

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
January 2, 2018

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. John Deierlein
Ald. Linda Kays-Biviano
Ald. David Zieno
Ald. Robert D. Jeffrey

Supervisor Robert M. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
Director of Human Resources Deborah DeForest
DPW Assistant Superintendent
Youth Bureau Director Robert Mason
Fire Chief Tracy Chawgo
Police Chief Rodney Marsh
Code Enforcement Officer/Fire Marshall Jason Lawrence
EMO A Jones
Derrick Wilcox, Delaware Engineering

Media Representative: Grady Thompson

Absent

Supervisor James McNeil

Ald. Caldwell called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:40 p.m. at the Council Chambers.

Approval of Minutes – Ald. Deierlein **moved** to approve the minutes of the December 5, 2017 meeting. Seconded by Ald. Doliver, approved ayes all.

Correspondence

Ald. Deierlein **moved** to recommend the Common Council approve the request from the Chenango Arts Council for police assistance with the 17th Annual Allegro Run for the Arts on Saturday, May 5, 2018 with registration beginning at 8 a.m. and the race start at 9 a.m. The 5K race will begin at the Council of the Arts on West Main St. going East to South Broad, continuing down Beebe Ave. to Elm St. turning left onto West Main St., right onto Canasawacta St., turning left onto Pleasant St., right onto Beech St., right onto Canasawacta St., left onto Pleasant St., right onto North Broad St. and heading South back to West Main St. for the finish line. Seconded by Ald. Doliver, approved ayes all.

Ald. Deierlein **moved** to recommend the Common Council approve the request from Norwich Dollars for Scholars for police assistance of one patrol car during the City portion of the race for safety purposes for the Annual 5K Run and Walk held on Sunday, April 15, 2018 from approximately 8:45 a.m. - 10:15 a.m. No road closures will be necessary with the route remaining the same as the last four years (Marconi Ave. to Midland Dr. to Hale St. to East River Rd. to East Main St. and back to Midland Dr.) Seconded by Ald. Doliver, approved ayes all.

Department Head Reports

Finance

Ald. Doliver **moved** to recommend the Common Council approve entering into an Agreement with BOCES for Print Shop Services. Seconded by Ald. Zieno, approved ayes all.

DPW

Derrick Wilcox of Delaware Engineering presented the Committee with updates and change orders to various projects.

Water Treatment Plant: the concrete is placed, equipment is being delivered, and completion of the project will be by the end of June. Change orders for the Water Treatment Plant include Change Order No.2 for the drainage system to include an 8" solid pipe for in order to direct all water away from the foundation; Change Order No. 3 for the additional exploratory digging that was necessary to install the insertion valve that was

necessary for the installation of the aeration valve to locate the existing water main that was installed in the 1800's; Change Order No. 4 main for an upgrade to the turbidimeters for a total cost of the change orders of \$9,666.55 which will revise the contract total to \$3,543,186.55 in the General Construction budget. Electrical Construction Change Order No. 1 for the change in the type of disconnect panels from NEMA 4 to NEMA 12 at a cost of \$2,340 and revise the contract total to \$333,240.00. Ald. Doliver **moved** to recommend the Common Council approve the Change Orders. Seconded by Ald. Zieno, approved ayes all.

Borden Avenue Stormwater Piping: A Change Order is requested in the additional amount of \$5,194.92 for costs associated due to the demolition of the existing pipe which could not be reused and installation of new piping and revising the contract total to \$86,294.92. Ald. Doliver **moved** to recommend the Common Council approve the change order. Seconded by Ald. Deierlein, approved ayes all.

Rexford Street Water Pumping Station: A Change Order for a new backup generator at the additional cost of \$1,420 revising the contract total to \$58,120.00. Ald. Doliver **moved** to recommend the Common Council approve the change order. Seconded by Ald. Zieno, approved ayes all.

Human Resources

D. DeForest presented the Committee with a recommended job description for an Assistant Human Resources Position as payroll and insurance bill auditing will now be done in the Finance Office. The creation of this new title and position has been downgraded to a competitive, non-union position and if filled would be at Grade 18. D. DeForest stated that by doing so there is a savings of \$10,000. She also reminded the Committee that there are approximately 250 – 260 people the Human Resource Department deals with for Civil Service from the school, Library and Housing Authority and through that comes \$30,000 in reimbursements. Ald. Doliver **moved** to recommend the Common Council approve the creation of a Human Resources Assistant non-union position at Grade 18 entry level. Seconded by Ald. Zieno, approved ayes all.

Executive Session – Ald. Doliver **moved** to enter executive session at 7:35 p.m. to discuss the employment history of particular individuals and contract negotiations. Seconded by Ald. Deierlein, approved ayes all.

Adjournment

Ald. Zieno **moved** to adjourn the Joint Committee Meeting at 7:50 p.m. Seconded by Ald. Jeffrey, approved ayes all