

COMMON COUNCIL

Work Session

November 12, 2002

Mayor Marylou Stewart presided at a work session of the Common Council held at 7 PM on November 12, 2002, at One Court Plaza.

Present:

Mayor Marylou Stewart
Ald. Gary Clark
Ald. Patrick McNeil
Ald. Robert Rabinowitz
Ald. Sharon Jeffer
Ald. Joseph Biviano

Absent:

Ald. Jeffrey Thornton

Also:

Community Development/Clerk Joseph Serbin
Director of Finance William Roberts
Human Resources Director Deborah DeForest
Fire Chief John Tighe
DPW Supt. Carl Ivarson
EMO A. Jones
James McNeil, City Supervisor
Joanne Borfitz, Planning Commission Chair
Comprehensive Plan Steering Committee members
Deputy Clerk Donna Russell

Presentation -- Mayor Stewart introduced Planning Commission Chair Joanne Borfitz who summarized the activities of the Steering Committee relative to the development of a Comprehensive Plan. She explained the first step of Committee is to prepare a Vision Statement and to accomplish that a series of focus group meetings were held. Information gained from the focus groups, consisting of a diverse range of people, was compiled and the result is the draft Vision Statement being presented this evening. Ms. Borfitz said the Committee would like to know if people think the draft vision and goals sound on-target for the City of Norwich. The draft will be distributed throughout the City and anyone with input or comments should forward them to the Community Development Office at the City of Norwich before November 22, 2002.

Open Forum

Jay Joyce, 11 Newton Avenue, applauded the Council for its efforts with regard to budget planning and making some tough decisions. He indicated the County should do the same.

Correspondence

Curb Cut Request -- Ald. Biviano moved to approve a curb cut at 4 Rowley Avenue under the direction of the Public Works Superintendent. Seconded by Jeffer and duly adopted, ayes all.

New Business

Receive Proposed Budgets -- Ald. McNeil moved to receive proposed 2003 General, Water, Wastewater, Special Grants and Debt Service budgets and set a public hearing for November 19, 2002. Seconded by Ald. Biviano and duly adopted, ayes all.

Development of Agenda for November 19, 2002

Additions / Deletions to Agenda

Proposed Local Law -- Ald. Biviano requested that a proposed local law relative to alternate members of Planning Commission & ZBA be removed from the agenda and referred to the Personnel Committee for recommendation. He also suggested that a Consumer Board be formed and requested the Community Development Department research what other municipalities have. The Council concurred.

Public Hearing -- Per motion earlier in the meeting, a public hearing will be held on November 19 and action may be taken under New Business relative to the proposed 2003 budgets.

- 1) Call To Order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Approval of minutes of the regular meeting of October 15, 2002, the special budget work session of October 14, 2002 and the work session of November 12, 2002
- 5) Public Hearings -- 2003 Budgets
- 6) Open Forum
- 7) Bids
 - ◆ One Used 100 Foot Aerial Platform
- 8) Correspondence
 - ◆ Request to hold the annual "A Christmas to Remember Parade of Lights" on November 30, 2002 at 6:30 PM
- 9) Department, Board and Commission Reports
 - ◆ Historian monthly report for October, 2002
 - ◆ Public Works/Water System monthly report for September, 2002

- ◆ Records Management monthly report for October, 2002
- ◆ Youth Bureau monthly report for October, 2002
- ◆ Civil Service Commission minutes of September 26, 2002
- ◆ Electrical Board minutes of October 8, 2002
- ◆ Parks Commission minutes of October 7 and November 4, 2002
- ◆ Planning Commission minutes of October 11, 2002
- ◆ Plumbing Board minutes of October 17, 2002
- ◆ Water Commission minutes of October 16, 2002
- ◆ Zoning Board of Appeals minutes of September 23, 2002
- 10) Ward and Committee Reports
 - ◆ Finance Committee meetings of October 21, 23, 2002
 - ◆ Public Works Committee meeting of October 21, 2002
- 11) Old Business
- 12) New Business
 - Appointments
 - ◆
 - Motions
 - ◆ Receive proposed ordinance to amend certain water and sewer use rates and set public hearing
 - ◆ Auth Agreement with Coca Cola for supply of vending machines
 - ◆ Auth Agreement with Delaware Engineering for Professional Services relative to Installation of Water and Sanitary Sewer Facilities for the Transportation Building off Borden Avenue
 - ◆ Accept proposal for Street Line Paining
 - ◆ Auth re-grading of position of Asst. DPW Superintendent
 - Resolutions
 - ◆ Res -Adopt 2003 General Fund Budget
 - ◆ Res - Adopt 2003 Water Fund Budget
 - ◆ Res - Adopt 2003 Wastewater Fund Budget
 - ◆ Res - Adopt 2003 Special Grants and Debt Service Fund Budgets
 - ◆ Res - Approve Bid for One Used 100 Foot Aerial Platform
 - ◆ Res - Amend V&T Ordinance Relative to Four-Way Stops
 - ◆ Res - Approve Change Order Relative to WWTP Street Program
- 13) Payment of Bills
- 14) Adjournment

Committee Reports

- Finance Committee -- Ald. Clark reported the Finance Committee met on November 6, 2002 and made recommendations relative to several items on the agenda as well as reviewed the final proposed budget. A special Finance Committee would be held at 6:30 PM on November 19, 2002 relative to a possible resolution to approve a loan application from the Community Development Office.
- Personnel Committee -- HR Director DeForest reported the Personnel Committee discussed: the upgrading of the Asst. DPW Superintendent's position; filling the vacant firefighter position; the meter reader position; the Police Department vacancy.
- Public Safety Committee -- Ald. Jeffer reported that: Bill Loomis attended the meeting and proposed to initiate a neighborhood watch; a recommendation to approve the Christmas Parade was made; discussed and forwarded to Council recommendations from the Traffic Commission.
- Public Works Committee -- Ald. Biviano reported that the Public Works Committee: approved a change order for the Street Program; reviewed and made a recommendation relative to an agreement with Delaware Engineering for installation of water and sewer facilities.

Adjournment – Ald. Jeffer moved to adjourn at 7:55 PM. Seconded by Ald. McNeil and duly adopted, ayes all.