

Town of Norfolk
Norfolk Town Board
November 11, 2021

The Norfolk Town Board held a monthly meeting, on Thursday, November 11, 2021 at 06:00 PM at the Norfolk Town Hall.

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

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 10/14/2021 Town Board work session on the 2022 Budget were reviewed and approved as submitted with a motion by Councilman Purvis and Councilman Paige. All in Favor – Carried

*The minutes of the 10/14/2021 Town Board monthly meeting were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

SUPERVISOR'S UPDATE

No update at this time.

MONTHLY REPORTS

*Monthly Police Report: The monthly report of the Norfolk Police Department was reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Harvey. 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 Paige 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 by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

*Monthly Dog Officer Report: The monthly report of DCO Jim McConkey was reviewed and approved as submitted with a motion by Councilman Purvis and Councilwoman Gang. All in Favor – Carried

- Supervisor Pernice noted that DCO Jim McConkey gets called upon to deal with situations that involve more than just dogs. He suggested that the board consider changing his title and corresponding duties to that of Animal Control Officer. There was discussion and identification of the need to clearly define what scope this would be. Specifically, the exclusion of dealing with wildlife. No action was taken.

*Monthly Court Report: There was no monthly court report.

*Verbal Highway Report: Highway Superintendent Peter Darabon gave the following updates:

- Trucks are all serviced and inspected.
- Hauled sand for Madrid, Waddington and Norwood.
- Put 2 new elbows in the digesters at the sewer plant (they failed and had to be replaced).
- Did ditching on Clinton and Gladding.
- There is now a dumpster for metal to be recycled (Kimco – company out of Canada) by the highway garage.

COMMUNICATIONS

There were no communications to share at this time.

ACTION ITEMS

*Resignation: A motion was made by Councilman Purvis and Deputy Supervisor Harvey to accept the resignation of Ronald Sanborn as member of the Library Board. All in Favor – Carried

*Appointment: A motion was made by Councilwoman Gang and Councilman Purvis to appoint Jeremy Willard as member of the Library Board. All in Favor – Carried

*Appointment: A motion was made by Supervisor Pernice and Councilman Paige to appoint Steve Whelan as member of the Board of Assessment Review. All in Favor – Carried

*Resignation: A motion was made by Councilwoman Gang and Deputy Supervisor Harvey to accept the resignation of Bryan Zimmer from the Norfolk Police Department. All in Favor – Carried

*Town Clerk Holiday Schedule: The Holiday schedule submitted by Town Clerk Jill Molnar was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

*Decision to refund \$3,207.00 to Chicago Motors for the Police Cruiser (2012 Chevy Caprice) that we were not able to find or secure a new Certificate of Origin for was approved with a motion by Supervisor Pernice and Councilman Purvis. All in Favor - Carried

*2022 Town Budget was approved with a motion by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

*Water / Sewer Relieves: The spreadsheet of 2020 / 2021 unpaid water and unpaid sewer bills to be relieved to the 2022 Town & County taxes was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

*Resolution #12-2021 Budgetary Transfers as follows:

HWY DA

From:	2770.3	Unclassified Revenue	\$8,884.90
To:	51304.3	Machinery CE	\$8,884.90

GEN A

From:	19904.1.4.0	Contingency	\$3,963.00
To:	19104.1.4.0	Unallocated Insurance	\$3,963.00

were approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried.

*Resolution #13-2021 Environmental Review: Decision that the Town of Norfolk will act as lead agency for the environmental review for the 2 parcels at the end of Remington Avenue being evaluated to be changed from Residential Hamlet (R-H) to Commercial Industrial (C-I) was approved and

Resolution #14-2021 Public Hearing for Proposed Property Zoning Changes set for Thursday 12/9/2021 5:30pm with a motion by Councilwoman Jean Gang and Councilperson Paul Paige with roll call vote:

Town Supervisor Charles Pernice: Yes

Councilwoman Jean Gang: Yes

Councilman Donald Purvis: Yes

Councilman Robert Harvey: Yes

Councilman Paul Paige: Yes

*Local Law #3-2021 A Local Law Opting Out of Adult Use Cannabis Retail Dispensaries and On-Site Consumption Sites was approved with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

*The hiring of Brooke Moffit as Court Clerk was approved with a motion by Councilman Paige and Deputy Supervisory Harvey. All in Favor - Carried

*Acceptance of on-line payments for Town & County Tax Bills beginning in 2022 was approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

PUBLIC COMMENTS

Butch Lavigne noted that the rink was operational for the season on 10/21/2021 and thanked Deputy Supervisor Harvey for the use of his lift.

Kate Chepeleff (Planning Board Chair) expressed concerns regarding ongoing code enforcement issues. Most recently about the status of the work being performed at 13 W Main Street. Foundation now poured with no building permit having been applied for or issued. There was discussion. No action taken.

COUNCIL COMMENTS

Councilwoman Gang noted that the board should do a resolution in favor of keeping the Ogdensburg prison open.

Councilman Purvis – none

Deputy Supervisor Harvey – none

Councilman Paige – Requested an executive session.

EXECUTIVE SESSION

An executive session to discuss the medical, financial, credit or employment matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person was approved with a motion by Councilman Paige and Supervisor Pernice. All in Favor – Carried.

No action was taken.

CODE ENFORCEMENT TECHNICIAN

Decision to advertise for the position of a Code Enforcement Technician was approved with a motion by Supervisor Pernice and Councilman Paige. All in Favor – Carried

APPROVAL TO PAY BILLS

The November Abstract of Vouchers in the amount of \$94,307.94 were approved with a motion by Councilman Paige and Councilman Purvis. All in Favor – Carried.

The following vouchers:

The Home Depot \$18.98

Lowe's \$89.37

were reviewed and approved for payment with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

ADJOURNMENT

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

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

Dated: 12/7/2021

Jill M. Molnar – Town Clerk

