

**Town of Norfolk**  
**Norfolk Town Board Meeting**  
**December 14, 2023**

The Norfolk Town Board held its Monthly Meeting on Thursday, December 14, 2023 6:00pm at the Norfolk Town Hall.

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

**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 2024 Town Budget Public Hearing held 11/09/2023 were reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Bump. All in Favor – Carried
- The minutes of the 11/09/2023 Monthly Town Board Meeting were reviewed and approved as submitted with a motion by Councilman Purvis and Councilman Paige. All in Favor – Carried

**SUPERVISOR'S UPDATE**

- Assessor (Lena Kanitz) provided information regarding updating our local laws for tax exemptions for seniors, first responders, veterans, disabled & limited income. It was agreed that all would go over the material more in depth and be prepared to make decisions (that will then be put out to a public hearing) in the January town board meeting.

**REPORTS**

\*Monthly Police Report: The monthly report of OIC Jose Colon was 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 Deputy Supervisor Bump and Councilman Purvis. All in Favor – Carried

## **REPORTS** *(continued)*

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

- Supervisor Pernice noted that there are going to be changes in the NYS Ag & Mkts Laws that will result in increased costs.

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

- Town Justice Derek Stevenson addressed Supervisor Pernice's request (from the November Town Board Meeting) to include the number of open cases in the court's monthly report. He noted that as of the report run on 11/10/2023 there were 56 pages (54 per page) = 3,024 open charges in the Town of Norfolk Court. He also noted that the high number is a result of high turnover of court clerks over the past several years (current court clerks excluded).

\*Verbal Highway Report from Highway Superintendent Peter Darabon:

- Fixed water shutoff at 8677 SH 56
- Fixed water shutoff at 16 N Main St
- Sewer main problem fixed on Island Street
- Replaced blower #3 and fixed blowers #1 and #2 at the sewer plant
- Replaced sewer line a 4 Clinton St
- Trucks 9 & 17 are back from being in the shop in Watertown
- Sewer problem at 29 S Main St
- Water main break in front of Bethel's Garage (8" ductile)
- Water main Break at 342 Joy Road (8" ductile)
- Cut tree on Park Street, River Road and Adams Road
- Changed culvert and ditching on Marsh Road

- Borrowed Norwood’s 6” pump to pump the sludge out of the clarifier at the Sewer Plant. Sludge was too thick for our equipment to handle. There was discussion about buying a similar piece of equipment. Not only would it handle this work but would also assist when repairing large water main beaks.

## EXECUTIVE SESSION

Decision to go into executive session regarding the credit history of a particular person or company was approved with a motion by Councilwoman Gang and Deputy Supervisor Bump. All in Favor – Carried

- Decision to grant a \$20,000 revolving loan at 4% for 10 years to Keely Ashley (Northern Roots Salon) was approved with a motion by Councilwoman Gang and Councilman Paige. All in Favor - Carried

## ACTION ITEMS

\*Decision to accept Riley Barton’s resignation from the Norfolk Police Department was approved with a motion by Councilwoman Gang and Deputy Supervisor Bump. All in Favor – Carried

\*Decision to accept Martin Bregg’s resignation from the Norfolk Zoning Board of Appeals was approved with a motion by Councilman Purvis and Deputy Supervisor Bump. All in Favor - Carried

\*Decision to approve the 2024 Town of Norfolk Water/Sewer Rates was approved with a motion by Councilwoman Gang and Councilman Paige. All in Favor - Carried

\***Resolution #18-2023** Allowing Several Weeks for the Town of Norfolk Tax Collector to Remit Tax Collections to the Town Supervisor (up to February 1<sup>st</sup>) was approved with a motion by Deputy Supervisor Bump and Councilman Purvis. All in Favor – Carried

\***Resolution #19-2023** Budget Transfers as follows:

<b>Raise</b> revenue in School Tax Collection Funds	1289.1	\$ 1,000.00
<b>Raise</b> Appropriations in School Tax Collector PS 13301.1		\$ 1,000.00

*(This is the change in the contract from NNCS)*

<b>Transfer</b> from Gifts and Donations	2705.1	\$ 5297.50
<b>To</b> Celebrations	75504.1	\$ 5297.50
<b>Transfer</b> from Federal Aid/ARPA	4089.1	\$14,383.97
<b>To</b> Water SW1	83404.81	\$ 8,198.86
<b>To</b> Water SW2	83404.82	\$ 6,185.11
<i>(Purchase of water distribution supplies)</i>		
<b>Transfer</b> from Federal Aid/ARPA	4089.1	\$ 3,757.00
<b>To</b> Water SW1	83404.81	\$ 3,757.00
<i>(Hydrant on Crabb St.)</i>		
<b>Transfer</b> from Federal Aid/ARPA	4089.1	\$33,595.00
<b>To</b> Sewer Transmission/Distribution EQ	81302.9	\$33,595.00
<i>(Doyle Builders for the aerator repair)</i>		
<b>Transfer</b> From Federal Aid/ARPA	4089.1	\$14,191.74
<b>To</b> Sewer Transmission/Distribution EQ	81302.9	\$14,191.74
<i>(repair parts for the aerator job)</i>		
<b>Highway DA</b>		
<b>Increase Revenue</b> in Non-Property Tax Distribution	1120.3	\$78,057.00
<b>Increase Appropriations</b> in Machinery EQ	51302.3	\$ 6,000.00
<b>Increase Appropriations</b> in Machinery CE	51304.3	\$40,000.00
<b>Increase Appropriations</b> in Snow Removal CE	51424.3	\$32,057.00
<b>Transfer</b> from Contingency	19904.1	\$40,000.00
<b>To</b> Building CE	16204.1	\$40,000.00
<b>Transfer</b> from Playgrounds/Recreation CE	71404.2	\$ 7,950.00
<b>To</b> Playgrounds/Recreation PS	71401.2	\$ 7,950.00

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

\*Decision to appoint Gary Bandy as Member of the Norfolk Planning Board was approved with a motion by Deputy Supervisor Bump and Councilman Purvis. All in Favor – Carried

\*Decision to appoint Joseph Peck as Member of the Norfolk Zoning Board of Appeals was approved with a motion by Deputy Supervisor Bump and Councilman Purvis. All in Favor – Carried

## **COUNCIL COMMENTS**

Councilwoman Gang – none

Councilman Purvis – Noted that this would be his last regular Town Board Meeting as Town Councilman. Wished the incoming Town Councilmembers (Martin Blair and Eric Molnar) the very best. Attendees thanked him for his many years of service to the Town of Norfolk.

Deputy Supervisor Bump – none

Councilman Paige – Noted that this would be his last regular Town Board Meeting as Town Councilman. Attendees thanked him for his many years of service to the Town of Norfolk.

## **APPROVAL OF BILLS**

\*The December Abstract of Vouchers in the amount of \$130,897.75 was reviewed and approved for payment with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

\*Additional voucher from:

➤ Larry Villnave (\$350.00) *Holly Jolly Festival Horse Drawn Wagon Rides* was reviewed and approved for payment with a motion by Councilman Paige and Deputy Supervisor Bump. All in Favor – Carried

## **PUBLIC COMMENTS**

- John Burke (County Legislator) noted the following:
  - the county is struggling with a discouraging problem of vaping... all over the area.
  - the county voted to exceed the tax cap if necessary
  - there is a new county building (between Potsdam and Canton). He can arrange for a tour for anyone who's interested.

## **PUBLIC COMMENTS** *(continued)*

- Kate Chepeleff (Norfolk Planning Board Chair) noted the following:
  - that properties at 23.002-1-16.12 (9005 SH 56 – The Valero Gas Station), 23.002-1-13 (a 4 acre vacant lot adjacent off CR 39) and possibly other adjacent properties on that corner have the zoning district changed from R-A (residential agriculture) to C-H (commercial highway). There was agreement from the Town Board to pursue this. Kate will pull the maps and get input from the county. Review and potentially set a date for the required public hearing at the January Town Board Meeting.
  - that the county has created an online mapping application that identifies properties throughout the county that they would potentially recommend as sites for alternative energy facilities (solar, wind, etc.).

## **ADJOURNMENT**

The meeting was adjourned at 7:20pm with a motion by Councilman Paige and Councilman Purvis. All in Favor – Carried

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

Dated: December 18, 2023

Jill M. Molnar – Norfolk Town Clerk