

COMMON COUNCIL

February 17, 2026

Mayor Robert D. Jeffrey presided at a meeting of the Common Council held at 6:00 PM on February 17, 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. David Zieno
Ald. Matthew Caezza

Also:

Director of Finance/City Clerk Dee DuFour
Director of Human Resources Lynn Murray
DPW Superintendent Tim Miller
Fire Chief Gerald Parry
Police Chief Scott Burlison
EMO William Edwards
Community Development Director Erik Scrivener
Deputy City Clerk Agnes Eaton

Supervisor Robert M. Jeffrey

Absent

Ald. William Loomis
Supervisor James McNeil

Call to Order

The meeting of the Common Council was called to order by Mayor Jeffrey at 6:00 p.m.

Open Forum

Andrew Coates, 47 Pleasant St. and Zoning Board Chairman asked why the Boards & Commissions list the personal address of members. He felt a conversation about why they are listed should begin, saying it is a safety concern.

A representative of the Norwich Deli, 1647 Kemble St., Utica, said they were not notified that the City would be taking the deli property for taxes. As this is not the place for discussion, he was advised to contact the Director of Finance during business hours.

Jeanie Barnes, 17 Division St., spoke about the sidewalks and curbs that have not been cleared of snow. She also said that 2 people in Chenango County froze to death during the extreme cold we've had, pointing out that many are not allowed to go to certain places [to keep warm]. She also said she knows of 2 homeless persons that have the paperwork necessary to be in a nursing home, but neither DSS or Office of the Aging are doing their jobs. Barnes pointed out that there are only 5 businesses in the B.I.D. and the focus should not be on the lighting and decorative issues downtown, but bringing in other businesses. In Bruchhausen Park, there is no issue with the 2-5 year old's play equipment, but with the equipment for 10-13 year-olds equipment. She also expressed concern over a neighboring property having installed a massive fence that has an electrified component as a squirrel deterrent and hoped that no racquet sports would be placed near it.

Correspondence

- ◆ **Rolling Antiquers Car Show** – Ald. Zieno **moved** to approve a request from the Rolling Antiquers Car Show for Police and Fire assistance at their annual car show on May 23 and 24, 2026 from 8 a.m. to 5 p.m. Seconded by Ald. Warren, approved ayes all.

Department, Board and Commission Reports

- ◆ Park Minutes – January
- ◆ Water Minutes – December
- ◆ Fire Report – December, January
- ◆ Traffic Minutes – November, January

- ◆ Alert Hose Minutes – January
- ◆ Ontario Hose Minutes – January
- ◆ Youth Board Minutes – February
- ◆ Police Report - January

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

Ward Reports

Ward 1

Ald. Warren reported a communication regarding a City position and another about a Code issue.

Ward 2

Ald. Gee reported mixed feedback regarding the DPW plowing and snow removal. Some saying the plows move to fast a pile the snow onto the sidewalks. Gee also said sidewalks were not clear with the corners not cleared. He brought up the prospect of creating a pamphlet for new property owners to inform them of their responsibilities.

Ward 3

Ald. Allaire reported she had questions regarding the snow removal from the center of the City; she had a comment regarding the manger scene in the park at Christmas when no other religious representation was present.

Ward 5

Ald. Zieno received comments regarding adding a Deputy Fire Chief position; 26 Grove Ave. reported that the owner had been moving items from inside to outside and is in the process of cleaning up those items outside. He thanked the DPW and Youth Board for a successful skating season.

Ward 6

Ald. Caezza reported 4 sidewalks that were red tagged; he also was asked about the snow at corners being cleared.

Mayor – Mayor Jeffrey reported that a meeting regarding homelessness took place with Police, Fire, DSS, Catholic Charities and Emergency Management and himself on February 2nd. He and E. Scrivener met with Greater Opportunities for Chenango on their project; the Fire, Police and DPW Departments assisted in pumping an enormous amount of water from the basement of the McLaughlin’s building; he and D. DuFour met with Chairman Blanchard regarding parking issues that had been expressed if the County moves forward with construction of a new building; he met with the Department of Labor at CDO Workforce who has the ability to upscale workers at no cost for those that are unemployed, underemployed or changing career paths. They have the technology and resources to assist.

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

Motions

Authorization for Mayor to Sign a Modified Consent Order – Ald. Gee **moved** to authorize the Mayor to sign a modified consent order with the NYS DEC for the Wastewater Treatment Plant. Seconded by Ald. Caezza, approved ayes all.

Authorization for Mayor to Sign Agreement with Delaware Engineering – Ald. Gee **moved** to authorize the Mayor to enter into a General Engineering Services agreement for 2026 with Delaware Engineering, DPC. Seconded by Ald. Allaire, approved ayes all.

Change of Date for March – Ald. Warren **motioned** to move the March Common Council meeting to March 18, 2026. Seconded by Ald. Zieno, approved ayes all.

Set a Public Hearing for Adoption of the Parks and Recreation Master Plan – Ald. Allaire **moved** to set a Public Hearing for March 18, 2026 to hear comment relative to the adoption of the Parks and Recreation Master Plan. Seconded by Ald. Zieno, approved ayes all.

Resolutions

RESOLUTION #12 - 2026

ADOPTING 2025 LOCAL FLOOD HAZARD ANALYSIS

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

WHEREAS, the City of Norwich is susceptible to repeated flooding from the Chenango River and Canasawacta Creek; and

WHEREAS, a large majority of damage to homes and businesses have been impacted by flooding; and

WHEREAS, funding provided by the FEMA Hazard Mitigation Grant Program was utilized for an engineering study to analyze factors affecting flooding risks and to develop a risk analysis tool and various mitigation strategies; and

WHEREAS, a 2025 Local Flood Hazard Analysis was completed by Barton and Loguidice and presented to the Common Council on August 19, 2025; now, therefore be it

RESOLVED, that the Common Council hereby adopts the 2025 Local Flood Hazard Analysis.

Seconded by Ald. Allaire and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #12 - 2026

CREATION OF DEPUTY FIRE CHIEF POSITION

Ald. Zieno **moved** to **TABLE** the following:

WHEREAS, the City Council has reviewed the proposed job duties, requirements and qualifications of proposed new position of Deputy Fire Chief; and

WHEREAS, the City Council desires to create this new position; now, therefore be it

RESOLVED, that the job duties, requirements and qualifications are hereby approved for a Deputy Fire Chief position; and further be it

RESOLVED, that the position of Deputy Fire Chief be and hereby is authorized to be created subject to any such action by the Norwich Civil Service Commission.

Seconded by Ald. Warren and duly **TABLED** the resolution, 5 -0, on a roll call vote.

RESOLUTION #13 -2026

AUTHORIZING RENEWAL OF LICENSE AGREEMENT WITH CHENANGO GREENWAY CONSERVANCY, INC. FOR GREENWAY TRAIL

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

WHEREAS, the Common Council adopted a resolution on December 2, 2008, authorizing the Mayor to execute a license agreement between the City and the Conservancy; and

WHEREAS, renewal of the Greenway Conservancy license was renewed on November 11, 2018; and

WHEREAS, it is deemed desirable to extend said agreement indefinitely until it is revoked. Licensor may revoke the license at any time; now therefore be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to execute the renewal of the license agreement between the City and the Chenango Greenway Conservancy.

Seconded by Ald. Warren, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #14 - 2026**DESIGNATING “PREFERRED PURCHASER” OF CITY-OWNED
PROPERTY AT 14 JONES AVENUE**

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

WHEREAS, the City of Norwich acquired the real property at 14 Jones 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 Emiley Ermmarino of Rocky Point, 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 Emiley Ermmarino of Rocky Point, NY as the
“preferred purchaser” of the City-owned property at 14 Jones 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 14 Jones Avenue to Emiley Ermmarino/

Seconded by Ald. Gee and duly adopted, 5 - 0, on a roll call vote.

Payment of Bills

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

	<u>Prepaid</u>	<u>2/17/2026</u>	<u>Grand Total</u>
General Fund	\$1,432,263.90	\$90,050.38	\$1,522,314.28
Water Fund	136,817.61	8,199.10	145,016.71
Sewer Fund	68,619.46	3,803.29	72,422.75
Trust	49,905.64	-	49,905.64
B.I.D.	7,658.28	-	7,658.28
Comm. Dev. - Special Grants	3,067.50	-	3,067.50
Capital Projects	122,732.25	-	122,732.25
TOTALS	\$1,821,064.64	\$102,052.77	\$1,923,117.41

Seconded by Ald. Warren and duly adopted 5 - 0.

Executive Session

Ald. Warren **moved** to enter executive session to discuss the employment history of a particular individual at 6:30 p.m.
Seconded by Ald. Allaire, approved ayes all.

Ald. Allaire **moved** to exit executive session at 6:59 p.m. Seconded by Ald. Gee, approved ayes all.

RESOLUTION #15 - 2026

TERMINATION OF EMPLOYEE

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

WHEREAS, the Joint Committee has made certain recommendations and,

WHEREAS, the Common Council has reviewed the personnel history of Employee #312507; now, therefore be it

RESOLVED, that the employment of Employee #312507 be terminated effective 2/18/2026.

Seconded by Ald. Warren, and duly adopted, 5 - 0, on a roll call vote.

Adjournment

Ald. Allaire **moved** to adjourn at 7:01 p.m. Seconded by Ald. Warren, approved ayes all.