official sign board at Town Hall

☒ Main entrance secretary or clerk's office at Town Hall

Page 1 of 2 (for additional rows, attach a RS2417-B form).

Standard Work Day and Reporting Resolution for Elected and Appointed Officials
RS 2417-A (Rev. 3/14)

Office of the New York State Comptroller
New York State and Local Retirement System
Employee Retirement System
Police and Fire Retirement System
110 State Street, Albany, New York 12244-0001

BE IT RESOLVED, that the Town of Portville (Name of Employer) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on time keeping system records or their record of activities:

Title	Standard Work Day (Hourly) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term (Begin & End Dates)	Participants in Employer's Time Keeping System (Check: If Yes, do not complete the last two columns)	Record of Activities Result	Not Submitted (Check only if official did not submit their Record of Activities)
Elected Officials									
Mayor	6	Timothy J. Brown	11/16-12/12/20	NO					
Councilman	6	Robert F. Brown	11/16-12/12/20	NO					
Appointed Officials									

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

I, Yvonne Rogers (Name of Secretary or Clerk) secretary/clerk of the governing board of the Town of Portville (Name of Employer) of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 11th day of August, 2026, on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Town of Portville (Name of Employer) on this 11th day of August, 2026.

Affidavit of Posting: I, Yvonne Rogers (Name of Secretary or Clerk) being duly sworn, deposes and says that the posting of the Resolution began on 8/11/26 (Date of posting or date) and continued for at least 30 days. That the Resolution was available to the public on the

☐ Employer's website at _____

☐ Official sign board at Town Hall

☒ Main entrance secretary or clerk's office at Town Hall

Page 2 of 2 (for additional rows, attach a RS2417-B form).

Resolved: Stuart Frost 2nd: Thomas Rowe AIF

Motion to Enter into Executive Session: N/A

Motion to Adjourn Executive Session: N/A

Meeting Adjourned: 6:48 pm

Motion: Thomas Rowe Second: Stuart Frost AIF

Respectfully Submitted,

Yvonne Rogers

Town of Portville Clerk