

Town of Norfolk
Norfolk Town Board
September 09, 2013

The Norfolk Town Board held a monthly meeting on Monday, September 09, 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.

POTSDAM HUMANE SOCIETY

Alysia Maynard, Director, and Carrie Tuttle, President of the Potsdam Humane Society presented a proposal to increase their 2014 contract with the Town. Mrs. Tuttle explained the funding and budgeting process for the shelter. She stated that Norfolk is the second largest contributor of number of dogs left at the shelter. Most of the Towns contracting with the shelter pay a higher annual fee for their contracts than Norfolk does, but the Board of Directors felt that increasing Norfolk all at once would be a hardship on the Town.

Ms. Maynard explained the procedure for processing dogs that are brought into the shelter. The shelter provides current shots, physicals, micro chipping and all animals are spayed or neutered before they can be adopted.

Mrs. Tuttle stated that the proposed 2014 Contract fee is \$7375.00 which is an increase of 25%. The number of dogs brought into the shelter from Norfolk has increased from 32 last year to 66 this year. Mrs. Tuttle spoke about the importance of educating the Communities on the availability of the spay/neuter program the shelter provides and some other programs.

Deputy Supervisor Enslow asked if the spay/neuter program information can be put on the Town's website.

Supervisor Pernice asked Mrs. Tuttle to send him a breakdown of what the other Towns pay for review.

LIBRARY ROOF PROJECT

Town Engineer Aaron Jarvis gave an update on the Library Roof Project. The project went out for bid and the bids were opened on August 15, 2013. Testing for asbestos is required before the roof can be removed increasing the cost of

shingle removal for the project. The lowest bid was \$96,000.00 from Lupini Construction. The second lowest bid was \$115,000.00 from Gouverneur Roofing and Siding. The Library has applied for a 50/50 grant in the amount of \$155,000.00. They should hear on it by mid to late January but the funds will not be available until August of 2014. There was discussion on holding the project off until May 01, 2014. Councilman Harvey stated he would like to see the mason work on the chimneys done now before winter and do the rest in the spring. Supervisor Pernice expressed concern that the grant would be affected if the work was split up.

The Project bids were reviewed. A motion was made by Councilwoman Gang and Councilman Purvis to accept the bid of \$96,000 from Lupini Construction. The vote was as follows: Supervisor Pernice, Councilwoman Gang, Councilman Purvis and Deputy Supervisor Enslow were in favor and Councilman Harvey was opposed. Carried

SOLAR PROJECT UPDATE

Mr. Timothy Opdyke, President of the Library Board gave an update on the solar project to date. One day next week, He, Highway Superintendent Larry Villnave and Supervisor Pernice will go to Russell to review their solar project. The rest of the Board members were invited to join them. Councilwoman Gang and Councilman Purvis would also like to go. Deputy Supervisor Enslow stated that he is not going to approve any more projects for the Library until the new roof project is complete. Councilman Harvey questioned possible decreases to the Library budget if the solar project goes through. Mr. Opdyke stated that if the project is completed in 2014 it will be 2015 before any decreases in power costs will take effect.

APPROVAL OF MINUTES

*The minutes of the Town Board Meeting of August 12, 2013 were reviewed and approved as submitted with a motion by Councilman Harvey and Deputy Supervisor Enslow. All in Favor – Carried

*The minutes of the Public Hearing on Local Law #1 of 2013 held on August 26, 2013 were reviewed and approved as submitted with a motion by Councilman Harvey and Councilman Purvis. All in Favor – Carried

*The minutes of the Special Town Board Meeting held on August 26, 2013 were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

SUPERVISOR'S UPDATE

Supervisor Pernice had nothing to update at this time.

PUBLIC COMMENTS

Mr. John Margittay suggested that the Board visit a Town that has had a solar system for a while instead of a newly installed one. There was discussion.

REPORTS

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

*Monthly Dog Control Report: The monthly reports of Dog Control Officer Matthew Kroeger and Back up Dog Control Officer Jim McKonky were reviewed and approved as submitted with a motion by Councilman Harvey and Deputy Supervisor Enslow. 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 Deputy Supervisor Enslow and Councilman Purvis. All in Favor – Carried

Councilman Purvis asked CEO Halpern how it turned out for Mr. Woodward in Court. Mr. Halpern stated that there was some question on the trash and Mr. Woodward submitted a statement to the Court that some of the items to be removed were personal and not trash. The case will be back in Court at the end of the month. Supervisor Pernice stated that the Supreme Court case with Mr. Woodward has been adjourned and the property is only about two thirds cleaned up. Councilman Harvey suggested that Mr. Halpern drive around and take care of issues without waiting for complaints.

*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 Deputy Supervisor Enslow. All in Favor – Carried

*Verbal Highway Report: Highway Superintendent Larry Villnave stated that more paving has been done on Hutchins and Island streets.

*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 Purvis. All in Favor – Carried

POLICE HIRING

Officer Trimm presented the Board with the resignation of Tim Arquiett. Mr. Arquiett is resigning for personal reasons. He plans to retire. A motion was made by Supervisor Pernice and Councilman Harvey to accept the resignation. All in Favor – Carried

Officer Trimm introduced Mr. Marvin Laffin to the Board and requested that he be hired as a part time officer now to begin ride-a-longs. Mr. Laffin will attend the Police Academy in January of 2014 and will be able to work on the Local Police Force in July of 2014. A motion was made by Councilwoman Gang and Councilman Purvis to hire Marvin Laffin for a one year probationary period as a part time office. All in Favor – Carried

EXECUTIVE SESSION

A motion was made by Supervisor Pernice and Deputy Supervisor Enslow to go into an Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. All in Favor – Carried

The meeting reconvened and no action was taken as a result of the Executive Session.

POLICE HIRING CONTINUED

Officer Trimm introduced Mr. Steven Kemp who is certified and has excellent credentials. A motion was made by Supervisor Pernice and Councilwoman Gang to approve hiring Steven Kemp as a part time officer on a one year probationary period. All in Favor – Carried

ACTION ITEMS

*Assessor: Supervisor Pernice noted that Assessor Matthew Szeliga's term is up at the end of September. He also noted that Mr. Szeliga has completed all of his training and is now certified. A motion was made by Supervisor Pernice and Councilman Harvey to re-appoint Mr. Szeliga as Assessor to a six year term. All in Favor – Carried

*Employee Handbook: Supervisor Pernice shared a proposal for an employee handbook with the Board. There was discussion. Councilwoman Gang will review handbooks from other Town's.

*Re-appoint John Burke to the Board of Review: A motion was made by Councilman Harvey and Deputy Supervisor Enslow to re-appoint John Burke to the Assessment Board of Review for five years. All in Favor – Carried

*Tax Cap Override: Supervisor Pernice presented Local Law #2 of 2013, a local law to override the tax levy limit established in General Municipal Law section 3-c for review. A motion was made by Councilman Harvey and Councilwoman Gang to hold a Public Hearing on Local Law #2 of 2013 on Monday, October 15, 2013 at 6:45 PM. All in Favor – Carried

COUNCIL COMMENTS

*Councilman Harvey asked Mr. Villnave is the brush on Tiernan Ridge Road near the corner could be trimmed for safety reasons.

*Councilman Harvey stated he has received a great comment about the Police Department. Someone stated to him that they are professional.

APPROVE PAYMENT OF BILLS

Bills #134 – 153 in the amount of \$26,630.27 for the Highway Abstract and bills #459 – 508 in the amount of \$34,311.70 were approved for payment with a motion by Deputy Supervisor Enslow and Councilman Harvey. All in Favor – Carried

ADJOURNMENT

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

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

Dated: September 09, 2013
Kathy M. Emlaw – Norfolk Town Clerk