

CITY OF NORWICH
JOINT MEETING of the
PUBLIC SAFETY / PUBLIC WORKS and
FINANCE/PERSONNEL COMMITTEES
June 4, 2024

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 Reuben Roach
Detective Corey Wengert
Deputy City Clerk Agnes Eaton

Absent

Supervisor James McNeil

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 May 7, 2024 meeting. Seconded by Ald. Jeffrey, approved ayes all.

Correspondence

Curb cut at 23 Midland Dr. – Ald. Zieno explained that the curb cut at 23 Midland Dr. was to widen the existing driveway and reported the DPW had no issues with it. Ald. Jeffrey **moved** to approve the request. Seconded by Ald. Loomis, approved ayes all.

Achieve 5K – Ald. Jeffrey **moved** to recommend the Common Council approve a request from Achieve for Police assistance for traffic management on Sunday, October 27, 2024 for a 5K and a .5K race with both races beginning and ending at 27 Griffin St. The .5k race will begin at 9:30 a.m. for ACHIEVE participants followed by the 5K at 10:00 a.m. Seconded by Ald. Warren, approved ayes all.

Department Head Reports

DPW

WWTP Upgrades – E. Pepe reported receiving three qualification-based proposals. The Water Commission will be reviewing each proposal and will make their recommendation.

Ald. Zieno received a request from Chenango Greenway to pave approximately 100 feet at the end of Sheldon St. for the entrance to Patsy's Riverview if funds were available from CHIPS. E. Pepe said an extension to Sheldon may be necessary for CHIPS to pay for the paving. Ald. Jeffrey **moved** to approve an extension to Sheldon St. Seconded by Ald. Loomis, approved ayes all. The Chenango Greenway also requested the removal of the Dead End sign, however Ald. Zieno felt removal may not be appropriate. He will send this to the Traffic Commission.

Discussion was conducted in reference to the crosswalk near Kozmo's crossing N. Broad St. and adding a lighted sign at that very busy crossing. E. Pepe said that the DOT is still in discussion and he will keep pushing for it. Ald. Zieno thought that area may be affected by the DRI project.

E. Pepe stated that W. Midland is not on the paving list for this year's paving. The DPW is extremely busy getting work done on all the streets ready that are currently on the list. Potholes on E. Main, City parking lots and the end of Calvary Dr. and the yard waste pickup were also discussed.

Community Development

Certifying Officer for CDBG – Ald. Jeffrey **moved** to recommend the Common Council authorize the Mayor as the Certifying Officer for all environmental and other program requirements in the application to the CDBG. Seconded by Ald. Allaire, approved ayes all.

Pro-Housing Community designation –The City will be designated as a Pro-Housing Community which will allow application for discretionary funding programs. Ald. Allaire **moved** to recommend the Common Council approve the designation. Seconded by Ald. Warren, approved ayes all.

Brownfield Opportunity Area application in CFA – Application to the Brownfield Opportunity Area (BOA) grant which has a 10% local match. There is a \$100,000 anticipated request for continued plan development, approvals and federal Brownfield certification. Ald. Jeffrey **moved** to recommend the Common Council approve application and authorize the Mayor as the Authorized Representative. Seconded by Ald. Allaire, approved ayes all.

Request for zoning change—State and Mitchell from Industrial to Residential – In the area of State and Mitchell Sts. are 11 parcels currently zoned as Industrial but have been residential in use for many years. It is recommended to change the designation from Industrial to R2 in order to lessen lot line setbacks. Ald. Loomis **moved** to recommend the Common Council approve the Zoning change of the 11 parcels. Seconded by Ald. Warren, approved ayes all.

Youth Bureau

NY SWIMS grant application – Ald. Loomis **moved** to approve application to the NY SWIMS grant that would benefit Kurt Beyer pool. Seconded by Ald. Jeffrey, approved ayes all.

Fire Department

Outside CON EMS calls – J. Papelino reported 8 calls outside the CON with 7 of them billable.

Staffing update – J. Papelino reported that Captain Franklin will retire on June 28th, two are on medical leave and another out for an undetermined amount of time. They have interviews scheduled on Thursday and Friday.

Ambulance status – J. Papelino reported ambulance 2394, which is 21 years old, has been out of service for a week with brake issues. He's been looking for a replacement at \$347,000. If ordering a new one there is a wait of 18 months.

Brooks fundraiser – J. Papelino reported that the Auxiliary is having a fundraiser with Brooks BBQ on June 30th.

Code Enforcement

Tax properties – J. Papelino reported that 20 Barnes has been evicted and by State mandate the City must store their personal belongings for 30 days even though the person was a squatter. For Barnes and 30 Henry, a 30 yard dumpster and 5 large dump trailer loads have been disposed of. Cleanup for both properties (not including rental of the storage units) was \$10,636.98.

Rental Inspection Fee – J. Papelino requested an increase in the Occupied dwelling unit inspection fee from \$200 to \$500 to encourage inspections to get done prior to a tenant moving in. Ald. Jeffrey **moved** to recommend the Common Council increase the fee. Seconded by Ald. Loomis, approved ayes all.

April Code numbers – J. Papelino reported 248 phone calls; 96 walk-ins; 84 points of correspondence; 19 permits; 160 complaints addressed; 61 red tags issued; and 11 rental inspections.

City Court – J. Papelino reported that a court date of June 20th at 11 a.m. with the owner of 33 North Broad St. The owner has requested a jury trial.

Police Department

National Command Course Training – R. Roach reported that he attended a National Command Course Training which was paid for by the FBI Albany field office. In attendance were 25 Sheriff's and 25 Police Chiefs saying he was one of three Police Chiefs in New York State who was chosen to attend. Discussed was strategic leadership, Officer wellness and cultural changes. One important topic was mass critical incidents that could occur in the country and how the FBI and local offices in the States will work together.

Drug Task Force – R. Roach reported that through Mayor Doliver and his efforts, the Drug Task Force was organized a couple of months ago and include many different agencies. We continue to look for others to add to the Task Force. The goal of the Drug Task Force is to find out what can be done to combat the drug and homeless situation – "We can't arrest our way out of [the] situation". He mentioned that the funding of grants is based on the number of drug related deaths. However, the cause of death may not specifically say "overdose" or similar. Example: cause of death may be listed as "heart attack", even though the heart attack was induced by a drug overdose.

Accreditation – R. Roach reported that he and ACP Burlison have been working on Accreditation for the Police Department, which is a long process. This will result in lower insurance costs for the Police Department. It is expected that by 2030 all Police Departments in the State will have to be Accredited or will lose out on funding.

Law Enforcement Technology grant – R. Roach thanked Gov. Hochul for the award of \$61,230 which can be used for surveillance cameras, license plate readers, acoustic gunshot protection systems, drones, 3-D crime scene laser scanner, readers, radios, patrol vehicle equipment, software, body worn equipment and more. He felt cameras would be one priority. There was discussion of purchasing cameras now and getting reimbursement from grant funds. The Director of Finance pointed out that we should wait to check all documents of the grant, as reimbursement is not often included in grant funding. Roach also said that it will be difficult in finding technicians for the cameras. Ald. Loomis **moved** to accept the funds for the Technology grant. Seconded by Ald. Jeffrey, approved ayes all.

Purchase Pistol Upgrade – R. Roach reported that a new police vehicle would be \$75,000. He would like the Council to consider forgoing the purchase of a new vehicle and instead upgrading the Glock 40 pistols they currently have to Glock 9-millimeter. He said that the Chenango County Sheriff's Office and the State Police have transitioned to it along with many others around the country. Detective Wengert explained the many advantages of the pistol upgrades which included increasing accuracy and reducing liability. He explained that the Glock 40's, which are nearing the end of their useful life anyway, would be traded in. Replacement would cost \$19,950 which includes upgraded holsters. They are also looking at replacing 2 patrol rifles and adding an additional one. In total for everything it would be \$25,000. Ald. Jeffrey **moved** to recommend the Common Council approve the purchase of the firearms requested. Seconded by Ald. Loomis, approved ayes all.

Purchase of a Used Detective Vehicle – R. Roach reported ACP Burlison has found several used Malibu's for \$23,000 or less for use as a Detective vehicle. They would be looking for a new car next year. Ald. Allaire **moved** to recommend the Common Council approve the purchase of a used vehicle for \$23,000 or less. Seconded by Ald. Jeffrey, approved ayes all.

Gas Powered Bicycles – R. Roach reported many complaints regarding gas-powered bicycles. They have been stopping several and impounded a couple.

Ald. Zieno mentioned that he will ask the Traffic Commission for a "No Parking" sign towards the corner of Silver and Gold Sts. to address the ongoing illegal parking situation.

Finance

Transfer from Contingency for Insurance – D. DuFour explained there was a 5% increase that was budgeted, however the increase was 11%. They have also increased the value of equipment replacement for the Fire Department. Therefore, a transfer of \$20,000 will be needed. Ald. Jeffrey **moved** to recommend the Common Council approve the \$20,000 transfer. Seconded by Ald. Allaire, approved ayes all.

Transfer from Contingency for Career FF Clothing – D. DuFour explained that the MOA for the Fire Department was signed after the budget and requests a transfer from Contingency in the amount of \$5,500 to cover additional costs for career Firefighter clothing. Ald. Loomis **moved** to recommend the Common Council approve the transfer. Seconded by Ald. Warren, approved ayes all.

Standard Work Day Resolution – D. DuFour explained that the New York State Retirement System now requires all job titles, whether they are in the retirement system or not, to be reported to them. A resolution listing the Standard Work Day will be needed for all job titles not previously included will be presented at the June Common Council meeting.

Authorizing Appropriation of Fund for the Norwich City Bands – D. DuFour reported that grant funds were received from the Greater Norwich Foundation of \$4,000 and the R.C. Smith Foundation of \$3,724. A transfer will be needed for the Norwich City Band who is the recipient of the funds. Ald. Warren **moved** to recommend the Common Council approve the transfer. Seconded by Ald. Jeffrey.

Executive Session – Ald. Loomis **moved** to enter executive session at 8:06 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 9:03 p.m. Seconded by Ald. Warren, approved ayes all.

Adjournment

Ald. Jeffrey **moved** to adjourn the Joint Committee Meeting at 9:04 p.m. Seconded by Ald. Loomis, approved ayes all