CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
January 3, 2012

Present:
Mayor Joseph Maiurano
Ald. Robert Carey
Ald. Terry Bresina
Ald. John Deierlein
Ald. Walter Schermerhorn
Ald. Paul Laughlin
Ald. Thomas LoPiccolo

Absent:
None

Also:
Director of Finance/City Clerk William Roberts
Human Resources Director Deborah DeForest
Police Chief Joseph Angelino
DPW Superintendent Carl Ivarson
Code Enforcement Officer/Fire Marshall Jason Lawrence
Deputy City Clerk Brian Drake
Fire Chief Tracy Chawgo
EMO A. Jones
Community Development Specialist Todd Dreyer
Youth Bureau Director Robert Mason
Shawn McGrath, Media Representative

Ald. Walt Schermerhorn called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:19 p.m. at the Council Chambers.

Approval of Minutes
Ald. Carey **moved** to approve the minutes of the Joint Committee meeting of December 5, 2011. Seconded by Ald. Laughlin, approved ayes all.

Department Head Reports

Fire Department

Donation - Electric Pumps Fire Chief Tracy Chawgo informed the Committees that the Wal-Mart Foundation donated funds for the purchase of equipment and volunteer firefighters added matching funds. Eight electric pumps without automatic shut-offs (which can cause operating problems) were purchased.

Portable Lighting Generators Chief Chawgo reported that Foster funds were used to purchase portable lighting generators, used by the Department for lighting at emergencies and also used by the high school during Homecoming festivities.

Miscellaneous Chief Chawgo stated that the Department should do well on overtime expenses after FEMA flood reimbursement, though two firefighters were absent on Workers' Compensation. The Department should close within budget. Chief Chawgo is preparing a monthly report and annual report. The Department responded to more than 2,700 calls during 2011. Chief Chawgo asked that Aldermen inform him of any particular items of information they would like specified in the reports. Volunteer Assistant Chiefs Papelino, Ford, and Rice were re-elected.

Police Department

Out-of-State Training Police Chief Joseph Angelino reported that Catholic Charities is providing all-expenses-paid training out of state to an area law-enforcement officer to create a multidisciplinary team for mass emergency incidents. He proposed that Sgt. Blenis attend the three-day seminar in Orlando, Florida. Ald. Carey **moved** to recommend Council approval of out-of-state training for Sgt. Blenis. Seconded by Ald. Laughlin, approved ayes all.

Police Vehicle Purchases Chief Angelino reported that the Department has five patrol cars, as well as other rolling stock. Two of the patrol cars have over 100,000 miles, and a third is nearing 100,000 miles; these vehicles are experiencing frequent, expensive maintenance issues. While the Department has purchased 20 vehicles during the Chief's tenure, the City has paid for only five of these, the others being purchased with grants and donations. Chief Angelino proposed purchasing three patrol cars under State contract, the purchase amount to be financed by a loan from the Department of Agriculture over three years, which would equal the amount if a single new vehicle were to be purchased each year for three years. The Committees discussed what type of vehicles should be purchased, the gas mileage of the different makes, and the State bid contract price, which has not yet been released. Chief Angelino noted that new equipment will need to be purchased as well, because the new vehicles will not be of the same make as the old vehicles. This will lead to a total price of approximately $83,000. DPW Superintendent Carl Ivarson agreed that the vehicles are requiring excessive maintenance. Chief Angelino also stated that the Department has a contract with River Road Auto to dispose of used vehicles, which could bring in up to $4,000 each. He will relay firm information on purchase price when it becomes available.

Code Enforcement Code Enforcement Officer Jason Lawrence suggested discussing proposed changes to the Rental Registry application and new residential rental inspection forms at the February Committees meeting, after Ald. LoPiccolo has had an opportunity to familiarize himself with the information. The Codes Office issued 210 permits in 2011, and has sent letters to dog owners who have not renewed their licenses.

Community & Economic Development

Business Loan Request - 157 Main Street, LLC Community Development Special Todd Dreyer reported that a doctor's office at 157 East Main Street has requested a business loan of $38,000 for the purchase of medical equipment and office furniture. Commerce Chenango will provide a loan for renovation of the building. The Loan Committee has reviewed and approved the request. The Committees postponed a decision until after a discussion of the credit history of the individual in executive session.

Emergency Home Repair Loan - 61 Cortland Street T. Dreyer reported that a low-income family at 61 Cortland Street has been the recipient of an emergency home repair loan and grant. During the repairs done under that loan, the porch roof was discovered to be structurally unsound. Cost to replace the roof will be approximately $3,335. The family has agreed to accept the additional loan. This will be made through City funds, not USDA grant funds. Ald. Carey **moved** to recommend Council approve an Emergency Home Repair Loan of $3,335 to the owners of 61 Cortland Street. Seconded by Ald. Deierlein, approved ayes all.

Finance W. Roberts reported that C. Ivarson has requested that a 2012 budget transfer to be made to Interfund Transfers/Highway Equipment Reserves be made instead to Interfund Transfers/Capital Projects - Streets. Ald. Carey **moved** to recommend Council approve a change in the 2012 budget transfer from Interfund Transfers/Highway Equipment Reserves to Interfund Transfers/Capital Projects - Streets. Seconded by Ald. Bresina, approved ayes all.

DPW

Well 3 Generator C. Ivarson reported that the failing generator at Well 3 is a natural gas engine with a 10HP fan. This should be replaced with a new 30KW generator. The project will require $12,000 for engineering and a total cost of approximately $35,000, and will need to go to bid. Funding will come from the Water System Improvements Reserve. Ald. Carey asked the life expectancy of a new generator; C. Ivarson replied that it would last 20 years or more. Ald. Deierlein **moved** to proceed with engineering and bidding to replace the generator at Well 3. Seconded by Ald. Carey, approved ayes all.

Surplus Equipment C. Ivarson proposed creating a list of all surplus equipment and impoundment items for sale.

Chlorine Controllers C. Ivarson reported that two chlorine controllers have failed. Cost to repair will be $7,800 for parts; the Department will perform the labor. Ald. Carey **moved** to recommend the Common Council approve expenditure for repair of two chlorine controllers. Seconded by Ald. Deierlein, approved ayes all.

Sidewalk Program C. Ivarson proposed a change to the rules of the sidewalk program that no money be accepted from a resident for participation in the sidewalk program until after the sidewalk has been inspected and approved for replacement by the DPW. Ald. Carey **moved** to change the rules of the sidewalk program as proposed. Seconded by Ald. Deierlein, approved ayes all.

Manpower C. Ivarson reported that an employee at the Wastewater Treatment Plant retired at the end of 2011. A current Water Department employee, Mike Miles, has requested to be considered for a position as unlicensed operator. Mr. Miles has a water and supervisory background. Ald. Carey **moved** to recommend Council grant Mr. Miles a leave of absence for one year and to provisionally promote him as unlicensed operator, pending civil service testing. Seconded by Ald. Bresina, approved ayes all. The appointment will leave a vacancy in the Water Department. Ald. Bresina **moved** to proceed to advertise and interview applicants for the vacancy in the Water Department, such position to be temporary pending the successful testing of Mr. Miles.

Loadall Repairs C. Ivarson reported that the internal boom of the loadall was found to have cracked, rendering it unsafe. The equipment is vital to operations; a replacement part will cost $13,987. This will be paid for from Equipment Reserves - Highway. Ald. Carey **moved** to recommend Council approve a transfer of $13,987 to repair the loadall. Seconded by Ald. Laughlin, approved ayes all.

Pool Project C. Ivarson stated that if the pool repair project is to be completed before a planned June opening, bid specifications must be distributed immediately, so that the bid can be awarded by the Council at its February meeting. The project is anticipated to cost $251,845. A grant application to fund the project has been denied. The Committees discussed various financing options, removing certain renovations to lower the cost of the project, fee schedules for use of the pool that would raise revenues, and the possibility of using the high school's pool again this summer. Youth Bureau Director Robert Mason reported that, while swim team and swim class attendance at the high school pool was good, open-swim attendance was very poor, approximately 3,000 swimmers, as opposed to an average of 16,000 at Kurt Beyer Pool. The Committees concurred that the project could not be funded this year, and that the project should be postponed until 2013.

Maple Street Paving Project C. Ivarson reported that Maple Street is in serious need of paving and curb, sidewalk, sewer, and storm drain renovation. NYSEG has requested gas-line replacement for Maple Street as well. The various components of the project will be charged to CHIPS repaving funds, the Water Fund, the sidewalk program, and the Wastewater Fund; NYSEG, under Department of Public Works standards, will pay 25%. Engineering will cost $66,000, which will be divided among the Wastewater and Water funds. Ald. Carey **moved** to transfer funds to cover engineering costs for the Maple Street renovation. Seconded by Ald. Deierlein, approved ayes all.

Executive Session Ald. Carey **moved** to enter executive session at 7:29 p.m. to discuss proposed litigation, and to discuss the credit history of a particular individual. Seconded by Ald. Bresina, approved ayes all.

Ald. Carey **moved** to exit executive session at 7:54 p.m. Seconded by Ald. Bresina, approved ayes all.

Ald. Carey **moved** to recommend Council approve an economic development loan of no more than $40,000 to 157 East Main Street, LLC for medical equipment and office furniture. Seconded by Ald. Deierlein, approved ayes all.

Adjournment

Ald. Deierlein **moved** to adjourn the meeting at 7:55 p.m. Seconded by Ald. Carey, approved ayes all.