

The regular meeting of the Council of the City of Norwich was held March 6, 2023 at 7:30 PM in Council Chamber. Present: Mayor Nystrom, President Pro Tem DeLucia, Ald. Neuendorf, Gould, Singh and Burto. City Manager Salomone and Corporation Counsel Michael Driscoll were also in attendance. Mayor Nystrom presided.

Ald. Burto read the opening prayer and Ald. Singh led the members in the Pledge of Allegiance.

Mayor Nystrom called for a moment of silence for the passing of Raymond Stewart, husband of Jan Stewart. He reminded people that there will be a rededication for the naming of the “Janice Stewart Rose City Senior Center” on May 20, 2023 at 6:00 pm.

Please be advised that meetings of the Norwich City Council can be viewed in their entirety on the City of Norwich website “norwichct.org”.

Upon a motion of Ald. Gould, seconded by Ald. Singh, on a roll call vote it was unanimously voted to accept the following minutes of February 6 and 21, 2023.

Upon a motion of Ald. Gould, seconded by Ald. Burto, on a roll call vote it was unanimously voted to accept the report from Ron Nossek of CliftonLarsonAllen LP.

[CLA Presentation Slides](#)

Upon a motion of Ald. Gould, seconded by Ald. Burto, on a roll call vote it was unanimously voted to accept the report from the David Eggleston the Rate Payer Representative for Connecticut Municipal Electric Energy Cooperative (CMEEC).

[Annual CMEEC Ratepayer Report](#)

Upon a motion of Ald. Singh, seconded by Ald. Burto, on a roll call vote it was unanimously voted to accept the report from the Public Works Committee.

MEMORANDUM

DATE: 2/24/2023

TO: Betsy Barrett - City Clerk
City of Norwich, Connecticut

FROM: President Pro Tem Joseph A. DeLucia - Chairman
Public Works/CIC Committee

CC: Peter A. Nystrom - Mayor
City of Norwich

Esteemed Alderpersons
Norwich City Council

Re: Record of vote on a recommendation to the City Council regarding the Rotary Clock donation.

RECEIVED
 2023 MAR - 11 A 10:20
 TOWN CITY CLERK
 NORWICH CT

The Public Works/CIC Sub-committee of the City Council held its regular meeting on February 21, 2022 to take up the final recommendation regarding the Rotary clock donation.

Present were President Pro Tem Joseph A. DeLucia, Alderwoman Stacy Gould, and Alderman Swarnjit Singh, as was the Director of Public Works and the City Engineer. After discussion by the members the following motion was made by Alderman Singh and seconded by Alderwoman Gould;

"That the Public Works/CIC Committee forward a favorable recommendation to the City Council regarding the acceptance of the Rotary clock, the location of the clock at the entrance of Howard T. Brown Park, and the approval of the Memorandum of Understanding regarding the maintenance of the clock."

The vote was called for by the Chair, and recorded as 3-0 in the affirmative.

CITY MANAGERS REPORT

To: Mayor Nystrom and members of the City Council
From: John Salomone, City Manager
Subject: City Manager's Report
Date: March 6, 2023

Meetings attended were with State representatives and legislators, Connecticut Conference of Municipalities (CCM), NPU-City Coordination Meeting, NCDC Board of Directors meeting, Fire Chiefs Meeting and staff regarding this year's budget. The Fire Chiefs and Fleet Maintenance Supervisor met as the Apparatus Ad Hoc Reduction committee per City Ordinance 1833.

Through Friday March 3, Norwich Public Works, (PW), has responded to 5 winter weather events this winter season. While four of these were relatively minor, the last event Feb. 27-28 dropped about 6" of snow over most of the City. PW utilized all available personnel for this last event, but did not require any extra assistance from outside resources, such as NPU. PW has used about 450 tons of salt to date, exclusive of the storm expected Friday night.

The Community Development Office received 14 applications in addition to their administration budget for the 2023-2024 CDBG Program Year (PY49). Applications totaled \$1,412,936.80 with the HUD available amount of \$806,276. The office is currently accepting applications for Coronavirus related projects and programs.

Community Development is looking to reallocate \$200,586.80 in recaptured funding back into the community. Proposed programs and projects must intend to prevent, prepare or respond to Covid-19. Applications are due in person to the office by 4:00 pm on Friday 3/17/23. If there are any questions about eligibility or prospective requests, please contact Sydney Phelps, Director of Community Development at 860-885-2911 or via email at sphelps@cityofnorwich.org.

Adult & Family Services has partnered again with NPU to host an Energy Awareness and Financial Literacy Night with Liberty Bank. This event will happen in two sessions on April 27th. Contact Adult & Family Services for more info at 860-823-3782.

Human Services' Director, Kate Milde, joined her Youth, Family, and Recreation staff, along with Mayor Nystrom, Representative Wilson, and other local community leaders at Norwich schools for Read Across America on March 2nd. Thank you to those who participated in this National Literacy Event.

Congratulations to Valerie Cox on her retirement. Val started her career with the City in December of 1984. Prior to her retirement, she was the most senior employee in the City. She began as a Senior Clerk Typist in the Police Department and was promoted to other positions within the Police Department including Secretary, Executive Secretary and Administrative Generalist. The City won't be the same without her.

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Mayor Nystrom declared citizen comment open.

Susy Hurlbert, Karen Philipp, Bill Champagne, Kerry Young, members of the Norwich Noontime Rotary thanked the Council for the opportunity to place the clock they dedicated at Howard Brown Park regarding Resolution #7.

Jan Swicki, 39 Andrea Ln, spoke on Resolution #2 stating she is pleased to see a new school in Greenville.

Mayor Nystrom declared citizen comment closed.

Upon a motion of Ald. Burto, seconded by Ald. Gould, on a roll call vote it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom, President Pro Tem DeLucia and Ald. Gould.

WHEREAS, Albert Trombley III and Stephanie Trombley have offered to convey to the City of Norwich by a deed in lieu of foreclosure a parcel of land carried on the land records of the City's Tax Assessor's office as Map 92, Block 1, Lot 39-1 (Buckingham Avenue) more particularly described in Schedule A attached hereto; and

WHEREAS, Albert Trombley III and Stephanie Trombley have offered said deed in lieu of foreclosure in full and final satisfaction of all real estate taxes due the City of Norwich assessed with respect to Buckingham Avenue; and

WHEREAS, the taxes due as of February 28, 2023 are \$5,610.08 and said property is assessed at a value of \$19,200.00.

NOW THEREFORE BE IT RESOLVED, that the City of Norwich hereby accepts the tender of a duly authorized deed in lieu of foreclosure by Albert Trombley III and Stephanie Trombley, conveying to the City of Norwich title to Buckingham Avenue in full and final satisfaction of said taxes assessed with respect to said property; and

BE IT FURTHER RESOLVED, that City Manager John Salomone be and hereby is authorized to accept said deed on behalf of the City of Norwich, subject to the approval of the Corporation Counsel, and to cause it and any other necessary documents to be filed or recorded.

PARCEL-A
SURVEYOR'S DESCRIPTION
Revised 11-23-2008

That certain parcel of land located on the northerly side of Buckingham Avenue, in the City of Norwich, County of New London and The State of Connecticut, said tract or parcel being shown and delineated as Parcel-A on a plan titled "PROPERTY SURVEY PREPARED FOR CELIA G. SIEFERT 38 BUCKINGHAM AVENUE, NORWICH CONNECTICUT AUGUST 2008 SCALE 1" = 20' SHEET 1 OF 1 REV.11-17-2008 REV.11-23-2008" and is further bounded and described as follows:

BEGINNING at a rebar set on the northerly side of said Buckingham Avenue at the southeasterly corner of land now or formerly of Albert Trombley III and the southwestely corner of the parcel herein described as shown on aforementioned plan;

THENCE North 12°52'11" East, bounded westerly by land now or formerly of said Albert Trombley III a distance of 110.00 feet to a point;

THENCE South 77°07'49" East, bounded northerly in part by land now or formerly of William & Barbara Hartley, Sean D. & Melanie A. Elliot, Sarah A. & Otis C. Axson, Agnes B. Lotring, Gerald E. Jr. & Lisa G. Kortfalt, and Luis Felipe Do & Carmo Chong Kam, a distance of 255.50 feet to a magnetic nail;

THENCE South 47°20'03" East, along the northwesterly side of said Buckingham Avenue, a distance of 30.32 feet to a rebar set;

THENCE North 77°07'49" West, bounded southerly by said Parcel-B, a distance of 158.81 feet to a point;

THENCE South 13°02'03" West, bounded easterly by said Parcel-B, a distance of 85.00 feet to a rebar set;

THENCE North 77°07'49" West, along the northerly side of said Buckingham Avenue, a distance of 79.29 feet to the point and place of beginning;

The above-described parcel contains 12,923 square feet of land more or less.

The above-mentioned survey having been recorded with the Norwich Town Clerk.

Being a portion of the premises conveyed to this Grantor in a deed recorded in Volume 761 at Page 324 of the Norwich Land Records.

As part of the consideration, the Grantees herein assume and agree to pay all taxes and assessments hereinafter coming due and payable to the City of Norwich on the October 1, 2016 Grand List; first installment paid, second installment not yet due.

Upon a motion of Ald. Gould, seconded by Ald. Singh, on a roll call vote it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom, President Pro Tem DeLucia and Ald. Gould.

Relative to the school construction grant application for the construction of a new elementary school on the grounds of the former Greenville School.

WHEREAS, the voters of the City of Norwich approved the \$385,000,000 School Construction Program bond ordinance #1820 by referendum on November 8, 2022; and

WHEREAS, one of the items authorized by ordinance #1820 is the construction of a new elementary school on the grounds of the former Greeneville School (“Project”); and

WHEREAS, the City intends to apply for a School Construction Grant for the Project; and

WHEREAS, the Office of School Construction Grants & Review of the Department of Administrative Services of the State of Connecticut requires that the legislative body of the City take the following actions prior to submitting a School Construction Grant Application for the Project:

1. Authorize its Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the proposed Project,
2. Establish a building committee for the Project, and
3. Authorize the preparation of schematic drawings and outline specifications for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the Norwich Board of Education be and hereby is authorized to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Project;

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the School Building Committee established by the Council of the City of Norwich by resolution on January 21, 2020, as updated and amended from time to time, shall serve as the building committee with regard to the Project; and

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the City hereby authorizes the preparation of schematic drawings and outline specifications for the Project.

Upon a motion of Ald. Gould, seconded by Ald. Burto, on a roll call vote it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom, President Pro Tem DeLucia and Ald. Gould.

Relative to the school construction grant application for the construction of a new elementary school on the grounds of the Moriarty Environmental Sciences Magnet School.

WHEREAS, the voters of the City of Norwich approved the \$385,000,000 School Construction Program bond ordinance #1820 by referendum on November 8, 2022; and

WHEREAS, one of the items authorized by ordinance #1820 is the construction of a new elementary school on the grounds of the Moriarty Environmental Sciences Magnet School (“Project”); and

WHEREAS, the City intends to apply for a School Construction Grant for the Project; and

WHEREAS, the Office of School Construction Grants & Review of the Department of Administrative Services of the State of Connecticut requires that the legislative body of the City take the following actions prior to submitting a School Construction Grant Application for the Project:

1. Authorize its Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the proposed Project,
2. Establish a building committee for the Project, and
3. Authorize the preparation of schematic drawings and outline specifications for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the Norwich Board of Education be and hereby is authorized to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Project;

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the School Building Committee established by the Council of the City of Norwich by resolution on January 21, 2020, as updated and amended from time to time, shall serve as the building committee with regard to the Project; and

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the City hereby authorizes the preparation of schematic drawings and outline specifications for the Project.

Upon a motion of Ald. Gould, seconded by Ald. Singh, on a roll call vote it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom, President Pro Tem DeLucia and Ald. Gould.

Relative to the school construction grant application for the construction of a new elementary school on the grounds of the John B. Stanton School.

WHEREAS, the voters of the City of Norwich approved the \$385,000,000 School Construction Program bond ordinance #1820 by referendum on November 8, 2022; and

WHEREAS, one of the items authorized by ordinance #1820 is the construction of a new elementary school on the grounds of the John B. Stanton School (“Project”); and

WHEREAS, the City intends to apply for a School Construction Grant for the Project; and

WHEREAS, the Office of School Construction Grants & Review of the Department of Administrative Services of the State of Connecticut requires that the legislative body of the City take the following actions prior to submitting a School Construction Grant Application for the Project:

1. Authorize its Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the proposed Project,
2. Establish a building committee for the Project, and
3. Authorize the preparation of schematic drawings and outline specifications for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the Norwich Board of Education be and hereby is authorized to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Project;

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the School Building Committee established by the Council of the City of Norwich by resolution on January 21, 2020, as updated and amended from time to time, shall serve as the building committee with regard to the Project; and

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the City hereby authorizes the preparation of schematic drawings and outline specifications for the Project.

Upon a motion of Ald. Burto, seconded by Ald. Singh, on a roll call vote it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom, President Pro Tem DeLucia and Ald. Gould.

RESOLUTION

WHEREAS, the property owners listed below want to participate in a cost sharing program with the City of Norwich to construct concrete sidewalks along their property; and

WHEREAS, the City of Norwich wants to improve sidewalks throughout the City.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH that: granite curbing and concrete sidewalks will be constructed at the following locations where the property owners will pay for an assessment for the cost of the sidewalks and the City of Norwich will pay for the cost of the curbing and miscellaneous items.

Name	Address	Estimate
Mary E. and Mark J. Eslick	59 Sachem Street	\$13,672.38
Jonathan Billias	65 Sachem Street	\$8,171.22
Browne + Sons LLC	45 Lafayette Street	\$5,625.69
ADCON Realty	17 Clairmont Avenue	\$3,465.17
Rivera Marianny Martinez	5 Grove Street	\$7,529.76

BE IT FURTHER RESOLVED that the cost of this project be funded from the existing capital budget line item for sidewalks, Capital Improvement Fund #3602 and the Sidewalk Fund, #2858, and that a public hearing be set at the second meeting of the City Council in March 2023.

The estimated city’s cost for curbing and miscellaneous construction items is \$ 53,705.00

Upon a motion of Ald. Burto, seconded by Ald. Gould, on a roll call vote it was unanimously voted to adopt the following resolution introduced by John Salomone.

Relative to appointing a certified public accounting firm to perform the regular general audit for fiscal year 2022-23.

WHEREAS, the Finance Department selected the proposal by the certified public accounting firm of CliftonLarsonAllen LLP with request for proposals number 23-19 to perform the audits for the fiscal years ending June 30, 2023 through June 30, 2027; and

WHEREAS, Connecticut General Statutes §§7-391 through 397 require each municipality to file financial statements prepared in accordance with generally accepted accounting principles and audited by an independent public accountant in accordance with generally accepted auditing standards by December 31st; unless an extension is granted by the Connecticut Office of Policy & Management; and

WHEREAS, the independent auditor must be appointed by the “appointing authority” on or before May 31st; and

WHEREAS, the Council of the City of Norwich is the appointing authority for the City of Norwich.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the accounting firm of CliftonLarsonAllen LLP be and hereby is, appointed to perform the regular general audit for the City of Norwich for fiscal year 2022-23.

Upon a motion of Ald. Gould, seconded by Ald. Singh, on a roll call vote it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom, President Pro Tem DeLucia and Ald. Gould.

WHEREAS, the Norwich Noontime Rotary is a non-profit service organization which celebrated its 100th anniversary on March 10, 2020; and

WHEREAS, as a result of the Covid 19 pandemic its intention to commemorate the event in 2020 had to be postponed; and

WHEREAS, the Norwich Noontime Rotary in recognition of its 100th anniversary proposes to donate a four-face standing clock, to be approximately 12 feet high, to the City of Norwich to be placed at Howard Brown Park and maintained there as set out in a proposed Memorandum of Understanding and Agreement, a draft copy of which is attached to this resolution as Exhibit A; and

WHEREAS, this proposal has been approved by the Monument Committee and the Harbor Management Committee of the City of Norwich and a favorable recommendation has been issued by the Public Works and Capital Improvement Subcommittee of the Council of the City of Norwich; and

WHEREAS, the Council of the City of Norwich, by this resolution, intends to authorizes the City of Norwich’s acceptance of this gift in recognition of the long service of the Norwich Noontime Rotary to Norwich and its citizens; to express its gratitude for the same, and to express belatedly its congratulations to the Norwich Noontime Rotary on its 100th year anniversary and its hopes that the Norwich Noontime Rotary continues to exist for at least another 100 years and continues its long tradition of service for the inhabitants of Norwich.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that City Manager John Salomone be, and hereby is, authorized and directed to sign duplicate copies of a Memorandum of Understanding and Agreement in a form satisfactory to him but substantially in the form of the attached Exhibit A and to deliver one fully executed duplicate original together with a certified copy of this resolution to Ms. Susy Hurlbert, President of the Norwich Noontime Rotary; and

BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that City Manager John Salomone, with the assistance of Patrick McLaughlin, Director of Public Works and staff of the Public Works Department and other departments as may be necessary, shall oversee the installation of the clock and provide for its electrification, the clock to be placed on the landscaped island located at the Market Street entrance to Howard Brown Park to the right side of the entrance as one enters the Park.

EXHIBIT A

MEMORANDUM OF UNDERSTANDING AND AGREEMENT

Between the City of Norwich (City) and
the Norwich Noontime Rotary, a non-profit service organization, (Rotary)

The Rotary is planning to fundraise for, and to donate to the City, a Verdin Four Dial Post Clock (Clock) to be installed at the entrance to Howard Brown Park, and whereas the Rotary commits to maintain the Clock in good working condition, the Rotary hereby agrees to accept full responsibility for all future maintenance costs for the Clock as are necessary to maintain the Clock in good working condition. While the exact annual cost for such maintenance is uncertain, the annual maintenance cost is anticipated to be approximately seven hundred dollars per year, but less in the initial years.

The City agrees to pay for the electricity used to run the Clock, and already maintains an electrical meter and service at Howard Brown Park, a short distance from the proposed location of the clock. The City shall have the absolute and sole right to remove or relocate the Clock to a location of its choice if required for the relocation of the roadway or Park entrance.

The proposed location has been approved by the Monument Committee and the Harbor Management Committee of the City. This Memorandum of Understanding (MOU) is to be signed after all City approvals for the installation of the Clock are in place. These approvals include a recommendation from the Public Works & Capital Improvement Committee, and subsequent approval from the Norwich City Council.

Minutes from the following Organizations and Committees are hereby attached to this MOU as Appendices;

- Norwich Noontime Rotary
- Monument Committee
- Harbor Management Committee
- Public Works and Capital Improvement Committee
- Norwich City Council

John Salomone
City Manager

Susy Hurlbert
President Norwich Noontime Rotary
duly authorized

Upon a motion of Ald. Gould, seconded by Ald. Singh, on a roll call vote it was unanimously voted to adopt the following resolution introduced by Mayor Nystrom, President Pro Tem DeLucia and Ald. Gould.

RESOLVED, that Roseanne Muscarella, be, and hereby is, appointed Town and City Clerk of Norwich for a term to commence July 19, 2023 and continue until the end of the term on December 4, 2023.

Upon motion of Ald. Gould, seconded by Ald. Singh, on a roll call vote of 6-0 it was unanimously voted to adjourn 8:30 PM.



City Clerk