



**CITY OF NORWICH**  
CONNECTICUT

**AGENDA – MEETING OF THE COUNCIL OF THE CITY OF NORWICH**  
**March 2, 2020**  
**7:30 PM**

**PRAYER**

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF MINUTES:** February 3 and 18, 2020.

**PETITIONS AND COMMUNICATIONS**

1. Letter of resignation of C. Scott Learned from the Historic District Commission.
2. Letter of resignation of Les King from the Board of Assessment Appeals.

**CITY MANAGER’S REPORT**

**CITIZENS COMMENT ON RESOLUTIONS**

**NEW BUSINESS-RESOLUTIONS**

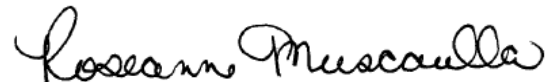
1. Relative to the sale of beer and wine at “Rock the Docks 2020” at Howard T. Brown Park and “Rockin the Green” on the Norwichtown Green concert series.
2. Relative to an appointment to the Uncas Health District.
3. Relative to a reappointment to the Board of Public Utilities Commissioners (Sewer Authority).
4. Relative to appointments to the Board of Assessment Appeals.
5. Relative to a reappointment of a regular member to the Zoning Board of Appeals.
6. Relative to a reappointment to the Personnel & Pension Board.
7. Relative to the reallocation of funding in the Capital Improvement Fund.

## **NEW BUSINESS-ORDINANCES**

1. AN ORDINANCE AMENDING ARTICLE VI OF CHAPTER 21 OF THE NORWICH CODE OF ORDINANCES BY ADDING SECTIONS 21-135, 21-136, AND 21-137 RELATIVE TO THE EXTENSION OF A WATER MAIN AND OTHER IMPROVEMENTS TO SERVICE PROPERTIES IN THE CITY OF NORWICH, INCLUDING, BUT NOT LIMITED TO, PROPERTIES WITHIN THE COUNTRYSIDE DRIVE ASSOCIATION, AND PROVISIONS FOR THE LAYING OF ASSESSMENTS, ENTERING INTO WRITTEN AGREEMENTS REGARDING SUCH IMPROVEMENTS AND THE PAYMENT, COLLECTION, AND ASSESSMENT LIENS REGARDING THE SAME

## **EXECUTIVE SESSION**

Assistant City Clerk

A handwritten signature in black ink that reads "Roseanne Muscarella". The signature is written in a cursive, flowing style.

Roseanne Muscarella

## **RESOLUTION #1**

**WHEREAS**, the Norwich Harbor Management Commission and the Greater Norwich Area Chamber of Commerce will be co-producing the “Rock the Docks 2020”, a series of concerts to be held at Howard T. Brown Park from 6:00 P.M. to 8:00 P.M. and the “Rockin the Green,” a Friday night series of acoustic concerts to be held at the Norwichtown Green from 6:00 P.M. to 8:00 P.M.; and

**WHEREAS**, the “Rock the Docks” concert shall be held on the following dates:

Wednesday, July 8, 2020

Wednesday, July 15, 2020

Wednesday, July 22, 2020

Wednesday, July 29, 2020

Wednesday, August 5, 2020

Wednesday, August 12, 2020 (Rain Dates if needed); and

**WHEREAS**, the “Rockin the Green” acoustic concerts shall be held on the following dates:

Friday, July 10, 2020

Friday, July 17, 2020

Friday, July 24, 2020

Friday, August 14, 2020

Friday, August 21, 2020; and

**WHEREAS**, “Rock the Docks” and “Rockin the Green” will allow the entire community to enjoy a variety of music and entertainment at scenic locations; and

**WHEREAS**, the Greater Norwich Area Business and Industry Foundation, Inc., established through the Greater Norwich Area Chamber of Commerce, proposes to make available beer and wine for sale during these concerts to patrons thereof at a location in Howard T. Brown Park for the “Rock the Docks” concerts and the Norwichtown Green for the “Rockin the Green” concerts, the proceeds of the sales to be used to support the concert series and the sales to be handled by an appropriately licensed and permitted entity.

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH**, that, pursuant to Section 13.14.2 of the Norwich Code of Ordinances, City Manager John Salomone be and hereby is authorized to grant the Greater Norwich Area Business and Industry Foundation, Inc. permission to sell beer or wine at the “Rock the Docks 2020” and the “Rockin the Green” concert series to be held on the dates listed above at the Howard T. Brown Park and Norwichtown Green, subject to satisfactory proof that the Greater Norwich Area Business and Industry Foundation, Inc. has complied with the applicable regulations of the State Liquor Commission; that identification will be mandatory from each person purchasing an alcoholic beverage; that the sales of beer and wine will be made under a proper liquor license, and that proper insurances will be obtained and maintained by the Greater Norwich Area Business and Industry Foundation, Inc. and any vendor of beer and/or wine for the events.

Mayor Peter Albert Nystrom  
Alderman Bill Nash  
Alderwoman Stacy Gould

**RESOLUTION #2**

**BE IT RESOLVED** that the below named be appointed as a regular member to the Uncas Health District with a term to expire on January 9, 2023 or until a successor is appointed:

Shane Roberts (D)

President Pro Tem Mark M. Bettencourt  
Alderwoman Stacy Gould  
Alderwoman Ella C. Myles

**RESOLUTION #3**

**BE IT RESOLVED** that the below named be reappointed as a regular member to the Board of Public Utilities Commissioners (Sewer Authority) with a term to expire on March 1, 2025 or until a successor is appointed:

Michael A. Goldblatt (R)

President Pro Tem Mark M. Bettencourt  
Alderwoman Stacy Gould  
Alderwoman Ella C. Myles

**RESOLUTION #4**

**BE IT RESOLVED** that the below named be reappointed as a regular member to the Board of Assessment Appeals with a term to expire on June 1, 2021 or until a successor is appointed:

Dennis Riley (D)

**BE IT RESOLVED** that the below named be appointed as a regular member to the Board of Assessment Appeals with a term to expire on June 1, 2020 or until a successor is appointed:

Lawrence P. Rice (R)

President Pro Tem Mark M. Bettencourt  
Alderwoman Stacy Gould  
Alderwoman Ella C. Myles

**RESOLUTION #5**

**WHEREAS**, the City Manager John L. Salomone has reappointed as **regular member** to the Zoning Board of Appeals for a term to expire on February 28, 2022 or until a successor is appointed;

Dorothy Travers (D)

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the City of Norwich hereby acknowledges the reappointment of the above named to the Zoning Board of Appeals.

City Manager John L. Salomone



**RESOLUTION #6**

**BE IT RESOLVED** that the below named be reappointed as a regular member to the Personnel & Pension Board with a term to expire on March 1, 2022 or until a successor is appointed:

Shiela Hayes (D)

President Pro Tem Mark M. Bettencourt  
Alderwoman Stacy Gould  
Alderwoman Ella C. Myles

Relative to the reallocation of funding in the Capital Improvement Fund.

1. **WHEREAS**, the following projects from the City of Norwich’s Capital Improvement Fund have been completed, will be completed under their original allocations, or will be cancelled or deferred; leaving a total amount to be reallocated of \$338,357:

Department	Org	Obj	Project	Project Description	Amount to Reallocate
City Manager	36022019	58600		Contingency funding	\$116,023.76
City Manager	36024113	58600	C2003	Contingency funding	3,439.48
East Great Plain	36022017	57303		Turnout gear. Funding remains in subsequent capital budgets.	3,301.27
East Great Plain	36024233	57300	C2019	Firefighter particulate barrier hoods. Actual unit cost was lower than budget.	602.50
East Great Plain	36024233	57300	C2022	Last chance rescue filter replacement. Item is no longer available.	8,514.00
Elections	36024197	57330	C2009	Fireproof filing cabinets. Actual unit cost was lower than budget.	902.40
Finance	36024536	59107	C2058	Golf course equipment. Actual unit cost was lower than budget.	103.33
Laurel Hill	36022017	57204		Station LED upgrade project is completed	3,866.57
Laurel Hill	36022017	57304		Turnout gear. Funding remains in subsequent capital budgets.	4,736.30
Laurel Hill	36022018	57304		Turnout gear. Funding remains in subsequent capital budgets.	896.78
Laurel Hill	36022019	57304		Various projects completed	28.00
Laurel Hill	36024234	57200	C2023	Station exhaust system	1,750.00
Laurel Hill	36024234	57300	C2024	Firefighter particulate barrier hoods. Actual unit cost was lower than budget.	602.50
Laurel Hill	36024234	57300	C2063	Light bars for Engine 62 and Squad	4.00
Norwich Fire	36022018	57302		Turnout gear. Funding remains in subsequent capital budgets.	169.44
Norwich Fire	36024202	57300	C2015	Firefighter particulate barrier hoods. Actual unit cost was lower than budget.	117.10
Norwich Fire	36024202	57300	C2016	Fire hose. Actual unit cost was lower than budget.	56.90
Norwich Fire	36024202	57300	C2017	SCBA 30 minute cylinders. Actual unit cost was lower than budget.	347.44
Occum	36022019	57305		Various projects completed	4,901.99
Occum	36024235	57300	C2028	Firefighter particulate barrier hoods. Actual unit cost was lower than budget.	602.50
Police	36022016	57301		Police body armor. There is funding remaining in later capital budgets	6,793.24
Police	36022017	57301		Police body armor. There is funding remaining in later capital budgets	10,876.05
Police	36022018	57321		Replace Harbor patrol boat engines. Police will defer this project in favor of some more immediate needs.	40,864.00
Police	36022019	57201		Station LED upgrade. Project is complete.	3,715.00
Public Works	36022015	57247		307 Main St boiler project was funded by 2019 Neighborhood Assistance Act grant	20,000.00
Public Works	36022018	57239		Vehicle Wash Station. Project is complete	11.90
Public Works	36022018	57242		Church Street retaining wall repairs. No longer needed as the property was sold	50,000.00
Public Works	36022019	53010		MS4 Stormwater compliance. Will be budgeted as an annual operating cost	30,000.00
Public Works	36022019	57247		23 Union Street windows. Project completed	283.40
Public Works	36022019	57328		Vehicle replacements. Completed under budget	7,000.00
Public Works	36024303	57320	C2040	Mini-utility vehicle for park maintenance. Purchased under budget	300.00
Public Works	36024417	57320	C2049	Senior Center vehicle. Purchased under budget.	6,153.40
Recreation	36024503	57100	C2055	Fontaine and Depina Fields tree removal. Work done by Public Works	3,000.00
Taftville	36022017	57306		Turnout gear. Funding remains in subsequent capital budgets.	1,347.76
Taftville	36022018	57206		Station building addition. Project is complete	6,255.99
Taftville	36024236	57300	C2033	Firefighter particulate barrier hoods. Actual unit cost was lower than budget.	187.50
Yantic	36024237	57300	C2039	Firefighter particulate barrier hoods. Actual unit cost was lower than budget.	602.50
<b>Total</b>					<b>\$338,357.00</b>

; and

2. **WHEREAS**, the following projects from the City of Norwich’s Capital Improvement Fund need funding of \$338,357:

Department	Org	Object	Project	Description	Amount
<b>East Great Plain</b>	36024233	57300	C2064	Turnout gear washer for 2-3 sets	\$10,000.00
<b>East Great Plain</b>	36024233	57300	C2065	Replace two automatic external defibrillators	5,000.00
<b>Election</b>	36024197	57330	C2066	Replace 25 voting booths	19,375.00
<b>Laurel Hill</b>	36024234	57300	C2067	Replace cascade system	60,000.00
<b>Norwich Fire</b>	36024202	57200	C2068	Men's shower room improvements	17,000.00
<b>Norwich Fire</b>	36024202	57200	C2069	Replace 20 windows at headquarters	24,000.00
<b>Occum</b>	36024235	57300	C2070	Replace automatic external defibrillator	2,500.00
<b>Occum</b>	36024235	57300	C2071	Replace thermal imaging camera	7,000.00
<b>Police</b>	36024201	57340	C2072	Redaction and remote view software for body cameras	22,500.00
<b>Police</b>	36024201	57200	C2073	Renovate supervisors' locker room	17,000.00
<b>Public Works</b>	36024305	57200	C2074	Heating/asbestos removal in Clinton Ave. boiler room	20,000.00
<b>Recreation</b>	36024503	57200	C2078	Repairs to Jennings Field concession stand	3,000.00
<b>Taftville</b>	36024236	57200	C2075	Replace stove, hood vent system and hood suppression system in the kitchen.	38,732.00
<b>Taftville</b>	36024236	57300	C2076	Turnout gear washer and dryer for 2-3 sets	20,000.00
<b>Yantic</b>	36024237	57300	C2077	Turnout gear washer and dryer for 2-3 sets	20,000.00
<b>Yantic</b>	36024237	57200	C2035	Fire Marshal Office abatement improvements	52,250.00
<b>Total</b>					<b>\$338,357.00</b>

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH**, that the unexpended funds of \$338,357 from the projects enumerated in (1) be and hereby are appropriated to the projects enumerated in (2).

City Manager John L. Salomone

## NEW BUSINESS ORDINANCE #1

**AN ORDINANCE AMENDING ARTICLE VI OF CHAPTER 21 OF THE NORWICH CODE OF ORDINANCES BY ADDING SECTIONS 21-135, 21-136, AND 21-137 RELATIVE TO THE EXTENSION OF A WATER MAIN AND OTHER IMPROVEMENTS TO SERVICE PROPERTIES IN THE CITY OF NORWICH, INCLUDING, BUT NOT LIMITED TO, PROPERTIES WITHIN THE COUNTRYSIDE DRIVE ASSOCIATION, AND PROVISIONS FOR THE LAYING OF ASSESSMENTS, ENTERING INTO WRITTEN AGREEMENTS REGARDING SUCH IMPROVEMENTS AND THE PAYMENT, COLLECTION, AND ASSESSMENT LIENS REGARDING THE SAME**

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORWICH, that**  
**Article VI ASSESSMENTS FOR WATER MAINS AND SYSTEMS**  
contained in Chapter 21 of the Norwich Code of Ordinances be amended by adding sections 21-135, 21-136, and 21-137 as set forth hereinafter.

### **ARTICLE VI. ASSESSMENTS FOR WATER MAINS AND SYSTEMS**

#### ***Sec. 21-135. Countryside Drive Association community well system.***

*(a) Notwithstanding Sections 21-131 to 21-134 of the City of Norwich Code of Ordinances, the purpose of Sections 21-135 to 21-137, inclusive, is to provide for (i) the levying of assessments upon properties in the City of Norwich (including, but not limited to, the original 17 properties within the Countryside Drive Association) which are benefitted by the extension of a water main beginning on Lawler Lane from the existing Norwich Public Utilities water main on Canterbury Turnpike and Lawler Lane, which water main will continue on Sunrise Street and Evergreen Street and loop back onto Canterbury Turnpike (together with lateral extensions to individual curb valves), (ii) the levying of assessments upon properties in the Countryside Drive Association which are benefitted by the extension of service lines from the new water main to the premises currently served by the failing and to be abandoned Countryside Drive Association community well system, and (iii) the methods of payment and other terms and conditions of such assessments, all in accordance with and subject to the limitations set forth in Section 7-137c of the Connecticut General Statutes.*

*(b) The cost of the construction and installation of the new water main which will be assessed to the properties able to be served by said system in the following manner:*

- i. The final cost of the new water main extension and expenses incidental thereto, including engineering, inspection and other professional fees and interest, less any federal or state grants received by the City of Norwich or Norwich Public Utilities in connection with the construction and installation of the new water main extension, shall be divided equally among the original 17 properties within the Countryside Drive Association to initially be served by the system.*

- ii. *Said assessments shall be paid by the property owners in one of two following ways: (1) payment in full within 30 days of the first billing; or (2) payment over a period of twenty (20) years in two hundred and forty (240) equal monthly installments plus interest of 2.00%.*
- iii. *If additional properties connect to the new water main extension during the assessment payment period, such additional properties may be assessed by the board of public utilities commissioners based on the special benefits accruing to the properties and any additional costs incurred by the department of public utilities relating to such connection. The board of public utilities commissioners shall determine the amount of any assessment, the methods of payment (including any installment payments), and the due dates for such assessments. The department of public utilities shall send written notice to the owner of such properties, which notice shall describe any proposed improvements, set forth the preliminary cost estimate of the improvements and be accompanied by a form prepared by the department of public utilities on which the owner shall indicate whether the owner is willing to share in bearing the cost of such improvements and which the owner shall return to the department of public utilities within 10 days of said notice.*

*(c) The cost of the construction and installation of the service lines beginning at the curb valves and extending to the outside of the foundation wall of the 17 properties currently served by the failing and to be abandoned Countryside Drive Association community well system will be assessed to such properties in the following manner:*

- i. *The final cost of the service lines and expenses incidental thereto, including engineering, inspection and other professional fees and interest, less any federal or state grants received by the City of Norwich or Norwich Public Utilities in connection with the construction and installation of the service lines, shall be divided equally among the original 17 properties within the Countryside Drive Association to initially be served by the system.*
- ii. *Said assessments shall be paid by the property owners in one of two following ways: (1) payment in full within 30 days of the first billing; or (2) payment over a period of twenty (20) years in two hundred and forty (240) equal monthly installments plus interest of 2.00%.*

**Sec. 21-136. Countryside Water System - Notice.**

*Prior to the commencement of any construction, the Norwich Public Utilities will enter into a written agreement with each of the owners of the original 17 properties within the Countryside Drive Association to initially be served by the Countryside water system, which agreement shall describe the proposed improvements, set forth the preliminary cost estimate of the improvements, and provide for the property owner's agreement to share in bearing the cost of such improvements. After all such agreements are signed and returned to Norwich Public Utilities, the department of public utilities shall proceed forthwith with such project and the assessment of same upon completion. In the case of any conflict between the agreement and this Ordinance, the agreement shall control.*

**Sec. 21-137. Countryside Water System - Collection and liens.**

- (a) *All assessments for the Countryside water system which are levied shall become a debt due from the property against which they are assessed, to the board of public utilities commissioners, and may be, in addition to other remedies provided by law, recovered by any proper action in the name of such board.*

- (b) *Any real estate against which the Countryside water system assessment has been levied shall be subject to a lien for the amount of such assessment, as provided in Section 7-137d of the Connecticut General Statutes. Such lien shall exist from the due date as established by the board of public utilities commissioners and, during its existence, shall take precedence over all other liens or encumbrances and transfers, except as otherwise provided for in the Connecticut General Statutes. Such lien shall expire one year after the date on which it commences to run unless a certificate thereof containing a statement of the amount of such lien and a description of the premises upon which it is claimed shall be lodged for record by the board of public utilities commissioners in the office of the city clerk before the expiration of such period.*
- (c) *One certificate of lien as aforesaid may continue more than one lien and said board may include in one certificate any number of assessments for the Countryside water system not previously continued by a certificate and due within the year ending on the date of such filing.*
- (d) *All assessment liens for the Countryside water system levied by the board of public utilities commissioners may be foreclosed in the name of such board in the same manner as a lien for taxes may be foreclosed. Any such lien shall be invalid after the expiration of ten years from the date of recording a certificate continuing the same, unless an action of foreclosure shall have been commenced within such time. If foreclosure shall not have been commenced after the expiration of ten years, the city clerk shall discharge such lien of record by noting thereon the words "discharged by operation of law" together with the date and city clerk's signature.*
- (e) *The fees for all certificates, recordation and releases pertaining to liens for the Countryside water system shall be the same as provided for in the matter of tax liens.*

This ordinance shall become effective after ten (10) days shall have elapsed after passage and publication as provided in Chapter V, Section 12 of the Charter of the City of Norwich.

**Mayor Peter Albert Nystrom  
President Pro Tem Mark M. Bettencourt  
Alderwoman Stacy Gould**