

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
July 5, 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 Human Resources Lynn Murray
DPW Superintendent Edward Pepe
Youth Bureau Director Anthony Testani
Fire Chief Jan Papelino
EMO Stephen Cady
Community Development Director Erik Scrivener
Deputy City Clerk Agnes Eaton

Media Representative: none

Absent

Supervisor James McNeil

Ald. Jeffrey called the joint meeting of the Public Works/Public Safety and Finance/Personnel Committees to order at 6:31 p.m. at the Council Chambers.

Approval of Minutes – Ald. Gee **moved** to approve the minutes of the June 6, 2023 meeting. Seconded by Ald. Warren, approved ayes all.

Correspondence

Curb Cut at 15 Diamond St. – Ald. Zieno **moved** to approve a curb cut at 15 Diamond St. Seconded by Ald. Loomis, approved ayes all.

Department Head Reports

DPW

Waterman Replacement Project – Derrick Wilcox of Delaware Engineering updated the Council on the project. The substantial completion date remains August 31, 2023, however the projected schedule by Vacri Construction show project completion out to the end of October 2023. A second crew will be added for the installation of services while the main crew continues with the water main. The paving contractor is scheduled to be onsite the week of August 7th. In order to shorten that projected October completion date, the City, Delaware Engineering and the contractor, along with the DOT have made certain suggestions. They propose reusing the existing copper pipe that is in good condition, leaving existing curb stops unless they are not operable and working with the DOT to evaluate the existing concrete layer. These measures would also be cost-saving. They also are working with DOT for a highway detour permit to begin at the half-way house bridge to County Rd. 32 to 320 for thru truck traffic. Mayor Doliver said the contractor is aware of the \$500 per day to them for delays after August 31st. The water main replacement part of the project will be done by then, with punch-list items still to be completed. He said once the business district is done the project will move faster and the contractor will begin to work on Fridays. E. Pepe said another complication is that the DOT only have 4 out of 37 handicap ramps approved, so that work may be continuing until September. Mayor Doliver stated that the paving company has committed to work a second shift to get paving done this year.

Pickleball Courts – E. Pepe reported that A. Testani has secured \$37,000 in grant funds to put 6 new Pickleball courts at the ice rink. This is in addition to the \$50,000 grant received. Painting the lines for the courts need to be put to bid. Ald. Loomis **moved** to approve going to bid for the painting of the Pickleball courts. Seconded by Ald. Allaire, approved ayes all.

WWTP upgrades – E. Pepe reported talks with D. DuFour to see what the City can afford for upgrades to the WWTP and came up with a \$4 million project with \$2 million coming from grants and \$2 million in debt service. He plans on applying for a Water Infrastructure Improvement Act (WIIA) grant specifically for aging equipment and could potentially receive up to \$5 million. The application grant is due July 28th. A SEQRA Type II Environmental Review will be necessary and would like to do that at the next meeting, he has reached out to SHPO for their review and a Bond Resolution for \$4 million will be needed. Pepe said this will address items that have already broken down and failing equipment that need to be replaced. Wastewater screens have holes and just to replace those it costs between \$500,000 and \$1 million. Much of the digester equipment is not functioning and the mixing system needs replacement. The facility is 30 years old as well as much of the equipment. The project potentially would start next year. Ald. Zieno suggested investigating the Environmental Bond Act that was passed last year. He also wondered if the Water/Sewer Planning Study should be done first. E. Pepe responded that they already know what needs to be done at the WWTP - these are all things that are needed now and there is no need to wait for a consultant to tell them. Ald. Zieno asked if a consultant has been asked about the costs and Pepe said he has. When asked about the original \$16 million project proposed, Pepe said that included everything that needs to be replaced. We are already in compliance with the State. Ald. Warren **moved** to approve applying for the WIIA grant. Seconded by Ald. Allaire, approved ayes all. Ald. Warren **moved** to recommend the Common Council approve a Bond Resolution for \$4 million. Seconded by Ald. Allaire, approved ayes all.

Ald. Jeffrey asked about the paving schedule. Pepe said paving is being done in August with no plans for interference from the watermain project, although American Ave. will be paved and is currently being used as a staging area for equipment.

Well 4 Project – E. Pepe reported that the \$15,000 grant was awarded to the City from Chenango Soil and Water.

EMO

Stream Gauge Update – S. Cady reported that he has a conference call with the fourth representative he has been referred to in order to discuss the rain gauges that are still not working. Rexford Street's rain gauge is not working; Canasawacta Creek City Line gauge information is not being received; So. Plymouth bridge has a problem with either the battery or solar panel.

Flood Mitigation Grant Update – S. Cady reported the first meeting with NYS Homeland Security who runs the FEMA grant to go over the paperwork needed. An RFP will be put out to write the mitigation plan. The grant only covers up to \$87,000 in engineering costs, not the actual project work. The recent elevation study that was done in 2011 is a huge benefit to the project (a \$50,000 value).

Storm Ready Renewal – S. Cady had submitted the Storm Ready renewal and received a letter from the National Weather Service stating it has been approved.

Community Development

Resolution request for Certifying Officer for Water/Sewer Planning Study – E. Scrivener requested to designate the Mayor as the Certifying Officer for the Water/Sewer Planning Study. Ald. Gee **moved** to recommend the Common Council designate the Mayor as the Certifying Officer. Seconded by Ald. Allaire, approved ayes all.

Submit ARC Area Development Grant Application for Bike Park – E. Scrivener reported that a resolution is needed to apply for a grant for \$250,000 of construction for the bike park. A quote from an engineer is around \$450,000 for the bike park. Application due later this month to ARC. We will continue to look for matching dollars. Ald. Loomis **moved** to recommend the Common Council approve submitting the grant application to ARC for the Bike Park. Seconded by Ald. Allaire, approved ayes all. Discussion included the fact that this quote is three times higher than what was initially thought when brought to the Council by the interested parties. Partnering and fundraising will continue and the organization is planning on maintaining the park.

Submit NY Main Street Technical Assistance Application – E. Scrivener reported that the application to the Main Street Grant is for a project from 1315 South LLC, which is Hayes/Bosworth, looking at creating rent controlled apartments. They were not a DRI recipient. The maximum grant is up to \$20,000 for technical assistance. Rent controlled apartments have stipulation such as the maximum rent charged will be in the 5-year

contract with NY Main St. The maximum rent charged changes yearly based on Chenango County. There will be a local partnership agreement with administrative costs included. Ald. Warren **moved** to recommend the Common Council approve submitting the application to NY Main Street. Seconded by Ald. Jeffrey, approved ayes all.

SEQRA--Heritage Building Negative Declaration – E. Scrivener announced the first DRI project has come in for the Heritage Building and need to declare a SEQRA negative declaration for unlisted action; a spill site is within 1000’ buffer and it is in the historic district. A letter from Chazen Company there is no spill at the Heritage Building site. Ald. Zieno **moved** to recommend the Common Council approve the SEQRA Negative Declaration for the Heritage Building. Seconded by Ald. Loomis, approved ayes all.

Warming Center - Definition in zoning & Amend Use Table – E. Scrivener reported that the Planning Commission was approached by Catholic Charities to amend the Zoning Ordinance to add a definition of Warming Center and the Zoning Use Table. The use table included Warming Center use in Zones B1* and B2*. There was discussion about persons using the warming center being screened for drugs, the number of beds currently being discussed is a max of 10 beds, will screening for sex offenders be done, and the city contacting the YMCA. Ald. Allaire **moved** to recommend the Common Council set a public hearing for August 15, 2023 amending the Zoning Ordinance. Seconded by Ald. Loomis, approved ayes all. Before the vote, discussion continued with the hours of operation (defined by the State), and concerns about B2* being included in the amendment with proximity to schools. Ald. Zieno reminded that the B1* and B2* are by (*) special permit in which the neighbors of a proposed location of a Warming Center would be notified.

Fire Department

Outside CON EMS Calls – J. Papelino reported 10 calls outside the CON since June 20th with 8 of them billable. Calls were to Sherburne, New Berlin, Oxford and others.

Lexipol- Policy Updates – J. Papelino reported that Knowledge System Training was held last week with more following next week. He, along with Capts. Barnes, Ballin and Perry, will be working on the Lexipol updates.

NFIRS Reporting System – J. Papelino reported there are 1,000’s of reports that can be generated and he will need training on the new system.

Gus Macker – J. Papelino reported the last meeting was held with all concerned for the Gus Macker tournament this weekend. The County will have their command trailer on the grounds. Midland Dr. will be close down at 8:00 a.m.

There was discussion regarding the [heavy metal] concert being held at the Fairgrounds in a few weeks. J. Papelino felt that the Fair Association should be the ones to inform the neighbors of this event. Papelino said that Chief Roach has informed the organizer about the Noise Ordinance and that Roach has cancelled all vacations for that weekend.

Code Enforcement

Tax properties Status – J. Papelino reported that 61 Cortland St. had an eviction hearing and was given until July 17th. She wants to purchase the property, but will have to vacate first and she plans on appealing to the County Court. The RFP for 28 Silver is out; 20 Barnes St. and 6-8 Natoli Ave. the City is refiling paperwork for eviction; 58 Cortland St. is going to court tomorrow; 18 Griffin St. will be put back out to RFP. Ald. Jeffrey asked him to get specs on demolition of 18 Griffin. 48 Brown Ave. has been turned over.

UHS/CMH Upgrade – J. Papelino reported CMH has received a \$20 million grant for further renovations. Codes has reviewed the drawings which include upgrades to most of the remaining parts of the building that haven’t been done yet.

Achieve – J. Papelino reported that Achieve will be closing their site on County Rd. 44 and bringing the clients down to the building on East Main St. Renovations for East Main will be extensive.

Courtesy Tags/Letters - J. Papelino reported there are 27 open complaints consisting of sidewalks, vehicles, garbage, etc. There was discussion of NYSEG notices of shut offs for rental properties as well as when the City can and cannot shut off water.

Electrical Licenses – J. Papelino reported the Electrical Board has met 3 times this year and their recommendation is to follow Oneonta's model where they have a Residential Only license where a test would be needed to qualify. Ald. Zieno said general contractors could be prime candidates for this license with the benefit of speeding up the construction process. Long term, we should be asking the school to promote electrical and plumbing trades to middle and high school students.

Human Resources

Policy – Rights of Employees to Express Breast Milk – L. Murray reported that NYS has instituted a policy, Rights of Employees to Express Breast Milk, and recommends its adoption by the City. Ald. Loomis **moved** to recommend the Common Council approve the policy. Seconded by Ald. Allaire, approved ayes all.

Finance

Authorizing Appropriation of Funds for the Norwich City Band – A. Eaton explained that every year the City sponsors the Norwich City Band through grant funds awarded by the R. C. Smith Foundation and The Greater Norwich Foundation for the bands summer concert series. This year each foundation has graciously awarded \$3,350 each. Ald. Warren **moved** to the appropriation of funds from the Foundations. Seconded by Ald. Loomis, approved ayes all.

Other

Traffic Speed Monitoring – Mayor Doliver has been working with Asst. Chief Burlison for fixed speed monitoring. The Traffic Commission have speeding concerns on Plymouth St. and South Broad St. CHIPS money could be used for the monitors. The Rexford St. sign cost around \$10,000. Mayor Doliver said they will shop around for signs available.

Plaque for Suicide Prevention – Mayor Doliver reported that Dan Kwasnik from the Masonic Lodge who wanted to put a small plaque next to the Purple Heart monument in collaboration with B.I.D. and the County for Veteran Suicide Prevention that would include a hotline #. It is reported that 20 Veterans a day die by suicide.

File FCC for Low FM Radio Station – Mayor Doliver report several calls for a local radio station. The FCC is opening a short filing window of one week in November for a low FM radio station for educational and/or government purposes. He doesn't feel the City should be doing it, but felt it important an agency that would. Although Morrisville is not interested, they would work with others. He plans on reaching out to the school and BOCES.

Adjournment

Ald. Warren **moved** to adjourn at 8:45 p.m. Seconded by Ald. Allaire, approved ayes all