



**CITY OF NORWICH**  
CONNECTICUT

**AGENDA – MEETING OF THE COUNCIL OF THE CITY OF NORWICH**

**Kelly STEAM Magnet Middle School  
25 Mahan Drive, Norwich**

**August 15, 2022**

**7:30 PM**

The meeting will be televised on the Public Access Channel **14** and posted on the city website, [www.norwichct.org](http://www.norwichct.org), in real time.

**PRAYER**

**PLEDGE OF ALLEGIANCE**

**CITIZEN COMMENT GENERAL (30 Minutes)**

**PETITION AND COMMUNICATION**

1. Memo from the Comptroller on the Proposed 2021-22 Budget Transfers and Summary of General Fund, CCD, and TCD Budget-to-Actual Results.

**CITY MANAGER'S REPORT**

**CITIZENS COMMENT ON RESOLUTIONS**

**NEW BUSINESS-RESOLUTIONS**

1. Relative to providing for referendum, vote to be held in connection with the Municipal Election of November 8, 2022 regarding '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'
2. Relative to the transfer of funds among various departments to close out Fiscal Year 2021-22.
3. Relative to the replacement of People's United Financial with M&T Bank Corporation on the approved list of banks and trust companies into which the City Treasurer may deposit funds.
4. Relative to a resolution adopting a local historic inventory for purposes of taking advantage of Federal Emergency Management Agency (FEMA) substantial improvement exemption.

**NEW BUSINESS-ORDINANCE**

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

**EXECUTIVE SESSION-** Security Matters

A handwritten signature in black ink that reads "Bret Bauman". The signature is written in a cursive, slightly slanted style.

City Clerk



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COMPTROLLER  
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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

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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.

**RESOLUTION PROVIDING FOR REFERENDUM**

**BE IT HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF NORWICH:**

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.

Mayor Peter Albert Nystrom  
President Pro Tem Joseph A. DeLucia  
Alderman Stacy Gould

**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>

City Manager John L. Salomone

**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:

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>• American Freedom US Government Money Market Fund</li><li>• Bank of America Corporation</li><li>• Bank of New York</li><li>• Berkshire Bank</li><li>• Broadridge Financial Solutions, Inc.</li><li>• Charles Schwab Trust Company</li><li>• Charter Oak Credit Union</li><li>• Chelsea Groton Bank</li><li>• Centreville Bank</li><li>• Citizens' Bank of Connecticut</li><li>• Comerica Bank</li><li>• Connecticut State Treasurer's Short Term Investment Fund</li></ul> | <ul style="list-style-type: none"><li>• Dime Savings Bank</li><li>• Eastern Savings Bank</li><li>• HSBC USA, Inc.</li><li>• ING Bank N.V.</li><li>• Liberty Bank</li><li>• M&amp;T Bank Corporation</li><li>• MBIA, Inc.</li><li>• State Street Corporation</li><li>• TD Bank, N.A.</li><li>• UBS AG</li><li>• US Bank</li><li>• Webster Bank</li></ul> |
|---|---|

Mayor Peter Albert Nystrom

## RESOLUTION #4

**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 1<sup>st</sup> 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 these properties are included 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.

Mayor Peter Albert Nystrom  
President Pro Tem Joseph A. DeLucia  
Alderman Stacy Gould

**NEW BUSINESS  
ORDINANCE #1**

**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.

City Manager John L. Salomone

Purpose: To increase the appropriations of the City Consolidation District fund for projected expenditures in excess of the adopted 2021-22 budget.