

LAW OFFICES

OF

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July 14, 2023

Hon. Anthony Evans, Mayor
Village of Portville
1 SouthMain Street, PO Box 436
Portville, New York 14770

Re: ***Village of Portville, New York
Wastewater Treatment Facility Improvements Project***

Dear Mayor Evans:

As requested by Matt Zarbo, enclosed is a form of bond resolution for the Village of Portville's Wastewater Treatment Facility Improvements project. Please note that the resolution must be adopted by 2/3 vote of the entire voting strength of the board, not merely majority of the voting strength or of a smaller quorum that may be present.

The open meeting law requirements for calling a board meeting are summarized for your convenience as follows:

1. Public notice of the time and place of a meeting scheduled at least one week prior thereto shall be given to the news media and shall be conspicuously posted in one or more designated public locations at least seventy-two hours before such meeting.
2. Public notice of the time and place of every other meeting shall be given, to the extent practicable, to the news media and shall be conspicuously posted in one or more designated public locations at a reasonable time prior thereto.
3. When the Village has the ability to do so, notice of the time and place of a meeting given in accordance with numbered paragraph one or two above shall also be conspicuously posted on the Village's internet website.

Please note that under the Open Meetings Law any proposed resolution that is scheduled to be the subject of discussion by a public body during an open meeting shall be made available, upon request therefor, to the extent that you determine practicable, at least

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twenty-four hours prior to the meeting during which the resolution will be discussed, and you may charge a reasonable fee, determined in the same manner as provided under the Freedom of Information Law. Advance online posting of a resolution is required if you maintain a regularly and routinely updated website and utilize a high speed internet connection, at least twenty-four hours prior to the meeting, but again, to the extent that you determine practicable. The enclosed bond resolution includes a certification as to compliance with the above.

Please note that the enclosed states that the Village has completed its Review under the State Environmental Quality Review Act ("SEQRA"). Please advise if this is not the case.

Within 10 days of the adoption of the bond resolution (by a 2/3 positive vote of the entire voting strength of the Board), the Notice Pursuant to Finance Law Section 36.00 (permissive referendum notice) should be posted and published. If after thirty days the requisite petitions calling for a referendum have not been received, the Notice pursuant to Local Finance Law Section 81.00 (estoppel notice), together with the full Bond Resolution (copy enclosed), should be published one time in each official newspaper of the Village. Please forward to me copies of the newspaper affidavit(s) of publication of each notice when available, along with an executed copy of the Bond Resolution.

Please do not hesitate to contact me if there are any questions or comments regarding any of the above or otherwise concerning this financing. I appreciate this opportunity to continue to serve the Village and look forward to working with you on this matter. Thank you.

Very truly yours,



Timothy R. McGill

TRM:kmb

Encl.

pc: Matthew J. Zarbo, PE