

Town of Norfolk  
Organizational Meeting  
January 9, 2012

The Norfolk Town Board held an annual organizational meeting on Monday, January 9, 2012 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.

Prior to the start of the meeting, Supervisor Pernice, Deputy Supervisor Enslow and Councilman Purvis took their Oaths of Office with Town Justice George Grubee.

#### PLEDGE / CALL MEETING TO ORDER

The Pledge of Allegiance was said by all present and Supervisor Pernice called the meeting to order.

#### APPROVAL OF MINUTES

The minutes of the year end meeting of December 29, 2011 were reviewed and approved as submitted with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

#### SUPERVISOR'S UPDATE

\*Raymondville Park: Supervisor Pernice noted that the Raymondville Park is now open for skating. The new building is complete and ready to be open. There was discussion on hours of operation and hiring a supervisor. A motion was made by Councilman Purvis and Councilman Harvey to approve the hiring of Jennie McGrath to supervise the skating hours and building at the same rate of pay the other arena help is getting. All in Favor – Carried

\*Web-site: Supervisor Pernice is still gathering all of the information on the new web-site and will let the Board know when it is ready to go.

\*Water Project: Supervisor Pernice stated the water project is in the design stage now. When the design is complete, it has to be sent to the NYS Department of Health for approval. Then it will go out for bid.

#### PUBLIC COMMENTS

There were none at this time.

#### ORGANIZATIONAL ITEMS

\*Appointments:

New Ones: Planning Board – A motion was made by Councilman Purvis and Councilman Harvey to approve appointing Gary Bandy to the Planning Board. He will replace Michael Caskinette. All in Favor – Carried

Museum: A motion was made by Councilman Harvey and Councilman Purvis to approve the re-appointment of Teresa Dumas, Irene Monroe and Clark Warner to the Museum Board. All in Favor – Carried

Library: A motion was made by Councilwoman Gang and Deputy Supervisor Enslow to re-appoint Linda Helmase to the Library Board. All in Favor – Carried

Zoning Board: A motion was made by Councilwoman Gang and Councilman Harvey to appoint William Reed to the Zoning Board and Harry Young as an Alternate. All in Favor – Carried

List of Annual Board Appointments: The list of annual Board appointments was reviewed and approved with a motion by Councilwoman Gang and Deputy Supervisor Enslow. This included Kate Chepeleff as the Planning Board Chairmen. All in Favor – Carried

\*Meeting Dates: The schedule of Town Board meeting dates for 2012 was reviewed and approved with a motion by Councilman Harvey and Councilman Purvis. All in Favor – Carried

\*Resolution #2 of 2012: A Resolution delegating the power and duties of administration and supervision of Town or Special District functions to be performed on behalf of the Town Board and authorize the Supervisor to make payment in advance of audit of claims for utilities, postage, etc... to avoid late fees. This resolution was adopted with a motion by Deputy Supervisor Enslow and Councilman Harvey. All in Favor – Carried

## REPORTS

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

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

A letter submitted by Officer Bennett was reviewed. He was requesting permission from the Board to spend \$40.00 per month for internet to the police vehicle. This would enable the Department to Download tickets from the computer in the vehicle, receive automated dispatch and run vehicle data through Albany. This was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

Officer Bennett thanked the Board for all of their support of the Department.

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

\*Annual Town Clerk Report: The 2011 Annual Report of Town Clerk Kathy Emlaw was reviewed and approved as submitted with a motion by Deputy Supervisor Enslow and Councilman Purvis. All in Favor – Carried

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

\*Annual Court Report: The 2011 Annual 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 December monthly report of Dog Control Officer Matthew Kroeger was reviewed and approved as submitted with a motion by Deputy Supervisor Enslow and Councilman Harvey. All in Favor – Carried

\*Annual Dog Control Report: The Annual Report of Dog Control Officer Matthew Kroeger was reviewed and approved as submitted with a motion by Councilman Harvey and Councilwoman Gang. All in Favor – Carried

Supervisor Pernice noted that Mr. Kroeger is doing a good job and Councilwoman Gang noted that the mileage is expensive. Councilman Harvey asked how many dogs have been taken to the shelter. The report does not show that count. Supervisor Pernice will look into it.

\*Annual Museum Report: The 2011 Annual Museum Report of Town Historian Leon Burnap was reviewed and approved as submitted with a motion by Councilwoman Gang and Supervisor Pernice. All in Favor – Carried

\*Verbal Highway Report: Highway Superintendent Larry Villnave noted that the new truck is working good. Supervisor Pernice noted that they may need to purchase another sander as one is falling apart. There was discussion. Mr. Villnave has been quoted \$6,700 for a steel sander and \$10,200 for a stainless one. A motion was made by Supervisor Pernice and Councilwoman Gang to approve the purchase of a stainless sander. All in Favor – Carried

#### EXECUTIVE SESSION

An Executive Session was not required at this time.

## ACTION ITEMS

\*Resolution #1 of 2012 – Life Flight Contract: The annual contract with Life Flight for \$400.00 was approved with the adoption of Resolution #1 of 2012 with a motion made by Councilman Harvey and Deputy Supervisor Enslow. All in Favor – Carried

\*Norwood-Norfolk Basketball: The annual Contract for services with Norwood-Norfolk Basketball for \$650.00 was reviewed and approved with a motion by Councilman Purvis and Deputy Supervisor Enslow. All in Favor – Carried

\*Potsdam Humane Society Contract for 2012: The Annual Contract with the Potsdam Humane Society was reviewed. The 2012 fee will be \$5,900.00. There was discussion on the shelter not taking some dogs and cats from Town residents. Supervisor Pernice will look into this before the Contract is renewed.

\*Norfolk Volunteer Rescue Squad Contract for 2012: The Annual Contract with the Norfolk Volunteer Rescue Squad for the Town to provide them with insurance and \$1,000.00 per month was reviewed and approved with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

\*Water rates for Norfolk Housing: Supervisor Pernice noted that Building # 1 of the Norfolk Housing has requested that the 2012 water / sewer billings be adjusted to the increase proposed for 2011 as they did not receive notice of the proposed 2012 increase in time for budgeting. This was approved with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

## COUNCIL COMMENTS

\*Councilman Purvis noted a complaint from a resident about speeding trucks on the Plumbrook Road. As this is a County road he is aware that a change in the speed limit is likely not possible. He requested that the Norfolk PD talk to the State Police about patrolling there.

\*Councilman Harvey asked Mr. Villnave is trucking out of Norwood is a problem. Mr. Villnave stated they are not coming down Sober Street as Potsdam has it posted.

\*Deputy Supervisor Enslow thanked Mr. Villnave and his crew for all of their work and help on the new Raymondville Building Project. There was discussion on the work needing to be done in the spring on the new ballpark.

## APPROVAL OF BILLS

Bills #1-8 in the amount of \$5,287.50 for the Highway Abstract and Bills #1-44 in the amount of \$25,029.99 for the Regular Abstract were 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 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: January 09, 2012  
Kathy M. Emlaw – Norfolk Town Clerk