

Town of Norfolk
Norfolk Town Board
January 11, 2017

The Norfolk Town Board held their Organizational Meeting on Wednesday, January 11, 2017 at 7:00 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 December 28, 2016 Town Board meeting were reviewed and approved as submitted with a motion by Councilman Purvis and Deputy Supervisor Harvey. All in Favor – Carried

SUPERVISOR'S UPDATE

*Court Audit: Supervisor Pernice noted that the 2015 Justice Court records still needed to be audited by the Board. There was discussion. Deputy Supervisor Harvey and Councilman Purvis agreed to set it up with the Court Clerks and follow the check list.

*Board Vacancies: Supervisor Pernice noted that there are vacancies on the Zoning Board and the Board of Assessment Review. He has not been able to find any members and asked the Board for help in doing so. He also noted that he is still trying to combine the Planning / Zoning Boards into one Board for more efficiency. He is working with the Town Attorney on this issue.

ORGANIZATIONAL ITEMS

*Annual Appointments: The list of 2017 Annual Appointments was reviewed and approved as submitted with a motion by Deputy Supervisor Harvey and Councilman Purvis. All in Favor – Carried

*Meeting Dates: The schedule of 2017 Town Board meeting dates was reviewed and approved with a motion by Councilwoman Gang and Deputy Supervisor Harvey. All in Favor – Carried

*Resolution #1 of 2017: A Resolution delegating the power and duties of administration and supervision of Town or Special District Functions to be performed on behalf of the Town Board and authorize the Supervisor to make payment in advance of audit of claims for utilities, postage, etc.... to avoid late fees. The Resolution was reviewed and adopted with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

REPORTS

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

Supervisor Pernice noted that the new police vehicle is in and Officer in Charge Karla Trimm is limiting its use for now. The loaner from Massena is still being utilized and the 2012 Caprice is at BOCES being painted.

*Monthly Code Enforcement Report: The monthly report of CEO Leonard Halpern was reviewed and approved as submitted with a motion by Deputy Supervisor Harvey and Councilman Paige. All in Favor – Carried

Deputy Supervisor Harvey asked CEO Halpern what Paula Michaud was doing. CEO Halpern noted that she has purchased a

duplex on SH 420 and is renovating the building. She has requested a Special Use Permit to open a Lawyer's Office in half and she plans to live in the other half of the building.

*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

*2016 Annual Town Clerk Report: The 2016 annual report of Town Clerk Kathy Emlaw was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

*2016 Annual Dog Control Report: The 2016 Annual Report of Dog Control Officer Matthew Kroeger was reviewed and approved as submitted with a motion by Deputy Supervisor Harvey 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 Councilwoman Gang and Deputy Supervisor Harvey. All in Favor – Carried

*2016 Annual Museum Report: The 2016 Annual Report of Leon Burnap for the Museum was reviewed and approved as submitted with a motion by Councilman Purvis and Councilman Paige. All in Favor – Carried

*Verbal Highway Report: No report at this time.

EXECUTIVE SESSION

A motion was made by Supervisor Pernice and Councilwoman Gang to go into an Executive Session to discuss the financial credit history of a particular person pertaining to a revolving loan. All in Favor – Carried

The meeting reconvened and no action was taken.

COMMUNICATIONS

There were no further communications at this time.

ACTION ITEMS

*Resolution #2 of 2017: A Resolution to approve the 2017 contract with North Country Life Flight in the amount of \$400.00. The Resolution was reviewed and adopted with a motion by Deputy Supervisor Harvey and Councilman Purvis. All in Favor – Carried

*2017 Contract with Norfolk Rescue Squad: The 2017 Annual Contract with the Norfolk Volunteer Rescue Squad was reviewed and approved with a motion by Deputy Supervisor Harvey and Councilman Purvis. All in Favor – Carried

*2017 Contract with the Jolly Agers: The 2017 Annual Contract with the Jolly Agers was reviewed and approved with a motion by Deputy Supervisor Harvey and Councilman Purvis. All in Favor – Carried

*Appoint New Dog Control Officer: Supervisor Pernice introduced Adam Smith as the Town of Norfolk's new Dog Control Officer. His appointment was approved with a motion by Deputy Supervisor Harvey and Councilman Paige. All in Favor – Carried

COUNCIL COMMENTS

*Deputy Supervisor Harvey asked about the possibility of selling some lots on the property where the new water treatment plant is located. There was discussion. Supervisor Pernice noted that there may be a couple of lots that could be sold. Deputy Supervisor Harvey will look into this.

APPROVAL OF BILLS

The January Abstract of Claims in the amount of \$58,495.57 were reviewed and approved for payment with a motion by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

PUBLIC COMMENTS

There were none at this time.

ADJOURNMENT

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

Supervisor – Charles Pernice

Deputy Supervisor – Robert Harvey

Councilman – Donald Purvis

Councilwoman – Jean Gang

Councilman – Paul Paige

Dated: January 11, 2017

Kathy M. Emlaw – Norfolk Town Clerk