

Town of Norfolk'  
Meeting of the Norfolk Town Board  
February 13, 2012

A monthly meeting of the Norfolk Town Board was held on Monday, February 13, 2012 at 7:45 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.

The Pledge of Allegiance was said by all present.

Supervisor Pernice called the meeting to order.

**APPROVAL OF MINUTES**

The minutes of the previous meeting of January 09, 2012 were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

**PUBLIC COMMENTS**

There were none at this time.

**POTSDAM HUMANE SOCIETY PRESENTATION**

Anne Smith, Director of the Potsdam Humane Society and Bonnie Boyd, President of the Potsdam Humane Society reviewed the terms of the Annual Contract the Town of Norfolk has with them for services to dogs from the Town of Norfolk. There was discussion on services, fees and policies. There were recent issues of animals not being taken in at the shelter from local residents. Ms. Smith stated that space for dogs and cats is often an issue and there is often a wait list. She stated that when the Dog Control Officer brings in animals, they will always make room. Ms. Smith explained that there is a problem with the length of time dogs have been staying at the shelter when there is a Court case involved. She would like to see the turn around time sped up on the Court cases as it is very expensive to shelter the animals.

A motion was made by Deputy Supervisor Enslow and Councilman Purvis to approve the annual contract with the Potsdam Humane Society in the amount of \$5,900.00 for 2012. All in Favor – Carried

**REPORTS**

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

Supervisor Pernice noted that most of the recent grant the Court has applied for has been denied, but they will receive some funds for some smaller items.

\*Monthly Town Clerk Report: The monthly report of Town Clerk Kathy Emlaw was reviewed and approved as submitted with a motion by Deputy Supervisor Enslow 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 Purvis and Deputy Supervisor Enslow. All in Favor – Carried

\*Monthly Dog Control Report: There was no report submitted this month.

\*Monthly Highway Department Report: Highway Superintendent Larry Villnave asked the Board about the Spring Clean Up. He noted that the Town of Stockholm has eliminated the program and that the Town of Massena is considering eliminating it. The tipping fees have increased. There was discussion on the program. Councilwoman Gang and Councilman Purvis are in favor of keeping the project. The Board will make a decision on the program at the next meeting.

Mr. Villnave noted the Highway Department has purchased a new stainless steel sander for the pick up truck and it is working well. The Department will now have better capability for sanding the sidewalks.

\*Annual Museum Report: The Annual Report for the Museum was reviewed and approved as submitted with a motion by Councilman Purvis and Supervisor Pernice. 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 Councilwoman Gang and Councilman Purvis. All in Favor – Carried

### **EXECUTIVE SESSION**

A motion was made by Councilwoman Gang and Councilman Harvey to discuss the financial and credit history of a particular person leading to the approval or disapproval of a revolving loan from the Town. All in Favor – Carried

The meeting reconvened and no action was taken at this time.

## **ACTION ITEMS**

\*West Hatfield Water Project: a motion was made by Councilwoman Gang and Deputy Supervisor Enslow to approve proceeding with the Louisville – West Hatfield Water Project subject to permissive referendum. All in Favor – Carried

\*Resignation of Sallie Brothers from the Housing Authority: A motion was made by Councilwoman Gang and Councilman Purvis to accept the resignation of Sallie Brothers from the Housing Authority Board. All in Favor – Carried

\*Housing Authority Vacancies: Supervisor Pernice noted that there are now two vacancies on the Housing Authority Board and there is still a vacancy on the Planning Board. He would like to advertise for the positions. Councilman Purvis stated that the Housing Authority Board has already accepted the resignation of Carl Caskinette as Director and would like to go by the recommendation made by the Housing Board and appoint Rickie Zappia and Paul Paige to fill the vacancies. He feels both have a lot to offer and would like to choose now and not wait for advertising. There was discussion.

A motion was made by Councilman Purvis and Councilwoman Gang to appoint Rickie Zappia and Paul Paige to the Housing Authority Board to fill the vacancies. A roll call vote was as follows: Supervisor Pernice – No, Councilwoman Gang – Yes, Councilman Purvis – Yes, Councilman Harvey – No, and Deputy Supervisor Enslow – No. The motion was denied.

A motion was made by Supervisor Pernice and Councilman Harvey to appoint Rickie Zappia to the Housing Authority Board. All in Favor – Carried

A motion was made by Councilman Purvis and Councilwoman Gang to appoint Dennis Byrne to the Housing Authority Board. All in Favor – Carried

\*Agreement to Spend Highway Funds: There was discussion on the roads Highway Superintendent Larry Villnave has chosen to pave or repair this year. As the water / sewer projects are not yet complete, Mr. Villnave is still trying to do repairs that are not within the water district.

A motion was made by Councilwoman Gang and Deputy Supervisor Enslow to approve the Agreement to Spend Highway Funds as submitted.  
All in Favor – Carried

Mr. Villnave requested that when there are unexpended balances at the end of a budget year from the Highway budget, he would like to see some of the money put into a Capitol Improvements fund for more paving.

\*Norfolk-Norwood Figure Skating: A motion was made by Councilman Harvey and Deputy Supervisor Enslow to approve the contract for services with the Figure Skating group in the amount of \$650.00. All in Favor – Carried

**COUNCIL COMMENTS**

\*Deputy Supervisor Enslow brought up discussion on purchasing an AED (Automatic External Defibulator) for the Community Center. Currently, the Norwood-Norfolk Varsity hockey team brings one for the school as it is required at all games. The estimate for the AED is approximately \$1,300.00.

A motion was made by Supervisor Pernice and Councilman Purvis to approve the purchase of an AED for the Community Center not to exceed \$1,400.00.

All in Favor – Carried

Councilwoman Gang asked about purchasing an AED for the other Town Buildings. There was discussion. The Board will look into the rules.

**APPROVE PAYING THE BILLS**

A motion was made by Deputy Supervisor Enslow and Councilman Harvey to pay bills #9-30 in the amount of \$31,828.67 for the Highway Abstract and bills 345-116 in the amount of \$77,907.72 for the Regular Abstract.

All in Favor – Carried

**ADJOURNMENT**

The meeting was adjourned with a motion by Councilwoman Gang and Deputy Supervisor Enslow. All in Favor – Carried

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

Dated: February 13, 2012  
Kathy M. Emlaw – Norfolk Town Clerk