

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
December 3, 2019

Present:

Mayor Christine Carnrike
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. Bryan McCracken
Ald. David Zieno
Ald. Robert D. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
DPW Superintendent Edward Pepe
Youth Bureau Director Robert Mason
Police Chief Rodney Marsh
City Attorney Steve Natoli
Deputy City Clerk Agnes Eaton

Media Representative: None

Absent

Ald. Linda Kays-Biviano
Supervisor Robert M. Jeffrey
Supervisor James McNeil

Ald. Caldwell called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:35 p.m. at the Council Chambers.

Approval of Minutes – Ald. Jeffrey **moved** to approve the minutes of the November 6, 2019 meeting. Seconded by Ald. Zieno, approved ayes all.

2020 Census Presentation by Katherine Dillon – Katherine Dillon, Partnership Specialist for the New York Regional Census Center, explained that she is in charge of public outreach in Chenango County for the 2020 Census. She distributed information to the Council regarding the 2020 Census in conjunction with a Powerpoint presentation. She explained the many reasons why the Census is so important, including determining the number of seats in the U.S. House of Representatives, defining legislative districts, and the allocation of \$675 billion dollars in federal funding which includes Medicaid, SNAP, Grants, the School Lunch program, WIC, and Head Start to name a few. The census provides population benchmarks for nearly every other United States survey. Data.census.gov is a valuable tool to obtain statistics for the City of Norwich. No individual personal information is ever released and is completely confidential; information is compiled in aggregate statistical information. Door-to-door census takers only go to those households where the paper or on-line census have not been answered. They are still accepting applications for Census workers. The pay is \$18 per hour and will pay .58 mileage reimbursement. Each census taker will undergo a Federal background check.

Department Head Reports

DPW

Street Rehab Project Update – E. Pepe reported that NYSEG has agreed with the proposed streets identified as in need of paving which are Canasawacta, Pleasant and Cortland. Elm and Newton were identified, but NYSEG will not be replacing gas mains on those streets. River St. was also identified, however NYSEG would like to wait on that street until 2021 because of the new feed line project into the City which will impact that area. NYSEG also suggested King, Auburn and Miller streets because they will be replacing gas mains on those streets as well. He also said there will be discussion whether or not to keep or revise the policy of 25% replacement paid by NYSEG.

Safety Programs – E. Pepe reported there was a surprise PESH inspection in May. The plans have been in place, but need to be updated. He will be working with Human Resources to have the safety programs updated, including the Respiratory Protection Program, Confined Space Program, Silica Exposure Control Plan, Workplace Hazardous Assessments, and Hazard Communication Right To Know Program.

E. Pepe also reported that NYSEG has started the LED street light replacements in the City.

Finance Department

Capital Reserve Transfers – D. DuFour distributed to the Committee a long-range plan for essential capital financing needs which would be done as a Capital Reserve Transfer at the end of the year. Transfers amount to \$1,065,000 with a projected Capital Reserve Balance of \$1,389,772 as of 12/31/19. There was discussion of putting additional money aside for the possible demolition of a particular property in question, but it was decided to not place funds into Reserves for that. There was also discussion revolving around a proactive system of vehicle maintenance, repair and replacement. Ald. Zieno **moved** to recommend the Common Council approve the Capital Reserve Transfer. Seconded by Ald. Jeffrey, approved ayes all. Aids. Doliver, Jeffrey and Zieno praised D. DuFour for her work on the long-range planning worksheet with Ald. Jeffrey saying it was excellent.

D. DuFour stated that the Fire Chief is attending a meeting at the County regarding the County EMS service and she would be reporting on his behalf:

Fire Department Report

Parade of Lights - D. DuFour reported that there was a good turnout at the Christmas Parade for the Fire Department.

Rescue 235 - Rescue 235 will be supporting the tree lighting ceremony on Thursday night at 6:30 p.m. in West Park.

Training - Staff is currently updating their BLS and ALS protocols that have recently changed.

Code Enforcement

D. DuFour reported that currently there is only one verbal offer on the RFP for 45 Silver St. The new for sale sign would be up this week. RFP's for 65 Silver St. and 33 Pleasant will be discussed in Executive Session later tonight. The RFP for 10 Columbia St. will be going out by December 9th. The Chief had wondered if a decision had been made regarding occupied properties the City has taken for taxes, specifically 52 Sheldon and 23 Cortland. The City Attorney advised that instead of waiting to take title as had been the previous practice, with the new law coming into effect the City should assume title to the property immediately in order to begin eviction proceedings. Ald. Jeffrey **moved** to recommend the Common Council proceed with ownership of the occupied properties. Seconded by Ald. Zieno, approved ayes all.

Other

Renaming of Auburn Park – Ald. Doliver explained that several years ago a property owner had planned on donating land which would have been incorporated into what is now Auburn Park and with the donation, the park would be renamed Carnrike Park in honor of former Mayor George Carnrike, Sr. The property owner no longer wishes to proceed with the donation, however the Parks Commission would like to proceed with the name change. Ald. Jeffrey **moved** to recommend the Common Council approve the change of name from Auburn Park to Carnrike Park. Seconded by Ald. Doliver, approved ayes all.

Charging of expenses – Ald. Caldwell **moved** to recommend the Common Council approve the creation of and adoption of a policy in relation to “General Municipal Law section 72C in regards to charging municipalities for expenses related to training, not just wages, for Police Officers that transfer out of our employment within 3 years of the end of their basic training.” He stated currently there is no policy and there have been some issues with some municipalities being charged while others are not. He said this situation needs clarification, that the policy should begin January 1, 2020, and while there is currently no draft of the policy, feels confident that one could be drawn up in 2 weeks before the Common Council meeting. Seconded by Ald. Jeffrey, approved ayes all.

Executive Session – Ald. Jeffrey moved to enter executive session at 7:35 p.m. to discuss the sale of property where price may be affected and the employment history of particular individuals. Seconded by Ald. McCracken, approved ayes all.

Ald. Jeffrey **moved** to exit executive session at 8:12 p.m. Seconded by Ald. McCracken, approved ayes all.

Adjournment

Ald. McCracken **moved** to adjourn the Joint Committee Meeting at 8:14 p.m. Seconded by Ald. Jeffrey, approved ayes all.