

Town of Norfolk  
Norfolk Town Board  
July 08, 2013

The Norfolk Town Board held a meeting on Monday, July 08, 2013 at 7:00 PM at the Norfolk Town Hall.

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

**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 reviewed the current bills for the Water Project. There is \$37,575.00 due for interest on the Bond Anticipation Note. The interest rate on that note is 1.5%. There are close out documents for Supervisor Pernice to sign and they will be sent to USDA.

A motion was made by Councilman Purvis and Councilman Harvey to approve payment of the final bills.

Mr. Jarvis stated that the project cost was approximately two and a half million dollars and that there is still \$78,000.00 left in contingency. If there was more time some more work may have been approved.

Two change orders were reviewed:

\*Change Order #4 to Contract #6 - \$742.75 to Jordstat for some extra wiring requested by Steve Siddon of Valley Water Solutions.

This was approved with a motion by Councilman Harvey and Councilman Purvis All in Favor - Carried

\*Change Order #7 to Contract #3 - \$6,478.50 to Sheehan for some extra work on the water main on Hepburn Street to repair a ground water leak.

This was approved with a motion by Councilman Harvey and Councilwoman Gang. All in Favor – Carried

Resolutions:

\*Resolution #12 of 2013: This Resolution states completion of the project and that the water treatment system will be maintained by a NYS Certified Operator. The Resolution was adopted with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

\*Resolution #13 of 2013: This Resolution is approval to balance the project budget. The Resolution was adopted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

### **SEWER PROJECT UPDATE**

Town Engineer Aaron Jarvis stated that the plans for the new sewer plant were sent in April. They have just received a response back. Process will be followed.

### **LIBRARY ROOF PROJECT**

Town Engineer Aaron Jarvis stated that the plans for the Library Roof Project include tearing off the old roof and installing new shingles. They will treat the project as if it contains asbestos. Mr. Jarvis stated that two of the three chimneys are not currently used but may need to be repaired or replaced to keep the look of the building the same and for historic value. There was discussion. Supervisor Pernice stated if the estimates are reasonable the Town will use Capitol Reserve funds for the project. Mr. Jarvis stated that the pre-bid date will be July 19<sup>th</sup> and the bids will be opened on July 30<sup>th</sup> so that they can be approved at the August 12<sup>th</sup> Town Board Meeting. The bid information will be advertised in the local paper and sent to a list of contractors.

### **ST. LAWRENCE COUNTY TOBACCO FREE PRESENTATIO BY BEN TODD**

Mr. Ben Todd Tobacco Free Community Partnership Program Coordinator for St. Lawrence County gave a presentation on the impact of tobacco products with our health, physical addiction, cancer, costs and marketing. The Town of Norfolk currently does not have any retailers that promote the sale of tobacco products, but there are many in St. Lawrence County who do.

### **SOLAR PROJECT PRESENTATION BY TIM OPDYKE**

Mr. Tim Opdyke gave a presentation on a possible solar project for the Town. He was accompanied by Mr. Scott Shipley of Northern Lights Energy and Mr. Jason Clark. Mr. Opdyke has been researching a way to obtain solar power for the Library. He proposed the use of the Crabb Street property where the old well house is located. There is a big open field owned by the Town and an existing meter that can be utilized. The estimate for a 50KW remote solar installation is \$187,500.00. Mr. Opdyke proposes that the Library will contribute \$25,000.00, The Friends of the Library will contribute \$30,000.00 and the Town Highway Crew will contribute \$5,000.00 in labor, leaving a balance of \$57,000.00 to be financed. Estimating a 3% interest cost, payments for a loan would be \$6,600.00 per year. Mr. Opdyke stated that currently the electricity for the Crabb St. Building, the Library, and the Town Hall / Town Barn buildings costs approximately \$8,000.00 per year. With the solar panels operational, electricity would cost next to nothing for the next ten years and would generate income after that. There was discussion. The next step for the proposed project is to engage an engineering firm for a proposal. Mr. Opdyke would like to meet with Supervisor Pernice to discuss the Library Budget.

A motion was made by Councilwoman Gang and Councilman Purvis to approve moving ahead with the investigation of a joint solar project with the Library.  
All in Favor – Carried

### **APPROVAL OF MINUTES**

The minutes of the June 10, 2013 meeting were corrected as follows:

The water bond will be closed not renewed.

The minutes of the June 10, 2013 meeting were reviewed and approved as corrected with a motion by Councilwoman Gang and Councilman Harvey.

All in Favor – Carried

### **SUPERVISOR'S UPDATE**

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

### **PUBLIC COMMENTS**

There were no Public Comments at this time.

### **REPORTS**

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

Officer in Charge Karla Trimm recommended that the Board hire Derek Belmore as a part time police officer. This was approved with a motion by Supervisor Pernice and Councilman Harvey. 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 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 McConkey 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 Councilman Harvey and Councilwoman Gang. 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 Councilman Purvis and Councilman Harvey. All in Favor – Carried

\*Verbal Highway Report: Highway Superintendent Larry Villnave reported that the County will be working on catch basins on County Route 38 and a detour may be necessary. Mr. Villnave also stated that his CHIPS funds have increased

and he would like to discuss some extra paving on the upper end of Hutchins Street and on South Street at the next meeting. The work is complete on the Adams Road crossing and Mr. Villnave is looking to get some help with the Gladding Road, Mill Road and Murphy Road crossings in the future.

### **COMMUNICATIONS**

Supervisor Pernice did not have any Communications to share at this time.

### **EXECUTIVE SESSION**

An executive session was not required at this time.

### **ACTION ITEMS**

\*Resolution #10 of 2013 – Designations of the Secretary of State as an agent for service claim. The Resolution was reviewed and adopted with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

\*Resolution #11 of 2013 – Approval of the 2012 Justice Court Audit completed by Bookkeeper Patty Rogers. The Resolution was reviewed and adopted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

\*AMP Appointment: A motion was made by Councilman Purvis and Councilwoman Gang to appoint James Spencer as Representative for the Alliance for Municipal Power. All in Favor – Carried

### **COUNCIL COMMENTS**

\*Councilwoman Gang asked Mr. Villnave about the water seepage complaint on Sober Street. Mr. Villnave stated that Sheehan Construction had checked into it and did not find any problems.

Councilwoman Gang also asked about the posted and speed signs on the Joy Road. Mr. Villnave stated that the posted signs were covered during the construction of the new water tank and the construction crew had put the speed signs back up on the wrong side of the road. This was corrected.

\*Councilman Purvis told CEO Halpern he has received complaints about a property located on South Main Street that has garbage piled up out back. Mr. Halpern will look into it.

\*Councilman Harvey asked Mr. Villnave about the traffic problems on the new extension of Hutchins Street. There was discussion. He also asked if the vandals have been caught yet that damaged the new building at the Raymondville Park. Supervisor Pernice stated that they have been caught and are minors. The parents will pay for the damages.

\*Mr. Villnave stated he is having issues with brush. He has applied to the NYSDEC for a permit to collect brush on a site near the sand pile instead of the site on Joy Road.

**APPROVE PAYMENT OF BILLS**

Bills #103 – 117 in the amount of \$53930.55 for the Highway Abstract and bills #393 – 458 in the amount of \$36.277.72 for the Regular Abstract were reviewed and 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 Councilwoman Gang. All in Favor – Carried

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

Dated: July 08, 2013  
Kathy M. Emlaw – Norfolk Town Clerk