

COMMON COUNCIL

February 16, 2021

Mayor Shawn Sastri presided at a meeting of the Common Council held at 6:30 PM on February 16, 2021, in the Common Council Chambers at One Court Plaza.

Present:

Mayor Shawn Sastri
Ald. Matthew Caldwell
Ald. Brian Doliver
Ald. Nancy Allaire
Ald. Linda Kays-Biviano
Ald. David Zieno
Ald. Robert D. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
Director of Human Resources Lynn Murray
DPW Superintendent Edward Pepe
Fire Chief Jan Papelino
Police Chief Rodney Marsh
City Attorney Steve Natoli
Deputy City Clerk Agnes Eaton

Media Representative: none

Supervisor Robert M. Jeffrey

Absent

Supervisor James McNeil

Call to Order

The meeting of the Common Council was called to order by Mayor Sastri at 6:32 p.m.

Approval of Minutes

Ald. Caldwell **moved** to approve the minutes of the Organizational meeting of January 5, 2021. Seconded by Ald. Zieno and duly approved ayes all.

Open Forum

No one spoke.

Department, Board and Commission Reports

- ◆ Police Department Reports – September, October, November, December
- ◆ Human Resource Report – December
- ◆ Fire Department Report - January
- ◆ Water Commission Minutes – December
- ◆ Traffic Commission Minutes - January

Ald. Caldwell **moved** to receive and file the department, board, and commission reports. Seconded by Ald. Allaire, approved ayes all. Referring to the Fire Department report, Ald. Jeffrey referenced the number of calls this year versus last year, pointing out the number of calls outside the Certificate of Need with 22 of those calls going to Oxford.

Mayoral Appointments

Electrical Board

- ◆ *Duffy Hart, 4251 State Highway 23, appointed to fill the remainder of a three-year term expiring December 31, 2021*
- ◆ *Tom Mealey, 120 Ryan Lane, appointed to a three-year term expiring December 31, 2023*
- ◆ *Gary Callea, 15 Morse Ave., appointed to fill the remainder of a three-year term expiring December 31, 2021*

Mayoral Appointment with Council Approval

Street Tree Committee

- ◆ *Elise Eaton, 32 Newton Ave., appointed to a three-year term expiring December 31, 2023.*

Ald. Kays-Biviano **moved** to approve the Street Tree appointment. Seconded by Ald. Doliver, approved ayes all.

Ward Reports

Ward 1

Ald. Caldwell reported one communication regarding a potential dumpster Ordinance or permit.

Ward 2

Ald. Doliver reported communications regarding codes and has been referred to Code Enforcement for resolution.

Ward 3

Ald. Allaire reported a communication regarding the electric vehicle charging stations and informed the party discussion is ongoing.

Ward 4

Ald. Kays-Biviano reported communication regarding clean-up of the City's East Main St. parking lot and another regarding the STAR program; both were referred to the proper department.

Ward 5

Ald. Zieno reported a communication regarding the EV charging stations, feedback from several downtown merchants in support of the proposed dumpster permit/policy, and a couple of complaints which were referred to the proper department.

Ward 6

Ald. Jeffrey reported communication regarding an unlicensed vehicle which has been resolved, a Code issue which will be referred to Code Enforcement and a few regarding the Price Chopper and Tops merger. He is waiting for the NO PARKING sign on Griffin St. from the Traffic Commission. He also received questions regarding Covid 19 vaccinations which were referred to Supervisor Jeffrey. He also acknowledged a step in the right direction with Norwich athletics having started again.

Ald. Caldwell **moved** to receive and file the ward reports. Seconded by Ald. Jeffrey, approved ayes all.

Motions

- ◆ Whistleblower Policy – Ald. Caldwell **moved** to approve the Whistleblower Policy. Seconded by Ald. Jeffrey, approved ayes all.
- ◆ Personal Services and Overtime Budget Line Transfer Procedure - Ald. Caldwell **moved** to approve the New Personal Services and Overtime Budget Line Transfer Procedure. Seconded by Ald. Jeffrey, approved ayes all.

Resolutions

RESOLUTION #4 - 2021

DESIGNATING “PREFERRED PURCHASER” OF CITY-OWNED PROPERTY AT 63 SILVER STREET

Ald. Kays-Biviano introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich acquired the real property at 63 Silver Street through property tax foreclosure; and

WHEREAS, the subject property is considered by the Common Council to be surplus and its continued ownership by the City unnecessary to a useful public purpose; and

WHEREAS, the Common Council has reviewed proposals for the purchase of the property, and considers the proposal from Martha Ryan of Norwich, NY to be an acceptable offer based on the purchase amount offered, the significant investments to be made in the property's rehabilitation, and the proposed use of the property; now therefore be it

RESOLVED, that the Common Council hereby designates Martha Ryan of Norwich, NY as the “preferred purchaser” of the City-owned property at 63 Silver Street; and further be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to negotiate and enter into a contract for the sale of the City-owned property at 63 Silver St. to Martha Ryan for the aforesaid purpose.

Seconded by Ald. Jeffrey and duly adopted, 6 - 0, on a roll call vote.

RESOLUTION #5 - 2021

AUTHORIZING TRANSFER OF FUNDS FOR LEGAL FEES IN HUMAN RESOURCE BUDGET

Ald. Kays-Biviano introduced the following and **moved** its adoption:

WHEREAS, the expense for attorney fees for December was \$3,904.00 more than anticipated; and

WHEREAS, the Human Resource Contracted Services line has insufficient funds to cover the fees; and

WHEREAS, a transfer from Contingency is necessary to cover the attorney fees; and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2020 Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1990.4	Contingency	\$3,904

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1430.4020	Human Resources – Contracted Services	\$3,904

Seconded by Ald. Caldwell, and duly adopted, 6 - 0, on a roll-call vote.

RESOLUTION #6 - 2021

AUTHORIZING SHARED SERVICE AGREEMENT WITH NYSDOT

Ald. Caldwell introduced the following and **moved** its adoption:

WHEREAS, the City of Norwich and the New York State Department of Transportation wish to share services, exchange or lend materials or equipment which shall promote and assist in the maintenance of State and Municipal roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources; and

WHEREAS, pursuant to Section 55 of the New York State Highway Law, emergency aid for control of snow and ice in municipalities; and

WHEREAS, such contract is for a four-year term expiring July 29, 2024; and

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to execute an agreement between the City and the New York State Department of Transportation for shared services.

Seconded by Ald. Zieno and duly adopted, 6 - 0, on a roll call vote.

RESOLUTION #7 - 2021**DECLARING MILLINGS AS SURPLUS AND AUTHORIZING DISPOSAL**

Ald. Caldwell introduced the following and **moved** its adoption:

WHEREAS, millings from street paving projects have been deemed to be surplus; and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the millings be and hereby are declared surplus; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to dispose of such millings as is provided for by law.

Seconded by Ald. Jeffrey, and duly adopted, 6 - 0, on a roll call vote.

RESOLUTION #8 -2021**AUTHORIZING TRANSFER FOR THE WASTEWATER TREATMENT
PLANT NUTRIENT REMOVAL STUDY**

Ald. Caldwell introduced the following and **moved** its adoption:

WHEREAS, a grant from the NYS Environmental Facilities Corporation (EFC) for the Wastewater Treatment Plant Nutrient Removal Study was awarded by the EFC; and

WHEREAS, the award requires additional funds by the City; and

WHEREAS, \$19,000 is needed for consulting services being provided by GHD for the study; now therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds in the 2021 Budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
G909	Sewer – Unappropriated Fund Balance	\$19,000

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
G8110.4020	Waste Water – Contracted Services	\$19,000

Seconded by Ald. Jeffrey, and duly adopted, 6 - 0, on a roll-call vote.

RESOLUTION #9 - 2021**AUTHORIZING END OF YEAR 2020 BUDGET TRANSFERS**

Ald. Jeffrey introduced the following and **moved** its adoption:

WHEREAS, funds need to be reallocated among line items to cover the cost of expenses through December 31, 2020; now, therefore be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfers in the 2020 Budgets:

2020 Budget Transfers

GENERAL

TO:

A3120.1020	Police Department - Overtime	\$	73,086.01
A3410.1020	Fire Department - Overtime	\$	120,556.60
A5110.1010	Street Maintenance - Personal Services	\$	35,008.77
A 9015.8	Fire & Police Retirement	\$	32,417.97
		GENERAL	\$ 261,069.35

FROM:

A3120.1010	Police Department - Personal Services	\$	118,810.83
A3410.1010	Fire Department - Personal Services	\$	79,589.09
A5142.1010	Snow & Ice - Personal Services	\$	35,168.52
A9060.8	General - Health Insurance	\$	27,500.91
		GENERAL	\$ 261,069.35

SEWER

TO:

G8130.1020	Treatment & Disposal - Overtime	\$	12,650.74
G9010.8	State Retirement	\$	5,687.79
		SEWER	\$ 18,338.53

FROM:

G8130.1010	Treatment & Disposal - Personal Services	\$	15,655.47
G8140.1010	Storm Sewers - Personal Services	\$	2,683.06
		SEWER	\$ 18,338.53

WATER

TO:

F8310.1010	Water Administration - Personal Services	\$	3,232.43
		WATER	\$ 3,232.43

FROM:

F8320.1010	Source of Supply - Personal Services	\$	3,232.43
		WATER	\$ 3,232.43

Seconded by Ald. Allaire, and duly adopted, 6 - 0, on a roll call vote.

Payment of February 2021 Bills

Ald. Kays-Biviano **moved** to pay the February 2021 bills after proper audit and certification.

	<u>Prepaid</u>	<u>2/16/2021</u>	<u>Grand Total</u>
General Fund	\$940,921.51	\$524,558.27	\$1,465,479.78
Sewer Fund	112,595.10	7,695.71	120,291.81
Water Fund	54,223.27	14,353.47	68,576.74
Trust	29,450.75	-	29,450.75
Debt Service		-	
Comm. Dev. - Special Grants	353.50	-	353.50
Capital Projects		-	
TOTALS	\$1,137,544.13	\$546,607.45	\$1,684,151.58

Seconded by Ald. Jeffrey and duly adopted 6 - 0.

- ◆ Entering into an agreement with the Livingston Group for EV Charging Stations - Ald. Caldwell **moved** to table entering into an agreement with the Livingston Group for EV Charging Stations. Seconded by Ald. Doliver, approved ayes all.
- ◆ Set Public Hearing for Second CAB Public Hearing – Ald. Jeffrey moved to set a Public Hearing on March 16, 2021 at 6:30 p.m. to hear comment regarding the Community Advisory Board’s final plan as it relates to Police Reform. Seconded by Ald. Caldwell, approved ayes all.

Executive Session

Ald. Jeffrey **moved** to enter executive session to discuss pending litigation at 6:52 p.m. Seconded by Ald. Doliver, approved ayes all.

Ald. Caldwell **moved** to exit executive session at 7:17 p.m. Seconded by Ald. Jeffrey, approved ayes all.

Assemblyman Joe Angelino – Mayor Sastri gave Assemblyman Joe Angelino a moment to address the Council. He said he was elected to represent 130,000 people, but just because his job is in Albany he is sure he was elected because of everyone here. He would like to help in any way he can, whether it be retirement issues, a bridge-naming or any bill that may effect the City of Norwich and that the best and quickest way to reach out to him is by using the official contact information on the Assembly page.

Adjournment

Ald. Caldwell **moved** to adjourn at 7:20 p.m. Seconded by Ald. Jeffrey, approved ayes all.