

CITY OF NORWICH
PUBLIC SAFETY / PUBLIC WORKS COMMITTEE

6 PM

October 26, 2006

Present:

Chairman Ald. Abraham
Ald. Williams
Ald. Bresina

Also:

Superintendent of Public Works Carl Ivarson
Police Chief Joseph Angelino
Director of Finance William Roberts
Human Resources Director Deborah DeForest
EMO A. Jones
Code Enforcement Officer Jason Lawrence
Planning & CD Specialist Todd Dreyer
Media Representative Jessica Lewis
Deputy Clerk Darlene Colaso

Committee Chairman Ald. Abraham presided at the Public Works/Public Safety Committee held at 6:00 PM on October 26, 2006, at the Public Works Highway Garage on Hale Street in Norwich.

Approval of Minutes

Ald. Williams **moved** to approve the minutes of the September 28, 2006 meeting. Seconded by Ald. Bresina and duly adopted ayes all.

Department Head Reports

Police & Fire Chief: Fire Department

Equipment Update

Chief Angelino reported that the tanker truck should be here Tuesday, November 7, 2006 for about seven to eight hours of manufacturer training and testing. After they're satisfied that it passes their pump test, they'll exchange the truck for a payment check. The other tanker truck has left their custody and has been deeded over to the County Fair Association.

The Fire Truck Committee has been meeting once a week and committee members will be hearing about the differences between purchasing a commercial truck versus a custom truck. He said that the fire trucks you see in Norwich right now are all custom fire trucks. Angelino analogized that a commercial is like a Bic lighter (which you use and toss) versus a Zippo lighter (and having it for 20-30 years). That's the current debate and they will soon have recommendations. He said that it's possible to get two commercial trucks and to put those directly into volunteer service; then the paid crew would just maintain the truck they have now. With the commercial chassis, the volunteer trucks don't go out quite as much as the paid trucks – and that's why the paid trucks take a beating. Angelino reported that they are looking at purchasing two new trucks (that they know won't take the beating) and putting those into volunteer service – then in four to five years replacing the paid truck.

Ald. Abraham asked Angelino to discuss the monetary value of these. The cost of a commercial truck is ~\$200,000 for an International Crew Cab with the proper equipment (hoses, hook-ladder, etc.). He stated a custom truck generally runs about \$30,000 more per truck, but they last for 20-30 years. Angelino stated that the Fire Departments that use commercial trucks stick to a replacement policy, as those trucks are only going to last 8-10 years. Ald. Abraham asked for confirmation that there is still money in the vehicle fund, after we pay for the one recently purchased. Angelino stated there is just over \$350,000 remaining in the vehicle fund and he is looking at other sources or a grant.

Ald. Williams expressed concern about purchasing three trucks all within months of each other and whether they are all going to need to be replaced at the same time. Angelino said it's possible. A brief discussion ensued as to the differences between commercial and custom vehicles.

Ald. Bresina confirmed that basically the use, rather than the age will determine when these trucks will wear out. Angelino said yes. Ald. Abraham asked if these were in stock, or would have to be

ordered and Angelino said that they are made-to-order and generally take one year to produce. A brief discussion ensued as to different manufacturers and service issues. Jason Lawrence asked if those were 2006 models, and Chief Angelino confirmed that they were, as the 2007 emissions controls on diesel engines is going to be much more restrictive.

Roberts noted that the invoice submitted for the tanker truck coming in said 2007, and Angelino said he would review it.

Ald. Abraham inquired (to Roberts) about the closest bonded municipal building that would be paid up, and on what building and when (it would be paid). Roberts stated that all of the buildings have been grouped together in a single bond and that it will mature in 2011. A brief discussion ensued as to the grouping of these buildings. Roberts stated that this particular bond covers the debt on the reconstruction of City Court, City Hall, and also the fire truck we acquired a couple years ago. He added that the bond for the Police and Fire Department buildings do not mature until 2022.

Chief Angelino added that he wanted to give an update on the one engine that needs repairs, as soon as practical and he reminded the committee that he has an inbound ambulance that is due to arrive in December sometime. As soon as he knows the end result of the operations budget, there is one truck needing pump repair and it's probably over the amount he can spend on his signature.

Police & Fire Chief: Police Department

Recent Burglaries

Chief Angelino reported that the most recent issue has been drug use, abuse, sales and a shooting along with burglaries – they were all related and it was all the same group of people. Fortunately, the officer made a quick arrest in the burglary. Angelino stated that that was a first for him (having that many burglaries in a 70-hour period) and he had every officer working to either investigate or to prevent further crimes. He said it was a crack-addiction rampage. He spent a 155 hours in overtime, which amounts to about \$5,000 and he wanted the committee to be aware. He also wanted the committee to know that the shooting was related to the drug-arrest and that the drug sales were what led to the burglary.

Personnel

Chief Angelino reported that Officer Timothy Annesi graduated from recruit/police school Monday and is now integrated into the police schedule. Chief Angelino is now at full-staff for the first time in a very long time, however that will change November 16, 2006 when he loses Lisa Wolf, who is transferring to a State agency. He hopes that this committee and the full Council will realize the need for that position to be retained within the police department.

Ald. Abraham wanted to personally commend Chief Angelino on behalf of himself and the rest of the Public Safety/Public Works Committee for the excellent job with the recent drug and burglary arrests. Ald. Abraham asked that he pass that on to his officers.

Parade Request: “A Christmas to Remember Parade of Lights”

Angelino requested approval for a Christmas parade on November 25, 2006.

Ald. Williams **moved** to approve a parade request for the Parade of Lights on November 25, 2006. Seconded by Ald. Bresina and duly adopted.

DPW Superintendent

Manpower

DPW Superintendent Carl Ivarson reported that on October 8, 2006 his Lead Operator finally submitted his resignation, after approximately 23 months of being out. Ivarson would like this to be forwarded to Finance/Personnel, so that he can hire for this position.

Ald. Bresina **moved** to recommend hiring for this position and moving this forward to the Finance/Personnel Committee for their approval. Seconded by Ald. Williams and duly adopted ayes all.

Flood Damage: Water & Wastewater Systems, General Fund, NYSDEC Update

Ivarson reported that they are still involved with submitting paperwork to FEMA. They came down to meet with him ~two weeks ago to go over some of the larger projects, including the water main on West Main Street and the damage to the reservoir areas.

Elevator Service Contract

Ivarson reported in regard to the elevator service contract (Chief Angelino may be able to assist with this), he has a price from Otis. However, he needs Otis' contract with the Fire Department so that he can compare the contracts before making a recommendation to this committee, as he believes this new Otis contract is higher. Ald. Williams asked what happened to the \$75/per month contract that was previously discussed and Ivarson reported that that particular company would have been absolutely responsible for absolutely nothing for the \$75/month. He stated that this is why he needs the Fire Department's contract to compare it and then send it off to the City Attorney.

NYSEG Work on Henry St.

Ivarson reported that NYSEG wants to tear-up Henry Street and put in 20 new services. Ivarson stated that Henry Street was just re-done 5 years ago. For NYSEG to come in now and tear-up the street for 20 new services, because they want to remove the gas ones, the street's going to look bad when they get done with it. Ivarson said that if they're going to come in and do that, then they're going to have to resurface the street curb to curb. Ivarson is asking the committee to allow him to require NYSEG to repave curb to curb once the digging is complete. Ald. Abraham thinks this is a good idea and asked for a motion on it.

Ald. Williams **moved** to recommend the curb to curb resurfacing after the NYSEG work is completed on Henry Street. Seconded by Ald. Bresina and duly adopted ayes all.

Ivarson also noted that they will be working on Canasawacta and will be paving that next year, so he doesn't have any problems there. Merrill Street is another one they're going to be doing work on and another one is King Street. They will have to patch that permanently, as in 2009, they will be doing King Street.

Rt.12 Booster Station

Ivarson reported that the Route 12 South pump station, which was modified to service Lowe's with higher fire flow, is up and running. He said that there are a couple of small items that need to be taken care of, but they opened on time.

NYSDOH Inspection

Ivarson reported that committee members have an inspection report in front of them. He said we were cited again for no back-up operator on the Water System.

Correspondence, Norwich Schools

Ivarson reported that a person was called out because the schools had another broken water main and that the School Superintendent wrote a good letter regarding one of our employees.

RBC Media

Ivarson reported that he distributed another proposal in our meeting packets, stating that this is just so we know where we stand on the total cost of doing the RBC repair. He is working on the specifications now, which are about 100 pages. He is about half-way into that and he stated that the city is looking at between \$1-1.3 million. Ald. Williams inquired about a time line on that and Ivarson responded that he needs to take one of the (three) trains off at a time; so likely an entire year. Ald. Williams confirmed the cost and then asked if we needed bonding for that. Ivarson responded that we may, but not for \$1.3 million – maybe about \$500,000.

City Court HVAC

Ivarson stated that the HVAC system at City Court had been installed and was completed yesterday. He said the only remaining component to be installed is the temperature controls, which should be completed Friday or Monday.

Committee Chairman Items

Davis Street

Committee Chairman Ald. Abraham reported that Code Enforcement Officer Jason Lawrence sent a letter to Gary Brightman (who is building two homes on Davis and Birdsall Streets), regarding the damage that Davis Street is incurring as a result of the influx of heavy machinery to complete the construction project. The letter was written to place the issue in the official record.

Contact & Response Process of Town of Norwich Making Payment to the City of Norwich

Committee Chairman Ald. Abraham reported that in regard to the outstanding ~\$10,000 (plus interest) which the Town of Norwich owes the City of Norwich, he had recently instructed Roberts to send a letter to Dave Law, Town of Norwich Supervisor. According to Roberts, the Town of Norwich is in the process of making payment. Ald. Abraham said once the payment is complete, the next step is to procure the legally required (22-30) hook-ups that we have lost ~\$25,000 on. Ald. Williams inquired as to whether or not the letter was copied to the City Attorney and Roberts replied that he believes a copy was mailed to him.

Community Development

VFW Property Access Agreement to Install Three Canal Signs

Planning & Community Development Specialist Todd Dreyer reported that for the November meeting, he prepared an access agreement with the VFW to allow three podium signs for the Chenango Canal. One would be installed on East Main Street, near the cannon, in front of the VFW and two would be installed along Lackawana Avenue in a parking lot off a home by the VFW. This agreement would basically cost (consideration of) \$1.00 and would last for a period of ~30 years. There will be a resolution at November meeting allowing the expenditure of grant funds, which are already in the city treasury for the purchase of these signs. A fourth sign would also be installed near the city court building.

Ald. Williams asked if there was a problem with the sign size under the sign ordinance and Dreyer responded that it has been resolved, as he said that since this application is going forward as a city project, it's technically not subject to the sign ordinance. Dreyer also added that the podium signs would be exactly like the style of sign that is near the watch tower in front of City Hall.

Director of Finance

SPCA 2007 Annual Agreement

Director of Finance/City Clerk William Roberts reported that the 2007 SPCA Annual Agreement had arrived. He asked Deputy Clerk Colaso if she had a chance to review the contract. Colaso replied that she had briefly reviewed the document, noting that there were no fee changes. However she requested more time to thoroughly review for any additional changes not evident due to the change in contract format.

Chief Angelino mentioned that they substituted the word animal for dog and a brief discussion ensued. Human Resources Director Deborah DeForest raised a concern over complying with Civil Service requirements and after further inquiry it was decided that as long as the document specified "dog" the wording would be fine.

Ald. Williams **moved** to recommend the 2007 Annual SPCA Agreement to the Finance/Personnel Committee barring any substantive changes to the agreement itself. Seconded by Ald. Bresina and duly adopted ayes all.

Human Resources Director: Third Floor Plans

HR Director Deborah DeForest reported on the third floor plans status. The plans were laid out and DeForest reported that the estimated cost for the third floor renovations is ~\$375,000; that's with everything being bid-out, without in-kind services or Iverson's staff doing anything. Roberts noted that that's in addition to the HVAC, which has been completed already and DeForest concurred stating that the \$375,000 was in addition to the \$118,000 already expended for the HVAC portion.

Roberts believes the number is ~\$160,000, however he said what's not clear is how much of that is HVAC work and how much of that is engineering design work, as they kind of overlap (since this is almost like an extension of the Fire House with the redesigning of the third floor).

Ald. Abraham asked Roberts if he knew what funds were allocated to this project. Roberts stated that he does not have an exact number, because there are still funds left over from the Fire House project, but Roberts believes it is in the ~\$300,000 range, but what Roberts does not know is how much of that has been spent during the past few months or past year (on the HVAC).

Ald. Abraham said that he could not see an Alderman's room in the plans and asked DeForest where the Alderman's room was located. DeForest responded that there was no Alderman's Office. Ald. Abraham asked DeForest if there was a reason for that. DeForest answered that there originally was an Alderman's room, but that the decision was made not to include it, as her understanding of the thought process behind that decision was that the Aldermen could utilize the many conference rooms located on other floors. Ald. Abraham asked who made that decision (to get rid of the Alderman's room). DeForest replied that the Mayor made that decision. Ald. Abraham stated that unfortunately the Mayor does not make those decisions, adding that those decisions are up to the Common Council. Ald. Abraham said that he is voiding that decision and he is going to make a suggestion based on a fellow committee member's suggestion: He is suggesting a conference room, with walls that go up to the ceiling (for privacy) combined with an Alderman's room. Ald. Abraham recommends that they add that to the plans to forward for further recommendation by the Common Council.

Ald. Williams concurred that it should be an Alderman's Room/Conference Room and that the walls should go to the ceiling for privacy, adding that the current file cabinets in the existing Alderman's room should be placed in the newly constructed Alderman's Room/Conference Room. DeForest asked where the committee would like to place such a room. A brief discussion ensued as to having a private conference room with floor to ceiling walls and DeForest said perhaps the best way to handle it is to turn it over to the engineers for suggestions.

Ald. Williams suggested that the third floor plans should be left out in a place where everyone can access them, as it is very hard to make decisions based on the 5 minutes she is viewing them. Roberts suggested they be laid out in the former Human Resource Director's office. Ald. Abraham asked how big the committee wants the Alderman's Room/Conference Room. A discussion ensued as to the configuration of the various room plans and DeForest asked Lawrence for his opinion on the existing room configurations. A brief discussion ensued regarding the details of the proposed Alderman's Room/ Conference Room size.

Ald. Bresina recommended that there be a solid wall for privacy purposes. A brief discussion ensued as to how an Alderman's Room/Conference Room would be added. All committee members concurred that the walls to the Alderman's/Conference room should be private. Lawrence said, to save on construction costs, the city should utilize the existing wall structures. Mayor Maiurano came in at this point and inquired as to why DeForest raised this subject. DeForest replied that she did not raise the subject.

The committee continued to discuss the dimensions and it was decided that the conference room would be 14' X 10'. DeForest noted that she believes the Mayor's original thought was since there are already several conference rooms in the building, this room was not necessary. She said that since the Mayor is here he can share his views, but it was her understanding that he believed that with all the other conference rooms, there were enough spaces for the Aldermen to meet, should they desire to do so. Mayor Maiurano commented that it's an unnecessary expense. Ald. Williams replied that it was not much of an expense at all.

Ald. Williams **moved** that there be an Alderman's Room/Conference Room added to the third floor City Hall plan (next to the large open space next to the designated Mayor's office with solid walls) and should measure approximately 14' x 10'. Seconded by Ald. Abraham and duly adopted ayes all.

Prior to the vote, Ald. Williams asked Ald. Bresina if he was happy with the location and Ald. Bresina wanted to note that while he is not concerned about the proximity of the Alderman's room to the Mayor's office, he is concerned about privacy issues. He raised the concern over awkward shaped hallways and room configurations, as well as privacy/sound proofing issues. Ivarson commented that those walls are not insulated or soundproof, so that needs to be included; however he did say that soundproofing should not be an issue.

Meeting attendee, and Norwich resident, Ed Morano commented that he wanted clarification as to whether or not he will still be able to access staff directly as he can at the current City Hall location. It was confirmed that he would simply be able to walk right into the building.

EMO

Flood Plain Maps

Emergency Management Officer A. Jones reported that some city staff members attended some meetings that were held this week with the State Department of Environmental Conservation and FEMA regarding some updating of the flood plain maps, prompted as a result of the recent flood. Jones reported that they are going to do quite a bit of updating of the maps using newer techniques (flyovers, hydrology studies, etc.) and they will be coming in with a draft form next year (a final form in two years). This will likely have a significant impact on many residents, by adding quite a few people to the flood plain.

He expects a lot of new areas will be required to take out flood insurance plans. Additionally, in January 2007 with the new codes regulations going into effect, any new construction will be required to be built two-feet above the flood plain. Jones said it has the potential to make development in the area more difficult. Lawrence noted that the new code regulations are State mandated.

Ald. Bresina asked if those buildings constructed 2-feet above the flood zone would be required to carry flood insurance as well and Jones replied that they would, but at a lesser rate. A brief discussion ensued as to flood insurance and Jones mentioned that approximately two-thirds of all flood insurance policies written in Chenango County are written in the City of Norwich. Jones said having 90% of your border surrounded by water, makes you vulnerable to flooding.

Ald. Bresina asked if there is going to be a serious opportunity to challenge what they decide and Jones stated that your window of opportunity to challenge would be 60 days; however, with the more accurate and detailed new flood maps, it will be much more difficult to challenge. Scientific data will be the way to go about appealing this type of re-mapping. Jones did mention that they should be significantly more accurate as far as where the water will be located. Another brief discussion ensued as to what types of situations would be considered a flood event.

Flood Warning Grant

Emergency Management Officer A. Jones continued to report that he is in the process of writing a flood grant for river and stream gauges which is due on Tuesday; unfortunately, he was notified of it quite late in the game. The proposal is to put a river gauge on the Chenango River, a gauge on Canasawacta Creek, and a third proposed gauge on Ransford Creek. Ivarson inquired as to the type of gauge and Jones replied that it was an automatic gauge where the information is submitted electronically. Ivarson responded that they should try to incorporate this into a FEMA project Ivarson is currently working on. Jones stated that he would check with FEMA to see if it is something that it can be incorporated. Ald. Abraham asked how soon he would know that answer and Jones responded that he would know within a day. Jones also mentioned that the grant was a 100% funded grant with no local share and that it would pay some administration fees for Jones' time to install it and do the paperwork, etc.

Code Enforcement

Code Enforcement Officer Jason Lawrence reported that the plumbing and heating permits were still being issued at no charge, adding that people are starting to get their reimbursement (flood-related) money from the state. He said that now that heating units are being re-lit (post-flood) people are realizing that they have problems. He is trying to determine whether or not the committee would like to forward this to Finance/ Personnel for their review or if the committee has other thoughts on this. Ald. Williams said that she thought Lawrence was going to be reviewing these permit requests on a case-by-case basis. Lawrence said that he has witnessed many of these units being removed and can see clearly that they are indeed flood-damaged. Lawrence suggested the committee review the situation monthly and it was agreed to continue on until the permit requests begin to trickle off.

Additionally, Lawrence reported that the codes office has been on 10 police department calls, 5 fire department calls, and 2 hospital complaint calls in the past month. They have also been in cooperation

with the police department and have been able to assist in one arrest with the PD. He added that they are currently watching contractors closely.

Committee Concerns

Forest Stewardship Management Plan Report

Committee Chairman Ald. Abraham reported that quite a while ago, he and Ivarson discussed the possibility of harvesting timber up on the reservoir, which has about 200 acres. They both agreed that if it was possible and they could get it done, they would pursue this. In the meantime, the Forest Stewardship Management Plan came out and all the members got a letter from Alderman Terry Bresina. Ald. Abraham stated that this plan was not intended to say that we were going to go in and take the timber out, because we can't. Additionally, before you can do anything like that, Ald. Abraham said you have to cruise it, which means you have to go in with experts who tell you what is to be cut and what isn't and the trees are marked. After that happens, an agreement is made and the people who take the timber leave everything the way it was before they started: If they have to build new roads to get to the timber, they will, however they will absolutely not damage anything that is located on the property.

Ald. Abraham wanted to clarify that it was not his intention to say that we were going to go in and take the timber out, as he felt Ald. Bresina was under the impression that they were. Additionally, he addressed Ald. Bresina's letter which referred to the already over-taxed DPW staff, who he believes should not have to oversee a logging operation. As far as the DPW is concerned, Ald. Abraham said they would not be involved in the least bit.

Mayor Maiurano commented that Ald. Abraham has worked hard on this project for quite some time now and if there is any way that we can go about doing this to benefit the City of Norwich by harvesting the timber it would be a great asset to the community. Ivarson interjected that he believes this really needs to go back to the water commission, where this belongs, to put forward their recommendations to this committee. Ivarson said that unfortunately they have some higher priorities than this right now, but that he and Ald. Abraham have discussed this at great length. He reminded the committee that this is our public water supply, and as such, there are a lot of rules and regulations that we have to abide by and that we do have to have personnel up there when the loggers are present. He said those loggers are going to do whatever they want to do, and cut whatever they want to cut, regardless of what we say in a contract. Once the water shed is gone, it's gone. Ald. Abraham said we certainly don't want to do anything that jeopardizes our water supply. Ivarson also wanted to clarify that the City of Norwich General Fund does not benefit – the Water System would benefit.

Ald. Bresina said that his concern, by the descriptions of the parcels, is that this runs all across the creek and past the reservoir over the highway. A brief discussion ensued as to the history involved with the lack of surveying of the reservoir and Ivarson mentioned that he is extremely busy right now just trying to get back to where we were prior to the flooding. Ald. Abraham mentioned that if you look at the report you can see that the viable timber was identified and that's important, because it saves a lot of time. He added that while he appreciates Ald. Bresina's concerns, these people are professionals and know what they're doing. He said that everything will be done correctly by the state. It's also something that needs to be bid out. Ald. Abraham said he has some experience with this type of operation, as he had timber cut on some land he owns and is very familiar with the process. Another brief discussion ensued as to the harvesting.

Ivarson pointed out that this is one bid that would be the highest bidder, rather than the lowest bidder. Ald. Bresina's other concern centered upon the possible lack of understanding of the municipal water supply.

Town of Norwich Water Hook-Ups

Committee Chairman Ald. Abraham reported that water hook-ups are next on the continuing agenda with the Town of Norwich. Ivarson wanted to mention that there was a joint meeting of the Water Commissioners of the Town of Norwich and the City of Norwich a couple months ago and that a lot of items were brought up (such as payment, water-hook-ups, etc.). They are supposed to come back to the Water Commission in November with some answers, so we won't know until November.

November Meeting to be Determined (Thanksgiving Holiday)

Committee Chairman Ald. Abraham said that we need to determine the next committee meeting date, as the regularly scheduled meeting falls on Thanksgiving. Ivarson mentioned that last year it was canceled. A brief discussion ensued and it was decided to hold the meeting on the 16th.

Ald. Williams **moved** to hold the next meeting of the Public Safety/Public Works Committee on Thursday, November 16, 2006 at 6:00 p.m. at the DPW Highway Garage.

Adjournment

Ald. Bresina **moved** to adjourn the committee meeting at 7:21 p.m. Seconded by Ald. Williams and duly adopted ayes all.