

**Town of Norfolk**  
**Norfolk Town Board**  
**Monthly Meeting - December 12, 2018**

The Norfolk Town Board held a monthly meeting on Wednesday, December 12, 2018 at 07:00 PM at the Norfolk Town Hall.

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

**SUPERVISOR'S UPDATE**

Supervisor Pernice gave an update that he was continuing to gather information on converting the town's street lights to LED's. There may be monies available to pay for the project. There was discussion and all members were in favor of moving forward with this.

**APPROVAL OF MINUTES**

The minutes of the November 14, 2018 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 November 14, 2018 Public Hearing for Solar Moratorium were reviewed and approved as submitted with a motion by Councilman Purvis and Deputy Supervisor Harvey. All in Favor – Carried

The minutes of the November 14, 2018 Preliminary 2019 Budget Hearing were reviewed and approved as submitted with a motion by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

## MONTHLY REPORTS

**\*Monthly Police Report:** The monthly report of Officer in Charge Dan Holmes was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

Officer in Charge Dan Holmes requested that the board approve the hiring of local resident Leah Grubee. There was discussion. It was decided that the timing of when to hire candidates entering the Police Academy would be decided on a case by case basis. The request to hire Leah Grubee at this time was approved with a motion by Councilwoman Gang and Councilman Paige. 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 Deputy Supervisor Harvey and Councilman Purvis. All in Favor – Carried

CEO Halpern was asked what the status was on the Smith property. CEO Halpern said that the Smiths have been issued an Appearance Ticket for Norfolk Town Court.

**\*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 Councilman Purvis. All in Favor – Carried

**\*Monthly Dog Control Report:** The monthly report of Dog Control Officer Jim McConkey was reviewed and approved as submitted with a motion by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

Supervisor Pernice let the board know that the state is moving toward stricter regulations regarding dangerous dogs and that he was looking into what the town needs to do to effectively handle any dangerous dogs seizures in the future.

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

Supervisor Pernice noted that there are people interested in the open Town Justice position. They will need to submit a letter of interest and pass a background check that would be done by our local police department. There

was discussion. All board members present noted that they thought it would be a good idea to advertise the position to increase and hopefully improve the pool of candidates. Supervisor Pernice agreed to publish an ad in the Potsdam Courier and/or North County Now.

**\*Verbal Highway Report:** Highway Superintendent Peter Darabon reported that the crew replaced the pump at the water plant, replaced the EGR valve in the Int'l dump truck at a cost of \$3,100.00, repaired a break in the 8" water main on the River Rd near Stark Road and fixed blower 1 at the sewer plant.

### **EXECUTIVE SESSION**

A motion was made by Councilwoman Gang and Deputy Supervisor Harvey to go into Executive Session to discuss pending potential litigation. All in Favor – Carried

### **COMMUNICATIONS**

There were no communications at this time.

### **ACTION ITEMS**

**\*Reappointment:** A motion was made by Councilman Paige and Councilwoman Gang to approve the reappointment of Ronald Sanborn to the Library Board for another 5 year term. All in Favor – Carried

**\*Water & Sewer Releives Adjustments:** The new totals are:

N. Water	\$31,816.00
W. Ext	<u>\$24,993.00</u>
Total	\$56,809.00

N. Sewer \$41,408.00

Louisville Water \$8,700.16

Cook St. Water \$ 268.46

A motion was made by Councilwoman Gang and Deputy Supervisor Harvey to approve the water & sewer releives adjustments. All in Favor – Carried

**\*Year End Meeting:** The yearend meeting to review and approve the last of the bills for 2018 will be held Friday December 28, 2018 @ 9:00am.

**\*Resolution #16 of 2018:** A Resolution to authorize the transfer of funds in the amount of \$4,145.00 from 51421.3 Snow Removal PS to 51424.3 Snow Removal CE and the transfer of funds in the amount of \$2,200.00 from 19904.1 Contingency Account to 13304.1 Tax Collector CE (\$1,000.00) & 14104.1 Town Clerk CE (\$1,200.00) was adopted with a motion by Councilman Paige and Councilwoman Gang. All in Favor – Carried

**\*Approval of Bills**

The Abstract of vouchers for December in the amount of \$172,031.17 was reviewed and approved for payment with a motion by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

**COUNCIL COMMENTS**

There were no Council Comments at this time.

**PUBLIC COMMENTS**

There were no Public Comments at this time.

**ADJOURNMENT**

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

Dated: December 12, 2018

Jill M. Molnar – Norfolk Deputy Town Clerk