

The regular meeting of the Council of the City of Norwich was held August 15, 2022 at 7:30 PM at Kelly STEAM Magnet Middle School. Present: Mayor Nystrom, President Pro Tem DeLucia, Ald. Neuendorf, Gould, Singh and Burto. Ald. Wilson was absent. City Manager Salomone and Corporation Counsel Michael Driscoll were also in attendance. Mayor Nystrom presided.

President Pro Tem DeLucia read the opening prayer and Ald. Gould led the members in the Pledge of Allegiance.

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

Mayor Nystrom called for citizen comment.

Marvin Serruto, 100 Starr St., asked that caution be used spending the \$400,000,000 on new schools stating education is important not the age of the building.

Harrison Faison, 189 Central Ave., thanked the City for addressing the parking issues in Greenville. He also asked for something to be done for the youth in our city as they have acknowledged that the city offers nothing for them by way of activities, programs, youth centers etc. This is a real problem and feels that troubles will result.

Joanne Philbrick, 4 Elm Ave., observed the limited amount of people who attend Council Meetings. She commended a Building Maintenance Worker, Kathy Harakaly as the City Hall “Shining Star”. She observed Kathy during the recent heat wave tend to a man who was overheated seated on a bench in City Hall. Kathy gave him a drink of water and a cool cloth making sure he was ok before she left him.

Rodney Bowie, 62 Roosevelt Ave., agreed with the earlier speaker that the youth need to partake in activities but feels they may not be interested as computers have taken over their attention.

Shiela Hayes, 382 Laurel Hill Ave., stated we have creative youth and feels there are not enough programs or funding spent on the youth.

There being no further speakers Mayor Nystrom declared the public hearing closed.

Upon a motion of Ald. Singh, seconded by Ald. Gould, on a roll call vote it was unanimously voted to accept the following Petition and Communication.



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August 8, 2022

To: Mayor Peter A. Nystrom and Members of the Norwich City Council through City Manager John Salomone

Explanation of Proposed 2021-22 Budget Transfers and Summary of General Fund, CCD, and TCD Budget-to-Actual Results

Since we are getting close to the end of this fiscal year, I wanted to give you an overview of the projected revenue and expenditure results for the year.

General Fund

Revenues

Collections of conveyance tax and building permit revenues continued to be strong. Altogether, General Fund revenues will be approximately **\$500,000 above adjusted** budget estimates for fiscal year 2021-22.

Original Revenue Estimate	\$137,014,342
Less: Increase of Alliance ECS funds which decreased NPS adjusted budget	(1,240,000)
Adjusted General Fund revenue estimates	\$135,774,342

Expenditures

A couple departments will need budget transfers this year:

- Laurel Hill Volunteer Fire Department – These department will need a transfer of \$2,000 due to higher than anticipated Building Repairs, Supplies, and Vehicle Fuel costs.
- Public Works – This department will need a transfer of \$11,000 due to higher than anticipated Utilities, Supplies, and Vehicle Fuel costs as well as increased refuse tonnage delivered to the Lisbon incinerator.

Norwich Public Schools is currently projecting that it will finish the year under its adjusted appropriation of \$85.1 million. NPS will be requesting that some funds be transferred to the nonlapsing account established with Ord. 1799.

The draft resolution transfers budget savings totaling \$13,000 from Contingency to offset the Laurel Hill and Public Works deficits. Total General Fund expenditures will be approximately \$700,000 less than budgeted; therefore no additional appropriation will be required. *This figure excludes any operating surplus from NPS.*

Unassigned Fund Balance

The 2021-22 adopted budget did not include an appropriation of General Fund Unassigned fund balance (UFB). The General Fund UFB will increase approximately \$1,200,000 which would put the balance between \$18.2 million, or 13.4% of annual operating expenditures for the fiscal year ending June 30, 2022. *The current target range for General Fund UFB is 12%-17%.*

City Consolidation District

Revenues

Revenues are approximately \$39,000 higher than the 2021-22 budget.

Expenditures

The CCD will need an additional appropriation of \$74,000 due to increased overtime and replacement cost. The major contributing factor were on-duty and off-duty injuries causing thousands of hours of replacement cost.

Unassigned Fund Balance

The 2021-22 adopted budget did not include an appropriation of CCD UFB. The CCD UFB will decrease \$35,000 which would put the balance at \$137,000, or 1.7% of annual operating expenditures for the fiscal year ending June 30, 2022. The City does not have a policy for the UFB level of this fund, but, in my opinion, a balance of 8% is an adequate level for a fund with moderate levels of risk like the CCD.

Town Consolidation District

Revenues

Revenues are projected to be \$9,000 higher than the 2021-22 budget.

Expenditures

Volunteer Firefighter Property Tax Abatement costs were \$2,000 higher than anticipated but will be offset by a reduced contribution to the Workers' Compensation self-insurance fund.

Unassigned Fund Balance

The 2021-22 adopted budget did not include an appropriation of TCD UFB. The TCD UFB will increase by approximately \$9,000 which will bring the TCD's UFB to \$33,000, or 6.4% of annual operating expenditures for the fiscal year ending June 30, 2022. The City does not have a policy for the UFB level of this fund, but, in my opinion, a balance of 5% is an adequate level for a fund with low levels of risk like the TCD.

City Manager's Report

To: Mayor Nystrom and members of the City Council
From: John Salomone, City Manager
Subject: City Manager's Report
Date: August 15, 2022

Meetings attended were Southeastern Council of Governments (SECCOG), Southeastern Area Transit (SEAT), NPU-City Coordination Meeting, NCDC Board of Directors and meeting with Fire Chiefs. I also toured Naverra, formerly known as Solar Seal Architectural with Congressman Courtney on August 4th. The company which makes architectural glass for commercial buildings is moving its operations from Massachusetts to 40 Wisconsin Avenue in the Business Park.

A special City Council Meeting was called on July 25th to authorize and support applications for the Community Investment Fund 2030. The City's application for a New Public Safety Complex, and Norwich Community Development Corporation (NCDC) applications for Historic Downtown Norwich Broadway Revitalization Project and the Reid & Hughes Brownfield Remediation and Historic Preservation were unanimously approved by the Council. Applications were submitted to the State Department of Economic and Community Development (DECD) for the State Bond Commission and Governor approvals which should be sometime in November. This is a five-year program designed to support historically disadvantaged communities across the state with up to \$175 million available each fiscal year.

Tax payments at Peoples Bank have increased by 18%. There were 1661 payments totaling \$2,046,550.19 processed in person at Peoples branches this year versus 1357 payments of \$1,788,317.94 last year allowing the City to invest the funds within 24 hours.

The Senior Center has distributed almost 450 Farmers Market coupons totaling nearly \$9,000 for qualifying seniors in Norwich. ARPA funds for Senior Transportation provided over 450 additional rides to medical appointments for senior residents since February.

Youth & Family Services new Drug Free Communities Coordinator started on July 18th and is scheduled to meet with several schools to bring prevention programming to Norwich students. The Summer Jam & Learn program ended on August 11th with a Wrap up Party and Art Show at St. Mark's Church on Broadway.

Norwich Police hosted the 39th annual National Night Out at Brown Park on August 2nd. National Night Out enhances the relationship between law enforcement and neighbors in communities under positive circumstances. Several hundred families enjoyed the activities, free food, and demonstrations along with local civic groups, and City fire and emergency vehicles on site. The event had live broadcast with local radio station Jammin 107.7. Thank you to the sponsors and participants.

A promotion ceremony was held on August 4th for Lieutenant Nicholas Rankin, Sergeant Stephanie Reichard, Sergeant Christopher Hawrylik and Sergeant Richard Cannata. Congratulations to them and their families.

Congratulations to the Laurel Hill Volunteer Fire Department on their 75th anniversary celebration and to Yantic Fire Engine Company #1 for winning the 2022 Connecticut Treasures award.

Attached is the Fire Chiefs report from the August Public Safety meeting.

City Manager's Report to Public Safety

August 10, 2022 meeting

I last met with the Fire Chiefs on July 20th.

The primary topics of our meeting were Automatic Aid, Dispatch, Knox Box accountability, and the department iPads and GIS applications.

An updated draft for Automatic Aid was provided and discussed. The volunteer Chiefs proposed that the Auto Aid response be a full second alarm assignment instead of a single Engine or in some cases an Engine and the Truck. Chief Montoya expressed concern that some departments do not have NFD on second alarm assignment, so the policy was amended to include an Engine from the City Department along with the second alarm assignment on all automatic aid calls. Chief Montoya was also concerned that a full second alarm assignment could magnify the concerns that were previously raised by the Chiefs. A draft has been sent to Dispatch for their input on the procedure.

The Chiefs brought up incidents where they felt Dispatch did not perform to expectations. I directed the Chiefs to provide me with specifics that I can use in discussions with Chief Daley to address Dispatch staffing and or equipment needs.

The Chiefs are updating the Knox Box authorized user lists to reflect current personnel. The outdated lists will be corrected to improve accountability and ensure proper authorities are in place for equipment orders and other needs.

There was discussion on the iPads and GIS programs that the departments all use. Chief Jencks reported that data that was previously available in the GIS system is no longer there. The other groups report different levels of access to information and some challenges with some of the applications. A future meeting with a rep from NPU and the iPad coordinator will be scheduled to ensure best utilization of the equipment.

Our next meeting is scheduled for August 17th.

Mayor Nystrom called for citizen comment on resolutions.

Tucker Braddock, 868 Scotland Rd., spoke in favor of Resolution #4 referring it as being a great tool for Norwich to have.

Deanna Rhodes, Director of Planning, spoke in favor of Resolution #4 and explained how the City arrived at this point and was enthusiastic about the impact it will have on the affected properties.

Regan Miner, 67 East Town St., spoke in favor of Resolution #4.

Shiela Hayes, 382 Laurel Hill Ave., supports Resolution #1 and feels Resolution #4 is a positive move but has some concerns of how this will play out.

There being no further speakers Mayor Nystrom closed public comment on resolutions.

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, Pres. Pro Tem DeLucia, and Ald. Gould.

That the ordinance entitled “AN ORDINANCE APPROPRIATING \$385,000,000 FOR THE CITY OF NORWICH SCHOOL CONSTRUCTION PROGRAM, INCLUDING PROPERTY ACQUISITION, DESIGN, ENGINEERING, ENVIRONMENTAL ASSESSMENT AND REMEDIATION, CONSTRUCTION, INSTALLATION, REPAIR, RENOVATION AND ADDITION OF VARIOUS SCHOOL FACILITIES AND AUTHORIZING THE ISSUE OF \$385,000,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE”, as adopted by this meeting of the Council, be submitted to a referendum vote of the electors of the City for approval or disapproval in conjunction with the general election on November 8, 2022, between the hours of 6:00 A.M. and 8:00 P.M. and that the warning of said referendum state the question to be voted upon and the ballot label with respect thereto as follows:

Question 1:

“Shall the ordinance entitled ‘AN ORDINANCE APPROPRIATING \$385,000,000 FOR THE CITY OF NORWICH SCHOOL CONSTRUCTION PROGRAM, INCLUDING PROPERTY ACQUISITION, DESIGN, ENGINEERING, ENVIRONMENTAL ASSESSMENT AND REMEDIATION, CONSTRUCTION, INSTALLATION, REPAIR, RENOVATION AND ADDITION OF VARIOUS SCHOOL FACILITIES AND AUTHORIZING THE ISSUE OF \$385,000,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE’, as adopted by the City Council on August 1, 2022, be approved? YES NO”

The ballot label for said question shall read as follows:

“Shall the \$385,000,000 appropriation and bond authorization for the City of Norwich School Construction Program (2022), which consists of (i) the construction of four new elementary schools in the City of Norwich on the grounds of the Moriarty Environmental Sciences Magnet School, the John B. Stanton School, the Uncas School and the former Greeneville School, (ii) the renovation to “as new” of the existing Teachers Memorial Global Studies Magnet Middle School or the construction of a new middle school on the site of the existing Teachers Memorial Global Studies Magnet Middle School, and (iii) the conversion and renovation of the Samuel Huntington School to accommodate central offices, including school administration, transportation and facilities offices, and adult education, and other costs related thereto as may be accomplished within said appropriation, pursuant to the ordinance adopted by the City Council on August 1, 2022, be approved? YES NO

The voting will be by paper/electronic ballot. Those desiring to vote for the question shall fill in the box in front of the question on the ballot at “**YES**”. Those desiring to vote against the question shall fill in the box in front of the question on the ballot at “**NO**”. Absentee ballots will be made available in accordance with the law.

The warning of said referendum shall also state that the full text of the aforesaid ordinance and question are on file open to public inspection in the office of the City and Town Clerk, that the vote on the aforesaid bond ordinance is taken pursuant to Chapter VIII, Section 4 of the City Charter and Chapters 90 and 152 of the Connecticut General Statutes, as amended, and that absentee ballots will be made available in accordance with the law.

The City and Town Clerk is hereby authorized and directed to prepare and print pursuant to section 9-369b of the Connecticut General Statutes (i) explanatory text for the foregoing question and (ii) materials concerning such question in addition to the explanatory text.

The above resolution passes on a roll call vote of 6 to 0.

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

WHEREAS, the Laurel Hill Volunteer Fire Department expended approximately \$2,000 in excess of its 2021-22 appropriation resulting primarily from building repairs, supplies, and vehicle fuel costs; and,

WHEREAS, the Public Works Department expended approximately \$11,000 in excess of its 2021-22 appropriation resulting primarily due to higher than anticipated utilities, supplies, and vehicle fuel costs as well as increased refuse tonnage delivered to the Lisbon incinerator; and,

WHEREAS, several departments underspent their 2021-22 budgets and total General Fund expenditures will finish under the appropriated amount.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that \$13,000 be and hereby is transferred *from* the 2021-22 Contingency budget *to* the 2021-22 budgets of the Laurel Hill Volunteer Fire Department and Public Works budgets as follows:

Budget Decreases

Contingency	10500000-58600	\$13,000
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Budget Increases

Laurel Hill VFD	10423400-56610	2,000
Public Works	10431100-54410	11,000
Total Budget Increases		<u>\$13,000</u>

The above resolution passes on a roll call vote of 6 to 0.

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.

WHEREAS, Chapter IX, Section 19 of the Charter of the City of Norwich states, “The city treasurer shall have custody of and disburse all funds belonging to the city and shall deposit the same in such banks and trust companies as may be designated by the council on recommendation of the chief executive officer by this charter;” and

WHEREAS, the term “financial institution” is defined in Connecticut General Statutes Sections 36a-330(4) as “a bank, Connecticut credit union, federal credit union or an out-of-state bank that maintains in this state a branch as defined in section 36a-410”; and

WHEREAS, M&T Bank Corporation recently acquired the People’s United Financial which is one of the banks approved by the Council of the City of Norwich into which the City Treasurer may deposit funds, and by this acquisition has branches in the State of Connecticut; and

WHEREAS, People's United Financial now operates as a wholly-owned division of M&T Bank Corporation; and

WHEREAS, at the request of City Treasurer Michael Gualtieri, City Manager John Salomone, as Chief Executive Officer of the City of Norwich, recommends the addition of the M&T Bank Corporation to the list of banks and trust companies into which the City Treasurer may deposit funds.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH, that the People's United Financial be and hereby is replaced by M&T Bank Corporation on the approved list of banks and trust companies into which the City Treasurer may deposit funds.

Exhibit 1

Complete list of banks and trust companies into which the City Treasurer may deposit funds:

- American Freedom US Government Money Market Fund
- Bank of America Corporation
- Bank of New York
- Berkshire Bank
- Broadridge Financial Solutions, Inc.
- Charles Schwab Trust Company
- Charter Oak Credit Union
- Chelsea Groton Bank
- Centreville Bank
- Citizens' Bank of Connecticut
- Comerica Bank
- Connecticut State Treasurer's Short Term Investment Fund
- Dime Savings Bank
- Eastern Savings Bank
- HSBC USA, Inc.
- ING Bank N.V.
- Liberty Bank
- M&T Bank Corporation
- MBIA, Inc.
- State Street Corporation
- TD Bank, N.A.
- UBS AG
- US Bank
- Webster Bank

The above resolution passes on a roll call vote of 6 to 0.

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, Pres. Pro Tem DeLucia, and Ald. Gould.

WHEREAS, there are properties in the City of Norwich with existing structures located within Federal Emergency Management Administration (FEMA) designated special flood hazard areas and floodway which are associated with events that have made a significant contribution to the broad patterns of Norwich History; and/or embody distinctive characteristics of a type, period, or method of construction; and

WHEREAS, these important structures should be preserved and restored for adaptive reuse to allow for economic development opportunities in the community, but have low market values which limits the amount of improvements that may be made to them; and

WHEREAS, these structures do not currently benefit from the FEMA “substantial improvement” exemption for historic structures as they are not currently listed individually on the National Register of Historic Places or preliminarily determined as meeting the requirements for individual listing on the National Register; or been certified or preliminarily determined as contributing to the historical significance of a registered historic district; or are individually listed on a state inventory of historic places; and

WHEREAS, a “Historic Structure” as defined by FEMA and the City of Norwich Zoning Regulations includes any structure that is Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (1) By an approved state program as determined by the Secretary of the Interior or (2) Directly by the Secretary of the Interior in states without approved programs; and

WHEREAS, Norwich is a Certified Local Government with a historic preservation program; and

WHEREAS the City’s Plan of Conservation and Development specifically seeks to capitalize on historic assets through protecting historic resources and supporting historic preservation efforts; and

WHEREAS, a historical consultant assisted the City of Norwich to prepare the 1st phase of a Local Historic Inventory which includes the following eleven (11) properties, which have been determined to be prime for redevelopment and would benefit from the FEMA “historic structure” exemption:

31 Clinton Avenue; 132-176 Franklin Street; 7 New Wharf Road; 1 Terminal Way; 21 Terminal Way; 27 Terminal Way #1; 27 Terminal Way #2; 55 Terminal Way; 67 Terminal Way; 63-65 West Main Street and 71-73 West Main Street; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NORWICH that the these properties are including in the first phase of the City of Norwich Local Historic Inventory as adopted, which list may be expanded by the City Council in the future, for said purpose of providing a substantial improvement exemption for a “historic structure” after the adoption hereof.

The above resolution passes on a roll call vote of 6 to 0.

Upon a motion of Ald. Gould, seconded by Ald. Singh, it was unanimously voted to waive the full reading of the text and set a public hearing on September 6, 2022 at 7:30 pm for the second reading and action for the following ordinance introduced by City Manager, John L. Salomone.

AN ORDINANCE REGARDING ADDITIONAL FISCAL YEAR 2021-22 APPROPRIATIONS FOR THE CITY CONSOLIDATION DISTRICT

WHEREAS, the City Consolidation District’s (“CCD”) overtime and replacement costs for fiscal year 2021-22 are \$74,000 higher than anticipated compared to the adopted 2021-22 budget for the CCD; and

WHEREAS, the CCD has adequate levels of unassigned fund balance (“UFB”) to absorb the impact of the budget variances described above; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORWICH THAT the fiscal year 2021-22 appropriations for the CCD be, and hereby is, increased by the sums of \$74,000 for the reasons set forth above.

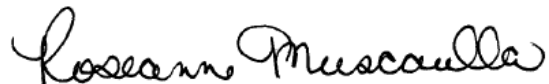
Upon a motion by Ald. Gould, seconded by Ald. Burto, on a roll call vote it was unanimously voted to go into Executive Session pursuant to Connecticut General Statute Section 1-200(6)(B),(C) and (E) that the members of the Norwich City Council go into an Executive Session to discuss records of the Norwich Police Department and other law enforcement agencies not otherwise available to the public which records and the information contained therein were and are compiled in connection with the detection or investigation of crime under circumstances when the disclosures of such records or the information contained therein would not be in the public interest because it would result in the disclosure of information used in completed law enforcement actions and to be used in prospective law enforcement actions which would be prejudicial to the prospective actions, as well as well as investigatory techniques not otherwise known to the general public, the Council having determined that the public interest in withholding such clearly outweighs the public interest in disclosure. The Executive Session may also include discussion concerning security strategies and the deployment of security personnel and devices effecting public security. City Manager John Salomone, Chief of Police Patrick Daley, Police Lieutenant Anthony Gomes, and Corporation Counsel Michael E. Driscoll shall be asked to participate during all or portions of this Executive Session at the request of the City.

This Council shall then continue in Executive Session with the same participants to discuss strategy with respect to pending claims and pending litigation involving the City of Norwich as a party.

The Council was in Executive Session from 8:33 pm to 9:51 pm, at which time Mayor Nystrom, stated no votes were taken.

Upon a motion of Ald. Gould seconded by Ald. Burto, on a roll call vote it was unanimously voted to return to regular session.

Upon motion of Ald. Gould, seconded by Ald. Singh, on a roll call vote it was unanimously voted to adjourn at 9:52 pm.



Assistant City Clerk