

Town of Norfolk
Norfolk Town Board Meeting
October 12, 2023

The Norfolk Town Board held its Monthly Meeting on Thursday, October 12, 2023 6:00pm at the Norfolk Town Hall.

Present: Supervisor Charles Pernice, Deputy Supervisor Bump, Councilman Donald Purvis, Councilwoman Jean Gang, Councilman Paul Paige

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said by all.

CALL MEETING TO ORDER

Supervisor Pernice called the meeting to order at 6:00 pm.

APPROVAL OF MINUTES

The minutes of the 09/14/2023 Monthly Town Board Meeting were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

The minutes of the 09/13/2023 2024 Budget Work Session were reviewed and approved as submitted with a motion by Councilman Purvis and Councilman Paige. All in Favor – Carried

SUPERVISOR'S UPDATE

Sign Highway Contract – Completed

EXECUTIVE SESSION

none

REPORTS

*Monthly Police Report: The monthly report of OIC Jose Colon was reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Bump. 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 Councilman Paige. All in Favor – Carried

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

*Monthly Town Clerk Report: The monthly report of Town Clerk Jill Molnar was reviewed and approved as submitted with a motion Councilman Paige and Deputy Supervisor Bump. All in Favor – Carried

*Monthly Dog Control Officer Report: The monthly report of Dog Control Officer Maurice LaRock was reviewed and approved with a motion by Councilwoman Gang and Councilman Paige. 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 Deputy Supervisor Bump. All in Favor – Carried

*Verbal Highway Report from Highway Superintendent Peter Darabon:

- Hauled black top for Louisville, Brasher and Madrid
- Old Sewer Plant is cleaned out and ready for the Court to move forward with renovating it to be used for secure court documents storage.
- Did new water service tap at David Malone's 34 Hepburn St
- New hydrant and valve put in on Crabb Street
- Truck 17 is back, Truck 9 is still in Watertown. It's been there since July 6 (waiting on parts – may be ready later this month)
- Repaired furnace at the new sewer plant
- Hauled sand for Louisville
- All hydrants have been checked out since being flushed
- Bradley and Austin are in Morrisville for their Class D water license training
- Hope to start on our sand pile next Monday 10/16/2023

ACTION ITEMS

*Payment methods for NNCS School Tax Collection Duties to Town Clerk (payments made monthly in a predetermined amount) and Deputy Town Clerk (payments made weekly per hourly rate) were reviewed and approved

with a motion by Councilman Paige and Councilman Purvis. All in Favor – Carried

*Decision to approve contract with NNCS Trap Shooting Club for \$650.00 was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

*Local Law #1-2023 Override Tax Levy was determined to not be needed as the Tentative 2024 Town Budget is under the 2% tax cap.

*Decision to hire Brendan Bombard for a part-time recreation position was approved with a motion by Deputy Supervisor Bump and Councilman Paige. All in Favor – Carried

*Christine Paige with the Norfolk Concert Series had the following requests:

- She asked the Town to give her a 10-year lease for the Norfolk Concert Series to use the space at Memorial Garden Park (39 & 41 W Main St).
 - Supervisor Pernice said yes, any lease agreement would need to be drawn up by legal and that he would reach out to Town Attorney Eric Gustafson for counsel.
- She asked for \$4,000 (rather than the \$2,000 that had already been allocated in the preliminary 2024 budget) from the Town for bands for the upcoming season.
 - A motion to give the Norfolk Concert Series and additional \$2,000 (bringing the total amount to \$4,000 in the 2024 budget) was made by Councilwoman Gang with a second by Councilman Purvis. Roll call vote:
 - Councilwoman Gang - Aye
 - Councilman Purvis – Aye
 - Deputy Supervisor Bump – No
 - Supervisor Pernice – Abstained
 - Councilman Paige – Abstained

Motion was not carried.

There was discussion.

It was requested that Christine Paige come to the next Town Board Meeting to present her plan and she agreed to do so.

*Decision to hold 2024 Budget Public Hearing for Thursday 11/9/2023 5:30pm at the Norfolk Town Hall was approved with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

*Lena Kanitz salary clarification discussion. Decision to correct Lena’s salary for 2023 to match what was approved in the 2023 budget (\$634) and use \$22,358 as the correct amount to then add 3% for her 2024 salary (\$23,028.82) was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor - Carried

COUNCIL COMMENTS

Councilwoman Gang

- Noted that she was glad that the Brian Leonard property at 109,117 River Rd has been cleaned up. Total cost \$1,745.40 billed to the estate. It was confirmed that if not paid, will be relieved onto the 2024 T&C Tax Bill.
- Shared the 2 quotes she obtained from Northeastern Sign for a new electronic sign board for Memorial Park (39/41 W Main St). There was discussion. Planning Board Chair Kate Chepeleff requested that specifications for power usage be added to the quotes. It was agreed that additional information is needed from Town Engineer Aaron Jarvis (and possibly others) regarding local, county and state regulations and also possible alternate locations (on SH 56 to ensure maximum number of residents are able to see it).

Councilman Purvis – none

Councilman Paige – none

Deputy Supervisor Bump – none

APPROVAL OF BILLS

*The October Abstract of Vouchers in the amount of \$102,461.08 along with additional vouchers from:

- CST Group \$1,974.00
- Village of Massena (Cook St Water) \$315.98.00
- Lena Kanitz \$536.18
- Grainger \$4,214.13
- Doyle Builders (progress bill #1 for sewer plant work) \$17,317.00

were reviewed and approved for payment with a motion by Deputy Supervisor Bump and Councilwoman Gang. All in Favor – Carried

PUBLIC COMMENTS

Butch Lavigne gave recognition to the volunteers that helped get the ice in at the arena. Tim Brown, Brendan Bombard, Pete Barkley, Doug Lavigne, Greg Munson, Charlie Pernice. Charlie also recognized Butch for his contributions.

Lena Kanitz submitted a request to the board to allow her to hire her daughter to do the data entry work she has budgeted for this year. (\$1,500.00 for 2023). Her request was not granted as it would be in violation of the anti-nepotism section of the Town's ethics policy.

ADJOURNMENT

The meeting was adjourned with a motion by Supervisor Pernice and Councilman Paige. All in Favor – Carried

Supervisor – Charles Pernice
Deputy Supervisor – Richard Bump
Councilman – Donald Purvis
Councilwoman – Jean Gang
Councilman – Paul Paige

Dated: October 20, 2023

Jill M. Molnar – Norfolk Town Clerk