

**Town of Norfolk**  
**Norfolk Town Board Meeting**  
**March 9, 2023**

The Norfolk Town Board held its Monthly Meeting on Thursday, March 9, 2023 at 6:00 PM at the Norfolk Town Hall.

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

**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 2/9/2023 Town Board Meeting were reviewed and approved as submitted with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

**PUBLIC COMMENTS**

- Planning Board Chairperson Kate Chepeleff noted the following:
    - The Planning Board is recommending the following change to the Norfolk Town Code regarding the definition of Small Residential Business. Change in wording to Part II General Legislation, Chapter 150 Land Use and Development, Part 2 Article X Special Uses, Paragraph 58 M Small Residential Business as follows:
      - (1) The primary residence of the owner, or of an agent designated by the owner to act on their behalf, shall be located on the same premises as the business.
- There was agreement from the board to continue moving forward with work on this matter.
- The Planning Board is recommending the following changes to the Norfolk Town Code Zoning District Map:

<u>Tax Map ID</u>	<u>Address</u>	<u>From</u>	<u>To</u>
32.067-3-2	N Main St	R-H	C-H
32.067-3-10.2	2A N Main St	R-H	C-H
32.067-3-10.1	4 N Main St	R-H	C-H
32.004-2-27.111	CR 47	R-H	C-H

- Decision to move forward with the work to make these changes was approved with a motion by Deputy Supervisor Bump and Councilman Purvis. All in Favor - Carried
  - Requests that the town make resources available to have the Town Code codified.
    - Decision to put plans in place to get this done was approved with a motion by Supervisor Pernice and Deputy Supervisor Bump. All in Favor – Carried
  - Requests that the town make resources available to have the Strategic Plan revised. No decision made at this time.
- Owners of Silver Birch Veterinarian Care shared their plans for opening an emergency clinic at 50,52 West Main Street. Tentative opening is planned for Fall of 2023.
- Norfolk Volunteer Rescue Squad President Terry Bump shared plans for adding 2 part time paid employees. (1 Driver and 1 EMT)
- Requested the Town of Norfolk provide seed money.
    - Decision to give the Norfolk Volunteer Rescue Squad \$25,000.00 to get this done was approved with a motion by Supervisor Pernice and Councilwoman Gang. All in Favor - Carried

## **SUPERVISOR’S UPDATE**

- Norfolk Volunteer Fire Department
  - Decision to give the Norfolk Volunteer Fire Department \$25,000.00 of ARPA funds to help them cover the cost of refurbishing their equipment truck was approved with a motion by Councilman Paige and Councilman Purvis. All in Favor (with Deputy Supervisor Bump abstaining) – Carried

**REPORTS**

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

\*Verbal Highway Report: Highway Superintendent Peter Darabon offered the following updates:

- Pulled pump 2 on Remington Ave Pump Station – Replaced with spare
- Bid Books will be done this month for pavement.
- Loader will be here next month
- 2023 YTD Fuel – Total Cost \$ 43,387.00 vs 2022 YTD Fuel \$21,013.77

**EXECUTIVE SESSION**

none

**ACTION ITEMS**

\* Resolution #4 NYS Retirement Standard Workday for Employees was approved with a motion by Councilwoman Gang and Deputy Supervisor Bump. All in Favor - Carried

\* Resolution #5 NYS Budget Transfers as follows:

From:	Police Grant Funds EQ	3089.2	\$ 16,000.00
To:	Police EQ	31202.2	\$ 16,000.00

*(this is a body camera grant that had to be moved from a revenue line to the PD EQ appropriation line.)*

From:	Contingency	19904.1	\$ 2,500.00
To:	Celebrations	75504.1	\$ 2,500.00

*(to replace the money given to the Norfolk Concert Series)*

From:	Federal Aid/ARPA Funds	4089.1	\$ 1,400.00
To:	Engineer CE	14404.1	\$ 1,400.00

*(final engineering fee for the Knapps Station Generator)*

From:	Contingency	19904.1	\$ 1,200.00
To:	Town Board CE	10104.1	\$ 1,200.00

*(to pay Life Flight and Volunteer Transportation contracts)*

From:	Insurance Recoveries	2680.2	\$ 2,732.00
To:	Police CE	36204.2	\$ 2,732.00

was approved with a motion by Councilman Paige and Deputy Supervisor Bump. All in Favor - Carried

\* Resolution #6 Adoption of Multi-Jurisdictional Hazard Mitigation Plan was approved with a motion by Deputy Supervisor Bump and Councilman Purvis. All in Favor - Carried

\*Resignation of Keitha MacIntire from the Museum Board was approved with a motion by Councilman Purvis and Deputy Supervisor Bump. All in Favor – Carried

\* Resolution #7 North Country Life Flight contract for \$400.00 was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

\* Contract with Volunteer Transportation Center for \$800.00 was approved with a motion by Councilwoman Gang and Deputy Supervisor Bump. All in Favor – Carried

\* 2<sup>nd</sup> Notice Fee of \$2.00 for unpaid 2023 T&C Tax Bills was approved with a motion by Councilman Paige and Deputy Supervisor Bump – All in Favor – Carried

\* Decision to remove the water bill for the vacant lot behind Tyler Simms' house on Hidy Ave was approved with a motion by Supervisor Pernice and Councilman Purvis. All in Favor - Carried

### **COUNCIL COMMENTS**

none

### **APPROVAL OF BILLS**

\*The March Abstract of Vouchers in the amount of \$90,905.60 along with the following vouchers from:

- Northern Sharpening \$343.00
- Alltech \$246.00
- CST Group \$2,068.00

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

### **PUBLIC COMMENTS**

County Legislator John Burke noted:

- Resolution to be sent to NYS asking them not to spend the Federally funded monies for Medicaid that have historically been allocated down to the local level.
- Furnace Street Bridge repair work is a go for this year.
- West Main Street paving is also on the schedule for this year.

### **ADJOURNMENT**

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

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

Dated: March 23, 2023

Jill M. Molnar – Norfolk Town Clerk