

Town of Norfolk
Norfolk Town Board
February 11, 2013

The Norfolk Town Board held a meeting on Monday, February 11, 2013 at 7:00 PM at the Norfolk Town Hall.

Present were Supervisor Charles Pernice, Deputy Supervisor Kevin Enslow, Councilman Donald Purvis, Councilwoman Jean Gang, and Councilman Robert Harvey.

PLEDGE

The Pledge of Allegiance was said by all present.

CALL MEETING TO ORDER

Supervisor Pernice called the meeting to order

WATER PROJECT UPDATE

*Town Engineer Aaron Jarvis gave an update on the water project to date. The monthly bills for the contracts were reviewed as follows:

General Contract – Sheehan Construction - \$10,650.83

Mechanical Contract – Perras Excavation - \$56,010.25

Electrical Contract – Jordstat - \$7,781.97

Statewide Aquastore - \$60,093.20

The new tank is installed and was put on line last Friday.

Engineering – Tisdale & Associates - \$11,500.00

The bills were approved for payment as listed above, pending Engineer Aaron Jarvis checking to be sure all equipment and supplies were delivered to the site by Perras Excavating as listed on the invoice, with a motion by Supervisor Pernice and Deputy Supervisor Enslow. All in Favor – Carried

*Mr. Jarvis stated that there is still contingency money left available for the project. The following change orders were reviewed.

*Change order #4 to contract #3 - \$9023.76 to Sheehan Construction to replace the roof, a new door and a window on the Crabb St. well house. This was approved with a motion by Supervisor Pernice and Deputy Supervisor Enslow
All in Favor – Carried

*Change order #1 to Contract #4 - \$10,200.00 to Perras Excavating to grout wells and increase horsepower on the pumps. This was approved with a motion by Councilman Harvey and Councilwoman Gang. All in Favor – Carried

*Change order #1 to Contract #5 – Add thirty days more time at no cost to Norwood Plumbing to finish project. This was approved with a motion by Deputy Supervisor Enslow and Supervisor Pernice. All in Favor – Carried

*Change order #2 to Contract #7 – Add thirty days more time at no cost to repair the Crabb Street Water Tank. This was approved with a motion by Deputy Supervisor Enslow and Councilman Purvis. All in Favor – Carried

*Change order #1 to Contract #6 – \$14,998.23 and add thirty days more time for Jordstat Electrical to complete the electrical work. This includes some parts, bigger motor starters for the pumps and more wiring due to National Grid setting the pole farther away than the original specs. This was approved with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

Mr. Jarvis stated that there is still \$94,000.00 left in contingency should any other repairs need to be included in the project. There was discussion among the board on connecting the road into the new site to Hutchins Street and whether or not to install gates.

APPROVAL OF MINUTES

The minutes of the January 14, 2013 Organizational Meeting were reviewed and approved as submitted with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

SUPERVISOR'S UPDATE

Supervisor Pernice did not have anything to update at this time.

PUBLIC COMMENTS

Mr. Reggie Monroe complimented the Local Police Department stating they are doing a great job. He also complimented the Highway Department on doing a great job too.

REPORTS

*Monthly Police Report: The monthly report of Police Officer in Charge Karla Trimm was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

Assistant Officer in Charge Dan Holmes presented the Board with a proposal for the Police Department to purchase their gas for their vehicles at the Norwood Norfolk Central School. Officer Holmes had paperwork for them to review from when he worked in Norwood. Officer Holmes and Officer Trimm feel that changing this will create better accountability. There was discussion. Supervisor Pernice stated that this is not a cost factor. The use of the fuel system at Norwood Norfolk Central by the Norfolk Police Department only was approved pending a contract with the school with a motion by Supervisor Pernice and Councilman Harvey. All in Favor – Carried

The Board agreed that this will not affect the Highway Department fuel usage in any way. There was discussion on what will happen to the fuel tank the Police Department is currently using. The tank does not have proper calibration and is not as accurate as they would like it to be. Highway Superintendent Larry Villnave stated that he will use the tank for his Department as it has a current permit. The Board agreed.

*Monthly Court Report: The monthly report of the Norfolk Justice Court was reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Enslow. All in Favor – Carried

*Monthly Dog Control Report: The monthly report of Dog Control Officer Matthew Kroeger was reviewed and approved as submitted with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

*Monthly Code Enforcement Report: The monthly report of Code Enforcement Officer Leonard Halpern was reviewed and approved as submitted with a motion by Councilman Harvey and Councilman Purvis. All in Favor – Carried

*Monthly Town Clerk Report: The monthly report of Town Clerk Kathy Emlaw was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

*Annual Library Report: The annual report for the Norfolk Hepburn Library was reviewed and approved as submitted with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

Supervisor Pernice noted that Town Engineer Aaron Jarvis is looking at the plans for a new roof for the Library and they will be looking for bids soon.

*Highway Verbal Report: Highway Superintendent Larry Villnave noted that Jim Sheehan owner of Sheehan Contracting adjusted the billing for the use of his crane when the crew was repairing the water pumps by \$2,500.00.

Mr. Villnave also noted that an ad has been put in the local paper for a part-time employee for the Highway Department.

Supervisor Pernice noted that we have had two large snow events and the Highway Crew is doing an excellent job.

COMMUNICATIONS

Supervisor Pernice did not have any communications at this time.

EXECUTIVE SESSION

An executive session was not required at this time.

ACTION ITEMS

*Fire Warden Appointment: A motion was made by Councilman Purvis and Deputy Supervisor Enslow to appoint Harold Emlaw to replace Fran Coller as Fire Warden as Mr. Coller is not available. All in Favor – Carried

*Resolution #5 of 2013: Lease agreement to purchase a new plow truck for the Highway Department. There was discussion. The resolution was reviewed and adopted with a motion by Deputy Supervisor Enslow and Councilman Harvey.
All in Favor – Carried

*Resolution #6 of 2013: Resolution for Holding Harmless the County of St. Lawrence for Providing Service to the Town of Norfolk. The resolution was reviewed and adopted with a motion by Deputy Supervisor Enslow and Councilman Harvey. All in Favor – Carried

*Agreement to Spend Highway Funds: The annual Agreement to spend Highway Funds was reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Enslow. All in Favor – Carried

COUNCIL COMMENTS

*Supervisor Pernice stated that pressure needs to be put on CSX concerning the condition of the railroad crossing on Adams Road. There was discussion.

*Councilwoman Gang commended the Highway Department for the great job they are doing on the roads.

*Councilman Harvey asked the Board to consider holding a forum prior to the next meeting in March to get feedback and opinions from the community concerning having one of our Police Officers at school. There was discussion. Supervisor Pernice stated there would be significant hurdles. Councilman Harvey is going to organize something.

*Deputy Supervisor Enslow noted a request for a donation to the NNCS All Night Party. It was discussed and determined that this is not a donation the Town can legally approve.

APPROVE PAYMENT OF BILLS

Bills #12 – 31 in the amount of \$29,273.51 for the Highway Abstract and bills #45 – 115 in the amount of \$203,895.41 were reviewed and approved for payment with a motion by Councilman Harvey and Deputy Supervisor Enslow.
All in Favor – Carried

ADJOURNMENT

The meeting was adjourned with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

Dated: February 12, 2013
Kathy M. Emlaw – Norfolk Town Clerk

Supervisor – Charles Pernice
Deputy Supervisor – Kevin Enslow
Councilman – Donald Purvis
Councilwoman – Jean Gang
Councilman – Robert Harvey

