



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:** February 3, 2025

Meetings attended were CIRMA Annual Member Meeting, NCDC Executive Board of Directors meeting, NPU-City Coordination meeting, and City Department Head Meeting. I also held panel interviews for a new Fire Chief since our current Fire Chief Tracy Montoya will be retiring this month. Tracy started his fire career in October 1991, and we thank him for his service and congratulate him on his retirement.

The City Council Goal Setting informational workshop was held at Foundry 66 on Saturday, January 25<sup>th</sup> for the City Council and invited department heads. The session was moderated by Donna Hamzy Carroccia from the Connecticut Conference of Municipalities (CCM). Short-, mid- and long-term goals were prioritized in five categories outlined in the Plan of Conservation and Development (POCD): **Live, Play, Connect, Grow, and Renew**. The report was sent to the Council Members and departments and will be posted on the City Manager's page of the website at [www.norwichct.org](http://www.norwichct.org).

As you may have heard, there has been a potential federal funding freeze for grant recipients. We have advised department head staff to verify their funding status and to communicate with their contractors and vendors and various agencies to verify any sequester of funding or a delay or suspension. Early communication allows contingency planning and minimizes disruptions. As the situation evolves, we will recommend continued actions to staff.

Based on revenue shortfalls for the 2025-2026 budget, City Comptroller, Josh Pothier and I sent a memo to all Department Heads and Fire Chiefs to proactively control costs. Included were requests for new personnel, overtime funded by taxpayers unless required for protecting life or property, additional services for events, travel and lodging unless paid for by grant, no food, drink or meal purchases unless required by a bargaining unit contract or in relation to Federal, State or locally declared emergencies among other cost saving measures.

Norwich Youth, Family, and Recreation's Kindness Pantry is a community-driven initiative that provides essential items—such as toiletries, canned goods, and diapers—at no cost to those in need. They are working to expand its reach across the city by partnering with local organizations and community members to place additional pantries in underserved areas, ensuring more individuals have access to these vital resources.

Norwich Human Services would like to remind Norwich Residents to make Utility payments throughout the winter. Every little bit helps prevent May shut offs, and any small payment counts towards eligibility for local and regional Utility Assistance Programs. The Rose City Senior Center will continue to be a Warming Center during business hours upon the Governor's Cold Weather Protocol activation.