

Town of Norfolk
Organizational Meeting of the Norfolk Town Board
January 14, 2013

The Norfolk Town Board held an Organizational Meeting on Monday, January 14, 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 TO ORDER

Supervisor Pernice call the meeting to order.

WATER PROJECT UPDATE

Town Engineer Aaron Jarvis presented the Board with an update on the water project. Project bills for this month were reviewed and listed as follows:

*General Contract: Sheehan - \$86,455.75

This contract is close to completion – paving and finish work in spring.

*Plumbing Contract: Norwood Plumbing - \$3581.00

This contract is close to completion

*Electrical Contract: Jordstat - \$11,930.33

This contract is close to completion

*Electrical Hook up Fee: National Grid - \$24,461.00 (Prepaid)

Power meter will be installed next week

*Engineering: Tisdell & Associates - \$23,000.00

A motion was made by Councilman Harvey and Deputy Supervisor Enslow to approve payment of the water project bills as listed above. All in Favor - Carried

There was discussion on the change orders. Two more requests have been made for change orders in addition to the Sober Street one. Mr. Jarvis stated that there is still \$208,000.00 left in contingency on the project after the 1st. change order was approved.

*Change Order #2: Install a water meter on the Crabb Street water tower.

The cost is estimated at \$832.23.

A motion was made by Councilman Harvey and Councilman Purvis to approve Change Order #2 as quoted. All in Favor – Carried

*Change Order #3: Loop Crabb Street to Wheeler Lane. The cost is estimated at \$33,121.20.

A motion was made by Councilwoman Gang and Deputy Supervisor Enslow to approve Change Order #3 as quoted. All in Favor – Carried

Mr. Jarvis stated that work still to be done is sealing up the two old wells located on Crabb Street that are now deemed non-viable. The two wells on High Street will be used for emergency back up. The NYS Department of Health will allow it.

APPROVAL OF MINUTES

The minutes of the December 28, 2012 year end Town Board 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 noted that the two wells on High Street were recently offline and water pressure was low. One was repaired the same day and back on line do to the quick work of Mr. Villnave and the Highway Crew. The second pump has been rebuilt and will go back on line on Tuesday. Supervisor Pernice also noted that there is a leak in the Joy Road Water Tank and it has been taken offline. The new Water Tank will not be ready to be put online until mid February.

PUBLIC COMMENTS

*Mr. Reggie Monroe noted that skidoos have caused damage to the American Legion parking lot that was recently paved. He has tapes from a security camera. Police Officer in Charge Karla Trimm stated that the Department will review the tapes and charges will be filed. She will need an estimate of damages. Supervisor Pernice noted that snowmobiles are not allowed in the water district.

*Mr. Jason Clark noted that the Norfolk Fire Department has been approved to co-host the Annual Fire Department Convention this year with Potsdam. The event will be the weekend of June 6, 7, 8, and 9th. The races will be at 1:30PM. Mr. Clark would also like to meet with the Board to finalize a ceremony to dedicate the new guard rails on Clinton Street to the Town. There was discussion on the liability on the Town if this is done. The Fire Department will carry insurance for all races.

*The Minister of the Wesleyan Church announced that his church will be hosting an Easter Egg Hunt on March 30th, and they plan to utilize all the surrounding properties.

*Mr. Roger Conte asked if there will be ice in Raymondville this year. Supervisor Pernice and Mr. Villnave stated that it depends on the weather. Mr. Conte also stated that he is now retired and has volunteered to help the Highway Department.

*Mr. Ernie McGregor asked the Board about the water billing for his campground. He stated that the operation is four units and only open about five months. There was discussion on the need to isolate the water source for the campground from the house it is connected to. Mr. McGregor asked the Board to reduce the bill.

Supervisor Pernice stated that there must be some plans for the water source in the spring.

A motion was made by Councilman Purvis and Councilman Harvey to adjust the water bill for the campground to two quarters instead of a full year.
All in Favor – Carried

*Mr. Roger Conte asked about installing a fire hydrant on that side of the road in case there was a fire at the campground. Mr. Villnave stated that there is one at the Danko apartments.

ORGANIZATIONAL ITEMS

*Appointments: The list of annual Board appointments, designations and authorizations was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

*Re-Appointments: The list of re-appointments to the various misc. Boards for terms that have expired was reviewed and approved as submitted with a motion by Councilman Harvey and Deputy Supervisor Enslow. All in Favor – Carried

*Meeting Dates: The list of scheduled Town Board meeting dates was reviewed and approved as submitted with a motion by Deputy Supervisor Enslow and Councilman Purvis. All in Favor – Carried

*Resolution #2 of 2013: A Resolution delegating the power and duties of administration and supervision to the Supervisor was reviewed and adopted as submitted with a motion by Councilman Harvey and Deputy Supervisor Enslow.
All in Favor – Carried

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 Purvis. All in Favor – Carried

Officer in Charge Karla Trimm requested the Board reinstate a previous employee Carl Ford. He has submitted his resume. Office Trimm noted that the department will be losing two more Officers within the next six weeks to other employment.

A motion was made by Councilwoman Gang and Councilman Purvis to approve hiring Carl Ford as a part time Police Officer for the Department.
All in Favor - Carried

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

*Annual Court Report: The annual 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 / Annual Dog Control / Quarterly Dog Control Reports: The three reports from Dog Control Officer Matthew Kroeger were reviewed and approved as submitted with a motion by Councilman Purvis and Councilwoman Gang. 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 Harvey asked CEO Halpern how many units have been approved for occupancy at the 55 West Main Street building. CEO Halpern noted that a Use Variance has been granted by the Zoning Board to allow the non-conforming building to be occupied and two units are allowed. There is a Planning Board Meeting coming up for a Special Use of two more units. All is in compliance.

*Monthly Town Clerk / Annual Town Clerk Reports: The monthly and annual reports of Town Clerk Kathy Emlaw were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Purvis.
All in Favor – Carried

*Annual Museum Report: The annual report of Museum Curator Leon Burnap was reviewed and approved as submitted with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

Supervisor Pernice noted that the new addition is complete and thanked Mr. Villnave and Crew for his help with it.

*Highway Verbal Report: Highway Superintendent Larry Villnave thanked Councilman Harvey for the use of his sheetrock lift. He also thanked the paper mill for a fitting he needed to repair the water pump and Sheehan for the use of their crane. Mr. Villnave noted that they made it through the major snowstorm with only minor breakdowns.

COMMUNICATIONS

There were none at this time.

EXECUTIVE SESSION

An Executive Session was not required at this time.

ACTION ITEMS

*Resolution #1 of 2013: Life Flight Contract (\$400.00): The Contract for Life Flight was reviewed and adopted with a motion by Deputy Supervisor Enslow and Councilwoman Gang. All in Favor – Carried

*Resolution #3 of 2013: Resolution to approve modification to Water System Improvement Project. The Resolution was reviewed and adopted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

*Resolution #4 of 2013: Resolution to support equitable distribution cell 911 surcharge monies. The Resolution was reviewed and adopted with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

*Annual Contract with the Potsdam Humane Society (\$5,900.00): The contract was reviewed and approved with a motion by Deputy Supervisor Enslow and Councilman Harvey. All in Favor – Carried

*Approve Check #40970 (\$62.21) of 12/29/2012 issued to Danny W. Beaudoin for overpayment of NYS Retirement. This refund was approved with a motion by Councilman Harvey and Deputy Supervisor Enslow. All in Favor – Carried

*Annual Rescue Squad Contract: The annual contract with the Norfolk Volunteer Rescue Squad was reviewed. The Town will pay for their insurance and give them \$1,000.00 monthly. The contract was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

COUNCIL COMMENTS

Councilwoman Gang commended Highway Superintendent Larry Villnave and the Crew for the fabulous job they did when the water pump went down.

Councilman Purvis echoed the praise and stated that he appreciates all the work they do. Councilman Purvis also noted that 55 West Main Street looks nice.

APPROVE PAYMENT OF BILLS

Bills #1-11 in the amount of \$11,864.06 for the Highway Abstract and bills #1-44 in the amount of \$14,529.05 for the Regular Abstract were approved for payment with a motion by Councilman Harvey and Councilwoman Gang.

All in Favor – Carried

ADJOURNMENT

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

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

Dated: January 14, 2013 / Kathy M. Emlaw – Norfolk Town Clerk

