

Town of Norfolk
Norfolk Town Board
August 10, 2015

The Norfolk Town Board held a monthly meeting on Monday, August 10, 2015 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 OF ALLEGIANCE

The Pledge of Allegiance was said by all present.

CALL MEETING TO ORDER

Supervisor Pernice called the meeting to order.

APPROVAL OF MINUTES

The minutes of the July 13, 2015 meeting were reviewed and approved as submitted with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

SEWER PROJECT UPDATE

Town Engineer Aaron Jarvis gave an update of the sewer project and the monthly bills were reviewed. There was discussion on how to spend the remainder of the contingency balance. Manholes will be worked on. Those manholes not completed with the project funds will be put out for a separate bid and paid for with Sewer funds. There was discussion.

The current project bills in the amount of \$142,023.97 (\$99,159.42 to Danko Construction for Contract #1) (\$42,864.55 to T.J. Fiacco for Contract #5) were approved for payment with a motion by Councilman Harvey and Councilman Purvis. All in Favor – Carried

SUPERVISOR'S UPDATE

*St. Lawrence County Legislature John Burke would like to meet with the Town Board once a month to update them on County activities.

*Speed Sign: Supervisor Pernice noted that the NYSDOT has placed a speed sign on SH 56 near the intersection of Furnace St. and CR 38.

*Cook St. Water District: Supervisor Pernice stated that the application for the new water district has been submitted to USDA. A special meeting will need to be held for residents. There was discussion.

*Summer Recreation Program: Supervisor Pernice noted that the recreation program at the arena has picked up. This is evening

REPORTS

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

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

*Verbal Highway Report: Highway Superintendent Larry Villnave had nothing to report at this time.

COMMUNICATIONS

*Potsdam Humane Society: Supervisor Pernice noted that the 2016 contract with the Potsdam Humane Society is showing an increase of 5%. Norfolk is the highest contributor for animal intake. There was discussion on how to decrease costs. Representatives from the shelter will be asked to come to the next Town Board meeting.

A motion was made by Councilman Harvey and Councilman Purvis to approve the 2016 contract in the amount of \$8,475.00 that was paid last year and to cap the number of animals that can be taken in. All in Favor - Carried

EXECUTIVE SESSION

An Executive Session was not required at this time.

ACTION ITEMS

*Appoint Assessor: Supervisor Pernice made a motion to appoint Mr. Mike Ward as the new Assessor with an annual salary of \$18,000.00 to finish the remainder of Mr. Szeliga's term. The motion was seconded by Councilwoman Gang. All in Favor – Carried

A motion was made by Councilman Purvis and Councilwoman Gang to keep Marlene Grant in the Assessor's Office to work Tuesdays and Thursdays from 9-11 until January. All in Favor – Carried

*Condemnation of Three Properties: Supervisor Pernice stated he would like to begin the condemnation process on the Debien property at 8693 SH 56 in Raymondville, The Trimm property at 8748 SH 56 in Raymondville and the Kaiser property at 13 W. Main St. in Norfolk. Engineer Aaron Jarvis has submitted a report on two of the three properties and will complete one on the third. CEO Halpern stated that the first step is to contact the owners of title and give them 60 days to bring the properties into compliance.

A motion was made to approve starting the condemnation proceedings by Deputy Supervisor Enslow and Councilman Harvey. All in Favor – Carried

*Water/Sewer Refund: Mrs. Dawn Monroe of 10 Crabb Street has requested a refund for water and sewer for the 3rd and 4th quarters of 2015. The bill was paid in full prior to the water being shut off. This was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

*Resolution #11 of 2015: A resolution to approve billing for the actual cost of installation to a property owner for a water or sewer hookup that requires the Town to cross any road or highway. The resolution was reviewed and adopted as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

*Resolution #12 of 2015: A resolution to allow the Norfolk Justice Court to apply for a grant through the Justice Court Assistance Program for the purpose of additional vault space for storage of mandated files. The resolution was reviewed and adopted as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

*Local Government Conference: The Annual Local Government Conference is scheduled for October 13, 2015. Permission for any Town Employees to attend was granted with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

COUNCIL COMMENTS

*Councilwoman Gang noted that the upcoming rabies clinic on Wednesday night is scheduled at the arena with the summer recreation program. She asked Mr. Lavigne if he would have them separated. He said he will.

*Councilman Purvis noted the installation of the speed sign on SH 56.

PUBLIC COMMENTS

Mrs. Ethel Darabon commented on how awful the property at 13 West Main Street looks and asked if someone could get the lawn mowed. Supervisor Pernice stated that the County has taken possession of the property and a letter has already been submitted to them on the issue.

APPROVAL OF BILLS

Bills #118 – 130 in the amount of \$14,039.68 for the Highway Abstract, and bills #488 – 565 in the amount of \$176,613.96 for the Regular Abstract were reviewed and 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 Councilman Purvis and Councilwoman Gang. All in Favor – Carried

Supervisor – Charles Pernice

Deputy Supervisor – Kevin Enslow

Councilman – Donald Purvis

Councilwoman – Jean Gang

Councilman – Robert Harvey

Dated: August 10, 2015

