

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
October 21, 2025
6:00 PM

You are encouraged to view the meeting via the City's Facebook page at <https://www.facebook.com/NorwichNewYork/>

Call To Order

Pledge of Allegiance

Invocation

Swearing In Ceremony - Assistant Police Chief & Detective Sergeant

Public Hearing - Proposed Local Ordinance No. (E) of 2025 – Chapter 575 Zoning – Warming Center in Industrial (IN) Zone

Open Forum

Department, Board and Commission Reports

- ◆ Water Commission minutes – September
- ◆ Park Commission minutes – September
- ◆ Maydole Hose minutes – June, July
- ◆ Youth Board minutes – October
- ◆ Planning Commission minutes – May, July, August
- ◆ Police Report – September
- ◆ Human Resources Report – August
- ◆ Finance Report – August, September

Ward Reports

Motions

- ◆ Code of Ethics Policy
- ◆ Americans with Disabilities Act Policy
- ◆ Anti Fraternization Policy
- ◆ Authorization for Payment of South Broad St. Park Internet and Data Storage for Camera.

Resolutions

- ◆ Declaring Asphalt Millings and Downed Trees as Surplus and Authorizing Disposal
- ◆ Declaring Fire Department Equipment as Surplus and Authorizing Disposal
- ◆ Authorizing Change Order No. 3 for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project
- ◆ Designating "Preferred Purchaser" of City-Owned Property at 32 Hickok Avenue
- ◆ Adopting Proposed Ordinance No. (E) of 2025 Regarding Chapter 575 Zoning Use Table – Warming Center

Payment of Bills

Executive Session – To discuss the employment history of a particular individual and the sale of property where price may be affected.

Adjournment

Motions

- ◆ Code of Ethics Policy – Ald. ____ **moved** to approve the Code of Ethics policy as presented to the Joint Committee on October 7, 2025. Seconded by Ald. ____ , approved ayes all.
- ◆ Americans with Disabilities Act Policy - Ald. ____ **moved** to approve the Americans with Disabilities Act Policy as presented to the Joint Committee on October 7, 2025. Seconded by Ald. ____ , approved ayes all.
- ◆ Anti Fraternization Policy - Ald. ____ **moved** to approve the Anti Fraternization Policy as presented to the Joint Committee on October 7, 2025. Seconded by Ald. ____ , approved ayes all.
- ◆ Authorization for Payment of South Broad St. Park Internet and Data Storage for Camera – Ald. ____ **moved** to authorize the payment of \$1,400 per year for the internet and 30-day data storage for the security camera installed at South Broad St. Park by Friends of the Park. Seconded by Ald. ____ , approved ayes all.

Resolutions

RESOLUTION # - 2025

DECLARING ASPHALT MILLINGS AND DOWNED TREES AS SURPLUS AND AUTHORIZING DISPOSAL

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

WHEREAS, the millings from the 2025 paving project have been deemed as not needed; and

WHEREAS, the downed trees at the reservoir are also not needed; and

WHEREAS, the recommendation is to declare the millings and trees as surplus and the Joint Committees have concurred with the recommendations; now, therefore be it

RESOLVED, that the asphalt millings and downed trees are declared surplus; and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to dispose of such equipment as is provided for by law.

Seconded by Ald. _____, and duly adopted, _____ on a roll call vote.

RESOLUTION # - 2025

DECLARING FIRE DEPARTMENT EQUIPMENT AS SURPLUS AND AUTHORIZING DISPOSAL

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

WHEREAS, various Fire Department equipment has been deemed to be surplus by the Fire Department; and

WHEREAS, the Joint Committees have made certain recommendations; now, therefore be it

RESOLVED, that the following items, as presented to the Joint Committee, be and hereby are declared surplus:

LIST OF ITEMS

Craftsman Generator -1
Diesel Edge Vehicle Programmer -2
Ventilation fan -1
Blue Light -1
Amber Light -1
Wheelen 900 Series LED -1

Halogen Scene Lights – 2
Jumper Cable – 1
Ford Generator -1
Generator Cords -2
Sump Pump -1
Power Guard Generator -1
6” Female intake valve to 5” Storz -1
Honda Trash Pump WT40X – 1
5-Way Manifold -1
Cable Come a long’s -2
Hale Water Pumps -2
1 pale of misc. fittings and caps
Fire Extinguishers – 9
Natural Gas Deep Fryer -1
Ambulance Stretcher Mounting Brackets -1 Set
Electrical Hose Reel -1
Partner K750 Parts- 1
Streamlight Litebox -3
Streamlight Survivor Lights -3
Firecom Headsets -6
Radio Antenna -1
Extrication Ram Base plates -3
Air Chisel Kit -1
Honda Generator Remote Controller -1
Hurst Hydraulic Spreader -1
Hurst Hydraulic Cutter -1
Hurst Rescue Tool Power Unit -1
Vision 3 TIC W/ case -1
MSA Evolution 5000 TIC -1
Rectangle Truck Mirror -2
Screen Strainer -1
Float Dock Strainer -2
Misc. Gas Cans -9
TFT Adjustable Nozzle -1
Gas Power Heater Head -1
Hydraulic Jack -1
Combination Nozzle -5
Wye Fittings -4
Master Stream Smooth Bore Nozzle -2
Master Stream Fog Nozzle -1
Adapter Fittings -3
Oil Can -1
45 Degree Fittings -2
Wheel Chocks -1
Hardie Forestry Nozzle -1
Indian Tank Mounting Brackets -2
Brass Forestry Nozzle -1
Partner K650 Parts -1
Porter Cable Battery Circular Saw (No Battery) -1

and, further be it

RESOLVED, that the Director of Finance be and hereby is authorized to dispose of such equipment as is provided for by law.

Seconded by Ald. ____, and duly adopted, ____, on a roll call vote.

RESOLUTION # - 2025

**AUTHORIZING CHANGE ORDER NO. 3 FOR THE 2025 SANITARY SEWER
LINE REHABILITATION AND REPLACEMENT PROJECT**

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

WHEREAS, bids for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project were opened on December 19, 2024; and

WHEREAS, the increased material lead times of 5 to 6 weeks did not allow the substantial completion date of September 26, 2025 to be met; and

WHEREAS, Change Order 3 to the project requests a substantial completion date of November 28, 2025 and will not result in additional costs; now therefore be it

RESOLVED, that Change Order 3 to the Sanitary Sewer Line Rehabilitation and Replacement Project establishing the new substantial completion date as November 28, 2025 is hereby authorized.

Seconded by Ald. _____, and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2025

**DESIGNATING “PREFERRED PURCHASER” OF CITY-OWNED PROPERTY
AT 32 HICKOK AVENUE**

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

WHEREAS, the City of Norwich acquired the real property at 32 Hickok Avenue through property tax foreclosure; and

WHEREAS, the subject property is considered by the Common Council to be surplus and its continued ownership by the City unnecessary to a useful public purpose; and

WHEREAS, the Common Council has reviewed proposals for the purchase of the property, and considers the proposal from Javier Velazquez of New York, NY to be an acceptable offer based on the purchase amount offered, the significant investments to be made in the property’s rehabilitation, and the proposed use; now therefore be it

RESOLVED, that the Common Council hereby designates Javier Velazquez of New York, NY as the “preferred purchaser” of the City-owned property at 32 Hickok Avenue; and, be it further

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to negotiate and enter into a contract for the sale of the City-owned property at 32 Hickok Avenue to Javier Velazquez.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

RESOLUTION # - 2025

**ADOPTING PROPOSED ORDINANCE NO. (E) OF 2025 REGARDING
CHAPTER 575 ZONING USE TABLE – WARMING CENTER**

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

WHEREAS, the Common Council received proposed Ordinance No. (E) of 2025 on September 16, 2025, to amend Chapter §575 Zoning Attachment 1 which adds “Warming Center” in an Industrial Zone by special permit; and

WHEREAS, a public hearing was held on October 21, 2025, in connection with said proposed ordinance now, therefore be it

RESOLVED, that Ordinance No. (E) of 2025 to amend Chapter §575 Zoning Use Table, presented to the Common Council on September 19, 2025, be and hereby is adopted, and is hereby designated as Ordinance No. 5 of 2025.

Seconded by Ald. _____ and duly adopted, _____, on a roll call vote.

ORDINANCE NO. 5
OF 2025

AN ORDINANCE AMENDING CHAPTER 575 ZONING
OF THE CODE OF THE CITY OF NORWICH

BE IT ORDAINED by the Common Council of the City of Norwich, New York, as follows:

Chapter 575 Zoning; Attachment 1, Zoning Use Table of the Code of the City of Norwich shall be amended to reflect inclusion of Warming Center in the Industrial Zone by special permit of the table.

Description of Use	R-1	R-1A	R-2	R-3	B-1	B-2	RR	IN	MD
	Single-Family Residence	R-1 Use to R-2 Density	Single-Family to Multiple Residence	R-2 with Limited Business	General Business	Highway Business	Railroad District	Industrial	Museum District Overlay
Warming Center					X*			<u>X</u>	

Red Italic Underlined is new material

Payment of Bills

Ald. _____ moved to pay the October bills after proper audit and certification.

	<u>Prepaid</u>	<u>10/21/2025</u>	<u>Grand Total</u>
General Fund	\$247,777.25	\$89,925.09	\$ 337,702.34
Water Fund	\$48,722.93	\$15,686.77	\$64,409.70
Sewer Fund	\$107,406.75	\$11,272.63	\$118,679.38
Trust	\$43,735.74	-	\$43,735.74
Comm. Dev. - Special Grants	\$113,609.20	-	\$113,609.20
BID	\$6,580.79	-	\$6,580.79
Capital Projects	\$800,980.18	-	\$800,980.18
TOTALS	\$1,368,812.84	\$116,884.49	\$1,485,697.33

Seconded by Ald. _____ and duly adopted _____.