

Town of Norfolk
Norfolk Town Board Meeting
October 14, 2021

The Norfolk Town Board held its Monthly Meeting on Thursday, October 14, 2021 at 6:00 PM at the Norfolk Town Hall.

Present: Supervisor Charles Pernice, Councilwoman Jean Gang, Councilman Donald Purvis, Deputy Supervisor Harvey 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 September 9, 2021 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 September 9, 2021 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

- Debra Christie, St. Lawrence Trails. Debra Christie was not in attendance however, Chris Kent gave an overview of the St. Lawrence County Snowmobile Association in her stead. The Association maintains a series of trails throughout the county. They help keep culverts cleaned out, keep the brush mowed back along the trails and they also provide liability insurance. (the board requested that their insurance policy be reviewed by the Town's insurance agent Russ Strait – HA Rogers Ins Agency) They plan to start grooming the trails

around 12/15/2021 (after hunting season ends). They are working to create community connectors.

- Permission for the St. Lawrence County Snowmobile Association to use a 1.25 mile section of Brothers Road to Brookdale Road was approved with a motion by Councilman Purvis and Deputy Supervisor Harvey. All in Favor – Carried
- Wendy Chambers, Community Lunch Program, gave an overview of the food distribution they do for families in the area. They are affiliated with the food bank and currently have 192 families (400+ children) participating in the program. They have been operating out of St. Raymond’s Church in Raymondville but will have to relocate. Wendy asked if anyone had any ideas of where they might be able to relocate to. One suggestions was to talk to Cornerstone – they may have a space suitable in their building where Hepburn Heights Apartments (the old Norfolk elementary school) is located. Another suggestion was the Norfolk Rescue Squad.
- Volunteer Transportation Center
 - Decision to donate \$936.00 (requested by the Volunteer Transportation Center) to the Volunteer Transportation Center was approved with a motion by Deputy Supervisor Harvey and Councilman Purvis. All in Favor – Carried
- Supervisor Pernice noted that NGL/Railroad/OBPA are continuing to push to get their building permit application issued for the Fuel Terminal at the end of Remington Avenue. Work is continuing with details about taxation status and a community host agreement.
 - Decision to move ahead with changing the zone from R-H (residential hamlet) to C-I (commercial industrial - with necessary definitions to allow for this type of facility) was approved with a motion by Supervisor Pernice and Councilwoman Gang. All in Favor – Carried
- Supervisor Pernice noted that the final costs of the demolition projects were are follows:
 - 67 West Main (Smith) \$35,316.10
 - 8693 SH 56 (Debien) \$19,195.20

EXECUTIVE SESSION

Decision to hold an executive session to discuss the medical history of a particular person was approved with a motion by Supervisor Pernice and Deputy Supervisor Harvey. All in Favor – Carried
No action was taken.

REPORTS

*Monthly Police Report: The report of the Police Department was reviewed and approved as submitted with a motion by Deputy Supervisor Harvey 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

Dollar General Update: Code Enforcement Officer Leonard Halpern noted that he’s confirmed with Stephen Trimm that he is selling 8738 SH 56 and 8744 SH 56 to Primax (Dollar General). Building Permit application with drawing has been received and will be looking to review and finalize it in the next few days.

Supervisor Pernice questioned the status of Travis Bond’s property at 13 W Main Street. Foundation was poured today with no building permit issued. Code Enforcement Officer Leonard Halpern stated that a building permit is not required for foundation. There was discussion on this topic once again. Deputy Supervisor Harvey asked “since when can you pour concrete without a permit” ... he also noted that in his construction business he’s never poured concrete without a permit. Supervisor Pernice made a motion to clarify that all construction requires a permit. There was further discussion but no second. Deputy Supervisor Harvey stated that we don’t need this motion because code already requires this. No action was taken.

*Monthly Town Clerk Report: The monthly report of Town Clerk Jill Molnar was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Paige. All in Favor - Carried

*Monthly Dog Control Report: The monthly report of Dog Control Officer James McConkey was reviewed and approved with a motion by Councilman Paige and Councilman Purvis. All in Favor – Carried

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

*Assessors Annual Report: The annual report of Assessor Lena Kanitz was reviewed and approved with a motion by Councilman Paige and Councilman Purvis. All in Favor - Carried

*Verbal Highway Report: Highway Superintendent Peter Darabon noted the following (*given to Town Clerk prior to the meeting for inclusion in the minutes*):

- Hydrants are all painted
- Arch is down
- Sandpile is all up
- Hauled sand for Louisville
- Hauled blacktop for Madrid
- New boiler is in in the Town Hall
- Replaced sewer line at 25 Furnace Street
- CHIPS paperwork is all done and submitted

ACTION ITEMS

*Preliminary 2022 Budget was approved with a motion by Councilman Purvis and Councilman Paige. All in Favor – Carried.

*Preliminary 2022 Budget Public Hearing was scheduled for 11/11/2021 at 5:30pm and was approved with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried.

*Appointment of Richard Castle to the Norfolk Housing Board for another 5 year term was approved with a motion by Councilman Paige and Councilwoman Gang. All in Favor – Carried with Councilman Purvis Abstaining.

*Appointment of Jean Gang to the Norfolk Housing Board for another 5 year term was approved with a motion by Councilman Paige and Deputy

Supervisor Harvey. All in Favor – Carried with Councilwoman Gang and Councilman Purvis Abstaining.

*Appointment of David Colbert to the Norfolk Housing Board for a 1 year term was approved with a motion by Councilman Paige and Councilwoman Gang. All in Favor – Carried with Councilman Purvis Abstaining.

*Resolution #11 for the following budget transfers:

General Fund A:

| | | | |
|-------|---------------|-------------|-------------|
| From: | Contingency | 19904.1 | \$ 2,500.00 |
| To: | Celebrations | 75504.1 | \$ 2,500.00 |
| From: | Contingency | 19904.1 | \$ 7,625.00 |
| To: | Engineer | 14404.1 | \$ 7,625.00 |
| From: | Contingency | 19904.1 | \$35,316.10 |
| To: | Smith Demo | 16240.1.0.8 | \$35,316.10 |
| From: | Contingency | 19904.1 | \$19,195.20 |
| To: | Engineer | 16204.1.0.9 | \$19,195.20 |
| From: | Contingency | 19904.1 | \$ 1,500.00 |
| To: | Assessor CE | 13554.1 | \$ 1,500.00 |
| From: | Contingency | 19904.1 | \$ 1,670.00 |
| To: | Supervisor CE | 12204.1 | \$ 1,670.00 |

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

*Date for Public Hearing 11/11/21 5:00pm at the Norfolk Town Hall to Opt Out of Pot Legislation was approved with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

*Decision to hire Teresa Planty as Planning Board/ZBA Secretary (\$14.74/hr) was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

*Rental Inspections – Supervisor Pernice brought up the topic of rental inspections not being done. He noted that Code Enforcement Officer Leonard Halpern had cited that he was not comfortable doing these due to the ongoing situation with Covid. There was discussion. Councilman Paige

stated that he thought the board should discuss the matter with Leonard. No action was taken.

COUNCIL COMMENTS

Councilwoman Gang – none

Deputy Supervisor Harvey – needs an insurance certificate from the town for the lift at the arena.

Councilman Purvis – none

Councilman Paige – Raymondville signs. There was agreement to move forward with putting them up.

PUBLIC COMMENT

Debbie Mercier Fultz – Status of water access to their property on Sunset Dr in Raymondville. It looks as if there may already be a water line installed. Highway Superintendent Peter Darabon will meet with them on Monday morning 10/18/2021 to see what he can find and discuss options.

APPROVAL OF BILLS

The October Abstract of Vouchers in the amount of \$ **118,017.50** was reviewed and approved for payment with a motion by Councilwoman Gang and Supervisor Pernice. All in Favor – Carried

Additional Voucher:

- Enhanced Business Systems \$ 2,955.59

was reviewed and approved with a motion by Supervisor Pernice and Councilman Purvis. All in Favor – Carried

ADJOURNMENT

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

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

Dated: October 29, 2021

Jill M. Molnar – Norfolk Town Clerk