

Town of Norfolk  
Norfolk Town Board  
December 14, 2016

The Norfolk Town Board held a monthly meeting on Wednesday, December 14, 2016 at 3:00 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 11/09/2016 Budget Work Session were reviewed and approved as submitted with a motion by Councilman Harvey and Councilman Paige. All in Favor – Carried

\*The minutes of the 11/09/2016 Preliminary Budget Hearing were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried

\*The minutes of the 11/09/2016 Town Board Meeting were reviewed and approved as submitted with a motion by Councilman Paige and Supervisor Pernice. All in Favor – Carried

**SUPERVISOR'S UPDATE**

\*Supervisor Pernice noted that in 2017 the Wesleyan Church will have their 100<sup>th</sup> Anniversary and would like to host a Community event at the Spike Gang Playground. There was discussion.

\*Supervisor Pernice also noted that the All Night Party for NNCS would like to host a 5K run through Norfolk. There was discussion. Both events will require a Certificate of Insurance.

## **REPORTS**

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

Councilwoman Gang asked about the Donna Raab issue on CEO Halpern's report. CEO Halpern noted that she was having a fence issue and it has since been repaired.

\*Monthly Town Clerk Report: The monthly report of Town Clerk Kathy Emlaw was reviewed and approved as submitted with a motion by Councilman Paige and Councilman Purvis. All in Favor – Carried

\*Monthly Dog Control Report; The monthly report of Dog Control Officer Matthew Kroeger was reviewed and approved as submitted with a motion by Councilman Purvis and Supervisor Pernice. All in Favor – Carried

Supervisor Pernice noted that he has been talking with a representative from the Massena Animal Shelter and they will provide service for Norfolk for \$7,500.00. This is \$1,000.00 less than the Potsdam Animal Shelter has proposed. There was discussion. A motion was made by Councilman Paige and

Councilman Harvey to approve switching to the Massena Animal Shelter for \$7,500.00. All in Favor – Carried

A replacement for the Dog Control Office position has not yet been found.

\*Monthly Court Report: The monthly report of the Norfolk Justice Court was reviewed and approved as submitted with a motion by Councilman Harvey and Councilman Purvis. All in Favor – Carried

\*Verbal Highway Report: Deputy Highway Superintendent Peter Darabon had nothing to report at this time.

## **EXECUTIVE SESSION**

An Executive Session was not required at this time.

## **COMMUNICATIONS**

Supervisor Pernice had no further Communications to share at this time.

## **ACTION ITEMS**

\*Resolution #16 of 2016: A Resolution to amend the Town of Norfolk Water Rate Schedule to reflect the addition of a campground. The resolution was reviewed. There was discussion. Supervisor Pernice noted that the McGregor Campground currently has 20 sites and 1 bath house. The rate charged for that will be one water rate of \$69.00 per every 4 campsites and an additional \$69.00 for the bath house times two quarters as it is seasonal. This comes to \$828.00 for the season. Councilman Harvey asked if the assessment of the property has been increased since the campground was added. CEO Halpern looked up the assessment and noted that it is located in a CH District. There was more discussion. The resolution was adopted with a motion by Supervisor Pernice and Councilman Harvey. All in Favor – Carried

\*Resolution #17 of 2016: A Resolution to approve a Budget Transfer of \$6,000.00 from 2770.3 Unclassified Revenue to 51104.04 General Repairs CE. There was discussion. The funds came from the Village of Massena for Norfolk's assistance on sidewalks. Mr. Villnave would like to use the funds to purchase stone for a stockpile. The resolution was adopted with a motion from Councilwoman Gang and Councilman Paige. All in Favor – Carried

\*Winter Maintenance Agreement: The 2017 Winter Maintenance Agreement with St. Lawrence County was reviewed and approved with a motion by Councilman Harvey and Councilman Purvis. All in Favor – Carried

\*Year End Meeting: Supervisor Pernice noted that the yearend meeting will be scheduled for December 28, 2016 at 9:00 AM. This was approved with a motion by Councilman Harvey and Councilman Paige. All in Favor – Carried

\*Error on Louisville Water Relevies: The Town of Louisville omitted a relevy in the amount of \$142.52 in the original total given to the Town Clerk. The Real Property Office caught the error and corrected the 2017 Budget already filed. The new amount for Louisville Water Relevy is \$5899.19. This was approved with a motion by Councilman Paige and Councilwoman Gang. All in Favor – Carried

\*Town Clerk's Holiday Hours: Town Clerk Kathy Emlaw had submitted a request to adjust her office hours for Christmas. The schedule was reviewed and approved with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

\*Resignations and Appointments: The resignations of Harry Young and William Reed from the Zoning Board of Appeals and the Re-appointments of David Colbert, Marcia Wing and Ann Todd to the

Museum Board and the Re-appointment of Linda Helmase to the Library Board and the Re-appointment of David Colbert to the Housing Authority Board were all approved with a motion by Councilwoman Gang and Councilman Harvey. All in Favor – Carried (Councilman Purvis abstained from voting on David Colbert)

### **COUNCIL COMMENTS**

Councilman Purvis brought up discussion on the choice of animal shelters. He and Councilwoman Gang like that Potsdam is a no kill shelter. There was discussion on the issue of cats.

Councilman Purvis also asked for confirmation of the water rate on the campground. Supervisor Pernice noted it will be for 6 months.

### **PUBLIC COMMENTS**

Ethel Darabon asked the Board why Norfolk does not have a Dollar General Store. Supervisor Pernice noted that it has been looked into and Dollar General feels that the demographics do not make Norfolk a good location.

### **APPROVAL OF BILLS**

The December 14 Abstract was reviewed and approved for payment in the amount of \$256,416.95 with a motion by Councilman Paige and Councilman Harvey. All in Favor – Carried

### **ADJOURNMENT**

The meeting was adjourned with a motion by Councilman Purvis and Councilman Harvey. All in Favor – Carried

Supervisor: Charles Pernice / Deputy Supervisor: Robert Harvey

Councilman: Donald Purvis / Councilwoman: Jean Gang

Councilman: Paul Paige

Dated: 12/14/2016 Kathy M. Emlaw

