

COMMON COUNCIL

Organizational Meeting

January 6, 2026

Mayor Robert D. Jeffrey presided at a meeting of the Common Council held at 6:00 PM on January 6, 2026, in the Common Council Chambers at One Court Plaza.

Present:

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

Also:

Director of Finance/City Clerk Dee DuFour
Director of Human Resources Lynn Murray
DPW Superintendent Tim Miller
Director of Parks & Recreation Anthony Testani
Fire Chief Jan Papelino arrived 6:10
Temporary Fire Chief Gerald Perry
Police Chief Scott Burlison
EMO William Edwards
Community Development Director Erik Scrivener

Supervisor Robert M. Jeffrey arrived 6:04

Deputy City Clerk Agnes Eaton

Absent

Supervisor James McNeil

Swearing-In of Newly Elected Officials – Mayor Jeffrey performed the swearing-in of Ald. Gee and Ald. Caezza. Ald. Loomis was sworn in previously.

Call to Order

The meeting of the Common Council was called to order by Mayor Jeffrey at 6:03 p.m.

Mayor's Remarks – Mayor Jeffrey made the following remarks:

“Tonight, I want to reaffirm our shared commitment to building a city that is safe, strong, and full of opportunity. The focus of this administration is on quality of life - infrastructure upgrades, public safety, community development, and attracting businesses to invest in the City of Norwich. We also will work on the continuation of investing in our parks, and areas that the youth of our community play at and where adults find recreation and peace.

The efforts of the City of Norwich over the next two years will be collectively and solely focused on being prideful in the community that we all call home. There is an immense sense of urgency to bring pride back to our neighborhoods. We will unapologetically set the tone that we are and will be the community of choice here in Chenango County. "We need to be consistently good, rather than occasionally great." That will be our standard.

Today, we recommit ourselves to cleaning up once vibrant neighborhoods. We will clean up neglected areas, remove blight, and restore beauty to our streets. We will make them safe for our friends and families. But we will go further - we will rehabilitate and build new homes, we will create housing that is affordable, sustainable, and reflective of our city's character. This effort will strengthen families, attract new residents, and preserve the heritage that makes Norwich unique.

Collaboration is key to achieving these goals. It will take council leadership, community partners, private stakeholders and County/New York State agencies working together. By aligning our efforts, we will maximize resources, accelerate progress, and ensure that our community reaps the full benefits that it deserves.

We will advocate our community for attention from New York State, especially when it comes to the decaying infrastructure that they own...namely North Broad Street. And we will push back when these agencies do not meet the expectations of our community.

Most importantly, we will continue to love and be prideful in the City of Norwich. Our residents, our businesses, and those that want to move and invest here. This is home for all of us. Together, we are committed to creating an environment that welcomes new investment and fosters lasting economic growth. By improving outdated infrastructure, revitalizing neighborhoods, and ensuring public safety, we will be laying the groundwork for businesses and residents to thrive. Because at the end of the day, we all want to see better and do better.

And that is the goal for the next two years; to make our little corner of the world better than how we found it. Thank you for your dedication and partnership. Let's move forward with determination and pride. Let's get to work.”

Adoption of Rules of Procedure

Ald. Gee **moved** to adopt the 2025 Rules of Procedure for 2026 Rules of Procedure Seconded by Ald. Loomis, approved and duly adopted ayes all.

Appointments to Council Committees

The Mayor made the following appointments:

- ◆ Finance / Personnel – Ald. Zieno (Chair), Ald. Caezza, and Ald. Warren.
- ◆ Public Works/Safety – Ald. Loomis (Chair), Ald. Allaire, and Ald. Gee.

The Mayor and all Advisory members shall be consulting members of all committees, being notified of all committee sessions and being able to participate in discussion. All committee members, including Advisory members, shall serve at the pleasure of the Mayor.

Meetings of the committees may be called by the chairman, the Mayor or any two members of the committee.

The Joint Committee meetings shall be held on the first Tuesday of each month at 6:00 p.m. in the Council Chambers, One Court Plaza.

Nomination of President of the Council

The Mayor opened the nominations for President of the Common Council for a one-year term expiring December 31, 2026. Ald. Caezza nominated Ald. Loomis to President of the Common Council for 2026. There being no other nominations, the Mayor declared the nominations closed. The nomination was approved 5 – 0 and duly adopted 5 - 0 on a roll-call vote with Ald. Loomis abstaining.

Nomination of Acting Mayor

The Mayor opened the nominations for Acting Mayor for a one-year term expiring December 31, 2026. Ald. Loomis nominated Ald. Warren to Acting Mayor for 2026. There being no other nominations, the Mayor declared the nominations closed. The nomination was approved 5 – 0 and duly adopted 5 - 0 on a roll-call vote with Ald. Warren abstaining.

Appointments by the Mayor – Mayor Jeffrey announced the following Mayoral appointments:

Civil Service Commission

- ◆ *Brian Doliver, 19 Grove Avenue, appointed to fill the remainder of a six-year term expiring May 31, 2026*

Flood Mitigation Commission

- ◆ *Mary Hannan, 7 Plymouth Street, reappointed to a three-year term expiring December 31, 2028.*

Planning Commission

- ◆ *Marissa Phelps, 47 Hayes Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Mark Parker, 32 Plymouth Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Kyra Collier, 58 Sheldon Street, reappointed to a three-year term expiring December 31, 2028.*

Water Commission

- ◆ *Sue Dietrich, 613 County Road 31, South New Berlin, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Jennifer Kelly, 14 Beebe Avenue, reappointed to a three-year term expiring December 31, 2028.*

- ◆ *Alison Locke, 21 Newton Avenue, reappointed to a three-year term expiring December 31, 2028.*

Youth Board

- ◆ *Harry Graves, 54 Mitchell Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Brian Burton, 33 Hayes Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Jamie Brown, 32 Waite Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Kim Thompson, 32 Elm Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Kimberly Hazen, 7 Chirlin Drive, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Sonya Houston, 127 South Broad Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Jill Eddy, 123 Bartlett Road, reappointed to a three-year term expiring December 31, 2028.*

Zoning Board of Appeals

- ◆ *Bryan McCracken, 137-139 North Broad Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Bartolo Natoli, 40 Sunset Drive, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Amos Perry, 87 Mitchell Street, reappointed to a three-year term expiring December 31, 2028.*

Appointments by Mayor with Council Approval

Parks Commission

- ◆ *Trish French, 143 South Broad Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Bryan McCracken, 137-139 North Broad Street, reappointed to a three-year term expiring December 31, 2028.*
- ◆ *Marianne Kirsch, 6 Hale St., reappointed to a three-year term expiring December 31, 2028.*

Street Tree Committee

- ◆ *Jennifer Kelly, 14 Beebe Avenue, reappointed to a three-year term expiring December 31, 2028.*

Ald. Gee **moved** to approve the appointments by the Mayor with Council Approval. Seconded by Ald. Warren, approved ayes all.

Appointments by the Council

Assessment Board of Review

- ◆ *Richard Natoli, 12 Clinton Street, reappointed to a five-year term expiring September 30, 2030.*

Ald. Zieno **moved** to approve the appointments by Council Appointments. Seconded by Ald. Loomis, approved ayes all.

Swearing-In of Temporary Fire Chief – Fire Chief Jan Papelino performed the swearing-in of Gerald Parry to Temporary Fire Chief.

Swearing-In of Firefighter – Gerald Parry performed the swearing-in of Firefighter Mitchell Doing.

Designation of Official Newspaper and Depositories

- ◆ Official Newspaper - *The Evening Sun*
- ◆ Official Depositories of City Funds - *NBT Bank, M&T Bank, J.P. Morgan Chase Bank, Community Bank, and NYCLASS*

Ald. Warren **moved** to designate the *Evening Sun* as the Official Newspaper for the City of Norwich. Seconded by Ald. Gee, approved 6 - 0.

Ald. Zieno **moved** to designate NBT Bank, M&T Bank, Key Bank, Chase Bank and Community Bank, N.A., as the Official Depositories of City of Norwich Funds. Seconded by Ald. Loomis, duly approved 6 – 0 ayes all.

Adjournment – Ald. Gee **moved** to adjourn at 6:22 p.m. Seconded by Ald. Allaire, approved ayes all.