

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
October 4, 2016

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. John Deierlein
Ald. Walter Schermerhorn
Ald. David Zieno
Ald. Thomas LoPiccolo

Supervisor Robert Jeffrey

Also:

City Chamberlain/City Clerk Dee DuFour
Police Chief Rodney Marsh
Fire Chief Tracy Chawgo
Code Enforcement Officer/Fire Marshall Jason Lawrence
DPW Superintendent Carl Ivarson
Youth Bureau Director Robert Mason
Director of Human Resources Deborah DeForest
EMO A Jones

Absent

Supervisor James McNeil

Ald. Doliver called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:00 p.m. at the Council Chambers.

Minutes Ald. Caldwell **moved** to approve the minutes of the September 6, 2016 Joint Committees meeting. Seconded by Ald. Schermerhorn, approved ayes all.

Correspondence – B.I.D. Annual Pumpkin Festival – Ald. Caldwell **moved** to recommend the Common Council approve the request from B.I.D. for the 18th Annual Pumpkin Festival. The request includes the closing of East Park Place and West Park Place from 8:00 a.m. on Friday October 28 to 12:00 p.m. on Sunday October 30th and West Main St. from 8:00 a.m. on Friday October 28th to Saturday, October 29th until the fireworks conclude at approximately 9:30 p.m. Seconded by Ald. Deierlein, approved ayes all.

Halloween Trick or Treat Hours - Trick or Treating has been designated as Monday, October 31, from 5:30 p.m. to 8:00. Participation is not mandatory and if a resident's porch light is not on, this would indicate that they are not participating

DPW

Filter Plant Project – C. Ivarson reported that the plans for the Filter Plant will not be approved unless a bathroom is added. In order to do so, a variance from the State is needed for the required 150' distance from a leach field to streams, public water lines etc. The change order for the bathroom would cost \$25,000-\$32,000. It must be handicap accessible and be accessible from the exterior as there is no room on the interior of the building to add a bathroom. The request to use a composting toilet was denied. With the addition of the bathroom the plans should be approved by the end of the month. Ald. Zieno asked how much money would be left after these additional costs. C. Ivarson responded approximately \$500,000.

Water Tank Project - C. Ivarson reported that half of the old water tank has been removed today (Tuesday) and the rest will be removed Wednesday by noon, then the excavation of the area will be completed. He explained the process for removal is that 10x8 sections are cut and then hauled away.

Fuel Bid - C. Ivarson distributed information for the fuel bid. An extension of one year for the bid was asked for and accepted, therefore the price will remain the same as last year. Ald. Caldwell **moved** to take this to Common Council. Seconded by Ald. LoPiccolo, approved ayes all.

Uniform Bid - C. Ivarson distributed information for the uniform bid. An extension of one year was asked for and accepted, therefore the price will remain the same as last year. Ald. Caldwell **moved** to take this to Common Council. Seconded by Ald. Deierlein, approved ayes all.

Surplus Equipment - C. Ivarson requested office equipment consisting of two fax machines and four computers be declared surplus. Ald. Deierlein **moved** to take this to Common Council. Seconded by Ald. Caldwell, approved ayes all.

O/T Water System - C. Ivarson reported that with another person leaving, manpower is down to a critical stage. The person who was trained to cover is out for 12 weeks. Money will need to be transferred from Personal Services Regular to Overtime. He stated that another Grade 2 Water Treatment Operator must be found.

Water Rules and Regulations - Rules will be changed drastically because of problems like those in Michigan. The good thing for Norwich is that back in the 70's the lead pipes were replaced with copper lines from the Main to the curb stop. However, it is being discussed at the Federal level that municipalities should also be responsible for lines from the curb stop into the building. A decision would be made next year and, if so, a study would have to be done to find out who has lead or galvanized lines. C. Ivarson went on to say another change would be LT2 regarding source water testing. In addition, testing for E Coli in raw water, not treated water, would be necessary. If E Coli is detected the new filter plant would take care of this. Another change would be the necessity of a vulnerability study due to the "hacking" of water systems. This would include what could go wrong with the water system, how to protect the Scadatek systems for water and waste water, and upgrade the emergency plan. This will be required next year. Ald. Caldwell asked if this was at the Federal level. C. Ivarson responded that all the rules and regulations are Federal and the State is obligated to enforce them.

Finance

BOCES Contract - D. DuFour presented the Committee with the annual BOCES contract for printing services. Ald. LoPiccolo **moved** to take this to Common Council. Seconded by Ald. Deierlein, approved ayes all.

Human Resources

Appointment of a Police Officer - D. DeForest reported that interviews have been held and one officer will be hired as a lateral transfer with a start date of October 13, 2016. The Academy begins October 31st, therefore efforts are being made to get new officers by that time. She went on to say that by October 18th there could be four more names for appointment. One would not need to attend the academy, the other three will. These are only to fill the current vacancies and not the vacancies expected next year. Ald. Caldwell **moved** to take this appointment to Common Council. Seconded by Ald. Zieno, approved ayes all.

Other

No Overnight Parking 12:00 – 6:00 a.m. - Following a recommendation by the Traffic Commission to change the No Overnight Parking from 2:00 a.m. to 6:00 a.m. to 12:00 a.m. to 6:00 a.m. in order to assist with the clearing of snow from the streets. Ald. Deierlein **moved** to recommend the change to the Common Council. Seconded by Ald. Zieno, approved ayes all.

Traffic Commission Recommendation – 4-Way STOP signs at Grove and Maydole - The Traffic Commission recommends that a 4-way Stop sign be placed at the intersection of Grove Ave. and Maydole St. Ald. Zieno reported there have been many complaints of speeding from the area of the High school to East Main St. A petition was signed by residents on Maydole St. and Grove Ave. Ald. Deierlein **moved** to recommend the 4-way Stop to the Common Council. Seconded by Ald. Zieno, approved ayes all.

Traffic Commission Recommendation – NO OUTLET sign on Biviano Lane - The Traffic Commission recommends that a NO OUTLET sign be placed on Biviano Lane. C. Ivarson stated that there was a sign there previously but that it disappeared two or three years ago. Ald. Deierlein **moved** to take this to Common Council.

Seconded by Ald. Zieno, approved ayes all.

Executive Session – Ald. Deierlein **moved** enter executive session at 6:29 p.m. to discuss contract negotiations and the personal history of an individuals. Seconded by Ald. Caldwell.

Ald. Doliver **moved** to exit executive session at 7:55 p.m. Seconded by Ald. Deierlein, approved ayes all.

Adjournment - Ald. Deierlein **moved** to adjourn at 7:55 p.m. Seconded by Ald. LoPiccolo, approved ayes all.