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To: Mayor Hinchey and members of the City Council
From: John Salomone, City Manager
Subject: City Manager's Report
Date: December 5, 2016

The Mayor and I continue our weekly meetings and union negotiations are ongoing.

On November 21st I had a meeting with staff and representatives from the Law Offices of Martha Dean regarding the Capehart Mill property. I also attended the quarterly Volunteer Fire Department Relief Fund Committee meeting.

I had my monthly meeting with Department heads. Bob Farwell from Otis Library was invited and will now be attending. Sharon Peccini, Sr. Vice President of United Way, Gales Ferry office gave a brief presentation and the City will continue its annual campaign for contributions. Ryan Thompson, Public Works Director stated he had completed running 37 miles of Norwich roads to date and has gotten positive feedback from the community.

I signed and mailed the Master Municipal Agreement for Preliminary Engineering Projects with the State DOT per the November 7th Council resolution. I am waiting for a fully executed agreement to be returned.

Over the Thanksgiving holiday I had the pleasure of attending the 25th anniversary of "Light Up City Hall". It was a wonderful family event with music, entertainment and food trucks. Kathy Relyea (aka the Christmas Lady) who started the event was honored with a proclamation from the Mayor. My wife and I participated in the *Winterfest* parade the following day and rode in an antique automobile. Both events were well attended and I would like to thank all the volunteers that help made these events possible.

The Parking Commission started their move to the ITC to the former SEAT office location. Their goal is to be fully operational on Tuesday, December 6, 2016.

I met with staff regarding Uncas Leap Project and use of Urban Act dollars.

My assistant attended a Diversity Workshop about sexual orientation and gender identity presented by Diana Lombardi, MSW. More than 50 City employees attended. She found it very informative.

I had a preliminary pre-budget meeting with the Public Works Director.

I attended the monthly NPU Utility/City Coordination Meeting at Public Utilities on December 1st.

Staff and I had a preliminary meeting regarding SHPO letter regarding the Reid & Hughes.

Audited financial statements from BlumShapiro for fiscal year end June 30, 2016 have been received and copies are provided for you.