COMMON COUNCIL
July 20, 2021

Mayor Shawn Sastri presided at a meeting of the Common Council held at 6:30 PM on July 20, 2021, in the Common Council Chambers at One Court Plaza.

Present:	Also:
Mayor Shawn Sastri	Director of Finance/City Clerk Dee DuFour
Ald. Matthew Caldwell	Director of Human Resources Lynn Murray
Ald. Brian Doliver	Fire Chief Jan Papelino
Ald. Nancy Allaire	Police Chief Rodney Marsh
Ald. Linda Kays-Biviano	EMO Stephen Cady
Ald. David Zieno	City Attorney Steve Natoli
Ald. Robert D. Jeffrey	Joan Smith
Supervisor Robert M. Jeffrey	Media Representative: __none__________

Absent
Supervisor James McNeil

Call to Order
The meeting of the Common Council was called to order by Mayor Sastri at 6:35 p.m.

Approval of Minutes
Ald. Zieno **moved** to approve the minutes of the special meeting of June 3 and June 18 and the regular meeting of June 15, 2021. Seconded by Ald. Caldwell and duly approved ayes all.

Open Forum
Jeff Conklin, 68 Borden Ave. and Mike Fradenburg, 53 Locust St. asked the Council to include funding for pickleball courts in the 2022 Budget.

Christine Carnrike, 29 Jones Ave., stated that admittedly she was very passionate after the last special Common Council meeting, and with three newspaper articles since, the explanation has what transpired has not yet been explained. The Councils decision to table the appointment of the Mayor as Youth Bureau Director followed by the withdrawal of his resignation made it clear that the resignation was dependent on the appointment. An elected officials setting conditions for resignation is "extremely troubling" and questioned why the Council did not question it. She continued, saying the Mayor said in Open Session that the job was not as he expected and felt the Council should have accepted his resignation with no conditions attached and said the situation seems to be self-serving [to the Mayor] and not inline with public service. She further stated the Mayor should have resigned and then applied as a private citizen, she questioned if there was disclosure to the other applicants that the Mayor was also interested in the position and at what point was the Mayor's application was received. She praised Bob Mason, saying he leads by example and his commitment to our youth.

Proclamation – Pegi LoPresti Day – Mayor Sastri announced that he presented Pegi LoPresti with a Proclamation today at an event held in her honor of her retirement at NBT bank. [The Proclamation acknowledged and thanked her for her dedicated service to our Community in both a personal and professional capacity].

Correspondence

Recovery & Wellness Glow 5K Walk/Run – Ald. Jeffrey **moved** to approve a request from the Suicide Prevention Coalition for special event designation and the use of City Sts. for their Recovery and Wellness Glow 5K Walk/Run held at Weiler Park, from 6 p.m. to 9:30 p.m. on Saturday, September 18, 2021. The race route begins at Weiler Park on Borden Ave., to Silver St., Birdsall St., Hale St., onto Midland Dr. to East Main St., to Adelaide, to Mitchell St., back to Silver St. and finishing on Borden Ave at Weiler Park. Seconded by Ald. Zieno, approved ayes all. Before the vote, Chief Marsh was asked about the route. He stated he had some questions, but had not heard from the organizations contact, but felt there was nothing that could not be worked out.

Curb Chenango's Cut on Berry St. – Ald. Kays-Biviano **moved** to approve a curb cut request from Harry and Joyce Myers for the Berry Street side of their property. Seconded by Ald. Allaire, approved ayes all.

Department, Board and Commission Reports

- Water Commission Minutes – May
- Youth Bureau Report – 2nd Quarter
- Police Department Report – May and June
- Fire Department Report – June
- Finance Department Report – May and June

Ald. Kays-Biviano **moved** to receive and file the department, board, and commission reports. Seconded by Ald. Caldwell, approved ayes all.

Mayoral Appointments

Planning Commission
Kyra Collier, 58 Sheldon Street, appointed to fill the remainder of a three-year term expiring December 31, 2022.

Zoning Board of Appeals
Andrew Coates, 5 South Broad Street, appointed to fill the remainder of a three-year term expiring December 31, 2023.

Ward Reports

Ward 1
Ald. Caldwell reported communications regarding Hillview Dr., the Youth Bureau Director appointment, catch basins, tree stumps that needed to be ground down, the condition of asphalt on South Broad, a high assessment on a property, adding a crosswalk, marijuana legislation, DPW "Men Working" signs to make them gender neutral. He thanked Supervisor Jeffery and his wife for helping to clean up South Broad St. of weeds and garbage. He further reported that the B.I.D. is working with The Place to get a crew together to do more cleanup. Ald. Caldwell **moved** that the DPW dispose of the bags containing the organic (weed) waste from this cleanup effort. Seconded by Ald. Jeffrey, approved ayes all.

Ward 2
Ald. Doliver reported receiving communications about a flooded street and several about drugs in Ward 2 which has not gotten any better. The Neighborhood Watch will be meeting and the Police, Fire and Codes continue to a great job with what they can.

Ward 3
Ald. Allaire reported communications about a sewer issue on Hillview, several noise complaints, a zoning issue, the Youth Bureau "issue", and some regarding pickleball.

Ward 4
Ald. Kays-Biviano reported communications regarding overgrown bushes around Terrace and North Broad, a crumbling sidewalk that was installed in 2019, and motorcycle noise.

Ward 5
Ald. Zieno reported communications regarding the Youth Bureau position, continued complaints about speeding on East Main St., complaints about the garage on Park St. that is falling down.

Ward 6
Ald. Jeffrey reported communications regarding grass on Midland Dr., Birdsall St., garbage on Westcott St. and Birdsall St., a request for a drain at Biviano Lane and Brown Ave. location because of excessive pooling of water. He requested from DPW that the street sweeper address Ward 6 after the heavy rains and clogged drains. Ald. Jeffrey also had a complaint regarding speeding on Conkey Ave. with a request to lower the speed limit from 30 miles per

hour to 15 miles per hour. He was also made aware of a car in Hayes St. parking lot that has been parked there over a year, has expired license plates and inspection tag.

Mayor Sastri was also contacted by the resident on Gold St. regarding the crumbling sidewalk installed 2 years ago by the City after speaking with E. Pepe and telling them nothing can be done because it is past the one-year warranty period. Mayor Sastri would speak with Ed. There was discussion of the previous repair of a sidewalk done by the City. Ald. Jeffrey would be in favor of making this right.

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

Motions

Actuary Services - Ald. Zieno **moved** to approve having Armory Associates of Syracuse, NY perform the actuary valuation for post-employment benefits. Seconded by Ald. Jeffrey, approved ayes all.

Resolutions

RESOLUTION #43 -2021 **AUTHORIZE PURCHASE AND TRANSFER OF FUNDS FOR FERNO AMUBLANCE STRETCHERS**

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

WHEREAS, the Fire Chief has recognized a need for assisted lift stretchers for each ambulance to reduce stress and injuries to staff; and

WHEREAS, a reduction in injuries may lead to a decrease in overtime hours; and

WHEREAS, the Fire Chief has made certain recommendations; now therefore be it

RESOLVED, that the purchase of a three Ferno Power Stretchers at a cost $64,040.44 is hereby approved; and, further 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:

Account Number	Name	Amount
HR22-878	Capital Reserves – Ambulance Equipment	$64,040.44

To:

Account Number	Name	Amount
A3410.2101	Ambulance - Equipment	$64,040.44

Seconded by Kays-Biviano, and duly adopted, 6 - 0, on a roll call vote.

RESOLUTION #44 -2021 **AUTHORIZE PURCHASE AND TRANSFER OF FUNDS FOR AUTOPULSE**

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

WHEREAS, the Fire Chief has recognized a need for an additional AutoPulse; and

WHEREAS, the Fire Chief has made certain recommendations; and

WHEREAS, the Joint Committee have agreed with those recommendations; now therefore be it

RESOLVED, that the purchase of an AutoPulse for $13,140 is hereby approved; and, further 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:

Account Number	Name	Amount
HR22-878	Capital Reserves – Ambulance Equipment	$13,140

To:

Account Number	Name	Amount
A3410.2101	Ambulance - Equipment	$13,140

Seconded by Kays-Biviano, and duly adopted, 6 - 0, on a roll call vote.

RESOLUTION #45 - 2021 DESIGNATING AUTHORIZED REPRESENTATIVE TO EXECUTE WATER METER REPLACEMENT GRANT AGREEMENT WITH ENVIRONMENTAL FACILITIES CORPORATION (EFC)

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

WHEREAS, the City of Norwich has been selected to receive a grant for the Water Meter Replacement Project (the “Project”) administered through the New York State Environmental Facilities Corporation (“EFC”); now, therefore be it

WHEREAS, a grant was awarded for the Water Replacement Project in the amount of $1,000,000; now therefore be it

RESOLVED that the Superintendent of DPW is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfill the City of Norwich’s obligations under the Grant Agreement.

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

RESOLUTION #46 - 2021 AUTHORIZING LOCAL MATCH FOR WATER METER REPLACEMENT PROJECT GIGP GRANT

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

WHEREAS, the City of Norwich has been awarded a grant for up to $1,000,000 in funding for the Water Meter Replacement project (the “Project”) under the Green Innovation Grant Program (“GIGP”) administered through the New York State Environmental Facilities Corporation (“EFC”); and

WHEAREAS, there the required GIGP local match is a minimum of 10% of eligible costs of the $1,000,000 grant award; now therefore be it

RESOLVED, that the Common Council of the City of Norwich hereby authorizes and appropriates a minimum of 10% local match as required by the GIGP for the GIGP Water Meter Replacement project, which match will be at least 10% of the total actual $1,000,000 Project costs; and, further be it

RESOLVED, that the source of the local match, and any amount in excess of the required match, shall be Capital Reserve Account HR42 Sewer Equipment. The maximum local match shall not exceed $500,000 based upon a total estimated maximum project cost of $1,500,000. The Superintendent of DPW may increase this local match through the use of in-kind services without further approval from the City of Norwich.

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

Discussion Before the Vote: Ald. Caldwell said he doesn't have a problem with the increase of in-kind services without further approval, but asked that the Council be apprised of any increases.

RESOLUTION #47 - 2021 **SEQRA DETERMINATION (TYPE II) OF NON-SIGNIFICANCE CONCERNING THE WATER METER REPLACEMENT PROJECT**

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

WHEREAS, the City of Norwich has undertaken to replace all water meters and meter reader; and

WHEREAS, grant funds for the meter replacement project have been awarded to the City through the GIGP (Green Innovation Grant Program) and the EPG (Engineering Planning Grant) Program; and

WHEREAS, Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

RESOLVED, that the City of Norwich hereby determines that the proposed City of Norwich Meter Replacement Project is a Type II action in accordance with 6 NYCRR Section 617.5(c) (2) which constitute(s) the "replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes unless such action meets or exceeds any of the thresholds in section 617.4 of this Part;" and is therefore not subject to further review under 6 NYCRR Part 617.

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

RESOLUTION #48 - 2021 **AUTHORIZING APPROPRIATION OF GRANT FUNDS FROM R.C. SMITH FOUNDATION & THE GREATER NORWICH FOUNDATION FOR CITY BAND SUMMER CONCERT SERIES**

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

WHEREAS, a grant in the amount of $1,827.50 has been received from the R.C. Smith Foundation for supporting the Norwich City Band 2021 summer concert series; and

WHEREAS, a grant in the amount of $1,828.00 has also been received from The Greater Norwich Foundation for supporting the Norwich City Band 2021 summer concert series; and

WHEREAS, corresponding increases are therefore required in budgeted appropriations for the above designated purpose; and

WHEREAS, the Joint Committee has made certain recommendations; now, therefore be it

RESOLVED, that $1,827.50 from the RC Smith Grant and $1,828.00 from The Greater Norwich Foundation Grant be and hereby are appropriated for the Norwich City Band 2021 summer concert series; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2021 General Fund budget:

From:

Account Number	Name	Amount
A910	General Fund – Appropriated Fund Balance	$ 3,655.50

To:

Account Number	Name	Amount
A7270.4020	Band Concerts - Contracted Services	$ 3,655.50

Seconded by Ald. Doliver, and duly adopted, 6 – 0, on a roll call vote.

RESOLUTION #49 - 2021 **DECLARING EQUIPMENT SURPLUS AND AUTHORIZING DISPOSAL**

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

WHEREAS, a new firewall has been installed at the Police Department; and

WHEREAS, the older Dell Sonicwall firewall has been deemed to be obsolete by the Police Department; and

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

RESOLVED, that the Dell Sonicwall firewall be and hereby is declared surplus and, further be it

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

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

RESOLUTION #50 - 2021 **AUTHORIZING IN-KIND CONTRIBUTION RELATIVE TO THE MUSEUM DISTRICT SIDEWALK INSTALLATION**

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

WHEREAS, the Friends of the Museum District are moving forward with Phase I of the revitalization of the Museum District in the City of Norwich; and

WHEREAS, Phase I of the project includes the installation of sidewalks from Broad Street to Silver Street; and

WHEREAS, the Friends of the Museum District are asking the City of Norwich to install the sidewalks utilizing an in-kind contribution in the amount of $50,000; and

WHEREAS, the City would be supplied the materials for the installation of the sidewalks; now, therefore be it

RESOLVED, that the Common Council authorizes the installation of sidewalks in the Museum District from Broad Street to Silver Street using an in-kind contribution not to exceed $50,000; and further be it

RESOLVED, that the materials for the sidewalk installation shall be provided by the Friends of the Museum District.

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

RESOLUTION #51 - 2021 **SUPPORT FOR PHASE 1A OF THE MUSEUM DISTRICT PLAN PRESENTED BY FRIENDS OF THE MUSEUM DISTRICT**

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

WHEREAS, the plan of creating a Museum District began in 1999 with the City of Norwich Planning Commission; and

WHEREAS, a Museum District Plan was presented to the Common Council and was adopted on January 16, 2001 after conducting a public hearing; and

WHEREAS, the Friends of the Museum District are continuing work in the Museum District; and

WHEREAS, the Friends of the Museum District presented Phase 1A which encompasses the area on Rexford Street from the railroad tracks to Silver Street: and

WHEREAS, the Friends of the Museum District are asking for the City's continued support in the project; and

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

RESOLVED, that the Common Council of the City of Norwich continues to give their support for the Museum District; and further be it

RESOLVED, that the Common Council supports the Phase 1A plan as presented to them on July 6, 2021.

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

Ald. Caldwell asked for a motion to remove from the table Resolution #40 – 2021 APPOINTMENT OF SHAWN SASTRI AS YOUTH BUREAU DIRECTOR. Ald. Kays-Biviano so **moved**. Seconded by Ald. Doliver, approved ayes all.

RESOLUTION #40 - 2021 APPOINTMENT OF SHAWN SASTRI AS YOUTH BUREAU DIRECTOR

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

WHEREAS, a vacancy exists in the position of Youth Bureau Director; and

WHEREAS, the Joint Committee has made certain recommendations; now, therefore be it

RESOLVED, that Shawn Sastri of Norwich, NY, be and hereby is appointed to fill the remainder of a two-year term expiring December 31, 2022 to the position of Youth Bureau Director; and further be it

RESOLVED , that the position will be at $17,538 and 19 hours per week effective July 19, 2021 and is subject to such action as may be necessary by the Norwich Civil Service Commission.

Seconded by Ald. Kays-Biviano and duly defeated, 0 - 6, on a roll call vote.

Discussion before the vote: Ald. Caldwell reported that Mayor Sastri has withdrawn his application for Youth Bureau Director so there is no need to keep the Resolution on the table.

Payment of July 2021 Bills

Ald. Allaire **moved** to pay the July 2021 bills after proper audit and certification.

	Prepaid	7/20/2021	Grand Total
General Fund	$154,037.81	$51,162.62	$205,200.43
Sewer Fund	23,199.26	2,112.83	25,312.09
Water Fund	14,519.60	8,390.29	22,909.89
Trust	31,543.34	-	31,543.34
Debt Service	229,838.53	-	229,838.53
Comm. Dev. - Special Grants	240.00	-	240.00

Capital Projects				-		
TOTALS		**$453,378.54**		**$61,665.74**		**$515,044.28**

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

Ald. Jeffrey reported speaking with Kerri Green of Commerce Chenango saying the application for the 2021 DRI is currently in the works. The grant is up to $10 million dollars specifically for the revitalization of downtown business districts. Application will be due around October and awarded early in 2022.

Executive Session

Ald. Jeffrey **moved** to enter executive session to discuss contract negotiations and the employment history of particular individuals at 7:12 p.m. Seconded by Ald. Caldwell, approved ayes all.

Ald. Jeffrey **moved** to exit executive session at 9:50 p.m. Seconded by Ald. Allaire, approved ayes all.

Adjournment

Ald. Doliver **moved** to adjourn at 9:50 p.m. Seconded by Ald. Allaire, approved ayes all.

Minutes transcribed and submitted by Agnes Eaton, Deputy City Clerk.