

COMMON COUNCIL

October 21, 2025

Mayor Brian Doliver presided at a meeting of the Common Council held at 6:00 PM on October 21, 2025, in the Common Council Chambers at One Court Plaza.

Present:

Mayor Brian Doliver
Ald. Eric Warren
Ald. Fred Gee
Ald. Nancy Allaire
Ald. William Loomis
Ald. David Zieno

Supervisor Robert M. Jeffrey

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
Police Chief Scott Burlison
EMO William Edwards
Community Development Director Erik Scrivener

Deputy City Clerk Agnes Eaton

Absent

Ald. Matthew Caezza
Supervisor James McNeil

Call to Order

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

Swearing In Ceremony – Police Chief Burlison performed the swearing-in ceremony for Assistant Police Chief Matthew Roberts and Detective Sergeant Steven Rounds.

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

Open Forum

Christine Carnrike, 27 Jones Ave., said that Open Forum is a long standing practice and is disappointed there is discussion to eliminate it. She agreed that lately some comments at Open Forum have “gone off the rails”, but that is still not a reason to discontinue it.

Stefanie Pebler, 85 S. Broad St., gave her opinions on the downward trend of Norwich and the County and asked the Council to see and do things differently. She stated she has PTSD from the thefts that occurred at her house and that she does not feel safe.

Jeanie Barnes, 17 Barnes St., said that with the Farmer’s Market on Saturday mornings in West Park, there is a problem with trying to turn onto West Main from Broad St. with vehicles ignoring the No Parking signs or cones. She wondered if the Market could be moved back to East Park to take advantage of alternate parking such as the Frontier lot. She asked Council members to take a walk in their district to see the condition of the sidewalks, saying she feels sidewalks are neither a City nor BID project, but a homeowner responsibility. She felt there is a major lack of retail businesses downtown – there are only 3 stores in the BID that have “non-disposable”, second tier products and only 1 of those is open past 5:00 p.m. She feels this is a gap in planning and something that the business district needs in order to flourish. Parking continues to be an issue, and near misses with pedestrians are occurring at the crosswalk outside the theatre due to the double-parking on the west side from those picking up food at restaurants.

Todd Barnes expressed concerns over a few things. He proceeded to say that there seems to be people “behind the scenes” that there is a rivalry between them and the O’Reilly’s and he said that is not the case. He went back several years to when saying he expressly told the Mayor at the time, the former City Community Development person and two different former Chamber of Commerce Directors that the Colonia Theatre was not to be used in any grant funding applications. He had no knowledge of the Colonia Theatre being included in the DRI application until receiving calls from the Governor’s Office. He has no issue with the hotel or other businesses included, but he takes issue with the lies of the Colonia Theatre being included. For the betterment of Norwich, they let it slide. The DRI funds are supposed to be used for businesses and

revitalization of this community and many are being left behind. On the grounds that 5 officials were told they were never to use this [Colonia Theatre], he is trying to decide if he will challenge the [DRI] money received. The group “behind the scenes” has done nothing more than whine for everything while main street businesses are the ones paying the taxes and being overlooked. He distributed a letter addressed to the Council.

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
- ◆ Fire Department Report – September
- ◆ Electrical Board Minutes – June, October
- ◆ Traffic Commission Minutes – September
- ◆ Planning Commission Minutes - September

Ald. Warren **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 communications regarding lights out in East Park; a Codes issue; homeless persons sleeping and charging devices in the park; inquiries regarding the status of the City Manager study. Open Forum is a topic we all struggle with and would like more open dialogue with individuals and to have a conversation that is bi-directional.

Ward 2

Ald. Gee reported communications regarding speeding on Canasawacta St.; the West Main St. crosswalk is so close to the bridge and is dangerous; he received about 5 calls on who to vote for Mayor and said they would have to decide for themselves. He reported there are several dead trees on the path at Kurt Beyer/Pleasant St.

Ward 3

Ald. Allaire reported receiving 2 Code issues.

Ward 4

Ald. Loomis thanked the owner’s of Rita’s for their donation to the Youth Bureau. Addressing Mr. Barnes comments during Open Forum, he said the DRI was not initiated by the City of Norwich, but by Commerce Chenango – the City had nothing to do with the application.

Ward 5

Ald. Zieno reported communications regarding code issues; a complaint from a business on North Broad St. about persons loitering; the Electrical Board is still working on different types licensing. He said that during the DRI application timing the City had no Community Development person so Commerce Chenango took the lead.

Mayor

Mayor Doliver feels that Open Forum will continue, but understands the frustration surrounding it when things are said in Open Forum that are not true. Ald. Gee said those speaking in Open Forum should be encouraged to meet one-on-one.

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

Motions

Code of Ethics Policy – Ald. Warren **moved** to approve the Code of Ethics policy as presented to the Joint Committee on October 7, 2025. Seconded by Ald. Allaire, approved ayes all.

Americans with Disabilities Act Policy - Ald. Allaire **moved** to approve the Americans with Disabilities Act Policy as presented to the Joint Committee on October 7, 2025. Seconded by Ald. Gee, approved ayes all.

Anti Fraternization Policy - Ald. Warren **moved** to approve the Anti Fraternization Policy as presented to the Joint Committee on October 7, 2025. Seconded by Ald. Allaire , approved ayes all.

Authorization for Payment of South Broad St. Park Internet and Data Storage for Camera – Ald. Warren **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. Loomis, approved ayes all.

Resolutions

RESOLUTION #100 - 2025 **DECLARING ASPHALT MILLINGS AND DOWNED TREES AS SURPLUS AND AUTHORIZING DISPOSAL**

Ald. Gee 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. Warren, and duly adopted, 5 – 0, on a roll call vote.

RESOLUTION #101 - 2025 **DECLARING FIRE DEPARTMENT EQUIPMENT AS SURPLUS AND AUTHORIZING DISPOSAL**

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

RESOLUTION #102 - 2025

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

Ald. Zieno 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. Loomis, and duly adopted, 5 - 0, on a roll call vote.

RESOLUTION #103 - 2025

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

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

RESOLUTION #104 - 2025

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

Ald. Warren 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.

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

ORDINANCE NO. 3
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.

	R-1	R-1A	R-2	R-3	B-1	B-2	RR	IN	MD
Description of Use	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

RESOLUTION #105 – 2025 **PROMOTION TO POLICE SERGEANT**

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

WHEREAS, a vacancy exists in the position of Police Sergeant in the Norwich Police Department, and;

WHEREAS, the Chief of Police has recommended the promotion of Corey Wengert of Edmeston, NY to such position; now, therefore be it

RESOLVED, that Corey Wengert of Edmeston, NY, be and hereby is granted a permanent appointment as Police Sergeant in the Norwich Police Department, effective October 27, 2025 at the rate of \$39.98; and further be it

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

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

RESOLUTION #106 – 2025 **PROMOTION TO DETECTIVE**

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

WHEREAS, a vacancy exists in the position of Detective in the Norwich Police Department, and;

WHEREAS, the Chief of Police has recommended the promotion of Samuel Stratton of South New Berlin, NY to such position; now, therefore be it

RESOLVED, that Samuel Stratton of South New Berlin, NY, be and hereby is granted a permanent appointment as Detective in the Norwich Police Department, effective October 27, 2025 at the rate of \$37.72; and further be it

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

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

Payment of Bills

Ald. Gee **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. Allaire and duly adopted 5 - 0.

Executive Session

Ald. Warren **moved** to enter executive session to discuss the employment history of a particular individual and the sale of property where price may be affected at 6:44 p.m. Seconded by Ald. Loomis, approved ayes all.

Ald. Warren **moved** to exit executive session at 7:35 p.m. Seconded by Ald. Allaire, approved ayes all.

Adjournment

Ald. Warren **moved** to adjourn at 7:38 p.m. Seconded by Ald. Loomis, approved ayes all.