

Town of Norfolk
Norfolk Town Board Meeting
April 10, 2025

The Norfolk Town Board held its Regular Monthly Meeting on Thursday, April 10, 2025 at 06:00 PM at the Norfolk Town Hall.

Present: Supervisor Charles Pernice, Councilwoman Jean Gang, Councilman Travis Villnave, Councilman Martin Blair Sr. and Deputy Supervisor Eric Molnar.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was said by all present.

CALL MEETING TO ORDER

Supervisor Pernice called the meeting to order @ 6:00 PM.

APPROVAL OF MINUTES

The minutes of the 3/13/2025 Town Board Meeting were reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Molnar. All in Favor – Carried

SUPERVISOR'S UPDATE

- Tim Connolly, Hepburn Library Director – Shared the Hepburn Library of Norfolk 2024 Report to the Community.
- St. Lawrence Country Trail Systems – There was some discussion about the St. Law. Co. Trail System however, the representative that was scheduled to attend was a no-show. Topic was tabled.
- Court Audit – Soliciting volunteers to do the state mandated court audit. Councilman Blair and Deputy Supervisor Molnar volunteered to conduct the court audit again this year.
- Raymondville Community Hall – Tim Wunder provided estimate to replace the existing floor with 2400 sq ft of vinyl plank flooring (waterproof, dent & scratch resistant) including trim and hardware.

*Decision to install new flooring at the Raymondville Community Hall was approved with a motion by Councilman Villnave and Deputy Supervisor Molnar. All in Favor – Carried

- New Welcome to Norfolk Signs (s) – Councilman Villnave share the mockup of the new signs.

*Decision to move forward with the project was approved with a motion by Councilman Villnave and Councilwoman Gang. All in Favor - Carried

REPORTS

*Monthly Police Report: The monthly report of OIC Jose Colon was reviewed and approved as submitted with a motion by Councilwoman Gang and Councilman Villnave. All in Favor – Carried

- OIC Colon noted that Officer Mitchell is currently working 2 fire investigations.
- OIC Colon also noted that he has completed the grant for \$99,000 for a new car/drone/radar/upfit and tablet.

*Decision to move forward with purchasing the car & equipment that will ultimately be reimbursed with the grant was approved with a motion by Councilwoman Gang and Deputy Supervisor Molnar. All in Favor – Carried

- Supervisor Pernice noted that the 2012 Chevy (old police car) does not have paperwork that would allow us to sell it. Suggested that we sell it for scrap.

*Decision to declare the 2012 Chevy (old police car) as scrap/junk, so it can be disposed of, was approved with a motion by Supervisor Pernice and Deputy Supervisor Molnar. All in Favor – Carried.

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

*Monthly Town Clerk Report: The monthly report of Town Clerk Jill Molnar was reviewed and approved as submitted with a motion by Deputy Supervisor Molnar and Councilman Blair. All in Favor – Carried

*Monthly Dog Control Report: The monthly report of Dog Control Officer was reviewed and approved with a motion by Councilman Villnave and Deputy Supervisor Molnar. 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 Molnar. All in Favor – Carried

*Verbal Highway Report: Highway Superintendent Peter Darabon

- Water leak at 3 Maple St (service coming off the main)
- Stone has been put on the dirt roads
- Hauled 1,000 T of crusher run to the Joy Road to make our mulch
- New 4" valve installed at the sewer plant
- New collar came in for clarifier 1 at the sewer plant – will install Monday
- Pumped clarifier 1, emptied and cleaned it all out. Waiting on a new bottom rail for the curtain inside. ~ 6 week lead time (will be down)
- Same process will be done on clarifier 2 after this. Won't know yet if another rail will be needed. Should be done every 2-3 years.
- Will start hanging the new Veterans Banners on Monday
- Took the ice out at the arena. Bradley and Jared helped with their tractors.
- Started boom mowing out on the Dishaw Rd
- Started to sweep the country roads
- Started the work to clean up 4 Remington Ave
- 2 new pumps installed on 56 pump station
- Memorial Park situation – vandalized again, concrete benches destroyed. There was discussion. Pete will order 3 heavy duty metal benches to replace the broken ones.

EXECUTIVE SESSION

Decision to go into executive session to consider the medical history of a particular person was approved with a motion by Deputy Supervisor Molnar and Councilwoman Gang. All in Favor – Carried

No Action Taken

ACTION ITEMS

*Decision to appoint Theresa Dumas as Museum Curator was approved with a motion by Supervisor Pernice and Councilman Villnave. All in Favor – Carried

ACTION ITEMS *(continued)*

*Decision to appoint Renotta L. Nightengale to the janitor position was approved with a motion by Councilwoman Gang and Deputy Supervisor Molnar. All in Favor – Carried

* Decision to enter into an engineering agreement with Tisdell Associates for electrical work to rewire the SH 56 Pump Station was approved with a motion by Councilman Blair and Councilwoman Gang. All in Favor – Carried

*Resolution #8-2025 Budget Transfers as follows:

General Fund A

From	Buildings CE	16204.1	\$ 3,351.00
From	Gifts and Donations	2705.1	\$ 3,381.00
To	Celebrations	75504.1	\$ 6,732.00

(This transfer is to pay for 15 new Christmas decorations, \$3,381.00 was funds raised by the community and the Town voted to match what the group donated)

was approved with a motion by Councilman Villnave and Councilman Blair. All in Favor – Carried

*2025 Agreement to spend highways funds was approved with a motion by Councilwoman Gang and Councilman Villnave. All in Favor - Carried

COUNCIL COMMENTS

Councilman Travis Villnave – Thank you to Highway Superintendent Pete Darabon & the highway crew as well and Code Enforcement Officer Tim Wunder for taking on all the extra projects for the community. Also, the group recognized Councilman Travis Villnave for his part in securing a donation from ProAmPac (the paper mill) for 8 new trees to be planted in the Raymondville park to replace the damaged/diseased ones that had to be removed last fall.

Councilwoman Jean Gang – none

Councilman Martin Blair Sr. – none

Councilman Eric Molnar – none

APPROVAL OF BILLS

The April Abstract of Vouchers in the amount of \$126,422.82 along with the following vouchers:

\$ 27.94 Rita M. Lavigne	\$ 1,656.00 CST Group, Inc.
\$ 8,738.00 Fastenal Company	\$ 102.77 Blue Media, LLC
\$ 9,392.38 Barrett's	\$ 97.00 North Country This Week
\$ 165.19 Usherwood Office Technology	

were reviewed and approved for payment with a motion by Councilman Villnave and Deputy Supervisor Molnar. All in Favor – Carried

PUBLIC COMMENTS

Kate Chepeleff (Planning Board Chair) noted:

- Contact established with DEC Mining Permit Office to stay on top what's going on with the mining operations in the area.
- Still looking for formal feedback from the County Planning Office on the full code revision work that the Planning Board completed. Would like this prior to sending it to General Code for final implementation.

John Burke (County Legislator) noted:

- Legislators reviewed the sanitary code at the last meeting.
- Legislators passed a resolution for the state to adopt the same spending limits as municipalities do and not place additional burden on municipalities.
- All probation officers are now authorized to carry.

ADJOURNMENT

The meeting was adjourned @ 7:29pm with a motion by Deputy Supervisor Molnar and Councilman Villnave. All in Favor – Carried

Supervisor – Charles Pernice
Deputy Supervisor – Eric Molnar
Councilman – Travis Villnave
Councilwoman – Jean Gang
Councilman – Martin Blair Sr.

Dated: May 6, 2025

Jill M. Molnar – Norfolk Town Clerk