COMMON COUNCIL
August 17, 2021

Mayor Shawn Sastri presided at a meeting of the Common Council held at 6:30 PM on August 17, 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	DPW Superintendent Edward Pepe
Ald. Nancy Allaire	Fire Chief Jan Papelino
Ald. Linda Kays-Biviano	Police Chief Rodney Marsh
Ald. David Zieno	EMO Stephen Cady
Ald. Robert D. Jeffrey	City Attorney Steve Natoli
	Deputy City Clerk Agnes Eaton
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 6:31 p.m.

Approval of Minutes
Ald. Caldwell **moved** to approve the minutes of the special meeting of July 6 and the regular meeting of July 20, 2021. Seconded by Ald. Jeffrey and duly approved ayes all.

Open Forum
Harry Graves, 54 Mitchell St. and a member of the Planning Commission, thanked those who recommended the resurfacing of the skatepark. He suggested some changes to the signage listing the rules of the skatepark which are out of date and ignored. He compared an unused skatepark having the same affect to those coming into our community as empty store fronts have. He urged the Council to approve the transfer of funds to resurface the skatepark.

Todd Dreyer, 17 Hickok Ave. and former Planning and Community Development Specialist for the City of Norwich, spoke on two issues. First he spoke in support of the City of Norwich's upcoming application to the Downtown Revitalization Initiative (DRI) which Commerce Chenango will be submitting on the City's behalf by September 15, 2021. A formal Resolution is needed and urged the City to pass one. He also suggested the City and Commerce Chenango have a memorandum of understanding to establish the principal and contractor relationship if the $10 million granted and awarded. He is concerned that the process has not developed a visible public or stakeholder outreach component as is required in the application. He also stated that the businesses along the East Main St. business corridor feel left out of the process, as they are part of the same B-1 zone as Broad St. is, but are not part of the DRI area. Second, he spoke about the City's option to opt-out of allowing marijuana sales and consumption establishments. He stated he is moderately supportive of dispensaries and moderately opposed to on-site consumption establishments, saying the impacts from dispensaries would be less than those from "cafes". Having dispensaries in the City could provide a significant sales tax benefit to the community.

Correspondence
- **Use of Police Department Garage and Parking Lot** – Ald. Zieno **moved** to approve the request for use of the Police Department garage and parking lot by the PBA for a "back to school" event that is open to the public and will include several local area organizations on Tuesday, August 31, 2021 from 11 a.m. to 7 p.m. Seconded by Ald. Allaire, approved ayes all.

- **Curb Cut at 11 Ridgeland Rd.** – E. Pepe has looked at the proposed curb cut and has no issue with it. Ald. Caldwell **moved** to approve a curb cut at 11 Ridgeland Rd. Seconded by Ald. Allaire, approved ayes all.

Mayoral Appointment – Mayor Sastri announced the following appointment:

Water Commission

- *Stephen Simmons, 31 Hillview Drive, to fill the remainder of a three-year term expiring December 31, 2021.*

Department, Board and Commission Reports

- Police Department Report – July
- Finance Department Report – July
- Fire Department Report – July
- Civil Service Minutes - June

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

Ward Reports

Ward 1

Ald. Caldwell reported some communications which are being resolved. He also reported that the constituents he has spoken to are evenly split, 50% for and 50% against, the sale/consumption sites of marijuana in the City. As he is on the Board of Directors of B.I.D., he informed the Council that B.I.D. has put out a survey regarding the issue of marijuana sales/consumption sites.

Ward 2

Ald. Doliver reported he attended the neighborhood watch in his ward and there are still concerns about the drug issues which have been forwarded to the Police Chief.

Ward 3

Ald. Allaire reported communications regarding yard pickup. She also had conversations regarding marijuana and thanked her for being in support of it.

Ward 4

Ald. Kays-Biviano reported a communication regarding a squatter which has now been resolved. She also spoke with constituents regarding marijuana saying that most are in favor of the sales, but not the on-site consumption.

Ward 5

Ald. Zieno reported a communication regarding a Code violation which is in the process of being resolved. He spoke with two persons in support of the sales of marijuana. He also spoke with the Director of Commerce Chenango about public input [regarding the DRI], but he has seen no public input. He suggested an on-line survey to the Director.

Ward 6

Ald. Jeffrey reported several referrals to Code Enforcement and DPW which have been resolved. He reported conversations regarding the sales of marijuana and the lack of guidelines by the State. He attended the ribbon-cutting of the Children's Home [on East Main St.]. He also inquired when the skatepark fence will be fixed. E. Pepe stated is should be this month.

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

Motions

- **CAB's List of Recommendations** – Ald. Zieno **moved** to accept the following items from the list of recommendations from the Community Advisory Board. Seconded by Ald. Allaire, approved ayes all.
  - #11 Expand Community Engagement Programs
  - #16 Update the Shift Swapping Policy
  - #18 Supply Staff with Business Cards
  - #19 Work closely with Union Officials to ensure that the newly adopted City policies work in tandem

and not in conflict with the Employee Handbook

Resolutions

RESOLUTION #55 - 2021 **AUTHORIZING AGREEMENTS WITH TOWNS FOR YOUTH RECREATION SERVICES**

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

WHEREAS, the City has reached agreements with the Towns of North Norwich, Norwich, Plymouth, Preston and Pharsalia to provide youth recreation services to the residents of such towns for a lump sum per town, without individual charges being made to such participants; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to sign agreements with the Towns of North Norwich, Norwich, Plymouth, Preston and Pharsalia to provide youth recreation services to residents of such towns during the 2022 fiscal year.

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

RESOLUTION #56 - 2021 **DESIGNATING "PREFERRED PURCHASER" OF CITY-OWNED PROPERTY AT 29 DIVISION STREET**

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

WHEREAS, the City of Norwich acquired the real property at 29 Division 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 Jason and Roxanne Gray 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 as a single family home; now therefore be it

RESOLVED, that the Common Council hereby designates Jason and Roxanne Gray of Norwich, NY as the "preferred purchaser" of the City-owned property at 29 Division Street; and, be it further

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 29 Division Street to Jason and Roxanne Gray for use as a single family home.

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

RESOLUTION #57 - 2021 **AUTHORIZING NON-UNIT COMPENSATION SCHEDULE**

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

WHEREAS, the 2022 compensation schedule for non-unit employees was received by the Common Council on August 3, 2021 as a component part of the 2021 budgets; now therefore be it

RESOLVED, that the 2022 compensation schedule be amended as follows from the 2021 non-unit compensation schedule, effective January 1, 2022.

	2022 Base Annual Salary	2022 Salary Range
ASSESSMENT		
Assessor (8 hours/week)	$21,347	$17,641 - $23,291
CITY ATTORNEY		
City Attorney **	$37,362	
DEPARTMENT OF FINANCE / CLERK		
Director of Finance/City Clerk	$92,014	$77,462 - $92,363
Deputy City Clerk	$49,866	$37,661 - $49,866
DEPARTMENT OF PUBLIC WORKS/WATER/SEWER		
Superintendent of Public Works	$94,014	$77,462 - $102,561
Asst. Supt. of Pub Works (Vacant)	TBD	$60,836 - $80,548
EMERGENCY PREPAREDNESS		
City EMO Director *	$9,183	
FIRE DEPARTMENT / EMS / CODES		
Fire Chief	$92,363	$69,756 - $92,363
Ordinance Inspector - 30 hrs.	$34,900	$34,900
HUMAN RESOURCES		
Human Resources Director	$67,320	$63,985 - $87,260
POLICE DEPARTMENT		
Police Chief **	$101,349	
Assistant Police Chief **	$82,159	
YOUTH BUREAU		
Youth Bureau Director	$17,889	$17,889 - $26,010
Recreation Coordinator	$5,918	$5,918 - $7,835
SEASONAL EMPLOYEES		

Lifeguards	$12.50 - $13.69
Laborers	$12.50
All other seasonal and temporary employees	$12.50 - $15.18

* Stipend employee
** Contract employee

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

RESOLUTION #58 - 2021 **AUTHORIZING PURCHASE OF AERIAL TRUCK AND TRANSFER OF FUNDS**

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

WHEREAS, a need to replace aerial truck #237 in the Fire Department has been realized; and

WHEREAS, a used ladder truck from the Fayetteville-Manlius Fire Department has been found; and

WHEREAS, the vehicle will be a 2006 Pierce 105' ladder truck at the purchase price of $385,000; and

WHEREAS, funds were included in the Capital Reserves Budget to support the equipment budget line in the Fire Department; and

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

RESOLVED, that the purchase of a 2006 Pierce ladder truck at a cost $385,000 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
HR32-878	Capital Reserves – Fire Equipment	$385,000

To:

Account Number	Name	Amount
A3410.2100	Fire – Equipment	$385,000

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

RESOLUTION #59 - 2021 **DECLARING EQUIPMENT SURPLUS AND AUTHORIZING DISPOSAL**

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

WHEREAS, the Fire Department has upgraded equipment; and

WHEREAS, the old Zoll E series equipment is obsolete and has been deemed to be surplus by the Fire Department; and

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

RESOLVED, that the following equipment be and hereby is declared surplus:

1 Physio Control Lifepak 10C, no batteries, used, unknown condition

Zoll E Series Accessories	
4 Lead monitoring cable, New	2
4 Lead monitoring cable, Used	2
12 Lead Monitoring cable, New	2
12 Lead monitoring cable, Used	2
Assorted noninvasive BP cuffs, New and used	
Sensor cable holding clips	5
Zoll recorder paper	31
Zoll 8mb Strata flash card	2
Zoll 16mb Strata flash card	1
Zoll 12 lead plug covers	3
Zoll ETCO2 airway adapter, box	1
Masimo LNCS Infant Spo2 sensor, box	1
Masimo LNCS Pdtx Spo2 sensor, box	1
Zoll CD (manuals, guides, etc)	1
Assorted Spo2 sensors, bag	1
Masimo and Zoll Spo2 cables, bag	1
Ositech Zoll data transfer cable	1

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

RESOLUTION #60 - 2021 **AUTHORIZING TRANSFER OF FUNDS FOR SKATEPARK RESURFACING**

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

WHEREAS, the skatepark surface has deteriorated and needs to be replace; and

WHEREAS, the DPW Superintendent has received quotes on the surface replacement; and

WHEREAS, funds were included in the Capital Reserves for the Skatepark resurfacing; and

WHEREAS, the Joint Committee has 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 2021 Budget:

From:

Account Number	Name	Amount
HR18-878	Capital Reserves – Skateboard Park	$23,000

To:

Account Number	Name	Amount
A7110.3100	Parks – Capital Improvements	$23,000

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

RESOLUTION #61 - 2021 **THE CITY OF NORWICH AUTHORIZES THE ADOPTION OF THE 2021 CHENANGO COUNTY HAZARD MITIGATION PLAN UPDATE**

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

WHEREAS, all jurisdictions within Chenango County have exposure to natural hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Chenango County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Chenango County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy; now, therefore be it

RESOLVED that the City of Norwich:

1) Adopts in its entirety, the 2021 Chenango County Hazard Mitigation Plan Update (the "Plan") as the jurisdiction's Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.

2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.

3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.

4) Will continue its support of the Mitigation Planning Committee as described within the Plan.

5) Will help to promote and support the mitigation successes of all participants in this Plan.

6) Will incorporate mitigation planning as an integral component of government and partner operations.

7) Will provide an update of the Plan in conjunction with the County no less than every five years.

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

RESOLUTION #62 - 2021 **APPOINTMENT OF ANTHONY TESTANI AS YOUTH BUREAU DIRECTOR**

Ald. Kays-Biviano 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 Anthony Testani 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 August 23, 2021 and is subject to such action as may be necessary by the Norwich Civil Service Commission.

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

Payment of August 2021 Bills

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

		Prepaid		8/17/2021		Grand Total
General Fund		$149,671.14		$27,719.06		$177,390.20
Sewer Fund		21,145.26		21,657.02		42,802.28
Water Fund		12,757.84		6,604.24		19,362.08
Trust		30,279.70		-		30,279.70
Debt Service				-		
Comm. Dev. - Special Grants				-		
Capital Projects		26,970.00		-		26,970.00
TOTALS		**$240,823.94**		**$55,980.32**		**$296,804.26**

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

Adjournment

Ald. Jeffrey **moved** to adjourn at 7:07 p.m. Seconded by Ald. Doliver, approved ayes all.