

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
November 9, 2010

Present:

Ald. Robert Carey
Ald. Terry Bresina
Ald. John Deierlein
Ald. Paul Laughlin
Ald. Robert Jeffrey
Mayor Joseph Maiurano

Absent

Ald. Walter Schermerhorn

Absent

None

Also:

Clerk/Director of Finance William Roberts
Fire Chief Tracy Chawgo
Code Enforcement Officer Jason Lawrence
Police Chief Joseph Angelino
Human Resources Director Deborah DeForest
Community Development Specialist Todd Dreyer
DPW Superintendent Carl Ivarson
Deputy City Clerk Brian Drake
Media Representative Brian Golden

Ald. Terry Bresina called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:05 p.m. on November 11, 2010, at the Council Chambers.

Approval of Minutes

Ald. Carey **moved** to approve the minutes of the Joint Meeting of September 14, 2010, and the Finance/Personnel Committee meeting of October 5, 2010. Seconded by Ald. Deierlein, approved ayes all.

Department Head Reports

Fire Department Fire Chief Tracy Chawgo noted that the new County radio system is up and running, and the new radio tower will be erected Thursday. Some maintenance on Engines 2 and 3 was performed under warranty. Ald. Jeffrey asked about recovery of ambulance fees to date. Director of Finance William Roberts replied that recovery for the year is estimated at \$578,000, approximately \$140,000 less than originally projected. In the tentative 2011 budget, recovery is presumed to remain flat, though a raise in rates, going into effect this month, will provide a modest increase.

Police Department Police Chief Joseph Angelino noted that the Veterans' Day Parade will be held beginning at 10:45 a.m. on Thursday, November 11, with a ceremony in East Park.

Codes Code Enforcement Officer Jason Lawrence stated that crows were driven from the parks and have appeared in other areas. He has a recording of hawk cries which can be copied for others to use to frighten away crows.

Community & Economic Development Projects & Funds

Application to Council of the Arts for 2011 DEC Grant Funding

Community Development Specialist Todd Dreyer reported that the City will be applying again to the Council of the Arts for grant funding, as last year, in conjunction with B.I.D. and the Youth Program. Ald. Jeffrey **moved** to recommend Council approval of a grant application to the Council of the Arts for 2011 DEC grant funding. Seconded by Ald. Laughlin, approved ayes all.

Acceptance of USDA-Rural Development Housing Preservation Grant

T. Dreyer reported that the City has been awarded an \$80,000 grant from USDA-Rural Development Housing Preservation for the purposes of replenishing the City's Emergency Home Repair program funds. The City will be required to match funds in the amount of \$23,300. Ald. Jeffrey **moved** to recommend Council accept the USDA-Rural Development Housing Preservation Grant. Seconded by Ald. Deierlein, approved ayes all. Ald. Carey asked if the matching funds were provided for in the budget. W. Roberts said they were available in the Community Development Fund.

Ald. Jeffrey asked the status of the East Main Street renovation. J. Lawrence replied that the interior walls have been edged and filled, exterior wall work begun, basement floor poured, and the flooring removed and beams installed. Ald. Jeffrey asked the status of the Restore NY homes. T. Dreyer said the two remaining homes are under contract to be sold.

Ald. Jeffrey then inquired as to the status of the Brown Avenue project. T. Dreyer replied that he has heard nothing from the Norwich Housing Authority. Mayor Maiurano said he would contact them. Ald. Bresina noted that the project was not discussed at the recent Housing Authority's meeting. Ald. Jeffrey inquired regarding an economic development loan. Mayor Maiurano replied that the issue was being handled by the City Attorney and should not be discussed in open meeting because of privacy issues.

Other Items

Non-Unit Compensation Schedule for 2011

W. Roberts presented to the Committees the proposed 2011 Non-Unit Compensation Schedule for adoption in conjunction with the 2011 budget. The schedule provides for a 2% cost of living increase. Ald. Carey questioned the structure of the schedule. The Committees discussed revising the schedule, because the City has trouble recruiting new employees due to the low entry levels, which had remained frozen during a number of previous years. Ald. Carey requested that the Human Resources Director obtain similar schedules from other comparable cities to see if the City is in line with current practice. Ald. Jeffrey **moved** to recommend Council approval of the 2% cost of living increase of the Non-Unit Compensation Schedule. Seconded by Ald. Laughlin, approved ayes all.

Department Head Report

DPW

Safety Reflectors - Delaware Square

A petition was received from residents of Delaware Square requesting that safety reflectors be installed. C. Ivarson noted that the street is only 16 feet wide and there is little room for such reflectors, so that snow plows will likely damage or destroy them. Flexible reflectors would be \$42 each, with approximately 30 required. The Committees discussed placement of the reflectors and directed C. Ivarson to proceed with installation.

Particle Counter Replacement

C. Ivarson said that the particle counter at the filter plant is ten years old and requires replacement. It was repaired at a cost of approximately \$1,000 last year, and new repairs will be approximately \$3,600. A new particle counter will cost \$5,600. Ald. Jeffrey **moved** to recommend Council approve replacement of the particle counter and a transfer of funds to cover the cost. Seconded by Ald. Carey, approved ayes all.

Chlorine Analyzer Replacement

C. Ivarson said that the chlorine analyzer, which performs analysis every 15 minutes, is seven years old and requires replacement. A new chlorine analyzer will cost \$6,700. Ald. Jeffrey **moved** to recommend Council approve replacement of the chlorine analyzer and a transfer of funds to cover the cost. Seconded by Ald. Carey, approved ayes all.

Pool Project

C. Ivarson reported that three proposals were received for renovation of the City mechanics. The lowest proposal was from Delaware Engineering for \$27,300. Solar heating was considered not cost-effective. The underground oil tank would be removed and an electric heater installed. The bottom of the pool is rotted out. Wooden plugs have been installed temporarily. The filter pumps pose a possible danger because of their placement. The total cost of the project, including engineering, would be \$90,000 to \$110,000. Reserves currently hold approximately \$65,000. Ald. Jeffrey asked about possible grants. T. Dreyer said that some funds remain from the skate park project and he is checking with the Department of Parks to learn if those funds could be transferred to this project. Ald. Jeffrey **moved** to recommend the Council proceed with the engineering proposal of Delaware Engineering. Seconded by Ald. Carey, approved ayes all. (Subsequent follow-up discloses that approximately \$17,000 is left over from the previous pool project in 2003-2004.)

Filter Plant Project

C. Ivarson reported that new demands from USDA-Rural Development will require additional work, such as soil borings, maps, and archaeological surveys, to comply with application requirement for grant funds. Ald. Jeffrey **moved** to proceed with a proposal from Stearns & Wheler, LLC to assist with grant application preparation for additional requirements from the USDA-Rural Development. Seconded by Ald. Laughlin, approved ayes all.

RBC Update

C. Ivarson said that the wetwell stairs have been removed and screw pumps are due for delivery in January.

City Hall/Firehouse Modifications

C. Ivarson reported that work is continuing this week on the City Hall roof, the firehouse wall has been repaired, and installation of a gutter has fixed the moisture problem seen there.

Norwich B.I.D.

C. Ivarson reported that B.I.D. is looking for a few volunteers to assist in installing holiday lights. Interested parties should contact Pegi LoPresti of B.I.D.

Ald. Jeffrey asked about streetlights that are out around town. Chief Angelino said that officers continually report such problems to NYSEG, which generally responds within a week. Ald. Jeffrey noted that some of these lights have been out for several weeks. Chief Angelino said they would be reported as soon as possible. Ald. Jeffrey noted that downtown lighting seems dark. C. Ivarson replied that he checked the illumination as he drove to the meeting and it is currently at or above the levels on South Broad Street south of downtown.

Ald. Carey discussed planning to increase funding to prepare for necessary infrastructure repairs and improvements.

W. Roberts presented the proposed 2011 water rates for the Town of Norwich. Ald. Jeffrey **moved** to recommend Council approve the 2011 schedule of water rates for the Town of Norwich. Seconded by Ald. Laughlin, approved ayes all.

Executive Session

Ald. Carey **moved** to enter executive session at 7:20 p.m. to discuss the employment history of a particular individual, and to discuss the financial history of a particular business. Seconded by Ald. Deierlein, approved ayes all.

Ald. Carey **moved** to exit executive session at 8:15 p.m. Seconded by Ald. Jeffrey, approved ayes all.

Adjournment

Ald. Deierlein **moved** to adjourn the meeting at 8:16 p.m. Seconded by Ald. Bresina, approved ayes all.