

Town of Norfolk
Norfolk Town Board
May 11, 2016

The Norfolk Town Board held a monthly meeting on Wednesday, May 11, 2016 at 7:00 PM at the Norfolk Town Hall.

Present were Supervisor Charles Pernice, Deputy Supervisor Robert Harvey, Councilman Donald Purvis, Councilwoman Jean Gang and Councilman Paul Paige.

PLEDGE

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 previous April 13, 2016 Town Board Meeting were reviewed and approved as submitted with a motion by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

BUDGET OFFICER

Town Budget Officer Bill Dashnaw was not present for a report at this meeting.

CDBG

St. Lawrence County Planner John Tenbush gave a presentation to the Board about the process for applying for A Community Development Block Grant (CDBG). The County Planning Office would charge the Town \$5000.00 to do the application the first year and an additional \$500.00 the second year if the first year is unsuccessful. Mr. Tenbush stated the program has become more competitive with less funds to work with. Norfolk applied for a similar grant in 2005. The application process was reviewed. The program is designed to benefit low to moderate income people. The income schedule was reviewed. Mr. Tenbush stated the Board has plenty of time to decide to apply. When a decision is reached a letter should be submitted to

Mr. Keith Zimmerman at the St. Lawrence County Planning Office. At that time it will be decided if the County can process the application and who will run the grant if received. The cost to run the grant is 18%. There was discussion. A decision was tabled for further review.

BREGG WINERY

Mr. Martin Bregg gave the Board a presentation of his current business plan to open and operate a local winery using all local fruit and products. Mr. Bregg is hoping to stimulate the economy by bringing tourists into the area. He plans to sell jams, juices, hard cider and sweet cider as well as wine. He also plans to showcase local vendor's products for sale and have finger foods for sale. Mr. Bregg plans to open in September and asked for the Town Boards support. The Board was very supportive of the project and suggested he apply for a business loan from the Town. Supervisor Pernice congratulated Mr. Bregg on the great job he is doing in fixing up his buildings.

SUPERVISOR'S UPDATE

Supervisor Pernice noted he is looking into the cost of hiring an auditor to do an audit on the Court since the NYS Comptroller's Office is not sending one. So far the estimates have come in at \$2,500.00 to \$5,000.00. There was discussion.

Supervisor Pernice also noted he has been put on a committee by the St. Lawrence County Supervisor's Association on Winter Maintenance.

PUBLIC COMMENTS

Ms. Jessica Nolan of LaComb Road asked the Board about getting a speed reduction for LaComb Road. Supervisor Pernice stated that she will need to submit a petition from the LaComb Road Residents then he will contact the County and State for review. Ms. Nolan also asked for some farm signs. Mr. Villnave is doing some research on that.

Mr. Frank Allen submitted a petition of 37 signatures from Residents on State Highway 56 who are interested in a water district for their area. Supervisor Pernice noted he will have to determine where the Norwood District ends and then look into options. He has already met with Norwood Village Mayor Tim Levison who says they will work with us. There was discussion.

REPORTS

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

*Monthly Dog Control Report: The monthly report of Dog Control Officer Matthew Kroeger was reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Harvey. All in Favor – Carried

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

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

*Highway Verbal Report: Highway Superintendent Larry Villnave submitted an estimate for the purchase of a new Tandem Truck. The cost for a standard would be \$205,000.00 and automatic \$217,000.00. Both come with an underbody scraper. Mr. Villnave proposed a 3 year program for financing which will include \$70,000.00 down the first year and approximately \$70,000.00 per year for two more years. There was discussion.

A motion was made by Councilman Paige and Deputy Supervisor Harvey to approve the purchase of an automatic truck in the amount of \$217,000.00 to be financed over three years. All in Favor – Carried

Mr. Villnave also noted that he is working with the Village of Massena through a shared services program to do 80 yards of sidewalks at a cost of \$100.00 each on High Street. The sidewalks will be 4 feet wide. Mr. Villnave noted that the sidewalk budget is only \$3,500.00 and it will not cover the work needing to be done. There was discussion.

Mr. Villnave stated he needs to work on a new Agreement to Spend Highway Funds to accommodate the extra CHIPS funds in the amount of \$30,000.00. He would like to use it to remove the Tiernan Ridge Bridge.

EXECUTIVE SESSION

A motion was made by Supervisor Pernice and Deputy Supervisor Harvey to go into an Executive Session to discuss the employment history of a particular person or matters leading to the employment of a particular person. All in Favor – Carried

The meeting reconvened and no action was taken.

COMMUNICATIONS

Supervisor Pernice had no communications to share at this time.

ACTION ITEMS

*Resolution #9 of 2016: A Resolution authorizing the loan for the Cook Street Water District. The amount to be financed is \$694,000.00. The Resolution was reviewed and adopted with a motion by Deputy Supervisor Harvey and Councilwoman Gang. All in Favor – Carried

*Local Law #1 of 2016: A Local Law to establish that Grievance Day will be the first Tuesday in June. The Local Law was reviewed. Supervisor Pernice noted that the Public Hearing was properly published and held. Local Law #1 was adopted with a motion by Councilman Purvis and Deputy Supervisor Harvey. All in Favor – Carried

*Resignation: A motion was made by Councilwoman Gang and Councilman Purvis to accept the resignation of Travis Labar from the Police Department. All in Favor – Carried

*Set salary and terms for part time court clerk: This was not discussed at this time.

COUNCIL COMMENTS

*Councilwoman Gang asked if anyone attended the meeting for the Neighborhood Watch held by Officer in Charge Karla Trimm. None of the Board members had attended. There was discussion.

*Councilman Purvis noted that some top soil needs to be replaced in the front of the downtown park and the flag pole at Dow Park needs repair. Mr. Villnave is looking into this.

*Supervisor Pernice noted there has been vandalism at the Firemen's field. It's under investigation. There was discussion on the Local Police Department working more night shifts for the summer.

APPROVE PAYMENT OF BILLS

Abstract #1 of May 11, 2016 with bills #288 – 340 for all budgets in the amount of \$53,887.43 was reviewed and approved for payment with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

Abstract #2 of May 11, 2016 (not yet numbered) in the amount of \$1,938.27 was reviewed and approved for payment with a motion by Deputy Supervisor Harvey and Councilman Paige. All in Favor – Carried

COURT CLERK POSITION

*Town Justice Donald Lustyik asked the Board why the applicant who was approved to be hired for the part time Court Clerk position at the March 10, 2016 meeting can't start work. Supervisor Pernice noted that the Board is split and they need more time. Town Clerk Kathy Emlaw asked if the original motion should be rescinded since the position has not been filled. Supervisor Pernice stated the decision to hire was contingent on a background check.

ADJOURNMENT

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

Supervisor – Charles Pernice

Deputy Supervisor – Robert Harvey

Councilman – Donald Purvis

Councilwoman – Jean Gang

Councilman – Paul Paige

Dated: May 11, 2016

Kathy M. Emlaw – Norfolk Town Clerk

