

Town of Norfolk  
Town Board Meeting  
June 08, 2016

The Norfolk Town Board held a monthly meeting on Wednesday, June 08, 2016 at 07:00 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 May 11, 2016 Town Board meeting were reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Harvey. All in Favor – Carried

\*The minutes of the May 11, 2016 Public Hearing for Local Law #1 of 2016 were reviewed and approved as submitted with a motion by Councilman Paige and Councilman Purvis. All in Favor – Carried

**DANC/GIS PRESENTATION**

Ms. Christina Illingworth, GIS Specialist with DANC (Development Authority of the North Country) gave a presentation on the GPS project for the Water / Sewer. The database will be completed by June 30, 2016. A 5-yr contract with DANC was reviewed. There will be no fee to the Town the first year, then \$325.00 (prorated) the next year, and \$700.00 for each year after. The process for updating the database and log in instructions were reviewed. Training on the system will be provided.

A motion was made by Deputy Supervisor Harvey and Councilwoman Gang to approve the 5-yr contract with DANC. All in Favor – Carried

## **SUPERVISOR'S UPDATE**

Supervisor Pernice noted that the vandalism issue at the arena should wrap up soon as names have been acquired.

## **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 Deputy Supervisor Harvey. All in Favor – Carried

\*Monthly Dog Control Report: There was no report this month.

Councilwoman Gang asked if we needed to hire a back-up Dog Control Officer. Supervisor Pernice noted that there had only been one call to him this month but it is probably a good idea to have a back-up.

\*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 Purvis. All in Favor – Carried

Councilwoman Gang asked CEO Halpern about the situation with the Ricky Villnave property on Stark Road. CEO Halpern presented the Board with a written update on the issue and noted Mr. Villnave is due back in Court on July 6, 2016. There was discussion.

Councilman Paige asked about the Kaiser house on West Main St. CEO Halpern noted he has issued a Demolition Permit to Robert LaBarge who has purchased the property from George Malone. There was discussion on Asbestos abatement and the costs. Supervisor Pernice noted that George Malone is still listed as the legal owner of the property and that the Demolition Permit should not have been issued to Mr. LaBarge. CEO Halpern will request a bill of sale.

CEO Halpern also noted he has received another complaint about an abandoned home on Cook Road and brought up discussion on the Ridgeway property on Remington Ave. There was discussion on how these issues are being handled by the Court and other possible options.

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

\*Highway Verbal Report: Highway Superintendent Larry Villnave stated that the sidewalk project is moving right along and working out. The crew is installing 860 feet of new sidewalk on High Street. Mr. Villnave also noted that the paving schedule is set for the third week of July. A bid of \$3,900.00 received on the old plow truck was rejected. The Town of Waddington is looking at purchasing the truck. If not it will be put back out for bid.

## **EXECUTIVE SESSION**

An Executive Session was not required at this time.

## **COMMUNICATIONS**

There were no further communications to share at this time.

## **ACTION ITEMS**

\*Resignation of Jonathan Walker: A motion was made by Deputy Supervisor Harvey and Councilman Paige to accept the resignation of Jonathan Walker from the Police Department. All in Favor – Carried

\*Resolution #10 of 2016: Budget transfers for Water / Sewer: A motion was made by Councilman Paige and Deputy Supervisor Harvey to adopt Resolution #10 of 2016 approving the transfer of funds in the water and sewer budgets from unappropriated fund balances to the Admin CE accounts to cover the changes in coding the billings. All in Favor – Carried

\*Resolution #11 of 2016: Standard Work Day Resolution for Employees for NYS Retirement: Resolution #11 was reviewed and adopted as submitted with a motion by Deputy Supervisor Harvey and Councilman Purvis. All in Favor – Carried

## **COUNCIL COMMENTS**

\*Councilwoman Gang brought up discussion on the CDBG Grant presentation from the previous meeting. She noted she would like to see the Board proceed with having the County Planning Office write a grant for the Town. There was discussion. A motion was made by Councilman Paige and Councilwoman Gang to approve having the County Planning Office write a CDBG Grant for Norfolk. All in Favor – Carried

Councilwoman Gang also noted there will not be a rabies program in Norfolk this year.

\*Deputy Supervisor Harvey asked if the Board was going to review the summer schedule submitted by Town Clerk Kathy Emlaw. There was discussion. A motion was made by Councilman Purvis and Councilman Paige to approve the summer hours schedule as submitted. All in Favor – Carried

\*Councilman Paige noted that this year is the Norfolk Volunteer Fire Departments 100<sup>th</sup> Anniversary. A letter was submitted to the Board pertaining to the program. There will be a Community picnic on August 6, 2016. Councilman Paige asked the Board to consider donating \$1000.00 towards the picnic and purchasing a plaque commemorating the 100<sup>th</sup> Anniversary. This was approved pending research on legality of the donation with a motion by Deputy Supervisor Harvey and Councilman Paige. All in Favor – Carried

\*Mr. Peter Darabon noted that the Fire Department will be hosting a picnic at the park on Clinton St. on July 2<sup>nd</sup> for the Firemen and their families. He requested the closure of Clinton St. on July 2<sup>nd</sup> from Hepburn to Hutchins St. as there will be a lot of children present. This was approved with a motion by Councilman Paige and Councilwoman Gang. All in Favor – Carried.

\*Mr. Bill White noted that the Drill Team would like to begin practicing this year the 2<sup>nd</sup> week of July. Supervisor Pernice noted that there will be a Recreation Program at the arena during that time. He will check the times and look into it.

## **APPROVE PAYMENT OF BILLS**

The abstracts were reviewed and approved for payment as submitted in the amounts of \$207,123.56 and \$1,957.90 with a motion by Deputy Supervisor Harvey and Councilman Paige. All in Favor – Carried

## **PUBLIC COMMENTS**

\*Highway Superintendent Larry Villnave noted that the fountain at the downtown park is deteriorating and the Garden Club wants it removed from the park. There was discussion.

## **ADJOURNMENT**

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

Supervisor – Charles Pernice

Deputy Supervisor – Robert Harvey

Councilman – Donald Purvis

Councilwoman – Jean Gang

Councilman – Paul Paige

Dated: June 08, 2016

Kathy M. Emlaw – Norfolk Town Clerk