

**Town of Norfolk**  
**Norfolk Town Board Meeting**  
**November 14, 2024**

The Norfolk Town Board held its Monthly Meeting on Thursday, November 14, 2024 6:00pm at the Norfolk Town Hall.

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was said by all.

**CALL MEETING TO ORDER**

- Supervisor Pernice called the meeting to order at 6:00 pm.

**APPROVAL OF MINUTES**

The minutes of the 10/10/2024 Monthly Town Board Meeting were reviewed and approved as submitted with a motion by Councilwoman Gang and Deputy Supervisor Molnar. All in Favor – Carried

The minutes of the 2025 Town Budget Work Session held 10/29/2024 were reviewed and approved as submitted with a motion by Deputy Supervisor Molnar and Councilman Blair. All in Favor – Carried

**SUPERVISOR'S UPDATE**

- New Library Director – Tim Connolly introduced himself and was welcomed by the board.
- Supervisor Pernice thanked Highway Superintendent Peter Darabon, Town Clerk Jill Molnar and Deputy Town Clerk Tammy Villnave for their lead line survey work noting that additional hours to complete the initial survey and get it submitted to NYSDOH for Jill and Tammy were paid out of the water budget.

## **SUPERVISOR'S UPDATE (*continued*)**

- Remington Avenue – Town Engineer Aaron Jarvis (Tisdell Associates) presented an updated drawing of the area being considered for repositioning due to safety concerns created by heavy paper mill and fuel terminal truck traffic. (~ 500ft around the curve from the end of the existing sidewalk going toward the paper mill). Highway Superintendent Peter Darabon also noted that the water main down that entire section of Remington Ave runs behind the houses instead of in front of them. There was discussion as to whether or not the project scope should include just the road work or to include water main work as well.
  - Decision to move forward by having Aaron Jarvis:
    - 1<sup>st</sup> get proposals to have the existing survey updated
    - 2<sup>nd</sup> create a preliminary engineering planwas approved with a motion by Supervisor Pernice 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 Deputy Supervisor Molnar and Councilman Blair. 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 Councilwoman Gang and Councilman Villnave. 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 Councilwoman Gang and Councilman Blair. All in Favor – Carried
- \*Monthly Dog Control Officer Report: The monthly report of Dog Control Officer Maurice LaRock was reviewed and approved with a motion by Councilman Blair 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 Councilman Blair. All in Favor – Carried
- \*Qtrly Rescue Squad Report: The qtrly report of the Norfolk Rescue Squad was reviewed and accepted as submitted with a motion by Councilman Villnave and Councilman Blair. All in Favor – Carried

\*Verbal Highway Report from Highway Superintendent Peter Darabon:

- Sand pile is done, got help from Madrid and Waddington. 3,000 yds
- Hauled sand for Madrid and Waddington.
- Cut tree on Adams Rd.
- Hot patched the culverts on Adams, Hepburn, River, Fayette, Brouse and Cemetery Rds (Rod & Gun Club) that were replaced this year.
- Trucks are all serviced for the winter and plow frames are on.
- Water leak at 80 W Main St. service line and valve replaced.
- Water leak at 8637 SH 56 8" ductile.
- Sewer cleaned out at 4 East View Heights.
- Reduced auto flushers in Raymondville ("the heights") from twice a day to once per day (15 min flush). Will monitor to make sure that customers don't begin to experience water quality issues.

## EXECUTIVE SESSION

none

## ACTION ITEMS

\*Decision to accept Sarah Claffey's resignation from the Museum Curator and Town Historian positions was accepted with a motion by Deputy Supervisor Molnar and Councilman Blair. All in Favor – Carried

\*2025 Norfolk Town Budget was approved with the following amendments:

- 3120.2 Police EQ from \$2,000.00 to \$10,000.00
- 3120.4 Police CE from \$8,000.00 to \$20,000.00

with a motion by Councilwoman Gang and Councilman Blair. All in Favor – Carried

\*Resolution #15-2024 Budget Transfers as follows:

### General A Fund

<b>From:</b>	New Town Hall Reserve	A230	\$14,175.16
<b>To:</b>	Buildings CE	16204.1	\$14,175.16

*This is for the final payment to AAC Contracting for the asbestos removal at the Darabon House (7 W Main St), asbestos monitoring by Atlantic Testing and tipping fees/dumpster rental to Casella Waste Systems.*

<b>From:</b>	New Town Hall Reserve	A230	\$ 327.50
--------------	-----------------------	------	-----------

**To:** Engineering CE 14404.1 \$ 327.50

*This is payment to Tisdell Associates for Engineering support for the asbestos removal at the Darabon House (7 W Main St)*

**From:** Unclassified Revenue 2770.1 \$ 776.88

**To:** Assessor CE 13554.1 \$ 776.88

*This is reimbursement for state-mandated training for the Assessor.*

was approved with a motion by Deputy Supervisor Molnar and Councilman Blair. All in Favor - Carried

\*Resolution #16-2024 Final Unpaid Water / Unpaid Sewer / Unpaid Other Releives was reviewed and approved with a motion by Councilwoman Gang and Councilman Villnave. All in Favor - Carried

\*Decision to purchase three (3) benches @ \$100 ea (BOCES to build them) for the Gouverneur and St. Lawrence County Fair was approved with a motion by Deputy Supervisor Molnar and Councilman Blair. All in Favor - Carried

\*Town Clerk's Office 2024 Holiday Schedule was approved with a motion by Deputy Supervisor Molnar and Councilman Blair. All in Favor – Carried

\*Decision to donate \$500 to the Food Pantry was approved with a motion by Jean Gang and Martin Blair. All in Favor - Carried

## **COUNCIL COMMENTS**

none

## **APPROVAL OF BILLS**

\*The November Abstract of Vouchers in the amount of \$383,031.94 along with additional vouchers from:

- Maurice Larock \$25.46
- Converse Laboratories \$527.00
- Valley Water Solutions, Inc. \$2,700.00

were reviewed and approved for payment with a motion by Councilwoman Gang and Councilman Villnave. All in Favor – Carried

## **PUBLIC COMMENTS**

John Burke – (County Legislator) noted the following:

- work to remove diseased ash trees and hazardous trees on county roads continues (trees marked with blue are slated for removal)
- 911 center that's been operating in Massena should be operational back in Canton by January

Bobbie Phillips noted that the Norfolk Holly Jolly Christmas Festival will take place on Saturday December 14<sup>th</sup>. List of activities and events can be found on the Holly Jolly facebook page.

## **ADJOURNMENT**

The meeting was adjourned at 7:00pm with a motion by Deputy Supervisor Molnar and Councilwoman Gang. All in Favor – Carried

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

Dated: November 21, 2024

Jill M. Molnar – Norfolk Town Clerk