

**CITY OF NORWICH**  
**JOINT MEETING of the**  
**PUBLIC SAFETY / PUBLIC WORKS and**  
**FINANCE/PERSONNEL COMMITTEES**  
December 5, 2017

Present:

Mayor Christine Carnrike  
Ald. Matthew Caldwell  
Ald. Brian Doliver  
Ald. John Deierlein  
Ald. Walter Schermerhorn  
Ald. David Zieno  
Ald. Jennifer Morris

Also:

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

Absent:

Supervisor Robert M. Jeffrey  
Supervisor James McNeil

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Ald. Caldwell called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:15 p.m. at the Council Chambers.

**Approval of Minutes** – Ald. Schermerhorn **moved** to approve the minutes of the special meeting of November 1, 2017 and the regular meeting of November 8, 2017. Seconded by Ald. Deierlein, approved ayes all.

**Department Head Reports**

**DPW**

**Vehicle Maintenance Software** – C. Ivarson asked the Committee if the software previously discussed was something they wanted him to continue to try to implement. He reminded them that this would be for tracking maintenance for all 60 pieces of the City's rolling equipment with a cost of approximately \$18,000 per year that would be divided between 5 departments. In addition to tracking maintenance, the software is GPS capable which will be helpful during snow removal, cut down on vehicle idle time and possibly provide an additional safety feature for Fire and Police responders. The Committee agreed the software is a good idea and told C. Ivarson to put this out for bids.

**Finance**

**Reappointment of Director of Finance/City Clerk** – This was removed from the agenda as the term does not expire until December 2018.

**Authorize 2018 CSPCA Agreement for Animal Services** - Ald. Doliver **moved** to recommend the Common Council authorize the Mayor, under the direction of the City Attorney pending his approval, to sign an agreement with the Chenango County SPCA for Animal Shelter Services from January 1, 2018 through December 31, 2018. Seconded by Ald. Deierlein, approved ayes all.

**Fire Department**

**Agreement with Bassett Healthcare** – T. Chawgo received the Agreement from Bassett Healthcare and will be looking at other options as many of the items in the Agreement are higher in price.

**Executive Session** – Ald. Deierlein **moved** to enter executive session at 6:32 p.m. to discuss the employment history of particular individuals. Seconded by Ald. Doliver, approved ayes all.

Ald. Deierlein **moved** to exit executive session at 7:21 p.m. Seconded by Ald. Doliver, approved ayes all.

**Adjournment**

Ald. Deierlein **moved** to adjourn the Joint Committee Meeting at 7:21 p.m. Seconded by Ald. Schermerhorn, approved ayes all.