

City of Norwich

One City Plaza
Norwich, New York 13815
(607) 334-1230

Minutes

Finance/Personnel Committee Meeting of April 14, 2009

Ald. Walter Schermerhorn presided at the meeting of the Finance/Personnel Committee held at 6:00 PM on April 14, 2009, in the Council Chambers.

Present:

Ald. Walter Schermerhorn
Ald. Robert Jeffrey
Ald. Paul Laughlin

Also Present:

Director of Finance William Roberts
Human Resources Director Deborah DeForest
Mayor Joseph Maiurano
Police Chief Joseph Angelino
DPW Superintendent Carl Ivarson
Code Enforcement Officer/Fire Marshall Jason Lawrence
Community Development Specialist Todd Dreyer
Ald. Terry Bresina
Deputy City Clerk Brian Drake

Call to Order

The meeting was held in the Council Chambers at One Court Plaza and called to order at 6:01 p.m. by Ald. Schermerhorn.

Approval of Minutes

Ald. Laughlin **moved** to approve the minutes of the regular meeting of March 3, 2009. Seconded by Ald. Jeffrey, duly approved ayes all.

Public Safety

Codes Code Enforcement Officer Jason Lawrence reported that the Public Safety/Public Works Committee has again recommended approval of fire inspection fees. State Code requires that multifamily and businesses be inspected once every three years, and places of assembly be inspected annually. The City of the Norwich is the only entity in the County that does not charge for such inspections. The proposed fees are based on square footage of the building. Ald. Schermerhorn expressed his opinion that this should not pose an additional hardship on business owners. J. Lawrence pointed out that for most of the buildings inspected, the fees, which would range from \$30 to \$100, would only be borne once every three years. Ald. Jeffrey stated his belief that those business owners who do not comply with State fire codes and therefore require additional compliance visits should be charged accordingly. J. Lawrence pointed out that the proposed fee schedule includes a provision for charging extra for additional compliance inspections. Ald. Jeffrey **moved** to recommend Common Council approval of the proposed fire inspection fees. Seconded by Ald. Laughlin, approved ayes all.

Police Director of Finance William Roberts reported that Police Chief Joseph Angelino has applied for three COPS grants, including proposals to support Police Department operating costs and to fund the State-mandated transition to an electronic fingerprint system. Mayor Maiurano noted that the Department is also investigating grants to fund a K9 drug unit.

Fire/EMS W. Roberts reported that a new cycle of FEMA funding is starting and Fire Chief Tracy Chawgo is investigating grant possibilities. Ald. Jeffrey noted that grant applications should reference the large number of emergency responses and mutual aid the City provides to municipalities throughout the County.

Community Development

BIDMA Main Street Program Grant Application

Community Development Specialist Todd Dreyer stated that the Norwich BIDMA is again applying for a Main Street Program grant and requests the City's support for that application. The Committee concurred with this request.

SEQRA Determination for Restore NY III Grant Application

T. Dreyer noted that the City is applying for a grant under the third round of Restore New York. As part of that application process, a determination of environmental non-significance for the proposed restoration is required. Ald. Jeffrey **moved** to

recommend Common Council approval of a SEQRA determination of non-significance. Seconded by Ald. Laughlin, approved ayes all. Ald. Jeffrey asked if a statement of control of the properties is required for the application. T. Dreyer replied that it is, and W. Roberts confirmed that the City has control of the properties involved due to default of taxes.

Community Development Grants Update

T. Dreyer presented an overview of the status of grant projects undertaken by his Department, including Restore NY Rounds II and III, the USDA Rural Development Section 533 Program, CDBG Economic Development grant and loan, the 2009 NY Main Street Program, 2005 HOME Rental Rehabilitation Program, the Tree Planting Program, and NYSERDA Energy grants. Ald. Jeffrey expressed his desire that the Planning Department plan to deal with litter in the City.

Residential Paint Rebate Program

T. Dreyer presented a proposed rebate program for the purchase of house paint by homeowners in order to improve their properties. The Committee recommended that homeowners be allowed a rebate of \$7/gallon for up to 20 gallons, and that the program run through September 30. Ald. Jeffrey **moved** to recommend Council approval of the proposed residential paint rebate program, to include a budgeted amount of \$5,000 from Community Development funds. Seconded by Ald. Laughlin, approved ayes all.

Sale of Portion of 49 Front Street

Ald. Jeffrey **moved** to recommend Council approve sale of a portion of 49 Front Street to NYSEG for \$15,000. Seconded by Ald. Laughlin, approved ayes all.

Appropriation of Arts Council Grant for City Band

Ald. Jeffrey **moved** to recommend Council approval of an appropriation of an Arts Council Grant of \$1,200 for the Norwich City Band. Seconded by Ald. Laughlin, approved ayes all.

Public Works & Engineering

City Hall Repairs

W. Roberts recommended that necessary repairs be made to City Hall immediately. He noted that the possibility of City offices being moved and City Hall being sold was explored, but as time has passed the necessary repairs have become more urgent. He noted that repairs would be paid for by capital reserves and capital project funds. DPW Superintendent Carl Ivarson commented that the cost of repairs will necessitate going to bid. The Committee approved the request to go to bid for repairs to the City Hall.

Vacant Pool Maintenance Position

C. Ivarson reported that with budgetary concerns, it would be prudent not to fill a vacant pool maintenance position in the Department for at least 18 months. The Committee agreed with this decision.

Salt Spreader Bid

Ald. Jeffrey **moved** to recommend Council approval of the lowest qualified bidder meeting specifications, Chemung Supply Corp. of Elmira, NY, in the total bid amount of \$9,998.00 for two salt spreaders. Seconded by Ald. Laughlin, approved ayes all.

2009 Streets & Parking Lot Resurfacing Program Bid

Ald. Jeffrey **moved** to recommend Council approval of the lowest qualified bidder meeting specifications, Suit-Kote of Cortland, NY, in the amount of \$174,085.93. Seconded by Ald. Laughlin, approved ayes all. W. Roberts noted that CHIPS funding has been restored, due to the stimulus program, and that other funds would be provided through the sale of surplus City property.

Dump Truck Bid

Ald. Jeffrey **moved** to recommend Council approval of the lowest qualified bidder meeting specifications, Oneonta Ford LLC of Oneonta, NY, in the total bid amount of \$52,661.00, with a transfer of funds from Highway Equipment capital reserves in the amount of \$13,000. Seconded by Ald. Laughlin, approved ayes all.

Amendment to Filter Plant Contract with Stearns & Wheler

C. Ivarson recommended an addition to the existing contract with Stearns & Wheler to conduct a survey of the property in 1-foot increments, with soil boring, to ensure the site will support the buildings planned. This will keep the project on track with the stimulus program, and no further work should be done without an RFQ. Price of such work will be approximately \$42,000.

Ald. Jeffrey **moved** to recommend Council approve such an amendment to the contract with Stearns & Wheler, to be funded through a \$42,000 supplemental appropriation of fund balance in the Water Fund. Seconded by Ald. Laughlin, approved ayes all.

Executive Session

Ald. Jeffrey **moved** to enter executive session at 7:06 p.m. to discuss labor contract negotiations. Seconded by Ald. Laughlin, approved ayes all.

Ald. Jeffrey **moved** to exit executive session at 7:27 p.m. Seconded by Ald. Laughlin, approved ayes all.

Adjournment

Ald. Jeffrey **moved** to adjourn at 7:28 p.m. Seconded by Ald. Laughlin, duly approved ayes all.

Next Finance/Personnel Committee Meeting – May 5, 2009