



ESTABLISHED 1659

CITY OF NORWICH

CONNECTICUT

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To: Mayor Hinchey and members of the City Council
From: John Salomone, City Manager 
Subject: City Manager's Report
Date: November 7, 2016

I continue to meet with the Unions regarding contract negotiations which are ongoing.

The Mayor and I meet on a weekly basis. We have discussed the blighted downtown buildings and have had requests to meet from 2 separate concerned property owners regarding the Rt. 82 proposed roundabouts.

I am happy to inform you that at the SEAT Meeting on October 18th, the proposal to move the Parking Commission into the Inter modal Transportation Center was approved.

I met with Paul Schroder and Marc Shegoski of the Personnel and Pension Board.

My monthly staff meeting with department heads was held. Round Table Discussion included Ryan Thompson, Public Works Director stating employees are now offered training on 5 different pieces of equipment which helps prepare them for promotional opportunities. Leanne Gomes informed the group that the Recreation Department is holding its First Annual Norwich Basketball Turkey Tourney, November 19-20 at NFA. Proceeds will benefit the Recreation Department.

I attended NCDC Special Meeting that was called due to the fire at their new location on Franklin Street. They are back up and running, thanks to Norwich Fire Department for their quick response

I met with the Mayor and Superintendent Abby Dolliver regarding school facilities. It was decided to have a goal setting meeting with Decision Point (facilitator), the Board of Education, and City Council at Kelly Middle School on November 17.

Michael Gualtieri, City Treasurer has provided me with copies of the *Financial Management Policy* and *Declared Depository Review & Checklist* along with 1st quarter financials ended 9-30-16 for your review.

I met with staff regarding the CT Working Cities Challenge grant process to determine the cities next step in the process.

The Mayor and I and city staff meet with State DOT officials to discuss Rt. 82 and Chelsea Harbor Drive and old agreements between the city and state regarding snow removal, trash issues and weeds on state roads.

I attended the Governors Emergency Preparedness Drill that was held at the Emergency Operations Center at Norwich Public Utilities on November 2nd and the monthly NPU Utility City Coordination Meeting the following day.

My assistant, Jacque Barbarossa attended Facebook training at Miranda Creative and has been posting and monitoring the City's pages - followers are up.

She also assisted in the interview and hiring process for contracted recording secretaries for various commissions. Tia Michaud and Ivery Stakley, both Norwich residents, have joined the current recording secretary, Melinda Wilson. All met on October 25th and were supplied handouts for FOI, job descriptions and recording secretary schedules.

Thank you to Sue Dubb, Public Health Nurse from Uncas Health. A flu clinic for employees was held October 19th. Twenty four employees participated which was coordinated by my assistant and the Humans Resources Department.