



## Town of Portland, Connecticut

33 East Main Street ▪ P.O. Box 71 ▪ Portland, CT 06480-0071  
www.portlandct.org ▪ Phone: (860) 342-6715 ▪ Fax: (860) 342-6714  
Equal Opportunity Provider and Employer  
**Office of the First Selectman**

### LEGAL NOTICE of SPECIAL TOWN MEETING

**Thursday, February 13, 2025 at 6:05 PM**

Buck-Foreman Community Room, 265 Main Street, Portland, CT 06480

The electors and those persons eligible to vote in town meetings of the Town of Portland, Connecticut, are hereby warned and notified that pursuant to Chapter XII Section 1203.4 and 503 of the Town Charter, a Special Town Meeting will be held by the Board of Selectmen on Thursday, February 13, 2025 at 6:05 P.M. in the Buck-Foreman Community Room, 265 Main Street, Portland, CT for the following:

NOW, THEREFORE, BE IT RESOLVED the Board of Selectmen hereby approves a supplemental appropriation in line item #01-093-000-90012 Transfer Out – Cap Non Rec Town in the amount of \$200,000 funded from unassigned fund balance of the General Fund of \$200,000; and be it further

RESOLVED, that the Board of Selectmen hereby approves an increase in estimated revenues #08-141-000-00501 Transfers in – General Fund Town of \$200,000 and increase in Supplemental Appropriation to expenditure line item #08-141-000-89090 Public Works – Highway Division/Vehicle Maintenance – Road Construction/Drainage of \$200,000; and be it further

RESOLVED that Michael A. Pelton, First Selectman, and/or his designee, may sign and execute any required documents for the grant process.

A copy of the complete resolution to be voted on is available for public inspection in the Town Clerk's Office and on the Town's website at [www.portlandct.org](http://www.portlandct.org). Dated this 6<sup>th</sup> day of February 2025

Attest:  Michael A. Pelton, First Selectman



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### RETURN OF NOTICE

I HEREBY CERTIFY THAT on February 6, 2025, I left a duplicate of the attached warning and notice of the Special Town Meeting of the Town of Portland, Connecticut with Michael V. Tierney, its Town Clerk.

I FURTHER CERTIFY that I caused a copy of said warning and notice to be published in the RIVEREAST NEWS BULLETIN, a newspaper having a substantial circulation in said town on Friday February 7, 2025.

I FURTHER CERTIFY that I caused to be set upon the signpost or other place nearest the office of the Town Clerk and at all other places and signposts designated by the Town a written copy of said warning and notice.

I FURTHER CERTIFY that all the above acts were done before the holding of said Special Town Meeting on Thursday, February 13, 2025.

Dated at Portland, Connecticut this 6<sup>th</sup> day of February in the year 2025

Michael A. Pelton  
First Selectman

**RESOLUTION**  
**BOARD OF SELECTMEN**  
Town of Portland, Connecticut

**February 5, 2025**

**SUPPLEMENTAL APPROPRIATIONS FOR TRANSFER OUT-CAP NON RECURRING TOWN**

WHEREAS, the Small Town Economic Assistance Program (STEAP) grant guidelines were released January 9, 2025; and

WHEREAS, the highest potential total grant award from STEAP in any year is \$1,000,000 with a 20% match preferred; and

WHEREAS, the Town intends on submitting a grant for the second phase of the High Street Watermain Replacement including road reconstruction for \$1,000,000 with a 20% match of \$200,000; and

WHEREAS, funds are needed to be set aside for the match; and

WHEREAS, \$200,000 is needed for the match to be allocated from unassigned fund balance of the General Fund.

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RESOLVED that Michael A. Pelton, First Selectman, and/or his designee, may sign and execute any required documents for the grant process.

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NOTE: In accordance with Chapter XII Section 1203.4 requires a public hearing and requires approval at a Special Town Meeting. This Special Town Meeting also in accordance with Section 503.