



ESTABLISHED 1659

CITY OF NORWICH

CONNECTICUT

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To: Mayor Nystrom and members of the City Council
From: John Salomone, City Manager
Subject: City Manager's Report
Date: June 15, 2020

Conference calls and video meetings were held with Governor Lamont, State representatives and legislators, Region 4 Division of Emergency Management & Homeland Security, Southeastern Council of Governments, (SCCOG), Department Heads, Restaurant Reopening Committee and reopening meetings with the State, SCCOG and City staff.

A Fire Study Conference call was also held with Acting-Fire-Chief, Keith Wucik, Yantic Fire Chief, Frank Blanchard, Comptroller, Josh Pothier, and City Purchaser Bob Castronova to review the RFP before it's published at the end of June.

Human Resource Director, Brigid Marks, Comptroller, Josh Pothier and Director of Human Services, Lee-Ann Gomes are working on the City's *COVID-19 Return to Work Plan* based on the State of Connecticut's guidelines and will revise as needed based on future national, state and/or local recommendations. Employees are required to be back to work in offices effective June 22nd. At this point City Hall will be open to the public by appointment only through at least through July 31st with the exception specific in-person hours for tax collection. Public and Working Meetings will continue to take place virtually via conference call or videoconferencing. Updates will be posted on the City's website when the guidelines are completed and/or revised.

Tax payments will be accepted starting July 1st. The City encourages taxpayers to use the following options to pay their bills: pay in person with cash or check at any Peoples United Bank (including the drive-thru), through the mail, or online with credit card or ACH. If you pay online with ACH, there will be no additional fees passed onto you. These costs will be absorbed by the City to encourage as many transactions to be done without in-person contact. In order to minimize traffic in City Hall and maintain social distancing, we will be offering limited hours during the month of July for making in-person payments.

Commendations are in order for the new City Purchaser, Bob Castronova, who was on his way to work on the morning of June 11th when he noticed a fire at 14 Stonington Rd. The porch was engulfed in flames and the fire department had not arrived yet so he stopped his car and asked the neighbors, who had called 911, if anyone was in the home. They weren't sure so Bob banged on the back door and yelled to see if anyone was in the house. His actions woke a teenager in the home surely saving the boy's life. Thank you for your heroism.