COMMON COUNCIL

March 21, 2000

Common Council President Patrick McNeil presided at a regular meeting of the Common Council held at 7 PM on March 21, 2000, at One Court Plaza.

Present:
Ald. Thomas Anderson
Ald. Patrick McNeil
Ald. Robert Rabinowitz
Ald. Jeffrey Thornton (7:22 PM)
Ald. Sharon Jeffer
Ald. Joseph Biviano

Also:
Attorney Joseph McBride
Director of Finance/Clerk William Roberts
Director of H.R. Deborah DeForest
Police Chief Joseph Angelino
Fire Chief John Tighe
DPW Supt. Carl Ivarson
Asst. Engineer Asa Allison
CD Assistant Katy Schwan
Historian Patricia Scott
EMO A. Jones
Supervisor James McNeil
Deputy Clerk Donna Russell

Absent:
Mayor Robert Raphael
Supervisor L. Natoli

-- Ald. Jeffer moved to dispense with the reading and approve the minutes of the special meetings of January 26, February 29 and March 6, 2000, the work session of February 8, 2000 and the regular meeting of February 15, 2000. Seconded by Ald. Biviano and duly adopted, ayes all.

PUBLIC HEARINGS:

-- Ald. McNeil opened the public hearing at 7:01 PM relative to the proposed B.I.D. Proposed District Plan.

Melissa Downey, BID Administrator, summarized the proposed plan. She noted that to date 60% of the affected property owners have signed a petition in favor of the plan and she expects that an additional 15% will sign within the next few weeks.

There being no further comments, Ald. McNeil closed the hearing at 7:02 PM.

OPEN FORUM:

Boy Scout Troop Leader Tom Cupps stated he and boy scouts from Troop 77 were present to observe a City Council meeting as a requirement for obtaining their "Citizen in the Community" merit badge.

BIDS:

Ald. McNeil reported the following bids have been reviewed by Committee and will be taken up under New Business:

- Heavy Duty One Ton Dump Truck with Plow / 2-18-00
- Water System Improvements – Filter Control Panels & Valves /3-16-00
- Water System Improvements – Piping, Vales, Etc. Materials /3-16-00
- Water System Improvements – Paving /3-20-00
- Water System Improvements – General Construction /3-20-00

CORRESPONDENCE:

Planning Commission Resignation – Ald. Biviano moved to accept a letter of resignation from Frank Revoir as an Alternate member of the Planning Commission. Seconded by Ald. Jeffer and duly adopted, ayes all.

Gus Macker Tournament – Ald. Biviano moved to approve a request from YMCA to hold the annual Gus Macker Tournament on July 8 and 9, 2000, under the direction of the Police and Fire Chiefs. Seconded by Ald. Jeffer and duly adopted, ayes all.

DEPARTMENT, BOARD AND COMMISSION REPORTS

- Community Development/Planning monthly report for January and February, 2000
- Emergency Management Office monthly report for February, 2000
- Fire Department/Codes monthly report for February, 2000
- Historian monthly report for February, 2000
- Police Department monthly report for February, 2000
- Public Works Department/Water System monthly report for February, 2000
- Records Management monthly report for February, 2000
- Youth Bureau monthly report for February, 2000
- Civil Service Commission minutes of February 3, 2000
- Electrical Board minutes of February 8 and March 14, 2000
- Planning Commission minutes of February 11 and March 10, 2000
- Plumbing Board minutes of February 17, 2000
- Traffic Commission minutes of February 9 and March 8, 2000
- Water Commission minutes of February 16 and March 15, 2000
- Youth Board minutes of March 14, 2000
- Zoning Board of Appeals minutes of February 28, 2000

-- Ald. Biviano moved to receive and file the department, board and commission reports. Seconded by Ald. Anderson and duly adopted, ayes all.

WARD AND COMMITTEE REPORTS

- Finance Committee meeting of February 7, 2000
- Personnel Committee meeting of February 1, 2000
- Public Safety Committee meeting of February 28, 2000
- Public Works Committee meeting of February 24, 2000

Various Concerns in Ward One – Ald. Anderson reported that he referred various concerns to the appropriate department head.

-- Ald. Biviano moved to receive and file the reports. Seconded by Ald. Jeffer and duly adopted, ayes all.

NEW BUSINESS

Appointments – Ald. McNeil reported the mayoral appointment of Michael Morse of 140 South Broad Street to the Planning Commission.

Norwich Fire Department Volunteers Ald. Biviano moved to approve the following volunteer appointments to the Norwich Fire Department: Aleta Washburn, 28 Mitchell Street, to Maydole Hose Company and George Finch III, 35 Waite Street, to the Ontario Hose Company. Seconded by Ald. Jeffer and duly adopted, ayes all.

Reject Bid – Ald. Biviano moved to reject the single bid received for Heavy Duty One Ton Dump Truck with Plow and authorize the purchase of the vehicle through State Contract in the amount of $33,250, a cost savings of approximately $6,000. Seconded by Rabinowitz and duly adopted, ayes all.

Defibrillator To Plymouth – Ald. Biviano moved to loan to the Town of Plymouth a defibrillator at no cost to the Town and providing the equipment is not required for use by the City of Norwich, as recommended by Public Safety Committee. Seconded by Ald. Anderson and duly adopted, 4-0, on a roll call vote.

-- Prior to the vote, Fire Chief Tighe stated that he recommends the defibrillator be loaned to the Town of Plymouth and it would be used by the Plymouth Fire Department of the direction of the Norwich Fire Department.

Plymouth Fire Chief Pat McMinn, on behalf of the Plymouth Fire Department thanked the Common Council for the use of the defibrillator.

RESOLUTION # 23 - 2000. AWARDING BID FOR WATER SYSTEM IMPROVEMENTS CONTRACT CN4-2000 FOR FILTER CONTROL PANEL & VALVES

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, the Common Council, on July 20, 1999, adopted Resolution No. 46 of 1999, authorizing and providing for the indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its water system facility to serve an area lawfully within its jurisdiction to serve; and

WHEREAS, such resolution includes the issuance of not exceeding $4,124,800 serial bonds to pay the cost thereof; and

WHEREAS, bids were received on March 16, 2000 for Water System Improvements Contract No. CN4-2000 for Filter Control Panel and Valves; and

WHEREAS, the Public Works and Finance Committees have made certain recommendations; now, therefore be it

RESOLVED, that the lowest qualified bid for Water System Improvements Contract CN-2000 for Filter Control Panel and Valves, submitted by Eagle Control Corp. of Yaphank, NY, in the amount of $ 195,200, be and hereby is approved contingent upon approval by the USDA – Rural Development – Rural Utility Service (RUS); and, further be it

RESOLVED, that the Mayor is authorized to execute the necessary project paperwork for initiation and completion of said project.

Seconded by Ald. Jeffer and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 24 - 2000. AWARDING BID FOR WATER SYSTEM IMPROVEMENTS CONTRACT CN1-M-00 FOR MATERIALS

Ald. Rabinowitz introduced the following and moved its adoption:

WHEREAS, the Common Council, on July 20, 1999, adopted Resolution No. 46 of 1999, authorizing and providing for the indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its water system facility to serve an area lawfully within its jurisdiction to serve; and

WHEREAS, such resolution includes the issuance of not exceeding $4,124,800 serial bonds to pay the cost thereof; and

WHEREAS, bids were received on March 16, 2000 for Water System Improvements Contract No. CN1-M-00 for Materials; and

WHEREAS, the Public Works and Finance Committees have made certain recommendations; now, therefore be it

RESOLVED, that the lowest qualified bid for Water System Improvements Contract CN1-M-00 for Materials, submitted by Vellano Brothers of Latham, NY in the amount of $ 623,183.80, be and hereby is approved contingent upon approval by the USDA – Rural Development – Rural Utility Service (RUS); and, further be it

RESOLVED, that the Mayor is authorized to execute the necessary project paperwork for initiation and completion of said project.

Seconded by Ald. Jeffer and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 25 - 2000. AWARDING BID FOR WATER SYSTEM IMPROVEMENTS CONTRACT CN1-P-00 FOR PAVING

Ald. Jeffer introduced the following and moved its adoption:

WHEREAS, the Common Council, on July 20, 1999, adopted Resolution No. 46 of 1999, authorizing and providing for the indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its water system facility to serve an area lawfully within its jurisdiction to serve; and

WHEREAS, such resolution includes the issuance of not exceeding $4,124,800 serial bonds to pay the cost thereof; and

WHEREAS, bids were received on March 20, 2000 for Water System Improvements Contract No. CN1-P-00 for Paving; and

WHEREAS, the Public Works and Finance Committees have made certain recommendations; now, therefore be it

RESOLVED, that the lowest qualified bid for Water System Improvements Contract CN1-P-00 for Paving, submitted by Suit-Kote Corporation of Cortland, NY in the amount of $ 599,650, including bid alternate items, be and hereby is approved contingent upon approval by the USDA – Rural Development – Rural Utility Service (RUS); and

RESOLVED, that the Mayor is authorized to execute the necessary project paperwork for initiation and completion of said project.

Seconded by Ald. Anderson and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 26 - 2000. AWARDING BID FOR WATER SYSTEM IMPROVEMENTS CONTRACT CN1-G-00 FOR GENERAL CONSTRUCTION

Ald. Rabinowitz introduced the following and moved its adoption:

WHEREAS, the Common Council, on July 20, 1999, adopted Resolution No. 46 of 1999, authorizing and providing for the indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its water system facility to serve an area lawfully within its jurisdiction to serve; and

WHEREAS, such resolution includes the issuance of not exceeding $4,124,800 serial bonds to pay the cost thereof; and

WHEREAS, bids were received on March 20, 2000 for Water System Improvements Contract No. CN1-G-00 for General Construction; and

WHEREAS, the Public Works and Finance Committees have made certain recommendations; now, therefore be it

RESOLVED, that the lowest qualified bid for Water System Improvements Contract CN1-G-00 for General Construction, submitted by J. Coppola Construction of Endicott, NY in the amount of $ 1,033,625.00, be and hereby is approved contingent upon approval by the USDA – Rural Development – Rural Utility Service (RUS); and, further be it

RESOLVED, that the Mayor is authorized to execute the necessary project paperwork for initiation and completion of said project.

Seconded by Ald. Jeffer and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 27 - 2000. AMENDING RESOLUTION RELATIVE TO APPOINTMENT OF POLICE OFFICER IN THE NORWICH POLICE DEPARTMENT

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, on February 15, 2000, the Common Council adopted Resolution No. 20 of 2000 appointing Randouth Palmer as police officer in the Norwich Police Department, effective February 14, 2000, and;

WHEREAS, as Mr. Palmer was available as a lateral transfer on February 11, 2000, the Personnel Committee has made certain recommendations regarding the effective date of his appointment; now, therefore be it

RESOLVED, that effective February 11, 2000, Randouth Palmer, 10 Morse Avenue, be and hereby is granted a permanent appointment as police officer in the Norwich Police Department.

Seconded by Ald. Jeffer and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 28 - 2000. AUTHORIZING TRANSFER FOR BASIC EQUIPMENT FOR THE EMERGENCY OPERATIONS CENTER

Ald. Rabinowitz introduced the following and moved its adoption:

WHEREAS, funds are required for the purchase of basic equipment in setting up the City Emergency Operations Center in the new police station location; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to record the following 2000 Budget transfers and make the corresponding transfer of funds:

From:

Account Number	Name	Amount
HR33-878	Municipal Buildings and Facilities Reserve Fund Balance	$ 13,600

To:

Account Number	Name	Amount
A3640.2100	Emergency Preparedness – Equipment	$ 13,600

Seconded by Ald. Jeffer and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 29 - 2000. AUTHORIZING TRANSFER FOR HIGHWAY EQUIPMENT

Ald. Jeffer introduced the following and moved its adoption:

WHEREAS, funds are required to cover the cost of a heavy duty one ton pickup truck with plow for the Highway Department; and

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

RESOLVED, that the Director of Finance be and hereby is authorized to make the following transfer in the 2000 General Fund Budget:

From:

Account Number	Name	Amount
HR26-878	Highway Equipment Reserve	$ 33,250

To:

Account Number	Name	Amount
A5110.2100	Street Maintenance – Equipment	$ 33,250

Seconded by Ald. Rabinowitz and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 30 - 2000. AUTHORIZING CITY PARTICIPATION IN BUSINESS IMPROVEMENT DISTRICT PLAN

Ald. Biviano introduced the following and moved its adoption:

WHEREAS, the Common Council, on January 18, 2000, authorized the Community Development Office and the Business Improvement District Management Association to prepare an amended District Plan pursuant to Sections 980-a and 980-d of the General Municipal Law; and

WHEREAS, such amended district plan includes imposing a five year assessment to those owners of real property, deemed benefited and within the district, to accomplish the goals set forth by the B.I.D.M.A. which include completing the Streetscape project; and

WHEREAS, the City of Norwich is a "benefited" property owner within the Business Improvement District with a proposed annual contribution of approximately $2,000; and

WHEREAS, the B.I.D. pays approximately $2,000 per year to the City of Norwich for office space rental at City Hall; now, therefore, be it

RESOLVED, that the Director of Finance be and hereby is directed to forego the rental fee charged to the B.I.D. for office space in lieu of the B.I.D. assessment on city owned properties for the five year period; and, further be it

RESOLVED, that the Mayor be authorized to sign a petition as the City's representative for its properties within the Business Improvement District.

Seconded by Ald. Jeffer and duly adopted, 4-0, on a roll call vote.

RESOLUTION # 31 - 2000. AUTHORIZING AGREEMENT WITH THE BUSINESS IMPROVEMENT DISTRICT FOR STREETSCAPE AND TRAFFIC STUDY

Ald. Jeffer introduced the following and moved its adoption:

WHEREAS, the Business Improvement District (B.I.D.), advertised for Request for Proposals and subsequently designated The Saratoga Associates of Saratoga, NY to perform a Downtown Streetscape Master Plan Study; and

WHEREAS, the City of Norwich has authorized that a Traffic Study be performed for the downtown; and

WHEREAS, the Finance Committee has made certain recommendations relative to the studies being performed as one project; now, therefore be it

RESOLVED, that the Mayor be and hereby is authorized, under the direction of the City Attorney, to enter into an agreement with the B.I.D. to provide the funding for the Downtown Streetscape Master Plan and Traffic Study from Community Development program income funds at a cost not to exceed $17,290.

Seconded by Ald. Anderson and duly adopted, 4-0, on a roll call vote.

-- Prior to the vote, Ald. McNeil noted that the City is committed to this project and thanked everyone involved for their efforts.

Payment of Bills -- Ald. Biviano moved to pay the bills after proper audit and certification as follows:

	Prepaid	3/21/00	Grand Total
General Fund	167,503.37	330,989.93	498,493.30
Sewer Fund	35,431.23	10,710.28	46,141.51
Water Fund	30,607.53	20,650.97	51,258.50
Trust	47,625.36	0.00	47,625.36
Debt Service	114,912.50	0.00	114,912.50
Reserves	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00
C.D.	45,835.75	0.00	45,835.75
EDZ/LDC	2,968.90	0.55	2,969.45
Capital Projects	176,315.47	11,551.41	187,866.88
B.I.D.	0.00	0.00	0.00
TOTALS	**$ 621,200.11**	**$ 373,903.14**	**$ 995,103.25**

Seconded by Ald. Jeffer and duly adopted, ayes all.

Executive Session – Ald. Biviano moved to go into executive session at 7:25 PM to discuss the possible sale of property where the price may be affected and the personnel history of a particular individual. Seconded by Ald. Jeffer and duly adopted, ayes all.

Ald. Anderson moved to go out of executive session at 8:05 PM. Seconded by Ald. Thornton and duly adopted, ayes all.

Adjournment –Ald. Biviano moved to adjourn at 8:05 PM. Seconded by Ald. Rabinowitz and duly adopted, ayes all.