

**Town of Norfolk**  
**Norfolk Town Board Meeting**  
**July 13, 2023 DRAFT**

The Norfolk Town Board held its Monthly Meeting on Thursday, July 13, 2023 6:00pm at the Norfolk Town Hall.

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said by all.

**CALL MEETING TO ORDER**

Supervisor Pernice called the meeting to order.

**APPROVAL OF MINUTES**

The minutes of the 6/8/2023 Monthly Town Board Meeting were reviewed and approved as submitted with a motion by Councilman Purvis and Deputy Supervisor Bump. All in Favor – Carried

**EXECUTIVE SESSION**

Decision to go into executive session to discuss matters regarding pending litigation and to discuss matters regarding the employment of a particular person(s) was approved with a motion by Councilman Purvis and Councilman Paige. All in Favor – Carried

No Action Was Taken.

**SUPERVISOR'S UPDATE**

- Norfolk Concert Series – Supervisor Pernice noted that there had been a request from the Norfolk Concert Series for the Town to provide tables to be brought to memorial park Saturday morning 8/5 and picked back up at end of day. All Town tables are already spoken for as are the Fireman's tables for that day. Supervisor Pernice offered that there are tables at the SH 420 that are available however, there are no town resources available

to transport them and the Norfolk Concert Series would have to pick up and return them back to the station before end of day.

- Bicentennial Planning Committee Update – Bobbi Phillips and Theresa Dumas noted that the Bicentennial Books would be available next week, Town Board Members were invited to speak at the Opening Ceremonies scheduled for 8/4/2023 6:00pm at the Dominick Zappia Community Center (Arena).
- Raquette River Marathon – Matt Tessier thanked the town for supporting the annual marathon that took place earlier this spring and requested the same for 2024.
  - Decision to provide police support for the 2024 Marathon (end of March) was agreed to with a motion by Supervisor Pernice and Councilwoman Gang. All in Favor – Carried
- Arena Parking Lot – Peter Darabon – Highway Superintendent estimated the cost to have the county come back to do the job would be ~ \$35,000.00 (blacktop cost increased \$4/ton from when they were here ~ 3 weeks ago)
  - Decision to pave the arena parking lot and the small parking area off W Main St at Memorial Park was approved with a motion by Supervisor Pernice and Deputy Supervisor Pernice. All in Favor – Carried
- Sewer Plant Aerator – Supervisor Pernice noted that ARPA funds (\$16,748.00) have been used to purchase 3 sets of bearings to replace the worn out ones. Suggested that we purchase a 4<sup>th</sup> set and do the repair work on all of them at the same time.
  - Decision to order another set of bearings was approved with a motion by Councilwoman Gang and Deputy Supervisor Bump. All in Favor - Carried

## **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 Paige. All in Favor – Carried

- OIC Jose Colon also noted:
  - The Charger is currently out of service with an engine failure problem. It is under warranty.
  - Continuing to work on grant monies for body armor and electronic fingerprinting.
  - Advised everyone to keep your doors locked.

\*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 Purvis. 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 Paige. All in Favor – Carried

\* Arena Report – Councilwoman Gang asked for more details.

- Arena Report was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

\* ARPA Report was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

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

- Blacktop done
- Shoulders on
- Hauled blacktop for Brasher
- New electrical service in the park
- Fixed sewer leak at 42 S Main St

- 800 ft of culvert changed so far
- Put magnesium on dirt roads
- The Maxforce truck is in the shop in Watertown again. We are on schedule to get the replacement truck next year (2024).

**ACTION ITEMS**

\* Winter Maintenance Agreement with the County was approved with a motion by Councilman Purvis and Councilwoman Gang. All in Favor - Carried

\* Expenses for Training Course (approval for up to \$1,200.00 to send 2 to SUNY Morrisville) for Class D Operators was approved with a motion by Councilwoman Gang and Deputy Supervisor Bump. All in Favor – Carried

\* Decision to hire Sarah Rousell as Museum Curator and Town Historian was approved with a motion by Deputy Supervisor Bump and Supervisor Pernice. All in Favor – Carried

\* Resolution # 14-2023 Budget Transfers as follows:

From: Federal Aid/ARPA Funds	4089.1	\$16,748.00
To: Sewer Treatment/Disposal EQ	81302.9	\$16,748.00

*(This is for the new bearings for the sewer plant aerators)*

From: Gifts and Donations	2705.1	\$13,520.00
To: Celebrations CE	75504.1	\$13,520.00

*(This is for donations that have come for the Bicentennial Celebration and need to be moved from the revenue line into an appropriation line.)*

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

\* Decision to change Court Clerk Carol Tuttle’s salary to \$17.97 for up to 35 hrs per week and change Court Clerk Dawn Snyder to up to 20 hrs per week was approved with a motion by Supervisor Pernice and Councilman Paige. All in Favor - Carried

**COUNCIL COMMENTS**

Deputy Supervisor Bump – none

## ***COUNCIL COMMENTS (continued)***

Councilwoman Gang – none

Councilman Purvis – Town of Madrid not happy with the way the county is paving their downtown area just as we are not. Peter Darabon confirmed that despite the Town's objections they have no intention of changing what they plan to do.

- There are large trees that need to be taken down at High Street Cemetery. The town does not have the proper equipment to do the job.
  - Decision to have Highway Superintendent Peter Darabon seek bids to have these trees taken down was approved with a motion by Deputy Supervisor Bump and Supervisor Pernice. All in Favor - Carried

Councilman Paige – Noted that the condition of the sidewalk on the north side of W Main St near the winery is in bad shape. Highway Superintendent Peter Darabon said he would check to see if ownership is with the County or the property owners.

## **APPROVAL OF BILLS**

\*The July Abstract of Vouchers in the amount of \$667,764.76 along with additional vouchers from:

- CST Group \$2,249.00
- North Shore Solutions \$1,200.00
- UDIG NY \$38.00
- The Hartford Group \$81.57
- North Country Now \$43.00
- Derek Stevenson \$717.84

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

## **PUBLIC COMMENTS**

none

## **ADJOURNMENT**

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

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

Dated: July 27, 2023

Jill M. Molnar – Norfolk Town Clerk