

# **VIRTUAL CITY COUNCIL MEETING**

## **May 5, 2020**

The meeting will be called to order at 7:30 P.M.

*PLEDGE OF ALLEGIANCE & PRAYER*

### **ROLL CALL**

Alves, Buzaid, M. Esposito, Levy, Salvatore, Stanley, Taborsak, Fox, Priola, DiGilio, Cavo, Rotello,  
Visconti, Palma, Knapp, J. Esposito, Santos, Perkins, Chianese, Cammisa and Molinaro

\_\_\_\_\_PRESENT \_\_\_\_\_ABSENT

### **ACCEPTANCE OF ELECTRONIC SERVICE**

### **PUBLIC COMMENT via EMAIL**

**MINUTES** - Minutes of the Council Meeting held April 7, 2020

### **CONSENT CALENDAR**

## **AGENDA**

1. DONATION – Parks & Recreation
2. DONATION - Public Works, Old Sherman Turnpike Culvert
3. COMMUNICATION - Annual Suspense List
4. RESOLUTION - School Construction, Ellsworth Avenue Annex
5. RESOLUTION - Airport Layout Plan
6. RESOLUTION - CARES Act, Airport
7. RESOLUTION - DOJ Coronavirus Funding, Police Department
8. RESOLUTION - Downtown Special Services District, Tax Levy
9. COMMUNICATION & RESOLUTION - 2020 Neighborhood Assistance Act
10. COMMUNICATION & ORDINANCE - Water Rates
11. COMMUNICATION & ORDINANCE - Sewer Use Charges
12. REPORT & ORDINANCE - Government Entities, Sect 2-259
13. COMMUNICATION & ORDINANCE - An Ordinance Appropriating \$3,000,000 for Public Improvements in the 2020-2021 Capital Budget and Authorizing the Issuance of \$3,000,000 Bonds of the City to Meet Said Appropriations and Pending The Issuance Thereof The Making of Temporary Borrowings For Such Purpose
14. ORDINANCE - Senior Tax Freeze
15. ORDINANCE - SNAPP Bonds - Infrastructure & Schools
16. DEPARTMENT REPORTS – Police, Fire, Health-Housing & Welfare, Public Works, UNIT, Permit Center, Elderly Services, Library

**ADJOURNMENT**



**CITY OF DANBURY  
PARKS AND RECREATION  
DEPARTMENT**

HATTERS COMMUNITY PARK  
7 EAST HAYESTOWN ROAD  
DANBURY, CONNECTICUT 06811

NICK KAPLANIS, DIRECTOR  
TEL. (203) 797-4632  
FAX (203) 797-4634

April 23, 2020

Mayor Mark D. Boughton  
Members of the City Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury CT 06810

Re: Donation Danbury Adult Softball Leagues

Dear Mayor Boughton and Council Members:

The Danbury Adult Softball Leagues would like to donate a new score scoreboard for field # 2 located in Rogers Park. The current score board is no longer functional and replacement parts are no longer available. This would be a vast improvement from the old board and would be enjoyed by all of the leagues using the complex. The Parks Department will assist the league with installation. The value of the new score board is \$3800.00

I request that this generous donation be accepted at the next meeting of the City Council.

If you require any additional information please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Nick Kaplanis", written over a horizontal line.

Nicholas Kaplanis  
Director of Recreation

**CITY OF DANBURY**  
DEPARTMENT OF PUBLIC WORKS



**155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4537 FAX (203) 796-1586**

**MAYOR**  
**Honorable Mark D. Boughton**

**PUBLIC WORKS DIRECTOR**  
**CITY ENGINEER**  
**Antonio Iadarola, P.E.**

April 30, 2020

Honorable Mark D. Boughton  
City Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

**Re: Donation of Engineering Design Services and Construction Services  
Old Sherman Turnpike Emergency Cross Culvert Repairs**

Dear Mayor Boughton and City Council Members:

The Public Works Department recently discovered the failure of an end wall for the above noted cross culvert, which will require immediate repairs. This end wall was repaired once before several years ago when a portion of the road failed and it exposed a high volume and high-pressure gas main.

Since a majority of the traffic on this road is mostly heavy commercial and the road is very narrow, immediate action has to be taken. The other critical issue is the fact that the road is a dead end and, if it fails, there is no way to get people out of that area or any emergency services into the end of that road.

As I was working with adjacent property owners to discuss the significant disruption that may occur during construction repairs, an adjacent owner has offered to pay for the design and repairs.

I am requesting that the City accept this incredible gift and show of kindness from FSI-DB, LLC, in association with Rizzo Companies.

- Accept engineering services valued at approximately \$100,000
- Accept construction services valued at approximately \$350,000

We are working diligently on this issue every day and I have engineered a temporary repair to help stabilize the road. We will be monitoring this road on a daily basis.

Thank you for your consideration,  
Antonio Iadarola

Antonio Iadarola, P.E.  
Public Works Director/  
City Engineer

City of Danbury  
Public Works Department  
Danbury, CT



# FSI DB LLC

April 28, 2020

Antonio Iadarola  
Public Works Director/City Engineer  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT. 06810

Re: Donation of Engineering and Design and Construction Services,  
Old Sherman Turnpike Cross Culvert repairs

Dear Mr. Iadarola,

In an effort to re-tenant the former Scholastic Book Building and bring a global business to Danbury, we the Developers, FSI DB LLC, in association with the Rizzo Companies, are donating the Engineering and Design and Construction services to perform an emergency repair to the Cross Culvert on Old Sherman Turnpike.

The Design and Engineering services are valued at \$100,000 and the Construction services are valued at \$350,000.

Therefore, FSI DB LLC is making a total gift to the city valued at approximately \$450,000.

Sincerely yours,

*Philip DiGennaro*

Philip DiGennaro  
Frank Imburgia  
FSI DB LLC



**CITY OF DANBURY**  
 155 DEER HILL AVENUE  
 DANBURY, CONNECTICUT 06810

**DATE:** April 22, 2020

**TO:** Honorable Mayor Mark D. Boughton  
 And City Council Members

**FROM:** Scott M. Ferguson, Tax Collector

**RE:** Annual Suspense List

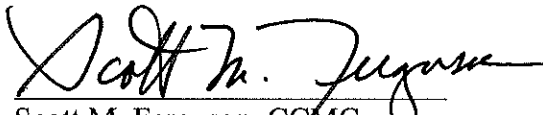
The Office of the Tax Collector respectfully requests your approval of a listing of names and amounts of City of Danbury taxes, which for various reasons are considered uncollectible at this time. This list is on file in the Legislative Assistant's Office and Tax Collector's Office. As such, I am recommending a transfer of \$240,191.27 to the Suspense List. The breakdown of this amount is as follows:

|                               |                         |                      |
|-------------------------------|-------------------------|----------------------|
| 2010 Motor Vehicle List       | Amount to Suspense List | \$ 170,814.24        |
| 2009 Personal Property List   | Amount to Suspense List | \$ 69,377.03         |
| Total Amount to Suspense List |                         | <u>\$ 240,191.27</u> |

Motor Vehicle Tax accounts are reported to the Department of Motor Vehicles and registrations will not be renewed until these accounts are brought current. The City has also engaged an outside agency to help in recovering outstanding Motor Vehicle Taxes. Personal Property results from businesses going out of business, however Constables continue to pursue collection where possible.

Thank you for your attention to this matter.

Respectfully submitted,

  
 Scott M. Ferguson, CCMC  
 Tax Collector

Cc: David St. Hilaire, Director of Finance  
 Laszlo Pinter, Deputy Corporation Counsel

**CITY OF DANBURY**  
DEPARTMENT OF PUBLIC WORKS



155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4537 FAX (203) 796-1586

**MAYOR**  
**Honorable Mark D. Boughton**

**PUBLIC WORKS DIRECTOR**  
**CITY ENGINEER**  
**Antonio Iadarola, P.E.**

April 20, 2020

Honorable Mark D. Boughton, Mayor  
City Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

**Re: Ellsworth Avenue Annex**  
**Resolution for School Construction Grant Application**

Dear Mayor Boughton and City Council Members:

In order to be eligible for partial State funding for the Ellsworth Avenue Annex project, the City is required to submit a resolution to the State Department of Administrative Services that includes the three following items:

1. That the City Council authorizes the City of Danbury Board of Education, through the Superintendent of Schools, to file a grant application with related documents to the State of Connecticut Department of Administrative Services and to accept a grant for State reimbursement funding for the above mentioned project.
2. Establishes a School Building Committee comprised of the following members:

**City Members**

Thomas H. Hughes, III  
Daniel Garrick  
Sean Hanley  
Charles J. Volpe, Jr.  
Antonio Iadarola, P.E., Chairman

**Board of Education Members**

Rachel Chaleski  
Kathleen Molinaro

**School Department Staff**

Richard Jalbert  
Courtney LeBorious

**City Council Member**

Fred Visconti

3. The City Council authorizes the preparation of at least schematic and final drawings and specifications for the above mentioned project.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Antonio Iadarola', with a stylized flourish extending to the right.

Antonio Iadarola, PE  
Director of Public Works/City Engineer

Encl.

cc: Laszlo Pinter, Esq., w/encl.



## RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2020

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the City Council of the City of Danbury authorizes the Board of Education of the City of Danbury, through the Superintendent of Schools, to file a grant application(s) with related documents, with and to the State Department of Administrative Services and to accept a grant for State reimbursement funding for the **Ellsworth Avenue Annex** project; and

**WHEREAS**, a School Building Committee is hereby established for the following proposed project: **Ellsworth Avenue Annex**.

**City Members:**

Thomas H. Hughes, III  
Daniel Garrick  
Sean Hanley  
Charles J. Volpe, Jr.  
Antonio Iadarola, PE, Chairman

**School Department Staff:**

Richard Jalbert  
Courtney LeBorious

**Board of Education Members:**

Rachel Chaleski  
Kathleen Molinaro

**City Council Member:**

Fred Visconti

**WHEREAS**, the City Council authorizes the preparation of at least schematic and final drawings and specifications for the following proposed project: **Ellsworth Avenue Annex**.

**NOW, THEREFORE, BE IT RESOLVED THAT** the foregoing has been duly authorized by vote of the City Council of Danbury, Connecticut, such that said grant application (s) and related documentation and funding for various school facilities has or will be authorized pursuant to the requirements of the application(s), together with such additional documentation as may be necessary to accomplish the purposes hereof.



**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

Danbury Municipal Airport  
P. O. Box 2299  
Danbury, CT 06813  
(203) 797-4624  
Fax: (203) 796-1569

Michael Safranek  
Airport Administrator

April 22, 2020

TO: Mayor Mark Boughton  
City Council Members

FROM: Michael Safranek – Airport Administrator

DATE: April 22, 2020

Attached is a Resolution for a Federal Aviation Administration (FAA) grant, to conduct an “Airport Layout Plan Update with Narrative” and update the airport’s approach and wind rose data.

The total of the grant is \$182,600 pursuant to the Federal Aviation Administration grant application process, 90% of the grant funds ( \$164,340) will be committed by the Federal Aviation Administration, 7.5% of the grant funds (\$13,695) will be committed by the State of Connecticut and the City will be responsible to fund 2.5% of the total grant amount (\$4,565), when City ultimately secures said grant..

If you have any questions, please feel free to contact me

Sincerely

Michael Safranek



**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810**

**DAVID W. ST. HILAIRE**  
**DIRECTOR FINANCE**

**(203) 797-4652**  
**FAX: (203) 796-1526**

**M E M O R A N D U M**

**DATE:** 4/23/20  
**TO:** HON. MARK D. BOUGHTON VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE  
**RE:** CERTIFICATION OF FUNDING-AIRPORT LAYOUT PLAN

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Pursuant to the attached request from Michael Safranek, Airport Administrator, I hereby certify that Capital funding is available for the City's required portion of the "Airport Layout Plan Update with Narrative" project.

Total project costs are \$182,500 with the Federal Aviation Commission funding 90% (\$164,340), the State of Connecticut Airport Authority funding 7.5% (\$13,695) and the City funding 2.5% (\$4,565).

Thank you.



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A.D. 2020

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the Danbury Airport is an essential component of the Connecticut transportation system and an economic engine for the City of Danbury (Danbury). In order to enhance airport safety, Danbury wishes to do an Airport Layout Plan Update with Narrative, which will focus on Runway obstructions and Wind Rose data; and

**WHEREAS**, Danbury wishes to apply to the Federal Aviation Administration (FAA) for grant funding, which if approved, will allow Danbury to conduct this Airport Layout Plan Update with Narrative; and

**WHEREAS**, the data collected by this study will be used to examine obstruction issues in the runway approach and departure corridors. This data will help determine the best, safest and most cost efficient way to mitigate any and all obstructions. It will also be used for future Airport Improvement Grants, which may fund a rehabilitation of Runway 17-35; and

**WHEREAS**, Danbury intends to apply to the FAA for a grant in the amount of \$182,600 for the purpose of obtaining reimbursement for the cost of this Airport Layout Plan Update with Narrative; and

**WHEREAS**, pursuant to the Federal Aviation Administration grant application process, 90% of the grant funds (\$164,340) will be committed by the Federal Aviation Administration, 7.5% of the grant funds (\$13,695) will be committed by the State of Connecticut and the City will be responsible to fund 2.5% of the total grant amount (\$4,565), when City ultimately secures said grant.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council authorizes Mayor Mark D. Boughton, or Michael Safranek, Airport Administrator, as his designee, to apply to the Federal Aviation Administration to obtain grant funding for reimbursement for the cost of the above referenced study, to file the grant application, and, if the grant is approved, to execute any necessary documents and to take any additional actions necessary to effectuate the purposes hereof.



OMB Number: 4040-0004  
Expiration Date: 12/31/2022

| Application for Federal Assistance SF-424  |                           |  |              |
|--|---------------------------|--|--------------|
| * 1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application |                           | * 2. Type of Application:<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision |              |
|  |                           | * If Revision, select appropriate letter(s):<br><input type="text"/><br>* Other (Specify):<br><input type="text"/>                                 |              |
| * 3. Date Received:<br><input type="text"/>  |                           | 4. Applicant Identifier:<br>Royle, Tanner Project 042829   |              |
| 5a. Federal Entity Identifier:<br>AIP No. 3-09-0006-xxx-2020   |                           | 5b. Federal Award Identifier:<br><input type="text"/>  |              |
| State Use Only:  |                           |  |              |
| 6. Date Received by State: <input type="text"/>  |                           | 7. State Application Identifier: <input type="text"/>  |              |
| 8. APPLICANT INFORMATION:  |                           |  |              |
| * a. Legal Name: City of Danbury, Connecticut  |                           |  |              |
| * b. Employer/Taxpayer Identification Number (EIN/TIN):<br>06-6001868  |                           | * c. Organizational DUNS:<br>07-212-3250   |              |
| d. Address:  |                           |  |              |
| * Street1:   |                           | 155 Deer Hill Avenue   |              |
| Street2:   |                           | <input type="text"/>   |              |
| * City:  |                           | Danbury  |              |
| County/Parish:   |                           | Fairfield  |              |
| * State:   |                           | CT: Connecticut  |              |
| Province:  |                           | <input type="text"/>   |              |
| * Country:   |                           | USA: UNITED STATES   |              |
| * Zip / Postal Code:   |                           | 06810  |              |
| e. Organizational Unit:  |                           |  |              |
| Department Name:   |                           | Division Name:   |              |
| Danbury Municipal Airport  |                           | <input type="text"/>   |              |
| f. Name and contact information of person to be contacted on matters involving this application:   |                           |  |              |
| Prefix:  | Mr.                       | * First Name:  | Michael      |
| Middle Name:   | <input type="text"/>      |  |              |
| * Last Name:   | Safranek                  |  |              |
| Suffix:  | <input type="text"/>      |  |              |
| Title:   | Airport Administrator     |  |              |
| Organizational Affiliation:  |                           |  |              |
| Danbury Municipal Airport  |                           |  |              |
| * Telephone Number:  | 203-797-4624              | Fax Number:  | 203-796-1569 |
| * Email:   | M.Safranek@Danbury-CT.Gov |  |              |

|  |   |  |
|--|---|--|
| <b>Application for Federal Assistance SF-424</b>                       |   |  |
| <b>* 9. Type of Applicant 1: Select Applicant Type:</b>                |   |  |
| <input type="text" value="C: City or Township Government"/>            |   |  |
| Type of Applicant 2: Select Applicant Type:                            |   |  |
| <input type="text"/>   |   |  |
| Type of Applicant 3: Select Applicant Type:                            |   |  |
| <input type="text"/>   |   |  |
| * Other (specify):   |   |  |
| <input type="text"/>   |   |  |
| <b>* 10. Name of Federal Agency:</b>                                   |   |  |
| <input type="text" value="Federal Aviation Administration"/>           |   |  |
| <b>11. Catalog of Federal Domestic Assistance Number:</b>              |   |  |
| <input type="text" value="20.106"/>                                    |   |  |
| CFDA Title:  |   |  |
| <input type="text" value="Airport Improvement Program"/>               |   |  |
| <b>* 12. Funding Opportunity Number:</b>                               |   |  |
| <input type="text"/>   |   |  |
| * Title:   |   |  |
| <input type="text"/>   |   |  |
| <b>13. Competition Identification Number:</b>                          |   |  |
| <input type="text"/>   |   |  |
| Title:   |   |  |
| <input type="text"/>   |   |  |
| <b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> |   |  |
| <input type="text"/>   | <input type="button" value="Add Attachment"/>     | <input type="button" value="Delete Attachment"/> |
| <input type="button" value="View Attachment"/>                         |   |  |
| <b>* 15. Descriptive Title of Applicant's Project:</b>                 |   |  |
| <input type="text" value="Airport Layout Plan Update with Narrative"/> |   |  |
| Attach supporting documents as specified in agency instructions.       |   |  |
| <input type="button" value="Add Attachments"/>                         | <input type="button" value="Delete Attachments"/> | <input type="button" value="View Attachments"/>  |

## Application for Federal Assistance SF-424

## 16. Congressional Districts Of:

\* a. Applicant CT-005

\* b. Program/Project CT-005

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

## 17. Proposed Project:

\* a. Start Date: 02/20/2020

\* b. End Date: 03/01/2021

## 18. Estimated Funding (\$):

|                     |            |
|---------------------|------------|
| * a. Federal        | 164,340.00 |
| * b. Applicant      | 4,565.00   |
| * c. State          | 13,695.00  |
| * d. Local          |            |
| * e. Other          |            |
| * f. Program Income |            |
| * g. TOTAL          | 182,600.00 |

## \* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.

## \* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

## Authorized Representative:

Prefix: Mr. \* First Name: Mark  
 Middle Name: D.  
 \* Last Name: Boughton  
 Suffix:

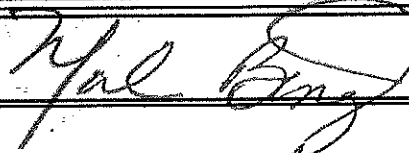
\* Title: Mayor, City of Danbury

\* Telephone Number: 203-797-4511

Fax Number: 203-796-1666

\* Email: m.boughton@danbury-ct.gov

\* Signature of Authorized Representative:



\* Date Signed:



U.S. Department of Transportation  
Federal Aviation Administration

OMB CONTROL NUMBER: 2120-0569  
EXPIRATION DATE: 8/31/2019

## Application for Federal Assistance (Planning Projects)

### Part II – Project Approval Information

#### Section A – Statutory Requirements

The term "Sponsor" refers to the applicant name as provided in box 8 of the associated SF-424 form.

|   |  |
|---|--|
| <b>Item 1</b><br>Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                              |
| <b>Item 2</b><br>Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| <b>Item 3</b><br>Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A |
| <b>Item 4</b><br>Is the project covered by another Federal assistance program? If yes, please identify other funding sources by the Catalog of Federal Domestic Assistance (CFDA) number.<br>CFDA: _____  | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A |
| <b>Item 5</b><br>Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?<br>If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:<br><input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414<br><input type="checkbox"/> Negotiated Rate equal to _____% as approved by _____ (the Cognizant Agency) on _____ (Date) (2 CFR part 200, appendix VII)<br><i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i> |  |

### Section B – Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Part III – Budget Information

#### Section A – Budget Summary

| Grant Program<br>(a)           | Federal<br>Catalog No<br>(b) | New or Revised Budget |                    |              |
|--------------------------------|------------------------------|-----------------------|--------------------|--------------|
|                                |                              | Federal<br>(c)        | Non-Federal<br>(d) | Total<br>(e) |
| 1. Airport Improvement Program | 20-106                       | \$ 164,340            | \$ 18,260          | \$ 182,600   |
| 2.                             |                              |                       |                    |              |
| 3. TOTALS                      |                              | \$ 164,340            | \$ 18,260          | \$ 182,600   |

#### Section B – Budget Categories (All Grant Programs)

| 4. Object Class Categories      | Airport Improvement Program<br>(1) |  | Other Program<br>(2) |  | Total      |
|---------------------------------|------------------------------------|--|----------------------|--|------------|
|                                 | Amount                             | Adjustment<br>+ or (-) Amount<br>(Use only for<br>revisions) | Amount               | Adjustment<br>+ or (-) Amount<br>(Use only for<br>revisions) |            |
| a. Administrative expense       | \$ 1,456                           | \$   | \$                   | \$   | \$ 1,456   |
| b. Airport Planning             | 181,144                            |  |                      |  | 181,144    |
| c. Environmental Planning       |                                    |  |                      |  |            |
| d. Noise Compatibility Planning |                                    |  |                      |  |            |
| e. Subtotal                     | 182,600                            |  |                      |  | 182,600    |
| f. Program Income               |                                    |  |                      |  |            |
| g. TOTALS (line e minus line f) | \$ 182,600                         | \$   | \$                   | \$   | \$ 182,600 |

#### Section C – Non-Federal Resources

| Grant Program<br>(a)      | Applicant<br>(b) | State<br>(c) | Other Sources<br>(d) | Total<br>(e) |
|---------------------------|------------------|--------------|----------------------|--------------|
| 5. local and state shares | \$ 4,565         | \$ 13,695    | \$                   | \$ 18,260    |
| 6.                        |                  |              |                      |              |
| 7. TOTALS                 | \$ 4,565         | \$ 13,695    | \$                   | \$ 18,260    |

#### Section D – Forecasted Cash Needs

| Source of funds | Total for Project | 1 <sup>st</sup> Year | 2 <sup>nd</sup> Year | 3 <sup>rd</sup> Year | 4 <sup>th</sup> Year |
|-----------------|-------------------|----------------------|----------------------|----------------------|----------------------|
| 8. Federal      | \$ 164,340        | \$ 123,255           | \$ 41,085            | \$                   | \$                   |
| 9. Non-Federal  | 18,260            | 13,695               | 4,565                |                      |                      |
| 10. TOTAL       | \$ 182,600        | \$ 136,950           | \$ 45,650            | \$                   | \$                   |

#### Section E – Other Budget Information

|   |
|---|
| 11. Other Remarks: (attach sheets if necessary) |
|---|

## Part IV - Program Narrative

(Suggested Format)

|   |
|---|
| <b>PROJECT:</b> Airport Layout Plan Update with Narrative   |
| <b>AIRPORT:</b> Danbury Municipal Airport   |
| <b>1. Objective:</b><br><p>The objective of this study is to prepare an Airport Layout Plan Update with Narrative for the Danbury Municipal Airport that focuses on the identification of obstructions. The study will update obstruction data by conducting an AGIS compliant vertically guided aeronautical survey. An Airport Obstacle Action Plan will be developed and alternatives for clear approaches will be analyzed to determine a preferred alternative that is eligible, justified, and feasible for the airport.</p>  |
| <b>2. Benefits Anticipated:</b><br><p>The Benefits of this study include a detailed analysis of existing conditions. Completing an AGIS compliant vertically guided aeronautical survey will give the airport valuable up to date detailed obstruction information. This information will be used to evaluate runway approach and departure procedures, runway length considerations, and produce an Airport Obstruction Action plan. Updating the aviation forecasts with current data compiled over the past 10 years will give the airport up to date information regarding current and future critical aircraft or group of aircraft, numbers and type of operations, as well as runway length and design requirements.</p> |
| <b>3. Approach:</b> <i>(See approved Scope of Work in Final Application)</i><br><p>Project Description and Fee Summary, Environmental Statement, DBE Statement, Statement of Coordination with Airport Users, all included in attached SECTION IV NARRATIVE.</p>  |
| <b>4. Geographic Location:</b><br><p>Danbury is in the SW corner of CT. The airport is located approximately 2 1/2 miles southwest of the city center, just west of Rt 7.</p>   |
| <b>5. If Applicable, Provide Additional Information:</b>  |
| <b>6. Sponsor's Representative:</b> <i>(include address &amp; telephone number)</i><br><p>Hoyle, Tanner &amp; Associates, Inc.<br/>         150 Dow Street, Manchester, NH 03101<br/>         Robert M. Furey, PE 603-669-5555, x-158 (rfurey@hoyletannor.com)</p>  |

**COST BREAKDOWN**

|                                  |                     |
|----------------------------------|---------------------|
| Sponsor Administration           |                     |
| IFE and Misc. Postage & Mailings | \$1,456.00          |
| Engineering Fees                 | <u>\$181,144.00</u> |
| <b>Total</b>                     | <b>\$182,600.00</b> |
| Federal Share (90%)              | \$164,340.00        |
| State Share (7.5%)               | \$13,695.00         |
| Local Share (2.5%)               | \$4,565.00          |

**STATE AGENCY PARTICIPATION**

This project has been coordinated with the Connecticut Airport Authority.

**ENVIRONMENTAL DECLARATION**

This study qualifies for a CATEX under FAA Order 1050.1f, paragraph 5-6.1.0.

**ADDITIONAL AGENCY PARTICIPATION**

Coordination with Federal and State Fish & Wildlife, State Historic Preservation Office (SHPO), Tribal Historic Preservation Office (THPO), and Coastal Zone Management was not required for this project.

**STATEMENT ON DISADVANTAGED BUSINESS ENTERPRISE STATUS**

The race neutral goal for Disadvantaged Business Enterprises participation in this project is 6.58% of total project cost. FFY 18-19-20 DBE Program was submitted to FAA on November 15, 2018 and FAA approval was received November 15, 2018.

**STATEMENT OF COORDINATION WITH AIRPORT USERS**

This project has been coordinated with the users of the airport.

**EXHIBIT A CERTIFICATION**

I hereby certify that the Exhibit A Property Map dated 20 April 2017 and attached to the grant application for AIP 3-09-0006-042-2017 (Hoyle, Tanner Project # 042824), as revised and updated 2 January 2019, reflects, to the best of my knowledge, the current information as of this date.

The above mentioned Exhibit A Property Map is, therefore, incorporated into this Grant Application by reference and made a part thereof."





**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

Danbury Municipal Airport  
P. O. Box 2299  
Danbury, CT 06813  
(203) 797-4624  
Fax: (203) 796-1569

Michael Safranek  
Airport Administrator

April 23, 2020

TO: Mayor Mark Boughton  
City Council Members

FROM: Michael Safranek – Airport Administrator

DATE: April 23, 2020

Attached is a Resolution to apply for a grant from the Federal Aviation Administration (FAA) under the CARES (Coronavirus Aid, Relief and Economic Security) Act. An Act to benefit airports.

Under the CARES Act, Danbury Airport shall receive \$69,000. This grant is intended to help General Aviation airports during the economic hardship of the Coronavirus. These funds can be used for any purpose for which airport revenues may be lawfully used, including airport salaries and current projects. There is no matching local or state requirement.

If you have any questions, please feel free to contact me

Sincerely

  
Michael Safranek



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A.D. 2020

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the CARES Act was signed into law by the President on March 27, 2020, which includes \$10 billion in funds to be awarded as economic relief to eligible U.S. airports affected by the prevention of, preparation for, and response to the COVID-19 pandemic; and

**WHEREAS**, the CARES Act provides new funds distributed by various formulas for all airports that are part of the national airport system. This includes general aviation airports and Danbury Municipal Airport's share is \$69,000; and

**WHEREAS**, the City of Danbury wishes to apply to the Federal Aviation Administration (FAA) for this grant funding, which if approved, will allow the City to use these funds for any purpose for which airport revenues may be lawfully used, including airport salaries and current projects. There is no matching local or state requirement; and

**WHEREAS**, pursuant to the Federal Aviation Administration grant application process, in this case, 100% of the grant funds will be committed by the Federal Aviation Administration, there will be NO matching local or state requirements.

**NOW, THEREFORE BE IT RESOLVED THAT** the City Council authorizes Mayor Mark D. Boughton and/or Michael Safranek, Airport Administrator, as his designee to apply to the Federal Aviation Administration to obtain grant funding for the above stated uses, and if the grant is approved, to execute any necessary documents, and to take any additional actions necessary to effectuate the purposes hereof.

| Application for Federal Assistance SF-424  |  |
|--|--|
| *1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application  | *2. Type of Application      * If Revision, select appropriate letter(s):<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation      *Other (Specify) _____<br><input type="checkbox"/> Revision |
| *3. Date Received:<br>NA   | 4. Applicant Identifier:<br>DXR (Danbury Municipal) Danbury, CT  |
| *5b. Federal Entity Identifier:<br>90006   | *5b. Federal Award Identifier:   |
| <b>State Use Only:</b>   |  |
| 6. Date Received by State:   | 7. State Application Identifier:   |
| <b>8. APPLICANT INFORMATION:</b>   |  |
| *a. Legal Name: City of Danbury  |  |
| *b. Employer/Taxpayer Identification Number (EIN/TIN):<br>06-6001868   | *c. Organizational DUNS:<br>07-212-3250  |
| <b>d. Address:</b>   |  |
| *Street 1: <u>City Hall</u><br>Street 2: <u>155 Deer Hill Ave.</u><br>*City: <u>DANBURY</u><br>County:                        _____<br>*State: <u>CT</u><br>Province:                     _____<br>*Country: <u>USA: United States</u><br>*Zip / Postal Code <u>6810</u> |  |
| <b>e. Organizational Unit:</b>   |  |
| Department Name:   | Division Name:   |
| <b>f. Name and contact information of person to be contacted on matters involving this application:</b>  |  |
| Prefix:                        _____      *First Name: <u>Michael</u><br>Middle Name:                _____<br>*Last Name: <u>Safranek</u><br>Suffix:                        _____  |  |
| Title:                            Airport Administrator  |  |
| Organizational Affiliation:  |  |
| *Telephone Number: 203-797-4624  | Fax Number:  |
| *Email: m.safranek@danbury-ct.gov  |  |

**Application for Federal Assistance SF-424****\*9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10. Name of Federal Agency:**

Federal Aviation Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.106

CFDA Title:

Airport Program

**\*12. Funding Opportunity Number:**

NA

\*Title:

NA

**13. Competition Identification Number:**

NA

Title:

NA

**14. Areas Affected by Project (Cities, Counties, States, etc.):****\*15. Descriptive Title of Applicant's Project:**

Any purpose for which airport funds may be lawfully used, as found in the Office of Airports Revenue Use Policy, except airport development or land acquisition.

Attach supporting documents as specified in agency instructions.

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**

\*a. Applicant: 5

\*b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\*a. Start Date: NA

\*b. End Date: NA

**18. Estimated Funding (\$):**

|                    |           |
|--------------------|-----------|
| *a. Federal        | \$69,000. |
| *b. Applicant      | \$0       |
| *c. State          | \$0       |
| *d. Local          | \$0       |
| *e. Other          | \$0       |
| *f. Program Income | \$0       |
| *g. TOTAL          | \$69,000. |

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_.
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E. O. 12372

**\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)**

☐ Yes      ☒ No

If "Yes", provide explanation and attach

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: \_\_\_\_\_ \*First Name: Mark

Middle Name: \_\_\_\_\_

\*Last Name: Boughton

Suffix: \_\_\_\_\_

\*Title: Mayor

\*Telephone Number: 203-797-4511

Fax Number:

\* Email: m.boughton@danbury-ct.gov

\*Signature of Authorized Representative:

\*Date Signed:



**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810**

David W. St. Hilaire  
 Director of Finance

Phone 203-797-4652  
 Fax 203-796-1526

**MEMORANDUM**

**TO:** HON. MARK D. BOUGHTON VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE David W.  
**DATE:** 4/22/20 St. Hilaire  
**RE:** RESOLUTION- DOJ CORONAVIRUS FUNDING- POLICE  
 DEPARTMENT

Digitally signed by David W. St. Hilaire  
 DN: cn=David W. St. Hilaire, o=City of Danbury, ou=Director of Finance, email=dsthilaire@danbury-ct.gov, c=US  
 Date: 2020.04.22 14:27:05 -0400

Attached for your review is a resolution that will allow the City of Danbury Police Department to apply for and accept funding from the US Department of Justice through its "Coronavirus Emergency Supplemental Funding" program.

This funding, not to exceed \$70,886, will be used to assist the Police Department with expenditures direction related to the Coronavirus Pandemic response. There is no local match required.

The City Council is respectfully requested to consider this resolution at its next meeting.

DST/sk

Cc: Chief Ridenhour

## BJA FY 2020 Coronavirus Emergency Supplemental Funding

| State | Jurisdiction Name  | Government Type | Eligible Allocation |
|-------|--------------------|-----------------|---------------------|
| CT    | BRIDGEPORT CITY    | Municipal       | \$497,667           |
| CT    | DANBURY CITY       | Municipal       | \$70,886            |
| CT    | EAST HARTFORD TOWN | Township        | \$64,932            |
| CT    | HAMDEN TOWN        | Township        | \$82,363            |
| CT    | HARTFORD CITY      | Municipal       | \$598,041           |
| CT    | MANCHESTER TOWN    | Township        | \$46,338            |
| CT    | MERIDEN CITY       | Municipal       | \$93,985            |
| CT    | NEW BRITAIN CITY   | Municipal       | \$110,400           |
| CT    | NEW HAVEN CITY     | Municipal       | \$515,823           |
| CT    | NEW LONDON CITY    | Municipal       | \$69,581            |
| CT    | NORWALK CITY       | Municipal       | \$114,467           |
| CT    | NORWICH CITY       | Municipal       | \$50,988            |
| CT    | STAMFORD CITY      | Municipal       | \$134,949           |
| CT    | STRATFORD TOWN     | Township        | \$35,300            |
| CT    | WATERBURY CITY     | Municipal       | \$226,900           |
| CT    | WEST HAVEN CITY    | Municipal       | \$53,456            |
|       | Local total        |                 | \$2,766,075         |



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE  
375 MAIN STREET

PATRICK A. RIDENHOUR, CHIEF  
SHAUN J. MCCOLGAN, DEPUTY CHIEF  
(203) 797-4614

April 13, 2020

## MEMORANDUM

To: David St. Hilaire, Director of Finance

From: Patrick A. Ridenhour, Chief of Police

Subject: U.S. Department of Justice – Office of Justice Programs FY 2020  
“Coronavirus Emergency Supplemental Funding Program”

The Danbury Police Department wishes to participate in the U.S Department of Justice “Coronavirus Emergency Supplemental Funding Program. As such we are requesting permission from the City Council to apply for and accept funding up to \$70,886.00 from this program. No local match is required. The funds, if approved, can be used for both new purchases and/or items that were already purchased since January 1, 2020 for the Coronavirus Pandemic that were not in our budget.

Patrick A. Ridenhour  
Chief of Police

PAR:mrl

Cc: Lt. Daniello



RECYCLED  
PAPER



OMB No. 1121-0329  
Approval Expires 11/30/2020

U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance



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## Coronavirus Emergency Supplemental Funding Program Solicitation FY 2020 Formula Grant Solicitation

CFDA #16.034

Solicitation Release Date: March 30, 2020

Application Deadline: 11:59 p.m. eastern time on May 29, 2020

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The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) is seeking applications for the Coronavirus Emergency Supplemental Funding Program.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

### Eligibility

The following entities are eligible to apply:

- States, U.S. Territories, the District of Columbia, units of local government, and federally recognized tribal governments that were identified as eligible for funding under the Fiscal Year (FY) 2019 State and Local Edward Byrne Memorial Justice Assistance Grant (JAG) Program are eligible to apply under the Coronavirus Emergency Supplemental Funding (CESF) Program solicitation. NOTE: Only the State Administering Agency that applied for FY 2019 JAG funding for a state/territory may apply for the state allocation of CESF funding.

The eligible allocations for the FY 2020 CESF Program can be found at:  
<https://bjaojp.gov/program/fy20-cesf-allocations>.

For the purposes of the CESF Program, please note the following:

- The term "states" includes the District of Columbia, the Commonwealth of Puerto Rico, the Northern Mariana Islands, the U.S. Virgin Islands, Guam, and American Samoa. (Throughout this solicitation, each reference to a "state" or "states" includes all 56 jurisdictions.)

- The term “units of local government” includes a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state, or a federally recognized Indian tribal government that performs law enforcement functions (as determined by the Secretary of the Interior). A unit of local government also may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes; for example, in Louisiana, a unit of local government means a district attorney or parish sheriff.
- All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

### **Contact information**

For technical assistance with submitting an application, contact the Grants Management System (GMS) Support Hotline at 888-549-9901, option 3, or via email at [GMS.HelpDesk@usdoj.gov](mailto:GMS.HelpDesk@usdoj.gov). The GMS Support Hotline operates 24 hours a day, 7 days a week, including federal holidays.

An applicant that experiences unforeseen GMS technical issues beyond its control that prevent it from submitting its application by the deadline must email the NCJRS Response Center contact identified below **within 24 hours after the application deadline** to request approval to submit its application after the deadline. Additional information on reporting technical issues appears under “Experiencing Unforeseen GMS Technical Issues” in the **How to Apply (GMS)** section in the OJP Grant Application Resource Guide.

For assistance with any other requirement of this solicitation, applicants may contact the NCJRS Response Center by telephone at 1-800-851-3420; via TTY at 301-240-6310 (hearing impaired only); by email at [grants@ncjrs.gov](mailto:grants@ncjrs.gov); by fax to 301-240-5830; or by web chat at <https://webcontact.ncjrs.gov/ncjchat/chat.jsp>. The NCJRS Response Center hours of operation are 10:00 a.m. to 6:00 p.m. eastern time, Monday through Friday, and 10:00 a.m. to 8:00 p.m. eastern time on the solicitation close date.

### **Post-Award Legal Requirements Notice**

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance). OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the OJP Grant Application Resource Guide.

### **Deadline details**

Applicants must register in GMS at <https://grants.ojp.usdoj.gov/> prior to submitting an application under this solicitation. All applicants must register, even those that previously registered in GMS. Select the “Apply Online” button associated with the solicitation title. All registrations and applications are due by 11:59 p.m. eastern time May 29, 2020.

For additional information, see the “How to Apply (GMS)” section in the OJP Grant Application Resource Guide.



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2020

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the US Department of Justice has made funds available to the City of Danbury Police Department through its “Coronavirus Emergency Supplemental Funding Program”; and

**WHEREAS**, the Danbury Police Department is requesting permission to apply for and to accept funding in an amount not to exceed \$70,886; and

**WHEREAS**, this funding can be used for new purchases, or purchases since January 1, 2020, that are not funded through the operational budget and are related to the Coronavirus Pandemic; and

**WHEREAS**, there is no required City match for this project.

**NOW, THEREFORE, BE IT RESOLVED THAT** Mark D. Boughton, Mayor of the City of Danbury, or Patrick Ridenhour, Chief of Police, as his designee, is hereby authorized to apply for and accept said funding and the Mayor is authorized to sign any contracts/documents in connection therewith to effectuate the purposes of said grant.



## CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DAVID W. ST. HILAIRE**  
DIRECTOR OF FINANCE

(203) 797-4652  
FAX: (203) 796-1526

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### M E M O R A N D U M

---

**DATE:** April 29, 2020  
**TO:** Hon. Mark D. Boughton via the City Council  
**FROM:** David W. St. Hilaire, Director of Finance  
**RE:** **DOWNTOWN SPECIAL SERVICES DISTRICT**

---

Attached you will find a resolution establishing the annual tax levy for the Downtown Special Services District in accordance with the provisions of Section 19B-7 of the Danbury Code of Ordinances. This proposed levy upon taxable interests in real property located within the district is derived from the annual district budget adopted pursuant to state and local law.

In accordance with Section 7-339(r) of the Connecticut General Statutes, it is the obligation of the City Council to impose the recommended levy as a municipal levy for the benefit of the district. Please consider the adoption of this resolution in the usual fashion.

Please feel free to contact me should you require any additional information. Thank you.



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2020

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**A RESOLUTION LEVYING THE PROPERTY TAX FOR THE DANBURY DOWNTOWN  
SPECIAL SERVICES DISTRICT FOR THE FISCAL YEAR BEGINNING  
JULY 1, 2020 AND ENDING JUNE 30, 2021**

**SECTION 1.** The sum of Three Hundred Thirty Nine Thousand Five Hundred Eighty Three Dollars and 00/100 (\$339,583.00) representing the gross appropriation for the City of Danbury Downtown Special Services District for the fiscal year beginning July 1, 2020 and ending June 30, 2021, minus indirect revenues of \$ -0- and minus estimated available surplus of \$ -0-, is hereby levied and assessed on all taxable interests in real property located within the City of Danbury Downtown Special Services District as set forth on the new tax assessment dated October 1, 2019 based upon a total net assessment of **\$110,823,770.00**.

**SECTION 2.** Accordingly, the General Fund tax rate for the fiscal year beginning July 1, 2020 and ending June 30, 2021 with respect to said property interests within said District shall be as follows:

**TAX RATE: 2.31 MILLS**

**SECTION 3.** The taxes levied and assessed as herein provided shall be due and payable in quarterly equal installments on July 1, 2020, October 1, 2020, January 1, 2021, and April 1, 2021 except for taxes not in excess of One Hundred Dollars (\$100.00) which taxes shall be paid on July 1, 2020, in accordance with the General Statutes of the State of Connecticut, unless said date shall have lapsed before the effective date of this resolution in which case the Tax Collector shall fix the date as if said date had not been fixed herein as provided by law.

**SECTION 4.** The Tax Collector shall cause the said taxes above levied and assessed to be inserted on the tax rolls for the fiscal year beginning on July 1, 2020 and ending June 30, 2021.



## **CITY OF DANBURY**

DANBURY, CONNECTICUT 06810

[www.danbury-ct.gov](http://www.danbury-ct.gov)

Public Input was held for the following Resolution and Applicant List (Neighborhood Assistance Act) via email.

The period to comment was open from Wednesday, April 29, 2020 to Sunday, May 3, 2020.

All comments will be gathered and distributed to the City Council via email prior to the City Council May Meeting.

The items and public input instructions were available on the City of Danbury City Council webpage and in the NewsTimes, both in print and online.



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2020

**RESOLVED** BY THE CITY COUNCIL OF THE CITY OF DANBURY

**WHEREAS**, the State of Connecticut Department of Revenue Services has announced the 2020 Neighborhood Assistance Act Program (NAA) is available; and

**WHEREAS**, the NAA Program provides tax credits for businesses that contribute to community programs that have received both municipal and state approval; and

**WHEREAS**, certain local and area organization submit applications for these community programs that meet the State criteria for tax credits through the City of Danbury with no local matching funds required.

**NOW, THEREFORE BE IT RESOLVED THAT** the City of Danbury, through its City Council, hereby approves, subject to a public hearing as required by law, those organizations who will apply for participation in the Neighborhood Assistance Act Program, and authorize Mark D. Boughton, Mayor of the City of Danbury, to take such actions as may be necessary for the accomplishment of the purposes hereof.

| <b>City of Danbury</b>                                    |   |                   |
|---|---|-------------------|
|   |   |                   |
| <b>2020 Neighborhood Assistance Act Applications</b>      |   |                   |
| Applications received by deadline - for Public Hearing    |   |                   |
|   |   |                   |
| <b>Agency</b>   | <b>Program</b>                                | <b>Amount</b>     |
| American Legion   | Refurbishment of the Post                     | \$ 105,000.00     |
| Amos House Inc.   | Transitional Living Program at Amos House     | \$ 50,000.00      |
| Connecticut Institute for Communities Inc                 | Greater Danbury Community Health Center       | \$ 40,000.00      |
| Danbury Animal Welfare Society Inc (DAWS)                 | Kennel Renovation                             | \$ 100,000.00     |
| Danbury Fire Department                                   | Training and Equipment                        | \$ 50,000.00      |
| Danbury Grassroots Academy                                | Danbury Grassroots Academy                    | \$ 50,000.00      |
| Danbury War Memorial Association, Inc                     | Window/Vestibule Replacement                  | \$ 40,000.00      |
| Families Network of Western CT, Inc                       | Healthy Families Program                      |                   |
| Families Network of Western CT, Inc                       | Parents As Teachers                           | \$ 75,000.00      |
| Families Network of Western CT, Inc                       | Parent Leadership Programs                    | \$ 20,000.00      |
| Junior Achievement of Western Connecticut, Inc            | Junior Achievement                            | \$ 50,000.00      |
| Regional YMCA of Western Connecticut                      | Annual Support Program                        | \$ 100,000.00     |
| Shelter of the Cross DBA Renewal House                    | Renewal House                                 | \$ 10,000.00      |
| TBICO (The Bridge to Independence & Career Opportunities) | Better Skills, Better Jobs, Better Lives      | \$ 40,000.00      |
| Womens Center Of greater Danbury, Inc                     | Domestic Violence and Sexual Assault Programs | \$ 150,000.00     |
|   | <b>Total</b>                                  | <b>\$ 880,000</b> |
|   |   |                   |





## CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE  
DIRECTOR OF FINANCE

(203) 797-4652  
FAX: (203) 796-1526

---

### MEMORANDUM

---

**TO:** Hon. Mark D. Boughton via the City Council  
**FROM:** David W. St. Hilaire, Director of Finance  
**RE:** **ORDINANCE – WATER RATES**  
**DATE:** April 29, 2020

---

The overall consumption of water for billing purposes has been relatively stable over the last several years although the average consumption per user has trended downward. The historical consumption level was the basis for the recommendation for the current year rate reduction of 1.5%. However, this year the Water Fund is experiencing a notable decline in billed consumption levels and revenues.

Consequently, I am recommending a modest increase of 3% in water rates to supplement associated consumption revenue declines and to support the Water Fund Operating Budget for FY21.

Attached you will find an ordinance which will require a Public Hearing and City Council approval. Should you need any additional information, feel free to give me a call.

**COPY SHOWING DELETIONS AND NEW LANGUAGE**

THAT Subsection (a) of Section 48-70 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

**Sec. 48-70. Quarterly non-metered rates.**

- (a) The following are established as the quarterly non-metered rates for the use of water, which rates shall be in effect for all bills rendered on or after July 1, ~~2020~~ 2019: three hundred TWELVE ~~three~~ dollars and FORTY ~~thirty~~ cents (\$312.40) ~~(\$303.30)~~/unit.

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parentheses which indicate subsections.

Deleted language is indicated by strikeouts.



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

THAT Subsection (a) of Section 48-70 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

**Sec. 48-70. Quarterly non-metered rates.**

- (a) The following are established as the quarterly non-metered rates for the use of water, which rates shall be in effect for all bills rendered on or after July 1, 2020: three hundred twelve dollars and forty cents (\$312.40)/unit.

**ORDINANCE**  
**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by the Mayor:  
\_\_\_\_\_  
\_\_\_\_\_

Mayor

COPY SHOWING DELETIONS AND NEW LANGUAGE

THAT Section 48-74 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

**Sec. 48-74. Meter rates generally.**

(a) The following water meter rates shall be charged for those areas served and specified by the Superintendent of Public Utilities. Such rates are for quarterly billings rendered on or after July 1, ~~2020~~ 2019, and are based on the consumption of thousands of gallons (MG) as follows:

(1) 5/8-inch size meter:

| <i>Usage (MG)</i> |                                  |
|-------------------|----------------------------------|
| 0-1.....          | \$ <del>12.96</del> <u>13.35</u> |
| 2 .....           | <del>14.33</del> <u>14.76</u>    |
| 3 .....           | <del>15.69</del> <u>16.16</u>    |
| 4 .....           | <del>17.07</del> <u>17.58</u>    |
| 5 .....           | <del>18.44</del> <u>18.99</u>    |
| 6 .....           | <del>19.83</del> <u>20.42</u>    |
| 7 .....           | <del>21.21</del> <u>21.84</u>    |
| 8 .....           | <del>22.58</del> <u>23.25</u>    |
| 9 .....           | <del>23.95</del> <u>24.66</u>    |
| 10 .....          | <del>25.32</del> <u>26.08</u>    |
| 11 .....          | <del>26.69</del> <u>27.49</u>    |
| 12 .....          | <del>28.05</del> <u>28.89</u>    |
| 13 .....          | <del>29.44</del> <u>30.32</u>    |
| 14 .....          | <del>30.82</del> <u>31.75</u>    |
| 15 .....          | <del>32.18</del> <u>33.15</u>    |

(2) 3/4-inch size meter:

| <i>Usage (MG)</i> |                                  |
|-------------------|----------------------------------|
| 0-1.....          | \$ <del>20.14</del> <u>20.75</u> |
| 2 .....           | <del>21.50</del> <u>22.15</u>    |
| 3 .....           | <del>22.89</del> <u>23.58</u>    |
| 4 .....           | <del>24.26</del> <u>24.99</u>    |
| 5 .....           | <del>25.64</del> <u>26.41</u>    |
| 6 .....           | <del>27.00</del> <u>27.81</u>    |
| 7 .....           | <del>28.39</del> <u>29.24</u>    |
| 8 .....           | <del>29.66</del> <u>30.55</u>    |
| 9 .....           | <del>31.01</del> <u>31.94</u>    |
| 10 .....          | <del>32.50</del> <u>33.47</u>    |
| 11 .....          | <del>33.86</del> <u>34.88</u>    |
| 12 .....          | <del>35.25</del> <u>36.31</u>    |
| 13 .....          | <del>36.61</del> <u>37.71</u>    |
| 14 .....          | <del>38.00</del> <u>39.14</u>    |
| 15 .....          | <del>39.36</del> <u>40.54</u>    |

## (3) 1-inch size meter:

*Usage (MG)*

|          |                                  |
|----------|----------------------------------|
| 0-1..... | \$ <del>41.84</del> <u>43.10</u> |
| 2 .....  | <del>43.03</del> <u>44.33</u>    |
| 3 .....  | <del>44.40</del> <u>45.74</u>    |
| 4 .....  | <del>45.77</del> <u>47.15</u>    |
| 5 .....  | <del>46.83</del> <u>48.23</u>    |
| 6 .....  | <del>48.52</del> <u>49.98</u>    |
| 7 .....  | <del>49.89</del> <u>51.39</u>    |
| 8 .....  | <del>51.16</del> <u>52.70</u>    |
| 9 .....  | <del>52.52</del> <u>54.10</u>    |
| 10 ..... | <del>54.00</del> <u>55.63</u>    |
| 11 ..... | <del>55.40</del> <u>57.06</u>    |
| 12 ..... | <del>56.76</del> <u>58.46</u>    |
| 13 ..... | <del>58.13</del> <u>59.88</u>    |
| 14 ..... | <del>59.50</del> <u>61.29</u>    |
| 15 ..... | <del>60.88</del> <u>62.71</u>    |

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(b) The following water meter rates shall be charged for those areas served and as specified by the Superintendent of Public Utilities. Such rates are for quarterly billings rendered on or after July 1, ~~2020~~ 2019 and are limited to the first fifteen thousand (15,000) gallons of consumption and are based on the consumption per thousand gallons (MG) as follows.

Size of Meter  
(inches)

|           |                                      |
|-----------|--------------------------------------|
| 1 ½ ..... | \$ <del>190.76</del> <u>196.48</u>   |
| 2 .....   | <del>279.76</del> <u>288.15</u>      |
| 3 .....   | <del>620.00</del> <u>638.60</u>      |
| 4 .....   | <del>1,239.84</del> <u>1,277.03</u>  |
| 6 .....   | <del>2,479.69</del> <u>2,554.08</u>  |
| 8 .....   | <del>4,959.40</del> <u>5,108.18</u>  |
| 10 .....  | <del>9,918.77</del> <u>10,216.34</u> |

(c) For water consumed in excess of fifteen thousand (15,000) gallons and less than thirty thousand gallons (30,000) for any size meter the charge shall be ~~FOUR three~~ dollars and ~~00 eighty eight~~ cents (~~\$4.00~~) (~~\$3.88~~) per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, ~~2020~~ 2019.

(d) (1) For water consumed in excess of thirty thousand (30,000) gallons and less than seventy five thousand (75,000) gallons for any size meter the charge shall be four dollars and ~~SIXTY TWO forty eight~~ cents (~~\$4.62~~) (~~\$4.48~~) per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, ~~2020~~ 2019.

(2) For water consumed in excess of thirty thousand (30,000) gallons for residential uses for any size meter the charge shall be ~~FOUR three~~ dollars and ~~00 eighty eight~~ cents (~~\$4.00~~) (~~\$3.88~~) per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, ~~2020~~ 2019.

(e) For water consumed in excess of seventy five thousand (75,000) gallons for any size meter the charge shall be five dollars and NINETEEN ~~four~~ cents (\$5.19) ~~(\$5.04)~~ per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, 2020 ~~2019~~.

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parentheses which indicate subsections.

Deleted language is indicated by strikeouts.

**ORDINANCE  
CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_  
\_\_\_\_\_

Approved by the Mayor:  
\_\_\_\_\_  
\_\_\_\_\_

Mayor



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

THAT Section 48-74 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

## **Sec. 48-74. Meter rates generally.**

(a) The following water meter rates shall be charged for those areas served and specified by the Superintendent of Public Utilities. Such rates are for quarterly billings rendered on or after July 1, 2020, and are based on the consumption of thousands of gallons (MG) as follows:

(1) 5/8-inch size meter:

| <i>Usage (MG)</i> |          |
|-------------------|----------|
| 0-1.....          | \$ 13.35 |
| 2 .....           | 14.76    |
| 3 .....           | 16.16    |
| 4 .....           | 17.58    |
| 5 .....           | 18.99    |
| 6 .....           | 20.42    |
| 7 .....           | 21.84    |
| 8 .....           | 23.25    |
| 9 .....           | 24.66    |
| 10 .....          | 26.08    |
| 11 .....          | 27.49    |
| 12 .....          | 28.89    |
| 13 .....          | 30.32    |
| 14 .....          | 31.75    |
| 15 .....          | 33.15    |

(2) 3/4-inch size meter:

| <i>Usage (MG)</i> |          |
|-------------------|----------|
| 0-1.....          | \$ 20.75 |
| 2 .....           | 22.15    |
| 3 .....           | 23.58    |
| 4 .....           | 24.99    |
| 5 .....           | 26.41    |
| 6 .....           | 27.81    |
| 7 .....           | 29.24    |
| 8 .....           | 30.55    |
| 9 .....           | 31.94    |



|          |       |
|----------|-------|
| 10 ..... | 33.47 |
| 11 ..... | 34.88 |
| 12 ..... | 36.31 |
| 13 ..... | 37.71 |
| 14 ..... | 39.14 |
| 15 ..... | 40.54 |

(3) 1-inch size meter:

*Usage (MG)*

|          |          |
|----------|----------|
| 0-1..... | \$ 43.10 |
| 2 .....  | 44.33    |
| 3 .....  | 45.74    |
| 4 .....  | 47.15    |
| 5 .....  | 48.23    |
| 6 .....  | 49.98    |
| 7 .....  | 51.39    |
| 8 .....  | 52.70    |
| 9 .....  | 54.10    |
| 10 ..... | 55.63    |
| 11 ..... | 57.06    |
| 12 ..... | 58.46    |
| 13 ..... | 59.88    |
| 14 ..... | 61.29    |
| 15 ..... | 62.71    |

(b) The following water meter rates shall be charged for those areas served and as specified by the Superintendent of Public Utilities. Such rates are for quarterly billings rendered on or after July 1, 2020 and are limited to the first fifteen thousand (15, 000) gallons of consumption and are based on the consumption per thousand gallons (MG) as follows.

Size of Meter  
(inches)

|           |           |
|-----------|-----------|
| 1 ½ ..... | \$ 196.48 |
| 2 .....   | 288.15    |
| 3 .....   | 638.60    |
| 4 .....   | 1,277.03  |
| 6 .....   | 2,554.08  |
| 8 .....   | 5,108.18  |
| 10 .....  | 10,216.34 |

(c) For water consumed in excess of fifteen thousand (15,000) gallons and less than thirty thousand gallons (30,000) for any size meter the charge shall be four dollars and 00 cents (\$4.00) per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, 2020.

- (d)
  - (1) For water consumed in excess of thirty thousand (30,000) gallons and less than seventy five thousand (75,000) gallons for any size meter the charge shall be four dollars and sixty two cents (\$4.62) per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, 2020.
  - (2) For water consumed in excess of thirty thousand (30,000) gallons for residential uses for any size meter the charge shall be four dollars and 00 cents (\$4.00) per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, 2020.
- (e) For water consumed in excess of seventy five thousand (75,000) gallons for any size meter the charge shall be five dollars and nineteen cents (\$5.19) per one thousand (1,000) gallons. Such rates are for quarterly billings rendered on or after July 1, 2020.

**ORDINANCE**  
**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by the Mayor:  
\_\_\_\_\_  
\_\_\_\_\_

Mayor

## COPY SHOWING DELETIONS AND NEW LANGUAGE

THAT Section 48-75 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

### **Sec. 48-75. Additional rates and charges for special uses.**

In addition to the rates set forth in sections 48-70 and 48-74, the following rates and charges are hereby established for all bills rendered on or after July 1, 2020 ~~2019~~:

- (1) Hydrant use by contractors: SIX ~~five~~-hundred SEVENTEEN ~~ninety-nine~~-dollars and EIGHT ~~eleven~~-cents (\$617.08) ~~(\$599.11)~~ Base Rental Fee, plus an additional THREE ~~two~~ dollars and EIGHT ~~ninety-nine~~-cents (\$3.08) ~~(\$2.99)~~ per one hundred (100) gallons:
- (2) The following quarterly rates shall be charged for water service to premises for fire protection purposes:

| <i>Size of Connection<br/>(inches)</i> | <i>Charge for<br/>Three Months</i> |
|--|------------------------------------|
| 4 and under .....                      | <del>\$167.74</del> <u>172.77</u>  |
| 6 .....                                | <del>\$314.51</del> <u>323.95</u>  |
| 8 .....                                | <del>\$461.27</del> <u>475.11</u>  |
| 10 .....                               | <del>\$628.99</del> <u>647.86</u>  |
| 12 .....                               | <del>\$838.67</del> <u>863.83</u>  |

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parentheses which indicate subsections.

Deleted language is indicated by strikeouts.



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

THAT Section 48-75 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

**Sec. 48-75. Additional rates and charges for special uses.**

In addition to the rates set forth in sections 48-70 and 48-74, the following rates and charges are hereby established for all bills rendered on or after July 1, 2020:

- (1) Hydrant use by contractors: six hundred seventeen dollars and eight cents (617.08) Base Rental Fee, plus an additional three dollars and eight cents (\$3.08) per one hundred (100) gallons:
- (2) The following quarterly rates shall be charged for water service to premises for fire protection purposes:

| <i>Size of Connection<br/>(inches)</i> | <i>Charge for<br/>Three Months</i> |
|--|------------------------------------|
| 4 and under .....                      | \$172.77                           |
| 6 .....                                | \$323.95                           |
| 8 .....                                | \$475.11                           |
| 10 .....                               | \$647.86                           |
| 12 .....                               | \$863.83                           |

**ORDINANCE**  
**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by the Mayor:  
\_\_\_\_\_  
\_\_\_\_\_

Mayor

**COPY SHOWING DELETIONS AND NEW LANGUAGE**

THAT Section 48-77 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

**Sec. 48-77. Tank truck loads.**

When the Superintendent of Public Utilities determines that water is available for tank truck load sale, water shall be billed at the following rates for all such water purchased on or after July 1, ~~2020~~ 2019.

|                                | Per truck load                         |
|--------------------------------|--|
| Up to 500 gallons.....         | \$ <del>65.78</del> <u>67.75</u>       |
| from 501 to 1000 gallons.....  | \$ <del>126.51</del> <u>130.31</u>     |
| from 1001 to 3000 gallons..... | \$ <del>369.41</del> <u>380.49</u>     |
| from 3001 to 5000 gallons..... | \$ <del>612.32</del> <u>630.69</u>     |
| more than 5000 gallons.....    | \$ <del>1,224.63</del> <u>1,261.37</u> |

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parentheses which indicate subsections.

Deleted language is indicated by strikeouts.



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

THAT Section 48-77 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

**Sec. 48-77. Tank truck loads.**

When the Superintendent of Public Utilities determines that water is available for tank truck load sale, water shall be billed at the following rates for all such water purchased on or after July 1, 2020.

|                                | Per truck load |
|--------------------------------|----------------|
| Up to 500 gallons.....         | \$ 67.75       |
| from 501 to 1000 gallons.....  | \$ 130.31      |
| from 1001 to 3000 gallons..... | \$ 380.49      |
| from 3001 to 5000 gallons..... | \$ 630.69      |
| more than 5000 gallons.....    | \$1,261.37     |



**ORDINANCE**

**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by the Mayor:  
\_\_\_\_\_  
\_\_\_\_\_

Mayor



## CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE  
DIRECTOR OF FINANCE

(203) 797-4652  
FAX: (203) 796-1526

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### M E M O R A N D U M

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**TO:** Hon. Mark D. Boughton via the City Council  
**FROM:** David W. St. Hilaire, Director of Finance  
**RE:** **ORDINANCE – SEWER RATES**  
**DATE:** April 29, 2020

---

As you are aware, Danbury voters approved bond authorizations of \$112.6 million for the Waste Water Treatment Plant Improvement Project as mandated by Connecticut Department of Energy and Environmental Protection (Ct DEEP).

Consequently, I am recommending a modest increase of 3% in sewer rates to accommodate the higher debt service payments and annual operating costs and to support the Sewer Fund Operating Budget for FY21.

Attached you will find an ordinance which will require a Public Hearing and City Council approval. Should you need any additional information, feel free to give me a call.

**COPY SHOWING DELETIONS AND NEW LANGUAGE**

THAT Section 48-234 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

**Section 48-234. Sewer Use Charges.**

(a) General sewer use charges established. There are hereby established sewer use charges applicable with respect to all bills rendered on or after July 1, 20~~2019~~, to all sewer customers. Sewer use charges shall be reflected on the quarterly billing in two (2) components. The first component shall be the sewer use charge for the operation and maintenance (O&M) of the Danbury sewage works (as defined in Section 48-164 hereof) and the second component shall be the sewer use charge for the retirement of debt service relating to system renovations and improvements. Such charges, established in accordance with criteria contained in Section 48-229 of this Code of Ordinances, shall be determined in accordance with the following formulas and values:

## (1) Formulas:

When a water meter is used as the basis for billing

- |  |   |  |
|--|---|--|
| a. Quarterly Sewer Use Charge (O&M)          | = | $\frac{0.95 \times A \times X}{1,000 \text{ gallons}}$ |
| b. Quarterly Sewer Use Charge (Debt Service) | = | $\frac{0.95 \times A \times Y}{1,000 \text{ gallons}}$ |

When a sewage meter is used as the basis for billing

- |  |   |  |
|--|---|--|
| a. Quarterly Sewer Use Charge (O&M)          | = | $\frac{A \times X}{1,000 \text{ gallons}}$ |
| b. Quarterly Sewer Use Charge (Debt Service) | = | $\frac{A \times Y}{1,000 \text{ gallons}}$ |

Where "A" equals the volume of water or sewage, as measured through the customer's water meter or sewage meter, used during the previous billing quarter. Where X and Y are the values with respect to sewer use charges and classes. Notwithstanding the prior provisions of this section, there shall be a minimum quarterly sewer use charge, which shall be established herein.

## (2) Values:

- a. For sewer use customers with metered city water service, the following sewer use charge values are hereby established:

1. O&M value (X) = ~~\$3.01~~ \$3.10
2. Debt service values (Y) =

| Land Use Code Definition<br>Per CAAO Handbook   | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y                                  |
|---|--|------------------------------------|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums | 100 Series   | <u>\$0.51</u><br><del>\$0.50</del> |
| ii. Commercial  | 200 Series   | <u>\$8.91</u><br><del>\$8.65</del> |
| iii. Industrial   | 300 Series   | <u>\$8.91</u>                      |

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|  |            |  |
|--|------------|--|
|  |            | <del>\$8.65</del>                      |
| iv. Apartments – 5 or more units   | 800 Series | <del>\$8.91</del><br><del>\$8.65</del> |
| v. Apartments – 5 or more units exempt by City Assessor as verifiable non-profit, income restricted and/or 501c(3) organization. | 100 Series | <del>\$0.51</del><br><del>\$0.50</del> |

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- b. The minimum quarterly sewer use charge shall be THIRTY FOUR DOLLARS AND TWENTY SIX CENTS (\$34.26) ~~thirty three dollars and twenty six cents (\$33.26).~~

(b) For sewer use customers with flat rate city water service the quarterly sewer use charge shall be:

| Land Use Code Definition<br>Per CAAO Handbook  | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y  |
|--|--|--|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums  | 100 Series   | <del>\$166.74</del><br><del>\$161.88</del> |
| ii. Commercial   | 200 Series   | <del>\$310.38</del><br><del>\$321.89</del> |
| iii. Industrial  | 300 Series   | <del>\$310.38</del><br><del>\$321.89</del> |
| iv. Apartments – 5 or more units   | 800 Series   | <del>\$310.38</del><br><del>\$321.89</del> |
| v. Apartments – 5 or more units exempt by City Assessor as verifiable non-profit, income restricted and/or 501c(3) organization. | 100 Series   | <del>\$166.74</del><br><del>\$161.88</del> |

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(c) For sewer use customers having no city water service the quarterly sewer use charge shall be:

| Land Use Code Definition<br>Per CAAO Handbook  | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y  |
|--|--|--|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums  | 100 Series   | <del>\$78.18</del><br><del>\$75.91</del>   |
| ii. Commercial   | 200 Series   | <del>\$310.38</del><br><del>\$301.34</del> |
| iii. Industrial  | 300 Series   | <del>\$310.38</del><br><del>\$301.34</del> |
| iv. Apartments – 5 or more units   | 800 Series   | <del>\$310.38</del><br><del>\$301.34</del> |
| v. Apartments – 5 or more units exempt by City Assessor as verifiable non-profit, income restricted and/or 501c(3) organization. | 100 Series   | <del>\$78.18</del><br><del>\$75.91</del>   |

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For the purposes of subsections (b) and (c) hereof, a sewer unit shall represent the sewer use for a single family dwelling. An additional sewer unit shall be assessed for each additional residence within any residential structure. A fractional sewer unit shall be assessed for a

portion of the dwelling which, in the opinion of the Superintendent of Public Utilities, bears, with respect to sewer usage, the same relationship to a whole sewer unit as that portion of the dwelling in question bears to a single family dwelling. All nonresidential flat rate city water customers shall be assessed for sewer units or fractions thereof based on the relationship between the customer's nonresidential use and the use generated by a single family dwelling, in the opinion of the Superintendent of Public Utilities.

(d) For sewer use customers having a sewage meter (regardless of water service) the quarterly sewer use charge shall be:

| Land Use Code Definition<br>Per CAAO Handbook  | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y                                  |
|--|--|------------------------------------|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums  | 100 Series   | <u>\$0.51</u><br><del>\$0.50</del> |
| ii. Commercial   | 200 Series   | <u>\$8.91</u><br><del>\$8.65</del> |
| iii. Industrial  | 300 Series   | <u>\$8.91</u><br><del>\$8.65</del> |
| iv. Apartments – 5 or more units   | 800 Series   | <u>\$8.91</u><br><del>\$8.65</del> |
| v. Apartments – 5 or more units exempt<br>by City Assessor as verifiable non-<br>profit, income restricted and/or<br>501(c)(3) organization. | 100 Series   | <u>\$0.51</u><br><del>\$0.50</del> |

(e) The minimum quarterly sewer use charge shall be THIRTY FOUR DOLLARS AND TWENTY SIX CENTS (\$34.26) ~~thirty three dollars and twenty six cents (\$33.26)~~.

(f) For purposes of this section, sewer use charges imposed upon military veterans' posts and organizations that are exempt from federal taxation under Section 501(c)(19) of the Internal Revenue Code of 1986, or any subsequent corresponding internal revenue code of the United States, as from time to time amended, shall be imposed at the residential rates established herein.

(g) Notwithstanding the provisions of sec. 48-232 and 48-233.1 hereof which shall remain valid for those circumstances specifically identified and reserved therein, the superintendent of public utilities or his immediate designee, in consultation with the director of public works and the director of finance may, upon his own determination of necessity or upon written request from any rate payer petitioning under this section 48-234, make administrative determination regarding accuracy and amount of sewer use charges and billing, such decision being final.

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parentheses which indicate subsections.

Deleted language is indicated by strikeouts.



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

THAT Section 48-234 of the Code of Ordinances of Danbury, Connecticut is hereby amended to read as follows:

## **Section 48-234. Sewer Use Charges.**

(a) General sewer use charges established. There are hereby established sewer use charges applicable with respect to all bills rendered on or after July 1, 2020, to all sewer customers. Sewer use charges shall be reflected on the quarterly billing in two (2) components. The first component shall be the sewer use charge for the operation and maintenance (O&M) of the Danbury sewage works (as defined in Section 48-164 hereof) and the second component shall be the sewer use charge for the retirement of debt service relating to system renovations and improvements. Such charges, established in accordance with criteria contained in Section 48-229 of this Code of Ordinances, shall be determined in accordance with the following formulas and values:

### (1) Formulas:

When a water meter is used as the basis for billing

- |  |   |  |
|--|---|--|
| a. Quarterly Sewer Use Charge (O&M)          | = | $\frac{0.95 \times A \times X}{1,000 \text{ gallons}}$ |
| b. Quarterly Sewer Use Charge (Debt Service) | = | $\frac{0.95 \times A \times Y}{1,000 \text{ gallons}}$ |

When a sewage meter is used as the basis for billing

- |  |   |  |
|--|---|--|
| a. Quarterly Sewer Use Charge (O&M)          | = | $\frac{A \times X}{1,000 \text{ gallons}}$ |
| b. Quarterly Sewer Use Charge (Debt Service) | = | $\frac{A \times Y}{1,000 \text{ gallons}}$ |

Where "A" equals the volume of water or sewage, as measured through the customer's water meter or sewage meter, used during the previous billing quarter. Where X and Y are the values with respect to sewer use charges and classes. Notwithstanding the prior provisions of this section, there shall be a minimum quarterly sewer use charge, which shall be established herein.

### (2) Values:

- a. For sewer use customers with metered city water service, the following sewer use charge values are hereby established:
  1. O&M value (X) = \$3.10
  2. Debt service values (Y) =

| Land Use Code Definition<br>Per CAAO Handbook  | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y      |
|--|--|--------|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums  | 100 Series   | \$0.51 |
| ii. Commercial   | 200 Series   | \$8.91 |
| iii. Industrial  | 300 Series   | \$8.91 |
| iv. Apartments – 5 or more units   | 800 Series   | \$8.91 |
| v. Apartments – 5 or more units exempt<br>by City Assessor as verifiable non-<br>profit, income restricted and/or<br>501c(3) organization. | 100 Series   | \$0.51 |

- b. The minimum quarterly sewer use charge shall be thirty four dollars and twenty six cents (\$34.26).

(b) For sewer use customers with flat rate city water service the quarterly sewer use charge shall be:

| Land Use Code Definition<br>Per CAAO Handbook  | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y        |
|--|--|----------|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums  | 100 Series   | \$166.74 |
| ii. Commercial   | 200 Series   | \$331.54 |
| iii. Industrial  | 300 Series   | \$331.54 |
| iv. Apartments – 5 or more units   | 800 Series   | \$331.54 |
| v. Apartments – 5 or more units exempt<br>by City Assessor as verifiable non-<br>profit, income restricted and/or<br>501c(3) organization. | 100 Series   | \$166.74 |

(c) For sewer use customers having no city water service the quarterly sewer use charge shall be:

| Land Use Code Definition<br>Per CAAO Handbook  | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y        |
|--|--|----------|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums  | 100 Series   | \$78.18  |
| ii. Commercial   | 200 Series   | \$310.38 |
| iii. Industrial  | 300 Series   | \$310.38 |
| iv. Apartments – 5 or more units   | 800 Series   | \$310.38 |
| v. Apartments – 5 or more units exempt<br>by City Assessor as verifiable non-<br>profit, income restricted and/or<br>501c(3) organization. | 100 Series   | \$78.18  |

For the purposes of subsections (b) and (c) hereof, a sewer unit shall represent the sewer use for a single family dwelling. An additional sewer unit shall be assessed for each additional residence within any residential structure. A fractional sewer unit shall be assessed for a portion of the dwelling which, in the opinion of the Superintendent of Public Utilities, bears, with respect to sewer usage, the same relationship to a whole sewer unit as that portion of the dwelling in question bears to a single family dwelling. All nonresidential flat rate city water customers shall be assessed for sewer units or fractions thereof based on the relationship between the customer's nonresidential use and the use generated by a single family dwelling, in the opinion of the Superintendent of Public Utilities.

(d) For sewer use customers having a sewage meter (regardless of water service) the quarterly sewer use charge shall be:

| Land Use Code Definition<br>Per CAAO Handbook  | Land Use Code (LUC)<br>As Assigned by Tax Assessor | Y      |
|--|--|--------|
| i. Residential<br>*Single family under 5 units<br>*Mobile home parks<br>*Condominiums  | 100 Series   | \$0.51 |
| ii. Commercial   | 200 Series   | \$8.91 |
| iii. Industrial  | 300 Series   | \$8.91 |
| iv. Apartments – 5 or more units   | 800 Series   | \$8.91 |
| v. Apartments – 5 or more units exempt<br>by City Assessor as verifiable non-<br>profit, income restricted and/or<br>501c(3) organization. | 100 Series   | \$0.51 |

(e) The minimum quarterly sewer use charge shall be thirty four dollars and twenty six cents (\$34.26).

(f) For purposes of this section, sewer use charges imposed upon military veterans' posts and organizations that are exempt from federal taxation under Section 501(c)(19) of the Internal Revenue Code of 1986, or any subsequent corresponding internal revenue code of the United States, as from time to time amended, shall be imposed at the residential rates established herein.

(g) Notwithstanding the provisions of sec. 48-232 and 48-233.1 hereof which shall remain valid for those circumstances specifically identified and reserved therein, the superintendent of public utilities or his immediate designee, in consultation with the director of public works and the director of finance may, upon his own determination of necessity or upon written request from any rate payer petitioning under this section 48-234, make administrative determination regarding accuracy and amount of sewer use charges and billing, such decision being final.



**~AD HOC REPORT~**  
**Governmental Entities and Review Board**  
**Monday, April 27, 2020**

Chairman Warren Levy called the meeting to order at 6:00 p.m. on Monday, April 27, 2020 via videoconference in the Caucus Room, 3rd Floor, Danbury City Hall, 155 Deer Hill Avenue. Present were Committee Members Vinny DiGilio, Paul Rotello, and Alan Boyce and Mark Chory from the citizenry. Also present were Ex-Officio Members Emile Buzaid, John Priola, and Joe Cavo. Mayor Mark D. Boughton; Becky Petro, Tarrywile Park Authority; Mike Safranek, Aviation Commission; and Nicholas Kaplanis, Danbury Parks & Recreation were present as well.

Chairman Levy reviewed the purpose of the meeting to review the oversight and accountability of certain Governmental Entities to determine the public benefit in terms of health, safety or welfare. The following Governmental Entities in Danbury are terminated effective June 30, 2020, unless it is established in accordance with Government Code Section 2-184: Flood & Erosion Control Board, Tarrywile Park Authority, Youth Commission, Parks & Recreation Commission, and the Aviation Commission. Under Government Code Section 2-259 may be established for five years after which they shall be reviewed.

The City Council acts as the Flood & Erosion Control Board, and Councilman Joe Cavo reported that they are working on assigning duties to a seven- to nine-member Commission to handle business on a regular basis.

**A motion was made by Councilman Rotello, and seconded by Councilman DiGilio, that the Commission reauthorize the Flood & Erosion Control Board in Danbury for three years until 2023 and take it under advisement that the Mayor and City Council may work something out in the future, and at that point, it can be reevaluated.** The motion passed unanimously.

Ms. Petro reported on the Tarywile Park Authority noting the Park continues to grow and may reach 100,000 visitors this year. She commented on the staff that helps get everything accomplished and responded to questions noting they have two openings on the Board.

**A motion was made by Councilman Rotello, and seconded by Boardmember Chory, that the Commission reauthorize the Tarywile Park Authority for five years.** The motion passed unanimously.

Mr. Levy commented on the Youth Commission noting its origins. Mayor Boughton stated the Youth Commission, although inactive, does have value. He commented on the two-year appointments and suggested it be left on the books in case needed. Mr. Kaplanis commented on the current diversity in sports which relates to the origin of the Commission.

**A motion was made by Boardmember Boyce, and seconded by Councilman Rotello, that the Commission reauthorize the Youth Commission for three more years.** The motion passed unanimously.

Mr. Kaplanis reported that the Danbury Parks & Recreation Commission has not met for years and the biggest problem was getting a quorum, although informal meetings have taken place. He stated Commission Chairman Charlie Williams indicated there is not a need for this Commission. Councilman Levy stated there is no cost to having the Commission and there is a desire to have public interest in the community and this could be worked into that. Councilman Rotello noted with the current self-isolation situation, this Commission may be helpful to have. Mr. Kaplanis responded to Boardmember Chory regarding the whether it is in the Charter.

**A motion was made by Councilman Chory, and seconded by Councilman Rotello, that the Commission reauthorize the Danbury Parks & Recreation Commission for another five years.** The motion passed unanimously.

Mr. Safranek discussed the purpose of Aviation Commission noting they review items like permit fees and items that do not have to go to Council. He responded to Board questions noting there are possibly two vacancies and two others need reappointment by the Mayor and that they meet as needed.

*A motion was made by Boardmember Boyce, and seconded by Councilman Rotello, that the Commission reauthorize the Aviation Commission for five more years. The motion passed unanimously.*

*A motion was made by Councilman Rotello, and seconded by Boardmember Boyce, that the Ad Hoc Committee be adjourned.* The motion passed unanimously at 6:30 p.m.

Respectfully Submitted,

Warren Levy, Chairman  
Paul Rotello, Boardmember  
Vinny DiGilio, Boardmember  
Alan Boyce, Boardmember  
Mark Chory, Boardmember



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

That Sec. 2-259 of the Code of Ordinances of Danbury, Connecticut, is hereby amended to read as follows:

**Sec. 2-259. Schedule of termination of government entities.**

**(a) The following governmental entities are terminated, effective June 30, 2021, unless reestablished in accordance with section 2-267:**

- (1) The Commission for Persons with Disabilities.
- (2) The Danbury Aquifer Protection Agency.
- (3) The Fair Rent Commission.
- (4) The Board of Ethics.
- (5) The Charles Ives Authority for the Performing Arts.

**(b) The following governmental entities are terminated, effective June 30, 2022, unless reestablished in accordance with section 2-267:**

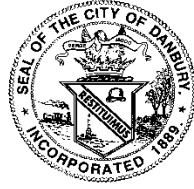
- (1) The Stanley Lasker Richter Memorial Park Authority.
- (2) The Conservation Commission.
- (3) The Environmental Impact Commission.
- (4) The Danbury Museum and Historical Society Authority.
- (5) The Danbury Main Street Partnership.
- (6) The Still River Alliance Commission.

**(c) The following governmental entities are terminated, effective June 30, 2023, unless reestablished in accordance with section 2-267:**

- (1) The City of Danbury Cultural Commission.
- (2) The Commission on Aging.
- (3) The Parking Authority of the City of Danbury.
- (4) The Danbury Housing Partnership.
- (5) The Lake Kenosia Commission.
- (6) The Flood and Erosion Control Board of the City of Danbury.
- (7) The Youth Commission.

**(d) The following governmental entities are terminated, effective June 30, 2025, unless reestablished in accordance with section 2-267:**

- (1) The Tarrywile Park Authority.
- (2) The Danbury Parks and Recreation Commission.
- (3) The Aviation Commission.



## **CITY OF DANBURY**

DANBURY, CONNECTICUT 06810

[www.danbury-ct.gov](http://www.danbury-ct.gov)

Public Input was held for the following Ordinance (\$3 Million Bond) via email.

The period to comment was open from Wednesday, April 29, 2020 to Sunday, May 3, 2020.

All comments will be gathered and distributed to the City Council via email prior to the City Council May Meeting.

The items and public input instructions were available on the City of Danbury City Council webpage and in the NewsTimes, both in print and online.



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

AN ORDINANCE APPROPRIATING \$3,000,000 FOR PUBLIC IMPROVEMENT PROJECTS IN THE 2020-2021 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$3,000,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$3,000,000 is appropriated for the public improvement projects hereinafter listed (the "Project"):

| <u>Project</u>                         | <u>Estimated Cost</u>     |
|--|---------------------------|
| City Sidewalk Repair and Replacement   | \$250,000                 |
| Bridge Replacement Program             | 1,250,000                 |
| Paving, Drainage and Road Improvements | 1,500,000                 |
| <b>TOTAL:</b>                          | <b><u>\$3,000,000</u></b> |

Section 2. To meet said appropriation \$3,000,000 bonds of the City are hereby authorized to be issued maturing not later than the maximum maturity permitted by the General Statutes of the State of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes"). Said bonds may be issued in one or more series as determined by the Mayor and the Director of Finance provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal and financing costs of issuance of such bonds. The bonds shall be in the denomination of \$5,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the City by the facsimile or manual signatures of the Mayor and the City Treasurer, bear the City seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the City and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and the paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds including the rate or rates of interest shall be determined by the Mayor and the Director of Finance, in accordance with the Connecticut General Statutes.

Section 3. The bonds of each series shall be sold by the Mayor in a competitive offering or by negotiation, in his discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City. A notice of sale or a summary thereof describing the

bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, the purchase agreement shall be approved and executed on behalf of the City by the Mayor, the City Treasurer and the Director of Finance.

Section 4. The City Treasurer is authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the City Treasurer, have the seal of the City affixed, be payable at a bank or trust company designated by the City Treasurer, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the City Treasurer pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The appropriation may be expended with the approval of the Mayor and the Director of Finance to meet the actual cost of any of the Projects, and the balance of any of the estimated amounts not needed to meet the cost of any of the Projects, or the proceeds of any bonds not needed to meet the cost of the Projects, may be transferred by the Mayor and the Director of Finance to meet the actual cost of any other Project.

Section 6. The Mayor is authorized in the name and on behalf of the City to apply for and accept any and all federal and State loans and/or grants-in-aid of the Project and is further authorized, in connection with the Project, to contract in the name of the City with engineers, contractors and others.

Section 7. The City hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this ordinance in the maximum amount and for the capital projects defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Tax-Exempt Obligations") authorized to be issued by the City. The Tax-Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Mayor or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of Tax-Exempt Obligations.

Section 8. The Director of Finance is hereby authorized, on behalf of the City of Danbury, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this ordinance. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 9. The Director of Finance or his designee is hereby authorized, on behalf of the City, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution.

**ORDINANCE**  
**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by Corporation Counsel:  
\_\_\_\_\_  
\_\_\_\_\_

Certified by Legislative Assistant:  
\_\_\_\_\_  
\_\_\_\_\_

**Approved by the Mayor:**  
\_\_\_\_\_  
\_\_\_\_\_

Mayor



## CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE  
DIRECTOR OF FINANCE

(203) 797-4652  
FAX: (203) 796-1526

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### M E M O R A N D U M

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**DATE:** April 29, 2020  
**TO:** Hon. Mark D. Boughton via the City Council  
**FROM:** David W. St. Hilaire, Director of Finance  
**RE: TAX "FREEZE" PROGRAM FOR ELDERLY HOMEOWNERS**

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The purpose of the proposed ordinance is to assist qualified elderly homeowners aged 65 and older on fixed incomes with a property tax credit to make it more affordable to stay in their homes. While the City does offer other similar programs for our seniors, this program is specifically designed to mitigate any adverse effects resulting from the **October 1, 2017** State mandated Grand List Revaluation. This program will sunset with each subsequent revaluation unless specifically renewed by the adoption of an amended ordinance.

I respectfully ask for referral of this proposed ordinance to a subcommittee of the City Council for review and to take action in order that we may provide the benefit for the ensuing fiscal year.

Please feel free to contact me should you require any additional information. Thank you.



## COPY SHOWING DELETIONS AND NEW LANGUAGE

Sec. 44-53 Tax freeze for elderly homeowners.

(a) The City of Danbury hereby re-enacts a tax freeze for elderly homeowners, pursuant to §12-129n of the Connecticut General Statutes, for specified, eligible residents of the City of Danbury on the terms and conditions provided herein. This section is enacted for the purpose of assisting elderly homeowners with a portion of the cost of property taxation commencing with the Assessment List of October 1, 2012.

(b) Any person who owns real property in the City of Danbury or is liable for the payment of taxes thereon, pursuant to §12-48 of the Connecticut General Statutes, and who occupies the property as a principal residence may elect to apply for a freeze under which such applicant shall pay the gross tax levied on applicable property calculated for the first year the application is granted (the “freeze amount”) and shall be entitled to continue to pay no more than the freeze amount for each subsequent year in which the applicant, or his surviving spouse, continues to meet such qualifications and those as herein set forth.

(1) a. Such person is sixty five (65) years of age or over at the close of the previous calendar year, or his or her spouse is sixty five (65) years of age or over at the close of the previous calendar year and resides with such person, or such person is sixty-five (65) years of age or is over and is the surviving spouse of a taxpayer qualified for tax freeze under this section at the time of his or her death; or

b. Such person is under age sixty five (65) and eligible in accordance with applicable federal regulations to receive permanent total disability benefits under Social Security, or has not been engaged in employment covered by Social Security and accordingly has not qualified for benefits thereunder, but has become qualified for permanent total disability benefits under any federal, state or local government retirement or disability plan, including the Railroad Retirement Act and any government related teacher's retirement plan, in which requirements with respect to qualifications for such permanent total disability benefits are comparable to such requirements under Social Security.

(2) Such person must have a principal residence located in Danbury and must have paid taxes in Danbury for one (1) year immediately preceding his or her receipt of tax benefits hereunder.

(3) The property for which the freeze is claimed must be the primary legal residence of such person and occupied more than one hundred eighty-three (183) days of each calendar year.

(4) Applications must be filed with the assessor's office between February 1 and May 15 in the year following the list year with respect to which benefits are claimed hereunder, in triplicate, one (1) copy going to the taxpayer, one (1) to the tax collector and one (1) to the assessor. The applicant must reapply every two (2) years in order to continue eligibility for relief hereunder.

- (5) No tax freeze shall be provided under this section to any persons who owe delinquent taxes to the City of Danbury. The applicant shall submit a certificate from the tax collector to the effect that no such delinquent taxes are owed.
- (6) No property tax relief authorized hereunder, together with any relief received by any such resident under provisions of the Connecticut General Statutes, §§ 12-129b to 12-129d, inclusive, 12-129h, and 12-170aa, shall exceed, in the aggregate, seventy-five (75) per cent of the tax which would, except for said §§ 12-129b to 12-129d, inclusive, 12-129h, 12-170aa and this section, be laid against the taxpayer.
- (7) The freeze program will be based on income guidelines and standards as set forth in Section (j) hereunder.
- (c) The tax freeze for real property as provided herein shall apply to only the residence itself and the lot on which the residence is located, but shall not apply to more than the minimum lot size permitted by the zoning ordinances of the City of Danbury.
- (d) The assessor shall determine whether each applying taxpayer is entitled to tax freeze under this section and shall compute the amount of said freeze to which each qualified taxpayer is entitled and cause a certificate of tax freeze to be issued in such form as to permit the tax collector to reduce the amount of tax levied against the taxpayer. The tax freeze shall be applied proportionately to the tax payments.
- (e) The tax freeze shall be allowed for each parcel of land eligible for the freeze under this section. In any case where title to such real property is recorded in the name of the taxpayer or his or her spouse, who are eligible and any other person or persons, the amount shall be prorated to allow a freeze equivalent to the fractional share in the property of such taxpayer or spouse, and if such property is a multiple-family dwelling, such credit shall be prorated to reflect the fractional portion of such property occupied by the taxpayer, as provided by state statutes, as they may be amended. Persons not otherwise eligible shall not receive any tax credit. No tax credit shall be allowed hereunder if such dwelling is used for more than four (4) families.
- (f) The tax freeze allowed hereunder shall not apply to any water rent, water use charge, water tax, sewer tax or sewer use charge which may be levied against real property in the City of Danbury.
- (g) If a taxpayer has qualified and received tax relief under the provision: of this section and subsequently becomes disqualified for any reason, he or she shall notify the tax assessor on or before February 1 of the year in which he or she becomes disqualified and his or her exemption shall cease for such fiscal year and such disqualification shall continue until he or she becomes eligible again and has filed a new application.
- (h) In the event that the applicant shall make improvement to his property resulting in an increase in his assessment, an amount calculated by multiplying the increase in taxpayer's assessment attributable to the improvement by the mill rate in effect in the year such reassessment takes place

shall be added to the freeze amount then applicable to obtain a revised freeze amount which will be the freeze amount for subsequent assessments years.

(i) If any person with respect to whom a claim for a tax freeze in accordance with this section has been approved for any assessment year transfers, assigns, grants or otherwise conveys in such assessment year the interest in real property to which such claim for tax freeze is related, regardless of whether such transfer, assignment, grant or conveyance is voluntary or involuntary, the amount of such tax freeze shall be a pro rata portion of the amount otherwise applicable in such assessment year to be determined by a fraction the numerator of which shall be the number of full months from the first day of October in such assessment year to the date of such conveyance and the denominator of which shall be twelve (12). If such conveyance occurs in the month of October, the grantor shall be disqualified for tax credit in such assessment year. The grantee shall be required within a period not exceeding ten (10) days immediately following the date of such conveyance to notify the assessor thereof, whereupon the assessor shall determine the amount of tax credit to which the grantor is entitled for such assessment year with respect to the interest in real property conveyed and notify the tax collector of the reduced amount of tax credit applicable to such interest. Upon receipt of such notice from the assessor, the tax collector shall, if such notice is received after the tax due date in the municipality, within ten (10) days thereafter mail or hand a bill to the grantee stating the additional amount of tax due as determined by the assessor. Such tax shall be due and payable and collectible as other property taxes and subject to the same liens and processes of collection, provided such tax shall be due and payable in an initial or single installment not sooner than thirty (30) days after the date such bill is mailed or handed to the grantee and in equal amounts in any remaining, regular installments as the same are due and payable.

(j) *Income.* The purpose of this article is to provide tax relief based upon the total income available to the applicant(s) in the home without regard to the exclusion of certain income or to certain deductions which might otherwise be allowable by the Internal Revenue Service Code of 1986, as may be amended from time to time. Such person(s) shall have individually, if unmarried, or jointly, if married, qualifying income in an amount not to exceed limits described below for the tax year ending immediately preceding the application for tax relief benefits. Accordingly, qualifying income is defined as set forth below.

(1) Income is the total income in the home shown on line 22 of the current IRS form 1040 [or line 15 of the current IRS form 1040A] plus nontaxable income received from Social Security plus federally tax exempt interest or other income and includes income paid to or given to the applicant or his or her eligible spouse by persons living in the home.

(2) In determining the total income in the home there shall be no allowance for: (a) business losses in excess of business gains [current IRS form 1040 Schedule C or Schedule C-EZ]; (b) losses in excess of gains on current IRS form 1040 Schedule E (page 1 line 17) (rental real estate, royalties, partnerships, S-corps, trusts, etc.); and/or (c) negative income on current IRS form line 21.

(3) The reference to current IRS forms shall include comparable data as contained in any revised IRS forms.

(4) Where an applicant does not file an IRS form, the information used to calculate total income in the home, shall be the information which would have been included on an IRS form, had one been filed, i.e., SSA-1099; 1099-Div.; 1099-Int.; 1099-R; etc.

(5) Each applicant shall sign an affidavit (Town application) and IRS Form 4506, allowing the Town to verify the prior two (2) years' tax returns, certifying that the information provided with respect to such applicants' total income in the home is true and accurate to the best of the knowledge of the applicant.

(6) In the event of a question with respect to income or a claimed exemption of income, or deduction from income, not specifically referred to in this section, the Assessor shall make a determination based upon the purposes of this article. Any dispute on this section, or any other section, may be appealed to the Board of Assessment Appeals.

(7) In any case where title to the real property is recorded in the name of the taxpayer or his spouse and/or any other person or persons, the tax relief granted herein shall be prorated to reflect the fractional share of such taxpayer or spouse; and, furthermore, if such property is occupied as a multiple-family dwelling, such relief shall be prorated to reflect the fractional portion of such property occupied by the taxpayer.

(8) Any person entitled to the tax relief pursuant to this article is required to file biennially for the benefit; however, if the taxpayer's income exceeds or changes under sub-section (j) hereof as set forth, said person shall be required to reapply.

(9) Such person/persons shall not have received qualifying income during the calendar year preceding the fiscal year for which tax relief is claimed in excess of fifty ~~two~~ THREE thousand dollars (\$53,000.00) (~~(\$52,000.00)~~) if single and SIXTY ~~five~~ eight thousand ONE ~~nine~~ hundred dollars (\$60,100.00) (~~(\$58,900.00)~~) if married. The freeze amount will be calculated based on taxes paid for the October 1, 2011 grand list.

(k) *Sunset*. This program is intended to sunset with the filing of the October 1, 20~~20~~19 Grand List, unless specifically renewed by the adoption of an amended Ordinance Sec. 44-53.

Note: New language is indicated by CAPITALIZATION COMBINED WITH UNDERLINING except that capitalization is not utilized for the letters in parentheses which indicate subsections.

Deleted language is indicated by strikeouts.



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

Sec. 44-53 Tax freeze for elderly homeowners.

(a) The City of Danbury hereby re-enacts a tax freeze for elderly homeowners, pursuant to §12-129n of the Connecticut General Statutes, for specified, eligible residents of the City of Danbury on the terms and conditions provided herein. This section is enacted for the purpose of assisting elderly homeowners with a portion of the cost of property taxation commencing with the Assessment List of October 1, 2012.

(b) Any person who owns real property in the City of Danbury or is liable for the payment of taxes thereon, pursuant to §12-48 of the Connecticut General Statutes, and who occupies the property as a principal residence may elect to apply for a freeze under which such applicant shall pay the gross tax levied on applicable property calculated for the first year the application is granted (the "freeze amount") and shall be entitled to continue to pay no more than the freeze amount for each subsequent year in which the applicant, or his surviving spouse, continues to meet such qualifications and those as herein set forth.

(1) a. Such person is sixty five (65) years of age or over at the close of the previous calendar year, or his or her spouse is sixty five (65) years of age or over at the close of the previous calendar year and resides with such person, or such person is sixty-five (65) years of age or is over and is the surviving spouse of a taxpayer qualified for tax freeze under this section at the time of his or her death; or

b. Such person is under age sixty five (65) and eligible in accordance with applicable federal regulations to receive permanent total disability benefits under Social Security, or has not been engaged in employment covered by Social Security and accordingly has not qualified for benefits thereunder, but has become qualified for permanent total disability benefits under any federal, state or local government retirement or disability plan, including the Railroad Retirement Act and any government related teacher's retirement plan, in which requirements with respect to qualifications for such permanent total disability benefits are comparable to such requirements under Social Security.

(2) Such person must have a principal residence located in Danbury and must have paid taxes in Danbury for one (1) year immediately preceding his or her receipt of tax benefits hereunder.

(3) The property for which the freeze is claimed must be the primary legal residence of such person and occupied more than one hundred eighty-three (183) days of each calendar year.

(4) Applications must be filed with the assessor's office between February 1 and May 15 in the year following the list year with respect to which benefits are claimed hereunder, in triplicate, one (1) copy going to the taxpayer, one (1) to the tax collector and one (1) to the assessor. The applicant must reapply every two (2) years in order to continue eligibility for relief hereunder.

(5) No tax freeze shall be provided under this section to any persons who owe delinquent taxes to the City of Danbury. The applicant shall submit a certificate from the tax collector to the effect that no such delinquent taxes are owed.

(6) No property tax relief authorized hereunder, together with any relief received by any such resident under provisions of the Connecticut General Statutes, §§ 12-129b to 12-129d, inclusive, 12-129h, and 12-170aa, shall exceed, in the aggregate, seventy-five (75) per cent of the tax which would, except for said §§ 12-129b to 12-129d, inclusive, 12-129h, 12-170aa and this section, be laid against the taxpayer.

(7) The freeze program will be based on income guidelines and standards as set forth in Section (j) hereunder.

(c) The tax freeze for real property as provided herein shall apply to only the residence itself and the lot on which the residence is located, but shall not apply to more than the minimum lot size permitted by the zoning ordinances of the City of Danbury.

(d) The assessor shall determine whether each applying taxpayer is entitled to tax freeze under this section and shall compute the amount of said freeze to which each qualified taxpayer is entitled and cause a certificate of tax freeze to be issued in such form as to permit the tax collector to reduce the amount of tax levied against the taxpayer. The tax freeze shall be applied proportionately to the tax payments.

(e) The tax freeze shall be allowed for each parcel of land eligible for the freeze under this section. In any case where title to such real property is recorded in the name of the taxpayer or his or her spouse, who are eligible and any other person or persons, the amount shall be prorated to allow a freeze equivalent to the fractional share in the property of such taxpayer or spouse, and if such property is a multiple-family dwelling, such credit shall be prorated to reflect the fractional portion of such property occupied by the taxpayer, as provided by state statutes, as they may be amended. Persons not otherwise eligible shall not receive any tax credit. No tax credit shall be allowed hereunder if such dwelling is used for more than four (4) families.

(f) The tax freeze allowed hereunder shall not apply to any water rent, water use charge, water tax, sewer tax or sewer use charge which may be levied against real property in the City of Danbury.

(g) If a taxpayer has qualified and received tax relief under the provision: of this section and subsequently becomes disqualified for any reason, he or she shall notify the tax assessor on or before February 1 of the year in which he or she becomes disqualified and his or her exemption shall cease for such fiscal year and such disqualification shall continue until he or she becomes eligible again and has filed a new application.

(h) In the event that the applicant shall make improvement to his property resulting in an increase in his assessment, an amount calculated by multiplying the increase in taxpayer's assessment attributable to the improvement by the mill rate in effect in the year such reassessment takes place shall be added to the freeze amount then applicable to obtain a revised freeze amount which will be the freeze amount for subsequent assessments years.

(i) If any person with respect to whom a claim for a tax freeze in accordance with this section has been approved for any assessment year transfers, assigns, grants or otherwise conveys in such assessment year the interest in real property to which such claim for tax freeze is related, regardless of whether such transfer, assignment, grant or conveyance is voluntary or involuntary, the amount of such tax freeze shall be a pro rata portion of the amount otherwise applicable in such assessment year to be determined by a fraction the numerator of which shall be the number of full months from the first day of October in such assessment year to the date of such conveyance and the denominator of which shall be twelve (12). If such conveyance occurs in the month of October, the grantor shall be disqualified for tax credit in such assessment year. The grantee shall be required within a period not exceeding ten (10) days immediately following the date of such conveyance to notify the assessor thereof, whereupon the assessor shall determine the amount of tax credit to which the grantor is entitled for such assessment year with respect to the interest in real property conveyed and notify the tax collector of the reduced amount of tax credit applicable to such interest. Upon receipt of such notice from the assessor, the tax collector shall, if such notice is received after the tax due date in the municipality, within ten (10) days thereafter mail or hand a bill to the grantee stating the additional amount of tax due as determined by the assessor. Such tax shall be due and payable and collectible as other property taxes and subject to the same liens and processes of collection, provided such tax shall be due and payable in an initial or single installment not sooner than thirty (30) days after the date such bill is mailed or handed to the grantee and in equal amounts in any remaining, regular installments as the same are due and payable.

(j) *Income.* The purpose of this article is to provide tax relief based upon the total income available to the applicant(s) in the home without regard to the exclusion of certain income or to certain deductions which might otherwise be allowable by the Internal Revenue Service Code of 1986, as may be amended from time to time. Such person(s) shall have individually, if unmarried, or jointly, if married, qualifying income in an amount not to exceed limits described below for the tax year ending immediately preceding the application for tax relief benefits. Accordingly, qualifying income is defined as set forth below.

(1) Income is the total income in the home shown on line 22 of the current IRS form 1040 [or line 15 of the current IRS form 1040A] plus nontaxable income received from Social Security plus federally tax exempt interest or other income and includes income paid to or given to the applicant or his or her eligible spouse by persons living in the home.

(2) In determining the total income in the home there shall be no allowance for: (a) business losses in excess of business gains [current IRS form 1040 Schedule C or Schedule C-EZ]; (b) losses in excess of gains on current IRS form 1040 Schedule E (page 1 line 17) (rental real estate, royalties, partnerships, S-corps, trusts, etc.); and/or (c) negative income on current IRS form line 21.

(3) The reference to current IRS forms shall include comparable data as contained in any revised IRS forms.

(4) Where an applicant does not file an IRS form, the information used to calculate total income in the home, shall be the information which would have been included on an IRS form, had one been filed, i.e., SSA-1099; 1099-Div.; 1099-Int.; 1099-R; etc.

(5) Each applicant shall sign an affidavit (Town application) and IRS Form 4506, allowing the Town to verify the prior two (2) years' tax returns, certifying that the information provided with respect to such applicants' total income in the home is true and accurate to the best of the knowledge of the applicant.

(6) In the event of a question with respect to income or a claimed exemption of income, or deduction from income, not specifically referred to in this section, the Assessor shall make a determination based upon the purposes of this article. Any dispute on this section, or any other section, may be appealed to the Board of Assessment Appeals.

(7) In any case where title to the real property is recorded in the name of the taxpayer or his spouse and/or any other person or persons, the tax relief granted herein shall be prorated to reflect the fractional share of such taxpayer or spouse; and, furthermore, if such property is occupied as a multiple-family dwelling, such relief shall be prorated to reflect the fractional portion of such property occupied by the taxpayer.

(8) Any person entitled to the tax relief pursuant to this article is required to file biennially for the benefit; however, if the taxpayer's income exceeds or changes under sub-section (j) hereof as set forth, said person shall be required to reapply.

(9) Such person/persons shall not have received qualifying income during the calendar year preceding the fiscal year for which tax relief is claimed in excess of fifty three thousand dollars (\$53,000.00) if single and sixty thousand one hundred dollars (\$60,100.00) if married. The freeze amount will be calculated based on taxes paid for the October 1, 2011 grand list.

(k) *Sunset*. This program is intended to sunset with the filing of the October 1, 2020 Grand List, unless specifically renewed by the adoption of an amended Ordinance Sec. 44-53.



**ORDINANCE**  
**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by Corporation Counsel:  
\_\_\_\_\_  
\_\_\_\_\_

Certified by Legislative Assistant:  
\_\_\_\_\_  
\_\_\_\_\_

**Approved by the Mayor:**  
\_\_\_\_\_  
\_\_\_\_\_

Mayor



## CITY OF DANBURY

OFFICE OF THE MAYOR  
155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

MARK D. BOUGHTON  
MAYOR

(203) 797-4511  
FAX (203) 796-1666  
m.boughton@danbury-ct.gov

April 27, 2020

Honorable Members of the City Council  
City of Danbury, Connecticut

Dear Members of the City Council,

As you are aware, the City of Danbury has been planning on a referendum (SNAPP-2020) to fund much needed infrastructure and education improvement projects throughout the city.

At the February meeting of the City Council, the Council decided to send the bond proposal to the voters for a vote at the April 28th Presidential Preference primary. Unfortunately, the primary was postponed to June by Governor Lamont, and again on April 17th to August 11th in response to the COVID-19 crisis.

As part of a series of Executive Orders, Governor Lamont has authorized cities and towns to forgo special town meetings (in our case the referendum) to avoid large groups of people and employees from interacting in close proximity, so as not to infect more people with the virus. The Governor has authorized the legislative body to serve as a special town meeting (referendum) and vote on the bond package.

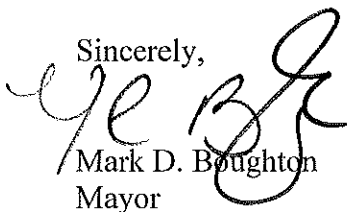
Corporation Counsel Attorney Yamin, Attorney Pinter, as well as our outside bond Counsel Attorney Glenn Santoro have all reviewed this process and agree that this is reflective of the Governor's Executive Order.

The vote of the City Council will serve as the final vote on adoption or rejection of SNAPP-2020.

Please feel free to contact Attorney Pinter if you have any questions.

Thank you for your consideration.

Sincerely,

  
Mark D. Boughton  
Mayor



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

AN ORDINANCE APPROPRIATING \$38,700,000 FOR VARIOUS CAPITAL IMPROVEMENTS TO NEIGHBORHOODS, PAVING AND PARKS WITHIN THE CITY AND AUTHORIZING THE ISSUANCE OF \$38,700,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

**RESOLVED:**

Section 1. The sum of \$38,700,000 is appropriated for the planning, design and construction of various capital improvements to neighborhoods, paving and parks within the City of Danbury, Connecticut (the "City") and related engineering, architect, technical support services, construction administration services, and printing, legal and financing costs related thereto (collectively, the "Project"), including but not limited to: (i) major road repairs, rebuilding, paving, drainage work and other miscellaneous work on streets throughout the City, drainage easement acquisition, cross culvert repair/replacement, curbing, guardrail repair/replacement, resurfacing, lighting, installation of sprinklers in medians and islands, intersection improvements, thoroughfare beautification, replacement and/or purchase of new equipment utilized and maintained by the Public Works Department, and various improvements to bridges throughout the City, including inspection, design, permitting, construction and construction administration; (ii) downtown streetscape improvements, including sidewalk replacement, decorative lighting replacement/installation, and streetscape infrastructure and landscaping improvements including but not limited to planning, design, acquisition, administration, and construction of sidewalk repairs, improvements, and replacements; (iii) drainage and field improvements, renovation, refurbishment and development of the City's recreational and park facilities, acquisition of land in fee or of any easement, interest or right in right of land for open space preservation, recreation, conservation or agricultural land preservation (including entering into any agreements or covenants with land owners of open space), surveying and testing of sites, environmental remediation, refurbishment, replacement and installation of new lighting, signage and access improvements, parking lots, paved and unpaved pathways and bridges, and installation of new and maintenance of existing recreational and environmental water features; (iv) various "Go Green" initiatives to improve energy efficiency in City-owned buildings; and (v) the construction of an apparatus storage facility and the removal of the existing 60' x 10' apparatus parts storage trailer located adjacent to Fire Department headquarters. Said appropriation for the Project are to be exclusive of any and all State and Federal grants-in-aid thereof.

Section 2. To meet said appropriation \$38,700,000 bonds of the City or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes"). Said bonds may be issued in one or more series as determined by the Mayor and the Director of Finance and the amount of bonds of each series to be issued shall be fixed by the Mayor and the Director of Finance in the amount necessary to meet the City's share of the cost of the Project determined after considering, as applicable, the estimated amount of the State grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing, legal and financing costs of such bonds. The bonds shall be in the denomination of \$5,000 or a whole multiple thereof, be issued in fully

registered form, be executed in the name and on behalf of the City by the facsimile or manual signatures of the Mayor and the City Treasurer, bear the City seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Hartford, Connecticut. The bonds shall be general obligations of the City and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the registrar, certifying agent, transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including the approval of the rate or rates of interest, shall be determined by the Mayor and the Director of Finance, in accordance with the Connecticut General Statutes.

Section 3. The bonds shall be sold by the Mayor in a competitive offering or by negotiation, in his discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the City Treasurer and the Director of Finance.

Section 4. The City Treasurer is authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the City Treasurer, have the seal of the City affixed, be payable at a bank or trust company designated by the Mayor, be approved as to their legality by Robinson & Cole LLP, Hartford, Connecticut, and be certified by a bank or trust company designated by the City Treasurer pursuant to Section 7-373 of the Connecticut General Statutes. The notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Mayor is authorized in the name and on behalf of the City to apply for and accept any and all federal and State loans and/or grants-in-aid of the Project and is further authorized, in connection with the Project, to contract in the name of the City with engineers, contractors and others.

Section 6. The City hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this ordinance in the maximum amount and for the capital projects defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Tax-Exempt Obligations") authorized to be issued by the City. The Tax-Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Mayor or his designee is authorized to pay expenses of the Project in accordance herewith pending the issuance of Tax-Exempt Obligations.

Section 7. The Director of Finance is hereby authorized, on behalf of the City, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as

enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this ordinance. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The Mayor and the Director of Finance, or either of them, are hereby authorized, on behalf of the City, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this ordinance.

Section 9. This ordinance shall become effective upon its approval by the City Council of the City in accordance with Governor Lamont's Executive Order No. 7S, issued April 1, 2020. The City Council hereby finds that such approval, without a duly warned referendum pursuant to the Charter of the City, is necessary to permit the orderly operation of the City and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the City.

**ORDINANCE**  
**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by Corporation Counsel:  
\_\_\_\_\_  
\_\_\_\_\_

Certified by Legislative Assistant:  
\_\_\_\_\_  
\_\_\_\_\_

**Approved by the Mayor:**  
\_\_\_\_\_  
\_\_\_\_\_

Mayor



# ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

\_\_\_\_\_ A.D. 2020

**Be it ordained by the City Council of the City of Danbury:**

AN ORDINANCE APPROPRIATING \$23,300,000 FOR VARIOUS CAPITAL IMPROVEMENTS TO SCHOOLS WITHIN THE CITY AND AUTHORIZING THE ISSUANCE OF \$23,300,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

**RESOLVED:**

Section 1. The sum of \$23,300,000 is appropriated for the planning, design and construction of various capital improvements to schools within the City of Danbury, Connecticut (the "City") and related engineering, architect, technical support services, construction administration services, and printing, legal and financing costs related thereto (collectively, the "Project"), including but not limited to: (i) the renovation of the existing Osborne Street facility to create new classrooms, relocate maintenance crews out of the Osborne Street facility, create administrative offices for the Board of Education, and create flex space for the planning and development of additional classroom space throughout the School District; and (ii) replacement and repair of elevators within the City School District. Said appropriation for the Project are to be inclusive of any and all State and Federal grants-in-aid thereof.

Section 2. To meet said appropriation \$23,300,000 bonds of the City or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the maximum maturity permitted by the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes"). Said bonds may be issued in one or more series as determined by the Mayor and the Director of Finance and the amount of bonds of each series to be issued shall be fixed by the Mayor and the Director of Finance in the amount necessary to meet the City's share of the cost of the Project determined after considering, as applicable, the estimated amount of the State grants-in-aid of the Project, or the actual amount thereof if this be ascertainable, and the anticipated times of the receipt of the proceeds thereof, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing, legal and financing costs of such bonds. The bonds shall be in the denomination of \$5,000 or a whole multiple thereof, be issued in fully registered form, be executed in the name and on behalf of the City by the facsimile or manual signatures of the Mayor and the City Treasurer, bear the City seal or a facsimile thereof, be certified by a bank or trust company, which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company, and be approved as to their legality by Robinson & Cole LLP, Hartford, Connecticut. The bonds shall be general obligations of the City and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the registrar, certifying agent, transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including the approval of the rate or rates of interest, shall be determined by the Mayor and the Director of Finance, in accordance with the Connecticut General Statutes.

Section 3. The bonds shall be sold by the Mayor in a competitive offering or by negotiation, in his discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the City. A notice of sale or a summary thereof describing the bonds

and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the City Treasurer and the Director of Finance.

Section 4. The City Treasurer is authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the City Treasurer, have the seal of the City affixed, be payable at a bank or trust company designated by the Mayor, be approved as to their legality by Robinson & Cole LLP, Hartford, Connecticut, and be certified by a bank or trust company designated by the City Treasurer pursuant to Section 7-373 of the Connecticut General Statutes. The notes shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes, as the same may be amended from time to time. The notes shall be general obligations of the City and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the City are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Mayor is authorized in the name and on behalf of the City to apply for and accept any and all federal and State loans and/or grants-in-aid of the Project and is further authorized, in connection with the Project, to contract in the name of the City with engineers, contractors and others.

Section 6. The City hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this ordinance in the maximum amount and for the capital projects defined in Section 1 with the proceeds of bonds, notes, or other obligations ("Tax-Exempt Obligations") authorized to be issued by the City. The Tax-Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Mayor or his designee is authorized to pay expenses of the Project in accordance herewith pending the issuance of Tax-Exempt Obligations.

Section 7. The Director of Finance is hereby authorized, on behalf of the City, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to the Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of material events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this ordinance. Any agreements or representations to provide information to the MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The Mayor and the Director of Finance, or either of them, are hereby authorized, on behalf of the City, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this ordinance.

Section 9. This ordinance shall become effective upon its approval by the City Council of the City in accordance with Governor Lamont's Executive Order No. 7S, issued April 1, 2020. The City Council hereby finds that such approval, without a duly warned referendum pursuant to the Charter of the City, is necessary to permit the orderly operation of the City and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the City.



**ORDINANCE**  
**CITY COUNCIL**

No: \_\_\_\_\_

Ordinance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adopted by the City Council  
\_\_\_\_\_

Approved by Corporation Counsel:  
\_\_\_\_\_  
\_\_\_\_\_

Certified by Legislative Assistant:  
\_\_\_\_\_  
\_\_\_\_\_

**Approved by the Mayor:**  
\_\_\_\_\_  
\_\_\_\_\_

Mayor



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

**DEPARTMENT OF POLICE**  
**375 MAIN STREET**  
**(203) 797-4614**

**PATRICK A. RIDENHOUR, CHIEF**  
**SHAUN J. MCCOLGAN, DEPUTY CHIEF**

April 23, 2020

## MEMORANDUM

To: Mayor Mark D. Boughton  
 Members of the City Council

From: Patrick A. Ridenhour, Chief of Police

Subject: **Police Department Monthly Report  
 April 2020**

I submit this report of the activities of the Danbury Police Department for the month of April.

### Personnel

Department Strength:

|  |            |
|--|------------|
| <b>Sworn Personnel</b>                     | <b>145</b> |
| Injury/Extended Leave                      | 4          |
| Light Duty                                 | 2          |
| <b>Effective strength (as of 04-22-20)</b> | <b>139</b> |

\*0 pending retirements

**Community Services** (See attached)

### Training

**\*\*\*All training was canceled for the month of April due to COVID19 concerns\*\*\***

### **Chief's Significant Meetings**

|      |   |
|------|---|
| 3/30 | Meeting with Union Board Members              |
| 3/30 | COVID-19 Taskforce Briefing – Conference Call |
| 3/31 | Board of Awards – Purchasing Conference Call  |

3/31 COVID-19 Taskforce Briefing – Conference Call  
4/1 COVID-19 Taskforce Briefing – Conference Call  
4/2 COVID-19 Taskforce Briefing – Conference Call  
4/3 Worker’s Comp & COVID-19  
4/6 Shelter Meeting  
4/6 COVID-19 Taskforce Briefing – Conference Call  
4/7 Arbitration Discussion  
4/7 COVID-19 Taskforce Briefing – Conference Call  
4/7 City Council Meeting  
4/8 COVID-19 Taskforce Briefing – Conference Call  
4/9 CPCA Conference Call  
4/9 COVID-19 Taskforce Briefing Conference Call  
4/13 COVID-19 Taskforce Briefing – Conference Call  
4/14 FCCOP Meeting via Zoom  
4/14 Meeting with Union Board Members  
4/14 COVID-19 Taskforce Briefing – Conference Call  
4/15 PD Back to Work Procedures Meeting  
4/15 COVID-19 Taskforce Briefing – Conference Call  
4/16 COVID-19 Taskforce Briefing – Conference Call  
4/18 NOBLE Meeting/Conference Call  
4/20 COVID-19 Taskforce Briefing – Conference Call  
4/21 DPD Staff Meeting  
4/21 CPCA Special Board Meeting  
4/21 COVID-19 Taskforce Briefing – Conference Call  
4/22 COVID-19 Taskforce Briefing – Conference Call  
4/23 GoToWebinar – Virtru101  
4/23 COVID-19 Taskforce Briefing – Conference Call

**E-Commerce Trading Location** – no issues reported this month

Respectfully submitted,

Patrick A. Ridenhour  
Chief of Police

PAR:mrl  
Attach.



**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

Patrick A. Ridenhour, Chief  
Department of Police  
375 Main Street

Lt. Vincent P. Daniello  
Community Services Division  
(203) 797-4577

To: Patrick A. Ridenhour – Chief of Police

From: Vincent P. Daniello – Lieutenant

Re: Community Services Division - Activity Reports & Staffing Levels  
March 15 – April 15, 2020

Date: April 23, 2020

**Community Conditions Unit:**

(Sgt. Antonelli, Officers T. Zalenski, S. Cameron, M. Morrill)

(-1 Officer)

-See attached report - **Sensitive Information** -

**Community Affairs Unit:** No officer assigned

(-1 Officer)

-No report attached

**GTF/UNIT:**

(P.O. K. Utter)

See attached report - **Sensitive Information**

**City Center Liaison:** No officer assigned

(-1 Officer)

-No report attached

**Police Activities League:**

(No police personnel assigned)

**No Report**

**School Based Officers:**

(P.O. S. O'Brien, P.O. M. Martinez, P.O. B. Hayes, P.O. R. Morlock,  
P.O. M. Iaquinto)

**\*\*\*Current Staffing Levels\*\*\***

- 1 Lieutenant
- 1 Sergeant
- 9 Patrol Officers (-3)



**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

Department of Police  
375 Main Street

Matthew McNally, Lieutenant  
Patrol Division

April 13, 2020

**MEMORANDUM**

To: Chief Patrick Ridenhour  
From: Lt. Matthew McNally  
Subject: **Police Explorer Monthly Activity Report – March 2020**

This may be the shortest report for our Explorer Cadet program in decades. We started off the month of March with trepidation as the program was preparing for the oncoming public health crisis, since January 28<sup>th</sup>, when we had a mandatory full program presentation on the Wuhan Novell Coronavirus 2019, now commonly referred to as COVID-19.

The month started with many members trying out for the upcoming Stations Day Competition, which had originally been scheduled for its annual weekend in May. With the COVID-19 outbreak, it has now been moved to a date to be determined in October.

During the meeting on March 12<sup>th</sup>, we conducted a health and COVID-19 prevention course of instruction. This was the night that I decided to suspend all Police Explorer Cadet operations until further notice. After a presentation on sanitizing and cleanliness, as well as the use of Universal Precautions/Personal Protective Equipment, we dismissed the group early, admonishing them to stay healthy, and ready, should they need to come in to assist during the crisis.

On Friday the 13<sup>th</sup>, five of our senior explorer cadet leaders came to the police headquarters and assisted with the disbursement of Personal Protective Equipment to the trunks of all of our police vehicles.

After a two-week hiatus to let all of our explorer cadets get accustomed to new distance-learning platforms, we have moved our program to the digital video online platform as well. We are staying in touch with our youth and adult staff through the use of an online meeting app. The explorer cadets are continuing with their training and preparation for the resumption of upcoming events and assignments that have not yet been canceled.

As the month drew to a close, we had approximately 173 explorer cadets and 19 advisors enrolled in the program. We had to cancel our Open House on March 26<sup>th</sup> until the next Autumn Open House.

Respectfully submitted,

*Lt. Matthew McNally*

Lt. Matthew McNally  
Post Advisor/Program Coordinator

| <b>I. Membership</b>    | <b>Enrolled Amount</b> |
|-------------------------|------------------------|
| # of Explorers Enrolled | 173                    |
| # of Advisors Enrolled  | 19                     |

| <b>II. Hours-Explorer</b> | <b>Hours</b> |
|---------------------------|--------------|
| Total Job Hours           | 129.25       |
| Total Training Hours      | 657.00       |
| Total Explorer Hours      | 786.25       |

| <b>III. Hours-Advisor</b> | <b>Hours</b> |
|---------------------------|--------------|
| Total Job Hours           | 14.50        |
| Total Training Hours      | 56.25        |
| Total Advisor Hours       | 70.75        |

## 2020 UNIFORM CRIME REPORT

### CITY OF DANBURY

|                     | <i>Jan</i> | <i>Feb</i> | <i>March</i> | <i>April</i> | <i>May</i> | <i>June</i> | <i>July</i> | <i>Aug</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i> |
|---------------------|------------|------------|--------------|--------------|------------|-------------|-------------|------------|-------------|------------|------------|-------------|------------|
| Homicide            | 0          | 0          | 1            |              |            |             |             |            |             |            |            |             | 1          |
| Forcible Rape       | 0          | 0          | 2            |              |            |             |             |            |             |            |            |             | 2          |
| Robbery             | 4          | 3          | 2            |              |            |             |             |            |             |            |            |             | 9          |
| Assault             | 4          | 4          | 7            |              |            |             |             |            |             |            |            |             | 15         |
| Burglary            | 6          | 7          | 7            |              |            |             |             |            |             |            |            |             | 20         |
| Theft               | 60         | 53         | 38           |              |            |             |             |            |             |            |            |             | 151        |
| Motor Vehicle Theft | 3          | 3          | 3            |              |            |             |             |            |             |            |            |             | 9          |
| Arson               | 1          | 1          | 0            |              |            |             |             |            |             |            |            |             | 2          |
|                     |            |            |              |              |            |             |             |            |             |            |            |             |            |
| <b>Totals</b>       | <b>78</b>  | <b>71</b>  | <b>60</b>    |              |            |             |             |            |             |            |            |             | <b>209</b> |

## 2019 UNIFORM CRIME REPORT

### CITY OF DANBURY

|                     | <i>Jan</i> | <i>Feb</i> | <i>March</i> | <i>April</i> | <i>May</i> | <i>June</i> | <i>July</i> | <i>Aug</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i> |
|---------------------|------------|------------|--------------|--------------|------------|-------------|-------------|------------|-------------|------------|------------|-------------|------------|
| Homicide            | 0          | 0          | 0            |              |            |             |             |            |             |            |            |             | 0          |
| Forcible Rape       | 0          | 2          | 1            |              |            |             |             |            |             |            |            |             | 3          |
| Robbery             | 2          | 2          | 1            |              |            |             |             |            |             |            |            |             | 5          |
| Assault             | 4          | 1          | 2            |              |            |             |             |            |             |            |            |             | 7          |
| Burglary            | 9          | 6          | 4            |              |            |             |             |            |             |            |            |             | 19         |
| Theft               | 70         | 65         | 52           |              |            |             |             |            |             |            |            |             | 187        |
| Motor Vehicle Theft | 7          | 2          | 4            |              |            |             |             |            |             |            |            |             | 13         |
| Arson               | 0          | 0          | 0            |              |            |             |             |            |             |            |            |             | 0          |
|                     |            |            |              |              |            |             |             |            |             |            |            |             |            |
| <b>Totals</b>       | <b>92</b>  | <b>78</b>  | <b>64</b>    |              |            |             |             |            |             |            |            |             | <b>234</b> |

\*Please Note: UCR Stats are subject to change due to monthly crime modifications

**2020 DANBURY POLICE DEPARTMENT STATISTICS  
CITY OF DANBURY**

**CALLS FOR SERVICE**

**2020**

|                          | <i>Jan</i>   | <i>Feb</i>   | <i>March</i> | <i>April</i> | <i>May</i> | <i>June</i> | <i>July</i> | <i>Aug</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i>    |
|--------------------------|--------------|--------------|--------------|--------------|------------|-------------|-------------|------------|-------------|------------|------------|-------------|---------------|
| <b>Calls for Service</b> | <b>3,667</b> | <b>3,542</b> | <b>3,275</b> |              |            |             |             |            |             |            |            |             | <b>10,484</b> |

**2019**

|                          | <i>Jan</i>   | <i>Feb</i>   | <i>March</i> | <i>April</i> | <i>May</i> | <i>June</i> | <i>July</i> | <i>Aug</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i>    |
|--------------------------|--------------|--------------|--------------|--------------|------------|-------------|-------------|------------|-------------|------------|------------|-------------|---------------|
| <b>Calls for Service</b> | <b>3,757</b> | <b>3,892</b> | <b>4,019</b> |              |            |             |             |            |             |            |            |             | <b>11,668</b> |

**TRAFFIC ACCIDENTS**

**2020**

|                                | <i>Jan</i> | <i>Feb</i> | <i>March</i> | <i>April</i> | <i>May</i> | <i>June</i> | <i>July</i> | <i>Aug</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i> |
|--------------------------------|------------|------------|--------------|--------------|------------|-------------|-------------|------------|-------------|------------|------------|-------------|------------|
| Property Damage                | 354        | 281        | 204          |              |            |             |             |            |             |            |            |             | 839        |
| Personal Injury                | 41         | 31         | 35           |              |            |             |             |            |             |            |            |             | 107        |
| <b>Total Traffic Accidents</b> | <b>395</b> | <b>312</b> | <b>239</b>   |              |            |             |             |            |             |            |            |             | <b>946</b> |

**2019**

|                                | <i>Jan</i> | <i>Feb</i> | <i>March</i> | <i>April</i> | <i>May</i> | <i>June</i> | <i>July</i> | <i>Aug</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i>   |
|--------------------------------|------------|------------|--------------|--------------|------------|-------------|-------------|------------|-------------|------------|------------|-------------|--------------|
| Property Damage                | 296        | 291        | 302          |              |            |             |             |            |             |            |            |             | 889          |
| Personal Injury                | 39         | 32         | 40           |              |            |             |             |            |             |            |            |             | 111          |
| <b>Total Traffic Accidents</b> | <b>335</b> | <b>323</b> | <b>342</b>   |              |            |             |             |            |             |            |            |             | <b>1,000</b> |

**TRAFFIC ENFORCEMENT**

**2020**

|                                 | <i>Jan</i> | <i>Feb</i> | <i>March</i> | <i>April*</i> | <i>May</i> | <i>June</i> | <i>July*</i> | <i>Aug*</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i>   |
|---------------------------------|------------|------------|--------------|---------------|------------|-------------|--------------|-------------|-------------|------------|------------|-------------|--------------|
| Verbal Warning                  | 255        | 224        | 127          |               |            |             |              |             |             |            |            |             | 606          |
| Written Warning                 | 18         | 15         | 10           |               |            |             |              |             |             |            |            |             | 43           |
| Moving Violation                | 197        | 173        | 101          |               |            |             |              |             |             |            |            |             | 471          |
| <b>Total Enforcement Action</b> | <b>470</b> | <b>412</b> | <b>238</b>   |               |            |             |              |             |             |            |            |             | <b>1,120</b> |

**2019**

|                                 | <i>Jan</i> | <i>Feb</i> | <i>March</i> | <i>April*</i> | <i>May</i> | <i>June</i> | <i>July*</i> | <i>Aug*</i> | <i>Sept</i> | <i>Oct</i> | <i>Nov</i> | <i>Dec.</i> | <i>YTD</i>   |
|---------------------------------|------------|------------|--------------|---------------|------------|-------------|--------------|-------------|-------------|------------|------------|-------------|--------------|
| Verbal Warning                  | 150        | 164        | 172          |               |            |             |              |             |             |            |            |             | 486          |
| Written Warning                 | 6          | 6          | 3            |               |            |             |              |             |             |            |            |             | 15           |
| Moving Violation                | 222        | 295        | 266          |               |            |             |              |             |             |            |            |             | 783          |
| <b>Total Enforcement Action</b> | <b>378</b> | <b>465</b> | <b>441</b>   |               |            |             |              |             |             |            |            |             | <b>1,284</b> |

\*Traffic Enforcement Grant(s)





**CITY OF DANBURY  
FIRE DEPARTMENT  
19 NEW STREET  
DANBURY, CONNECTICUT 06810**

**T. J. Wiedl  
Fire Chief**

**Phone 203-796-1550  
Fax 203-796-1552**

**FIRE CHIEF'S MONTHLY REPORT**

I hereby submit my report as Fire Chief of the Danbury Fire Department, which covers the period of March 21<sup>st</sup>, 2020 through April 20<sup>th</sup>, 2020 and details our activities.

**Public Education / Prevention / Public Relations**

Personnel completed emergency repairs to Mobile Hospital Tent at Danbury Hospital due to severe winds and damages suffered. Crews participated in the Make Noise event to support First Responders and Health Care in various locations around the City. Numerous Birthday drive-by greetings have been made by both Career and Volunteer units.

The Rescue Company reviewed confined space entry at the Westville Ave water treatment facility. All companies toured O'Neil Center Field Hospital. Companies familiarized themselves with the Danbury Hospital field hospital and COVID testing site.

The Rescue Company has been doing extensive rescue based training at their current station, which is still the Fire Training center.



The Truck Company has been making the best use of clear parking lots and roads to practice ladder placement.

E23 made use of the new forcible entry prop at Fire School.

The members of B group participated in a video production of a spin off of MTV Cribs. Much thanks to FF Babcock and FF Greczylo for filming and producing such a masterpiece. The video is available on the DFD Facebook page.

E22 familiarized themselves with Glen Apartments. E26 toured the temporary morgue at the Airport. E24 and Rescue 1 attended a donation event at the Home Depot. Home Depot donated 40 P100 masks to the FD.

### **Suppression / Response Activities of Note**

Crews are responding to hundreds of COVID related incidents along with the other routine and daily calls that are still occurring.

There was a 2<sup>nd</sup> alarm house fire on Royal Road that caused heavy structural damage. The home owner was displaced and was staying with family. E22, E23, E24, Rescue 1, Truck 2, EMS, DPD, FM Office, Volunteer Tankers 10, 11, 12, and Squad 7 responded.

An incident at 49 Locust Avenue with flames coming from the building was reported by DPD on traffic control at the COVID Testing Center. Responding crews found a working structure fire with heavy interior damage and significant fire load. E22, E23, E24, E25, Rescue 1, Truck 2, Squad 7, E9, Fire Police, FM Office, and the Red Cross responded to assist 9 displaced persons.

Truck 2 responded to the church at 90 Clapboard Ridge Road for wind damage to the steeple. E22, E25, and Truck 2 performed emergency repairs to secure the steeple to keep it from falling onto the roof.

E26 rescued two raccoons that became trapped in the dumpster at their station.

DFD responded to Bethel with Hazmat technicians to assist with a propane leak on a 1500 gallon tank.

On April 16<sup>th</sup> Engine 24 and Truck 1 responded to a cat in a tree. The caller stated that the cat had been in the tree for over 30 hours. She further stated that the cat was a house cat and not prepared to be outside. Temperatures were forecasted to be below freezing during the night. Lt. Silk Requested the Truck. The Truck cleared trees and brush as access was difficult. Capt. Schiller and his crew arrived and valiantly rescued the cat.

On April 20<sup>th</sup> at approximately 9 AM, Car 30 responded to a structure fire at Bells Lane. Car 30 arrived on scene and was able to view all 4 sides on arrival. This was a 2 story wood frame 4 unit residential building with heavy fire in the middle unit on the Delta side. Car 30 set up the command post on side Charlie (rear) and assumed command. Command requested a second alarm assignment. There were numerous people in the doorways on arrival so Command relayed high life safety priority (moderate rescue probability). Truck 1 backed up the driveway, and set up for the roof. Engine 22 pulled the first line into the structure as Engine 23 pulled the second handline to the rear. Truck 1 began a search and Rescue 1 was assigned to RIT. Tac 1 Lt. was assigned Safety officer. On Engine 25's arrival E25 became RIT and Rescue 1 conducted a secondary search in all four units. All units clear on primary and secondary search. Once the fire was extinguished all units began overhaul, the Safety officer conducted a Personal Accountability Report. Car 47, a Building Dept. rep, Eversource, and Housing arrived on scene. Between the Building Department and Eversource we were able to turn back on the electrical power to units 1 & 4. Units 2 & 3 remained off. Eversource charged the gas to the building as there was no gas in the individual units. The boiler and hot water heater in the basement were the only gas appliances. Red Cross was notified for the occupants of Units 2 & 3, then Housing would take over to find living quarters for the displaced. All units on scene went through Rehab with EMS and Car 55. Crews assisted Car 47; the incident was turned over to Car 47 and Car 41, along with Housing.

On the evening of April 20<sup>th</sup> a precedent setting event occurred for the Danbury Fire Department. A yearling bear was hanging around the wooded area by headquarters all day. DEEP was notified and responded. It was determined the bear would have to be tranquilized and removed to a wooded area. A DEEP biologist shot the bear with a tranquilizer and he shot up about 50 feet into a tree, where he came to rest. It was determined that Truck 1 would access the wooded area through the neighbor's driveway and try to rescue the bear from the tree. Captain Schiller and his company did just that. However due to the heavily wooded area and extensive tree cutting the tranquilizer began to wear off. Lt. Guard was given specific instructions from the biologist on injecting the bear a second time while in the tree. Lt. Guard was successful and the Truck Company was able to grab the bear and get him into the bucket and bring him to safety where the DEEP officers could then bring him to a wooded area for a release.

### **Command and Staff Activities**

- Volunteer Fire Council meeting
- City Council meeting
- Purchasing Board of Awards
- Council Meeting
- City Cabinet Meeting
- IXP monthly status meeting
- Teaching NVCC class online – Fire Investigation
- Numerous meetings and conference calls with local and state agencies regarding COVID-19
- Virtual City Council meeting
- Firefighter Mike Jewell was approved as the next Deputy Fire Marshal

- Zoom meeting with HR and Civil Service to set up an entry level Firefighters exam and a Deputy Fire Marshal promotional exam
- Multiple Google Hangout Video calls, Zoom meetings, and phone conference calls every day
- Engineering Study continues for Storage building addition to Station 26

### **EMS/HAZMAT – Coordinator Rey Rodriguez**

#### **Region 5 HAZMAT**

- Monthly service, calibrate and clean all four gas Photo Ionization meters
- Monthly service, calibrate all meters on HAZMAT 1, Gamma Rae, RADSEEKER Smith Radiation Isotope identifier, Ammonia, Chlorine and MINI Rae Photo Ionization meters
- Submitted documentation to Region 5 fiduciary agent for payment to INNO TEX for nomex hoods
- Geiger Muller meters need to be sent to factory for service
- Hydrogen Cyanide meter from Car 30 out of service due to a lack of calibration gas
- Statewide HAZMAT Coordinator held a phone conference with all the HAZMAT teams

#### **Meetings – Functions – Classes**

- Bi-weekly DFD COVID-19 operational conference calls
- Phone conferences with Kerry Baker, Department of Public Health
- EMS Supervisors Meeting with Nuvance Health systems

#### **Administrative activities**

- Travel to Waterbury for DPH PPE supply drop-off
- Monitoring and maintaining EMS PPE inventory as needed
- Planning and scheduling additional CME credit hours for the EMTs that will be re-certifying this year
- Submit final rosters for CPR certifications to American Heart Association

#### **EMS Wednesday**

- Completed COVID-19 / PPE / Special orders Quiz for FD personnel

### **Training – Training Officer Steve Rogers**

#### *Volunteer Division*

#### **Quarterly**

Second quarter training via Zoom are being scheduled.

The volunteers have been given a modest allotment of PPE.

Bi-monthly video conferences are being held with Chief Omasta, Training Officer Rogers, and Volunteer officers.

#### *Career Division*

##### FDIC

Conference has been postponed due to travel restrictions related to COVID-19.

##### Crew Training

All crews have been given online COVID-19 related virtual training.

##### Fire School

Danbury Training School has benefited from hosting the Rescue Company.

##### Post Incident Review

Reviewed Bells Lane fire via Google Meets with C group.

##### Web based Training

Students are diligently working on web based Fire–Rescue assignments

##### Pre-Planning

On hold.

### **Communications – Coordinator Jamie Gagliardo**

- This month I responded to a few incidents as the communications officer. Car 61 responded to the following incidents:
  - 1 Royal Road – Structure Fire 2<sup>nd</sup> Alarm
  - 35 High Ridge Road – Gas main break
  - 97 South Street – Illegal burn
  - 49 Locust Ave – 1<sup>st</sup> Alarm – Working Fire
  - 19 Bells Ln – Structure Fire 2<sup>nd</sup> Alarm
  - 10 Bates Place – Kitchen Fire
- As of March 30<sup>th</sup> I was temporarily assigned to the Emergency Management Assistant Director's position to assist Emergency Management Director TJ Wiedl during the COVID-19 Pandemic.
- The majority of this month once again has been focused on the COVID-19 event working with the Emergency Management Director alongside the Mayor's Office, Department of Health and Human Services, Fire Department, Police Department, and Public Works. We continue to work as a team to monitor the City's response to the ever changing situation.
- A city-wide personal protective equipment (PPE) inventory and a needs assessment were completed. We are working with the State of Connecticut DEMHS, DPH, and OEMS along with our regular vendors to procure the needed PPE for our staff.
- Attended meetings and participated in multiple conference calls with city partners.
- Assisted in adjusting responses, policies and procedures for dispatching fire and EMS units in response to COVID-19 incidents.

- Attended multiple situational briefings from the COVID-19 leadership teams.
- Assisting the Emergency Management Office with managing the Emergency Operations Center and communicating with the State of Connecticut and Region 5 EOC's with our daily status reports and resource requests.
- Worked with our G.I.S. partners to update some mapping issues for our Computer Aided Dispatch system
- Continued work with Northeastern Communications on our new radio site in Abbey Woods. The site ground work is complete, the radio cabinet is in, and the antennas are installed. The last step is to configure the system and do acceptance testing. Project completion was expected to be the end of this month but due to current events, the project is on hold until further notice due to the potential impacts on our critical infrastructure.
- Assisted Naugatuck Police Department with setting up a ZelloWork LTE to Land Mobile Radio network similar to the one we have previously set up here in Danbury.
- Responded with the Fire Department to numerous incidents this month and worked with our partners in the media to blast out press releases.
- Repaired a few portable radios and made a repair to the vehicle repeater in E25.
- Participated in a post incident analysis of the Bells Ln 2<sup>nd</sup> alarm fire.
- Ongoing projects:
  - UAS (Drone) Program implementation which includes purchasing of equipment, training, along with policies and procedures.
  - Radio system infrastructure upgrades (phase 2) with assistance from Northeastern Communications.
  - Updates to the computer aided dispatch system are ongoing as information is received.

### **Apparatus – Superintendent Chris Ryan**

Following is a list of work started or completed in the Apparatus Division for the month of April 2020.

- Replaced broken harmonic balancer on Car-42.
- Replaced air packs on Truck-2 with Scott model AP-75.
- Finished decon of Scott mask mounted regulators.
- Replaced air tank drain valve on E-22.
- Force stationary regeneration on E-22.
- Replaced front right tire on E-24 with good used spare tire.
- Replace Kussmaul auto-eject door on E-26.
- Repair problem with pump shift indicator on E-26.
- Reattach lower valance on Car-45.
- Replaced worn out wiper blades on Car-51.
- Fabricate portable decon spray unit using out of service Scott pack frame.
- Replace defective switch pad in overhead console on Truck-1.
- Locate squeak in engine compartment of Truck-1.
- Replace faulty pump engaged ball switch on E-26.



- Inspected, deconned, and logged all air packs on Haz-Mat-1.
- Fabricated 2 portable decon units, 1 for PD and 1 for EMS use.
- Reprogrammed back up camera on E-26 to work with new Command Zone console.
- Replaced burned out bulb on upper left rear corner of E-26.
- Replaced non charging Kussmaul unit in E-23.
- Repaired broken bullet chain saw off of Truck-2.
- Replaced 2 out of date, 1 hour Scott cylinders on Rescue-1.
- Replaced broken MultiRAE charger cradle on E-22.
- Replaced worn belts on Truck-1.
- Degreased and pressure washed the engine of Truck-1.
- Located issue with under bucket light on Truck-1, ordered parts to repair.
- Replaced faulty outrigger proximity switch on R/R outrigger on Truck-1.
- Serviced Car-43, plugged leaks in rear tire caused by nail, replaced worn wiper blades.
- Assisted with Roto-Jet hose washer repairs, installed handle on end of unit.
- Repaired Husqvarna 372XP chain saw off of Rescue-1.

### **Community Risk Reduction – Fire Marshal Terence Timan**

#### **Inspections**

During this COVID-19 outbreak residential inspections have been suspended. The State of Connecticut has given a 90 day waiver on all licensure inspections. These inspections will resume as soon as they can be accomplished in a safe and non-compromising fashion. All inspections regarding new business, licensures, construction, and permit/certificate of occupancies are continued to be performed.

The Team at the Fire Marshal's Office commitment to fire safety through inspections and code compliance has been greatly affected. With the absence of inspections and state restrictions the Team conducted 1 food vendor inspection and 2 sprinkler inspections/tests and a commercial construction inspection. Team members rectified 2 complaints regarding an obstructed fire hydrant, 1 potential hoarding and multiple illegal/unapproved burning. Multiple parking summonses were issued for Fire Lane violations.

#### **Plan Reviews**

The Fire Marshal's team continues to stay committed to the accurate and expeditious review of plans, ensuring that all projects meet the required standards and compliance to CT Fire Safety and Prevention codes. For the period, the Fire Marshal's Office has received and reviewed 32 plan reviews/permits. A total of 20 certificates of occupancy have been issued during the period. Three substantial site plans projects have been received. These projects will greatly support the economic and infrastructure climate and growth within the City.

#### **Fire Investigations**

This was an extremely busy period for fire investigations. For the period there were 4 Structure fires, 2 Cooking fires, 1 Chimney fire, 1 Vehicle fire, 2 Brush/Outside fires and 1

Outside Dumpster/Trash fire. All fires were accurately investigated for origin and cause as required.

#### Training

The State of Connecticut has cancelled all continuing education classes. In the meantime, team members have supplemented their education by earning credits through online, distant learning. Team members have utilized their memberships with the International Association of Arson Investigators to enhance their knowledge, skills and abilities. Staff continues to further enhance their knowledge of View Point software and Fire Rescue online training. DFM Anderson has completed her online “prep” work for her upcoming Advanced Fire Investigation class, which has been rescheduled for September.

#### Special Events

Deputy Fire Marshal Anderson has been working on her public education program and has been leading the way in providing useful, timely public service announcement through various multimedia outlets. Check her out on the Fire Department Facebook page reading “No Dragons for Tea.” More multimedia efforts are being developed to keep the children of Danbury engaged in fire safety and prevention. A standard for the location, size and marking of Fire Lanes has been developed and will be uniformly applied to all future site plans.

Team members have been doing a great job adapting to the new work environment with advising and assisting customers through voice and digital formats. Any available time has utilized to enhance job related skills through in-house and distance learning. Many other projects such as the digital scanning and archiving of records are being performed as well as research of new materials, tools, gear and techniques.





**Mark D. Boughton**  
Mayor

**Kara Prunty, MPA**  
Acting Director of Health

TEL.: 203.797.4625

FAX: 203.796.1596

**CITY OF DANBURY**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
155 DEER HILL AVENUE • DANBURY, CONNECTICUT 06810  
[www.danbury-ct.gov/health](http://www.danbury-ct.gov/health) • [healthdept@danbury-ct.gov](mailto:healthdept@danbury-ct.gov)

April 27, 2020

Dear Mayor Boughton and Members of the City Council:

DHHS is continuing to respond to the COVID-19 pandemic and is working closely with city officials, the State of Connecticut, and community partners. As of April 26th, the State of Connecticut has 25,269 positive COVID-19 cases, 1,766 related hospitalizations, and has seen 1,924 associated deaths. There are 1,445 positive COVID-19 cases in the City of Danbury and 75 related deaths as of April 27, 2020. Information and new developments are updated daily, and the department is keeping up with the latest developments in order to contain the spread of the virus throughout our area. We will continue to follow CDC guidelines and directions from the State with the public's health and safety in mind.

Kara Prunty is now serving as the Acting Director of Health in the wake of Lisa Morrissey's departure. They have spent the last month preparing for a smooth transition to continue operations and minimize any gaps in the department's COVID-19 response. Fernanda Carvalho has also been promoted to the Acting Associate Director of Community Health. She has been a vital part of the community health division of our department over the last few years, and we are so excited to have her take on this new role.

While our staff is also following social distancing guidelines and working remotely whenever possible, we are still ensuring that our department is serving all essential functions and needs of our community. Voicemails and emails are being monitored closely in order to provide a prompt response, and our inspectors are available for emergency inspections. We are also working diligently to keep the public informed and up to date on the latest developments and our response to this crisis.

The following pages contain the reports from each division, providing details concerning ongoing activities. Should you have any questions regarding any of the submitted reports, please call me at (203) 797-4625.

Respectfully yours,

**Kara Prunty, MPA**  
*Acting Director of Health and Human Services*

**Grant Status Update**  
(July 1, 2019 - June 30, 2020)

| <b>Grant Agency</b>   | <b>Program Supported</b> | <b>Award Amount</b> | <b>Award dates</b> | <b>Project Status</b> |
|---|--------------------------|---------------------|--------------------|-----------------------|
| FDA Voluntary National Retail Food Regulatory Program Standards | Food Protection Program  | \$4,549             | 1/1/19 - 12/31/19  | Awarded               |
| CT Dept. of Public Health (CTDPH)                               | Preventative Health      | \$67,701            | 10/15/16 - 9/30/19 | Completed             |
| CT Dept. of Public Health (CTDPH)                               | TB Prevention            | \$125,000           | 7/1/17 - 6/30/22   | Active                |
| State of Connecticut Lead, Radon, and Healthy Homes Program     | Child Lead Poisoning     | \$24,999            | 9/30/18 - 9/30/19  | Completed             |
| CT Dept. of Public Health (CTDPH)                               | Diabetes Education       | \$24,378            | 10/1/19 - 9/30/20  | Awarded               |
| CT Dept. of Public Health (CTDPH)                               | Emergency Response       | \$47,960            | 7/1/19 - 6/30/20   | Awarded               |
| EFSP - Phase 36   | Emergency Shelter        | \$3,858             | 8/1/18 - 3/31/20   | Awarded               |
| CT Dept. of Public Health Per Capita 2020                       | All Programs             | \$90,531.26         | 7/1/19 - 6/30/20   | Awarded               |
| CT Dept. of Housing Emergency Shelter Grant                     | Emergency Shelter        | \$138,264           | 7/1/19 - 6/30/21   | Awarded               |
| CDBG  | Affordable Housing       | \$10,000            | 7/1/19 - 6/30/20   | Awarded               |
| CDBG  | Emergency Shelter        | \$47,000            | 7/1/19 - 6/30/20   | Awarded               |
| CDBG  | Human Services           | \$25,000            | 7/1/19 - 6/30/20   | Awarded               |

**Environmental Health Division**

Tiziana Covacci, Associate Director of Environmental Health

The Environmental Health Division provides a multitude of services, which include but are not limited to the following:

- Land use plan review and inspection
- Foodservice establishment plan review and inspection
- Septic plan review and related inspections
- Well water testing for potability
- Public swimming pool code compliance and inspection
- Housing Code enforcement
- Recreational water sampling
- Hazardous material storage inspection & code enforcement
- Staff support for Environmental Impact Commission.
- Numerous community-level projects including the maintenance of the Lake Kenosia Garden Buffer and the maintenance of the Still River Trail.

### March/April 2020 Activity

The environmental health team is still conducting drive-by inspections and telephone inspections to ensure compliance with state and CDC issued guidelines and requirements for foodservice establishments. We are also handling any complaints regarding food service operations to enforce proper safety measures. Septic plan reviews are being handled remotely. Mass email communications have been sent out to establishments in order to disseminate information more efficiently, and we have compiled a comprehensive contact list during the tele-inspections. We are maintaining an open line of communication with our food service establishments, daycares, and body care facilities to address any questions or concerns that may arise and will assist them as needed. Additionally, food service license letters are being sent out to establishments with an extended deadline to assist any businesses that may be struggling financially.

**\*\*Please note that due to the extenuating circumstances of this month because of COVID-19, in-person inspections have been reduced to protect staff. Also, the environmental team is occasionally pulled away from their duties to assist with COVID-19 response, which has impacted our numbers.**

### March Results

|   |    |
|---|----|
| <b>Potable Water</b>                    |    |
| Private Well                            |    |
| Well Permits                            |    |
| <b>Environmental</b>                    |    |
| Grading Permit Review                   | 12 |
| EIC                                     | 2  |
| HazMat                                  | 1  |
| Erosion Inspections                     | 14 |
| Complaint Investigation                 | 3  |
| Odor Complaints                         | 1  |
| Misc.: (Describe)                       |    |
| <b>Sewage Disposal</b>                  |    |
| Plan Review                             | 24 |
| Inspections                             | 3  |
| New, Replace, Fail, Plan Review         |    |
| 100% Replacement Plan Review            | 4  |
| Soil Testing (List by Appointment Only) | 2  |
| Additions                               |    |
| Dye Tests (Initial)                     |    |
| Septic Permits (To Construct)           | 3  |
| <b>Solid Waste</b>                      |    |
| Garbage Complaint                       | 2  |
| Misc. (Describe)                        |    |
| <b>Pest and Animal Control</b>          |    |
| Rodent Complaint                        | 1  |
| Insect Complaint                        | 1  |

|  |     |
|--|-----|
| Domestic Animal Complaint                          |     |
| <b>Housing</b>                                     |     |
| Residential/Commercial Inspection (Not Indoor Air) |     |
| Housing Complaints                                 | 10  |
| Child Day Care Inspection (Initial)                |     |
| Child Day Care Plan Review                         |     |
| Body Care Inspections                              |     |
| Body Care Plan Review                              |     |
| Body Care Construction Visits                      |     |
| Massage Establishment Inspections                  |     |
| Massage Establishment Plan Review                  |     |
| Salon Status Phone Calls                           | 67  |
| Salon Drive By Inspections                         | 160 |
| Lead Inspection for all Properties                 |     |
| Lead Abatement Plan Review                         | 3   |
| Certificate of Apartment Occupancy (CAO's)         | 4   |
| Reinspections                                      |     |
| Healthy Homes                                      |     |
| Hotel/Motel Inspections                            |     |
| Total # of Hotel/Motel Rooms Inspected             |     |
| <b>Food</b>  |     |
| Food Service Establishment Inspection (Initial)    |     |
| Construction Visits                                |     |
| Food Service Walkthrough Inspections               |     |
| Itinerant Vendor Inspections                       |     |
| Complaints   |     |
| Re-inspection (voluntary)                          |     |
| Re-inspection (involuntary)                        |     |
| Plan Review  |     |
| Plan Revisions                                     |     |
| Foodborne Illness # of Complaints                  | 24  |
| Temporary Food Service                             |     |
| Certified Food Protection Manager Courses          |     |
| Food Handler Courses                               |     |
| FSE Drive By Inspections                           | 368 |
| FSE Tele-inspections                               | 49  |
| FSE Status Phone Calls                             | 432 |

|   |    |
|---|----|
| <b>Seasonal</b>                                   |    |
| Indoor Pool Inspections                           |    |
| Outdoor Pool Inspections                          |    |
| Indoor Public Pool Water: # of Samples Collected  |    |
| Outdoor Public Pool Water: # of Samples Collected |    |
| Public Beaches: # of Samples Collected            |    |
| Drinking Water: # of Samples Collected            |    |
| Marine Dock Facilities Inspected                  |    |
| <b>Orders Issued</b>                              |    |
| Notices of Violation, etc.                        |    |
| <b>Other</b>                                      |    |
| Social Services Issues and Referrals              | 9  |
| Fair Rent Issues                                  |    |
| FOI Requests                                      | 12 |
| Pump Truck Permits                                | 1  |

### **Community Health Services Division**

Fernanda Carvalho, Acting Associate Director of Community Health

Our division develops and implements initiatives to help community members maintain and improve their health, prevent the spread of infectious diseases, and prepare for natural disasters. We also provide direct patient care to individuals that require further evaluation and those that are diagnosed with Mycobacterium Tuberculosis. Our Community Health Coordinator has the responsibility of implementing the discharge/treatment plans and providing assurance of patient care and treatment, such as patient education, directly observed therapy, continued treatment adherence, and contact investigations. We work in cooperation with all community health care partners in need of our services and the State Public Health Department (CTDPH).

Community Medicine Section  
Prepared by: Maureen Singer, Community Health Coordinator

### **Patients Seen in March 2020**

|                               |                  |
|-------------------------------|------------------|
| Tuberculosis patients         | 31               |
| PPD testing/read              | 0                |
| QuantiFERON/T-Spot            | 2                |
| eDOT                          | 30               |
| Hospital Visits               | 0                |
| Home Visits                   | 0                |
| Electronic Visits             | 6                |
| <b><i>Total Services:</i></b> | <b><i>69</i></b> |

The following are highlights from the Office of Community activities for March 2019

1. A total of 8 new persons were evaluated in the Tuberculosis Clinic, these referrals came from:
  - 5 Medical
  - 1 School PE
  - 2 Immigration
2. Continuing case management of approximately 61 cases of latent TB and 3 active cases of TB. 2 pulmonary 1 extrapulmonary.
3. Continuing TB contact investigation, 2 pulmonary cases. March 31 initiated new TB contact investigation.
4. Ongoing surveillance and epidemiological review of individuals with positive AFB , suspected or confirmed TB.
5. Ongoing communication with health care providers , school nurses, WCHN and various State and Local Public Health Agencies.
6. March 25 outpatient services suspended, continued to electronically monitor patients
7. Providing supportive services to COVID -19 related issues, such as public inquiries, City Employee Contact Investigation, and Nursing Home outbreak investigations.

#### Community Health Services & Emergency Preparedness and Response:

The community health team has assumed many different roles as we approach the COVID-19 response. Our Epidemiologist, Public Health Nurse, and Public Health Inspector have been conducting contact tracing and interviews for positive cases. To assist with case control and contact tracing, they have utilized the Sara Alert system to monitor Danbury residents who were exposed to a lab confirmed COVID-19 positive individual. They are also answering general questions and concerns related to COVID-19 that come from the community, and are providing guidance to healthcare providers, first responders, and businesses. Additionally, they are providing daily support to nursing homes and long-term care facilities. The team has assisted in distribution of PPE for healthcare facilities and small businesses and has been coordinating sheltering and mass feeding operations to protect our most vulnerable populations at the Super 8 Motel.

The community health division conducts a daily analysis of COVID-19 positive cases in Danbury. This data is used to create and update infographics for social media to keep the City informed. They are also expediting testing for vulnerable populations and first responders and coordinating with regional and state partners on COVID-19 response.

**CITY OF DANBURY**  
DEPARTMENT OF PUBLIC WORKS



155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4537 FAX (203) 796-1586

**MAYOR**  
Honorable Mark D. Boughton

**PUBLIC WORKS DIRECTOR**  
**CITY ENGINEER**  
Antonio Iadarola, P.E.

**RE: Public Works Monthly Report for March 2020**

Dear Mayor Boughton and Members of the City Council:

**March 2020:**

I am pleased to present the Public Works Department Report for the month of **March**. During the month of March the Division has remained dedicated and active continuing with storm preparations and excellent storm and emergency response. We are continuing with necessary drainage improvements, road prep, paving and pothole filling. All Covid-19 Protocol is consistently and strictly adhered to and monitored for the safety of our staff and residents.

As you will see in our individual Division reports, we continue to be intricately involved in many planning and design meetings including the downtown Streetscape Renaissance, Richter House Renovations, Mallory Hat Factory Remediation, Animal Control Facility and the City-Wide Fitness Trails Exercise Stations.

Please take a few moments to review our Division reports for a full scope of the varied activities and projects in which the Public Works Department are engaged.

Should you have any questions regarding any of the separately submitted division reports, please call me at 203-797-4537.

**Construction Services Report submitted by Thomas Hughes III, Superintendent:**

**Animal Control Facility:**

The Notice to Proceed was issued to Millennium Builders on January 21, 2020. The pre-construction meeting was held on January 30<sup>th</sup>. This is a design / build project the Building Permit was issued on April 16, 2020. The contractor mobilized to the site on Monday April 20, 2020 the site sub-contractor broke ground. We expect a fall completion. This project is being administrated and managed in house by the Construction Services Division.

**Middle River Road Bridge Replacement:**

The Bridge/Culvert was awarded to Hemlock Construction through our CROOG/Gordian Contract. The design engineer Stantec Engineering approved the resubmission of the precast box culvert structure shop drawing, calculations and loading report. The contractor has forwarded the approved precast box culvert shop drawings

and calculations to the precaster for manufacturing. The remaining submittals were sent to the designer Stantec for review and comment and have been processed. We are looking at a June 2020 start the project will be inspected and administrated by Construction Services.

**Crosby Street Connector Bridge over the Still River:**

The bridge superstructure replacement project was submitted to Conn Dot's Local Bridge Program by the City Engineering Division qualifying us for a 50% reimbursement of our contract costs. The contractor procured the bridge beams and bridge rail over the winter weather shutdown period. We have received Nagy Brothers new schedule submission and reviewed. City Engineering. Tom Altermatt City Engineering Department finalized an agreement with Mr. Hawley giving us limited access to the shopping center property on the south side of the bridge structure allowing a crane setup for removal of the existing beams and setting of the new bridge beams. Nagy Brothers mobilized to the bridge site on April 8<sup>th</sup>. The project is on schedule the Superstructure Removal is complete. The new bridge beams are on track to be set by Thursday April 30<sup>th</sup> weather permitting. This project is being administrated and inspected in house by Construction Services.

**Richter House Renovation:**

The City Engineer issued the Architectural RFP for the project design. Friar Associates was selected and the design was completed. We met with The Richter House Authority reviewed the design. The plans, specifications & bid documents were approved by the State of Connecticut Department of Economic Development for bid. A mandatory pre-bid meeting was held on January 14, 2020. The project was let of to bid. The bid opening was extended to Thursday February 27, 2020. There was one bid submitted the bid is presently under review.

**Downtown Danbury TOD Streetscape Renaissance Project:**

Construction Services has been working with the City Engineer, City Planner and Martinez & Couch Associates the designer to move this project forward. The City Planner, Construction Services and the designer met with ConnDot District IV for a review and comment round table on the Main Street Design Plans (second phase). The designer is currently fine tuning the design for compliance with PROWG (ADA) Guidelines. We are currently awaiting ConnDot approval to bid Phase 1 of the project.

**Mallory Hat Factory Remediation:**

The project was designed by Arcadis Engineering. Construction Services has been working with the City Engineer and the Engineering Department to move this project forward. The plans, specifications and bid documents were reviewed by the DECD as per the grant requirement. The flood plan management certificate was approved and issued by CTDEEP. The project was let out to bid, Red Technologies was the lowest qualified bidder and awarded the contract. The contractor has mobilized to the site and the remediation portion of the project is currently underway. The project is being administrated and managed in house by Construction Services.

**Margerie Dog Park:**

The project was designed in house by Engineering and Construction Services. The ancillary signage has been installed in both the large dog section and small dog section which is designated by weight over 20 LBS and under 20LBS. The dog park is now complete and the public has been enjoying this new park.

**Balmforth Avenue Sidewalk & Traffic Improvements:**

Construction Services worked the Engineering Department and Finance Andi Gray developing this CDGB grant funded project. The first phase of the project is the replacement of sidewalks and driveway aprons from the northerly railroad right away on Balmforth Avenue to the northerly side of the Balmforth Avenue and Osborne Street intersection. Including the installation of new ADA compliant sidewalk ramps at the intersection. The traffic improvements will include the installation of new pedestrian signals and video traffic signal detection



equipment at the intersection of Balmforth Avenue and Osbourne Street. The project has been designed in house by the City Engineering Department. The project was let out to bid. The project pre-bid walkthrough was postponed and the bid opening will be rescheduled by the City Purchasing Agent.

#### **Hearthstone Castle Abatement Phase I:**

Construction Services working with our in house resources and on-call environmental consultant contract developed a scope of work, specifications and bid documents. The project designer and environmental consultant Eagle Environmental submitted the AWP (Alternative Work Practices Plan) to the State of CT Department of Health which was approved for the phase one abatement /disposal of the demolition materials. The Public Services Division cleared and grubbed the Hearthstone site giving access to the castle designated Phase 1 work zone. The project is out to bid, the mandatory pre-bid meeting was held. The bids were scheduled to be opened on 3/26/20. The bid opening was postponed by the City Purchasing Agent all bidders were been notified. Working with the City Purchasing Agent we sent out a Bid Addendum rescheduling the Bid Opening date to Tuesday May 05, 2020.

#### **Construction Services:**

Rights of Way Permit inspections are continuing under the social distancing protocols. New R.O.W. permits are being issued and approval sign offs are taking place online through the View Point Permit System.

We also are continuing moving our Capital Projects forward. Construction Services is in communication and working with all the other divisions of the Public Works Department to assist as directed. Following strict Covid-19 Protocol, social distancing, hand washing, hand sanitizing and use of PPE for all field work as per the Mayor's and Director of Public Works directive's and guidelines.

#### **Engineering Report Submitted by Antonio Iadarola, P.E., City Engineer:**

#### **Various Bridges:**

Designs of the Triangle Street Bridge improvements, Crosby Street Connector and Middle River Road Bridge have been completed. Bids were received in May and contracts were awarded to the low bidder on each project. The Construction Services Division is providing services during the construction on each bridge. The City hired an on-call consultant to inspect, evaluate and design improvements to Kennedy Avenue Bridge over the Still River. At the August 7, 2018 meeting, the City authorized the submission of applications for State Local Bridge Program partial funding for the Kennedy Avenue, Crosby Street Connector and Triangle Street Bridges. Local Bridge Program Commitments to Fund have been received for these three bridges.

#### **DEEP MS4 General Stormwater Permit:**

The City's Consultant led a number of workshop meetings with various pertinent City personnel and offices to begin the process of meeting the multitude of ordinance revisions, land use regulation revisions, mapping, web-site creation, inspection, testing, reporting and other requirements of the State DEEP permit. Requirements of the permit take affect over the next several years. The Consultant will continue to work with City departments on an "as needed" basis going forward. The Illicit Discharge and Connection Ordinance was approved by the City Council and is now in effect. The 2019 DEEP MS4 Annual Report has been drafted and the draft posted on the City's website for review and comment meeting the February 15, 2020 deadline. No comments were received during the public comment period. The Annual Report was filed with DEEP on March 18, 2020.

#### **Moss Avenue Sanitary Sewer Replacement:**

Moss Avenue Sewer Main Replacement Project is nearing completion replacing the existing 1000+ feet sanitary sewer main and sewer manholes on Moss Avenue from the intersection with White Street and Osborne Street.

**Former Mallory Hat Factory Site Remediation:**

As part of a public-private partnership with the Women's Center of Greater Danbury, the City has worked with Arcadis US, Inc. to develop bid documents for remediation of the former Mallory Hat Factory site. The project will be funded by a DECD Grant. Bids were received and the contract awarded. The Construction Services Division will provide services during the implementation of the work. Arcadis has filed a final Remedial Action Plan for the site with DEEP. A public notice for remediation has been posted, and is required to be in place for 45 days. The contractor will begin remediation work immediately following the expiration of the public notice.

**Balmforth Avenue Sidewalk Replacement:**

The City has applied for and received CDBG funding for three phases of the Balmforth Avenue Sidewalk Replacement project. Phases I and III will be put out to bid over this winter for spring 2020 construction. The design of Phase III sidewalk and signal improvements is underway.

**Richter House Expansion:**

The Engineering Division surveyed and prepared mapping for the proposed modifications for the building renovation and expansion. The Engineering Division prepared and put out to bid a Request for Proposals for architectural design services. The Division worked with the Superintendent of Construction Services and Friar Architecture, Inc. on the design of proposed improvements. The State Department of Economic Development is providing partial funding for the project. Bids for the project were opened on February 25, 2020 and are being reviewed.

**New Animal Shelter:**

The City hired one of its on-call architects to prepare 30% plans and specifications for this facility. Bids for this Design/Build project were opened on July 16, 2019. The project has been awarded and the contract executed. The Construction Services Division will provide services during construction of the facility.

**The RESERVE/RIVINGTON by Toll Brothers:** (550 Acre Development with a total of 2150+ Units)

- **The Mews and The Ridge at Rivington:** Progress continues with utility extensions and inspections.
- **The Village at Rivington:** Project is nearing completion.
- **The Enclave at Rivington:** Project nearly complete.
- **Woodland Avenue Bridge:** The Bridge rehabilitation by Toll Brothers at Woodland Avenue is nearly completed.
- **Reserve Road, Milestone Road, Woodland Road:** Progress continues on the completion of these roads.
- **Phase 11 Planning and utility reviews** are completed.
- **The Woodlands Phase 4C:** Progress continues with utility extensions and inspections.

**Southeast, NY to Danbury Link Feasibility/Planning Study:**

The Division worked with Putnam County on their grant request for funding of a feasibility study for the possible restoration of passenger service between Danbury and the Southeast, NY connection to the Harlem Line. A \$1,000,000 grant has been received. The Division will continue to work with Putnam County relative to the scope of the study and the selection of a consultant. Putnam County has issued a request for proposal/qualifications for consultant services for the feasibility study, due at the end of March, 2020. The bid opening date has been extended to April 24, 2020.

**Assessment Projects:**

The following assessment projects have been the only projects pending on the list based on residents' petitions. Our office will evaluate these projects and will notify benefitted property owners.

1. Butternut Lane, Bayberry Lane and Boxwood Lane Sanitary Sewer Extension: Working on preliminary design and cost estimate.
2. Hawley Road Extension Sanitary Sewer Extension: Working on preliminary design and cost estimate.

**Traffic Engineer and his Technicians:**

During past month, Traffic engineering prepared a Federal grant application for the Alternative Transportation Program; co-supervised engineering design services for the White Street Corridor; Liaison and attending design as well as construction meetings of various State of CT projects in Danbury including the I-84 Improvement Study, Route 37 Improvements at Stacey Road and Barnum Road intersections as well as Newtown Road Corridor improvements at Old Newtown Road and Eagle Road Intersections. Personnel on field investigations spent time on preventive traffic signal maintenance, breakdown signal repairs and Call before You Dig Services. Please note our traffic maintenance services are complimented by an on-call contractor who handles breakdown and knockdown repairs after office hours, including weekends.

**Staff Engineers:** are reviewing various site plans, water and sewer applications, special exception applications, and subdivision applications for various land-use approvals of on-going development projects throughout the City. Field inspections of sanitary sewer, water mains and new roads are performed regularly on various developments including the large Reserve Development by Toll Brothers. The staff engineers also review various drainage problems which may include site visits, analysis and design.

**Survey Crew:** Our survey crew verifies various R.O.W., and prepares surveys and easements for in-house design of City Projects, and assists other divisions in locating utilities in the field.

Should you have any questions regarding this report or any other issues related to our Engineering Division, please do not hesitate to contact me at (203) 797-4641.

**Highway Division Report submitted by Tim Nolan, Superintendent of Public Services:**  
**MARCH – 2020**

The Highway Division responded to one winter storm event. The plow repair crew inspected and repaired plows after the storm. All equipment was washed and maintained throughout the month. The winter salt was delivered and readied at the Public Works site and Airport property.

Several employees assisted Danbury Hospital with installing a traffic pattern, daily for the Covid – 19 screening. They also assisted the National Guard with the installation of the mobile field hospital on Locust Ave.

Three cold patch crews were dispatched daily to fill potholes. Catch basin and drainage repairs were made during the mild weather. A crew cut back trees and bushes that covered signs and site lines. Highway crews assisted Forestry with tree removals, pruning, and traffic control. Employees continued organizing and renovating the buildings at the complex.

Staff spent several days clearing catch basins and picking litter along our city streets. The city garbage truck is deployed daily to empty trash cans, collect litter and clean up illegal dumping. The recycle truck continues to be out at multiple locations receiving the recyclables from our residents.

#### **Winter Season**

- Winter Storm Events: 1
- Precipitation: 2.7 inches
- Emergency Call Outs: 1

#### **Maintenance**

- Catch Basins Replaced: 21
- Guardrail Repairs: 12
- Dredging: 0
- Catch Basin Cleaning: 121
- Roads Paved: 0

#### **Signage**

- New installs: 0
- Replacements: 21
- Repairs: 34

#### **Personnel**

- Total: 44
- Injury: 1
- Restricted Duty: 0
- Retirement: 0
- Seasonal: 5
- Vacancy: 1

### **Parks Maintenance Report submitted by Tim Nolan, Superintendent of Public Services:** **MARCH – 2020**

The Parks Maintenance Division assisted the Public Buildings Division with storm related activities for cleanup at city parks, public lots, sidewalks, and schools. All the winter equipment was washed and maintained throughout the month.

Brush and storm damage was cut and removed at several locations. Life guard chairs were painted for the summer season. Parks crews dethatched, rolled, and replaced sod on many ball fields. Restoration and improvements continued on the Westerners Field.

Litter was picked up and garbage cans were emptied in various areas throughout the city. Spring cleanup of the city owned grounds and islands started with the removal of broken curb, winter debris, and turf damage repair. The Parks Maintenance building was cleaned and organized. Maintenance of the spring mowing equipment was completed and ready for the season.

#### **Winter Season**

- Winter Storm Events: 1
- Precipitation: 2.7 inches

#### **Maintenance**

- Parks: 22

- Schools: 17
- Sports Fields: 25

#### **Personnel**

- Total: 16
- Injury: 0
- Restricted Duty: 0
- Seasonal: 0
- Vacancy: 1

### **Forestry Division Report submitted by Tim Nolan, Superintendent of Public Services:** **MARCH – 2020**

The Forestry Division responded to and assisted Parks Maintenance with the clean-up during winter storm event at city parks, sidewalks, and schools. They also prepped and cleaned the equipment after the storm. Brush piles and tree debris from storms were also cleaned up for safety.

The division responded to several dozen tree calls that include inspections, clean ups, and emergency take downs. Forestry also continues to monitor and remove beaver dam issues throughout the City. The division continues to maintain all of the American flags in the City's Parks.

#### **Winter Season**

- Winter Storm Events: 1
- Precipitation: 2.7 inches

#### **Maintenance**

- Removals: 55
- Pruning: 109
- Brush: 4
- Emergency Call Outs: 4

#### **Personnel**

- Total: 4
- Injury: 0
- Restricted Duty: 0
- Seasonal: 0
- Vacancy: 0

### **Public Buildings Report submitted by Sean Hanley, Superintendent of Public Buildings:** **MARCH – 2020**

#### **City:**

The Public Buildings staff spent most of the month dealing with COVID-19 related issues.

#### **Danbury Public Schools:**

Waiting on RTU replacement quotes for media area DHS.  
UST replacement specs at King St. campus completed, awaiting final budgeting from finance for state.

**Library:**

New drinking fountain installs ongoing, abatements completed.  
New plaza stair railings completed and ramp railings for ADA access completed.

**Police:**

New server completed and BMS software update ongoing.  
Starting specs for RTU replacements.

**Old library:**

Awaiting quotes on replacing cooling tower/building controls.

**Parks:**

Farrington main house interior painting completed.

**General:**

The majority of time the Maintenance Mechanics spent this month was associated with School building repairs: specifically Heating, Completing life safety PM in schools, Outdoor lighting, building lighting / electrical and plumbing.

**Requests for Maintenance Service:**

Attached please find the statistical report of repairs and maintenance work that the Public Buildings Mechanics engaged in during the month of March 2020.

In the month of March we received 100 new work requests and completed 107 work requests. In reviewing this report, you will find the repair time that was expended in major work categories. Also listed is the total number of work order hours completed.

Public Building mechanics were engaged in General Mechanical repairs with a total of 189.00 person-hours dedicated to this service. The next largest area of concentration was in Electrical repairs, utilizing 118.00 person-hours of labor. Plumbing came as the third highest category with 103.50 person-hours.

Should you have any questions regarding this report, please do not hesitate to contact Sean Hanley at 203-797-4584.

**CITY OF DANBURY  
PUBLIC BUILDINGS DIVISION  
WORK REQUEST REPORT FOR MARCH 2020**

|   |            |
|---|------------|
| <b>Work Requests received this month</b>  | <b>100</b> |
| <b>Work Requests Completed this month</b> | <b>107</b> |

| <b>Category</b> | <b>Total Labor Hours</b> |
|-----------------|--------------------------|
|-----------------|--------------------------|

|        |      |
|--------|------|
| Alarms | 0.00 |
|--------|------|

|                              |        |
|------------------------------|--------|
| Carpentry                    | 3.50   |
| Electrical                   | 118.00 |
| HVAC                         | 29.00  |
| Locksmith                    | 0.0    |
| Maintenance                  | 22.00  |
| Mechanical                   | 189.50 |
| Plumbing                     | 103.50 |
| Roofing                      | 4.00   |
| Snow Plowing                 | 0.00   |
| Labor Hours City Buildings   | 315.00 |
| Labor Hours School Buildings | 154.50 |
| Overtime                     | 45.50  |

**Public Utilities Report Submitted by David Day, PE, Superintendent of Public Utilities:**

**RE: Report to the City Council – Month of MARCH 2020**

Dear Mayor Boughton and Members of the City Council:

Enclosed is the monthly report to the City Council for activities that took place in March 2020. Also attached is the Public Utilities Vehicle Maintenance Report.

As of April 17, 2020 there are 38 hydrants out of service. I will be happy to review the information with you.

Sincerely,

*David Day*

David Day, P.E.  
Superintendent

**March 2020 Water Pollution Control Plant (WPCP) Upgrade Project Status**

The following is an update of events that occurred and of work that was performed in March 2020 by the Veolia Design Build Team (Veolia, Wright-Pierce and CH Nickerson)

- The City authorized Veolia to proceed with Phase I construction work which includes Veolia furnishing and installing the Tertiary Treatment System Upgrade and the Stormwater System Improvements. Phase I work will be performed by Veolia at a price not to exceed \$27,442,914. This Phase I work is being performed in accordance with the Master Construction Services Agreement entered into by the City and Veolia to perform required WPCP Upgrade Work.

- Veolia worked on preparing the scope of services for the preliminary (30%) design of a new Headworks Screening & Grit Removal Facility and for a new FOG / Biodiesel Facility.

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## MEMORANDUM

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**DATE:** April 17, 2020  
**TO:** City of Danbury, City Council  
**FROM:** *David M. Day, P.E.*, Superintendent  
**RE:** Sanitary Sewer Collection System Maintenance—  
 MARCH 2020

**Complaints:**    3 Bypasses                      20 Slow Running  
                          0 Loose Manholes              1 Odor Calls

**Number Received:**    24

**Number Completed:**    24

**Pipe Cleaned:**    6,100 LFT

**Gallons of Water Used:**    13,000 Gal

**New Pipe Inspected:** 10,200 LFT

**Manholes Replaced**    3



**To:** David Day, P.E., Supt. of Public Utilities, City of Danbury  
**From:** Ralph Azzarito, Project Manager                      **Ralph Azzarito**  
**Subject:** WPCP Report For Month of:                      Mar '20  
**Date:** 04/09/20

**I. Wastewater Treatment:**

|    |                             |     |                 |         |                       |
|----|-----------------------------|-----|-----------------|---------|-----------------------|
| A) | Sewage Processed:           | 8.6 | MGD (Daily Avg) | 265.5   | Million Gallons Total |
| B) | Septic Waste Processed:     |     |                 | 964,100 | Gallons Total         |
| C) | Sludge Pumped To Digesters: |     |                 | 421,570 | Pounds Total          |



| II. | Wastewater Quality             | Influent | Effluent | % Removal | Effluent Limit  |
|-----|--------------------------------|----------|----------|-----------|-----------------|
| A)  | BOD (mg/l)                     | 199      | 4        | 98        | 30 mg/l and 85% |
| B)  | Total Suspended Solids (mg/l): | 269      | 5        | 98.1      | 30 mg/l and 85% |
| C)  | Total Phosphorus (mg/l):       | 4.9      | 1.98     | 59        | 0.6 mg/l        |
| D)  | Ammonia (mg/l):                | 24.1     | 0.23     | 99        | 4.0 mg/l        |
| E)  | Total Nitrogen (lbs/Day):      | 2,502    | 230      | 91        | 442 lbs/day     |

Note: Phosphorus limits apply April - October.

Nitrogen limit for credit trading only.

### III. Pump Station Operation:

|    |                      |       |           |
|----|----------------------|-------|-----------|
| A) | Beaver Brook:        | 743.3 | Hours Run |
| B) | Southfield:          | 43.8  | Hours Run |
| C) | Mill Plain:          | 21.1  | Hours Run |
| D) | Backus:              | 102.9 | Hours Run |
| E) | Tarrywile            | 97.9  | Hours Run |
| F) | Turner Road:         | 56.3  | Hours Run |
| G) | Ford Avenue:         | 24.6  | Hours Run |
| H) | Indian Glen:         | 99.8  | Hours Run |
| I) | Delay Street:        | 14.3  | Hours Run |
| J) | Hayestown Road:      | 77.8  | Hours Run |
| K) | Kenosia Avenue:      | 2.0   | Hours Run |
| L) | Larson Drive:        | 123.0 | Hours Run |
| M) | Landfill:            | 188.3 | Hours Run |
| N) | Thrope Street        | 11.9  | Hours Run |
| O) | Poets Landing        | 24.0  | Hours Run |
| P) | Rogers Park          | 62.1  | Hours Run |
| P) | West Side            | 79.5  | Hours Run |
| Q) | East Franklin Street | 106.6 | Hours Run |

TO : City Council - City of Danbury

FROM : David Day, Superintendent of Public Utilities

DATE : April 13, 2020

RE : WATER DEPARTMENT REPORT: MARCH 2020

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### I. WATER PRODUCTION:

|  |      |     |
|--|------|-----|
| A) Margerie Water Treatment Facility:  | 77.8 | MG. |
| B) West Lake Water Treatment Facility: | 80.9 | MG. |
| C) Kenosia Well Field:                 | 0    | MG. |

D) Osborne Street Well  
Field: 0 MG.

E) Other: 0 MG.  
( MG. = Million Gallons )

II. RAINFALL:

A)  
Month: 3.1 inches

B) Past 12 Months (running total): 52.3 inches

C) Current Year (Jan.- Current Mo.): 8.7 inches

III. WATER STORAGE: date: 3/16/2020

|                         | <u>Current Reading</u> |   | <u>Historical Average</u> |   |
|-------------------------|------------------------|---|---------------------------|---|
| A) East Lake Reservoir: | <u>100.0</u>           | % | <u>92.3</u>               | % |

|                             |             |   |             |   |
|-----------------------------|-------------|---|-------------|---|
| B) Margerie Lake Reservoir: | <u>98.5</u> | % | <u>93.5</u> | % |
|-----------------------------|-------------|---|-------------|---|

|                         |             |   |             |   |
|-------------------------|-------------|---|-------------|---|
| C) West Lake Reservoir: | <u>83.3</u> | % | <u>92.0</u> | % |
|-------------------------|-------------|---|-------------|---|

|           |             |   |             |   |
|-----------|-------------|---|-------------|---|
| D) Total: | <u>91.9</u> | % | <u>92.7</u> | % |
|-----------|-------------|---|-------------|---|

IV. WATER PUMPED:

A) Park Avenue Pump  
Station: 0 MG.

B) Padanaram (High School) Pump Station: 3.52 MG.

C) Shelter Rock Pump  
Station: 2.95 MG.

D) WestConn Pump Station: 1.20 MG.

E) Margerie Pump Station: 1.22 MG.

F) Pleasant Acres: 0.75 MG.

G) Nabby Road: 1.12 MG.

H) Harvest Hill: 0.99 MG.

I) Woodland Road (Reserve): 3.98 MG.

J) West Lake High Service : 37.7 MG.

K) Total Water Pumped (A-I): 53.4 MG.  
( MG. = Million Gallons )

V. WATER  
TRANSFERRED:

|  |     |     |
|--|-----|-----|
| A) East Lake to Margerie Reservoir:          | 0.0 | MG. |
| B) Padanaram to Margerie Reservoir:          | 0.0 | MG. |
| C) Kohanza to West Lake Reservoir:           | 0.0 | MG. |
| D) Kenosia Diversion to West Lake Reservoir: | 0.0 | MG. |
| E) Kenosia Wells to West Lake Reservoir:     | 0.0 | MG. |
| F) Total Water Transferred (A-E):            | 0.0 | MG. |
| ( MG. = Million Gallons )                    |     |     |

VI. ALGAE CONTROL:

|         |
|---------|
| A) None |
| B)      |

VII. SURVEY OF WATER SOURCES:

|   |
|---|
| A) Quarterly disinfection by-products testing of water distribution system. |
| B)  |

VIII. SUPERINTENDENTS NOTES:

## MAINTENANCE REPORT - BUILDING # 6

### GENERAL FUND

### March-20

|           |          |         |  |
|-----------|----------|---------|--|
| 3/2/2020  | 990-XGK  | POLICE  | SERVICE, AIR FILTER, ROTATE TIRES, WIPERS                                  |
| 3/3/2020  | 989-XGK  | POLICE  | SERVICE, AIR FILTER, ROTATE TIRES, WIPERS                                  |
| 3/4/2020  | 385-DA   | POLICE  | POWER STEERING PUMP/HOSE, WAT.PUMP/SPARK PLUGS/COILS/FAN, CONTROL ARMS     |
|           | 614-TKL  | POLICE  | SERVICE, FRONT BRAKE PADS AND ROTORS                                       |
| 3/6/2020  | 702-YNN  | POLICE  | SERVICE, AIR FILTER, 4 TIRES   |
|           | 246-DA   | POLICE  | SPARK PLUGS AND IGNITION COILS   |
|           | 181-DA   | POLICE  | REPLACE THROTTLE BODY  |
| 3/10/2020 | 306-DA   | POLICE  | SERVICE, INTAKE MANIFOLD, CONTROL ARMS, BUSHINGS, END LINKS, CAT CONVERTER |
| 3/11/2020 | 327-STN  | POLICE  | CHARGE AC, ALTERNATOR, TIRE SENSORS  |
| 3/12/2020 | 225-DA   | POLICE  | SERVICE, LR TIRE, PURGE VALVE  |
|           | VM4209   | POLICE  | SERVICE, AIR FILTER, BATTERY, ROTATE TIRES, WIPER BLADES                   |
| 3/13/2020 | 113-DA   | POLICE  | SERVICE, SEAT BELT BUCKLE  |
|           | 261-DA   | POLICE  | SERVICE, 2 IGNITION COILS, FUEL INJECTOR                                   |
| 3/16/2020 | hydrotek | HIGHWAY | RESEAL PRESSURE PUMP, REPLACE HOSE   |
|           | 615-XHM  | POLICE  | CHECK FLUIDS, WIPER BLADES   |
|           | 19-DA    | POLICE  | REPLACE HEADLIGHT BULBS  |
|           | 8-DA     | POLICE  | LR TIRE  |
|           | 113-DA   | POLICE  | REPLACE BELT LATCH ASSEMBLY  |
| 3/18/2020 | 243-DA   | POLICE  | SERVICE  |

|           |          |        |   |
|-----------|----------|--------|---|
|           | 2-DA     | POLICE | LR HUB BEARING, RR WINDOW SWITCH  |
| 3/19/2020 | AE-90615 | POLICE | SERVICE, AIR FILTER, WIPER BLADES, REPLACE HEATED SEAT PADS IN DRIVERS SEAT |
|           | 384-DA   | POLICE | SWAP OUT ENGINE, BATTERY  |
| 3/20/2020 | 17-DA    | POLICE | SWAP TIRES  |
|           | 240-DA   | POLICE | REPLACE BELT LATCH ASSEMBLY   |
| 3/24/2020 | 2-DA     | POLICE | REPAIR BENT BACKING PLATE   |
|           | 19-DA    | POLICE | REPLACE HEADLIGHT BULB AND CONNECTOR  |

## WATER FUND

### March-20

|           |           |       |   |
|-----------|-----------|-------|---|
| 3/4/2020  | 292-DA    | WATER | IDLE AIR CONTROL, REPAIR VACUUM HOSE, BRAKE HOSE                    |
| 3/6/2020  | 126-DA    | WATER | SERVICE, AIR INTAKE SENSOR  |
| 3/19/2020 | 176-DA    | WATER | INSTALL NEW SANDER/WIRING/INSTALL SECONDARY BATTERY/REPLACE FENDERS |
| 3/23/2020 | GENERATOR | WATER | REMOVE AND REBUILD ENGINE   |
|           | 369-DA    | WATER | SERVICE   |
| 3/26/2020 | 159-DA    | WATER | SERVICE, AIR FILTER, CABIN AIR FILTER                               |

**The Equipment Maintenance Division responded to and repaired the following vehicles during the month of March, 2020.**

**Below is a list of services provided.**

| <b>Date:</b> | <b>Vehicle :</b> | <b>Repair Provided:</b>                   | <b>Department:</b> |
|--------------|------------------|---|--------------------|
| 3/2/2020     | 4                | PTO PUMP SHAFT U-JOINTS                   | HWY                |
| ^            | 40               | BLOWER MOTOR/SIDE BROOMS                  | HWY                |
| ^            | 41               | TURBO HOSE                                | HWY                |
| ^            | 10               | SANDER CHAINS/HYDRAULIC LEAK              | HWY                |
| ^            | 268-DA           | CHECK ENGINE LIGHT                        | HWY                |
| ^            | 181              | REAR PISTON                               | HWY                |
| ^            | HOTBOX           | R/R DUSTCAP                               | HWY                |
| 3/3/2020     | 4                | PTO PUMP SHAFT U-JOINTS                   | HWY                |
| ^            | 40               | BLOWER MOTOR/SIDE BROOMS                  | HWY                |
| ^            | 181              | PACKING PISTON                            | HWY                |
| ^            | 77               | P/S COOLER                                | HWY                |
| ^            | 14               | P/S NOISE/ABS LIGHT/WIPER MOTOR AND TRANS | HWY                |
| 3/4/2020     | 48-DA            | R/F FLAT TIRE                             | HWY                |
| ^            | 40               | BLOWER MOTOR/SIDE BROOMS                  | HWY                |
| ^            | 77               | P/S COOLER                                | HWY                |
| ^            | 28               | CHECK ENGINE LIGHT/CHECK LIGHTS           | HWY                |
| 3/5/2020     | 272-DA           | OIL/AIR/FUEL                              | HWY                |
| ^            | 40               | BLOWER MOTOR/SIDE BROOMS                  | HWY                |
| ^            | 48-DA            | R/F FLAT TIRE                             | HWY                |
| ^            | 18               | SERVICE                                   | HWY                |
| ^            | 49-DA            | OIL CHANGE                                | HWY                |

|           |   |          |  |     |
|-----------|---|----------|--|-----|
|           | ^ | 46       | CHECK ENGINE                               | HWY |
|           | ^ | 7        | TRANSMISSION                               | HWY |
| 3/6/2020  |   | 18       | TRANS COOLER/L/S STEERING BOX              | HWY |
|           | ^ | 46       | CHECK ENGINE                               | HWY |
|           | ^ | 47-DA    | R/R TAIL LIGHT                             | HWY |
| 3/7/2020  |   | 7        | TRANSMISSION                               | HWY |
|           | ^ | 18       | TRANS COOLER/L/S STEERING BOX              | HWY |
|           | ^ | 46       | CHECK ENGINE                               | HWY |
| 3/9/2020  |   | 18       | TRANS COOLER/L/S STEERING BOX              | HWY |
|           | ^ | 46       | CHECK ENGINE                               | HWY |
|           | ^ | 7        | TRANSMISSION                               | HWY |
|           | ^ | 386-DA   | L/F HEADLIGHT                              | HWY |
|           |   |          | A/C COMPRESSOR/CRANK PULLEY/TENSIONER/SERP |     |
|           | ^ | 48-DA    | BELT                                       | HWY |
| 3/10/2020 |   | #18      | TRANS COOLER/L/S STEERING BOX              | HWY |
|           | ^ | 46       | CHECK ENGINE                               | HWY |
|           | ^ | 7        | TRANSMISSION                               | HWY |
|           |   |          | A/C COMPRESSOR/CRANK PULLEY/TENSIONER/SERP |     |
|           | ^ | 48-DA    | BELT                                       | HWY |
|           | ^ | 28       | DEF WIRING HARNESS                         | HWY |
| 3/11/2020 |   | 46       | CHECK ENGINE                               | HWY |
|           |   |          | A/C COMPRESSOR/CRANK PULLEY/TENSIONER/SERP |     |
|           | ^ | 48-DA    | BELT                                       | HWY |
|           | ^ | 86-DA    | SERVICE                                    | HWY |
|           | ^ | 18       | TRANS COOLER/L/S STEERING BOX              | HWY |
|           | ^ | TW2      | L/S STEERING BOX                           | HWY |
| 3/12/2020 |   | 46       | CHECK ENGINE                               | HWY |
|           | ^ | TW2      | L/S STEERING BOX                           | HWY |
|           | ^ | 108-DA   | SERVICE                                    | HWY |
|           | ^ | 210-DA   | CHECK OIL LEAK                             | HWY |
| 3/13/2020 |   | 7        | TRANSMISSION                               | HWY |
|           | ^ | 210-DA   | SERVICE/FRONT BRAKE PADS                   | HWY |
|           | ^ | TW2      | L/S STEERING BOX                           | HWY |
|           | ^ | 46       | CHECK ENGINE                               | HWY |
|           | ^ | 90       | CHECK PRESSURE HOSES                       | HWY |
| 3/14/2020 |   | 38       | CHECK COOLANT LEAK                         | HWY |
|           | ^ | 7        | TRANSMISSION                               | HWY |
|           | ^ | 326-DA   | CHECK AIR SUSPENSION                       | HWY |
| 3/16/2020 |   | 54       | JUMP START                                 | HWY |
|           | ^ | SCREENER | JUMP START                                 | HWY |
|           | ^ | 7        | TRANSMISSION                               | HWY |
|           | ^ | 38       | COOLANT LEAK/SERVICE/DIMMER SWITCH         | HWY |
|           | ^ | 46       | HEAD GASKETS                               | HWY |
| 3/16/2020 |   | 54       | BATTERIES                                  | HWY |
|           | ^ | 37       | AIR LEAK/BRAKE ADJUSTMENT                  | HWY |
|           | ^ | 191-DA   | OIL CHANGE                                 | HWY |

|           |        |   |      |
|-----------|--------|---|------|
| ^         | 6      | SERVICE                                   | HWY  |
| 3/17/2020 | #38    | CHECK COOLANT LEAK/SERVICE/CHECK TAILGATE | HWY  |
| ^         | 37     | AIR LEAK/BRAKE CHAMBERS                   | HWY  |
| ^         | 46     | HEAD GASKETS                              | HWY  |
| ^         | 7      | TRANSMISSION                              | HWY  |
| ^         | 6      | SERVICE                                   | HWY  |
| 3/18/2020 | 121-DA | L/R FLAT TIRE/SERVICE                     | HWY  |
| ^         | #7     | TRANSMISSION                              | HWY  |
| ^         | 46     | HEAD GASKETS                              | HWY  |
| ^         | 42-DA  | HYDRAULIC LEAK                            | HWY  |
| ^         | 38     | RESEAL HYD PUMP FOR TAILGATE              | HWY  |
| ^         | 67     | FIX DOOR LATCH                            | HWY  |
| ^         | 65-DA  | 4 TIRES                                   | HWY  |
| 3/20/2020 | 24     | SERVICE                                   | HWY  |
| ^         | 46     | HEAD GASKETS                              | HWY  |
| ^         | 83     | SERVICE                                   | HWY  |
| 3/21/2020 | 24     | SERVICE/REAR BRAKES                       | HWY  |
| ^         | 46     | HEAD GASKETS                              | HWY  |
| ^         | 83     | SERVICE                                   | HWY  |
| ^         | 53     | SERVICE                                   | HWY  |
| 3/23/2020 | #####  | SERVICE                                   | HWY  |
| ^         | 83     | SERVICE                                   | HWY  |
| ^         | 46     | HEAD GASKETS                              | HWY  |
| ^         | 42-DA  | FUEL FILTER                               | HWY  |
| ^         | 83-DA  | R/R FLAT REPAIR                           | HWY  |
| ^         | 91     | REBUILD TOP END                           | HWY  |
| ^         | 4      | FIX WIPER BLADES                          | HWY  |
| 3/24/2020 | 91     | REBUILD TOP END                           | HWY  |
| ^         | 46     | HEAD GASKETS                              | HWY  |
| ^         | 83     | SERVICE                                   | HWY  |
| ^         | 65-DA  | CHECK LIGHTS                              | TREE |
| ^         | 82     | HYDRAULIC LEAK                            | HWY  |
| ^         | 1      | CHECK P/S LEAK                            | HWY  |
| 3/25/2020 | 47-DA  | ENGINE NOISE                              | HWY  |
| ^         | 54     | SPREADER FELL OFF MOUNT                   | HWY  |
| ^         | HOTBOX | TIRES CHECK DOOR BEARINGS                 | HWY  |
| ^         | 181    | PACKING PISTON/RE INSTALL PACKER          | HWY  |
| ^         | 1      | P/S LEAK                                  | HWY  |
| ^         | 82     | HYDRAULIC LEAK                            | HWY  |
| 3/26/2020 | 1      | P/S LEAK/CENTER BEARING                   | HWY  |
| ^         | 83     | ROLLER BEARINGS/SERVICE                   | HWY  |
| ^         | HOTBOX | TIRES/DOOR HINGE BUSHINGS                 | HWY  |
| ^         | 91     | REBUILD TOP END                           | HWY  |
| 3/27/2020 | 46     | HEAD GASKETS                              | HWY  |
| ^         | 90     | REBUILD TOP END                           | HWY  |
| ^         | 178-DA | NO START                                  | HWY  |

|           |       |   |     |
|-----------|-------|---|-----|
| ^         | 181   | PACKING PISTON/RE INSTALL PACKER          | HWY |
| ^         | 54    | BATTERIES                                 | HWY |
| 3/28/2020 | #181  | PACKING PISTON/RE INSTALL PACKER          | HWY |
| ^         | 46    | HEAD GASKETS                              | HWY |
| 3/30/2020 | 42-DA | COOLANT LEAK                              | HWY |
| ^         | 46    | HEAD GASKETS/TURBO                        | HWY |
| ^         | 67    | CHECK HYD LEAK                            | HWY |
| ^         | 90    | CHECK ENGINE LIGHT/NO POWER               | HWY |
| 3/31/2020 | 90    | EGR VALVE/TEMP SENSOR/DFN PRESSURE SENSOR | HWY |
| ^         | 46    | HEAD GASKETS/TURBO                        | HWY |
| ^         | 23    | STEERING SHAFT/SERVICE                    | HWY |
| ^         | 37    | WONT SHIFT INTO GEAR                      | HWY |
| ^         | 91    | HYDRAULIC LEAK                            | HWY |

Personnel

|             |   |
|-------------|---|
| Total:      | 6 |
| Injury:     | 0 |
| Restricted  |   |
| Duty:       | 0 |
| Retirement: | 0 |
| Seasonal:   | 2 |
| Vacancy:    | 1 |



## CITY OF DANBURY OFFICE OF NEIGHBORHOOD ASSISTANCE

**Shawn Stillman**  
UNIT Coordinator  
*s.stillman@danbury-ct.gov*

**203-796-8026**

Livable Neighborhoods 2020  
*"Building a Better Danbury"*

**April 2020**

April 27, 2020

Honorable Mayor Boughton and City Council Members:

Below is a table highlighting UNIT activity from the time of last month's City Council report. This does not include any UNIT activity regarding follow up and re-inspection work from previously noted issues. The UNIT works to ensure that each and every issue is resolved as quickly as possible.

| Time Period                      | Mar 30 – April 27, 2020 |
|----------------------------------|-------------------------|
| Number of Quality of Life Issues | 58                      |
| Year to Date - 2020              | 248                     |

The top issues addressed by the UNIT were:

- COVID compliance inspections (28)
- Garbage/Debris and Illegal dumping (15)
- Unsafe living/Unpermitted construction (7)

### **COVID-19 UPDATE:**

The UNIT continues to report to work each day, responding to resident complaints in the best and safest capacity that we can. At this time, our department has limited residential inspections to only exterior inspections. In the meantime, the UNIT continues to assist the Health Department with various tasks relating to the demands of COVID.

We have spent the majority of the few weeks inspecting food establishments to ensure that they are following the federal and state mandates of being closed, or providing limited services such as restaurants. Additionally, over the course of the last two weeks, we have also inspected gas stations, deli and convenience stores to ensure that the coffee and fountain soda stations have been either closed or converted to service by staff only. These are extremely tough times for these local establishments, and enforcement has been delivered with empathy and also received



with a great amount of understanding and appreciation. Obviously, it is imperative that we as a community do everything that we can to eliminate the risks of this pandemic.

The UNIT has also assisted the Fire Chief and Emergency Response Director with the packing and cleaning of the temporary homeless shelter that was established at the end of March. It had been empty of residents for a few weeks and supplies, linens, cots and other materials needed to be returned and cleaned. As our team has been reporting to work, we have assisted many departments in many different ways and will continue to do so.

In the meantime, we will continue to respond to resident complaints and perform ACTION within the community.

### **STILL RIVER CLEANUP:**

Early in March, just before the fears and concerns of the COVID-19 virus hit our community, our department performed a comprehensive cleanup of the Still River and its shores, in the canal between White and Crosby Street. Our team including myself, Jeff Preston, Edwin Duran and Erik Carr crossed the river in our water boots and filled up over 20 bags of garbage that had accumulated along the river bed and in the river itself. In addition to litter, we removed six bicycles, a mattress, large car parts, shelving and much more. The challenge was tying it all to ropes and pulling it up and over the 20 foot wall. It was a huge accomplishment. Thank you to the Highway Department for hauling it all away.



### **EXTERIOR AND STRUCTURAL BLIGHT CITATIONS:**

As our department sends out orders to property owners seeking remediation for various issues, in most cases, the property owners respond right away with corrective action. In some cases, very few, action is slow to be taken and our department needs to spend additional time reinspecting and following up to ensure that action is taken. In cases where there is no action being taken,

finances accrue and the UNIT submits for those fines to be assessed as a judgement against the property.

**Orders written by UNIT this month (Includes Notice of Violations): 1**  
**(YTD): 28**

**40 Town Hill Avenue:** Sent order to property owner to clean up the exterior of the property. Garbage litters the property, as well as unregistered vehicles and a large pile of old firewood.

### **311 UPDATE: METRICS AND ACTIVITY:**

The data below represents service requests created via 311 call center activity. This is not a record of actual calls received. With the COVID-19 pandemic, response time and closure to some less than critical issues and complaints may take a bit longer than usual.

| <b>THIS PERIOD:</b>       |       | <b>2020 YTD:</b> |
|---------------------------|-------|------------------|
| Service Requests created: | 111   | 499              |
| Service Requests closed:  | 31    | 318              |
| Percent closed:           | 27.9% | 63.7%            |

We continue to provide the community with innovative, efficient and responsive service in order to address quality of life issues in Danbury. Our department makes itself as accessible to our residents as much as possible. We are contacted by phone, email, text and even Facebook. **For those of you not following the UNIT on Facebook, please LIKE us at UNIT City of Danbury.**

If we can be of any assistance to you or residents in your ward please contact us at 796-8026 or 311.

Sincerely,  
 Shawn Stillman  
 Coordinator, Office of Neighborhood Assistance



# **CITY OF DANBURY**

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

## **DEPARTMENT OF PERMIT COORDINATION BUILDING DEPARTMENT**

**DATE: April 27, 2020**

**TO: City Council**

**C: Mayor Mark Boughton**

**Re: City Council Report for Permit Center and Building Department**

On behalf of the Permit Center and Building Department the following report is submitted for your review. This report is for the period of March 1<sup>st</sup> to the 31<sup>st</sup> 2020. The report consists of statistical data on applications with their associated permits.

**Sean P. Hearty**

**DIRECTOR**

**David Newland**

**BUILDING OFFICIAL**

| Record #  | Record Type                              | Permit/License Issued Date | Total Estimated Construction Value | Type of Project              |
|-----------|--|----------------------------|------------------------------------|------------------------------|
| 20-284    | Permit Project Application (Residential) | 3/10/2020 14:01            | 42750                              | Residential Addition         |
| 20-291    | Permit Project Application (Residential) | 3/11/2020 12:54            | 9000                               | Residential Addition         |
| 20-261    | Permit Project Application (Residential) | 3/30/2020 16:18            | 80000                              | Residential Addition         |
| 19-190998 | Permit Project Application (Residential) | 3/5/2020 22:06             | 100000                             | Residential Addition         |
| 20-572    | Permit Project Application (Residential) | 3/24/2020 10:43            | 5000                               | Residential Alteration       |
| 20-507    | Permit Project Application (Residential) | 3/16/2020 14:19            | 10000                              | Residential Alteration       |
| 20-543    | Permit Project Application (Residential) | 3/25/2020 17:40            | 4280                               | Residential Alteration       |
| 20-454    | Permit Project Application (Residential) | 3/10/2020 15:32            | 25000                              | Residential Alteration       |
| 20-527    | Permit Project Application (Residential) | 3/23/2020 14:57            | 5600                               | Residential Alteration       |
| 20-424    | Permit Project Application (Residential) | 3/5/2020 17:31             | 30000                              | Residential Alteration       |
| 20-405    | Permit Project Application (Residential) | 3/9/2020 14:23             | 13869                              | Residential Alteration       |
| 20-412    | Permit Project Application (Residential) | 3/16/2020 13:42            | 10000                              | Residential Alteration       |
| 20-376    | Permit Project Application (Residential) | 3/10/2020 11:34            | 50000                              | Residential Alteration       |
| 20-373    | Permit Project Application (Residential) | 3/5/2020 21:43             | 6220                               | Residential Alteration       |
| 20-347    | Permit Project Application (Residential) | 3/9/2020 14:00             | 14000                              | Residential Alteration       |
| 20-288    | Permit Project Application (Residential) | 3/16/2020 14:18            | 10000                              | Residential Alteration       |
| 20-236    | Permit Project Application (Residential) | 3/9/2020 17:39             | 25000                              | Residential Alteration       |
| 20-298    | Permit Project Application (Residential) | 3/31/2020 17:14            | 115000                             | Residential Alteration       |
| 20-199    | Permit Project Application (Residential) | 3/3/2020 15:23             | 60000                              | Residential Alteration       |
| 20-199    | Permit Project Application (Residential) | 3/3/2020 15:23             | 60000                              | Residential Alteration       |
| 20-381    | Permit Project Application (Residential) | 3/5/2020 21:13             | 6000                               | Residential Alteration       |
| 20-83     | Permit Project Application (Residential) | 3/23/2020 21:45            | 7000                               | Residential Alteration       |
| 19-191115 | Permit Project Application (Residential) | 3/4/2020 22:05             | 600                                | Residential Alteration       |
| 19-190960 | Permit Project Application (Residential) | 3/12/2020 18:41            | 125000                             | Residential Alteration       |
| 19-190960 | Permit Project Application (Residential) | 3/12/2020 18:41            | 125000                             | Residential Alteration       |
| 20-379    | Permit Project Application (Residential) | 3/5/2020 18:14             | 30000                              | Residential Alteration       |
| 19-1495   | Permit Project Application (Residential) | 3/10/2020 20:15            | 25000                              | Residential Alteration       |
| 19-1647   | Permit Project Application (Residential) | 3/12/2020 22:03            | 6000                               | Residential Alteration       |
| 20-339    | Permit Project Application (Residential) | 3/18/2020 20:21            | 199087                             | Residential New Construction |
| 20-338    | Permit Project Application (Residential) | 3/18/2020 20:20            | 199087                             | Residential New Construction |
| 20-337    | Permit Project Application (Residential) | 3/18/2020 20:19            | 199087                             | Residential New Construction |
| 20-336    | Permit Project Application (Residential) | 3/18/2020 20:18            | 199087                             | Residential New Construction |
| 20-335    | Permit Project Application (Residential) | 3/18/2020 20:17            | 199087                             | Residential New Construction |
| 20-334    | Permit Project Application (Residential) | 3/18/2020 20:15            | 995435                             | Residential New Construction |
| 20-314    | Permit Project Application (Residential) | 3/11/2020 20:21            | 40000                              | Residential New Construction |
| 20-283    | Permit Project Application (Residential) | 3/5/2020 14:21             | 10000                              | Residential New Construction |
| 20-208    | Permit Project Application (Residential) | 3/5/2020 21:10             | 95000                              | Residential New Construction |

|              |                               |                 |                                   |
|--------------|-------------------------------|-----------------|-----------------------------------|
| 20-567       | Windows Permit                | 3/30/2020 20:20 | 1506 Window                       |
| 20-566       | Windows Permit                | 3/30/2020 20:16 | 882 Window                        |
| 20-481       | Windows Permit                | 3/12/2020 12:51 | 3500 Window                       |
| 20-466       | Windows Permit                | 3/26/2020 17:48 | 986 Window                        |
| 20-419       | Windows Permit                | 3/19/2020 18:17 | 4105 Window                       |
| 20-418       | Windows Permit                | 3/19/2020 18:12 | 2942.5 Window                     |
| 20-570       | Windows Permit                | 3/26/2020 16:47 | 21829 Window                      |
| 20-382       | Windows Permit                | 3/30/2020 16:53 | 13994 Window                      |
| 08-45916     | Pool Application              | 3/9/2020 14:51  | 3800 Pool                         |
| 20-331       | Detached Garage Application   | 3/9/2020 17:36  | 14500 Detached Garage Application |
| 20-271       | Detached Garage Application   | 3/11/2020 12:35 | 63000 Detached Garage Application |
| 20-247       | Detached Garage Application   | 3/16/2020 17:09 | 8800 Detached Garage Application  |
| 20-485       | Siding Permit                 | 3/18/2020 12:24 | 20000 Siding                      |
| 20-467       | Siding Permit                 | 3/10/2020 15:48 | 16000 Siding                      |
| 20-421       | Shed Application              | 3/29/2020 13:26 | 5000 Shed                         |
| 20-303       | Shed Application              | 3/30/2020 18:47 | 1016 Shed                         |
| 20-257       | Shed Application              | 3/4/2020 20:38  | 4000 Shed                         |
| 20-403       | Shed Application              | 3/26/2020 14:05 | 4500 Shed                         |
| 20-587       | Open Deck Application         | 3/26/2020 2:45  | 43000 Deck                        |
| 20-278       | Open Deck Application         | 3/4/2020 11:45  | 9600 Deck                         |
| 20-191       | Open Deck Application         | 3/2/2020 21:19  | 10000 Deck                        |
| 20-495       | Finished Basement Application | 3/26/2020 17:26 | 30000 Deck                        |
| <b>TOTAL</b> |                               |                 | <b>3419149.5</b>                  |

| Record #     | Record Type                             | Permit/License Issued Date | Total Estimated Construction Value | Type of Project       | Type of New Construction |
|--------------|---|----------------------------|------------------------------------|-----------------------|--------------------------|
| 20-548       | Permit Project Application (Commercial) | 3/19/2020 16:51            | 31000                              | Commercial Alteration | Commercial               |
| 20-548       | Permit Project Application (Commercial) | 3/19/2020 16:51            | 31000                              | Commercial Alteration | Commercial               |
| 20-352       | Permit Project Application (Commercial) | 3/3/2020 22:50             | 50000                              | Commercial Alteration | Cell Tower               |
| 20-352       | Permit Project Application (Commercial) | 3/3/2020 22:50             | 50000                              | Commercial Alteration | Cell Tower               |
| 20-332       | Permit Project Application (Commercial) | 3/18/2020 14:07            | 70724                              | Commercial Alteration |                          |
| 20-332       | Permit Project Application (Commercial) | 3/18/2020 14:07            | 70724                              | Commercial Alteration |                          |
| 20-275       | Permit Project Application (Commercial) | 3/26/2020 13:41            | 700000                             | Commercial Alteration |                          |
| 20-275       | Permit Project Application (Commercial) | 3/26/2020 13:41            | 700000                             | Commercial Alteration |                          |
| 20-122       | Permit Project Application (Commercial) | 3/4/2020 17:22             | 140000                             | Interior Alterations  |                          |
| 20-122       | Permit Project Application (Commercial) | 3/4/2020 17:22             | 140000                             | Interior Alterations  |                          |
| <b>TOTAL</b> |   |                            | <b>1983448</b>                     |                       |                          |



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810  
DEPARTMENT OF ELDERLY SERVICES  
COMMISSION ON AGING  
ELMWOOD HALL  
10 Elmwood Place  
(203) 797-4686

DATE: April 27, 2020

TO: Honorable Mayor Mark D. Boughton  
Members of the City Council

FROM: Susan M. Tomanio, MSW, LCSW  
Director of Elderly Services

RE: Report City Council Meeting  
Reporting Period: (3/16/20 – 4/17/20)

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**Congregate meal site turned into a meals on wheels delivery program.** Through work with CW Resources 4 meals per week are delivered to the center. Twice during the week, another staff person and myself deliver these meals so seniors can remain in their homes.

**Friendly Visitor Over the Phone Program.** This program has been greatly expanded. We make weekly calls to seniors, have set questions about food, medication, etc., and spend time chatting and checking in. Use of new work cell phones have allowed some of my over 70 staff to now work from home, which keeps them on the payroll.

**Messaging.** We have changed our mail voicemail message to say we are closed, but are still taking calls and that we will call seniors back. I have forwarded all calls to a work cell phone so I can receive these calls at the office or from my dining room table. This messaging is posted on a news blog on our website and pinned to the top of our Facebook page.

**Resource and Referral / Case Management Over the Phone.** This continues in earnest. We continue to connect seniors to resources in the community. Many referrals are for seniors who are food insecure, but we are assisting with applications for SNAP and the Medicare Savings Program. Additionally, providing information on reverse mortgages and self-directed homecare and looking for creative solutions to assist seniors during this difficult time.

**Masks.** I have one very active volunteer who is making masks for other seniors who need them. We have donated material to her and masks are delivered or mailed to seniors. We include a note of support on our letterhead so as to be a continued resource.

**CHOICES Over the Phone.** (Connecticut's program for Health insurance assistance, Outreach, Information and referral, Counseling, Eligibility Screening, i.e. Medicare A, B, D, Advantage, Medigap, Medicare Savings) This is challenging and difficult, but staff member Joyce Kuhn continues to assist seniors with CHOICES and benefit and support services over the phone from home on a work cell phone and work laptop. Many program changes have occurred and we are spending time gathering this information and staying informed make sure seniors get accurate information.

**Rent Rebate Over the Phone.** We process over 800 applications for Rent Rebate each year. Staff member Michelle McNamara who began outreach to our senior housing buildings before we were shut down due to COVID19 leads this effort. Joyce Kuhn joins her to provide support and staff member Jose Fuentes provides translation. Due to this early start, when the program began on April 1, she was able to process over 200 applications from home on a work laptop. She has been calling applicants to inform them of their grant amount and to check in on them at the same time. However, the remaining applications will mostly likely need to be processed over the phone and through the mail. We have received calls from both Meriden and Torrington, via direction from the State of CT, asking that we share our past and current procedures for administering the Rent Rebate Program. We appreciate the confidence that the State of CT - Office of Policy and Management, has expressed to us by choosing us as model for other cities to follow.

**Virtual Activities / Wellness Classes.** We have begun the process to put some of our classes and activities online. We had a professional cinematographer film our line dance practice class while maintaining social distancing. That will be edited and we will distribute and post that to our Facebook and social media pages. We plan on doing this with similar classes and perhaps moving to a zoom format.

**Municipal Agent / Resource and Referral**: 272 seniors / 355 services provided

**Services by Category:** **CHOICES** (Connecticut's program for Health insurance assistance, Outreach, Information and referral, Counseling, Eligibility Screening, i.e. Medicare A, B, D, Advantage, Medigap, Medicare Savings) – 39, Housing - 2, Rent Rebate - 164, Assisted Living/Home Care - 4, Veterans Benefits - 0, Transportation – 2, Food – 62 (Hillside Outreach Food Pantry (Delivery) 34, Meals on Wheels 17, CCCI Food Shoppers 6, SNAP 5), Financial - 40 (Social Security 1, Tax Preparation 22, Stimulus Check 10, General Financial 7), Other - 43

**Protective Services for the Elderly:** 1

**“911” Emergency Calls:** 0

**Senior Nutrition Meal Delivery Program:** 169 meals delivered

**Calls for General Information:** 373

**Sunshine Smile (Friendly Visitor over the Phone) Program:** 158 calls

**Van Transportation Program**: Suspended on March 13 due to COVID19



**Rent Rebate Over the Phone Program:** (Program Year 2019) 169 applications processed

**AARP Tax Program:** 329 tax returns filed until program suspended on March 13 due to COVID19



Staff members Susan Tomanio, LCSW, Vinny Albano and Michelle McNamara, along with volunteer Cienna McNamara and therapy dog, Logan, deliver meals and a smile to Danbury seniors.



Sophia Trudel, a Danbury senior, has been home hard at work sewing masks for other Danbury seniors.

| Danbury Library Statistics: Circulation, Programs, Services 2019-2020           |                                       |              |         |        |        |        |        |        |         |           |              |                      |                      |  |
|---|---------------------------------------|--------------|---------|--------|--------|--------|--------|--------|---------|-----------|--------------|----------------------|----------------------|--|
|   | July-19                               | Aug-19       | Sept-19 | Oct-19 | Nov-19 | Dec-20 | Jan-20 | Feb-20 | Mar-20  | YTD 19-20 | YTD 18-19    | +/-                  | %                    | Comments:  |
| NUMBER OF PEOPLE ENTERING LIBRARY   | 29,913                                | 29,479       | 21,407  | 26,651 | 24,051 | 20,408 | 28,109 | 25,109 | 16,755  | 221,882   | 225,230      | -3,348               | -1%                  | *Library closed to public 3/13/20 due to COVID     |
| AVERAGE NUMBER OF PEOPLE PER DAY OPEN   | 1,151                                 | 1,092        | 765     | 888    | 859    | 704    | 969    | 930    | 1,396   | 8,753     | 8,102        | 651                  | 8%                   |  |
| COMMUNITY ENGAGEMENT  | 125,503                               | 82,968       | 51,030  | 87,184 | 93,400 | 76,031 | 99,904 | 85,560 | 175,429 | 877,009   | 730,121      | 146,888              | 20%                  |  |
| REGISTERED PATRONS WITH ACTIVE LIBRARY CARDS *                                  | 27,407                                | 27,679       | 27,964  | 28,186 | 28,305 | 28,391 | 28,686 | 28,946 | 26,600  | 252,164   | 230,646      | 21,518               | 9%                   |  |
| USE OF LIBRARY MATERIALS & SERVICES - IN LIBRARY                                |                                       |              |         |        |        |        |        |        |         |           |              |                      |                      |  |
| Total print circulation   | 25,169                                | 22,465       | 18,183  | 18,469 | 18,083 | 16,504 | 19,768 | 18,103 | 7,509   | 164,253   | 190,042      | -25,789              | -14%                 |  |
| Total Inter-library loan  | 1,785                                 | 1,941        | 1,576   | 1,834  | 1,697  | 1,512  | 1,922  | 1,747  | 784     | 14,798    | 16,310       | -1,512               | -9%                  |  |
| Total program number  | 172                                   | 127          | 78      | 141    | 135    | 134    | 120    | 134    | 40      | 1,081     | 1,377        | -296                 | -21%                 |  |
| Total program attendance  | 3,162                                 | 1,891        | 2,348   | 3,371  | 2,765  | 2,471  | 1,987  | 2,252  | 399     | 20,646    | 15,964       | 4,682                | 29%                  |  |
| Meeting room use by outside agencies  | 48                                    | 36           | 57      | 64     | 41     | 39     | 55     | 54     | 19      | 413       | 320          | 93                   | 29%                  |  |
| USE OF LIBRARY MATERIALS & SERVICES - REMOTE & ELECTRONIC                       |                                       |              |         |        |        |        |        |        |         |           |              |                      |                      |  |
| Computer usage  | 6,393                                 | 6,943        | 6,496   | 5,812  | 5,339  | 4,755  | 5,065  | 5,396  | 2,540   | 48,739    | 62,354       | -13,615              | -22%                 |  |
| Ebook and audiobook circulation from Overdrive                                  | 1,032                                 | 1,112        | 918     | 876    | 759    | 858    | 384    | 358    | 1,180   | 7,477     | 7,183        | 294                  | 4%                   |  |
| iConn ebook and audiobook downloads   | 83                                    | 78           | 63      | 63     | 53     | 73     | 52     | 47     | 29      | 541       | 662          | -121                 | -18%                 |  |
| Downloadable content (eSebco, Freegal, Hoopla, Kanopy, Tumblebc                 | 6,670                                 | 7,046        | 6,477   | 6,874  | 5,512  | 5,790  | 6,686  | 5,870  | 7,799   | 58,724    | 49,827       | 8,897                | 18%                  |  |
| * An active card is one that has been used in the past 18 months or owes money. |                                       |              |         |        |        |        |        |        |         |           |              |                      |                      |  |
|   |                                       |              |         |        |        |        |        |        |         |           |              |                      |                      |  |
| Danbury Library Grant Applications and Statuses, 2019-2020                      |                                       |              |         |        |        |        |        |        |         |           |              |                      |                      |  |
| Grant Agency  | Program Supported                     | Grant Amount |         |        |        |        |        |        |         |           | Award Amount | Application Due Date | Award Dates          | Project Status                                     |
| ALA Revisiting the Founding Era   | History                               | \$1,000      |         |        |        |        |        |        |         |           | \$1,000      | 1/31/2018            | 3/8/2018 - 3/31/2020 | Awarded - Active                                   |
| CT State Library Construction Grant   | Junior Floor / Children's Programming | \$100,000    |         |        |        |        |        |        |         |           | \$100,000    | 8/31/2018            | 11/2018 - 5/2020     | Awarded-Active                                     |
| Library Services and Technology Act Literacy Grant                              | Literacy, Language Services           | \$7,500      |         |        |        |        |        |        |         |           | \$7,500      | 4/8/2019             | 7/1/2019-6/30/2020   | Awarded-Active                                     |
| ALA Great Stories Club: Truth, Racial Healing and Transformation Se             | Teen Programming                      | \$1,200      |         |        |        |        |        |        |         |           | \$1,199      | 7/15/2019            | 7/15/2019-4/30/2020  | Awarded-Active                                     |
| Woman's Club of Danbury/New Fairfield Philanthropic Funding                     | Digital Services                      | \$500        |         |        |        |        |        |        |         |           |              | 1/20/2020            |                      | Applied<br>Received City Council approval to apply |
| Library Services and Technology Act Planning Grant                              | Marketing                             | \$5,000      |         |        |        |        |        |        |         |           |              | 12/1/2019            |                      |  |
| NASA CT Space Grant Consortium  | Teen STEM Programming                 | \$4,800      |         |        |        |        |        |        |         |           |              | Rolling              |                      | Applied<br>Received City Council approval to apply |
| The Awesome Foundation  | Junior Floor / Children's Programming | \$1,000      |         |        |        |        |        |        |         |           |              | Rolling              |                      | Awaiting City Council approval                     |
| Ezra Jack Keats Foundation  | Children's Programming                | \$500        |         |        |        |        |        |        |         |           |              | 3/31/2020            |                      |  |