

Town of Norfolk
Norfolk Town Board
November 13, 2019

The Norfolk Town Board held a monthly meeting, on Wednesday, November 13, 2019 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. Also present were Budget Officer Bill Dashnaw, Officer in Charge Dan Holmes, CEO Leonard Halpern.

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 2020 BUDGET

A motion was made by Supervisor Pernice and Deputy Supervisor Harvey to approve the 2020 Preliminary Budget as submitted. All in Favor – Carried

Mr. Dashnaw noted that he will attend the December Town Board meeting and would like to discuss setting up some reserve funds.

APPROVAL OF MINUTES

*The minutes of the 10/09/2019 Town Board meeting to review Local Law #2 of 2019, an Extension of the Solar Moratorium, were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Purvis. All in Favor – Carried

*The minutes of the 10/09/2019 Town Board work session on the 2020 Budget were reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

*The minutes of the 10/09/2019 Town Board monthly meeting were reviewed and approved as submitted with a motion by Deputy Supervisor Harvey and Councilman Paige. All in Favor – Carried

SUPERVISOR'S UPDATE

Supervisor Pernice noted that Highway employee Danny Beaudoin injured a finger today while working on grinding a bolt. He was treated and intends to return to work tomorrow.

MONTHLY REPORTS

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

Officer Holmes noted that the next Neighborhood Watch meeting is to be announced.

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

*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 Deputy Supervisor Harvey. All in Favor – Carried

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

Supervisor Pernice noted that the Court would like to place an ad to hire another part time Court Clerk. There was discussion. A motion was made by Councilman Paige and Deputy Supervisor Harvey to approve advertising for

a part-time clerk for 15 hours a week at a rate of \$12.00 per hour. All in Favor – Carried

*Verbal Highway Report: Highway Superintendent Peter Darabon was not present. Supervisor Pernice noted that three bids were received for the F250 Super cab pickup truck as follows:

Baily Ford	\$32,368.50
Blevins Ford	\$33960.00
Frenchie's Ford	\$34936.50

A motion was made by Councilwoman Gang and Councilman Paige to accept the bid of \$32,368.50 from Baily Ford. All in Favor – Carried

EXECUTIVE SESSION

An Executive Session was not required at this time.

COMMUNICATIONS

There were no communications to share at this time.

ACTION ITEMS

*Resignation: A motion was made by Deputy Supervisor Harvey and Supervisor Pernice to accept the resignation of Tammy Murray from the Planning Board. All in Favor – Carried

*Reappointment: A motion was made by Councilwoman Gang and Deputy Supervisor Harvey to approve the reappointment of Marcia Wing to another three year term on the Museum Board. All in Favor – Carried

*Reappointment: A motion was made by Councilman Paige and Councilwoman Gang to approve the reappointment of Timothy Opdyke to another five year term on the Library Board. All in Favor – Carried

*Resolution #12 of 2019: Standard Work Day – A motion was made by Councilman Paige and Councilman Purvis to adopt Resolution #12 of 2019 Standard Work Day for Town Justice Stephanie Wilcox. All in Favor – Carried

*Town Clerk Holiday Schedule: The Holiday schedule submitted by Town Clerk Kathy Emlaw was reviewed and approved as submitted with a motion by Councilman Paige and Councilman Purvis. All in Favor – Carried

*Year End Meeting: The yearend meeting was set for Monday December 30, 2019 at 10:00 AM.

*New Water / Sewer Rate Schedule: The new water / sewer rate schedule was reviewed and approved as submitted with a motion by Supervisor Pernice and Deputy Supervisor Harvey. All in Favor – Carried

*3 Year Maintenance Contract with St. Lawrence County: The new contract was reviewed and will be submitted for approval at another date.

*Water / Sewer Releives: The spreadsheet of 2018 / 2019 unpaid water, water extension and sewer bills to be releived to the 2020 Town & County taxes was reviewed and approved as submitted with a motion by Councilman Paige and Deputy Supervisor Harvey. All in Favor – Carried

*Local Law #2 of 2019 – Sexual Harassment Policy: The policy has been reviewed by the Board and the Public Hearing held. Local Law #2 was approved for adoption with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

COUNCIL COMMENTS

*Supervisor Pernice brought up discussion on Water / Sewer late fees. He had suggested not charging the \$25.00 late fee in July. The Board agreed to leave the fees in place at this time.

*Councilman Paige asked for an update on the Smith property. Supervisor Pernice noted it has been submitted for Supreme Court and they have thirty days to respond.

APPROVAL TO PAY BILLS

The November Abstract of Vouchers in the amount of \$375,730.42 were reviewed and approved for payment with a motion by Councilwoman Gang and Councilman Paige. All in Favor – Carried

PUBLIC COMMENTS

There were no public comments at this time.

ADJOURNMENT

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

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

Dated: 11/13/2019

Kathy M. Emlaw – Town Clerk