

# **CITY COUNCIL MEETING JANUARY 7, 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, Palma, Arconti, Cavo, J. Esposito, Santos,  
Perkins, Visconti, Chianese, Rotello, Cammisa and Molinaro

\_\_\_\_\_ **PRESENT** \_\_\_\_\_ **ABSENT**

## **PUBLIC SPEAKING**

**MINUTES** - Minutes of the Council Meetings held December 3, 2019

## **CONSENT CALENDAR**

## **AGENDA**

1. COMMUNICATION - SNAPP 2020-Proposed Bond Request
2. COMMUNICATION - Appointment - Board of Assessment Appeals
3. COMMUNICATION - Richter Park- Seasonal Cash Flow
4. COMMUNICATION - Police Department Donation
5. RESOLUTION - 25 Miry Brook Rd. -Land Acquisition
6. RESOLUTION - 89 Wooster Heights Rd. -Land Acquisition
7. RESOLUTION - HACD Corp. -Request for Proposals P19008
8. RESOLUTION - Kennedy Ave. Bridge over Still River #04176
9. RESOLUTION - Womens Club of Danbury/New Fairfield Library Grant
10. RESOLUTION - FEMA Assistance to Firefighters Grant
11. DEPARTMENT REPORTS - Police, Fire, Health-Housing & Welfare, Public Works, Permit Center, UNIT, Elderly, Library, Dream Homes
12. ADJOURNMENT

Copies of Agenda Items are available in the Legislative Assistant's Office



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## 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](mailto:m.boughton@danbury-ct.gov)

December 30, 2019

Honorable Members of the City Council  
City of Danbury, Connecticut

Dear Members of the City Council,

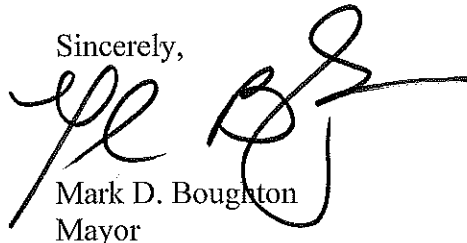
I've attached a narrative and proposed ordinance for a bond request - SNAPP2020. This bond request will address various needs within our city. Infrastructure, parks, neighborhoods and our public school system are all addressed in SNAPP2020.

Each of these proposals are outlined in the narrative and address projects and areas that the City of Danbury has been working on for the last decade or so.

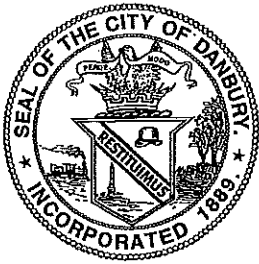
In particular, I would like to point out the requests for the Danbury Public Schools are specifically designed for short range space needs and energy savings through our "Go Green" initiative. This is not a long term space plan, but, a proposal to address immediate concerns and provide flexible classroom space for the Board of Education to use as needed while the 2020 Task Force continues to deliberate on a long term space plan.

Please feel free to contact me if you have any questions.

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 \$62,000,000 FOR VARIOUS CAPITAL IMPROVEMENTS TO SCHOOLS, NEIGHBORHOODS, PAVING AND PARKS WITHIN THE CITY AND AUTHORIZING THE ISSUANCE OF \$62,000,000 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 \$62,000,000 is appropriated for the planning, design and construction of various capital improvements to schools, neighborhoods, paving and parks within the City and related engineering, architect, technical support services, construction administration services, and printing, legal and financing costs related thereto (collectively, the "Projects"), 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 ("City Infrastructure Project 1"); (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 ("City Infrastructure Project 2"); (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 ("City Infrastructure Project 3"); (iv) various "Go Green" initiatives to improve energy efficiency in City-owned buildings ("City Infrastructure Project 4"); (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 ("City Infrastructure Project 5", and together with City Infrastructure Project 1, City Infrastructure Project 2, City Infrastructure Project 3 and City Infrastructure Project 4, collectively, the "City Infrastructure Projects"); (vi) 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 ("School Facilities Project 1"); and (vii) replacement and repair of elevators within the City School District ("School Facilities Project 2", and together with "School Facilities Project 1", the "School Facilities Projects"). Said appropriation for the City Infrastructure Projects are to be exclusive of any and all State and Federal grants-in-aid thereof, and said appropriation for the School Facilities Projects are to be inclusive of any and all State and Federal grants-in-aid thereof.

Section 2. To meet said appropriation \$62,000,000 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 Projects determined after considering, as applicable, the estimated amount of the State grants-in-aid of the Projects, 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 Projects. 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.

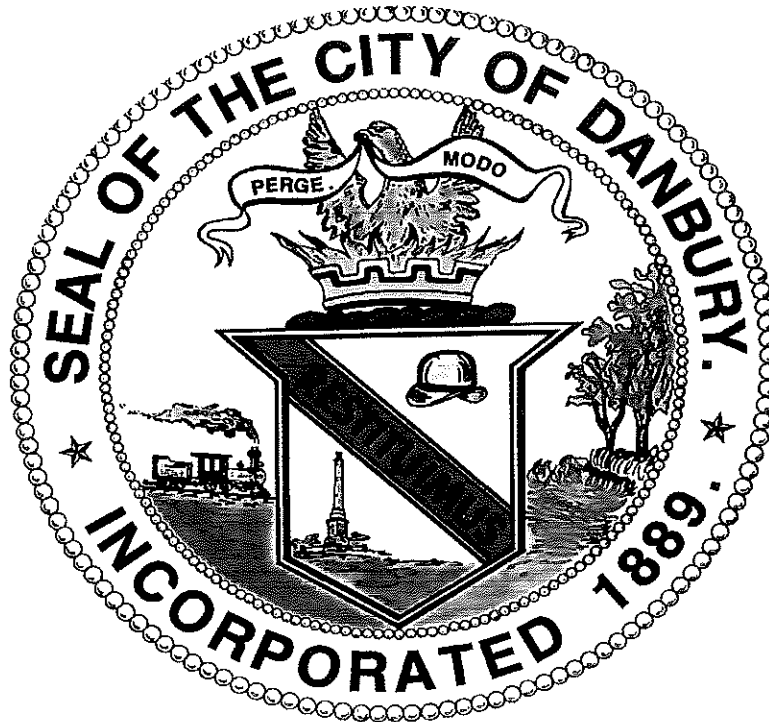
Section 5. The Mayor is authorized in the name and on behalf of the City to apply for and accept any and all federal and State loans and/or grants-in-aid of the Projects and is further authorized, in connection with the Projects, to contract in the name of the City with engineers, contractors and others.

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 Projects, 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 Projects 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 at a Special City Meeting called by the Mayor for such purpose, pursuant to the Charter of the City of Danbury.



# CITY OF DANBURY

## SNAPP-2020 BOND

(Schools, Neighborhoods, Paving and Parks)

**\$62,000,000**

**Proposed Bond Issue**

**Fiscal Year 2019-2020**

**January 7, 2020**

**Referendum**

- \$38,700,000 – City Infrastructure
- \$23,300,000 – BOE School Buildings

**GENERAL FUND**

**CITY OF DANBURY  
SNAPP-2020 BOND AUTHORIZATION  
April 2020**

<u>PROJECT</u>	<u>Project Costs</u>	<u>Issue Costs</u>	<u>BOND</u>
<b><u>Question #1 - City Infrastructure</u></b>			
<b><u>General Fund</u></b>			
Paving, Drainage, Road Improvements, Equipment Replacement and Replacement/Repairs of Bridges	\$ 17,500,000	\$ 1,000,000	\$ 18,500,000
Downtown Street Scene Improvements	\$ 8,000,000	\$ 550,000	\$ 8,550,000
Various Park improvements, open space initiatives and public purpose property acquisition	\$ 6,500,000	\$ 550,000	\$ 7,050,000
Energy Efficiency Project Initiatives (All city buildings including Schools)	\$ 2,400,000	\$ 100,000	\$ 2,500,000
Fire Apparatus Storage Facility	\$ 2,000,000	\$ 100,000	\$ 2,100,000
<b>SUB-TOTAL</b>	<b>\$ 36,400,000</b>	<b>\$ 2,300,000</b>	<b>\$ 38,700,000</b>
<b><u>Question 2 - City of Danbury School Facilities</u></b>			
City School District Classroom Space initiative	\$ 20,000,000	\$ 1,700,000	\$ 21,700,000
Replacement/Repair of Elevators	\$ 1,500,000	\$ 100,000	\$ 1,600,000
<b>SUBTOTAL</b>	<b>\$ 21,500,000</b>	<b>\$ 1,800,000</b>	<b>\$ 23,300,000</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 57,900,000</b>	<b>\$ 4,100,000</b>	<b>\$ 62,000,000</b>
Please note that \$4.0 million (approximately 6.5%) will be set aside to cover debt issue costs such as: legal fees, financial advisors, ban interest costs, etc. Any unused amounts will be reallocated to the projects.			

**City Infrastructure**

The SNAPP – 2020 Bond proposes \$38.7 million for several infrastructure improvement projects for downtown streetscapes, city streets, bridges, and parks.

Such bonds funds will be exclusive of state and federal funding/grants. Use of funding from state/federal grants will require separate spending authorization i.e through the annual CIP (Capital Improvement Plan) process.

1-6

**\$18,500,000**

**Paving, Drainage, Road Improvements, Equipment Replacement and Replacement/Repairs of Bridges**

The SNAPP-2020 Bond Issue includes significant funding for capital improvements for the major road repairs, rebuilding, paving, drainage work and other miscellaneous work on streets throughout the City of Danbury. Capital improvements will also include, but will not be limited to, drainage, drainage easement acquisition (where necessary), cross culvert repair and replacement, curbing, guardrail, resurfacing, lighting, installation of sprinklers in medians and islands, intersection improvements, thoroughfare beautification and other work, as warranted. Funds have also been included to replace and/or add to the equipment utilized and maintained by the various divisions of the Public Works Department for the City of Danbury.

The SNAPP-2020 Bond Issue also includes funding for a bridge replacement/repair program as listed in the City's Capital Improvement Plan within the annual adopted budget. The City Engineer (the Engineering Department) periodically inspects the bridges throughout the City of Danbury and reviews and implements remediation of bridge related issues as identified by the State Department of Transportation biennial bridge inspection reports. This work includes the inspection, design, permitting, construction and construction administration of related work and required to address findings of the inspections and reports. The priority list of bridges as identified by the City Engineer is subject to change from time to time due to extreme weather conditions and other related conditions causing a negative change of rating or other previously unknown factors become known.

**\$8,550,000**

**Downtown Street Scape Improvements**

The planned capital improvements for the Downtown Streetscape Improvement program will include sidewalk replacement, decorative lighting replacement and installation, streetscape infrastructure and landscaping improvements to incentivize economic development in the City's urban core area and link transit options with land uses including but not limited to planning, design, acquisition, administration, and construction of sidewalk repairs, improvements, and replacements.

**\$7,050,000**

**Various Park improvements, open space initiatives and public purpose property acquisition**



1-9

Funding for various park/recreational field, public space, and facility improvements on City property, and acquisitions for said purposes, including but not limited to the following:

- Drainage and field improvements;
- Renovations, refurbishment and development of City's recreational and park facilities including but not limited to pocket parks, public space, artificial fields, courts (basketball, tennis, etc), park trails, playgrounds, sprayscapes parks, etc.;
- acquisition of land, in fee; or acquisition of any easement;
- interest 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 in order to maintain, improve, protect, limit the future use of or conserve open space; and
- acquisition of development rights to agricultural land for preservation of such land; and
- Surveying and testing of sites, environmental remediation, engineering, administrative, printing, legal and financing costs related to therein; and
- Refurbishing, replacing and installation of new lighting.
- Signage and access improvements, parking lots, paved and unpaved pathways and bridges.
- Installation of new and maintenance of existing recreational and environmental water features.

**\$2,500,000**

**Energy Efficiency project ("Go Green" initiatives) – Various City owned Buildings (including school building)**

Funding for various "Go Green" initiatives that will improve energy efficiency in City owned buildings resulting in future cost savings for the City taxpayers.

**\$2,100,000**

**Fire Apparatus Storage facility**

The Fire Department needs additional space to house fire apparatus and to alleviate space constraints at fire headquarters. The \$2.1 million will fund the construction of an apparatus storage facility adjacent to Engine 26 (near airport) and address the mandated removal of the 60' x 10' apparatus parts storage trailer located adjacent to HQ. With a proper storage facility, the city will save money on apparatus repair costs due to decreased exposure to the elements and improve the efficiency of existing spaces. Repairs may wait months due to weather conditions and space constraints adjacent to Station #26.

1-8

## **City of Danbury Schools (\$23.3 Million – inclusive of state/federal funding/grants)**

*The City expects to receive approximately 60% reimbursement (\$14 million estimated) on all eligible BOE Project costs – estimated bonds to be issued for the remainder of \$9.3 million.*

### **\$21,700,000**

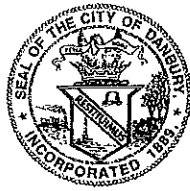
#### **City of Danbury School District Classroom Space Initiative**

The SNAPP-2020 Bond Issue commits \$21.7 million to renovate the existing Osborne Street Facility to create new classrooms, relocate maintenance crews out of Osborne Street facility, create administrative offices for BOE, and flex space for the planning and the development of additional classroom space throughout the district. The bond funding will address the needs of the City of Danbury School District to develop more classroom spaces as the student population grows and as educational programming changes occur. Typically

### **\$1,600,000**

#### **Replacement and repair of elevators in various City of Danbury School District Buildings**

Funding for the replacement and major repair of various elevators within the City of Danbury School District.



## CITY OF DANBURY

OFFICE OF THE MAYOR  
DANBURY, CONNECTICUT 06810  
[www.danbury-ct.gov](http://www.danbury-ct.gov)

MARK D. BOUGHTON  
MAYOR

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

December 30, 2019

Honorable Members of the City Council  
City of Danbury, Connecticut

Dear City Council Members:

I hereby submit for your confirmation the appointment of the following individual to serve on the Board of Assessment Appeals:

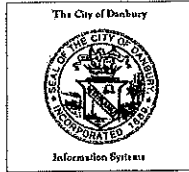
Ronald Struski (R)  
15 Topfield Road  
Danbury, CT 06811

Mr. Struski is a long-time resident of the City of Danbury. The Board of Assessment Appeals and its functions are of interest to Mr. Struski and he is looking forward to an opportunity to serve the City of Danbury.

Thank you for your consideration of this appointment.

Sincerely,

Mark D. Boughton  
Mayor



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**CITY OF DANBURY**  
**155 DEER HILL AVENUE**  
**DANBURY, CONNECTICUT 06810-7769**

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

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

**MEMORANDUM**

**TO:** Mayor Mark D. Boughton via the City Council  
**FROM:** David St. Hilaire, Director of Finance  
**DATE:** December 31, 2019  
**SUBJECT:** Certification - Availability of Cash – Richter Park Authority

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I respectfully request that the City Council to consider a request from Richter Park Authority for a cash advance (line of credit) not to exceed \$150,000 to address their temporary cash flow needs during the "off-season." The poor weather conditions shorten this past season and it has negatively affected the reserve cash levels.

You may recall that the City Council approved a \$1.5 million refinancing loan for 15 years at 2.5% interest rate in November 2015 and another \$600,000 this past year for the Driving Range project. The Golf Driving Range (completed in April 2019) is a huge success and is providing residual benefits to the Richter Park operations. The current loan balance is approximately \$1.7 million and Richter Park has made all payments on a timely basis.

Given the seasonal nature of Richter Park Authority, I would recommend an automatic renewal of the \$150,000 line of credit annually under the condition that any amounts advanced (or borrowed) during the fiscal year must be repaid by the end of the same fiscal year (June 30<sup>th</sup>). Any outstanding balance on the line of credit will accrue interest at the 2.5% rate.

I hereby certify the availability of cash of \$150,000 from unappropriated fund balance. Please feel free to contact me should you require any additional information.

1/4/2020  
----- Forwarded message -----  
From: **John Priola** <[john.priola@comcast.net](mailto:john.priola@comcast.net)>  
Date: Tue, Dec 31, 2019 at 12:32 PM  
Subject: RPA Cash Advance Request  
To: <[d.sthilaire@danbury-ct.gov](mailto:d.sthilaire@danbury-ct.gov)>

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David;

As Chairman of the RPA, I am writing today, requesting a cash advance for Richter Park in an amount not to exceed \$150,000, to allow us to get through the next 3 winter months. This advance will be used to make payments of our operating costs for these next 3 months. These amounts are in our Budget for 2020 and our expectation is to repay this advance within a couple of months. This advance would help us address the current cash flow deficit that we will experience over the first 3 months of 2020.

Golf is impacted significantly by weather. Due to weather issues, the 2018 Season was a struggle only to be followed up with a very difficult opening and ending to the 2019 season.

We have made some expense cuts in our 2020 budget and will be examining over the next several months, additional expense cuts that need to be made to better position us for the future. We have also made some changes to our rate structure which we believe will position us to increase revenue.

Thank you for your consideration of this request.

Let me know if you have any questions.

Sincerely,

John D. Priola

Chairman – Richter Park Authority



**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE  
375 MAIN STREET

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

December 18, 2019

MEMORANDUM

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

From: Patrick A. Ridenhour, Chief of Police

Subject: **Request to Accept Donation**

Permission is requested to accept a donation of \$17,000.00 from the Danbury Lions Club for use in refurbishing the gym located at police headquarters. The gym is over 10 years old and the equipment is in need of updating due to usage.

Thank you for your consideration.

Patrick A. Ridenhour  
Chief of Police

PAR:mrl  
Attach.

Cc: David St. Hilaire – Director of Finance



RECYCLED  
PAPER

# Lions Club of Danbury, Inc

MEETINGS THURSDAY AT 12:15  
POST OFFICE BOX 461  
DANBURY, CONNECTICUT 06813-0461



December 17, 2019

Chief Patrick Ridenhour

Danbury Police Department

Dear Chief Ridenhour,

It has been brought to the attention of the Danbury Lions Club that the Police Department is currently in need of new equipment to refurbish the gym at Police Headquarters. We also find that funds for this effort are not available within the departmental budget.

This situation was discussed at the last combined Danbury Lions Club/Danbury Lions Charities board meeting. Recognizing the importance of the health of our first responders was a concern of the board members. At that meeting it was voted and approved to allocate the sum of \$17,000 as a Community Impact Grant to fund these improvements at Police Headquarters.

We realize that acceptance of this grant must be approved by the Mayor and the City Council and trust that you will secure that acceptance through normal channels. If any additional information or assistance is required, please feel free to contact me.

Sincerely yours,

A handwritten signature in cursive script, appearing to read 'R. E. Lovell'.

Robert E. Lovell, Secretary

RECEIVED

DEC 18 2019

BY: MCC



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**CITY OF DANBURY**  
**OFFICE OF THE CORPORATION COUNSEL**

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4518 (203) 796-8043 FAX

December 23, 2019

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

Re: 25 Miry Brook Road – land acquisition  
(Renewal of Authority)

Dear Mayor and Council:

The attached Resolution proposes to renew the Council's previous re-approval (July 2019) of the acquisition of certain properties by this office in order to facilitate the above project. By state law, your authorization must be re-approved after the expiration of six months, where acquisition has not been completed. We are near agreement, but will need the additional time to finish the process of negotiation and/or acquisition by condemnation of these properties.

Thank you for your consideration in adopting the proposed resolution. Please feel free to give us a call should you have any questions.

Very truly yours,

Laszlo L. Pinter  
Managing Attorney and  
Deputy Corporation Counsel

ras  
Attachment





# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

A.D. 2020

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

**WHEREAS**, the City of Danbury ("City") has been made aware of a needed property adjacent to the south side of the Municipal Airport at 25 Miry Brook Road; and

**WHEREAS**, the City may, when it is in the public interest and for a public purpose, acquire by eminent domain or other means, real property within the municipality; and

**WHEREAS**, said parcel(s) would be highly useful to the improvement at the Airport, including the rehabilitation of DXR Runway 8/26, and the FAA may provide some funding to purchase the parcel(s); and

**WHEREAS**, the property to be acquired is described and identified on Exhibit A attached hereto; and

**WHEREAS**, said property is to be acquired either by negotiation with the property owners or by eminent domain, if such negotiations are unsuccessful; and

**WHEREAS**, it is in the best interest of the City to acquire said property.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City, through the Office of Corporation Counsel, be and hereby is authorized to acquire the real property set forth on Exhibit A attached hereto, in accordance with procedures established by State law, either by negotiation or eminent domain through the institution of suit against the interested property owners and holders of mortgages encumbering the properties, if any, by July 1, 2020.

**NOW THEREFORE BE IT FURTHER RESOLVED**, that the City Council hereby authorizes Mayor Mark D. Boughton to apply for Federal and State grants to obtain funding to acquire said property; to appropriate the 2.5% of the total grant amount if the grant is approved; and to execute any necessary documents; and to take any additional actions necessary to effectuate the purposes hereof.

## SCHEDULE "A"

All that certain piece or parcel of land, together with the buildings and improvements thereon, situated in the City of Danbury, County of Fairfield and State of Connecticut, being triangular in shape, bounded and described as follows:

NORTHEASTERLY: by land of the Town of Danbury, formerly an old highway;

SOUTHERLY: by Miry Brook Road; and

WESTERLY: by land of Colin Campbell, formerly land of William Knapp.

Said parcel containing one and one-half acres, more or less, and being the same premises as described in deeds recorded in Volume 248 at Page 219 and Volume 266 at Page 541 of the Danbury Land Records.



**CITY OF DANBURY**  
**OFFICE OF THE CORPORATION COUNSEL**

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
(203) 797-4518 (203) 796-8043 FAX

December 23, 2019

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

Re: 89 Wooster Heights Road – land acquisition  
(Renewal of Authority)

Dear Mayor and Council:

The attached Resolution proposes to renew the Council's previous re-approval (July 2019) of the acquisition of certain properties by this office in order to facilitate the above project. By state law, your authorization must be re-approved after the expiration of six months, where acquisition has not been completed. We are near agreement, but will need the additional time to finish the process of negotiation and/or acquisition by condemnation of these properties.

Thank you for your consideration in adopting the proposed resolution. Please feel free to give us a call should you have any questions.

Very truly yours,

Laszlo L. Pinter  
Managing Attorney and  
Deputy Corporation Counsel

ras  
Attachment

Robert J. Yamin  
Corporation Counsel  
[r.yamin@ci.danbury.ct.us](mailto:r.yamin@ci.danbury.ct.us)

Laszlo L. Pinter  
Managing Attorney and  
Deputy Corporation Counsel  
[l.pinter@ci.danbury.ct.us](mailto:l.pinter@ci.danbury.ct.us)

Robin L. Edwards  
Assistant Corporation Counsel  
[r.edwards@ci.danbury.ct.us](mailto:r.edwards@ci.danbury.ct.us)

Dianne E. Rosemark  
Assistant Corporation Counsel  
[d.rosemark@ci.danbury.ct.us](mailto:d.rosemark@ci.danbury.ct.us)



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

**WHEREAS**, the City of Danbury ("City") has been made aware of a needed property adjacent to the eastern flight path side of the Municipal Airport along Wooster Heights Road at 89 Wooster Heights Road; and

**WHEREAS**, the City may, when it is in the public interest and for a public purpose, acquire by eminent domain or other means, real property within the municipality; and

**WHEREAS**, said parcel(s) are located in the Runway Protection Zone of the Danbury Municipal Airport, and would be highly useful to the improvement at the Airport and the FAA may provide some funding to purchase the parcel(s); and

**WHEREAS**, the property to be acquired is described and identified on Exhibit A attached hereto; and

**WHEREAS**, said property is to be acquired either by negotiation with the property owners or by eminent domain, if such negotiations are unsuccessful; and

**WHEREAS**, it is in the best interest of the City to acquire said property.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City, through the Office of Corporation Counsel, be and hereby is authorized to acquire the real property set forth on Exhibit A attached hereto, in accordance with procedures established by State law, either by negotiation or eminent domain through the institution of suit against the interested property owners and holders of mortgages encumbering the properties, if any, by July 1, 2020.

**NOW THEREFORE BE IT FURTHER RESOLVED**, that the City Council hereby authorizes Mayor Mark D. Boughton to apply for Federal and State grants to obtain funding to acquire said property; to appropriate the 2.5% of the total grant amount if the grant is approved; and to execute any necessary documents; and to take any additional actions necessary to effectuate the purposes hereof.

6-2

## SCHEDULE A

### PROPERTY DESCRIPTION

#### PARCEL ONE:

ALL THAT CERTAIN piece or parcel of land, together with the buildings and improvements thereon, situated on the Northerly side of Hull's Hill Road, so-called, in the City of Danbury, County of Fairfield and State of Connecticut, being bounded and described as follows:

COMMENCING at a point on the Northerly side of said Hull's Hill Road, so-called, which point is marked by an iron stake and is in the Southeasterly corner of the premises herein conveyed, at the division line of the premises herein conveyed and an abandoned Town road; running THENCE Northerly along said abandoned Town Road, a distance of 185 feet, more or less, to an iron stake; running THENCE Westerly along land of John and Hazel Kellogg, a distance of 135 feet, more or less, to an iron stake; running THENCE Southerly along other land of John and Hazel Kellogg, a distance of 195 feet, more or less, to an iron stake set in a stone wall on the Northerly side of said Hull's Hill Road; running THENCE Easterly along said Hull's Hill Road, a distance of 132 feet, more or less, to the point or place of beginning.

#### PARCEL TWO:

ALL THAT CERTAIN All that certain piece or parcel of land, together with the buildings and improvements thereon, situated on the Northerly side of Hull's Hill Road, so-called, in the City of Danbury, County of Fairfield and State of Connecticut, being shown and described as follows:

NORTHERLY: by other land of John. A. Kellogg Sr. and Hazel S. Kellogg;  
EASTERLY: by land now or formerly of Josephine Lee Robinson;  
SOUTHERLY: by Hull's Hill Road; and  
WESTERLY: by other land this day conveyed to Randall L. Sayers and Helen S. Sayers.

Said premises being approximately, 20 feet, more or less, front and rear, and 185 feet, more or less, in depth.

#### PARCEL THREE:

ALL THAT CERTAIN piece or parcel of land together with the buildings and improvements thereon, if any, situated in the Town of Danbury, County of Fairfield and State of Connecticut, and bounded as follows:

NORTHERLY: by other land of John A. Kellogg and Hazel S. Kellogg, approximately 132 feet;  
EASTERLY: by an old highway, 75 feet;  
SOUTHERLY: by land now or formerly of Randall Sayres, et ux, 132 feet;  
WESTERLY: by other lands of John A. and Hazel S. Kellogg, 75 feet.

⑦

**CITY OF DANBURY**  
**HEALTH & HUMAN SERVICES DEPARTMENT**



155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
Tel (203) 797-4625 Fax (203) 796-1596

**Mayor**  
**Honorable Mark D. Boughton**

**Director of Health**  
**Lisa Michelle Morrissey, MPH**

**TO:** Honorable Members of the City Council

**FROM:** Lisa Michelle Morrissey  
Director of Health & Human Services

**DATE:** December 18, 2019

**RE:** HACD Corp. Request for Proposals P19008

---

Everyone needs safe, decent, stable housing. For some of the most vulnerable people in our community; those with mental illness, chronic health conditions, histories of trauma, and other struggles, maintaining a stable home without supportive services is unattainable. Supportive housing, a strategy that has been proven effective nationwide, combines affordable housing with intensive coordinated services, which can provide that needed assistance. People with these and other health issues often end up in crisis situations while living on the streets, and emergency rooms and interactions with public safety officers may be the only care they are able to access. This, in turn, leads to greater strain on our social service, healthcare, and public safety systems.

While we are working collaboratively with community partners to increase the affordable housing stock as part of the long term solution, some people may need their housing coupled with supportive services to remain housed. Supportive housing models have demonstrated effectiveness in resolving homelessness and increasing housing stability. In addition, benefits also extend to improvements in health and lower public costs by reducing the use of publicly-funded crisis services, including shelters, hospitals, and jails.

HACD Corp. an affiliate of the Housing Authority of the City of Danbury has issued a Request for Proposals (RFP) for a supportive housing residential program at 98A Elm Street, Danbury. The Health & Human Services Department in conjunction with the Mayor's Office would like to respond to the RFP. This project aligns with the strategies identified in the Mayor's 10-year plan to end homeless and the long term plan to provide more housing opportunities with support services to the most vulnerable populations in Danbury.

Respectfully,

  
Lisa Michelle Morrissey



## RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

**WHEREAS**, HACD Corp., an affiliate of the Housing Authority of the City of Danbury has issued a Request for Proposal (RFP), entitled "Request for Proposal Supportive Residential Program, RFP No. P19008", seeking proposals from qualified agencies to provide a supportive housing residential program at 98A Elm Street, Danbury; and

**WHEREAS**, the residential program will provide a structured, but independent living environment where residents will receive supportive and life enhancing self-sufficiency services which will eventually lead to independent living; and

**WHEREAS**, the residential program will provide occupancy for up to twenty (20) individuals; and

**WHEREAS**, if awarded the RFP, the City, through its Health & Services Department, will establish and provide the supportive housing program; and

**WHEREAS**, the Health and Human Services Department in conjunction with the Mayor's Office proposes to respond to this RFP, which if awarded will provide for residential supportive housing in Danbury.

**NOW THEREFORE BE IT RESOLVED THAT** Mark D. Boughton, Mayor of the City of Danbury, or Lisa Michelle Morrissey, Director of Health, as his designee, is hereby authorized to submit a response to the RFP to HACD Corp. and is hereby authorized to execute any and all associated agreements or documents necessary to effectuate the purposes thereof; and to also execute on behalf of the City of Danbury all contracts, agreements, amendments or documents and to take all actions necessary to accomplish the purposes of this supportive housing residential program should the City of Danbury ultimately be awarded this RFP.

7-2

<b>NOTICE OF REQUEST FOR PROPOSALS</b> <b>HACD Corp.</b> <b>Supportive Housing Program</b> <b>RFP No. P19008</b>	
<b>SCOPE:</b>	HACD Corp. is seeking proposals for a structured independent living environment for low/very low-income individuals who may or may not be experiencing homelessness.
<b>CONTACT PERSON:</b>	Ms. Devin Marra, Director of Procurement Telephone: 203-744-2500 x141 E-Mail: dmarra@hacdct.org
<b>HOW TO OBTAIN THE RFP DOCUMENTS:</b>	Contact Ms. Devin Marra, via e-mail.
<b>PRE-PROPOSAL CONFERENCE:</b>	98 Elm Street, Danbury, CT 06811 December 11, 2019 at 2:00 PM (EST)
<b>PROPOSAL SUBMITTAL RETURN:</b>	HACD Corp. 2 Mill Ridge Rd, Danbury, CT 06811 Envelope Must be Marked: RFP No. P19008 Supportive Housing Program
<b>PROPOSAL SUBMITTAL DEADLINE</b>	December 20, 2019 at 2:00PM (EST)
[Minority- and/or women-owned businesses are encouraged to respond]	



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**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.**

December 18, 2019

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

**Re: Kennedy Avenue Bridge over Still River – Bridge No. 04176**  
**CT DOT Local Bridge Program Supplemental Application, Agreement and Certification of Funding**

Dear Mayor Boughton and City Council Members:

The State of Connecticut Department of Transportation (DOT) issued a Commitment to Fund (copy enclosed for your reference) fifty-percent of the eligible project costs for the above noted bridge project (State Grant Funds \$1,467,604.11).

Conditions of this grant are that the City submit a Supplemental Application, signed agreements and a certification of funding for the project.

It is hereby requested that the City Council authorize the Mayor to sign the Supplemental Application (sample copy enclosed) grant agreement, any associated agreements or documents and the City to issue a certification of funding for this project.

If you have any questions, please give me a call.

Sincerely,

Thomas Altermatt, PE  
Project Manager

Encl.

cc: Antonio Iadarola, PE w/encl.  
David St. Hilaire, w/encl.  
Laszlo Pinter, Esq., w/encl.



## RESOLUTION

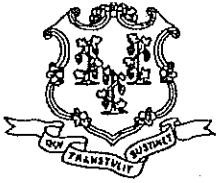
CITY OF DANBURY, STATE OF CONNECTICUT

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

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

Local Bridge Program  
State Project No. 9034-4176  
Bridge No. 04176  
Kennedy Avenue Bridge over Still River  
City of Danbury, CT

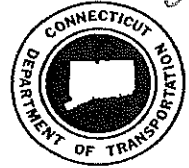
**BE IT RESOLVED THAT** Mark D. Boughton, Mayor of the City of Danbury, is hereby authorized to sign the Local Bridge Grant Program Supplemental Application and any associated agreements or documents necessary to effectuate the purpose of said Agreement, between the State of Connecticut and the City of Danbury for Kennedy Avenue Bridge over Still River, Bridge No. 04176 and to execute on behalf of the City of Danbury all contracts, agreements or amendments and to take all actions necessary to accomplish the purposes of this funding.



# STATE OF CONNECTICUT

## DEPARTMENT OF TRANSPORTATION

2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546



September 26, 2018

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

RECEIVED  
OCT 01 2018  
ENGINEERING DEPT.

Dear Mayor Boughton:

Subject: Local Bridge Program, Fiscal Year 2019  
Commitment to Fund  
Bridge No. 04176, Kennedy Avenue over Still River  
Assigned Project Number: 9034-4176  
City of Danbury  
State Grant Funds: \$1,467,604.11

The Department of Transportation (Department) has reviewed the city of Danbury's Preliminary Application (enclosed) for the replacement or rehabilitation of the subject bridge. The Department is pleased to inform you that the project qualifies for funding under the Local Bridge Program.

The State of Connecticut (State) hereby commits to fund 50 percent of the eligible project costs through a State grant. This commitment is subject to the Program Regulations and Statutory Requirements, in particular as follows:

1. The amount is based upon the information in your Preliminary Application and is subject to later adjustments.
2. This Commitment to Fund will lapse if your Supplemental Application cost estimate exceeds your Preliminary Application and sufficient monies are not available, or if you fail to file a Supplemental Application within one year of the date of this letter. The Supplemental Application form, program manual, and other relevant items can be retrieved from our website at [www.ct.gov/dot/localbridge](http://www.ct.gov/dot/localbridge).
3. The Commitment to Fund does not constitute a binding agreement, and the State's obligation is further contingent upon your execution and delivery of an agreement between the State and the city of Danbury, and your compliance with its terms.
4. Compliance with State set-aside and contract requirements enacted under Public Act 15-5, unless the municipality is exempted from this legislation. The Connecticut Commission on Human Rights and Opportunities (CHRO) is responsible for administering these requirements; however the municipality must include language relative to the requirements in the bid notice and the contract documents. Further information can be found on the CHRO website at [www.ct.gov/chro](http://www.ct.gov/chro). Questions regarding the requirements are to be directed to CHRO at 860-541-3400.

The Honorable Mark D. Boughton

- 2 -

8-3  
September 26, 2018

The next step in the grant process, if this Commitment to Fund is acceptable to you, is to sign below, and return this letter within 30 days.

Within one year of the date of this letter, the Supplemental Application must be submitted to the Department with all the required documents and certifications. Since some of these items take time to complete, they should be initiated at an early date. So that the project's costs may be accurately tracked, it is recommended that the municipality set up a separate budget line item for this project and make your auditor aware of the project. Also, the Department now relies heavily on electronic communications. Please ensure that the Department has an up-to-date e-mail address for your designated contact person at all times.

If you have any questions, or need any assistance, please contact Mr. Francisco T. Fadul, Project Engineer for the Local Bridge Program, at (860) 594-2078.

Very truly yours,



Theodore H.  
Nezames, P.E.  
2018.09.25  
11:13:28-04'00'

Theodore H. Nezames, P.E.  
Manager of Bridges  
Bureau of Engineering and Construction

Accepted by: \_\_\_\_\_  
Mark D. Boughton, Mayor  
City of Danbury

Date: \_\_\_\_\_

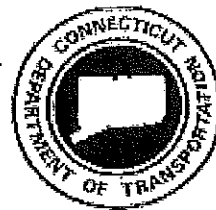
Enclosure

cc: Mr. Farid L. Khouri, P.E., City Engineer  
Mr. Antonio Iadarola, P.E., Director of Public Works



# CONNECTICUT DEPARTMENT OF TRANSPORTATION

## LOCAL BRIDGE PROGRAM



8-4

### PRELIMINARY APPLICATION

Preliminary application is hereby made by the Town/City/Borough of Danbury  
for possible inclusion in the Local Bridge Program for Fiscal Year 2019 for the following structure:

Bridge Location: Kennedy Ave over Still River

Bridge Number: 345 04716 04176 Structure Length: 43.0 feet Curb-to-Curb Width: 36.0 feet

Sufficiency Rating: 71.50 % Priority Rating: 69.50 %

Evaluation & Rating Performed by: ☐ State Forces ☒ Others

If Others, Name of Professional Engineer: Rifat Saleh, PE

Connecticut Professional Engineers License Number: CT PE 018455

Engineering Firm: RHS Consulting Design, LLC

Engineer's Address: 345 Highland Ave, Cheshire, CT 06410

Engineer's E-mail Address: rsaleh@rhsconsultingdesign.com

Description of Existing Condition of Structure: (attach description)

Description of Project Scope: D,F,G,U,V (note Bridge Repair Code as per Figure 5-1 of the current Local Bridge Program Manual; attach narrative/preliminary plans & specifications).

Name of Municipal Official to Contact: Mr. Antonio Iadarola, PE

Title: Director of Public Works Telephone: (203) 797-4641 Ext:      Fax:     

Mailing Address: City Hall, 155 Deer Hill Ave, Danbury, CT 06810

E-mail: a.iadarola@danbury-ct.gov

#### Anticipated Schedule:

(MM/DD/YYYY)

Public Meeting Conducted:	<u>07/15/2019</u>
Design Completion:	<u>12/01/2018</u>
Property Acquisition Completion:	<u>09/01/2019</u>
Utilities Coordination Completion:	<u>07/20/2019</u>
Construction Advertising:	<u>01/15/2020</u>
Supplemental Application Submission: (Not applicable for Federal Local Bridge Program Projects)	<u>12/10/2021</u>
Start of Construction:	
Completion of Construction:	

# Local Bridge Program – FY2019 Preliminary Application

Page 2

Bridge Number 04716-RT Town/City/Borough of Danbury  
04176

8-5

## Preliminary Cost Figures:

Preliminary Engineering Fees (Include Breakdown of Fees)	\$ <u>388,483.44</u>
Rights-of-Way Cost (If applicable)	\$ _____
Municipally Owned Utility Relocation Cost	\$ _____
Estimated Construction Costs (Include Detailed Estimate)	\$ <u>1,962,037.58</u>
Construction Engineering (Inspection, Materials Testing)	\$ <u>388,483.44</u>
Contingencies (10% of Construction Costs Only)	\$ <u>196,203.76</u>
Total Estimated Project Cost	\$ <u>2,935,208.22</u>

## Financial Aid Data:

NOTE: funding limited to Eligible Bridges as published at [www.ct.gov/dot/localbridge](http://www.ct.gov/dot/localbridge) or those found to be eligible in accordance with Section 2.3 – Priority Lists of the current Local Bridge Program Manual.

☐

### Federal Reimbursement:

Total Estimated Project Cost multiplied by 80%:

Federal Aid Request \$ \_\_\_\_\_

☒

### State Local Bridge Project Grant: (Cannot be combined with federal reimbursement)

Total Estimated Project Cost multiplied by 50%:

Project Grant Request: \$ 1,467,604.11

Other Source of State or Federal funding received/applied for: \$ \_\_\_\_\_, State/Federal \_\_\_\_\_  
Funding program: \_\_\_\_\_

I hereby certify that the above is accurate and true, to the best of my knowledge and belief. I also certify that this form has not been modified in any way from that distributed by the Department of Transportation for FY 2019.

Signature: [Signature] Date: 8/9/18

Name: Mr. Mark D. Boughton Title: Mayor  
(Must be signed by Chief Elected Official, Town Manager, or other Officer Duly Authorized)

Return original signed applications to:

Mr. Francisco T. Fadul, P.E.  
Project Engineer for the Local Bridge Program  
Connecticut Department of Transportation  
2800 Berlin Turnpike, P.O. Box 317546  
Newington, Connecticut 06131-7546

# LOCAL BRIDGE PROGRAM

## SUPPLEMENTAL APPLICATION

8-7

**Existing Conditions:** Attach description of existing conditions, including engineer's evaluation.

**Scope of Proposed Project:** Attach detailed description of the proposed Project, including Final Plans, Specifications, Detailed Estimates & other pertinent data.

- Checklist:**
- ☐ Plans
  - ☐ Specifications
  - ☐ Engineer's Final Estimates
  - ☐ Load Rating Documentation
  - ☐ R.O.W. (if applicable)
  - ☐ Utilities (if applicable)
  - ☐ Hydraulic Design Report – must include compact disk (if applicable)
  - ☐ Scour Evaluation Report – must include compact disk (if applicable)
  - ☐ Municipal Meeting Minutes
  - ☐ All Permits Acquired: Local, State, Federal (as applicable)

### Project Cost Data

	<u>Preliminary</u>	<u>Updated</u>
Preliminary Engineering Fees (Include Breakdown of Fees)	\$ _____	\$ _____
Rights-of-Way Cost (If Applicable)	\$ _____	\$ _____
Municipal Utility Relocation	\$ _____	\$ _____
Estimated Construction Costs (Include Detailed Estimate)	\$ _____	\$ _____
Construction Engineering/Incidentals \$ (Inspection, Materials Testing)	\$ _____	\$ _____
Contingencies (10% of Construction Costs Only)	\$ _____	\$ _____
Total Estimated Project Cost	\$ _____ 0.00	\$ _____ 0.00

### Financial Aid Data

**Project Grant:**

Municipality's allowable grant percentage: \_\_\_\_\_ %

\$ \_\_\_\_\_ 0.00 x \_\_\_\_\_ % = \$ \_\_\_\_\_ 0.00  
 (Total Project Cost) (Grant %) (Total Grant Amount)

f-8

**LOCAL BRIDGE PROGRAM**  
**SUPPLEMENTAL APPLICATION**

**CERTIFICATIONS:**

I, \_\_\_\_\_, \_\_\_\_\_, duly authorized  
by the (Town, City, Borough) of \_\_\_\_\_ as so signified by  
the attached authorization, do certify and attest to the following:

1. Approval and acceptance of all plans, specifications and estimates. Any digressions from AASHTO and Connecticut Highway Design Manual guidelines have been made in accordance with Section 13a-86a of the Connecticut General Statutes and documentation has been retained in the project records.
2. That all R.O.W. activities associated with the project have been addressed or will be completed by the start of construction and, by a certified appraiser, that the purchase price of all properties being acquired represents the fair market value of such property.
3. That the Municipality owns or has the responsibility for maintaining the structure for which funding is sought and will be responsible for all future maintenance of the structure.
4. That all public and private utility relocations have been addressed.
5. That the design loading for the structure complies with the requirement of the Regulations for the Local Bridge Program.
6. That all permits required from Federal, State, and local agencies have been obtained, and all applicable permits, regulations and executive orders will be complied with.
7. That this project complies with National Flood Insurance Program requirements and the Municipality's Flood Management ordinance or regulations, if applicable.
8. That the hydraulic design is in conformance with the requirements of the program regulations, and that an appropriate scour evaluation has been performed.
9. That separate accounts have been established specifically for this project and all additions or disbursements will be made therefrom.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

*Municipal Seal*



8-9

**LOCAL BRIDGE PROGRAM**  
**SUPPLEMENTAL APPLICATION**

**CERTIFICATIONS By a Connecticut Licensed Professional Engineer:**

I, \_\_\_\_\_, do hereby certify:  
*name*

1. That the design loading complies with the requirements of the program regulations.
2. That the completed structure is designed to have at least a 20-year life.
3. That the design reflects the latest AASHTO LRFD Bridge Design Specifications requirements for structures of that type, or previously approved digressions from those standards based upon sound engineering judgment.
4. That the geometric design reflects the latest Connecticut Highway Design Manual requirements, or reasonable digressions from those standards based upon sound engineering judgment.
5. That the hydraulic design is in conformance with the requirements of the program regulations, and that an appropriate scour evaluation has been performed.
6. That any deviations from AASHTO and ConnDOT standards have been authorized by the municipality, do not present an increased risk to the public, and have considered all factors listed in Section 13a-86a of the Connecticut General Statutes.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

Conn. P. E. Registration

*(Stamp or Seal)*

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---

**By a Certified Appraiser: (If Applicable)**

I, \_\_\_\_\_, hereby certify that the appraised property values reflect the current fair market value and are fair and reasonable.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
*Certification Number*



**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 *DS*  
**DATE:** 12/19/19  
**RE:** RESOLUTION-WOMEN'S CLUB OF DANBURY/NEW FAIRFIELD  
GRANT- LIBRARY

---

Attached for your review is a resolution that will allow the City of Danbury Library to apply for and accept funding from the Woman's Club of Danbury/New Fairfield.

The Library wishes to apply for funds in an amount not to exceed \$500 to provide on-demand movie-streaming as well as digital services. There is no local match required.

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

DST/sk

cc: K. Pearson



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

**WHEREAS**, the Woman's Club of Danbury/New Fairfield makes funds available to public libraries through its 'Philanthropic Funding' program for community projects; and

**WHEREAS**, the City of Danbury Public Library wishes to submit an application for funding to provide on-demand movie streaming and digital services; and

**WHEREAS**, this funding request will not exceed \$500 and there is no City match required.

**NOW THEREFORE BE IT RESOLVED THAT** Mark D. Boughton, Mayor of the City of Danbury, or Katie Pearson, Library Director, is hereby authorized to apply for and accept said funds and to execute all contracts and agreements necessary to effectuate the purposes thereof.



170 Main Street, Danbury, CT 06810 203.797.4505  
danburylibrary.org

RECEIVED  
FINANCE DEPT.

NOV 21 2019

q-2

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

FROM: Katharine Chung, Assistant Library Director

SUBJECT: Woman's Club of Danbury / New Fairfield Philanthropic Funding 2019-2020

DATE: November 19, 2019

The Danbury Library is respectfully requesting permission to initiate a grant application to the Woman's Club of Danbury / New Fairfield in the amount of \$500. If granted, funds will be used to continue offering library patrons access to Kanopy, an on-demand streaming video platform designed for public libraries and universities.

Through a grant from the Woman's Club in 2019, Danbury Library was able to provide Kanopy to patrons giving access without fees or advertisements to over 20,000 films, documentaries, instructional and educational videos, children's movies, TV series, animated storybooks, and language learning series. Kanopy is an excellent alternative or addition to other commercial streaming platforms that can be cost-prohibitive to individuals. With almost 100 new titles added every month, it is a valuable resource for education, entertainment, and enrichment.

Please note that this application is a competitive grant and there is no requirement for matching funds.

Sincerely,

Katharine Chung

Assistant Library Director

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## THE WOMAN'S CLUB OF DANBURY/NEW FAIRFIELD, INC.

Our Motto:  
Sharing, Caring, Giving

### A BRIEF HISTORY -

The Woman's Club of Danbury/New Fairfield, Inc., was founded in 1982 by twenty civic-minded charter members. It is a non-sectarian, non-partisan, non-profit organization whose object is to unite women in the community in fellowship for the advancement of education and charitable affairs. This goal is achieved by promoting volunteer service and common interests in civic, cultural and educational programs. Fellowship activities include museum trips, luncheons, bridge, golf, bowling, hiking, book clubs and movie discussion groups.

Most of all, WCDNF is interested in making a difference in people's lives. All members assist in raising funds to donate to community projects. Since 1982, our Philanthropic Committee has awarded over \$535,748 to selected organizations.

Each year scholarships are given to area students. In addition, during the past year individual club members contributed over 13,600 volunteer hours to the greater Danbury area.

In previous years the Woman's Club has supported local projects which have included: Ann's Place, The Women's Center of Greater Danbury, YMCA, Dorothy Day Hospitality House, Literacy Volunteers, Regional Hospice of Western CT, New Heights, Community Culinary School of Northwestern CT, Habitat for Humanity, Danbury Museum & Historical Society, Candlewood Lake Authority, Jane Goodall Center and Richter Association for the Arts.

## APPLICATION FOR PHILANTHROPIC FUNDING

- Include a cover letter on your letterhead stationery introducing your organization and your proposal.
- This 2-page application can be downloaded for editing, in word or PDF format, from our website at: [www.wcdnf.org](http://www.wcdnf.org).
- All questions must be answered.
- Please submit only the two page form. Thank you.
- IMPORTANT: Applications should be submitted no later than JANUARY 20, 2020.

\* Applications that are postmarked after this date will not be considered.

- Mail to the *Woman's Club of Danbury/New Fairfield, c/o Kathy Krieger, 77 Chambers Road, Danbury CT 06811*
- Or submit via email to: [kgk52@comcast.net](mailto:kgk52@comcast.net)

—Grants will be awarded April 28, 2020 at the Celebration of Giving Breakfast.



10

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

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

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

**MEMORANDUM**

**DATE:** 12/19/19  
**TO:** HON. MARK D. BOUGHTON VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *Dst*  
**RE:** **RESOLUTION** – FEMA ASSISTANCE TO FIREFIGHTERS GRANT

---

Attached for your review is a resolution that will allow the City of Danbury Fire Department to apply for and accept funding from the Federal Emergency Management Agency (FEMA) through its 'FY 2019 Assistance to Firefighters' grant program.

If awarded, the Fire Department will use this funding to purchase personal protective equipment for emergency personnel.

This funding request will not exceed \$800,000. FEMA's share of this request is 90%, or \$720,000, with a City share of 10%, or \$80,000. Dependent upon award date, these funds will be available in current or future operational and/or Capital budgets.

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

Attach.

DST/sk  
Cc: Chief Wiedl



## RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

**WHEREAS**, the Federal Emergency Management Agency (FEMA) provides funding opportunities through the "Assistance to Firefighters Grants" program; and

**WHEREAS**, the Danbury Fire Department intends to submit an application for FY 2019 funding to purchase personal protective equipment (PPE) for department emergency personnel; and

**WHEREAS**, this request, is intended to be in an amount not to exceed \$800,000, with FEMA covering 90%, or a maximum of \$720,000, and the City's responsibility is 10%, or a maximum of \$80,000; and

**WHEREAS**, if awarded, the City's portion will be funded through the Fire Department operational and/or capital budget at the time of the award.

**NOW THEREFORE BE IT RESOLVED THAT** Mark D. Boughton, Mayor of the City of Danbury, or Thomas J. Wiedl, Fire Chief, as his designee, is authorized to apply for and accept this funding from FEMA and to do all things necessary to effectuate the purposes thereof.



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

**T.J. Wiedl**  
**Fire Chief**

**Phone 203-796-1555**  
**Fax 203-796-1533**

DATE: November 25, 2019

TO: David St. Hilaire, Finance Director

FROM: T. J. Wiedl, Fire Chief

RE: Grant application permission

CC: Sue Kaminski, Finance Dept.

David,

The Danbury Fire Department would like to apply for a Federal "Assistance for Firefighters Grant." The purpose of the grant is to purchase personal protective equipment.

Our grant request will not exceed \$800,000 and therefore, if awarded, the Federal share of the grant would be approximately \$720,000 and the City share will not exceed \$80,000. The local match will be available in our operating or capital budget.

I am requesting the approval of the City Council to accept these funds, if awarded, for the Danbury Fire Department.

If additional information is needed, please contact me.

Respectfully yours,

T. J. Wiedl  
Fire Chief





# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

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

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

December 19, 2019

## MEMORANDUM

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

From: Patrick A. Ridenhour, Chief of Police

Subject: **Police Department Monthly Report  
December 2019**

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

### Personnel

Department Strength:

<b>Sworn Personnel</b>	<b>145</b>
Injury/Extended Leave	3
Light Duty	1
<b>Effective strength (as of 12-18-19)</b>	<b>141</b>

\*0 pending retirements

### Community Services (See attached)

### Training

12/6, 9, 12	
16, 20, 23	Low Light Firearms Training/Mandatory Qualifications – All Personnel
12/6	Firearms Trafficking Dets. Lalli, Williams & Kupchok
12/11	Supervisor Liability – Lts. Corrado & Mable
12/16-18	Patrol Rifle – Entry Level – P.Os. Weaver, Peloso, Martin, DeJesus, Meade, Davis & Dennis
12/10-12	Critical Incident Management – Sgt. Scocozza
12/13	Critical Incident Response – Lt. McNally & P.O. Pederson
12/19	Report Writing – P.O. Bell
12/20	Certification of Police Officers – Det. Lt. Sturdevant, Sgt. Scocozza & P.O. Galgano

## **Chief's Significant Meetings**

11/26 Board of Education Meeting  
11/27 Meeting with Union Board  
11/27 Lions/Rotary Club Joint Meeting  
11/27 Vision 2009 Grievance Meeting  
11/29 Black & Gold Fundraiser  
12/2 Vision 2009 Grievance Hearing  
12/3 City Council Meeting  
12/4 Reading Buddies  
12/4 School Climate Task Force  
12/5 Danbury WORKS Leadership Meeting  
12/5 FY 20/21 Budget Kickoff Meeting  
12/5 "The Hate You Give" Discussion – Danbury Library  
12/7 Pearl Harbor Day Ceremony  
12/8 Salute to First Responders Mass  
12/8 DFD Awards Ceremony  
12/9 Chaplain Policy Meeting  
12/10 Staff Meeting & Luncheon  
12/11 Mayor's Cabinet Meeting  
12/11 HR & Civil Service Meetings  
12/11 CityCenter Meeting  
12/12 CPCA Winter Meeting & Mini Expo  
12/13 Leaders Luncheon & State of the City Address  
12/16 IXP Oversight Board Meeting  
12/16 School Mentoring Program Meeting  
12/16 Lions Club Board of Directors Meeting  
12/17 LEOSA Qualifications Meeting  
12/18 Danbury WORKS and Rosario & Associates Equity Work  
12/18 Bridgeport Academy Graduation  
12/19 Meeting with Union Board  
12/19 Summit Development Holiday Gathering

**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  
November 15 – December 15, 2019

Date: December 19, 2019

**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

December 18, 2019

## MEMORANDUM

To: Chief Patrick Ridenhour  
From: Lt. Matthew McNally  
Subject: **Police Explorer Monthly Activity Report – November 2019**

This month got off to a quick start with 16 explorers going up to the **Mill Ridge Schools Annual Harvest Festival** to assist with traffic and crowd direction, on **Friday, November 1st**. The Harvest Festival is an open house style night, and there is a tractor pulled hay ride and arts and crafts in the school buildings, with refreshments served, as well. Several hundred people were in attendance.



On **Saturday, November 2<sup>nd</sup>** from 1300- 2100, 35 explorers and several advisors worked the annual **DHS Band Jamboree**. To facilitate this event, the jamboree had to be held at New Fairfield High School, because of track repairs at the Danbury High School athletic complex. The explorers also manned satellite parking locations away from the initial lots of traffic control at New Fairfield High School. Marching bands from many schools were in attendance and the crowd was quite large for this event.



**Wednesday, November 6<sup>th</sup>**, 8 explorers assisted with the first **DPD Family Night**, setting up half the Community Room with games and toys and monitoring the attendee's youngest children during the discussion sessions and the tours. This first family night was a success, and we anticipate additional events like this in the near future.

**Monday, November 11<sup>th</sup>**, 24 of our explorers and our Honor Guard participated in the annual **Veteran's Memorial** service at the **Danbury War Memorial**. There were approximately 100 persons in attendance. Also on this date, a detail of 6 our explorers assisted the American Legion volunteers with recovering the flag that are placed all around the downtown city streets for **Veteran's Day**. Their assistance was requested and offered to those who placed the flags out. With the help of the explorers, the flags were recovered in record time, resulting in accolades from the veteran's (many whom are SENIOR citizens) who are part of the American Legion.



On **Friday** evening, **November 22<sup>nd</sup>**, the explorers (8) assisted with parking lot duties at the Danbury Moose Lodge on Boulevard Drive. The reason for this was to help facilitate a large retirement party for eight long-term City of Danbury employees at that facility. As all of these retiring city employees were very popular in the community, turnout was anticipated to be quite large (and it was!), so the Moose Lodge asked for Explorer assistance. Several hundred people were in attendance. The explorers provided a visible physical security presence deterrent for the parking areas as well.

**Saturday, November 23<sup>rd</sup>**, found our explorers in Ridgefield, CT at the Dunkin Donuts (where one of the mothers is a manager) located at the intersection of Route 7 and Route 35, conducting a **Bake Sale** as a fundraiser. The explorers and some advisors baked all kinds of goods to sell them.



**Thursday, 11/28**, before the **Thanksgiving** dinners were served, approximately 43 explorers and several advisors worked the **Don Hassiak Memorial 5k run**, also called a Turkey Trot, at Tarrywile Park in the morning. The money raised from this event was given to Immaculate High School in memory of the late, P.O. Don Hassiak, an IHS alumni. The weather was very nice, but bitter cold and there was a great turnout. This event has continued to grow in size each year. Several explorers and associate advisors actually ran the 5k as well. Several of our civilian advisors and explorers actually ran the course and won awards for their respective divisions. Each year the number of participants grows





**Don Hassiak Memorial "Turkey Trot" crew on Thanksgiving morning**

We ended the month with **209 Explorer Cadets** enrolled in our program. We currently have several explorers away at college out of the area/state or serving in the military. Weekly we see between 130-160 explorers on Thursday night meetings and training sessions. We currently have 61 explorers in our BEST program, who will be graduating in December. To put this in perspective, the average size of a Law Enforcement Explorer Post nationwide is between 20-30 participants.

Respectfully submitted,

*Lt. Matthew McNally*

Lt. Matthew McNally  
Post Advisor/Program Coordinator

<b>I. Membership</b>	<b>Enrolled Amount</b>
# of Explorers Enrolled	209
# of Advisors Enrolled	19

<b>II. Hours-Explorer</b>	<b>Hours</b>
Total Job Hours	529.25
Total Training Hours	943.00
Total Explorer Hours	1472.25

<b>III. Hours-Advisor</b>	<b>Hours</b>
Total Job Hours	80.00
Total Training Hours	37.00
Total Advisor Hours	117.00

## 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	0	0	0	0	1	0	0		1
Forcible Rape	0	0	1	1	1	0	0	0	0	0	2		5
Robbery	2	0	1	2	2	1	1	4	1	3	2		19
Assault	4	6	2	4	2	5	1	3	4	3	2		36
Burglary	9	15	4	6	7	6	14	18	6	5	3		93
Theft	70	63	52	44	60	55	63	66	56	55	38		622
Motor Vehicle Theft	7	12	4	6	3	6	8	1	7	3	3		60
Arson	0	0	0	0	0	0	2	0	0	0	0		2
<b>Totals</b>	<b>92</b>	<b>96</b>	<b>64</b>	<b>63</b>	<b>75</b>	<b>73</b>	<b>89</b>	<b>92</b>	<b>75</b>	<b>69</b>	<b>50</b>		<b>838</b>

## 2018 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	0	0	0	0	0	0	0		0
Forcible Rape	2	2	0	1	1	1	2	1	2	0	0		12
Robbery	2	2	3	1	5	0	6	4	1	4	1		29
Assault	7	1	5	5	1	4	8	3	3	3	3		43
Burglary	12	6	3	15	9	9	6	11	8	4	8		91
Theft	79	65	81	51	85	66	79	70	64	56	59		755
Motor Vehicle Theft	3	2	10	3	9	18	13	11	8	6	3		86
Arson	0	0	0	0	1	0	0	0	0	0	1		2
<b>Totals</b>	<b>105</b>	<b>78</b>	<b>102</b>	<b>76</b>	<b>111</b>	<b>98</b>	<b>114</b>	<b>100</b>	<b>86</b>	<b>73</b>	<b>75</b>		<b>1,018</b>

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

**2019 DANBURY POLICE DEPARTMENT STATISTICS**  
CITY OF DANBURY

**CALLS FOR SERVICE**

**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>
Calls for Service	3,757	3,892	4,019	4,385	4,356	4,266	4,785	5,202	4,180	4,174	3,949		46,965

**2018**

	<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>
Calls for Service	3,929	3,635	4,463	4,904	5,253	5,124	5,426	5,133	4,527	4,856	4,269		51,519

**TRAFFIC ACCIDENTS**

**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	336	333	332	338	315	276	328	382		3,529
Personal Injury	39	32	40	41	58	46	40	40	47	40	56		479
<b>Total Traffic Accidents</b>	<b>335</b>	<b>323</b>	<b>342</b>	<b>377</b>	<b>391</b>	<b>378</b>	<b>378</b>	<b>355</b>	<b>323</b>	<b>368</b>	<b>438</b>		<b>4,008</b>

**2018**

	<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	330	317	327	295	379	319	328	335	323	415	358		3,726
Personal Injury	47	39	35	23	49	47	34	42	38	43	39		436
<b>Total Traffic Accidents</b>	<b>377</b>	<b>356</b>	<b>362</b>	<b>318</b>	<b>428</b>	<b>366</b>	<b>362</b>	<b>377</b>	<b>361</b>	<b>458</b>	<b>397</b>		<b>4,162</b>

**TRAFFIC ENFORCEMENT**

**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	169	189	153	158	199	189	186	178		1,907
Written Warning	6	6	3	7	9	5	16	10	11	11	9		93
Moving Violation	222	295	266	586	362	197	548	583	299	266	283		3,907
<b>Total Enforcement Action</b>	<b>378</b>	<b>465</b>	<b>441</b>	<b>762</b>	<b>560</b>	<b>355</b>	<b>722</b>	<b>792</b>	<b>499</b>	<b>463</b>	<b>470</b>		<b>5,907</b>

**2018**

	<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	154	186	191	204	165	133	194	180	132	191	139		1,869
Written Warning	21	23	13	3	11	9	8	12	15	23	7		145
Moving Violation	332	340	328	802	318	246	689	646	309	346	260		4,616
<b>Total Enforcement Action</b>	<b>507</b>	<b>549</b>	<b>532</b>	<b>1,009</b>	<b>494</b>	<b>388</b>	<b>891</b>	<b>838</b>	<b>456</b>	<b>560</b>	<b>406</b>		<b>6,630</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 November 21<sup>st</sup>, 2019 through December 20<sup>th</sup>, 2019 and details our activities.

We are pleased to welcome our six newest recruits to the line after completing their training since August at the CT Fire Academy. Firefighters Stephen D'Angelone, Robert DiNardo, Matthew Lindell, Dylan Mark, Nicholas Nunnally, and Adam Reale were sworn in to their new positions at our Annual Awards Ceremony at City Hall on December 8, 2019.



### **Public Education / Prevention / Public Relations**

Companies toured several buildings on Main Street. E23 preplanned Riverbend Condos.

Members attended the Local 801 Stuff A Truck event at Stop & Shop. Members cleaned and prepared HQ for the annual Local 801 Children's Christmas party.

Members attended the annual Awards Ceremony where our six new recruits were sworn in.

C-group hosted an Abbott Tech student for a ride-along as he is considering the fire service for a career.

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

On November 28<sup>th</sup>, E22 was dispatched to 46 White Street for the reported car into a building. E22 arrived with PD already on scene and assumed command. PD advised a vehicle had struck the building causing significant damage, also taking down a light pole, and left the scene. E22 checked for immediate hazards, made entry into the building via the knox box, and found no apparent immediate hazards inside. The Building Dept. was requested to respond to the scene. Rescue 1 responded to the scene to assist. After consulting with the Building Dept rep, E22 and Rescue 1 constructed shoring to support the damaged building. E22 spoke with the building owner, and advised them to notify us when materials were no longer needed. Pictures follow.



On November 29<sup>th</sup>, Car 30 responded to an extrication. Car 30 arrived on scene and assumed command. A man was trapped between a truck and a guy wire for a utility pole. Lt. Miguel was assigned Safety. Rescue 1, Engine 24 & Engine 22 used the grip hoist to pull the vehicle away from the wire freeing the victim. EMS and FD units loaded the patient into the ambulance. E24 remained on scene to await the wrecker with PD.

On December 2<sup>nd</sup>, Car 30 responded to an odor of gas inside a structure. Engine 26 & Truck 1 investigated and determined the leak to be in Unit 413. There was no one home and a call was placed to the homeowner by the HOA president. T1 began to force entry on the front door and the deadbolt was thrown, therefore they found an unlocked window on the second floor and made entry. The readings were as high as 15% of the LEL in 413. T1 shut of the valve to the kitchen stove and the readings began to drop. T1 ventilated that unit, the one above, and the adjacent hallway. The homeowner arrived on scene, and was extremely upset with the current situation. DC Halas and Captain Schiller explained the situation numerous times. Eversource on scene checked for leaks and clocked the meter and stated he could not find a leak. The homeowner did state the stove never worked properly. The valve to stove was left in the off position, and the homeowner was advised to have a new flex line installed by a licensed professional and the stove to be serviced and inspected before use. The HOA president was on scene as a witness.

On December 2<sup>nd</sup>, E23 was dispatched to a water in the basement call. We arrived and met with the Vice President of the Danbury Railway Museum who showed us to the basement which had approximately 5 feet of water. E23 called for Eversource to shut down the electricity at the transformer, the Water Dept. to shut off the water at the curb, and a Public Buildings rep, as the museum is reported to be City property. E23 called for a volunteer unit to begin a pump out of the water. We made a mark on the wall at the water level to determine if the water was rising, dropping or remaining the same. In approximately 30 minutes we saw it was rising about 1/2". The Water Dept. arrived on scene and shut off the water. Eversource arrived and shut off power to the building. We advised the Vice President it would be a good idea to begin researching temporary heat contractors, as the power would be shut down for some days, and this would be the only way to prevent further damage to the building if the temperature were to drop below freezing. Engine 9 arrived and began a pump out utilizing a window well outside the building. E23 called for additional volunteer units with water evacuation pumps to respond, due to the large amount of water. We monitored the water level and saw it was dropping after E9 began the pump out. All water was directed to a storm drain in the parking lot. E12 arrived on scene and assisted pumping with their equipment. The Electrical Inspector arrived on scene. As the water level went down it was determined we would not be able to get to the basement floor level using the two window wells. Both had metal air louvers installed in them. E23 called for R1 to assist. Lt. Guard and FF DePietro donned cold water rescue suits and were able to go down into the basement to remove one of the window louvers to allow the pump strainer to be sent in



to continue the pump out as the water level dropped below the window well base. The Sewer Dept. was called for use of their large pump, due to the amount of water and the rate it was able to be evacuated by our resources. When the water level was down to about 1-1/2 feet, R1 went in with a cold water suit to assist keeping the strainer below the water level. When it was determined the sewer pump would not be able to be used any longer due to the shallowness of the water, E12 and E9 continued with their pumps.

On December 7<sup>th</sup>, crews responded to a vehicle roll over into the woods. Car 30 arrived on scene and assumed command. Engine 26 & Engine 22 removed the victim from the vehicle and assisted EMS with patient care. R1 set up lighting for the scene. Two firefighters were contaminated with body fluids. E26 returned to quarters for new gear. E22 sent a FF to drive the ambulance. Car 30 requested Squad 6 for long term lighting assignment to assist PD with accident investigation.



On December 9<sup>th</sup>, crews responded to a vehicle fire on the Rt. 7 North entrance to I-84. Truck 1 confirmed from Segar St., vehicle fully involved. Car 30 arrived and assumed command. The State Police were on scene and had both lanes closed. E22, Rescue 1, and E26 extinguished the fire. A Deputy Fire Marshal responded. Tanker 12 was requested for additional water for further extinguishment. Command was transferred to E22 to finish the incident. Pictures follow.



On December 19<sup>th</sup>, Car 30 responded to a possible explosion. Car 30 arrived on scene and assumed command from Engine 23. E23 reported there was an explosion, no current smoke, or readings on meter. Approximately 8-10 feet of the D side foundation block wall was blown in. This collapse involved the furnace and electrical panel area, directly below the fireplace that contained propane gas logs. Command requested a rep from the Fire Marshal's office and the Building Department. DFM Anderson arrived on scene. The homeowners were advised to contact their insurance company, and consider draining the water out of the house due to no heat and very cold forecasted temperatures in the near future. Pictures follow.



On December 19<sup>th</sup>, Car 30 responded to a possible fire. Car 30 arrived on scene and assumed command. Truck 1 investigated and found an active oven fire in Unit 1116. Engine 22 and Truck 1 extinguished the fire. The hallway, unit, and units above had a smoke condition along with Carbon Monoxide readings. Command requested Engine 23 to the scene to assist. Rescue 1 and E23 cleared units in the adjoining hallway and units above the affected unit. Ventilation was needed in a few units. Command requested a Deputy Fire Marshal. A representative from the building was on scene. The occupant along with her two young children were advised to not stay in the unit tonight due to smoke and dry chemical extinguishing agent. Command requested the American Red Cross for assistance in putting the occupant and her children in a hotel for the evening.

E23, Truck 1 and Rescue 1 responded to Danbury Hospital for an elevator rescue. The doors to the elevator became jammed closed, and trapped the three occupants inside the elevator until crews were able to extract the foreign object from the door path and access the occupants.

Crews accomplished a quick knockdown of a structure fire at a balloon frame structure on Osborne Street. There was minimal damage and no displacement of occupants.

Crews also completed a quick knockdown of a fire in the kitchen of a third floor apartment at the corner of Main and Patch Streets.

Companies responded to a fire on the 3<sup>rd</sup> floor of the Maron hotel on Lake Ave Extension. A hotel employee had reacted to an activation of the building's fire alarm and used a fire extinguisher to knock down a fire in a ceiling light fixture in the hallway of the third floor. Fire crews completed fire extinguishment, conducted a search of rooms in the area, and removed a large amount of smoke from the building.

### **Command and Staff Activities**

- Volunteer Fire Council meeting
- City Council meeting
- Dispatch oversight meetings with IXP and the PD
- Monthly EMS/Dispatch steering committee
- Purchasing Board of Awards
- Council Meeting
- City Cabinet Meeting
- IXP monthly status meeting
- Meetings regarding Apparatus Facility
- Completed teaching Fire Prevention & Inspection course for NVCC
- Meeting with Volunteers about consolidation
- Met with two companies offering a fitness program for firefighters
- FCI Community Relations Board meeting
- Fire Recruit Class 64 graduation ceremony
- Stuff A Truck and Food Drive
- First Responder Service at First Congregational Church
- Annual Awards Ceremony & Swearing in of new Recruits
- Annual Airport Runway Safety meeting
- CT Career Fire Chiefs Association meeting
- Mayor's State of the City annual address
- Christmas Tree Lighting

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

#### **Inspections**

This month the Office of the Fire Marshal conducted 17 residential inspections, totaling 192 units. Inspection of 2 hotel/motels were completed consisting of a total of 205 units. We also inspected 1 mercantile occupancy, 5 liquor inspections, 7 businesses, and 2 educational buildings, as well as 2 healthcare inspections and 2 fueling station facilities. Staff members attended to no less than 4 complaints and worked diligently with other City agencies to resolve all issues. During the period, 11 parking summons were issued.

### Plan Reviews

Personnel continue to improve their knowledge of and efficiency with the ViewPoint plan review software. Thanks to the help and hard work of Public Buildings Department, a new viewing and processing station has been installed to assist in processing large plans. For the period, the Fire Marshal's Office has received 9 requests for plan reviews/permits, 2 site plans, and have inspected and approved 9 certificates of occupancy.

### Fire Investigations

For the period, there were 4 structure fires, 2 cooking fires, 3 rubbish/dumpster fires, 2 vehicle fires, and 1 fire classified as "other." All fires were investigated for origin and cause.

### Training

Fire Marshal continuing education continued with staff members receiving instruction on Pre-Incident Planning, and Origin and Cause Report Writing. All eligible staff members successfully completed their mandatory EMT recertification exam.

### Special Events

The Fire Marshal's Office continues to work towards its ultimate mission of preventing the loss of life, property and environment through educational and training programs. DFM Anderson with the assistance of E23, LT Kirkwood, FF Lillis, and FF DiPietro presented an interactive fire safety program to 100 kindergarten students at Hayestown School. DFM Bruce continued his work with 2 substantial projects on Miry Brook Rd and the Danbury Mall. DFM Bergemann orchestrated the inspection of the Quality Inn, LaQuinta Inn, and Danbury Towers. DFM Rozzi, with members of the Board of Education and City Buildings, continued mid-term inspections of the educational facilities. DFM Smith continues inspecting fuel dispensing facilities for compliance. FM Timan addressed several code compliance issues including the use of pyrotechnics during a recent indoor music event. All personnel continue working on multi-family inspections, with a large mailing due to go out after the first of the year.

### **Dispatch Statistical Reports**

#### **Public Safety Answering Point**

Total 911 calls	3,264
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**CITY OF DANBURY  
HEALTH & HUMAN SERVICES DEPARTMENT**



**155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
TEL: (203) 797-4625      FAX: (203) 796-1596**

**Mayor  
Honorable Mark D. Boughton**

**Director of Health and Human Services  
Lisa Michelle Morrissey, MPH**

December 30, 2019

Dear Mayor Boughton and Members of the City Council:

I am pleased to present the monthly report for the Health & Human Services Department (DHHS).

This month DHHS has been preparing for the launch of the Prevent T2 Diabetes Prevention Lifestyle Change program beginning in January 2020. This 12 month, grant funded, evidence-based program is free and open to the public. This program specifically targets individuals who are considered prediabetic or are at risk of developing Type 2 Diabetes. In the PreventT2 Program, participants will learn how to eat healthy, add physical activity to their routine, manage stress, stay motivated, and solve problems that can get in the way of healthy changes.

There have also been additional training opportunities for staff members as a part of the ongoing effort to better serve the growing needs of the community and to provide better customer service. The Public Health Emergency Preparedness Coordinator attended the five day FEMA Hazardous Materials Operations course that provides responders with the knowledge, skills, and abilities necessary to analyze, plan, and implement performance-defensive response actions for hazardous materials (HAZMAT) incidents.

Additionally, DHHS has conducted investigations for elevated blood lead level cases, continued with subsurface sewage program assignments, and has been working toward improving shelter outcomes. Routine inspections for restaurants, hotels, and daycares have also been regularly conducted.

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,



**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.

### **November/December 2019 Activity**

The environmental division has been working on Elevated Blood Lead Level cases by conducting home inspections and reviewing lead abatement plans. Inspectors have also been focusing on subsurface sewage program assignments as the department continues to adjust and transition to the retirement of our sanitarian. It is our hope that as we enter a slow period for subsurface sewage work the department can shift our focus back to conducting food service establishment inspections.

The Associate Director of Environmental Health completed a lead based paint and asbestos hazards training in order to increase knowledge and awareness of these hazards and to ensure our department is addressing these environmental housing concerns effectively in our community. The department also held a Certified Food Protection Manager course this month. This course certifies food service professionals and food safety practices are improved in establishments throughout the greater Danbury area who have a Certified Food Protection Manager on site.

### **November Results**

<b>Potable Water</b>	
Private Well	
Well Permits	3
<b>Environmental</b>	
Grading Permit Review	4
EIC	4
HazMat	4
Erosion Inspections	15
Complaint Investigation	7
Odor Complaints	1
Misc.: (Describe)	
<b>Sewage Disposal</b>	
Plan Review	23

Inspections	31
New, Replace, Fail, Plan Review	12
100% Replacement Plan Review	6
Soil Testing (List by Appointment Only)	14
Additions	3
Dye Tests (Initial)	
Septic Permits (To Construct)	
<b>Solid Waste</b>	
Garbage Complaint	
Misc. (Describe)	
<b>Pest and Animal Control</b>	
Rodent Complaint	
Insect Complaint	
Domestic Animal Complaint	
Misc. (Describe)	
<b>Housing</b>	
Residential/Commercial Inspection (Not Indoor Air)	9
Housing Complaints	
Child Day Care Inspection (Initial)	2
Child Day Care Plan Review	
Body Care Inspections	
Body Care Plan Review	
Body Care Construction Visits	
Massage Establishment Inspections	
Massage Establishment Plan Review	
Lead Inspection for all Properties	12
Lead Abatement Plan Review	4
Certificate of Apartment Occupancy (CAO's)	14
Reinspections	
Healthy Homes	
Other: Hotel/Motel Inspections	1
<b>Food</b>	
Food Service Establishment Inspection (Initial)	13
Construction Visits	2
Food Service Walkthrough Inspections	1
Itinerant Vendor Inspections	
Complaints	

Re-inspection (voluntary)	
Re-inspection (involuntary)	
Plan Review	
Plan Revisions	3
Foodborne Illness # of Complaints	3
Temporary Food Service	
Certified Food Protection Manager Courses	2
Food Handler Courses	
<b>Seasonal</b>	
Indoor Pool Inspections	5
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	12
Fair Rent Issues	1
FOI Requests	38

### **November Environmental Compliance Report**

Joe Mead, Environmental Compliance Officer

<b>Date</b>	<b>Type</b>	<b>Location</b>	<b>Reason</b>	<b>Action Taken</b>
11/4/19	E&S	12 Jackson Drive	Complaint	Further investigation needed
11/4/19	EIC	52 Padanaram Rd	Other	Work done responding to EIC NOV
11/7/19	E&S	Payne Rd	Routine	None
11/7/19	E&S	13 Stadley Rough	Bond Release	Leaking AST. Coordinated with DEEP enforcement
11/7/19	E&S	Mill Plain Rd	Routine	None
11/18/19	HazMat	24 Driftwood	Complaint	None
11/18/19	E&S	Wooster Heights	Routine	None
11/18/19	E&S	Scuppo Rd	Routine	None

11/19/19	E&S	Ford Ave	Routine	None
11/19/19	E&S	Rocky Glen	Routine	None
11/19/19	EIC	Shelter Rock Ln	Routine	None
11/20/19	E&S	Grand St	Routine	None
11/20/19	E&S	South St	Routine	None
11/20/19	E&S	Ye Olde Ln	Routine	None
11/20/19	E&S	2 Great Plain	Routine	None
11/21/19	HazMat	Shelter Rock Rd	Other	Coordinated with FD, Highway, and DEEP for response and clean up
11/21/19	EIC	Division St	Routine	None
11/21/19	EIC	Jefferson Ave	Complaint	Coordinated EIC response to unauthorized wetlands work
11/21/19	E&S	Judith	CO	Approval
11/25/19	HazMat	Mill Plain Rd	Complaint	Not verified
11/25/19	E&S	Boulevard Dr	Routine	None
11/25/19	E&S	Park Ave	Routine	None
11/26/19	E&S	E. Gate Rd	Routine	None
11/26/19	E&S	Payne Rd	Routine	None
11/26/19	E&S	Town Hill Ave	Complaint	Follow up
11/26/19	E&S	Brushy Hill Rd	Routine	None
11/27/19	HazMat	Ball Pond Rd	Other	Coordinated with DFD and DEEP response. MS4 follow up

### **Community Health Services Division**

Kara Prunty, 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 November 2019**

Tuberculosis patients	44
PPD testing/read	
QuantiFERON/T-Spot	3
Home Visits	
Hospital Visits	
eDOT	20
<b>Total Services:</b>	<b>67</b>

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

1. A total of 10 new persons were evaluated in the Tuberculosis Clinic, these referrals came from:
  - 5 Medical
  - 2 Immigration
  - 1 School PE
  - 2 Employment
2. Continuing case management of approximately 55 cases of latent TB and 2 active pulmonary TB, 1 pulmonary suspect.
3. Continuing contact investigation 1 pulmonary TB. cases. Completed contact investigation xxDNBY.
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. Continuing patient enrollment for TB Medicaid.
7. 2 Community Influenza Vaccine clinics, administered vaccines.

Community Health Services:

New Street Shelter:

Shelter Utilization for 11/22/19- 12/23/19:

Shelter Utilization	# of Nights	# Bed Nights Available	# Bed Nights Used	# of Beds Available
85%	32	640	547	20

The Community Health team has been preparing for the rollout of our Type 2 Diabetes Prevention Program that is launching in January. We have been collaborating with various religious and community organizations and utilizing social media marketing campaigns to recruit participants for this free program, which is led by the department's Certified Lifestyle Coach. In the first 6 months of the program, participants will learn new skills and strategies to allow them to make healthier food choices, deal with stress, incorporate physical activity into their routine, and stay on track with their plan. The second half of the program focuses on maintaining these newly developed habits to foster a healthy, sustainable lifestyle.

As we enter peak flu season, the department has continued efforts to increase vaccination rates. Data reported from the State has confirmed there have been 122 diagnosed flu cases in Danbury for the month of December. Of those 122 cases, 65 have been in children ages 17 and younger. We have begun hosting flu clinics in surrounding towns in an effort to keep flu numbers low in the area. There has been a higher demand for flu vaccinations in children, so clinics have been conducted in elementary schools to vaccinate that population.

Our immunization program continued to host 4 flu clinics this month at:

- 1) Mill Ridge Primary School
- 2) St. Joseph's Catholic Academy (Brookfield)
- 3) Goddard School (Brookfield)
- 4) Christian Life Academy (Brookfield)

In addition we provided childhood immunizations for Hepatitis A, Polio, Varicella and MMR.

#### Emergency Preparedness and Response:

- **December 6th, 2019: Region Five ESF8**
  - ESF #8 will meet next month and discuss the State DPH updated Point of Dispensing forms as well as the MCM Countermeasure requirements.
- **December 8th-14th, 2019: Hazardous Material Operations at CDP HQ**
  - The Danbury Emergency Response Plan will be updated to incorporate HazMat emergencies.

**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: Monthly Report for November 2019**

Dear Mayor Boughton and Members of the City Council:

I am pleased to present the Public Works Department Report for the month of **November**.

During the month of November, the Public Works Department has remained extremely diligent and active continuing with drainage improvements, road prep, paving, pothole filling and winter storm preparations.

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 the Division reports for a full scope of the varied activities and projects in which the Public Works Department are engaged. I'd like to wish one and all a happy holiday and peace in the coming New Year.

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 Gordian Group, through our CROOG Cooperative, was asked to submit a proposal for the construction of our new Animal Control Facility. We met with Gordian reviewed their proposal and performed a project scope review. October 30<sup>th</sup> BOA awarded the contract to Gordian / Millennium Builders. Millennium Builders is presently finalizing with the Corporation Counsels Office the contract we expect to sign shortly and we will issue the Notice to Proceed.

**Danbury High School Track Renovation Project:**

The ancillary non-fixed equipment items have been installed the end zone netting and pads which were long lead time items is now 100 % complete. We have performed the final inspection.



This project was completed on time and within budget administrated and managed in house by the Construction Services Division. We are in the close out phase the designer JJA Sports is presently reviewing O&M manual and warranty documents for acceptance.

**Middle River Road Bridge Replacement:**

The Bridge/Culvert was awarded to Hemlock Construction through our CROOG/Gordian Contract. The contract has been signed we are in the shop drawing review phase presently. We have scheduled a preconstruction meeting. We are looking at a spring 2020 start the project will be inspected and administrated by Construction Services.

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

RHS Engineering Consultants is the designer of the bridge rehabilitation project we were accepted into Conn Dot's Local Bridge Program qualifying us for a 50% reimbursement. The contract has been executed and the Notice to Proceed was issued. We are presently in the shop drawing review process. The bridge beams were scheduled for an early fall delivery and have been pushed back by the manufacturer, United Concrete, to a November manufacturing date. The bridge has a procurement period prior to the contractor breaking ground. We met with Nagy Brothers to discussed schedule and procurement schedules we will have a spring 2020 construction start. This project will be 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 the design has been completed. The building was surveyed by Friar's environmental and structural sub-consultants. We have met with The Richter House Authority and reviewed the design. CT SHPO reviewed the plan and approved the design. The plans were submitted, to Planning, Engineering and Department of Health and review. The plans, specifications & bid documents have been submitted to the State of Connecticut Department of Economic Development for review which a DECD grant requirement the have been approved. Once the review is completed and comments addressed we will bid the project. We are awaiting the Department of Health review approval. We have set a tentative date January 8<sup>th</sup> with the Purchasing Department to advertise the bid with a mid-February bid opening.

**Downtown Danbury TOD Streetscape Renaissance Project:**

Construction Services has been working with the City Engineer, City Planner and Martinez & Couch Associates. We are moving along at a rapid pace into preliminary design and bid documents. We reviewed the bid documents and plans for the phase one constructability. The review comments have been addressed we are working with the City Planner and expect Phase One to go out to bid shortly once the Conn Dot review is completed. We anticipate a spring ground breaking for phase one.

**Signal & Pedestrian Improvements Intersection Crow's Nest, Shelter Rock and Fleetwood Drive:**

The intersection civil work has taken place installation of new signal conduits, sidewalk, ADA ramps and new pedestrian signal pedestal foundations are complete. The new traffic signal component work including pedestrian signal installation has been completed. Working with the City Traffic Engineer the signalization phase is complete. The project was completed on time and within budget. This project was administered and managed by Construction Services using our in house resources and bid lists.

**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 have been reviewed by the DECD as per the grant requirement. We are looking for the final flood plan management permitting approvals from CTDEEP. Once we have their blessing we will issue the NTP to Red Technologies and start the remediation.

### **Margerie Dog Park:**

The project was designed in house by Engineering and Construction Services. We have broken ground using our in house resources. Public Services and Public Utilities supported our efforts supplying trucks for hauling material a great interdepartmental effort working as a team! The parking lot is complete. The fencing contractor has ordered the materials weather permitting will mobilize and complete their work.

Construction Services is presently working with the City Engineer / Director of Public Works and Engineering Division in developing our upcoming Capital Projects bridge rehabilitation / repairs and infrastructure projects.

### **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 2018 DEEP MS4 Annual Report was submitted to DEEP prior to the April 1, 2019 deadline and a copy was posted on the City website. The Illicit Discharge and Connection Ordinance was approved by the City Council and is now in effect.

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

Moss Avenue Sewer Main Replacement Project is underway 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.

#### **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 is working with the Superintendent of Construction Services and

Friar Architecture, Inc. on the design of proposed improvements. Upon receipt of authorization from the State Department of Economic Development, which is providing partial funding, the project will be put out to bid.

**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 is awaiting contract execution.

**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.

**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:**  
**November – 2019**

This was a very busy month for the Highway Division. Winter preparation was completed with all of the salt spreaders calibrated and installed on the trucks and plows inspected. The Construction crews repaired catch basins on Farm St, Karen Rd, Deer Hill Ave, High Rise Rd, Ole Musket, Carriage House Rd, and Stable Dr.

Two pothole crews were dispatched daily to fill potholes. The City's dirt roads were graded and rolled prior to the winter season. Street sweeping continued as weather permitted. A crew repaired broken curbing and driveway aprons. The previously paved roads were backfilled with topsoil and seeded.

A brush cutting crew was dispatched to improve sightlines around the City. Leaf bag and brush removal continued during the month. Highway Division crew members assisted the Forestry Division with tree removals, pruning, traffic control, and installing Christmas decorations downtown. Employees spent several days clearing catch basins and picking litter throughout 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. Several employees attended an O.S.H.A 10 hour training course.

**Winter Season**

- Winter Storm Events: 0
- Precipitation: 0
- Emergency Call Outs: 6

**Maintenance**

- Catch Basins Replaced: 5
- Drainage Pipe: 116'
- Guardrail Repairs: 1
- Dredging: 0
- Catch Basin Cleaning: 34
- Roads Paved: 0

**Signage**

- New installs: 3
- Replacements: 3
- Repairs: 28

**Personnel**

- Total: 40
- Injury: 0
- Restricted Duty: 0
- Retirement: 3
- Seasonal: 4

**Vacancy**

4

**Parks Maintenance Report submitted by Tim Nolan, Superintendent of Public Services:**  
**November – 2019**

The Parks Maintenance Division continued the grounds maintenance of all the City owned municipal properties, parks, schools and greens. The rose arbor at Rogers Park was cleaned and readied for winter. Seasonal field reseeding and fertilization was completed for next year's turf health. Leaf cleanup continued with blowing and vacuuming leaves in various areas. All of the other various Park's throughout the City are also maintained weekly for many other recreational activities.

The downtown area was cleaned and readied for the Christmas lighting ceremony. Parks maintenance staff assisted Rizzo Construction with the hanging of the Christmas lights across Main St. Staff also installed multiple Christmas lights throughout the downtown area. Litter was picked up and garbage cans were emptied in various areas throughout the city. Brush was cut in the cemeteries and parks to facilitate next year's mowing operation. Maintenance of the winter and fall seasonal equipment continued through the month.

**Winter Season**

- Winter Storm Events: 0
- Precipitation: 0

**Maintenance**

- Parks: 22
- Schools: 17
- Sports Fields: 25

**Personnel**

- Total: 17
- Injury: 1
- Restricted Duty: 0
- Seasonal: 0
- Vacancy: 1

**Forestry Division Report submitted by Tim Nolan, Superintendent of Public Services:**  
**November - 2019**

The Forestry Division was busy maintaining trees in the City's right of ways. The crew continues to remove dead trees and prune healthy trees around the City. Several days were spent hanging Christmas decorations downtown. The Forestry Division with assistance from Highway, installed the wreath on City Hall and the Library. They also decorated the large spruce tree on Elmwood Park and some smaller trees at the Library.

The division responded to several dozen tree calls that include inspections, clean ups, and emergency take downs. City tree contractors assisted with several tree removals and pruning throughout. 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: 0
- Precipitation: 0

**Maintenance**

- Removals: 57
- Pruning: 35
- Brush: 24

	• Plantings:	0
	• Emergency Call Outs:	6
<b>Personnel</b>		
	• Total:	4
	• Injury:	0
	• Restricted Duty:	0
	• Seasonal:	0
<b>Vacancy</b>		0

**Public Buildings Report submitted by Sean Hanley, Superintendent of Public Buildings:**  
**November 2019**

**City Hall:**

In process of installing new key and cylinder system as part of ongoing security upgrades.

**Danbury Public Schools:**

Hayestown Ave. school boiler project completed.

Awaiting new quotes from KONE for various elevator upgrades.

Waiting on RTU replacement quotes for media area DHS.

**Library:**

New drinking fountain installs started.

**Police:**

Chiller pump screen replacement completed.

Gas valve replacements for unit's 3&4 completed

New server and BMS software update in process.

**Parking garage:**

Elevator stairwell roof repairs completed.

**General:**

The majority of time the Maintenance Mechanics spent this month was associated with School building repairs: specifically Heating in preparation for season, 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 November 2019.

In the month of November we received 178 new work requests and completed 158 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 Electrical repairs with a total of 65.50 person-hours dedicated to this service. The next largest area of concentration was in Plumbing repairs, utilizing 52.00 person-hours of labor. HVAC repairs came as the third highest category with 44.50 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 NOVEMBER 2019**

<b>Work Requests received this month</b>	<b>178</b>
<b>Work Requests Completed this month</b>	<b>158</b>

<u><b>Category</b></u>	<u><b>Total Labor Hours</b></u>
Alarms	0.00
Carpentry	5.00
Electrical	65.50
HVAC	44.50
Locksmith	0.0
Maintenance	29.50
Mechanical	31.00
Plumbing	52.00
Roofing	4.00
Snow Plowing	0.0

<b>Labor Hours City Buildings</b>	<b>99.00</b>
<b>Labor Hours School Buildings</b>	<b>132.50</b>

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

RE: Report to the City Council – Month of November 2019

Dear Mayor Boughton and Members of the City Council:

Enclosed is the monthly report to the City Council for activities that took place in November 2019. Also attached is the Public Utilities Vehicle Maintenance Report.

As of December 17, 2019 there are 39 hydrants out of service. I will be happy to review the information with you.

Sincerely,

*David Day*

David Day, P.E.  
Superintendent

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# MEMORANDUM

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**DATE:** December 17, 2019  
**TO:** City of Danbury, City Council  
**FROM:** *David M. Day, P.E.*, Superintendent  
**RE:** Sanitary Sewer Collection System Maintenance—  
NOVEMBER 2019

**Complaints:**   0 Bypasses                      14 Slow Running  
                          2 Loose Manholes            0 Odor Calls

Number Received:   16

Number Completed: 16

Pipe Cleaned:                      3,000 LFT

Gallons of Water Used: 15,000 Gal

New Pipe Inspected: 5,700 LFT

Manholes Replaced        0



**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: Nov '19

**Date:** 12/16/2019

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**I. Wastewater Treatment:**

A)	Sewage Processed:	8.3	MGD (Daily Avg)	248.8	Million Gallons Total
B)	Septic Waste Processed:			1,176,300	Gallons Total
C)	Sludge Pumped To Digesters:			412,470	Pounds Total

**II. Wastewater Quality**

		Influent	Effluent	% Removal	Effluent Limit
A)	BOD (mg/l)	237	4	98	30 mg/l and 85%
B)	Total Suspended Solids (mg/l):	297	5	99	30 mg/l and 85%
C)	Total Phosphorus (mg/l):	5.6	1.9	67	0.6 mg/l
D)	Ammonia (mg/l):	28.8	0.21	99	4.0 mg/l
E)	Total Nitrogen (lbs/Day):	2,989	293	90	442 lbs/day

Note: Phosphorus limits apply April - October.

Nitrogen limit for credit trading only.

**III. Pump Station Operation:**

A)	Beaver Brook:	712.2	Hours Run
B)	Southfield:	44.9	Hours Run
C)	Mill Plain:	24.7	Hours Run
D)	Backus:	114.8	Hours Run
E)	Tarrywile	46.2	Hours Run
F)	Turner Road:	60.9	Hours Run
G)	Ford Avenue:	22.4	Hours Run
H)	Indian Glen:	90.7	Hours Run
I)	Delay Street:	17.4	Hours Run
J)	Hayestown Road:	71.8	Hours Run
K)	Kenosia Avenue:	2.9	Hours Run
L)	Larson Drive:	71.5	Hours Run
M)	Landfill:	164.7	Hours Run
N)	Thrope Street	13.4	Hours Run
O)	Poets Landing	15.7	Hours Run
P)	Rogers Park	67.8	Hours Run
P)	West Side	81.7	Hours Run
Q)	East Franklin Street	17.5	Hours Run

Total Station Alarms: 2

TO : City Council - City of Danbury

FROM : David Day, Superintendent of Public Utilities

DATE : December 17

RE : WATER DEPARTMENT REPORT: NOVEMBER 2019

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I. WATER PRODUCTION:

A) Margerie Water Treatment Facility:	<u>98.3</u>	<u>MG.</u>
B) West Lake Water Treatment Facility:	<u>83.3</u>	<u>MG.</u>
C) Kenosia Well Field:	<u>0</u>	<u>MG.</u>
D) Osborne Street Well Field:	<u>0</u>	<u>MG.</u>
E) Other:	<u>0</u>	<u>MG.</u>

( MG. = Million Gallons )

II. RAINFALL:

A) Month:	<u>3.4</u>	<u>inches</u>
B) Past 12 Months (running total):	<u>53.3</u>	<u>inches</u>
C) Current Year (Jan.- Current Mo.):	<u>46.3</u>	<u>inches</u>

III. WATER STORAGE:      date: 11/25/2019

	<u>Current Reading</u>		<u>Historical Average</u>
A) East Lake Reservoir:	<u>81.9</u>	<u>%</u>	<u>77.3</u>
B) Margerie Lake Reservoir:	<u>74.8</u>	<u>%</u>	<u>78.9</u>
C) West Lake Reservoir:	<u>63.4</u>	<u>%</u>	<u>76.0</u>
D) Total:	<u>70.6</u>	<u>%</u>	<u>77.4</u>

#### IV. WATER PUMPED:

A) Park Avenue Pump Station:	0	MG.
B) Padanaram (High School) Pump Station:	4.60	MG.
C) Shelter Rock Pump Station:	2.59	MG.
D) WestConn Pump Station:	2.20	MG.
E) Margerie Pump Station:	1.00	MG.
F) Pleasant Acres:	0.72	MG.
G) Nabby Road:	1.01	MG.
H) Harvest Hill:	1.13	MG.
I) Woodland Road (Reserve):	3.65	MG.
J) West Lake High Service :	39.6	MG.
K) Total Water Pumped (A-I):	56.5	MG.
( MG. = Million Gallons )		

#### V. WATER TRANSFERRED:

A) East Lake to Margerie Reservoir:	0.0	MG.
B) Padanaram to Margerie Reservoir:	32.5	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):	32.5	MG.
( MG. = Million Gallons )		

#### VI. ALGAE CONTROL:

A) None
B)

#### VII. SURVEY OF WATER SOURCES:

A) Daily testing of treated and untreated water by water quality laboratory.
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B)

VIII. SUPERINTENDENTS NOTES:

## MAINTENANCE REPORT - BUILDING # 6

### GENERAL FUND

#### November-19

11/1/2019	103DA	POLICE	RADIATOR FAN ASSY THERMOSTAT INTAKE MANIFOLD
	DET	POLICE	SERVICE BRAKES REPAIR TIRE WIPERS
	375DA	POLICE	BATTERY SERVICE
11/4/2019	103DA	POLICE	RADIATOR FAN ASSY THERMOSTAT INTAKE MANIFOLD
	8DA	POLICE	TO FORD FOR OIL CONSUMPTION
	DET	POLICE	SERVICE BRAKES REPAIR TIRE WIPERS
11/5/2019	103DA	POLICE	RADIATOR FAN ASSY THERMOSTAT INTAKE MANIFOLD
	332DA	POLICE	SHIFT LINKAGE SERVICE
11/6/2019	103DA	POLICE	RADIATOR FAN ASSY THERMOSTAT INTAKE MANIFOLD
	DET	POLICE	BRAKES REPAIR TIRE ELECTRICAL SHORT
	AE48097	SENIOR	WIPERS
11/7/2019	103DA	POLICE	RADIATOR FAN ASSY THERMOSTAT INTAKE MANIFOLD
	337DA	POLICE	HEADLIGHTS
	DET	POLICE	BRAKES REPAIR TIRE ELECTRICAL SHORT
11/8/2019	103DA	POLICE	RADIATOR FAN ASSY THERMOSTAT INTAKE MANIFOLD
	127DA	BLD	TRANNY
	DET	POLICE	BRAKES REPAIR TIRE ELECTRICAL SHORT
11/12/19	2DA	POLICE	SERVICE HEADLIGHT & SOCKET DOOR LATCH SEAT BUCKEL
	DET	POLICE	SERVICE FRONT BRAKES TIRE
	190DA	POLICE	OVERHEATING
11/13/2019	181DA	POLICE	PLUGS COILS SERVICE
	2DA	POLICE	SERVICE HEADLIGHT & SOCKET DOOR LATCH SEAT BUCKEL
	DET	POLICE	SERVICE FRONT BRAKES TIRE
11/14/2019	181DA	POLICE	SERVICE ROTATE TIRES 6 PLUGS 3 COILS
	2DA	POLICE	SERVICE HEADLIGHT & SOCKET DOOR LATCH SEAT BUCKEL
11/15/2019	181DA	POLICE	SERVICE ROTATE TIRES 6 PLUGS 3 COILS
	190DA	POLICE	WATERPUMP
11/18/2019	257DA	POLICE	WATERPUMP HEADLIGHT CHARGE A/C
	190DA	POLICE	WATERPUMP SERVICE
	6DA	POLICE	ENGINE LIGHT SERVICE
11/19/2019	190DA	POLICE	WATERPUMP
	5DA	POLICE	BATTERY
	7DA	POLICE	BATTERY
	DET	POLICE	ELECTRICAL SHORT
11/20/2019	190DA	POLICE	WATERPUMP

	DET	POLICE	STRUTS & SHOCKS
11/21/2019	DET	POLICE	STRUTS & SHOCKS
	223DA	POLICE	FRONT STRUTS TIRES
	19DA	POLICE	TIRE SENSORS
11/22/2019	DET	POLICE	ELECTRICAL SHORT
	262DA	POLICE	TIRES BRAKES
	127DA	BLD	TRANNY
11/25/2019	262DA	POLICE	TIRES BRAKES
11/26/2019	DET	POLICE	ENGINE LIGHT
11/27/2019	262DA	POLICE	ENGINE LIGHT

## WATER FUND

### November-19

11/5/2019	132DA	WATER	SHIFT CABLE IGNITION SWITCH
11/14/2019	350DA	WATER	ENGINE LIGHT
11/15/2019	4 PUMP	WATER	INSTALL BATTERY TENDER
11/19/2019	321DA	WATER	SERVICE
11/20/2019	238DA	WATER	INSTALL SANDER
11/25/2019	368DA	WATER	ENGINE LIGHT
11/26/2019	368DA	WATER	CHECK OIL PRESSURE
11/27/2019	176DA	WATER	INSTALL SANDER
	238DA	WATER	REPAIR PLOW LIGHTS

The Equipment Maintenance Division responded to and repaired the following vehicles during the month of November.

Below is a list of services provided:

Date:	Vehicle	Repair Provided:	Department:
11/1/2019	#37	REAR LIGHTS/WIRING	HWY
^	78-DA	R/F TIRE	BLDG MAINT
^	83-DA	OIL CHANGE/WIPER BLADES	HWY
^	#1	CAB MOUNTS/BATTERY BOX/INSTALL SANDER	HWY
^	377-DA	MOUNT SNOW TIRES	ENGINEERING
^	#87	INSTALL SANDER	HWY
11/2/2019	#1	CAB MOUNTS/BATTERY BOX/INSTALL SANDER	HWY
^	#87	INSTALL SANDER CHECK LIGHTS	HWY
^	#19	INSTALL SANDER/CHECK LIGHTS	HWY
11/4/2019	#19	INSTALL SANDER/SERVICE	HWY
^	#87	INSTALL SANDER/REAR LIGHTS	HWY
^	83-DA	STARTER	HWY
^	111-DA	SERVICE/FRONT AND REAR PADS/ROTORS	BLDG INSP
11/5/2019	111-DA	OIL/AIR/BRAKES/R/F HEADLIGHT	BLDG INSP
^	386-DA	BATTERY	ENGINEERING

	^	20-DA	TOP OFF OIL	BLDG INSP
	^	#55	INSTALL SANDER	HWY
	^	#2	INSTALL SANDER/SERVICE	HWY
	^	#47	INSTALL SANDER	HWY
11/6/2019		#2	INSTALL SANDER/SERVICE	HWY
	^	#55	INSTALL SANDER/CHECK LIGHTS	HWY
	^	105-DA	R/R BRAKE LIGHT	ENGINEERING
	^	#47	FIX TAILLIGHTS	HWY
11/7/2019		#47	FIX TAILLIGHTS	HWY
	^	#2	SERVICE	HWY
	^	#85	INSTALL SANDER	HWY
	^	#11	PRESSURE PROTECTION VALVE	HWY
	^	#25	CHECK CONVEYER DOOR/METERING JACK	HWY
11/8/2019		#25	CHECK CONVEYER DOOR/METERING JACK	HWY
	^	#85	INSTALL SANDER/METERING DOOR JACK/HANDLE/U-JOINT	HWY
	^	#18	FIX CONVEYER DOOR/METERING JACK	HWY
	^	20-DA	OIL CHANGE/L/R BRAKELIGHT	BLDG INSP
	^	#8	INSTALL SANDER	HWY
	^	#3	INSTALL SANDER	HWY
	^	239-DA	OIL CHANGE	ENGINEERING
	^	#31	INSTALL SANDER	HWY
	^	#5	OIL CONVEYER CHAIN/CHECK OVER	HWY
11/9/2019		#33	SERVICE	HWY
	^	#31	INSTALL/WORK LIGHT	HWY
11/12/2019		#33	SERVICE	HWY
	^	#32	INSTALL LEAF BOX/CHECK OVER	HWY
11/12/2019		#7	INSTALL SANDER	HWY
	^	#21	INSTALL SANDER	HWY
11/13/2019		#7	INSTALL SANDER/CHECK LIGHTS	HWY
	^	#21	INSTALL SANDER/CHECK LIGHTS	HWY
	^	#105	ACCELERATOR PEDAL	HWY
	^	#10	INSTALL SANDER	HWY
	^	239-DA	BLOWER MOTOR RESISTOR	ENGINEERING
	^	#27	INSTALL SANDER	HWY
	^	#37	CHECK BELTS	HWY
	^	#20	FREE UP RUSTED METERING DOOR	HWY
11/14/2019		#20	FREE UP RUSTED METERING DOOR	HWY
	^	#11	L/F MIRROR/BRACKETS	HWY
11/15/2019		#11	L/F MIRROR/BRACKETS	HWY
	^	#28	WORK LIGHT	HWY
	^	#26	INSTALL LEAF BOX	HWY
	^	#23	SERVICE/SERVICE/LUBE TENCO BODY	HWY
	^	#48	SERVICE ALL SEASON BODY	HWY
11/16/2019		#23	SERVICE BODY/SERVICE	HWY
	^	#26	INSTALL LEAF BOX	HWY
	^	268-DA	TIGHTEN HYD FITTINGS FOR GRAPPLE	HWY

11/18/2019	#23	SERVICE/OIL PAN/COOLANT TUBE	HWY
^	#48	FREE UP RUSTED METERING DOOR	HWY
11/19/2019	#23	SERVICE/OIL PAN/COOLANT TUBE	HWY
^	#38	CHECK HYDRAULIC OIL	HWY
	PWR		
^	CRB	CHANGE CURB ADAPTOR	HWY
^	#48	SERVICE	HWY
11/20/2019	#23	SERVICE/OIL PAN/COOLANT TUBE	HWY
^	390-DA	L/S PLOW RECEIVER/STAND/SERVICE	TREE
^	#38	R/F DOOR DOES NOT OPEN	HWY
^	#18	CONVEYER CHAIN	HWY
11/21/2019	#23	SERVICE/OIL PAN/COOLANT TUBE	HWY
^	#18	CONVEYER CHAIN	HWY
^	390-DA	SERVICE	TREE
^	#31	JUMP START	HWY
^	#38	R/F INSIDE DOOR HANDLE	HWY
^	#33	CHECK FOR AIR LEAK	HWY
11/22/2019	#23	SERVICE/OIL PAN/COOLANT TUBE	HWY
^	#18	CONVEYER CHAIN	HWY
^	#33	L/R BRAKE HOSE	HWY
^	326-DA	CHECK AIR GOVERNOR	HWY
^	#38	L/F DOOR HINGES	HWY
^	#24	INSTALL HYD BELTS	HWY
^	#10	CHECK SPINNER	HWY
11/22/2019	#36	CHECK BRAKES	HWY
11/23/2019	#10	CHECK SPINNER	HWY
^	288-DA	SERVICE/CHECK FRONT END	P/B
^	#5	SPREADER CONTROL VALVE	HWY
11/25/2019	#36	FREE UP RUSTED METERING DOOR	HWY
^	#5	WORK LIGHT	HWY
^	1-DA	OIL CHANGE/REAR BRAKES	MAYOR
^	#30	ADJUST BRAKES/CHECK OVER	HWY
11/26/2019	#30	REAR BRAKE CHAMBERS	HWY
^	#36	FREE UP METERING DOOR/R/R FENDER	HWY
11/27/2019	#30	REAR BRAKE CHAMBERS	HWY
^	#36	METERING DOOR/R/R FENDER	HWY
^	#39	CHECK EXHAUST/TRUCK SMOKES	HWY
^	#28	CHECK AIR LEAK	HWY
^	#11	HYDRAULIC LEAK	HWY
^	#52	CHECK HYDRAULIC LEAK	HWY
^	#8	CHECK LIGHTS	HWY
^	#3	CHECK OVER	HWY
^	#85	WIPER BLADES	HWY
^	#52	HYDRAULIC LEAK/TIGHTEN HYDRAULIC LINES	HWY
^	247-DA	CHECK PLOW LIGHTS	P/B

**Personnel**

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





## CITY OF DANBURY OFFICE OF NEIGHBORHOOD ASSISTANCE

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

**203-796-8026**

Livable Neighborhoods 2019  
*“Building a Better Danbury”*

**December 2019**

December 23, 2019

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.

<b>Time Period</b>	Nov 25 – December 23, 2019
<b>Number of Quality of Life Issues</b>	60
<b>Year to Date - 2019</b>	1156

The top issues addressed by the UNIT were:

- Abandoned vehicles/Unregistered vehicles (17)
- Garbage/Debris and Illegal dumping (14)
- Miscellaneous/Blight (11)
- Parking violations/Front lawn parking (10)
- Exterior Blight Order (2)

### **MEETING WITH DANBURY POLICE PATROL:**

In early December, the UNIT attended all week, the daily roll call meetings with each shift of the patrol unit of the Danbury Police Department. The purpose was to become familiar to new faces on patrol and refamiliar to the old ones. In many instances, the DPD patrol gets access to homes due to criminal or medical responses and I thought it would serve well to remind them that upon noticing anything suspect, unsanitary or unsafe within the dwelling, that the UNIT can be notified to help remedy these conditions, and encouraged them to take advantage of our department to assist.

Upon attending our third meeting of the week, it already proved its benefit as a patrol officer alerted us of unsanitary conditions in a property on Lincoln Avenue. DPD responded to a medical emergency and noted the conditions of the dwelling. The officer shared it with me and our department visited the property that same day. Upon the inspection, we learned that an 85 year old property owner is caring for his two mentally handicapped children, and it's obvious he needs assistance. The inspection proved valuable, as our department helped coordinate assistance provided by Elderly Services, where they will assist this homeowner in several areas.

Additionally, the Fire Department also sent a referral to our department regarding a property in the Fairview Apartments. The concern was that it was extremely messy and may be considered unsafe, certainly unsanitary. Our department met with the resident and offered several tips on what needs to be done to improve the living conditions. Also, we coordinated with the Fire Marshal office and EverSource to reinstate the power that was shut off to her oven/stove. We will be following up after the New Year to measure progress.

### **2019 IN REVIEW:**

As always, our department has been hard at work all year responding to nearly 1200 service requests/complaints, as well as coordinating and managing several projects associated with housing inspections, community service work, graffiti removal, parking enforcement, follow up inspections and much MUCH more.

Below is the breakdown of UNIT activity for 2019:

Vehicle violations	41%
Garbage/Debris	26%
Unsafe Living Conditions	12%
Blight Orders/Warnings	7%
Miscellaneous	14%

### **ACTION- Active Commitment Toward Improving Our Neighborhood:**

A record high of UNIT activity associated with ACTION has been recorded for 2019. ACTION is a proactive approach that our department uses to combat blighted issues in our neighborhoods. It is not a response to resident complaints, but rather our department simply recognizing that an issue needs to be addressed due to its appearance of blight, nuisance or safety concern.

In 2019, **46%** of UNIT activity was a result of ACTION.

### **PROPERTY UPDATES:**

Our department continues to monitor and reinspect all of the blighted properties until the issues have been resolved. We work with property owners and tenants to ensure that the complaints are responded to quickly allowing a reasonable amount of time for remediation.

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

**Orders written by UNIT this month (Includes Notice of Violations): 2**  
**(YTD): 70**

**9 Starr Avenue:** Sent order in response to tenant intermittently storing his commercial vehicle on the property despite previous warnings from UNIT.

**83 Liberty Street:** Issued an order to clean up rear of property littered with overflowing dumpster and various car parts. Also, to remove several unregistered and inoperable vehicles from the property. Suspected auto body activity, UNIT will monitor.

**27 Farview Avenue:** Issued an order to the homeowner to ensure that his tenants are properly storing their trash receptacles in approved areas. One of the tenants has a history of keeping her large cans on the sidewalk everyday, without ever moving them, and additionally, they are always overflowing. UNIT has attempted to work with tenant to resolve but she is belligerent.

## **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.

<b>2019 YTD:</b>	<b>This period:</b>
Service Requests created: 2911	156
Service Requests closed: 2424	105
Percent closed: <b>88%</b>	67.3%

**Almost 3000 service requests have been assigned to various city departments, with nearly 90% of them having been closed out. That is a great measure of efficiency of all city departments.**

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

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

DATE: December 30, 2019

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: (11/18/19 – 12/13/19)

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**Municipal Agent (Benefit and Support Appointments / Resource and Referral):** 65 seniors / 113 services provided

**Services by Category:** CHOICES (Medicare A, B, D, Advantage, Medigap, Medicare Savings) – 73, Housing - 3, Rent Rebate - 9, Supportive Services - 6, Transportation – 0, Nutrition - 1, Other - 21

**Protective Services for the Elderly:** 0

**“911” Emergency Calls:** 0

**Elmwood Hall Senior Center:** 282 senior members attended, 1,473 regular visits by those members

**Senior Nutrition Hot Lunches Served:** 484

**Front Desk Calls:** 542

**Front Desk In-Person Services:** 48

**New members this month:** 8

**Sunshine Smile Care Calls (Friendly Visitor over the Phone):** 19

**Van Transportation Program:** 306 one way rides

**Rent Rebate Program:** (Program Year 2018) 839

The Prime Timers, Inc., Friends of Danbury Seniors, a 501c3, continues to accept monetary and non-monetary donations in support of the Elmwood Hall Senior Center.

Please refer to our website or follow us on Facebook for all the latest news, information and community events for Danbury seniors – [www.danburyseniors.org](http://www.danburyseniors.org)

Danbury Library Statistics: Circulation, Programs, Services 2019-2020										
	July-19	Aug-19	Sept-19	Oct-19	Nov-19	YTD 19-20	YTD 18-19	+/-	%	Comments:
NUMBER OF PEOPLE ENTERING LIBRARY	29,913	29,479	21,407	26,651	24,051	131,501	129,287	2,214	2%	
AVERAGE NUMBER OF PEOPLE PER DAY OPEN	1,151	1,092	765	888	859	4,755	4,757	-2	0%	
COMMUNITY ENGAGEMENT	125,503	82,968	51,030	87,174	93,400	440,085	305,220			
REGISTERED PATRONS WITH ACTIVE LIBRARY CARDS *	27,407	27,679	27,964	28,186	28,305	139,541	127,891	11,650	9%	
						0	0			
USE OF LIBRARY MATERIALS & SERVICES - IN LIBRARY						0	0			
Total print circulation	25,169	22,465	18,813	18,469	18,803	103,719	112,255	-8,536	-8%	
Total Inter-library loan	1,785	1,941	1,576	1,834	1,697	8,833	9,445	-612	-6%	
Total program number	186	127	78	141	135	667	800	-133	-17%	
Total program attendance	3,224	1,891	2,348	3,371	2,765	13,599	9,505	4,094	43%	
Meeting room use by outside agencies	47	36	57	64	41	245	189	56	30%	
USE OF LIBRARY MATERIALS & SERVICES - REMOTE & ELECTRONIC						0	0			
Computer usage	6,393	6,943	6,496	5,812	5,339	30,983	36,083	-5,100	-14%	
Ebook and audiobook circulation from Overdrive	1,032	1,112	918	876	759	4,697	3,866	831	21%	
iConn ebook and audiobook downloads	83	78	63	63	53	340	373	-33	-9%	
Downloadable content (eSebco, Freegal, Hoopla, Kanopy, Tumblebooks)	6,670	7,046	6,477	6,874	5,512	32,579	26,679	5,900	22%	
* 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		1/31/18	3/8/2018 - 3/31/2020	Awarded - Active	
CT State Library Construction Grant	Junior Floor / Children's Programming	\$100,000			\$100,000		8/31/18	11/2018 - 5/2020	Awarded-Active Awarded- Completed	
Woman's Club of Danbury/New Fairfield Philanthropic Funding	Digital Services	\$500					1/18/19			
Library Services and Technology Act Literacy Grant	Literacy, Language Services	\$7,500			\$7,500		4/8/19	7/1/2019- 6/30/2020	Awarded-Active Received City Council approval to apply	
The Awesome Foundation	Junior Floor / Children's Programming	\$1,000					Rolling		Applied - awaiting decision	
Better World Books	Literacy/Museum collaboration	\$10,000					4/30/19			
ALA Great Stories Club: Truth, Racial Healing and Transformation Series	Teen Programming	\$1,200			\$1,199		7/15/19	7/15/2019- 4/30/2020	Awarded-Active Awaiting City Council approval to Received City Council approval to apply	
Woman's Club of Danbury/New Fairfield Philanthropic Funding	Digital Services	\$500					1/20/20			
Library Services and Technology Act Planning Grant	Marketing	\$5,000					12/1/19			
NASA CT Space Grant Consortium	Teen STEM Programming	\$4,800					Rolling			
The Awesome Foundation	Junior Floor / Children's Programming	\$1,000					Rolling			



**Dream Homes Community Center**  
**24 Delay Street**  
**Danbury, CT 06810**  
**203-792-9450**

To: Mayor Mark Boughton  
From: Bruno E. Simonetti, Program Assistant  
Subject: Monthly Report – December 2019  
CC: Rev. P.J. Leopold, ARC Executive Director

### ***Program Synopsis***

Dream Homes Community Center (DHCC) is certified by City policy as the City's "Homeless Point of Entry" per a collaborative between ARC and the City, as initiated by Mayor Boughton and by vote of the City Council. DHCC serves people who are homeless or low-income renters and facilitates first-time home ownership for people with hard-to-serve backgrounds. ARC is a licensed user of the State database (HMIS). ARC is an active participant of ODFC (Opening Door Fairfield County) which includes nearly 200 non-profit and municipal entities. ARC's executive director is on the executive committee for ODFC.

### ***October Highlights***

- *Housing First*: ARC has a part-time Housing First Coordinator, working to help end and prevent chronic homelessness for individuals and families. This work includes providing case management services to 6 families comprised of 13 individuals.
- *Rapid Re-Housing (RRH)*: Provides case management, security deposit and rental assistance. Each month, ARC's Case Manager acquires new clients, works with Landlords to identify appropriate housing, completes inspections and provides budget, job search and childcare guidance. Since July 1<sup>st</sup>, ARC has provided \$13,384.56 in RRH rental and security deposit assistance.
- *Haven for Hope*: On August 26, 2019, and in collaboration with the city of Danbury, ARC established a Youth Center for youth/young adults ages 18-24 who are homeless or unstably housed. This program includes community and online



outreach; a drop-in center for qualified individuals with available space for visitors and community resource information; and monthly events such as Meet and Greets, Socials, Support Groups, and guest speakers who can help educate on topics such as mental health, education, and life skills.

- *Youth/Young Adult Diversion Navigator*: On September 1, 2019, ARC hired a Youth/Young Adult (Y/YA) Navigator working to help work toward ending youth homelessness for individuals ages 18-24. The program receives homeless clients through 211 to provide CAN intakes and work with the client and local shelters to identify housing solutions.

### ***Number of People Assisted***

<u>Homeless</u>	<u>Renters at Risk of Homelessness</u>	<u>\$ of Security Deposit Assisted</u>	<u>Total</u>
YTD: 180.....	398.....	\$5,420.....	578

### ***Program activities and achievements***

#### **Y/YA Diversion Navigator**

Navigator attends bi-weekly Young Adult Housing Solutions Meetings, bi-weekly Navigator Team Meeting, monthly YETI Meetings and has attended the following special activities and trainings:

<u>Special Activities</u>	<u>Sponsored By</u>
System Dynamic Modeling to End Youth Homelessness on 12/5/19.....	CCEH
Diversion Navigator Shadowing on 10/10/19.....	Catholic Charities
Housing Coordination / Family Resources Training on 10/8/19.....	Operation Hope
Youth Shelter Visit on 9/24/19.....	Project Return
Diversion Navigator Shadowing on 9/24/19.....	Gillespie Center
Diversion Navigator Shadowing on 9/23/19.....	Alpha Community Services
Diversion Navigator Shadowing on 9/20/19.....	Alpha Community Services
Diversion Navigator Shadowing on 9/18/19.....	Alpha Community Services
Navigator Training on 9/10/19.....	Connecticut Coalition to End Homelessness (CCEH)
Diversion Training on 9/17/19.....	Connecticut Coalition to End Homelessness (CCEH)

## **Haven for Hope Program**

- Position filled on September 1, 2019.
- Open Houses/Social events held on:
  - September 30, 2019
  - October 28, 2019
  - November 25, 2019
  - December 23, 2019
- Haven for Hope has worked directly with 8 Young Adults who identify as homeless or unstably housed.
- Established partnerships with the following agencies and individuals:
  - Naugatuck Community College Danbury Campus (Tammy O'Brien Downs, Anthony Santiago)
  - Western Connecticut State University (Daryle Dennis)
  - Family and Children's Agency Danbury (Gabriela Kraber)
  - Danbury Youth Center (Michelle Pais, Diane Doling)
  - New Heights (Heather Ely)
- 1,200+ flyers created and distributed throughout the community and at the following agencies and businesses:
  - 1.) Naugatuck Community College Danbury Campus
  - 2.) Western Connecticut State University Student Center
  - 3.) Family and Children's Agency Danbury
  - 4.) Danbury Youth Services
  - 5.) The Multicultural Center
  - 6.) Catholic Charities Danbury
  - 7.) Catholic Charities New Heights
  - 8.) Dorothy Day Hospitality House
  - 9.) Danbury Public Library
  - 10.) American Job Centers
  - 11.) Amos House
  - 12.) Harmony House
  - 13.) St. James Episcopal Church
  - 14.) The Smoking Samurai

15.) Harambee Center

16.) Bus Station/Peter Pan Bus Line

17.) Danbury Train Station