

COMMON COUNCIL
AGENDA

Held at
One Court Plaza
April 21, 2026
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

Approval of minutes of the regular meeting of March 18 and the special meeting of March 25, 2026.

Greater Opportunities of Broome & Chenango – The Flanagan Field project

Public Hearing – Proposed Ordinance No. (B) of 2026 – Amending the Zoning Map from R1 to R2 for property on Plymouth St. known as Flanagan Field.

Open Forum

Proclamation – Arbor Day 2026

Correspondence

- ◆ Memorial Day Parade

Department, Board and Commission Reports

- ◆ Parks Commission Minutes – March
- ◆ Traffic Minutes – February
- ◆ Ontario Hose Minutes March
- ◆ Water Commission Minutes – March
- ◆ Police Department Report - March

Ward Reports

Motions

- ◆ Installation of Antenna on Police Department Building
- ◆ Approval of Revised Employee Handbook

Resolutions

- ◆ Committing Local Match for NY PLAYS Grant Application
- ◆ Promoting Firefighter to Fire Captain
- ◆ Authorizing Change Order No. 4 for the 2025 Sanitary Sewer Line Rehabilitation and Replacement Project
- ◆ SEQRA Determination of Non-Significance Concerning Weiler Park Playground Equipment
- ◆ Awarding Bid - 2026 Grinding & Paving Program
- ◆ Authorizing Transfer for Stream Gauge Invoices
- ◆ Authorizing Transfer for Paving Materials on North Broad Street
- ◆ Authorizing Transfer for Municipal Buildings Reserves

Payment of Bills

Executive Session (if necessary)

Adjournment

Correspondence

- ◆ **Memorial Day Parade** – Ald. ____ **moved** to approve a request from the American Legion to hold a Memorial Day Parade on Monday, May 25, 2026. The parade will begin at 11:00 a.m. starting at the VFW on East Main St. and proceed to West Park where a Memorial Day ceremony will be conducted. Seconded by Ald. ____ , approved ayes all.

Motions

- ◆ **Installation of Antenna on Police Department Building** – Ald. ____ **moved** to approve a request by Chenango County for the installation of an antenna on the exterior masonry of the Police Department building and letter of Notice to Proceed be sent to the County. Seconded by Ald. ____ , approved ayes all.
- ◆ **Approval of Revised Employee Handbook** - Ald. ____ **moved** to approve a revised Employee Handbook as presented to the Joint Committee. Seconded by Ald. ____ , approved ayes all.

Resolutions

RESOLUTION # - 2026 COMMITTING LOCAL MATCH FOR NY PLAYS GRANT APPLICATION

Ald. ____ introduced the following and moved its adoption:

WHEREAS, the City of Norwich intends to submit an application to the New York Places for Learning, Activity, and Youth Socialization (NY PLAYS) Initiative, administered by the Dormitory Authority of the State of New York (DASNY); and

WHEREAS, the NY PLAYS Initiative requires applicants to provide a minimum 20 percent local match toward total project costs for any grant award received; and

WHEREAS, the proposed Weiler Park Playground Project will improve access to safe, inclusive, and engaging outdoor recreation opportunities for residents and visitors; and

WHEREAS, the City of Norwich recognizes the importance of investing in high-quality park and playground infrastructure to support youth development, physical activity, and community well-being; now, therefore, be it

RESOLVED, that the City Council of the City of Norwich hereby commits to providing the required local match of at least 20% for the proposed Weiler Park Playground Project should funding be awarded through the NY PLAYS Initiative; and be it further

RESOLVED, that the City of Norwich commits to providing funds in the amount of \$300,000; and be it further

RESOLVED, that the governing body authorizes the appropriate municipal officials to allocate and secure these funds through municipal budget appropriations, capital funds, grants, donations, or other eligible funding sources in accordance with program requirements.

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

RESOLUTION # - 2026 PROMOTING FIREFIGHTER TO FIRE CAPTAIN

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

WHEREAS, a position of Fire Captain in the Norwich Fire Department is vacant; and

WHEREAS, the Fire Chief and the Director of Human Resources have made certain recommendations to fill the position; now, therefore be it

RESOLVED, that Blake Parry of Norwich, NY, be and hereby is granted a permanent promotional appointment as Fire Captain in the Norwich Fire Department, effective May 4, 2026 at the rate of \$80,798.85; and further be it

RESOLVED that the appointment is subject to such action as may be necessary by the Norwich Civil Service Commission.

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

RESOLUTION # - 2026

**AUTHORIZING CHANGE ORDER NO. 4 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, certain lining and inspections of various sizes of pipeline had been added to the project but were not able to be completed are credited under the project; and

WHEREAS, a final Change Order 4 reflects a credit of \$364,442.16; now therefore be it

RESOLVED, that Change Order 4 to the Sanitary Sewer Line Rehabilitation and Replacement Project establishing a credit to the project of \$369,122.16 is hereby authorized.

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

RESOLUTION # - 2026

**SEQRA DETERMINATION OF NON-SIGNIFICANCE CONCERNING WEILER
PARK PLAYGROUND EQUIPMENT**

Ald. ____ introduced the following and moved its adoption:

WHEREAS, the City of Norwich is applying to the NY PLAYS grant program for improvements of playground equipment at Weiler Park; and

WHEREAS, the proposed improvements are classified as an "Unlisted Action" pursuant to the State SEQR regulations and is therefore subject to the regulations and requirements of the State Environmental Review Act; and

WHEREAS, the city has completed a SEQR short form for the park improvements and examined the potential environmental impacts associated with the rehabilitation; and

RESOLVED, that the City of Norwich has determined that the proposed playground equipment improvements at Weiler Park will not result in a significant adverse impact on the environment and issues a negative declaration.

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

RESOLUTION # -2026

AWARDING BID - 2026 GRINDING & PAVING PROGRAM

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

WHEREAS, bids for the 2026 Street Rehabilitation Program were opened on April 7, 2026; and

WHEREAS, Delaware Engineering and the DPW Superintendent have made certain recommendations; now, therefore be it

RESOLVED, that the bid for the 2026 Grinding & Paving Program be awarded to the lowest qualified bidder meeting specifications, James Bray Paving LLC of Sauquoit, NY, in the base bid amount of \$399,293.10 and alternate bid amount of \$148,316.10 for a total bid of \$547,609.20.

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

RESOLUTION # - 2026**AUTHORIZING TRANSFER FOR STREAM GAUGE INVOICES**

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

WHEREAS, repairs to the stream gauges have been done; and

WHEREAS, invoices total \$11,746.00 for those repairs necessitate a transfer; and

WHEREAS, the Joint Committee has made certain recommendations; now, therefore be it

RESOLVED, that \$11,746.00 for repairs to the stream gauges is hereby authorized; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2026 budget:

From:

Account Number
HR1990.4

Name
Contingency

Amount
\$ 11,746.00

To:

Account Number
A3640.2100

Name
Emergency Preparedness – Equipment

Amount
\$ 11,746.00

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

RESOLUTION # - 2026**AUTHORIZING TRANSFER FOR PAVING MATERIALS ON NORTH BROAD STREET**

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

WHEREAS, North Broad Street has many potholes and rough patches; and

WHEREAS, the City of Norwich has been informed that NYS DOT will not fully pave North Broad Street for one to two years; and

WHEREAS, NYS DOT has agreed to partial work on North Broad Street in the form of labor and equipment; and

WHEREAS, the City has agreed to pay for asphalt in an amount up to \$20,000 to facilitate this work; now, therefore be it

RESOLVED, that up to \$20,000 for asphalt in the repair of North Broad Street by the NYS DOT is hereby authorized; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2026 budget:

From:

Account Number
HR40-9950.9

Name
General Fund – Capital Reserves - Equipment

Amount
\$ 20,000.00

To:

Account Number
A5110.4060

Name
Street Maintenance – Materials & Supplies

Amount
\$ 20,000.00

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

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

WHEREAS, the heat exchanger on the 1985 boiler at the DPW garage stopped working and cannot be repaired ; and

WHEREAS, a new heat exchanger will require a transfer of \$9,490.00; and

WHEREAS, the Joint Committee has made certain recommendations; now, therefore be it

RESOLVED, that the transfer of \$9,490 for a new heat exchanger at the DPW garage is hereby authorized; and further be it

RESOLVED, that the Director of Finance be and hereby is authorized to make the following supplemental appropriation in the 2026 budget:

From:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
HR33	Municipal Buildings – Capital Reserves	\$ 9,490.00

To:

<u>Account Number</u>	<u>Name</u>	<u>Amount</u>
A1620.2100	Municipal Buildings – Equipment	\$ 9,490.00

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

Payment of Bills

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

	<u>Prepaid</u>	<u>4/21/2026</u>	<u>Grand Total</u>
General Fund	\$1,389,442.34	\$29,033.70	\$1,418,476.04
Water Fund	84,379.80	10,111.24	94,491.04
Sewer Fund	78,262.03	96,555.95	174,817.98
Trust	47,444.13	131.50	47,575.63
BID	609.24	-	609.24
Comm. Dev. - Special Grants	10,332.45	-	10,332.45
Capital Projects	-	-	-
TOTALS	\$1,610,469.99	\$135,832.39	\$1,746,302.38

Seconded by Ald. _____ and duly adopted _____.