

**CITY COUNCIL MEETING  
CITY OF WATERTOWN  
November 16, 2015  
7:00 p.m.**

**Mayor Jeffrey E. Graham Presiding**

**Present:** Council Member Roxanne M. Burns  
Council Member Joseph M. Butler, Jr.  
Council Member Stephen A. Jennings  
Council Member Teresa R. Macaluso  
Mayor Graham

**Also Present:** Sharon Addison, City Manager  
Robert J. Slye, City Attorney

**City staff present:** Matthew Roy, James Mills, Kenneth Mix, Amy Pastuf, Fire Chief Herman, Yvonne Reff, Police Chief Donoghue, Michael Sligar, Michael Lumbis, Eugene Hayes, Erin Gardner, Justin Wood, Brian Phelps

The City Manager presented the following reports to Council:

- Resolution No. 1 - Reappointment of City Constable, Patricia J. Hennegan
- Resolution No. 2 - Reappointment of Deputy City Constable, Michael J. Hennegan
- Resolution No. 3 - Reappointment to Community Action Planning Council, Thomas J. Bruno
- Resolution No. 4 - Reappointment to Community Action Planning Council, Christina E. Stone
- Resolution No. 5 - Reappointment to Community Action Planning Council, Stanley Zaremba
- Resolution No. 6 - Approving Pole Attachment Agreement, National Grid
- Resolution No. 7 - Approving Change Order No. 5 for Watertown Municipal Arena Renovation, General Contractor, Bette & Cring
- Resolution No. 8 - Approving Change Order No. 3 for Watertown Municipal Arena Renovation, Plumbing/Fire Protection, Lawman Heating & Cooling, Inc.
- Resolution No. 9 - Authorizing Budget Modification No. 2 Request for The FY 2013 Small Cities Community Development Block Grant
- Resolution No. 10 - Finding that the Renovation of and Additions to the Municipal Arena at Alex T. Duffy Fairgrounds Will Not Have Any Significant Adverse Impacts on the Environment
- Resolution No. 11 - Accepting Bid for Refurbishing Fire Department Pumper Truck
- Resolution No. 12 - Adopting City of Watertown Controlled Substance and Alcohol Testing Policy
- Resolution No. 13 - Authorizing the Sale of Bicycles, Miscellaneous Items and Equipment at Public Auction
- Ordinance No. 1 - Approving the Zone Change Request Submitted by Stephen W. Gebo, to Change the Approved Zoning Classification of 115 Brook Drive, Parcel Number 14-21-131.000, from Residence A to Limited Business
- Tabled Resolution - Adopting Employee Handbook
- Sunday Bus Run
- Northern Choral Society Shuttle Bus Request
- Bidding Out the Concession Stand at the Municipal Ice Arena
- Year-End Financial Report

**Complete Reports on file in the office of the City Clerk**

Meeting opened with a moment of silence. Mayor Graham asked that it be in remembrance of the 129 people that were killed as a result of the recent tragedy in France.

Pledge of Allegiance was given.

The reading of the minutes of the regular meeting of November 2, 2015, and the special meeting of November 9, 2015, was dispensed and accepted as written by motion of Council Member Roxanne M. Burns, seconded by Council Member Teresa R. Macaluso and carried with all voting in favor thereof.

**COMMUNICATIONS**

A claim was received from Kevin D. Weed, 921 Riggs Avenue, seeking reimbursement for damages occurring to his vehicle after hitting a pothole on Factory Street in front of Knowlton Technologies.

**Above claim has been referred to the Board of Audit.**

**PRIVILEGE OF THE FLOOR**

**Cliff Olney**, addressed the chair offering congratulations to the two new Council Members and thanked Mayor Graham and Council Member Burns for their years of service. He stated that one of his clients, Comfort Inn, told him that they are normally booked for Thanksgiving, but this year, they are less than 50% booked. He expressed concerns over the decrease in Canadian shoppers. He proposed a way to increase revenue would be to create an indoor water park and stated that he has done a study showing it would produce \$9 million.

**RESOLUTIONS**

**Resolution No. 1 - Reappointment of City Constable, Patricia J. Hennegan**

**Introduced by Council Member Stephen A. Jennings**

RESOLVED that the following individual is hereby reappointed as City Constable for the City of Watertown, for a one-year term expiring on December 31, 2016:

Patricia J. Hennegan  
16820 Dry Hill Road  
Watertown, New York 13601

**Seconded by Council Member Joseph M. Butler, Jr. and carried with all voting yea.**

**Resolution No. 2 - Reappointment of Deputy City Constable, Michael J. Hennegan**

**Introduced by Council Member Stephen A. Jennings**

RESOLVED that the following individual is hereby reappointed as Deputy City Constable for the City of Watertown, for a one-year term expiring on December 31, 2016:

Michael J. Hennegan  
16820 Dry Hill Road  
Watertown, New York 13601

**Seconded by Council Member Teresa R. Macaluso and carried with all voting yea.**

**Resolution No. 3 - Reappointment to Community Action Planning Council, Thomas J. Bruno**

**Introduced by Council Member Roxanne M. Burns**

RESOLVED that the following individual is hereby reappointed to the Jefferson County Community Action Planning Council for a two-year term expiring on December 31, 2017, and

BE IT FURTHER RESOLVED that the following individual is hereby the official designee of City Council Member Teresa R. Macaluso in his appointment to the Jefferson County Community Action Planning Council:

Thomas J. Bruno  
349 Broadway Avenue West  
Watertown, NY 13601

**Seconded by Council Member Stephen A. Jennings and carried with all voting yea.**

**Resolution No. 4 - Reappointment to Community Action Planning Council, Christina E. Stone**

**Introduced by Council Member Stephen A. Jennings**

RESOLVED that the following individual is hereby reappointed to the Jefferson County Community Action Planning Council for a two-year term expiring on December 31, 2017, and

BE IT FURTHER RESOLVED that the following individual is hereby the official designee of Mayor Jeffrey E. Graham in her appointment to the Jefferson County Community Action Planning Council:

Christina E. Stone  
20258 County Route 63  
Watertown, NY 13601

**Seconded by Council Member Joseph M. Butler, Jr. and carried with all voting yea.**

**Resolution No. 5 - Reappointment to Community Action Planning Council, Stanley Zaremba**

**Introduced by Council Member Teresa R. Macaluso**

RESOLVED that the following individual is hereby reappointed to the Jefferson County Community Action Planning Council for a two-year term expiring on December 31, 2017, and

BE IT FURTHER RESOLVED that the following individual is hereby the official designee of City Council Member Joseph M. Butler, Jr. in his appointment to the Jefferson County Community Action Planning Council:

Stanley Zaremba  
505 Franklin Street

Watertown, NY 13601

**Seconded by Council Member Stephen A. Jennings and carried with all voting yea.**

**Resolution No. 6 - Approving Pole Attachment Agreement, National Grid**

**Introduced by Council Member Joseph M. Butler, Jr.**

WHEREAS the City of Watertown desires to display holiday decorations throughout the community, and

WHEREAS National Grid, owners of the street lighting system, wishes to permit civic organizations and/or municipal corporations to temporarily attach seasonal decorations, announcements and special-event notifications to their facilities, and

WHEREAS National Grid has asked the City to approve a Pole Attachment Agreement to cover the use of their facilities,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the Pole Attachment Agreement, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that the City of Watertown hereby agrees to defend and indemnify National Grid from and against any and all claims for personal injury or property damage arising from the negligence of any of its officers or employees occurring in connection with the use of their facilities in accordance with this Agreement, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

**Seconded by Council Member Roxanne M. Burns and carried with all voting yea.**

**Resolution No. 7 - Approving Change Order No. 5 for Watertown Municipal Arena Renovation, General Contractor, Bette & Cring**

**Introduced by Council Member Stephen A. Jennings**

WHEREAS on March 30, 2015, City Council of the City of Watertown approved the bid submitted by Bette & Cring in the amount of \$6,268,000 as the General Contractor for the Watertown Municipal Arena Renovation, and

WHEREAS on June 15, 2015, City Council approved Change Order No. 1 in the decreased amount of \$31,260 for changing to a hydraulic elevator, and

WHEREAS also on June 15, 2015, City Council approved Change Order No. 2 in the increased amount of \$20,543 for storm and sanitary separation, as well as removal of high hat channel, and

WHEREAS on July 20, 2015, City Council approved Change Order No. 3 in the amount of \$20,790.42 to cover the cost of steel support beams on the second floor and removing structural steel in the northeast corner of the building addition, and

WHEREAS on September 21, 2015, City Council approved Change Order No. 4 in the amount of \$21,236.92 to cover the cost of removal of lead paint, modify existing concrete footer, relocate a column, install storm sewer pipe, relocate existing roof drainings and a credit for fiber mesh, and

WHEREAS Bette & Cring has now submitted Change Order No. 5 in the amount of \$34,346.03 to cover the cost of changing the toilet partitions, shoring of roof plank in the Pool House, provide painted galvaneal metal wall panel, provide angle supports of West Gable end wall, modify structural steel to northeast addition, install structural header for an overhead door to the mechanical room, provide heavier duty hinges on doors, credit to reduce footer depth at west addition, and credit to delete benches and angle iron along the 18" ledge on the second floor,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 5 to the contract with Bette & Cring in the increased amount of \$34,346.03 for the Watertown Municipal Arena Renovation, a copy of which is attached and made part of this Resolution, bringing the total General Contractor amount to \$6,333,656.37, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison be authorized and directed to sign the Change Order on behalf of the City of Watertown.

**Seconded by Council Member Roxanne M. Burns and carried with all voting yea.**

**Resolution No. 8 - Approving Change Order No. 3 for Watertown Municipal Arena Renovation, Plumbing/Fire Protection, Lawman Heating & Cooling, Inc.**

**Introduced by Council Member Stephen A. Jennings**

WHEREAS on March 30, 2015, City Council of the City of Watertown approved the bid submitted by Lawman Heating & Cooling, Inc. in the amount of \$668,000 for Plumbing/Fire Protection for the Watertown Municipal Arena Renovation, and

WHEREAS on June 15, 2015, City Council approved Change Order No. 1 in the amount of \$64,810.75 for work on the sprinkler system, surface mounted drinking fountains, PVC plumbing, eliminating sensor activated flush valves, and eliminating sensor activated lavatory faucets, and

WHEREAS on September 21, 2015, City Council approved Change Order No. 2 in the amount of \$9,388.48 to install utilities for the elevator sump pit, and

WHEREAS Lawman Heating and Cooling, Inc. has now submitted Change Order No. 3 in the amount of \$6,723.15 to enclose an area of the main walkway on the second floor,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves Change Order No. 3 to contract with Lawman Heating & Cooling, Inc. in the amount of \$6,723.15 for the Watertown Municipal Arena Renovation, a copy of which is attached and made part of this Resolution, bringing the total of the Plumbing/Fire Protection contract to \$748,922.38, and

BE IT FURTHER RESOLVED that the City Manager Sharon Addison be authorized and directed to sign the Change Order on behalf of the City of Watertown, and

**Seconded by Council Member Teresa R. Macaluso and carried with all voting yea.**

**Resolution No. 9 - Authorizing Budget Modification No. 2 Request for The FY 2013 Small Cities Community Development Block Grant**

**Introduced by Council Member Stephen A. Jennings**

WHEREAS the Grant Agreement with the New York State Housing Trust Fund Corporation represented by the Office of Community Renewal for the FY 2013 Small Cities Community Development Block Grant contains budget amounts for each activity, and

WHEREAS the City Council wishes to move funds from administration to single-unit housing rehab, and

WHEREAS budget modifications must be approved by the Office for Small Cities,

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Watertown, New York that it hereby approves the proposed budget modification, which is attached and made part of this resolution, for the FY 2013 Small Cities Community Development Block Grant, and

BE IT FURTHER RESOLVED that the Mayor Jeffrey E. Graham is hereby authorized and directed to sign the budget modification form on behalf of the City and submit it to the Office of Community Renewal for approval.

**Seconded by Council Member Teresa R. Macaluso and carried with all voting yea.**

**Resolution No. 10 - Finding that the Renovation of and Additions to the Municipal Arena at Alex T. Duffy Fairgrounds Will Not Have Any Significant Adverse Impacts on the Environment**

**Introduced by Council Member Stephen A. Jennings**

WHEREAS the City Council of the City of Watertown, New York, is renovating and adding to the Municipal Arena at Alex T. Duffy Fairgrounds, and

WHEREAS the City Council must evaluate all proposed actions in light of the State Environmental Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS the proposed project will constitute such an "Action," and

WHEREAS the City Council has determined that the renovation and additions to the Arena is an Unlisted Action as that term is defined by 6NYCRR Section 617.2, and

WHEREAS to aid the City Council in its determination as to whether the proposed project will have any significant adverse impacts on the environment, Part I of a Short Environmental Assessment Form has been prepared, a copy of which is attached and made part of this Resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

1. Based upon its examination of the Short Environmental Assessment Form and comparing the proposed action with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known and the renovation of and additions to the Municipal Arena will not have any significant

adverse impacts on the environment.

2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

**Seconded by Council Member Joseph M. Butler, Jr. and carried with all voting yea.**

**Resolution No. 11 - Accepting Bid for Refurbishing Fire Department Pumper Truck**

**Introduced by Council Member Stephen A. Jennings**

WHEREAS the City Purchasing Department has advertised and received sealed bids for refurbishing of a Pumper Truck for use by the Fire Department, per our specifications, and

WHEREAS bid specifications were sent to fifteen (15) fire apparatus providers, with five (5) sealed bids received and publicly opened and read in the City Purchasing Department on Thursday, October 29, 2015, at 11:00 a.m., and

WHEREAS City Purchasing Manager Amy M. Pastuf reviewed the bids received with the Fire Department, and it is their recommendation that the City Council accept the bid submitted by Jerome Fire Equipment, along with their Alternates Nos. 1 and 2,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York, accepts the bid submitted by Jerome Fire Equipment as the lowest qualifying bidder meeting our specifications, along with their Alternates Nos. 1 and 2, in the total bid amount of \$83,755.03.

**Seconded by Council Member Roxanne M. Burns**

Prior to the vote on the foregoing resolution, Council Member Butler mentioned the different bidders listed in the memo and noted there is a substantial difference on some of the items. He discussed the removal of vinyl interior and replacing it with rough service surface, noting Jerome Fire Equipment's bid listed this as \$310 but the E-One's bid listed this as \$5,181.

Amy Pastuf, Purchasing Manager, indicated she spoke with Jerome Fire and confirmed \$310 was the correct amount.

Discussing the proposed alternate bids, Council Member Butler asked if the David Clark system is used in all of the other vehicles.

Ms. Pastuf explained that is standard and confirmed the other system was not an option.

**At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.**

**Resolution No. 12 - Adopting City of Watertown Controlled Substance and Alcohol Testing Policy**

**Introduced by Council Member Stephen A. Jennings**

WHEREAS the City of Watertown is the recipient of Urbanized Area Formula Funding, 5307 funds, and

WHEREAS Federal regulations mandate that the City of Watertown adopt a Controlled Substance and Alcohol Testing Policy,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby adopts the City of Watertown Controlled Substance and Alcohol Testing Policy, a copy of which is attached and made part of this resolution, effective immediately.

**Secinded by Council Member Joseph M. Butler, Jr. and carried with all voting yea.**

**Resolution No. 13 - Authorizing the Sale of Bicycles, Miscellaneous Items and Equipment at Public Auction**

**Introduced by Council Member Teresa R. Macaluso**

WHEREAS the City of Watertown has acquired a number of abandoned bicycles and miscellaneous items and equipment, the listing of which is attached and made a part of this resolution, and

WHEREAS these bicycles and miscellaneous items have some value best determined by public auction,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the sale, by auction, of abandoned bicycles and miscellaneous items and equipment, and to further declare all bids final and sales complete while said auction is conducted, and

BE IT FURTHER RESOLVED that final acceptance of such bids shall constitute acceptance of the same by the City Council.

**Secinded by Council Member Stephen A. Jennings**

Prior to the vote on the foregoing resolution, Council Member Butler thanked Mr. Mills for holding this auction at 6:00 p.m. to allow more people to attend.

**At the call of the chair, a vote was taken on the foregoing resolution and carried with all voting yea.**

**ORDINANCES**

**Ordinance No. 1 - Approving the Zone Change Request Submitted by Stephen W. Gebo, to Change the Approved Zoning Classification of 115 Brook Drive, Parcel Number 14-21-131.000, from Residence A to Limited Business**

**Introduced by Council Member Stephen A. Jennings**

BE IT ORDAINED where Stephen W. Gebo of Conboy, McKay, Bachman & Kendall, LLC, on behalf of Sundus and Sarah, LLC, has made an application by petition filed with the City Clerk,

pursuant to Section 83 of the New York General City Law to change the approved zoning classification of 115 Brook Drive, Parcel 14-21-131.000, from Residence A to Limited Business, and

WHEREAS the Planning Board of the City of Watertown considered the zone change request at its meeting held on November 3, 2015, and adopted a motion recommending that the City Council approve the zone change as requested, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the requested zone change, and

WHEREAS a public hearing was held on the proposed zone change on December 7, 2015, after due public notice, and

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA,

NOW THEREFORE BE IT ORDAINED that the zoning classification shall be changed for Parcel Number 14-21-131.000 located at 115 Brook Drive, from Residence A to Limited Business, and

BE IT FURTHER ORDAINED that the Zoning Map of the City of Watertown shall be amended to reflect the zone change, and

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or otherwise printed as the City Manager directs.

**Seconded by Council Member Roxanne M. Burns**

**Motion was made by Council Member Roxanne M. Burns to schedule a Public Hearing on the foregoing ordinance for Monday, December 7, 2015, at 7:30 p.m. Motion was seconded by Council Member Teresa R. Macaluso and carried with all voting in favor thereof.**

## **OLD BUSINESS**

**Resolution - Adopting Employee Handbook** *(Introduced on 10/19/15; tabled; appears in its entirety in the 2015 Minutes Book on page 8 of the 10/19/2015 minutes).*

**Remained tabled.**

## **STAFF REPORTS**

### **Sunday Bus Run**

Council Member Burns stated she supports this recommendation and said residents appreciated this additional service last year.

Mayor Graham asked if the existing routes need to be used or could the buses go further out Arsenal Street for these special days.

Eugene Hayes, Superintendent of Public Works, replied this would mirror a Saturday schedule for eight hours. He explained there would be four routes in the City and a single route that goes back and forth to the mall. He said all the buses will be utilized so he does not have another bus for a special route.

Council agreed to support this.

### **Northern Choral Society Shuttle Bus Request**

Council concurred to support staff's recommendation to offer this service at no cost.

### **Bidding Out the Concession Stand at the Municipal Ice Arena**

Mayor Graham reminded Council this was discussed last year and a majority of Council voted to seek some kind of outside vendor which would involve an RFP process. He said he took a tour today and commented that he had hoped the concession facility had been enhanced instead of an attempt to replicate what was already there, especially in terms of equipment. He noted there were no 220 outlets, mentioning most commercial equipment requires this, and there was no natural gas available without making a change order. He stated the City seems to be interested in spending \$10 million on the arena and then make sure that someone else can make money from it. He stressed the possibility for expanded sales is there and thinks it should be kept in-house. He reiterated an enhanced concession stand could do better and its location within the building offers potential. He suggested adding items, such as fried food. He concluded by saying that bidding this out for \$2,000 is not being stewards of the taxpayer's best interest in his opinion, so he opposes the RFP process.

Council Member Macaluso remarked that she is surprised it was not enhanced more and is something that will need to be looked at in the future. She suggested additional food items that should be sold and said the potential is there to make good money on concessions. She apologized that it went this far without recognizing the concession stand was not going to be a more integral part of the whole arena.

Council Member Burns asked how the minimum bid of \$2,000 and the second bid of \$7,500 were determined.

Erin Gardner, Superintendent of Parks and Recreation, explained that she had several meetings with Purchasing Manager Pastuf to discuss the bidding process. Regarding the minimum bid of \$2,000, she explained there is not a concrete opening date for the arena and there are no Wolves games, IHC games, Minor Hockey tournaments or other events scheduled so it is hard to know what to expect. Therefore, they started with a minimum bid of \$2,000. She further explained that \$7,500 for the entire year is more than the City made last year running the concession. She noted that if the City can make more by bidding it out while saving the cost, it makes more sense. In her opinion, she said the department should focus on programs and recreational activities for the community but in the past, staff spent too much time focused on running the concession stand.

Council Member Burns said that when she decided to make the investment into the arena, she thought it would generate additional income. Noting it will be a quality facility, she said it should attract more people to hold events there and the ability to charge prices that are more in line with this quality experience. She remarked that she had hoped the concession stand would have been more enhanced.

Ms. Gardner advised the concession stand is enhanced, stating it is bigger and there is room to add more equipment if needed. Explaining the options, she said the bidder could pay for these adjustments to be made, there could be a change order for the project or the Electric Department could do the work. She also pointed out there is a room for additional storage because storage was lacking in the old concession stand. She indicated new equipment was not added because they did not know what a vendor would want so they put in the equipment that was used before, but if the vendor wants more equipment it can be reviewed when the bid is awarded.

Council Member Burns commented that it is premature for her to state whether she supports this or not because she does not know what the potential is for it.

Council discussed if this decision could wait until after the next tour of the arena, but Ms. Gardner indicated that she needs to be prepared if Council decides not to bid this out. She noted that last year Council was four to one in favor of bidding out the concession stand.

Ms. Addison stated this report was presented to advance this topic based on the vote that was done last year in favor of bidding concessions out. She explained the City is on a tight timeline so she would like to put the RFP out. She stressed this does not set in stone what is done in the future and should be looked at as a pilot to see if it is successful. She advised that the City needs to look at what the major priorities are of the Parks and Recreation workers in the arena and she would argue that running the concessions is not a business line that the City should entertain.

Council Member Macaluso said she would support this now, but suggested it be reevaluated in the future.

Council Member Butler stated he does not want staff spending a lot of time on concessions when the profit is only \$6,000 - \$7,000. Noting that the concession stand has not made a lot of money in the past, he said he would support Ms. Gardner's recommendation.

Council Member Burns mentioned there has been discussion over hiring an Events Coordinator and wondered if the concession stand could be overseen by this person.

Council Member Jennings indicated that he would support bidding this out.

Mayor Graham discussed the reasons he pushed in the past for the concessions to be run by the City. He stressed that he does not support this but summarized that the majority of Council wants to move forward with bidding this out.

### **Year-End Financial Report**

A report was available for Council to review.

## **NEW BUSINESS**

### **Car Break-ins**

Council Member Burns mentioned cars have been broken into on Ten Eyck Street and asked Ms. Addison for a report.

Council Member Macaluso noted there were break-ins on Ward Street as well.

### **Crow Hazing**

Council Member Burns said she received a call from a resident stating the crows are gathering on the corner of Green Street and Myrtle Avenue.

Council Member Butler added that crows are at the Historical Society and Library. He noted the walkway to the public parking lot behind the Historical Society is a disaster. He asked for the crow hazing to be as aggressive as possible. In addition, he requested the Historical Society employees be informed on methods that they could employ on their own.

Council Member Macaluso said the crows are very aggressive already, noting it is early in the season and the weather is still warm.

### **Factory Street Construction and Mill Street Bridge**

Mayor Graham asked what the status of Factory Street construction would be during the winter months and questioned when Mill Street Bridge would open.

Justin Wood, City Engineer, said he would have a better answer by the end of the week but the plan is to open the bridge temporarily during the winter. He noted there will need to be more work done in the spring. He answered detailed questions regarding the sanitary and water lines, and summarized that Factory Street will be temporarily opened for the winter as well.

### **Street Light for Seward Street**

Mayor Graham suggested a street light be installed on Seward Street.

Mr. Hayes stated he will work with National Grid on the installation of this.

### **WICLDC PILOT**

Mayor Graham noted the City received a letter last week and wondered if staff had a recommendation.

Brian Phelps, City Assessor, said WICLDC received his preliminary assessment for next year and they are reevaluating a need for a PILOT. He stated that if it is needed, then it will be calculated with a different formula than what has been used for the last 20 years.

### **Health Insurance for Mayor Graham's Retirement**

Mayor Graham mentioned he will be leaving City employment after the first of the year so he needs to decide if he wants retire as a City employee. He explained the question is whether he can continue on the health plan until he is 65 years old. He pointed out that he pays 100% of the premium, but a policy needs to be in place in order to continue on the plan under any terms. He asked Council to consider this at the December 7 meeting so he can have the option of making a decision.

## **ADJOURNMENT**

**At the call of the chair, meeting was duly adjourned at 7:45 p.m. by motion of Council Member Teresa R. Macaluso, seconded by Council Member Joseph M. Butler, Jr. and carried with all voting in favor thereof.**

*Ann M. Saunders*  
City Clerk