COMMON COUNCIL
February 18, 2025

Mayor Brian Doliver presided at a meeting of the Common Council held at 6:00 PM on February 18, 2025, in the Common Council Chambers at One Court Plaza.

Present:	Also:
Mayor Brian Doliver	Director of Finance/City Clerk Dee DuFour
Ald. Eric Warren	Director of Human Resources Lynn Murray
Ald. Nancy Allaire	Fire Chief Jan Papelino
Ald. David Zieno	Asst. Police Chief Scott Burlison arrived 6:06
Ald. Matthew Caezza	Deputy City Clerk Agnes Eaton

Supervisor Robert M. Jeffrey

Absent
Ald. Fred Gee
Ald. William Loomis
Supervisor James McNeil

Call to Order
The meeting of the Common Council was called to order by Mayor Doliver at 6:01 p.m.

Approval of Minutes
Ald. Warren **moved** to approve minutes of the Organizational meeting of January 7, 2025 and the regular meeting of January 21, 2025. Seconded by Ald. Zieno and duly approved ayes all.

Open Forum
No one spoke.

Correspondence
Rolling Antiquers 58th Annual Car Show - Ald. Zieno **moved** to approve a request from the Rolling Antiquers Car Club for Police and Fire assistance during their annual car show at the Fairgrounds on May 24 and 25, 2025. Seconded by Ald. Allaire, approved ayes all.

Department, Board and Commission Reports
- Park Commission Minutes – January
- Ontario Hose Minutes – January
- BID Board Minutes – January
- Youth Board Minutes – February
- Human Resources Report – January
- Police Department Report – January
- Fire Department Report – January
- Traffic Commission Minutes – December and February

Ald. Warren **moved** to receive and file the department, board, and commission reports. Seconded by Ald. Allaire, approved ayes all.

Mayoral Appointment – Mayor Doliver announced the following Mayoral appointment:
Youth Board
Sonya Houston, 127 South Broad Street, appointed to fill the remainder of a three-year term expiring December 31, 2025.

Ward Reports

Ward 1

Ald. Warren reported communications regarding the watermain break; sidewalk complaints that were resolved; a concern about a particular individual which was forwarded to the proper department; snow and ice protruding onto Locust Street; and a barking dog complaint on Locust St.

Ward 3

Ald. Allaire reported communications regarding ice on sidewalks which was referred to Codes and an email concerning the outage of a streetlight.

Ward 5

Ald. Zieno reported communications regarding sidewalks; complaint about the Hale St. bridge sidewalk; discussions on term limits; and a conversation about the City Manager position.

Ward 6

Ald. Caezza reported communications regarding sidewalks; he received complaints outside his ward regarding sidewalks and a parking lot; the bridge sidewalk by McDonalds to which the Mayor did confirm that up to the bridge it is the City's responsibility, on the bridge is NYS.

Ald. Warren **moved** to receive and file the ward reports. Seconded by Ald. Zieno, approved ayes all.

Motions

BID Appointments – Ald. Zieno **moved** to approve the City's annual appointments to the BID Board: Mayor's appointment – Dana Wall; Finance Director's appointment – Scott Burlison; Common Council appointment – Adrienne Zornow. Seconded by Ald. Warren, approved ayes all.

Set Public Hearing regarding Term Limits – Ald. Zieno **moved** to set a Public Hearing for March 18, 2025 at 6:00 p.m. to hear comment relative to Term Limits for Alderpersons and the Mayor. Seconded by Ald. Allaire, approved ayes all.

Resolutions

RESOLUTION #16 - 2025 **APPOINTMENT OF FIREFIGHTER IN THE NORWICH FIRE DEPARTMENT**

Ald. Zieno introduced the following and **moved** its adoption:

WHEREAS, a vacancy exists in the position of firefighter in the Norwich Fire Department; and

WHEREAS, the Fire Chief has recommended the appointment of Owen Rose of Sherrill, NY, to such position; now, therefore be it

RESOLVED, that Owen Rose of Sherrill, NY, be and hereby is granted a permanent appointment as Firefighter in the Norwich Fire Department at the rate of $24.91, effective March 14, 2025, contingent upon successfully passing the required medical, psychological examinations and background check and any action necessary from the Norwich Civil Service Commission; and further be it

RESOLVED, that Owen Rose of Sherill, NY must move within 30 miles of the Norwich Fire Department after completion of the Fire Academy.

Seconded by Warren, and duly adopted, 4 - 0, on a roll call vote

RESOLUTION #17 - 2025 **APPOINTMENT OF FIREFIGHTER IN THE NORWICH FIRE DEPARTMENT**

Ald. Warren introduced the following and **moved** its adoption:

WHEREAS, a vacancy exists in the position of firefighter in the Norwich Fire Department; and

WHEREAS, the Fire Chief has recommended the appointment of Evan Grainger of New Berlin, NY, to such position; now, therefore be it

RESOLVED, that Evan Grainger of New Berlin, NY, be and hereby is granted a permanent appointment as Firefighter in the Norwich Fire Department at the rate of $24.91, effective March 15, 2025, contingent upon successfully passing the required medical, psychological examinations and background check and any action necessary from the Norwich Civil Service Commission.

Seconded by Allaire, and duly adopted, 4 - 0, on a roll call vote

RESOLUTION #18 - 2025 **AUTHORIZING PURCHASE AND TRANSFER FOR AIR BOTTLES AT THE FIRE DEPARTMENT**

Ald. Warren introduced the following and **moved** its adoption:

WHEREAS, 15 air bottles at the Fire Department need to be replaced; and

WHEREAS, replacement will cost of $15,867 and necessitate a transfer of funds; and

RESOLVED, that the purchase of the 15 air bottles for $15,867is hereby approved; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds:

From:

Account Number	Name	Amount
HR32-9950.9	Capital Reserve – Fire Equipment	$ 15,867.00

To:

Account Number	Name	Amount
A3410.2100	Fire Department - Equipment	$ 15,867.00

Seconded by Ald. Allaire, and duly adopted, 4 - 0, on a roll call vote.

RESOLUTION #19 - 2025 **AUTHORIZING PURCHASE AND TRANSFER FOR PORTABLE RADIOS AT THE FIRE DEPARTMENT**

Ald. Caezza introduced the following and **moved** its adoption:

WHEREAS, 10 portable radios at the Fire Department are needed; and

WHEREAS, the cost of the radios will be $40,000 and necessitate a transfer of funds; and

RESOLVED, that the purchase of the 10 portable radios at a cost of $40,000 is hereby approved; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds:

From:

Account Number	Name	Amount
HR32-9950.9	Capital Reserve – Fire Equipment	$ 40,000.00

To:

Account Number	Name	Amount
A3410.2100	Fire Department - Equipment	$ 40,000.00

Seconded by Ald. Warren, and duly adopted, 4 - 0, on a roll call vote.

RESOLUTION #20 - 2025 AUTHORIZING TRANSFER FOR NEW COMPUTERS, LAPTOPS AND REMOTE SITE UPGRADES

Ald. Warren introduced the following and **moved** its adoption:

WHEREAS, the replacement of 17 computers and laptops for Fire, EMO, DPW, and Police departments according to the maintenance schedule as well as remote site upgrades are needed; and

WHEREAS, of up to $25,000 are needed to complete the capital equipment replacement plan; now therefore be it

RESOLVED, that the replacement of 17 computers and laptops for Fire, EMO, DPW, and Police departments as well as remote site upgrades per the capital equipment replacement plan is hereby approved; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds up to $25,000:

From:

Account Number	Name	Amount
HR24-9950.9	Capital Reserve – Office Equipment/Computer System Dev.	$ 25,000.00

To:

Account Number	Name	Amount
A1680.2100	Management Info Systems - Equipment	$ 25,000.00

Seconded by Ald. Allaire, and duly adopted, 4 - 0, on a roll call vote.

RESOLUTION #21 - 2025 AUTHORIZING PURCHASE OF SURVEILLANCE CAMERAS

Ald. Zieno introduced the following and **moved** its adoption:

WHEREAS, grant funds for the purchase of surveillance cameras has been received; and

WHEREAS, the a quote of $45,000 for 19 cameras from Chimera has been received; now therefore be it

RESOLVED, that the purchase of the 19 cameras at a cost of $45,000 using the grant funds received is hereby approved;

Seconded by Ald. Warren, and duly adopted, 4 - 0, on a roll call vote.

RESOLUTION #22 - 2025 AUTHORIZING PAYMENT AND TRANSFER FOR ORDER OF SETTLEMENT REGARDING 54 EAST MAIN STREET

Ald. Warren introduced the following and **moved** its adoption:

WHEREAS, the City has received the Demand for Audit and Refunds and Stipulation and Order of Settlement regarding 54 East Main Street (MVP Plaza, LLC) due to the reduction in assessment; and

WHEREAS, the payment of $68,877.84 will require a transfer; now therefore be it

RESOLVED, authorizing payment of $68,877.84 for the settlement regarding 54 East Main Street (MVP Plaza, LLC) is hereby approved, and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer of funds:

From:

Account Number	Name	Amount
A910		$ 68,877.84

To:

Account Number	Name	Amount
A1950.4		$ 68,877.84

Seconded by Ald. Zieno, and duly adopted, 4 - 0, on a roll call vote.

RESOLUTION #23 -2025 **AWARDING BID – JAMBA FARM LEASE**

Ald. Allaire introduced the following and moved its adoption:

WHEREAS, a bid for the lease of Jamba Farm has been received and was opened on February 10, 2025; and

WHEREAS, the highest bidder meeting qualification is Andrew and Blake Place for $9,750.00 per year; now, therefore be it

RESOLVED, that the bid for the lease of Jamba Farm for the twelve months from April 1, 2025 through March 31, 2026, with a renewal provision for two succeeding twelve-month periods, be awarded to the highest qualified bidder meeting specifications, Andrew and Blake Place of Glenfield, NY, in the amount of $9,750.00 per year.

Seconded by Ald. Warren, and duly adopted, 4 - 0, on a roll call vote.

Payment of Bills

Ald. Warren **moved** to pay the February bills after proper audit and certification.

	Prepaid	2/18/2025	Grand Total
General Fund	$1,974,262.34	$47,306.73	$2,021,569.07
Water Fund	50,467.83	12,687.42	63,155.25
Sewer Fund	65,871.66	20,475.84	86,347.50
Trust	44,170.89	-	44,170.89
Comm. Dev. - Special Grants	745.00	-	745.00
Capital Projects	40,794.00	-	40,794.00
TOTALS	**$2,176,311.72**	**$80,469.99**	**$2,256,781.71**

Seconded by Ald. Allaire and duly adopted 4-0.

Executive Session

Ald. Zieno **moved** to enter executive session to discuss the employment history of a particular individual, contract negotiations and the sale of property where price may be affected at 6:20 p.m. Seconded by Ald. Allaire, approved ayes all.

Ald. Warren **moved** to exit executive session at 7:17 p.m. Seconded by Ald. Caezza, approved ayes all.

MOA with Fire – Ald. Allaire moved to authorize the Mayor to sign the Memorandum of Agreement between the Norwich Fire Fighters Association Local 1404 and the City of Norwich. Seconded by Ald. Warren, approved ayes all.

Adjournment

Ald. Caezza **moved** to adjourn at 7:09 p.m. Seconded by Ald. Warren, approved ayes all.