

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
February 7, 2023

Present:

Mayor Brian Doliver
Ald. Eric Warren
Ald. Fred Gee
Ald. Nancy Allaire
Ald. William Loomis
Ald. David Zieno
Ald. Robert D. Jeffrey

Supervisor Robert M. Jeffrey

Also:

Director of Finance/City Clerk Dee DuFour
Director of Human Resources Lynn Murray
DPW Superintendent Edward Pepe
Youth Bureau Director Anthony Testani
Fire Chief Jan Papelino
Police Chief Rodney Marsh

Community Development Director Erik Scrivener
City Attorney Stephanie Hanrahan
Deputy City Clerk Agnes Eaton

Absent

Supervisor James McNeil

Media Representative: Sarah Genter, The Evening Sun

Ald. Zieno called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:30 p.m. at the Council Chambers.

Approval of Minutes – Ald. Gee **moved** to approve the minutes of the January 3, 2023 meeting. Seconded by Ald. Loomis, approved ayes all.

Correspondence

Rolling Antiquers Annual Car Show – Ald. Jeffrey **moved** to recommend the Common Council approve a request from the Rolling Antiquers Car Club for Police and Fire assistance during their annual car show at the Fairgrounds on May 27 and 28, 2023. Seconded by Ald. Allaire, approved ayes all.

Department Head Reports

Fire Department

Outside CON EMS calls – J. Papelino a total of 13 calls, 7 of which are billable, including: S. New Berlin-3; Guilford-1; New Berlin-3.

Fire Department Overtime – J. Papelino reported that as they are down 2 employees, overtime will be a little higher. One has passed as EMT and another will start at the Academy on February 20, 2023.

Ladder 237 & ground ladders – J. Papelino reported that Ladder 237 and all ground ladders have passed the annual certification.

Ambulance status/replacement – J. Papelino reported that all 4 ambulances are in service. He has begun to get quotes for the replacement of ambulance 2394.

Code Enforcement

Seven Unredeemed Tax Properties - J. Papelino reported that there were 7 properties the City took for non-payment of taxes. There have already been inquiries about 47 Brown Ave. and hoped to get that RFP out quickly. Ald. Jeffrey suggested that the RFP for 18 Griffin also be prepared soon.

Nuisance ordinance – J. Papelino reported that they had been looking at Endicott's Nuisance Ordinance as an example. Mayor Doliver explained it is a point-based system where points are accrued by the number of Code issues and Police calls to a property. Details such as when points reset will have to be worked out. Mayor Doliver said the ordinance will help to get after repeat offenders. While the Binghamton and Endicott models

have not yet been “Court tested”, he is hopeful this will help take care of repeat offenders. He gave the example of when he was an Alderman, there was a property that had been visited 50 times in one month. It will fall to the Police Department to track the points, so communication between Codes and the Police Department will be important. S. Hanrahan reported that the whole process of taking Code infractions to Court has been streamlined and the timeframe to resolution is much less than it has been in the past. J. Papelino suggested a weekly meeting between Codes and P.D. once the Ordinance is in place. Mayor Doliver said a proposed Ordinance will be worked on and brought back to the March Joint Committee.

Courtesy tags – J. Papelino reported that 35 courtesy tags had been issued in the last week.

45-47 North Broad St – J. Papelino reported that the owner of 45-47 North Broad St. (the old Blue Bird building) was looking to lease the space to Bella’s Pizza. Codes has asked for plans and has not yet received them. Ald. Jeffrey said that a neighbor to this building had asked if anything can be done to address the trash and other debris in that area. J. Papelino said they can try to enforce clean-up of the area.

Surplus – J. Papelino reported that the old P.D. car that Code Enforcement has been using, a 2014 Ford Taurus, has a blown head gasket. It is not worth repairing and would like to declare it surplus. Ald. Jeffrey **moved** to recommend the Common Council declare it surplus and authorize its disposal. Seconded by Ald. Loomis, approved ayes all.

DPW

Request approval to add another MEO 2 – E. Pepe reported problems with finding a Mechanic with a CDL as is required by the job description. He asked if another MEO 2 position could be created and filled and that person would be required to obtain a CDL and then move into the Mechanic position. Discussion ensued of whether that could be done. Ald. Loomis stated there is now an online course to get your CDL and felt the prospective employee could do that and then be hired as a Mechanic. Ald. Loomis **moved** to enter executive session at 7:11 p.m. to discuss contract negotiations. Seconded by Ald. Allaire, approved ayes all.

Ald. Jeffrey **moved** to exit executive session at 7:45 p.m. Seconded by Ald. Allaire, approved ayes all.

Vehicle Capital Planning – E. Pepe reported on the tentative plan for replacement of vehicles/equipment including 2 wings for plow trucks #15 and #17, a new F600 with wing and plow to replace a 20 year old truck, a flusher truck, a bobcat small loader and a woodchipper.

Request approval to put Paving project out to Bid – E. Pepe asked to put the 2023 Street Paving project out to bid. CHIPS money is estimated at \$820,000 this year. The paving includes: the City Court parking lot (not covered by CHIPS funds), Adams, American, Baldwin, Beech, Biviano, Brown St., Elm, Gerald, Hillview Dr., Hubbard, Lackawanna, Liberatore, Mechanic, Newton, Pellet, Prospect, Terrace, Tillman, Thompson Dr., South State, Silver, Virginia Lane and as an alternate, Calvary Dr. After this project there will only be a few left and all streets will have been paved within the last 10 years. Ald. Jeffrey asked about American as part of the DRI project. E. Scrivener said that the work has changed from what was proposed in regards to the DRI plan. Ald. Jeffrey **moved** to send the 2023 Paving project out to bid. Seconded by Ald. Allaire, approved ayes all.

Ald. Zieno asked about the removal of the 4-5 cobra head light fixtures from Rexford St. saying they are now obsolete after the completion of the Museum District Project. E. Pepe stated the lights belong to NYSEG.

There was a brief discussion about the North and South Broad St. paving project and the crosswalks. The bid for the Water Main Replacement Project will be going out soon. The State has accepted a bidder and will be paving from the bridge near McDonald’s to Pleasant St. and from Broad St. to the East Main St. Bridge. No State paving will begin until at least September.

Police Department

Filling Upcoming Vacancies – R. Marsh asked to create 2 additional Police Officer positions for training purposes. The Academy in Broome County will begin March 27th. Ald. Jeffrey **moved** to create the 2 new positions for the sake of training purposes. Seconded by Ald. Loomis, approved ayes all.

Annual Reports – R. Marsh stated that RMS is still making corrections and still have outstanding issues. One of those is the detail of Annual Reports. Going forward there should be further detailed information in the Annual Reports.

Finance

USDA Loan Resolution – D. DuFour reported that there will be a loan resolution for Water Main Replacement Project. Even though these are grant funds, the USDA requires a loan resolution as part of the project.

Community Development

DRI Update – E. Scrivener reported meeting with the DCC (Development Chenango Corp.) to talk about the Small Project Fund. Out of the total \$600,000, \$400,000 will be for business improvements and development with the balance being for public art. A local committee will be put together to review applications to the Small Project Fund. The Small Project Fund will require a 50% match and a cap of \$100,000. The other project sponsors are in the process of contracting with the State Agencies overseeing each project. Some funding amounts are still pending.

Youth Bureau – A. Testani reported that Winter programs started January 3rd, he and the Mayor have worked on a family bowling night at the Elks Club, and the skating rink has not opened due to the weather.

Other Items

- ◆ **Renaissance Festival** – Mayor Doliver announced that he spoke with a group putting together a Renaissance Festival which will be held Labor Day weekend at the Chenango County Fairgrounds. The group has ties to the Sterling Renaissance Festival and hope to bring some of the same actors here.

Mayor Doliver informed the Committee he attended an event in Oneonta put on by HUD and Catholic Charities to announce that the Chenango County Catholic Charities has received nearly half a million dollars to address homelessness. They will be hiring a case manager to deal exclusively with the homeless issue and subsidize rents for a number of individuals for 3 years. The representative from HUD said she has been reading the minutes and watching the meetings and the homeless forum in October and is well informed of the issues.

Ald. Jeffrey reported he had followed up with a concern brought up about the deer population in the City. He has spoken with the DEC extensively. He will communicate in more detail with the Committee.

Ald. Zieno asked about the disruption caused by the Water Main Replacement and paving projects to any events. It was determined that the Thursday concerts may be affected. Zieno suggested that the Police Department coordinate with E. Pepe to determine any alternate traffic patterns that may be needed.

Executive Session – Ald. Gee **moved** to enter executive session at 8:33 p.m. to discuss the employment history of a particular individual. Seconded by Ald. Jeffrey, approved ayes all.

Ald. Jeffrey **moved** to exit executive session at 10:19 p.m. Seconded by Ald. Warren, approved ayes all.

Adjournment

Ald. Loomis **moved** to adjourn the Joint Committee Meeting at 10:20 p.m. Seconded by Ald. Allaire, approved ayes all