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**Submit any public comments about agenda items to comments@danbury-ct.gov.
Please include your name, address and the agenda item number or title.**

**VIRTUAL CITY COUNCIL MEETING
July 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, Cavo,
Rotello, Visconti, Palma, Knapp, J. Esposito, Santos, Perkins, Chianese, Cammisa and Molinaro

_____PRESENT _____ABSENT

ACCEPTANCE OF ELECTRONIC SERVICE

PUBLIC COMMENT via EMAIL

MINUTES - Minutes of the Council Meeting held June 2, 2020

CONSENT CALENDAR

AGENDA

1. COMMUNICATION – Appointment to Tarrywile Park Authority
2. COMMUNICATION – Donation from Eagle Scouts to Airport
3. COMMUNICATION – Donation of Open Space Land
4. COMMUNICATION – Donation from Leir Foundation to Police Department
5. COMMUNICATION – Appointment of Independent Auditors
6. COMMUNICATION – Tax Assessment Agreement, SC Ridge, LLC
7. RESOLUTION – Land Acquisition, 25 Miry Brook Road
8. RESOLUTION – BOE to Defined Contribution Pension Plan
9. RESOLUTION – DOT Speed Enforcement Grant, Police Dept.
10. RESOLUTION – Kline Family Foundation, Danbury Library
11. DEPARTMENT REPORTS – Police, Fire, Health-Housing & Welfare, Public Works, UNIT, Permit Center, Elderly Services, Library, Fire SOC

ADJOURNMENT



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

June 22, 2020

Honorable Members of the City Council
City of Danbury, Connecticut

Dear Council Members,

I hereby submit for your confirmation the appointment of the following individual as a member of the Tarrywile Park Authority with a three-year term.

Nancy E. Wakeham (D)
18 Tarrywile Lake Road
Danbury, CT 06810

Ms. Wakeham brings years of experience in wildlife conservation and over 22 years teaching science at Wilton Public Schools. Ms. Wakeham is committed to public service and education. I believe she will make a great addition to the Tarrywile Park Authority.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mark D. Boughton", is written over the printed name.

Mark D. Boughton
Mayor



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

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

Michael Safranek
Airport Administrator
m.safranek@danbury-ct.gov

June 12, 2020

Honorable Members of the City Council
City of Danbury, Connecticut

Dear City Council Members:

I hereby submit for your consideration, the approval of a donation in the estimated amount of \$1,400. Jake Windas, a Danbury resident is working on his Eagle Scout Service Project. His project, pending your approval of this donation of time and materials is to paint a Compass Rose on the Danbury Airport grounds.

Thank you for your consideration of this generous donation, which will certainly benefit the Danbury Airport.

Sincerely,

Michael Safranek

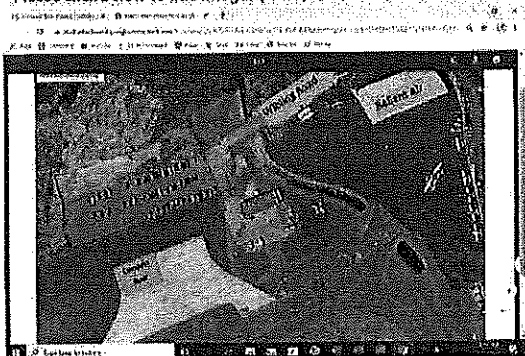
Project Description and Benefit

Briefly describe your project.

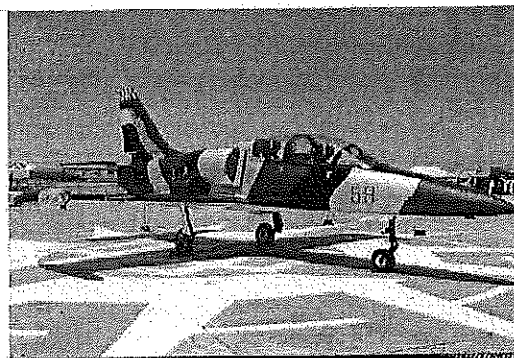
Project American Eagle is to paint a Compass Rose onto a strip of tarmac at Danbury CT's Municipal Airport for the benefit of aviation, navigation, orientation, pilots, the state of Connecticut, and the city of Danbury.

Attach sketches or "before" photographs if these will help others visualize the project.

Please click below to add images (JPEG, JPG, BMP, GIF, TIF, PNG, etc.)



Danbury Airport Concrete Apron Area where the service project will take place.



Example of a completed compass rose at Hollister California Airport.

Tell how your project will be helpful to the beneficiary. Why is it needed?

Project American Eagle will benefit navigation and orienteering by acting as a visual aid for pilots and magnetic pole compasses within the plane. This will help pilots with their directions in some times life saving ways. The Compass Rose could also become a (or one of the) symbol(s) of Danbury Airport, Danbury itself, aviation, other pilots, and/or even perhaps Connecticut.

When do you plan to begin carrying out your project? May of 2020

When do you think your project will be completed? September of 2020

Giving Leadership

Approximately how many people will be needed to help on your project? Approximately twenty people

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

I will recruit them through Troop 52, Mr. Safranek's workers, and/or the 99's (Mrs. Harrison and/or Mrs. Davis) for leadership and perfection.

What do you think will be most difficult about leading them?

The paint is a really hard tool to not mess up. However, if you do, it will cost you a lot. I will have to make sure that I am very careful, efficient, and good all at the exact same time, let alone all of the other people. So, I will have to supervise and make sure there is not fooling around, like paint-saber duels, or anything of the sort. Everything has to be as close to perfection as possible.

Materials

Materials are things that become part of the finished project, such as lumber, nails, and paint.

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, include basic dimensions such as 2 x 4 or 4 x 4.

23 gallons of white traffic paint, 12 gallons of Handicap Blue paint (or use 1 to 3 quarts of concentrated blue tint, chemically compatible with the paint, Phthalo Blue is excellent, and mix it with 8 gallons of white traffic paint.), 2 quarts of black flat latex paint. Mix it with white paint to match the ramp color. An artist's brush for date & survey mark.

Supplies

Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies, and garbage bags.

What kinds of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

3 qty, bright yellow chalk line, Half dozen yellow lumber crayons, 4 qty, 4-inch paint rollers, 8 qty, 9-inch paint rollers, 8 qty, 4-inch paint roller covers, 3/4" nap, 16 qty, 9-inch paint roller covers, 3/4" nap, 6 qty, 2-inch beveled paint brushes (sash or foam brushes), 12 qty, sturdy paint-roller trays (liners?), Plastic cups for painting little details, Assorted rags, Painter's drop cloth, Camps Paper towels, Trash bags, Plastic shopping bags to store wet rollers, Painter's 2" wide masking tape, 770 yards, or 14 rolls of 60-yard tape (Frog Tape Brand), Water hose, Soap & Buckets for cleanup / Slop sink, 5 gallon buckets for water & clean-up

Tools

Include tools, and also equipment, that will be borrowed, rented, or purchased.

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

First Aid kit, Several brooms, 4-inch nail or pointy object to help position/hold 50-foot steel tape anchor, 1 qty, 50-foot steel measuring tape, 50' extension cord, Electric drill (for mixing), Electric paint stirrer, Long or telescoping handles for rollers are a must. Many 99s bring their own., T-square or Carpenter's square, Utility knives (2) to remove tape from layouts, Sturdy screwdriver to open paint cans

Other Needs

Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc.

What other needs do you think you might encounter?

Gas blower for clearing dust, 2 qty, Molding for a straight edge, 5 to 10 foot long and flat on at least one side, Current year stencil that fits in the 10-ft circle below the 99 symbol (6 to 8" height), Stencil of info for variation mark, Stencils for numbers on rays, Lawn chairs, Blankets for resting on ground, Easy-up Tent Awning for shade (2-4), Folding Tables (2-4), Lunch, Drinks, Coolers & Ice, Name tags & marker pens, Digital camera / video / photographers, Disposable gloves (2 dozen)

Permits and Permissions

Note that property owners should obtain and pay for permits.

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

There will be no permissions or permits required for my project, according to Mr. Safranek. If there will be permissions or permits required for my project, then Mr. Safranek will obtain them. It should not take that long.

Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated material, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter estimated expenses below:
(Include sales tax if applicable)

Fundraising: Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.

Materials:	\$800.00	One gallon of paint equals approximately twenty dollars, so forty gallons of paint should equal 800 dollars. We are not exactly sure about the fundraising just quite yet, but we are working on it. The 99s and Mr. Safranek do have a lot of ideas for fundraising, donations, and stores of interest.
Supplies:	\$80.00	
Tools:	\$200.00	
Other:	\$320.00	
Total costs:	\$1,400.00	

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient.

1. The Proposal: Ideas, opinions, contemplation, open-mindedness
2. The Plan: Time-line, cost, when/where/why/how/who/what, work the problem
3. The Report: Realistic, creative, hard-working, positive
4. The Thumbs-up: Patience, evolution, changes, defending case
5. The Fundraising: Risks, decision-making, long-shots, communication
6. The Construction: Health, fun, hydration, transportation, protection, supervision
7. The Results and the Recognition: Waiting, review, checks, final touches, timely, leadership
8. American Eagle: Yo Yes!! Let's Go!! Can I Get A Oh Yea!! Done!!

Logistics

How will you handle transportation of materials, supplies, tools, and helpers?

My car (if I have one and I can drive!!). Mr. Safranek, Mr. Rogers, Mrs. Harrison, and/or Mrs. Davis all could handle the transportation of materials, supplies, tools, and/or helpers. The 99s could also help.

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns you and your helpers should be aware of.

When it comes to the paint, just paint!! Do not do anything else with it! We will have food and drinks for energy, health, and hydration. We will always check for the weather before we start (a heat wave, a cold snap, fog, a snowstorm, a thunderstorm, etc.) Safety. Glasses or Goggles for the powered electric machine painters. Adults should be using those things only anyway.

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example "Complete a more detailed set of drawings."

The Proposal: Ideas, opinions, contemplation, open-mindedness

The Plan: Time-line, cost, when/where/why/how/who/what, work the problem

The Report: Realistic, creative, hard-working, positive

The Thumbs-up: Patience, evolution, changes, defending case

Candidate's Promise* *Sign below before you seek the other approvals for your proposal.*

On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 5. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chosen as beneficiary.

Signed Jake Windas Date 06/06/2020 05-21-2020

**Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project proposal has been approved.*

Unit Leader Approval*

I have reviewed this proposal and discussed it with the candidate. I believe it provides Impact worthy of an Eagle Scout service project, and will involve planning, development, and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.

Signed [Signature] Date 6/6/20
Name (Printed) Thomas Bossmann

Unit Committee Approval*

This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can to see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.

Signed [Signature] Date 6/6/20
Name (Printed) Mark Stanton

Beneficiary Approval*

This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) that we have agreed to. We understand any fund raising the Scout conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required.

Our Eagle candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."

☒ Yes ☐ No

Signed _____ Date _____
Name (Printed) _____

Council or District Approval

I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the *Guide to Advancement*, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.

Signed _____ Date _____
Name (Printed) _____

**While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obtaining those approvals marked with an asterisk (*). Council or district approval, however, must come after the others.*



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

June 15, 2020

Honorable Members of the City Council
155 Deer Hill Avenue
Danbury, Connecticut

Re: Donation of Open Space Land from Melvyn J. Powers, Mary P. Land, and The Seymour Powers Trust of Newtown Road.

Dear Members of the Council:

I hereby submit for your consideration a request to accept two valuable open parcels of land, totaling 9.02 acres from Melvyn J. Powers, Mary P. Land and the Seymour Powers Trust. The Augusta Drive property (K11152) consist of 7.38 acres, and is a natural habitat that is home to vegetation and animals and is located on the Still River. The Newtown Rd parcel (L11039) is 1.82 acres of wetlands that abuts the Still River. Both parcels are located in Commerce Park.

These parcels of land will remain open space, and for passive recreational purposes only. The City is grateful for this addition to our ever-growing open space inventory.

Thank you for your consideration of this matter.

Sincerely,

Mark D. Boughton
Mayor

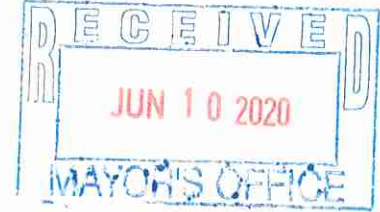


*Legal solutions
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Paula Boa Sousa
Hillel Goldman**
Laura A. Goldstein
Gregg A. Brauneisen**
John J. Bowser**
Stephen E. Yost

* Of Counsel
** Also Admitted in New York



June 9, 2020

HAND DELIVERED

Mayor Mark Boughton
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

**RE: Donation of Open Space Land to the City of Danbury by
Melvyn J. Powers and Mary P. Land, of 15 Augusta Drive (K11152)
and
The Seymour Powers Trust of Newtown Road (L110396)**

Dear Mayor Boughton:

We represent Melvyn J. Powers and Mary P. Land who own the open space land located at 15 Augusta Drive (K11152) ("Augusta Drive"), and the Seymour Powers Trust which owns the open space land located on Newtown Road (L11039) ("Newtown Road") which are both located in Commerce Park.

Our clients propose to donate these two valuable open space parcels to the City of Danbury. The Augusta Drive parcel is 7.38 acres of natural habitat that is the home of vegetation and animals. Thus, it provides an important habitat close to the Still River. The Newtown Road parcel is 1.82 acres of wetlands that abuts the Still River. As you may be aware, Seymour Powers worked closely with former Danbury Environmental Director Jack Kozuchowski for over seven years to create the Still River Greenway which included the clean-up of the Still River to make it so clean that it is used by the public for fishing.

Our clients are prepared to move on these donations as quickly as possible. Therefore, we request that these donations be placed on the agenda of the next regularly scheduled City Council meeting.



Mayor Mark Boughton

Page 2

June 9, 2020

If you have any questions or require further information, please do not hesitate to contact me. I look forward to be working with you and your administration in making this donation a success and continuing the Powers family's environmental philanthropic efforts.

Thank you for your consideration and assistance.

Very truly yours,

A handwritten signature in blue ink, appearing to be 'Hillel Goldman', with a long horizontal flourish extending to the right.

Hillel Goldman
Attorney at Law

cc: Danbury City Council
Robert J. Yamin, Esq., Corporation Counsel and Chief Legal Officer
Mr. Melvyn J. Powers



CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
375 MAIN STREET

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

July 1, 2020

MEMORANDUM

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

From: Patrick A. Ridenhour, Chief of Police

Subject: **Request for Donation Acceptance**

Permission is requested to accept a donation of \$15,000.00 from The Ridgefield & Leir Charitable Foundations, Inc. in memory of Henry J & Erna D. Leir. The funds will be used for police officer health & wellness programs.

Patrick A. Ridenhour
Chief of Police

PAR:mrl
Attach.

Cc: David St. Hilaire – Director of Finance



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR OF FINANCE

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

M E M O R A N D U M

DATE: June 29, 2020
TO: Hon. Mark D. Boughton via the City Council
FROM: David W. St. Hilaire, Director of Finance *D ST*
RE: **APPOINTMENT OF INDEPENDENT AUDITORS**

Once again, it is time for the City of Danbury to consider the appointment of its auditors to perform the City audit for fiscal year ending June 30, 2020.

In 2016, RSM US LLP (McGladrey) was awarded the five-year contract to serve as the Independent Auditor for the City of Danbury through an RFP process. RSM US LLP, as leaders in their respective field, provided the lowest responsible bid and have impeccable qualifications.

RSM US LLP has done an outstanding job as the City's independent audit/accounting services firm for the past 20 years. As such, I respectfully request the City Council to approve the recommendation and appointment of RSM US LLP as the City's Independent Auditors and accounting firm for fiscal year ending June 30, 2020 as required by the City Charter and State Statutes.

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

DWS



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

June 29, 2020

Honorable Members of the City Council
155 Deer Hill Avenue
Danbury, CT 06810

RE: SC Ridge, LLC "The Summit"
Tax Fixing Agreement/Memorandum of Understanding

Dear Members of the City Council:

For over a year the City of Danbury has been working with the owners of SC Ridge, LLC, better known as the former Matrix Corporate Center, to collaborate on a revised master plan, zone change, and site planning, to develop the property for mixed uses as thereby permissible.

A preliminary and conditional Memorandum of Understanding was agreed upon in May of 2019 whereby giving the City Council approval of an agreement to set taxes, and/or other associated tax payments, for such development once the owner received its land use approvals. Other appropriate conditions including forbearance of a related tax appeal action or future action were also stipulated. SC Ridge, LLC had its petition for a zone change and approval of an amended Master Plan approved by the Zoning Commission on June 23, 2020.

Therefore, I am asking for an ad hoc committee, and recommending to you the favorable consideration and adoption of such final statutory Tax Fixing Agreement setting such tax payments and further conditions as will be specified in the final agreement.

I expect and plan that this will include not only baseline tax payments but also additional tax payments established to encourage the development of the property, and address spin-off needs of the city. All information will be provided to you ahead of the committee, but in the meantime please feel free to contact the Mayor's Office, the Planning Department, or the Office of the Corporation Counsel with any questions ahead of the ad hoc.

Thank you for your consideration.

Sincerely,

Mark D. Boughton
Mayor



CITY OF DANBURY
OFFICE OF THE CORPORATION COUNSEL
 155 DEER HILL AVENUE
 DANBURY, CONNECTICUT 06810
 (203) 797-4518 (203)796-8043 FAX

June 22, 2020

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 (January 2020) 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. There continues to be discussions and more time is desired 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

Laszlo L. Pinter
 Managing Attorney and
 Deputy Corporation Counsel
l.pinter@ci.danbury.ct.us

Robin L. Edwards
 Assistant Corporation Counsel
r.edwards@ci.danbury.ct.us

Dianne E. Rosemark
 Assistant Corporation Counsel
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 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 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 January 1, 2021.

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 up to 10% 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.



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 *D ST*

DATE: June 30, 2020

SUBJECT: Certification of Funds – Acquisition of Property, 25 Miry Brook Rd

Pursuant to the attached resolution, I hereby certify the continued availability of funds from the amount appropriated by the City Council at the September 4, 2019 meeting for the acquisition of property located at 25 Miry Brook Road.

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

5-2

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
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810-7769

DAVID W. ST.HILAIRE
DIRECTOR OF FINANCE

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

M E M O R A N D U M

TO: Honorable Mark D. Boughton via the City Council

FROM: David W. St.Hilaire, Director of Finance *D ST*

DATE: June 29, 2020

RE: City of Danbury Defined Contribution Pension Plan

The collective bargaining agreement currently in effect between the Danbury Board of Education and the Danbury Paraeducators CSEU/SEIU Local 2001, and Teamsters Local 677 provides that the eligible paraeducators, school custodians, maintenance and drivers hired by the Board of Education on or after July 1, 2020, shall be eligible to participate in the City of Danbury's Defined Contribution Pension Plan (the "Plan") that is referred to as the "Retirement plan" in City Ordinance 30-22, and are not eligible to participate in the City of Danbury's General Employees Defined Benefit Pension Plan.

As you may recall, the recently negotiated 2019-2022 collective bargaining agreements with the BOE CSEA Paraprofessionals and the Teamsters Local 677 which were ratified by the Council in December 2019 contain certain changes to pension benefits. This resolution is necessary to implement the negotiated pension provisions.

The resolution serves to formally adopt the new defined contribution plan that will now be applicable union members who are hired on or after July 1, 2020 pursuant to the above-referenced collective bargaining agreements. Specifically, it authorizes the

Mayor to execute the required plan documents, trust agreements and/or required filings with the Internal Revenue Service. Furthermore, it allows the employee contributions that will be required under the defined contribution plan to be made by employees on a pre-tax basis consistent with the applicable labor contracts and utilizing the “pick up” language required by the Internal Revenue Service.

This resolution merely implements the negotiated pension changes that have already been ratified by you as in the long-term interest of the City. The impact of such changes have also been considered in the development of the FY 2020-2021 Budget. I respectfully request that the Council approve this Resolution at the July meeting as time is of the essence for hiring purposes at the BOE.

DST/ag



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____A.D. 2020

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS the Collective Bargaining Agreement currently in effect between the Danbury Board of Education (the “Board of Education”) and the Danbury Paraeducators CSEU/SEIU Local 2001 provides that the eligible paraeducators hired by the Board of Education on or after July 1, 2020, shall be eligible to participate in the City of Danbury’s Defined Contribution Pension Plan (the “Plan”) that is referred to as the “Retirement plan” in City Ordinance 30-22, and are not eligible to participate in the City of Danbury’s General Employees Defined Benefit Pension Plan; and

WHEREAS the Collective Bargaining Agreement currently in effect between the Board of Education and Teamsters Local 677 covering School Custodians, Maintenance and Drivers provides that the eligible School Custodians, Maintenance and Drivers hired by the Board of Education on or after July 1, 2020, shall be eligible to participate in the Plan, and are not eligible to participate in the City of Danbury’s General Employees Defined Benefit Pension Plan; and

WHEREAS the City has intended since July 1, 2017, pursuant to City Ordinance 14-18, re-numbered in 2019 as City Ordinance 32-40, that the eligible non-union employees hired by the Board of Education on or after July 1, 2017, shall be offered the option of participating in Plan instead of the City of Danbury’s General Employees Defined Benefit Pension Plan; and

WHEREAS in accordance with the suggestion of the International City Management Association Retirement Corporation (“ICMA”), which serves as the current vendor for the City’s Plan, the City, intends to adopt as part of the Plan a new separate plan document, to be effective July 1, 2020, setting forth the terms and conditions for this new component plan with ICMA that will cover these aforementioned eligible Board of Education employees who are members of the aforementioned unions as well as any other Board of Education employees whose unions in the future bargain for inclusion in this plan (the “City of Danbury Defined Contribution Pension Plan for Eligible Union Employees of the Danbury Board of Education”); and

WHEREAS in accordance with the suggestion of ICMA, the City also intends to adopt a separate new Plan document, to be effective July 1, 2020, setting forth the terms and conditions for this new non-union component plan with ICMA that will cover these aforementioned eligible Board of Education non-union employees (the “City of Danbury Defined Contribution Pension Plan for Eligible Non-Union Employees of the Danbury Board of Education”).

NOW THEREFORE, BE IT RESOLVED: that the City hereby adopts the City of Danbury Defined Contribution Pension Plan for Eligible Union Employees of the Danbury Board of Education, effective as of July 1, 2020.

BE IT FURTHER RESOLVED: that the City hereby adopts the City of Danbury Defined Contribution Pension Plan for Eligible Non-Union Employees of the Danbury Board of Education, effective as of July 1, 2020.

BE IT FURTHER RESOLVED: That, as of July 1, 2020, or such later date as specified in the Plan, the City shall “pick up” mandatory employee contributions to the City of Danbury Defined Contribution Pension Plan for Eligible Union Employees of the Danbury Board of Education and to the City of Danbury Defined Contribution Pension Plan for Eligible Non-Union Employees of the Danbury Board of Education, in accordance with the provisions of Section 414(h)(2) of the Internal Revenue Code. Mandatory employee contributions will be made on a pre-tax basis in the amount set forth in the applicable sections of such plans and the applicable collective bargaining agreement for such union employees or governing employment agreement for such non-union employees. Such contributions, although designated as employee contributions in such plans, will be paid by the City or Board of Education, as applicable, in lieu of contributions into such plans by the employees directly. Employees who are participating in the applicable plan shall not have the option of electing to receive the contributed amounts directly rather than having such amounts paid to such plan.

BE IT FURTHER RESOLVED: That Mayor Mark D. Boughton (“Mayor Boughton”) or in his place, any duly authorized official of the City, is authorized to execute on behalf of the City a final version of all of the applicable plan documents from ICMA for the City of Danbury Defined Contribution Pension Plan for Eligible Non-Union Employees of the Danbury Board of Education and the City of Danbury Defined Contribution Pension Plan for Eligible Union Employees of the Danbury Board of Education, including but not limited to the Adoption Agreement for each plan, the group funding agreements, any applicable a trust agreement or agreements, and any service agreement or other related agreement or document with ICMA relating to the plans or their administration or the investment of the plan accounts within such plans.

BE IT FURTHER RESOLVED: That Mayor Boughton, or in his place, any duly authorized official of the City, is authorized on behalf of the City and the Plan to execute any other documents or agreements and to perform such further acts deemed to be in the best interest of the City in order to implement these two new plans that are within the Plan and to implement the above resolutions; as he deems appropriate.



**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

DATE: 06/23/20
TO: HON. MARK D. BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *D ST*
RE: **RESOLUTION** – AGGRESSIVE DRIVING/SPEED ENFORCEMENT
GRANT – POLICE DEPARTMENT

Attached for your review is a resolution that will allow the City of Danbury Police Department to apply for and accept funding from the State of Connecticut, Department of Transportation for the "2020 Speed and Aggressive Driving Enforcement" campaign.

The Police Department has been notified of available funding for enforcement operations from July 2020-September 2020

The projected cost of this program will not exceed \$50,000 and the State will cover 100% of these costs.

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

DST/sk

cc: Chief P. Ridenhour



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____A.D. 2020

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the State of Connecticut Department of Transportation, Highway Safety Office, has notified the City of Danbury Police Department of funding available through its '2020 Speed and Aggressive Driving Enforcement' program; and

WHEREAS, funding is available in an amount not exceed \$50,000 with the State covering 100% of the costs of the program; and

WHEREAS, the anticipated project period is July 2020-September 2020.

NOW, THEREFORE BE IT RESOLVED THAT, Mayor Mark D. Boughton, or Chief Patrick Ridenhour, as his designee, is hereby authorized to accept these grant funds and sign all contracts necessary to effectuate the purposes thereof.



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
375 MAIN STREET

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

June 10, 2020

MEMORANDUM

To: David St. Hilaire, Director of Finance

From: Patrick A. Ridenhour, Chief of Police

Subject: **State of Connecticut – DOT
2020 Aggressive Driving & Speeding Enforcement Grant**

This Department requests that the City Council act on and approve the attached State of Connecticut DOT Aggressive Driving & Speeding Enforcement Grant. Funding is 100% from the State, not to exceed \$50,000.00. This grant program will run from July 2 – September 7, 2020.

Attached is supporting documentation from Sgt. Rory DeRocco, Traffic Unit Supervisor, explaining this grant in greater detail.

Patrick A. Ridenhour
Chief of Police

PAR:mr1
Attach.

Cc: Sgt. DeRocco



RECYCLED
PAPER

PROJECT TITLE	APPLICANT	
FY 2020 Speed & Aggressive Driving Enforcement	Danbury Police Department	
	PROBLEM ID	PAGE 1 OF 2

OBJECTIVES

Objective is to decrease fatalities and injuries as a result of motor vehicle crashes caused by Speeding and Aggressive Driving.

- To Increase High Visibility Speed and Aggressive Driving Enforcement, especially in areas with high population, high traffic volumes and roadways with low posted speed limits. These areas have been identified through state level problem identification as the most likely to effect the greatest number of speed related crashes through HVE speed enforcement.
- To reduce or maintain speed related crashes during the grant period below the 2 year average (2018 & 2019).

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION:

2019 Statewide Statistics*:

40 % of **speed** crashes occur during the weekend days of Friday through Sunday.

17% of **speeding** crashes occurred during the hours of 6:00-8:00AM.

27 % of all fatalities were **speeding** related.

39% of **aggressive driving** crashes occur during the weekend days of Friday through Sunday.

30% of **aggressive driving** crashes occur during the hours of 3 PM to 5 PM.

23% of all fatal crashes involved **aggressive driving**.

* figures are preliminary and subject to change

The applicant was selected by the HSO to conduct High Visibility Enforcement (HVE) based on combination of the following town level crash data (excluding interstates):

- Total number of fatal and injury crashes 2017-2018
- Past High Visibility Enforcement grant performance



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: 6/23/20
TO: HON. MARK D. BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *D ST*
RE: **RESOLUTION** – KLINE FAMILY FOUNDATION - LIBRARY

Attached for your review is a resolution that will allow the City of Danbury Library to apply for and accept funding from the partnership of the Library Journal and the Gerald M. Kline Family Foundation.

This is an opportunity to apply for funding through the "Jerry Kline Community Impact Prize" program for an amount not to exceed \$250,000. Funding will be used to further the Danbury Library and its initiatives and requires no matching funds.

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 Library Journal and Gerald M. Kline Family Foundation has offered the Danbury Public Library the opportunity to apply for the "Jerry Kline Community Impact Prize"; and

WHEREAS, the Danbury Library wishes to submit an application to be considered for this award for an amount not to exceed \$250,000; and

WHEREAS, if awarded, these funds will be used to support the Danbury Library and its initiatives; and

WHEREAS, there are no matching funds required for this opportunity.

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

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

FROM: Katharine Chung, Assistant Library Director

SUBJECT: The Jerry Kline Community Impact Prize


DATE: June 22, 2020

The Danbury Library is respectfully requesting permission to apply for the Jerry Kline Community Impact Prize. The winning library will receive \$250,000 in grant monies from the Gerald M. Kline Family Foundation.

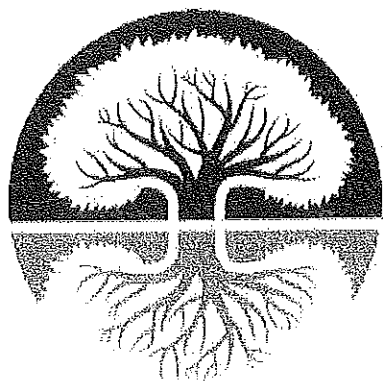
If awarded, funds will be used to support the library and its initiatives.

Please note that this is a competitive grant and no matching funds are required.

Sincerely,



Katharine Chung



THE JERRY KLINE COMMUNITY Impact PRIZE

From the Gerald M. Kline Family Foundation and *Library Journal*

Submission form

Please use the form below to submit a nomination for the 2020 Jerry Kline Community Impact Prize.

Deadline: July 15, 2020 (Submissions close at 11:59 p.m. EDT.)

The Jerry Kline Community Impact Prize, developed in partnership between *Library Journal* and the Gerald M. Kline Family Foundation, is designed to celebrate libraries that have significantly helped their communities thrive. ([Click here](#) to review full guidelines.)

Eligibility: All U.S. Public Libraries are eligible for the prize whether in a single building in a small town or a multi-branch system serving an entire region. Previous winners are asked to take a ten year hiatus from submitting again for consideration

Please note that this form must be completed in one sitting.

(* These fields are required.)

NOMINEE INFORMATION

Nominee Library
Name *

Nominee Library
Address *



Powered by Formstack Create your own form >



CITY OF DANBURY

DANBURY, CONNECTICUT 06810

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

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

June 25, 2020

MEMORANDUM

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

From: Patrick A. Ridenhour, Chief of Police

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

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

Personnel

Department Strength:

Sworn Personnel	145
Injury/Extended Leave	4
Light Duty	1
Effective strength (as of 06-25-20)	140

*0 pending retirements

Community Services (See attached)

Training

Many training events were canceled for the month of June due to COVID19 concerns

6/8 & 11	Training Officer Liability – Sgt. Scocozza & P.O. Galgano (online)
6/10	Taser Recert/Duty Weapon Qualification – P.O. Connors

Chief's Significant Meetings

5/26	Special PAL Board Meeting (Zoom)
5/27	Entry Level Police Officer Interviews

5/28 DPD Memorial Ceremony/Procession
 5/28 Community Portrait of a Graduate Meeting
 5/28 COVID-19 Taskforce Briefing – Conference Call
 6/1 DPD Command Staff Meeting
 6/2 Danbury WORKS Trust Building Meeting
 6/2 City Council Meeting
 6/3 P.O. Hassiak Memorial Ceremony
 6/3 Pre-Event Meeting and Protest/March (Library)
 6/5 DFD Flag Ceremony – Chief Wiedl Retirement
 6/6 Pre-Event Command Meeting and Protest/March (Rogers Park)
 6/8 Community Needs Call
 6/8 COVID-19 Task Force Briefing – Conference Call
 6/8 Rep. McGee – Roundtable Discussion
 6/8 Virtual Town Hall
 6/10 Mayor’s Cabinet Meeting
 6/10 CPCA June Remote Board Meeting
 6/10 Tunnel to Towers Donation Presentation – DFD
 6/10 Live at 5 w/Mayor Boughton
 6/11 Danbury WORKS Trust Core Team Meeting
 6/11 COVID-19 Taskforce Briefing – Conference Call
 6/12 WCSU Protest (includes Pre-Briefing Meeting on campus)
 6/15 CPCA Meeting – CLESP Changes
 6/15 Eagle Two Review – Airport
 6/15 COVID-19 Taskforce Briefing – Conference Call
 6/16 DPD Command Staff Meeting
 6/16 Eagle Two Meet & Greet – Airport
 6/16 Grievances Meeting
 6/17 Entry Level Police Officer Interviews
 6/17 PAL Board Meeting – Virtual
 6/18 Re-Open Danbury Zoom Meeting
 6/18 Patrol Captain Meeting
 6/18 COVID-19 Taskforce Briefing – Conference Call
 6/18 Danbury Works Virtual Neighbor Night
 6/23 Greater Danbury WORKDS Neighbor Night Debrief
 6/24 Community Outreach Meeting
 6/25 Meeting with Regional Chiefs
 6/25 Prayer Walk
 6/25 Community Portrait of a Graduate Meeting

E-Commerce Trading Location – no issues reported this month

***\$50.00 donation received from Nancy McCarthy & Family in appreciation of our officers

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
May 15 – June 15, 2020

Date: June 25, 2020

Community Conditions Unit:

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

(-1 Officer)

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

Community Affairs Unit: No officer assigned

(-1 Officer)

-No report attached

GTF/UNIT:

(P.O. K. Utter)

See attached report - **Sensitive Information**

City Center Liaison: No officer assigned

(-1 Officer)

-No report attached

Police Activities League:

(No police personnel assigned)

No Report

School Based Officers:

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

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

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



CITY OF DANBURY

DANBURY, CONNECTICUT 06810

Department of Police
375 Main Street

Matthew McNally, Lieutenant
Patrol Division

June 24, 2020

MEMORANDUM

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

Usually the month of May is very busy for the Explorer Cadets. This year, with the COVID-19 Pandemic, we have struggled to keep our program engaged. We have continued our weekly Thursday night meetings, albeit through the Zoom platform, where we are averaging about 75-80 explorer cadets weekly. We have had classes, discussions, and conduct the general business of the program through this format, as much as possible.

On May 1st, the police department received a donation of two pick-up truck loads of Easter Candy and supplies, donated from the Danbury Walmart. There was approximately 2 tons and I had until 5 pm to get it all distributed. We disbursed the edible donation to our officers and IXP personnel, a children's center, the mechanics at Public Works, and the staff at Danbury Hospital Emergency Room. We also gave some to our Explorers and their families, as well. We did put away into storage dry non-consumable Easter Baskets and supplies, and we are planning an Easter Egg hunt for next year (2021) for the Danbury community.



During Police Memorial week, members of the Post participated in several online tributes. Explorer Cadets were given the opportunity on Wednesday, May 13th to participate in the National Law Enforcement Officers Memorial virtual candle light vigil to remember those who have made the ultimate sacrifice in law enforcement. Several members signed in and participated in the tribute.

Thursday evening's Zoom meeting included a presentation on Police Week 2020 and why there is a police week and a police memorial day annually. It was a discussion on the history and why we honor the fallen. Friday, May 15th, found many of our explorer cadets participating in the virtual Police Memorial Day service as well.

On Monday, May 18th, Explorers were called out to assist with an evidence land search in the area of G.P. Tool Company on James Street. An armed robbery had occurred and the suspects ran through the yards and neighborhood into a wooded area. Suspects were identified, and through traditional investigation, the detectives had gained information that a large knife may have been secreted away in the woods along the route of escape. PO Antedomenico, CSI for the case, called for a land search to attempt to locate the evidence. After several hours of searching the area, the weapon was not located.



Thursday, May 28th the police department held a shortened Police Memorial Ceremony. There was a small emergency vehicle procession from City Hall to the Danbury Memorial Park next to the DPD. This took place at 10 am on that Thursday. Thirty-one Police explorers assisted in traffic posts being covered and then the area around the Memorial Park for the short ceremony. Ten of these Explorer Cadets were on Mt. Bikes and mobile.



The Post ended the month with 163 Explorer Cadets and 19 Advisor/Associate Advisors registered. We continue to have almost daily inquiries about youth joining the program. We are also experiencing a program contraction, with a lot of our explorer cadets separating from the program at this time. With what is happening in the country politically, and what the cadets are seeing in the media, it is expected that many of these young adults are choosing different career goals at this time. Our next Open House enrollment night is scheduled for the end of September, 2020, pandemic permitting.

Respectfully submitted,

Lt. Matthew McNally

Lt. Matthew McNally
Post Advisor/Program Coordinator

2020 UNIFORM CRIME REPORT

CITY OF DANBURY

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Homicide	0	0	1	0	0								1
Forcible Rape	0	0	2	0	0								2
Robbery	4	3	2	3	1								13
Assault	4	4	7	2	5								22
Burglary	6	7	7	3	4								27
Theft	60	53	38	25	23								199
Motor Vehicle Theft	3	3	3	7	2								18
Arson	1	1	0	0	0								2
Totals	78	71	60	40	35								284

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
Forcible Rape	0	2	1	1	1								5
Robbery	2	2	1	2	2								9
Assault	4	1	2	4	2								13
Burglary	9	6	4	6	7								32
Theft	70	65	52	44	60								291
Motor Vehicle Theft	7	2	4	6	3								22
Arson	0	0	0	0	0								0
Totals	92	78	64	63	75								372

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

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

CALLS FOR SERVICE

2020

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Calls for Service	3,667	3,542	3,275	3,858	4,301								18,643

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								20,409

TRAFFIC ACCIDENTS

2020

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Property Damage	354	281	204	121	179								1,139
Personal Injury	41	31	35	18	35								160
Total Traffic Accidents	395	312	239	139	214								1,299

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								1,558
Personal Injury	39	32	40	41	58								210
Total Traffic Accidents	335	323	342	377	391								1,768

TRAFFIC ENFORCEMENT

2020

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July*</i>	<i>Aug*</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Verbal Warning	255	224	127	22	101								729
Written Warning	18	15	10	3	4								50
Moving Violation	197	173	101	2	35								508
Total Enforcement Action	470	412	238	27	140								1,287

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								844
Written Warning	6	6	3	7	9								31
Moving Violation	222	295	266	586	362								1,731
Total Enforcement Action	378	465	441	762	560								2,606

*Traffic Enforcement Grant(s)



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

**Mark Omasta
Acting Fire Chief**

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

FIRE CHIEF'S MONTHLY REPORT

I hereby submit my report as Acting Fire Chief of the Danbury Fire Department, which covers the period of May 21st, 2020 through June 20th, 2020 and details our activities.

Congratulations to Fire Chief T.J. Wiedl who retired in June after almost 40 years with the Danbury Fire Department. There was a socially distanced flag ceremony at Headquarters on June 5th. We wish him many happy, healthy, and sunny days of retirement!



Public Education / Prevention / Public Relations

Although our interaction with the Public has been curtailed, companies have been utilizing this time to do company-level drills, including a host of training at the former Matrix building, including forcible entry, high rise training, and standpipe drills. This month we were able to do some district review, forcible entry, natural gas emergencies, ropes, hoses and nozzles, ladders, pump training, gas emergencies, and search and rescue. EMS training included depression, triage, anaphylaxis, and airways. A combined confined space operation drill was held at the West Lake Treatment plant with the Water Department. An online fire marshal update was also held. Members coordinated with Danbury PD to create a plan for the three protest marches in the city.

Suppression / Response Activities of Note

On May 22nd companies responded to a reported fire involving two shipping containers. Engine 26 arrived on scene and confirmed two containers and contents fully involved with fire. Car 30 arrived on scene and assumed command. Car 30 escalated the incident to a working fire, and confirmed a Fire Marshal was en route. E-26 was fire attack, E-22 was water supply and used a hydrant on Kenosia Avenue. Tac 1 Lt. was Safety and Tac FF was the Staging Officer, located on Kenosia Ave. Rescue 1 was assigned the RIT Company. Once the fire was knocked down, Truck 1 assisted with overhaul and cleanup. An employee for the owner was able to operate a mini excavator and remove the burning debris from the top of one of the containers. Deputy Fire Marshal Rozzi arrived on scene and began his investigation. Once his investigation was complete, Engine 26 & Engine 22 flowed copious amount of F500 and water into the container which contained containers of combustible and flammable liquids. Car 30 transferred command to E26, to respond to another reported fire.

DFD assisted with two after-dark Tarrywile Park incidents with lost hikers. A total of seven people were rescued without any issues.

Personnel assisted a couple who walked into Fire HQ at 02:00 AM. The couple had been trying for hours to remove a ring from the lady's finger. Rescue 1 was dispatched from Fire School to make use of the ring removal gear that is only found on Rescue 1.

Crews addressed a significant leak from a diesel fuel saddled tank, on I-84.

Companies responded to a high pressure gas leak at the performing arts building at WCSU. E26 arrived on scene and heard what they described as a jet engine of a leak coming from the gas meter. Additional resources assisted E26 in establishing a safe zone and evacuation of the small number of workers in the building. Eversource arrived on scene and was able to quickly stop the leak.

A man fell off the bridge abutment on East Franklin Street onto the bank of the Still River. A technical rope rescue was required to rescue him.



A car carrier caught fire on the Exit 5 on ramp. The cab and one car were on fire on the trailer.



Command and Staff Activities

- Volunteer Fire Council meeting
- Virtual City Council meeting
- Purchasing Board of Awards
- Numerous meetings and conference calls with local and state agencies regarding COVID-19
- Virtual City Council meeting
- Zoom meeting with the Volunteer Companies
- Multiple Board of Awards
- Recruitment Zoom meeting with Civil Service
- Funeral service for retired Chief Murphy
- Volunteer Companies assisted with Danbury High School parade
- Assisted with weekly pickups of PPE for the City
- Assisted Danbury PD and WCSU PD with the drone to monitor various Civil Rights rallies, and assisted with additional personnel for Safety
- Started COVID testing of all DFD personnel
- Toured the refurbished Regional Eagle II search helicopter sponsored by New Milford PD at Danbury Airport, also toured the Control Tower
- Participated in the firefighter recruitment orientation presentation on Zoom
- Numerous conference calls with DFD leadership and staff
- Numerous Zoom calls with the Mayor and Department Heads
- Zoom meeting with Civil service/HR and our promotional testing company, Resource Management Associates
- Flag Ceremony for Retiring Chief TJ Wiedl
- Accepted a tasty lunch donation from the Lebanese American Club

EMS/HAZMAT – Coordinator Rey Rodriguez

Region 5 HAZMAT

- Monthly service, calibrate and clean all Four gas Photo Ionization meters
- Monthly service, calibrate all meters on HAZMAT 1, Gamma Rae, RADSEEKER Smith Radiation Isotope identifier, Ammonia, Chlorine and MINI Rae Photo Ionization meters
- Submitted documentation to Region 5 fiduciary agent for payment of Entry Rae 4 gas PID and Geiger Muller Radiation meter service.
- Submitted 2019 EMPG grant application to Region 5 steering committee for review and approval
- Phone conference with Robert Drozensky DEMHS on 2020 HSG grant application

Meetings – Functions – Classes

- EMSI teleconferences, EMS Education Round Table, Joel Demers, Department of Public Health Education Coordinator

- Teleconference with Cathy Dehning, Chempro Representative on possible purchase of Chempro 100i meter

Administrative activities

- Monitoring and maintaining EMS PPE inventory as needed
- Monitoring CME credit hours for the EMTs that will be re-certifying in June
- Completed certificate of operations for Danbury EMS Division of the Danbury Fire department, submitted 6/19/20
- Preparing the 2020 HSG grant application
- HAZMAT/EMS stipend report

Training – Training Officer Steve Rogers

Volunteer Division

We conducted Zoom 2ND Quarter Training.

Career Division

Fire School

- Multiple crews are spending hours of training with rescue equipment using donated vehicles while maintaining social distancing.

Hydrant Program

- Hydrant testing is still on hold per the Water Department.

3Q Training

- Training will be scheduled for October.

Career Crew Training

- Deputy Fire Marshal Smith has developed and begun training the department on when to call a Fire Marshal.
- Department members have participated in training drills with the Water Department at West Lake.

Pre- Plans

- Career units have preplanned Tilcon.

Recruitment

- Recruitment efforts are underway to hire new firefighters.
- The Mayor's Office, HR Department, Civil Service Examiner, and Fire Department have engaged in countless hours to develop PowerPoint/Zoom Presentations, etc. to support recruitment efforts.

Safety Officer:

- Multiple fire emergency calls

Communications – Coordinator Jamie Gagliardo

- This month I responded to a few incidents as the communications officer. Car 61 responded to the following incidents:
 - Mutual Aid Fire Alarm – Brewster NY
 - Assist PD - Drone – 375 Main Street
 - Assist PD – Drone - Rogers Park
 - Mutual Aid Assist PD – Drone – Bethel
 - Mutual Aid MCV5 and Drone – New Milford / Gaylordsville
 - Working Large Vehicle Fire – I-84 Exit 5
 - Working Structure Fire – 64 Lake Ave
 - Assist PD – Drone – WCSU
- As of March 30th I was temporarily assigned to the Emergency Management Assistant Director's position to assist Emergency Management Director TJ Wiedl during the COVID-19 Pandemic.
- The majority of this month once again has been focused on the COVID-19 event working with the Emergency Management Director alongside the Mayor's Office, Department of Health and Human Services, Fire Department, Police Department, and Public Works. We continue to work as a team to monitor the City's response to the ever changing situation.
- We have been working with the State of Connecticut DEMHS, DPH, and OEMS along with our regular vendors to procure the needed PPE for our staff. PPE is has been coming in slowly to establish a stockpile for City agencies.
- Attended meetings and participated in multiple conference calls with City partners.
- Attended multiple situational briefings from the COVID-19 leadership teams.
- Assisting the Emergency Management Office with managing the Emergency Operations Center and communicating with the State of Connecticut and Region 5 EOC's with our daily status reports and resource requests.
- Participated in the CT ESF 2 (Communications) monthly conference call meeting.
- Assisted Danbury PD, WCSU PD and Bethel PD with the drone for oversight of the demonstration events consisting of many hours of meetings, preparation and coordination for each of the events which were all successful.
- Hosted a conference call with NorComCT to discuss future phases of the radio infrastructure upgrade project.
- Attended the flag ceremony for retiring Chief TJ Wiedl.
- Attended a tour of Eagle 2, a new regional police helicopter hosted by New Milford Police Department.
- Responded with the fire department to numerous incidents this month and worked with our partners in the media to distribute press releases.

- Attended a “Clap out” for a New Rochelle firefighter who was in Danbury Hospital recovering from COVID-19.
- Participated in the Tunnel to Towers personal protective equipment donation to Danbury Hospital and Danbury first responders.



Apparatus – Provisional Superintendent Ken Gode

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

- Jump start 07PD at fire school, have crew bring to HQ
- Remove 6 bad batteries in 07PD, install new batteries, check Kussmaul, replace bad unit
- Replace broken driver's window regulator in 10PA1
- Diagnose brake issue with 10PA1, order 2 brake chambers
- Pick up PPE with Car-61 at Oxford Airport, bring to City Hall for storage
- Pick up PPE with Car-61 at Bethlehem Fair grounds, bring to City Hall storage

- Drop off Truck-1 at Firematic in Patterson N.Y. for cylinder repair
- Return Truck-1 from N.Y. to be put back in service
- Work with Yankee Equipment to repair gear extractor, more parts on order
- Shut off heater control valves on Rescue-1, Truck-2 and Eng-26
- Work with Shipmans to repair Bauer air bottle compressor
- Reattach roll up door sensor on Eng-22
- Adjust carb on Truck-1 K-12 vent saw
- Adjusted sensor on Truck-2 for right rear outrigger stow indicator
- Work on sending Tempest battery fan in for warranty repair work
- Repair door opener/closer on Truck-1 for vent fan compartment

Community Risk Reduction – Fire Marshal Terence Timan

With Phase II of the Governor's Executive Order of "Reopen CT" in full swing, the Fire Marshal's Office has been instrumental in providing anxious business owners with vital information such as approved occupancy loads and permit approvals. The Fire Marshal's Office remains committed to a timely resolve of all citizen and business owner concerns regarding life safety. Staying consistent with the protocol of the past several months, all inspections regarding new business, licensures, construction, and permit/certificate of occupancies continued to be performed. The restrictions regarding inspection of assembly and educational occupancies have been relaxed and are being performed/scheduled.

Inspections

The Team continues to be anxious to get back out and perform much needed state mandated residential inspections. It is the intention of the Fire Marshal that these residential inspections will resume in some fashion by the middle of July. The determination in doing so will be based on the ability to maintain the health and safety of personnel, current health trends, and public acceptance to personal/professional distancing. Inspections performed for this period consisted of 7 assembly inspections including 5 liquor licenses approvals/renewals and 2 construction inspections. Team members responded and resolved 8 referrals/complaints. Items of concern were unapproved/illegal burning, blocked ingress/egress, and blasting. Fire lane violations have been enforced with the understanding of the need for curbside pickup and delivery.

Plan Reviews

The Fire Marshal's team continues to stay committed to the accurate and expeditious review of plans, ensuring that all projects meet the required standards and compliance to CT Fire Safety and Prevention codes. For the period, the Fire Marshal's Office has received and reviewed 60 plan reviews/permits, which included review/approval of 19 existing and temporary outdoor dining. All applications were accurately reviewed and approved in accordance with all applicable codes and standards.

Fire Investigations

Fire investigations for this period are thankfully down from last month. For the period, there were 7 structure fires, 1 cooking fire, 3 vehicle fires, 4 brush/vegetation/outside fires, and 1 freight vehicle fire. All fires were accurately investigated for origin and cause as required.

Training

All Team members continue to enhance their knowledge, skills and abilities by earning credits through webinars provided by the State of Connecticut and those sponsored by International Association of Arson Investigators and the CT State Fire Marshal's Association. Recent topics include "Preparing for the Inspection," "Virtual Inspections," and "Performing Inspections during the COVID Crisis."

Special Events

Public education and outreach efforts continue through the digital and electronic medium. The Fire Marshal's Office goal of record/report digitalization continues with the completion of almost 350 property records digitally scanned and physically archived this month. Team members dedication to public assistance has not and never will waver, assisting customers through any media possible, utilizing media such as phone, email and photographs to view, evaluate, and resolve questions and concerns. All Deputy Fire Marshals continue to step up whenever called upon to do so, but a special shout out to DFM Paul Rozzi for assisting a legally blind resident with her smoke alarm issues. Having trouble getting a service person to respond, DFM Rozzi with FM Timan responded to the citizen's need, helping her obtain the proper/needed equipment and installing them with pleasure and without hesitation.

Dispatch Statistical Reports

Public Safety Answering Point

Total 911 calls	3,271
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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.

RE: Public Works Monthly Report for May 2020

Dear Mayor Boughton and Members of the City Council:

May 2020:

I am pleased to present the Public Works Department Report for the month of **May**. During the month of May the Division has remained dedicated and active continuing to keep up with all City responsibilities while attentive to acute response action for the COVID-19 pandemic, including assisting Danbury Hospital and the National Guard with critical, time sensitive tasks. All Covid-19 Protocol is consistently and strictly adhered to and monitored for the safety of our staff and residents

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

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

Construction Services Report submitted by Thomas Hughes III, Superintendent:

Animal Control Facility:

The Notice to Proceed was issued to Millennium Builders on January 21, 2020. This is a design / build project the Building Permit was issued on April 16, 2020. The contractor mobilized to the site on Monday April 20, 2020. The footings and foundation walls have been poured. The plumbing trenches, kennel drains, radiant heat manifold and underground electrical have been installed. The floor slab will be poured either July 1st or 2nd. The metal building and structural steel are scheduled for delivery first week of July and the steel erection will begin. We are on schedule expecting a fall completion. This project is being administrated and managed in house by the Construction Services Division.

Middle River Road Bridge Replacement:

The Bridge/Culvert was awarded to Hemlock Construction through our CROOG/Gordian Contract. Hemlock Construction has mobilized the detour is in effect with the road closure. Both box culvert footings have been poured and the footings backfilled. The contractor continues to dewater with no issues. The project is on schedule and within budget. We are looking at a September 2020 completion date. The project is being inspected and administrated by Construction Services.

Crosby Street Connector Bridge over the Still River:

The bridge superstructure replacement project was submitted to Conn Dot's Local Bridge Program by the City Engineering Division qualifying us for a 50% reimbursement of our contract costs. The contractor procured the bridge beams and bridge rail over the winter weather shutdown period. We have received Nagy Brothers new schedule submission and reviewed. Nagy Brothers mobilized to the bridge site on April 8th. The project at Substantial Completion as of 6/17/2020 completed several weeks ahead of schedule and within budget. The bridge semifinal inspection will be scheduled by the design engineer RHS Consulting Design. This project is being administrated and inspected in house by Construction Services.

Downtown Danbury TOD Streetscape Renaissance Project:

Construction Services has been working with the City Engineer, City Planner and Martinez & Couch Associates the designer to move this project forward. The City Planner, Construction Services and the designer met with ConnDot District IV for a review and comment round table on the Main Street Design Plans (second phase). The designer is currently fine tuning the design for compliance with PROWG (ADA) Guidelines. The design team myself and City Planner walked the Phase Two portion of Main Street addressing existing coal chutes and repairs made during the previous Main Street Sidewalk Project 91-02. We are still awaiting ConnDot approval to bid Phase 1 of the project the City Planner has been in contact with ConnDot.

Mallory Hat Factory Remediation:

The project was designed by Arcadis Engineering. Construction Services has been working with the City Engineer and the Engineering Department to move this project forward. The plans, specifications and bid documents were reviewed by the DECD as per the grant application and approved. The project was bid Red Technologies was awarded the contract. The contractor has mobilized to the site and the remediation portion of the project is at Substantial Completion \as of 6/22/2020 ahead of schedule and within budget. The close out Phase is with the contractor and L.E.P. is underway presently. The project has been administrated and managed in house by Construction Services.

Balmforth Avenue Sidewalk & Traffic Improvements:

Construction Services worked with the Engineering Department and Finance Andi Gray developing this CDGB grant funded project. The first phase of the project is the replacement of sidewalks and driveway aprons from the northerly railroad right away on Balmforth Avenue to the northerly side of the Balmforth Avenue and Osborne Street intersection, including the installation of new ADA compliant sidewalk ramps at the intersection. The traffic improvements will include the installation of new pedestrian signals and video traffic signal detection equipment at the intersection of Balmforth Avenue and Osbourne Street. The project has been designed in house by the City Engineering Department. The project was let out to bid. The project pre-bid walkthrough was postponed and the bid opening will be rescheduled by the City Purchasing Agent. We are looking to resume the bidding process and reschedule a bid walk following strict Covid-19 protocols.

Hearthstone Castle Abatement Phase I:

Construction Services, working with our in house resources and on-call environmental consultant contract developed a scope of work, specifications and bid documents. The project designer and environmental consultant Eagle Environmental submitted the AWP (Alternative Work Practices Plan) to the State of CT Department of Health which was approved for the phase one abatement /disposal of the demolition materials. The Public Services Division cleared and grubbed the Hearthstone site giving access to the castle designated Phase 1 work zone. The Bid Opening date to Tuesday May 05, 2020. The bids have been opened, Manafort Brothers, Inc., is the apparent low bidder. Construction Services & Eagle Environmental the designer performed a scope review of the two bidders. We recommended awarding the bid to Manafort Brothers, as the lowest qualified bidder. Board of Awards was held The Hearthstone Castle Phase 1 Abatement was awarded to

Manafort Brothers, Inc. Corporation Counsels Office & Manafort Brothers Inc., are currently in the process of signing the contract. The Pre-Construction Meeting is scheduled for Tuesday June 30th, once the contract has been executed Construction Services will issue the NTP.

Construction Services:

Rights of Way Permit inspections are continuing under strict covid-19 protocols. New R.O.W. permits are being issued and approval sign offs are taking place online through the View Point Permit System.

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

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

Various Bridges:

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

DEEP MS4 General Stormwater Permit:

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

Moss Avenue Sanitary Sewer Replacement:

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

Former Mallory Hat Factory Site Remediation:

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

Balmforth Avenue Sidewalk Replacement:

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

Richter House Expansion:

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

New Animal Shelter:

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

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

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

Southeast, NY to Danbury Link Feasibility/Planning Study:

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

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: **MAY – 2020**

Public Works Crews and Parks Maintenance cleaned and prepped the Downtown area for the Memorial Day weekend. Several employees assisted Danbury Hospital with installing a traffic pattern, daily for the Covid – 19 screening. A crew assisted the National Guard with the removal of the mobile field hospital at Danbury Hospital.

The first phase of this year's paving project was completed on Delno Dr and Karen Rd. Crews started the drainage work and road preparation on the second paving project of Dennis Gate, Kendell Terrace W, and Kendell Terrace E. Backfilling and seeding was completed on the previous paving projects.

Three pothole crews were dispatched daily to fill potholes. Street sweeping continued, cleaning up the winter debris. Employees worked on the Westerners Field, preparing the final grade for grass seed. A crew continued the leaf bag removal for the spring leaf pickup program. Highway Division crew members assisted the Forestry Division with tree removals, pruning, and traffic control.

Roadside mowing started, to improve sightlines around the City. 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.

Maintenance

- Emergency Call Outs: 3
- Catch Basins Replaced: 14
- Guardrail Repairs: 1
- Dredging: 0

- Catch Basin Cleaning: 91
- Roads Paved: 2

Signage

- New installs: 0
- Replacements: 12
- Repairs: 19

Personnel

- Total: 39
- Injury: 0
- Restricted Duty: 1
- Retirement: 0
- Seasonal: 0
- Vacancy: 1

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

The Parks Maintenance Division continued the grounds maintenance of all the City owned municipal properties, parks, schools and greens. The annual Memorial Day Parade was cancelled, but the downtown area was still cleaned and prepped for the Holiday with a team effort of the Highway, Parks and Forestry Departments. The downtown area was beautiful and looking good for the Holiday Weekend.

The beach at Candlewood Park along with the Spray Parks at Roger’s Park, Highland Ave Park and Kenosia were readied for the season. A crew readied the flower beds, planted flowers, and mulched all the locations. The Westerners baseline was adjusted and leveled with clay and the infield sod was installed.

Field maintenance continues with the cleanup, mowing and painting of lines. Several sports fields were aerated, reseeded, and fertilized. Litter was picked up and garbage cans were emptied in various areas throughout the city. The Parks Maintenance building was cleaned and organized. Maintenance of the mowing and summer seasonal equipment continued through the month.

Maintenance

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

Personnel

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

Forestry Division Report submitted by Tim Nolan, Superintendent of Public Services:
MAY – 2020

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. City tree contractors assisted with several tree removals and pruning throughout. Several days were spent pruning trees for the City's paving projects.

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

Maintenance

- Removals: 67
- Pruning: 6
- Brush: 3
- Plantings: 5
- Emergency Call Outs: 2

Personnel

- Total: 3
- Injury: 0
- Restricted Duty: 0
- Seasonal: 0
- Vacancy: 1

Public Buildings Report submitted by Sean Hanley, Superintendent of Public Buildings:
MAY – 2020

City:

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

Danbury Public Schools:

Waiting on RTU replacement quotes for media area DHS.

UST replacement specs at King St. campus completed, awaiting final budgeting from finance for state.

Library:

New drinking fountain completed.

Old library:

Awaiting quotes on replacing cooling tower/building controls.

General:

The majority of time the Maintenance Mechanics spent this month was associated with School building repairs: specifically HVAC switch over and starting life safety PM in schools, Outdoor lighting, Park and fountain openings.

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 May 2020.

In the month of May we received 114 new work requests and completed 76 work requests. In reviewing this report, you will find the repair time that was expended in major work categories. Also listed is the total number of work order hours completed.

Public Building mechanics were engaged in general Mechanical repairs with a total of 162.00 person-hours dedicated to this service. The next largest area of concentration was in HVAC repairs, utilizing 136.50 person-hours of labor. Plumbing came as the third highest category with 82.00 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 MAY 2020**

Work Requests received this month	114
Work Requests Completed this month	76

Category	Total Labor Hours
-----------------	--------------------------

Alarms	0.00
Carpentry	0.00
Electrical	69.00
HVAC	136.50
Locksmith	0.0
Maintenance	25.50
Mechanical	162.00
Plumbing	82.00
Roofing	2.00
Snow Plowing	0.00

Labor Hours City Buildings	231.50
Labor Hours School Buildings	245.00
Overtime	6.00

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

RE: Report to the City Council – Month of MAY 2020

Dear Mayor Boughton and Members of the City Council:

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

As of June 22, 2020 there are 30 hydrants out of service. I will be happy to review the information with you.

Sincerely,

David Day

David Day, P.E.
Superintendent

May 2020 Water Pollution Control Plant (WPCP) Upgrade Project Status

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

- Construction of Phase I work (Tertiary Treatment System Upgrade and Stormwater System Improvements) continued. The following activities were performed by the design build team:
 - Wright-Pierce continued the final design of the Tertiary Treatment System.
 - Wright-Pierce completed the final design of the Stormwater System Improvements.
 - CH Nickerson completed mobilization activities.
 - Tree clearing activities were completed.
 - Erosion control measures were installed (silt fence and tracking pads)
 - CH Nickerson stripped and stockpiled site topsoil.
 - Test pits were performed to confirm existing conditions.
 - In Situ testing of existing soil materials was performed.
 - Storm drain pipe materials were delivered to the site
- The City authorized Veolia to proceed with the preliminary (30%) design of a new Headworks Screening & Grit Removal Facility and of a new FOG / Biodiesel Facility. Preliminary design work of these two facilities was started by the Veolia Design Build Team. REA Resource Recovery Systems is responsible for the design of the new FOG / Biodiesel Facility and will be working with the Veolia DB Team throughout the design, construction, start-up and initial operation of this facility.

M E M O R A N D U M

DATE: June 22, 2020
TO: City of Danbury, City Council
FROM: *David M. Day, P.E.*, Superintendent
RE: Sanitary Sewer Collection System Maintenance—
MAY 2020

Complaints: 1 Bypasses 18 Slow Running
 3 Loose Manholes 2 Odor Calls

Number Received: 21

Number Completed: 21

Pipe Cleaned: 1800 LFT

Gallons of Water Used: 9000 Gal

New Pipe Inspected: 900 LFT

Manholes Replaced 3



To: David Day, P.E., Supt. of Public Utilities, City of Danbury

From: Ralph Azzarito, Project Manager

**Ralph
Azzarito**

Subject: WPCP Report For Month of: May '20

Date: 6/8/2020

I. Wastewater Treatment:

A)	Sewage Processed:	9.3	MGD (Daily Avg)	289.3	Million Gallons Total
B)	Septic Waste Processed:			1,369,100	Gallons Total
C)	Sludge Pumped To Digesters:			612,708	Pounds Total

II. Wastewater Quality

		Influent	Effluent	% Removal	Effluent Limit
A)	BOD (mg/l)	193	4	98	30 mg/l and 85%
B)	Total Suspended Solids (mg/l):	283	3	98.8	30 mg/l and 85%
C)	Total Phosphorus (mg/l):	5.2	0.50	90	0.6 mg/l
D)	Ammonia (mg/l):	22.9	0.09	100	1.9 mg/l
E)	Total Nitrogen (lbs/Day):	2,777	239	91	442 lbs/day

Note: Phosphorus limits apply April - October.

Nitrogen limit for credit trading only.

III. Pump Station Operation:

A)	Beaver Brook:	744.2	Hours Run
B)	Southfield:	52.8	Hours Run
C)	Mill Plain:	20.1	Hours Run

D) Backus:	103.3	Hours Run
E) Tarrywile	117.7	Hours Run
F) Turner Road:	45.9	Hours Run
G) Ford Avenue:	27.0	Hours Run
H) Indian Glen:	243.3	Hours Run
I) Delay Street:	12.9	Hours Run
J) Hayestown Road:	80.8	Hours Run
K) Kenosia Avenue:	1.1	Hours Run
L) Larson Drive:	94.8	Hours Run
M) Landfill:	171.5	Hours Run
N) Thrope Street	14.9	Hours Run
O) Poets Landing	26.7	Hours Run
P) Rogers Park	68.0	Hours Run
P) West Side	109.6	Hours Run
Q) East Franklin Street	28.8	Hours Run
Total Station Alarms:		3

COMMENTS:

TO : City Council - City of Danbury
FROM : David Day, Superintendent of Public Utilities
DATE : June 15, 2020
RE : WATER DEPARTMENT REPORT: MAY 2020

I. WATER PRODUCTION:

A) Margerie Water Treatment Facility:	83.9	MG.
B) West Lake Water Treatment Facility:	87.9	MG.
C) Kenosia Well Field:	0	MG.
D) Osborne Street Well Field:	0	MG.
E) Other:	0	MG.

(MG. = Million Gallons)

II. RAINFALL:

A) Month:	3.8	inches
B) Past 12 Months (running total):	45.9	inches
C) Current Year (Jan.- Current Mo.):	17.6	inches

III. WATER STORAGE: date: 5/26/2020

	<u>Current Reading</u>		<u>Historical Average</u>	
A) East Lake Reservoir:	<u>100.0</u>	%	<u>95.3</u>	%
B) Margerie Lake Reservoir:	<u>98.9</u>	%	<u>96.1</u>	%
C) West Lake Reservoir:	<u>99.7</u>	%	<u>97.2</u>	%
D) Total:	<u>99.4</u>	%	<u>96.5</u>	%

IV. WATER PUMPED:

A) Park Avenue Pump Station:	<u>0</u>	MG.
B) Padanaram (High School) Pump Station:	<u>4.14</u>	MG.
C) Shelter Rock Pump Station:	<u>3.30</u>	MG.
D) WestConn Pump Station:	<u>0.23</u>	MG.
E) Margerie Pump Station:	<u>1.25</u>	MG.
F) Pleasant Acres:	<u>0.82</u>	MG.
G) Nabby Road:	<u>1.17</u>	MG.
H) Harvest Hill:	<u>1.32</u>	MG.
I) Woodland Road (Reserve):	<u>7.17</u>	MG.
J) West Lake High Service :	<u>42.7</u>	MG.
K) Total Water Pumped (A-I):	<u>62.1</u>	MG.
	(MG. = Million Gallons)	

V. WATER TRANSFERRED:

A) East Lake to Margerie Reservoir:	<u>0.0</u>	MG.
B) Padanaram to Margerie Reservoir:	<u>0.0</u>	MG.
C) Kohanza to West Lake Reservoir:	<u>13.8</u>	MG.
D) Kenosia Diversion to West Lake Reservoir:	<u>0.0</u>	MG.
E) Kenosia Wells to West Lake Reservoir:	<u>0.0</u>	MG.

F) Total Water Transferred (A-E): 13.8 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.

B) _____

VIII. SUPERINTENDENTS NOTES:

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

Below is a list of services provided:

Date:	Vehicle :	Repair Provided:	Department:
5/1/2020	355-DA	STARTER/SERVICE	PARKS
^	40	U-JOINTS/GEARBOX	HWY
^	41	ICP SENSOR/CAM SENSOR	HWY
^	TW1	TIRES/TARP	HWY
^	42-DA	RESEAL FRONT ENGINE COVER	TREE
^	22	CONVEYER DIRT DEFLECTOR	HWY
5/2/2020	42-DA	RESEAL FRONT ENGINE COVER	HWY
^	386-DA	SERVICE/SNC SUMMER TIRES	ENGINEERING
^	22	HOPPER SEALS/MAIN BROOM	HWY
^	83	MAIN BROOM/L/S SIDE BROOMS	HWY
5/4/2020	42-DA	RESEAL FRONT ENGINE COVER	HWY
^	83	MAIN BROOM/L/S SIDE BROOMS	HWY
^	386-DA	SERVICE/SNC SUMMER TIRES	ENGINEERING
^	48	R/R RIM IS BENT	HWY
^	TW1	2 FRONT TIRES/2 REAR TIRES	HWY
^	82	HYDRAULIC LEAK	HWY
^	#7	MAXI VALVE LEAK/BRAKE CHAMBERS	HWY
^	254-DA	HYDRAULIC HOSE FOR GRAPPLE	TREE
^	83	TIGHTEN THROTTLE	HWY
5/5/2020	22	FILL AUTO GREASE UNIT	HWY
^	106	CHECK NOISE FROM L/F WHEEL	HWY
^	41	BACK-UP ALARM	HWY
^	82	CHECK HYDRAULIC LEAK	HWY
^	7	BRAKE CHAMBERS	HWY
^	42-DA	RESEAL FRONT ENGINE COVER	HWY
^	105	JUMP START CHECK R/F TIRE	HWY

5/6/2020	7	BRAKE CHAMBERS	HWY
^	40	U-JOINTS/GEARBOX	HWY
^	42-DA	RESEAL FRONT ENGINE COVER	HWY
^	80	L/S SIDE BROOMS	HWY
^	377-DA	CHECK VIBRATION	HWY
^	25	L/R RIM IS CRACKED	HWY
^	17	ADJUST BRAKES	HWY
5/7/2020	42-DA	RESEAL FRONT ENGINE COVER	HWY
^	40	U-JOINTS/GEARBOX	HWY
^	23	7 WAY TRAILER CONNECTOR/DRAIN VALVE	HWY
^	181	ADJUST BRAKES/CHECK EXHAUST BRAKE	HWY
5/9/2020	80	MAIN BROOM/L/S SIDE BROOMS	HWY
^	106	FRONT WHEEL BEARINGS	HWY
5/11/2020	83	CHECK TIE ROD/L/S SIDE BROOM	HWY
^	14	CHECK EXHAUST/P/S LEAK	HWY
^	22	CHECK OVER CHAIN POPPED OFF	HWY
^	49-DA	SERVICE/ABS LIGHT	PARKS
5/12/2020	49-DA	SERVICE/ABS LIGHT	PARKS
^	22	CHECK OVER CHAIN POPPED OFF	HWY
^	14	CHECK EXHAUST/P/S LEAK	HWY
^	PWR CRBR	FIX AUGER	HWY
^	8	CHECK BRAKES CHECK AIR LEAK	HWY
5/13/2020	8	CHECK BRAKES CHECK AIR LEAK	HWY
^	22	CHAIN POPPED OFF	HWY
^	14	CHECK EXHAUST/P/S LEAK	HWY
^	49-DA	SERVICE/L/F WHEEL BEARING/REAR BRAKES	PARKS
^	83	L/S SIDE BROOMS	HWY
5/14/2020	40	L/S SIDE BROOMS	HWY
^	8	FIX TARP/ABS MODULATOR VALVES	HWY
^	100	MAIN BROOM	HWY
^	22	CHAIN POPPED OFF	HWY
5/16/2020	TW3	COOLANT LEAK	HWY
^	326-DA	FUEL TANK/SENDER	HWY
^	39	CHECK EXHAUST	HWY
^	171-DA	CHECK BRAKES	TREE
^	299-DA	CHECK LIGHTS	HWY
5/18/2020	40	SHEAR PIN	HWY
^	171-DA	KING PINS/FRONT SHOES/DRUMS/HARDWARE	TREE
^	100	R/S SIDE BROOMS	HWY
^	14	AIR TANKS/EXHAUST	HWY
^	48-DA	BATTERY	HWY
5/19/2020	40	R/S SIDE BROOMS	HWY
^	14	AIR TANKS/EXHAUST	HWY
^	171-DA	KING PINS/FRONT SHOES/DRUMS/HARDWARE	HWY
^	80	WATERPUMP/SERPENTINE BELT	HWY
5/20/2020	#14	AIR TANKS/EXHAUST/FUEL TANK	HWY

	^	80	WATERPUMP/SERPENTINE BELT	HWY
	^	171-DA	KING PINS/FRONT SHOES/DRUMS/HARDWARE	HWY
	^	23	CENTER BEARING	HWY
	^	100	R/S SIDE BROOMS	HWY
5/21/2020		14	AIR TANKS/EXHAUST/FUEL TANK	HWY
	^	21	TAILGATE IS FROZEN	HWY
	^	80	WATERPUMP/SERPENTINE BELT	HWY
	^	21	FREE UP TAILGATE LATCH	HWY
	^	44	PTO SWITCH/TAILGATE/LIGHTS	HWY
	^	389-DA	R/R TAILLIGHT	HWY
5/22/2020		142-DA	SERVICE	HWY
	^	12	CHECK AIR LEAK/EXHAUST LEAK	HWY
	^	#14	MOUNT HYD HOSES/WELD BRACKET	HWY
5/26/2020		5	AIR TANKS LEAKING AIR	HWY
	^	288-DA	CHECK TIRES CHECK SUSPENSION	BLDG MAINT
	^	171-DA	KING PINS/FRONT SHOES/DRUMS/HARDWARE	TREE
	^	26	CHECK HARD STARTING	HWY
	^	80	(ROAD CALL) CHECK OVERHEAT	HWY
5/27/2020		26	CHECK HARD STARTING	HWY
	^	5	AIR TANKS LEAKING AIR	HWY
	^	171-DA	KING PINS/FRONT SHOES/DRUMS/HARDWARE	TREE
	^	288-DA	STEERING STABILIZER/TRAILER PLUG	BLDG MAINT
5/28/2020		5	AIR TANKS/BATTERIES/TIE RODS	HWY
	^	39	EXHAUST PIPES/CLAMPS	HWY
	^	26	CHECK HARD STARTING	HWY
5/30/2020		54	L/ TIRES	HWY
	^	82	RESEAL BUCKET PISTON/EBRAKE CALIPER	HWY
	^	5	AIR TANKS	HWY

Personnel

Total:	4
Injury:	0
Restricted Duty:	0
Retirement:	0
Seasonal:	0
Vacancy:	1

MAINTENANCE REPORT - BUILDING # 6

GENERAL FUND

May-20

5/4/2020	205-DA	CITY HALL	SERVICE, FRONT CALIPERS, HOSES, PADS AND ROTORS, SERP BELT AND TENSIONER
	110-DA	POLICE	REPLACE IGNITION COIL AND SPARK PLUG

	274-DA	UNIT	SERVICE, AC LINES AND CONDENSER
5/5/2020	265-DA	POLICE	REPLACE HEADLIGHT BULB AND CONNECTOR
	2-DA	POLICE	SERVICE, AIR FILTER, FRONT BRAKES, SWAP DRIVERS SEAT, WIPER BLADES
5/6/2020	306-DA	POLICE	RF HEADLIGHT BULB
	262-DA	POLICE	DRIVERS DOOR LATCH
	160-DA	CITY HALL	SERVICE, FRONT PADS AND ROTORS, VALVE COVER GASKETS, IGNITION COIL, WIPER BLADES
	316-DA	POLICE	BLOWER MOTOR AND PIGTAIL, 1 TIRE
5/8/2020	16-DA	CITY HALL	SERVICE, AIR FILTER, FRONT AND REAR PADS AND ROTORS, RR CALIPER, 2 TIRES
	61-DA	CITY HALL	SERVICE, WIPER BLADES
5/11/2020	9-DA	POLICE	LR TIRE
5/13/2020	270-DA	POLICE	SERVICE, AIR FILTER, 3 TIRES
		CITY HALL	SERVICE, FRONT AND REAR BRAKES, CABIN AIR FILTER, WIPER BLADES, LF HEADLIGHT ASSEMBLY, BOTH TAILLIGHT ASSEMBLIES, RE WIRE AND INSTALL NEW EMERGENCY LIGHTING
5/14/2020	30-DA	CITY HALL	
5/15/2020	224-DA	CITY HALL	SERVICE, SWAY BAR, SERP BELT, 2 TIRES, BRAKE LINE, RESEAL OIL PAN AND TRANS PAN
	18-DA	POLICE	FRONT AXLES, CHARGED AC
5/16/2020	AL52690	POLICE	SERVICE, RF TIRE
	141-DA	CITY HALL	SERVICE
5/18/2020	ZV5393	POLICE	CHARGE AC, ADD DYE, REATTACH STROBES
	352-DA	POLICE	SERVICE, FRONT BRAKES, SWAY BAR BUSHINGS, RF UPPER CONTROL ARM, AC COMPRESSOR, SERP BELT
	225-DA	POLICE	RF HEADLIGHT BULB
	265-DA	POLICE	SERVICE, LF OUTER TIE ROD, FUEL INJECTOR
5/19/2020	110-DA	POLICE	IGNITION COIL AND PLUG, SWAP THROTTLE BODY
5/20/2020	354-DA	POLICE	4 TIRES
		CITY HALL	SERVICE, SERP BELT AND TENSIONER, FRONT QUICK STRUTS, SWAY BAR BUSHINGS AND END LINKS
5/21/2020	172-DA	POLICE	CHARGE AC
	6-DA		
5/22/2020	422-WLA	POLICE	SERVICE, FRONT AND REAR PADS AND ROTORS, 4 TIRES, REBUILD TRANSMISSION
	7-DA	POLICE	AIR FILTER, SPARK PLUGS, FUEL INJECTOR
5/23/2020	10-DA	POLICE	SERVICE
	316-DA	POLICE	SERVICE, SWAP PCM
	385-DA	POLICE	RADIATOR, INTAKE MANIFOLD
5/26/2020	AL14397	POLICE	REPLACE COOLING FAN, SEAT BELT PRETENSIONER
	157-DA	POLICE	CHECK AND RECHARGE AC
	3-DA	POLICE	SERVICE
5/27/2020	3-DA	POLICE	BOTH HEADLIGHT CONNECTORS AND BULBS
	614-TKL	POLICE	REPLACE BATTERY
	192-DA	AIRPORT	SERVICE, REAR PADS AND ROTORS, MOTOR MOUNTS
5/28/2020	AL14396	POLICE	SERVICE, WIPER BLADES, SECURE FRONT BUMPER
		CITY HALL	SERVICE, RADIATOR, INTAKE MANIFOLD, REAR TRAILING ARMS, SWAY BAR FRAME BUSHINGS
5/29/2020	136-DA	POLICE	REPLACE IGNITION COIL
	5-DA	CITY HALL	
	138-DA	HALL	SERVICE, DECALS
	311-DA	POLICE	REPLACE COOLING FAN AND MODULE

	243-DA	POLICE	REPLACE ALTERNATOR, AC LINE, RECHARGE AC
	306-DA	POLICE	SWAP PCM
5/30/2020	261-DA	POLICE	REPLACE BATTERY
		CITY	
	16-DA	HALL	REPLACE BLOWER MOTOR RESISTOR

WATER FUND

May-20

5/4/2020	107-DA	WATER	4 TIRES
5/5/2020	383-DA	WATER	SERVICE, DRIVERS DOOR HINGES
	258-DA	WATER	4 TIRES
5/15/2020	283-DA	WATER	REPAIR TRAILER PLUG WIRING
5/22/2020	283-DA	WATER	SERVICE, POWER STEERING PRESSURE HOSE, AIR INTAKE PIPE, REPAIR WIRING
5/29/2020	132-DA	WATER	SERVICE, MIRRORS, DRIVERSIDE DOOR, TRAILER WIRING, INSTALL BRAKE CONTROLLER



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

155 DEER HILL AVENUE • DANBURY, CONNECTICUT 06810

www.danbury-ct.gov/health • healthdept@danbury-ct.gov

Mayor
Mark D. Boughton

Acting Director of Health
Kara Prunty, MPA

June 29, 2020

Dear Mayor Boughton and Members of the City Council:

DHHS is continuing to respond to the COVID-19 pandemic and is working closely with city officials, the State of Connecticut, and community partners. As of June 29th, the State of Connecticut has 46,362 positive COVID-19 cases and has seen 4,320 associated deaths. In the City of Danbury, there are 1,968 positive COVID-19 cases and there have been 123 associated deaths. Information and new developments are updated daily, and the department is keeping up with the latest developments in order to contain the spread of the virus throughout our area. We will continue to follow CDC guidelines and directions from the State with the public's health and safety in mind. Please also note that there is a travel advisory that went into effect Wednesday, June 24, 2020 that anyone traveling into Connecticut, New York, or New Jersey from a state that has a new daily positive test rate higher than 10 per 100,000 residents or a state with a 10% or higher positivity rate over a 7-day rolling average are directed to self-quarantine for a 14-day period. This list of states is constantly changing, so please be sure to arrange travel plans accordingly.

The Health Department has been working with Phase 2 of Governor Lamont's plan to reopen the State of Connecticut, which began on Wednesday June 17th with hair salons opening on June 1st. The environmental health team has been conducting COVID-19 Compliance inspections for salons and food establishments (both indoor and outdoor dining) to ensure all protocols are being followed. There have also been many training opportunities for our staff through shadowing fellow inspectors or virtual webinar training.

Contact tracing efforts have remained consistent, and the contact tracing team has been in contact with over 400 individuals since the efforts began. DHHS has also been collaborating with Danbury Public Schools about graduation and reopening plans, and with the City of Danbury for reopening City Hall to the public in July. PPE distribution has continued throughout the month but has recently come to close.

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

Respectfully yours,

Kara Prunty, MPA

Acting Director of Health and Human Services

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

Grant Agency	Program Supported	Award Amount	Award dates	Project Status
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 Program	\$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
EFSP - Phase 37	Emergency Shelter	≤ \$50,622	1/1/20 - 5/31/21	Pending
EFSP - Phase CARES	Emergency Shelter	≤ \$72,173	1/27/20 - 5/31/21	Pending
CT DPH - Local Health Department Reimbursement for COVID-19	Emergency Response	\$76,058	1/20/20 - 3/31/21	Awarded
EFSP Phase CARES	Emergency Shelter	\$15,930	1/27/2020 - 5/31/2021	Awarded
EFSP Phase 37	Emergency Shelter	\$2,700	1/1/2020 - 5/31/2021	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.

May/June 2020 Activity

The State of Connecticut entered Phase 2 of reopening on June 17th, and hair salons reopened on June 1st. The Environmental Health team has mainly been focused on COVID-19 related inspections, including outdoor dining patios, hair and nail salons, body care facilities, and indoor dining at food service establishments to ensure compliance with state and CDC issued guidelines. The department has also seen an increase in septic plan reviews for pools, additions, and other home improvement projects as more people are at home for the summer months due to coronavirus. Weekly lake water testing has started up for the summer, and public pool inspections are being conducted as they have started to reopen. Food inspectors have been conducting inspections for food trucks as they begin their season as well. There have been many training opportunities for our inspectors over the last month, including many online webinars relating to Healthy Homes, Private Wells, and Tick control. Cross training has been occurring as well, and we have inspectors shadowing many different types of inspections.

May Results

Potable Water	
Private Well	
Well Permits	
Environmental	
Grading Permit Review	19
EIC	26
HazMat	1
Erosion Inspections	27
Complaint Investigation	3
Odor Complaints	7
Misc.: (Describe)	
Sewage Disposal	
Plan Review	35
Inspections	26
New, Replace, Fail, Plan Review	3
100% Replacement Plan Review	3
Soil Testing (List by Appointment Only)	17
Additions	
Dye Tests (Initial)	
Septic Permits (To Construct)	

Solid Waste	
Garbage Complaint	
Misc. (Describe)	
Pest and Animal Control	
Rodent Complaint	
Insect Complaint	
Domestic Animal Complaint	
Housing	
Residential/Commercial Inspection (Not Indoor Air)	
Housing Complaints	8
Child Day Care Inspection (Initial)	
Child Day Care Plan Review	
Body Care Inspections	
Body Care Plan Review	
Body Care Construction Visits	
Massage Establishment Inspections	
Massage Establishment Plan Review	
Salon Tele-Inspections	4
Salon Drive By Inspections	106
Salon DECD Compliance Inspections	108
Lead Inspection for all Properties	
Lead Abatement Plan Review	16
Certificate of Apartment Occupancy (CAO's)	
Reinspections	
Healthy Homes	
Hotel/Motel Inspections	
Total # of Hotel/Motel Rooms Inspected	
Food	
Food Service Establishment Inspection (Initial)	8
Construction Visits	
Food Service Walkthrough Inspections	3
Itinerant Vendor Inspections	1
Complaints	6
Re-inspection (voluntary)	
Re-inspection (involuntary)	
Plan Review	16
Plan Revisions	

Foodborne Illness # of Complaints	
Temporary Food Service	12
Certified Food Protection Manager Courses	
Food Handler Courses	
FSE Drive By Inspections	53
FSE Tele-inspections	
Outdoor Dining Inspections	41
Seasonal	
Indoor Pool Inspections	
Outdoor Pool Inspections	
Indoor Public Pool Water: # of Samples Collected	
Outdoor Public Pool Water: # of Samples Collected	
Public Beaches: # of Samples Collected	1
Drinking Water: # of Samples Collected	
Marine Dock Facilities Inspected	
Orders Issued	
Notices of Violation, etc.	
Other	
Social Services Issues and Referrals	65
Fair Rent Issues	
FOI Requests	40
Pump Truck Permits	
COVID-19 Complaints	5

Community Health Services Division

Fernanda Carvalho, Acting Associate Director of Community Health

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

Community Medicine Section

Prepared by: Maureen Singer, Community Health Coordinator

Patients Seen in May 2020

Tuberculosis patients	
PPD testing/read	

QuantiFERON/T-Spot	
eDOT	63
Hospital Visits	
Home Visits	1
Electronic Visits	34
Total Services:	98

The following are highlights from the Office of Community Medicine activities for May 2020:

1. Continuing case management of approximately 55 cases of latent TB and 4 active cases of TB: 2 pulmonary 1 pulm/extrapulmonary (2 sites) 1 extra pulmonary
2. Continuing TB contact investigation, 2 pulmonary cases. March 31 initiated new TB contact investigation. April 21, initiated 2cd case of Active. (*2 new cases during pandemic).
3. Ongoing surveillance and epidemiological review of individuals with positive AFB , suspected or confirmed TB.
4. Ongoing communication with health care providers , school nurses, WCHN and various State and Local Public Health Agencies.
5. Providing COVID-19 related issues , such as public inquiries, City Employee Contact Investigation, and Nursing Homes investigations
6. May 11 Webinar Training COVID -19 Tracing
7. May 18, Danbury Hospital Infection Control Committee meeting.
8. May 12 Headstart Medical Advisory meeting
9. May 27 Hospice MPAC meeting

Community Health Services & Emergency Preparedness and Response:

Contact tracing efforts have continued over the last month and the health department has been in contact with over 400 individuals who have either tested positive for COVID-19 or have come into close contact with a positive case. The staff will make them aware of their potential exposure and inform them of the proper protocols to follow to limit the spread of the virus. To assist with case control and contact tracing, the health department has also utilized the Sara Alert system to monitor Danbury residents who were exposed to a lab confirmed COVID-19 positive individual.

Our Community Health division is also answering general questions and concerns related to COVID-19 that come from the community, along with providing guidance to healthcare providers, first responders, and businesses. The team has assisted in distribution of PPE for healthcare facilities and small businesses and has been coordinating sheltering and mass feeding operations to protect our most vulnerable populations at the Super 8 Motel. They are also expediting testing for vulnerable populations and first responders and coordinating with regional and state partners on COVID-19 response. They have been collaborating with the City and public schools about reopening City Hall, the schools, and a safe graduation plan.

Contact Tracing May 2020

# of Contact Case Calls	216
# of Contacts Identified	133



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DEPARTMENT OF PERMIT COORDINATION BUILDING DEPARTMENT

DATE: June 29, 2020

TO: City Council

C: Mayor Mark Boughton

Re: City Council Report for Permit Center and Building Department

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

Report Outline:

Permit type = Type of subject permit.

Valuation = is the cost of construction for permit type.

Issued = Number of permits issued of that permit type

Sean P. Hearty

DIRECTOR

David Newland

BUILDING OFFICIAL

Record #	Record Type	Date Paid	Type of Project	Total Estimated Construction Value
20-1062	Permit Project Application (Residential)	5/27/2020 16:42	Residential Alteration	12000
20-958	Permit Project Application (Residential)	5/26/2020 19:05	Residential Alteration	2750
20-963	Permit Project Application (Residential)	5/20/2020 20:07	Residential Alteration	4000
20-943	Permit Project Application (Residential)	5/21/2020 17:40	Residential Alteration	25000
20-826	Permit Project Application (Residential)	5/14/2020 10:25	Residential Alteration	2000
20-895	Permit Project Application (Residential)	5/20/2020 1:41	Residential Addition	18000
20-774	Permit Project Application (Residential)	5/5/2020 20:39	Residential Alteration	39000
20-738	Permit Project Application (Residential)	5/12/2020 20:23	Residential Alteration	25000
20-692	Permit Project Application (Residential)	5/7/2020 22:37	Residential Alteration	20000
20-676	Permit Project Application (Residential)	5/5/2020 21:17	Residential New Construction	250257
20-675	Permit Project Application (Residential)	5/5/2020 21:14	Residential New Construction	199087
20-674	Permit Project Application (Residential)	5/5/2020 21:12	Residential New Construction	199087
20-673	Permit Project Application (Residential)	5/5/2020 21:09	Residential New Construction	199087
20-672	Permit Project Application (Residential)	5/5/2020 21:06	Residential New Construction	199087
20-671	Permit Project Application (Residential)	5/5/2020 20:59	Residential New Construction	1046605
20-712	Permit Project Application (Residential)	5/14/2020 18:39	Residential Addition	3000
20-666	Permit Project Application (Residential)	5/7/2020 12:58	Residential Alteration	10000
20-561	Permit Project Application (Residential)	5/12/2020 20:30	Residential New Construction	80000
20-429	Permit Project Application (Residential)	5/4/2020 16:05	Residential Alteration	25000
20-309	Permit Project Application (Residential)	5/5/2020 20:43	Residential Addition	18000
20-88	Permit Project Application (Residential)	5/5/2020 20:35	Residential Addition	50000
20-88	Permit Project Application (Residential)	5/5/2020 20:33	Residential Addition	50000
20-19	Permit Project Application (Residential)	5/7/2020 23:59	Residential Alteration	135000
19-1174	Permit Project Application (Residential)	5/15/2020 15:36	RES THREE FAMILY DWELLING	544500
19-1174	Permit Project Application (Residential)	5/14/2020 16:34	RES THREE FAMILY DWELLING	544500
19-1175	Permit Project Application (Residential)	5/14/2020 16:38	RES SINGLE FAMILY HOME	181500
19-1176	Permit Project Application (Residential)	5/14/2020 16:40	RES SINGLE FAMILY HOME	181500
19-1177	Permit Project Application (Residential)	5/14/2020 16:42	RES SINGLE FAMILY HOME	181500
				4245460

Record #	Record Type	Date Paid	Total Estimated Construction Value	Type of Project
20-916	Permit Project Application (Commercial)	5/15/2020 12:54	5000	Interior Alterations
20-877	Permit Project Application (Commercial)	5/11/2020 16:51	235143	Commercial Alteration
20-869	Permit Project Application (Commercial)	5/7/2020 15:39	800000	Commercial Alteration
20-835	Permit Project Application (Commercial)	5/18/2020 19:17	20000	Commercial Alteration
20-843	Permit Project Application (Commercial)	5/4/2020 16:29	1	Change of Use
20-781	Permit Project Application (Commercial)	5/6/2020 19:15	490000	Interior Alterations
20-805	Permit Project Application (Commercial)	5/8/2020 17:01	360900	Commercial Alteration
20-720	Permit Project Application (Commercial)	5/11/2020 16:08	3500	Interior Alterations
20-643	Permit Project Application (Commercial)	5/5/2020 18:47	25000	Commercial Alteration
20-549	Permit Project Application (Commercial)	5/28/2020 13:57	40000	Commercial Alteration
20-840	Permit Project Application (Commercial)	5/4/2020 18:40	80000	Commercial Alteration
20-702	Permit Project Application (Commercial)	5/11/2020 18:04	20000	Commercial Alteration
19-191175	Permit Project Application (Commercial)	5/14/2020 20:32	10000	Interior Alterations
19-191175	Permit Project Application (Commercial)	5/14/2020 20:48	10000	Interior Alterations
			2099544	



CITY OF DANBURY OFFICE OF NEIGHBORHOOD ASSISTANCE

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

203-796-8026

Livable Neighborhoods 2020 “Building a Better Danbury”

June 2020

June 29, 2020

Honorable Mayor Boughton and City Council Members:

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

Time Period	May 26 – June 29, 2020
Number of Quality of Life Issues	68
Year to Date - 2020	387

The top issues addressed by the UNIT were:

- Garbage/Debris and Blight (27)
- Unsafe living/Unpermitted construction (14)
- Miscellaneous (10)
- Exterior Blight Order (3)

COVID-19 UPDATE: PPE/THERMOMETER DISTRIBUTION

Every Friday for more than two months, our department has been coordinating the distribution of masks and thermometers to Danbury businesses. The State of CT is no longer supplying our towns with these supplies, however, our department will soon be planning a day for face mask distribution for business owners. Stay tuned for that.

Currently, the UNIT has distributed nearly 20,000 masks and almost 500 thermometers.

Our department is now coordinating with the Red Cross and some local towns, the return of 60 cots that were borrowed for our temporary homeless shelter from early March.

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 those fines to be assessed as a judgement against the property.

Orders written by UNIT this month (Includes Notice of Violations): 3
(YTD): 32

29 Ball Pond Road: Sent order to bank for foreclosed property to maintain and secure vacant property. Grass is very high and the detached garage is open.

35 Farm Street: Sent order to bank for foreclosed property to maintain and secure vacant property. Grass is very high and the house was not secure. Request has already been closed as this issue was addressed immediately.

22 Cornell Road: Sent order to property owner to remove piles of household garbage bags that have been stored underneath the front porch, as well as inside the shed in the rear of the property. Neighbors have been complaining about the terrible smell. Property is occupied by renters who have not paid their rent in 5 months and have been causing difficulty for the property owners. Previous warning tags had been ignored by the tenants. UNIT intervened and met with property owner and tenant on the property and the tenants then had the property cleaned within the next 48 hours.

PROPERTY HIGHLIGHT:

Blueberry Lane Trailer Park:

A resident submitted a complaint to the UNIT regarding digging in the wetlands as well as building some type of addition to his mobile home. UNIT responded on the same day and noted that a small excavator was used to clear an area in the wetlands and it appeared resident was digging under the mobile home with the expectation of making a garage or storage area. No work was being done at the time of inspection. The UNIT quickly notified Zoning, Building and EIC and forwarded pictures to document the violations. Despite advising a family member of the residence to immediately stop work and apply for a permit, this was ignored and the work continued. As a result, the mobile home owner has been served with cease and desist notices from each of those departments and will now be required to detail all work being done, including having to restore to original, any work that is not approved. He will also be subject to fines for continual non-compliance.

The UNIT will follow up accordingly.

311 UPDATE: METRICS AND ACTIVITY:

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

THIS PERIOD:

2020 YTD:

Service Requests created:	218	858
Service Requests closed:	109	586
Percent closed:	50%	68.2%

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: June 29, 2020

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

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

RE: Report City Council Meeting
Reporting Period: (5/18/20 – 6/19/20)

CT Department of Agriculture Farmers' Market Voucher Program. We will work again this year with the State of CT Department of Agriculture to deliver Farmers' Market Vouchers for Danbury Seniors. The Department of Agriculture has delayed the start for the program so we expect to receive these vouchers mid to late July. We will begin distribution as soon as we receive them.

Eat Smart Live Strong Nutrition Program / Farm on the Move. We have modified this program to offer nutrition education on-line in partnership with UCONN Department of Agriculture SNAP Nutrition Education. We will continue to provide fresh vegetables as we did with Farm on the Move, but in a different way. Seniors can decide on one of two choices: 1) "A Grab and Go Farmers' Market Box" of vegetables picked up at the Senior Center or 2) "Farmers' Market Coins" given out directly at the Farmer's Markets so seniors can shop on their own. Both are valued at \$10. This program is delivered in partnership with CityCenter Danbury, the Danbury Farmers' Market, and the UCONN Department of Agriculture. This program is supported in part by a grant from the Peter and Carmen Lucia Buck Foundation.

Congregate meal site turned into a meals on wheels delivery program. Through work with CW Resources four meals per week are delivered to the center. Twice during the week, another staff person and myself deliver these meals so seniors can remain in their homes. During this report period we were able to deliver an additional seven shelf stable meals to each participant in this program in addition to the four meal a week delivery.

“Sunshine Smile” Social Wellness Call Program. This program has been greatly expanded. We make weekly calls to seniors, have set questions about food, medication, etc., and spend time chatting and checking in.

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

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

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

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

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

Virtual Activities / Wellness Classes. We now have seven virtual activities posted on-line on our website, www.danburyseniors.org under the “Virtual Classes and Activities.” They include Line Dancing, Strength Training, Gentle Flow Yoga, and Zumba Gold, Timeless Trivia, Chair Yoga, and Dance Yoga

Municipal Agent / Resource and Referral: 130 seniors / 187 services provided

Services by Category:

CHOICES (Connecticut's program for Health insurance assistance, Outreach, Information and referral, Counseling, Eligibility Screening, i.e. Medicare A, B, D, Advantage, Medigap, Medicare Savings) – 29, Financial – 48, Food – 37, Senior Housing / Homeless / Home Repair – 13, Home Care – 2, Transportation – 10, Masks – 5, Other - 43

Protective Services for the Elderly: 0

"911" Emergency Calls: 0

Senior Nutrition Meal Delivery Program: 43 seniors, 864 meals

Meal Delivery Calls / Questions: 436

"Sunshine Smile" Social Wellness Call Program: 57 seniors, 203 calls

Rent Rebate Over the Phone Program: 584 services provided

691 applications processed, 382 – payable, 303 – disallowed (Program Year 2019)

Van Transportation Program: Suspended on March 13 due to COVID19

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

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

Danbury Library Statistics: Circulation, Programs, Services 2019-2020																
	July-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-20	Jan-20	Feb-20	Mar-20	April-20	May-20	YTD 19-20	YTD 18-19	+/-	%	Comments:
NUMBER OF PEOPLE ENTERING LIBRARY	29,913	29,479	21,407	26,651	24,051	20,408	28,109	25,109	16,755	0	0	221,882	298,613	-76,731	-26%	*Library closed to public 3/13/20 due to COVID
AVERAGE NUMBER OF PEOPLE PER DAY OPEN	1,151	1,092	765	888	859	704	969	930	1,396	0	0	8,753	10,692	-1,939	-18%	
COMMUNITY ENGAGEMENT	125,503	82,968	51,030	87,184	93,400	76,031	99,904	85,560	175,429	189,739	159,051	1,225,126	1,059,552	165,574	16%	
REGISTERED PATRONS WITH ACTIVE LIBRARY CARDS *	27,407	27,679	27,964	28,186	28,305	28,391	28,686	28,946	26,600	26,252	26,340	304,756	283,788	20,968	7%	
USE OF LIBRARY MATERIALS & SERVICES - IN LIBRARY																
Total print circulation	25,169	22,465	18,183	18,469	18,083	16,504	19,768	18,103	7,509	1,284	1,708	167,245	277,846	-110,601	-40%	
Total Inter-library loan	1,785	1,941	1,576	1,834	1,697	1,512	1,922	1,747	784	236	234	15,268	20,011	-4,743	-24%	
Total program number	172	127	78	141	135	134	120	134	40	26	64	1,171	1,738	-567	-33%	
Total program attendance	3,162	1,891	2,348	3,371	2,765	2,471	1,987	2,252	399	3,501	1,765	25,912	24,050	1,862	8%	
Meeting room use by outside agencies	48	36	57	64	41	39	55	54	19	0	0	413	408	5	1%	
USE OF LIBRARY MATERIALS & SERVICES - REMOTE & ELECTRONIC																
Computer usage	6,393	6,943	6,496	5,812	5,339	4,755	5,065	5,396	2,540	135	190	49,064	77,723	-28,659	-37%	
Ebook and audiobook circulation from Overdrive	1,032	1,112	918	876	759	858	384	358	1,180	1,673	1,667	10,817	8,798	2,019	23%	
iConn ebook and audiobook downloads	83	78	63	63	53	73	52	47	29	40	49	630	809	-179	-22%	
Downloadable content (eSebco, Freegal, Hoopla, Kanopy, Tumblebooks)	6,670	7,046	6,477	6,874	5,512	5,790	6,686	5,870	7,799	13,045	15,087	86,856	68,281	18,575	27%	
* 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	
CT State Library Construction Grant	Junior Floor / Children's Programming	\$100,000					\$100,000					8/31/2018		11/2018 - 5/2020	Awarded-Active	
Library Services and Technology Act Literacy Grant	Literacy, Language Services	\$7,500					\$7,500					4/8/2019		7/1/2019- 8/30/2020	Awarded-Active - End date extended to 8/30/20	
Woman's Club of Danbury/New Fairfield Philanthropic Funding	Digital Services	\$500										1/20/2020			Awarded-Active	
Library Services and Technology Act Planning Grant	Marketing	\$5,000										12/1/2019			Received City Council approval to apply	
NASA CT Space Grant Consortium	Teen STEM Programming	\$4,800										Rolling			Applied	
The Awesome Foundation	Junior Floor / Children's Programming	\$1,000										Rolling			Received City Council approval to apply	
Ezra Jack Keats Foundation	Children's Programming	\$500										3/31/2020			Applied	



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

Mark Omasta
Acting Fire Chief

Phone 203-796-1560
Fax 203-796-1552

June 15, 2020

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

Re: Statement of Condition and Property, Danbury Fire Department
City Code of Ordinances 8-13

Dear Mayor Boughton and Members of the City Council,

In accordance with Section 8-13 of the City Charter the following report is offered as to the listing of property and a general statement of condition and affairs of the Department.

The Danbury Fire Department continues to operate as the largest combination Department in the State with five career and twelve volunteer stations. The City owns and maintains six of the volunteer stations, with the remainder owned by the respective Volunteer Fire Departments.

The current table of organization represents 122 positions of the career department. As of this date we have 111 personnel. Current rosters of the 12 volunteer companies have approximately 70 certified suppression responders.

The Fire Department continues to hold the certificate of operation for the ambulance service and function in a first responder Advanced Life Support (ALS) Emergency Medical Service (EMS) modality. The ambulance and paramedic services are currently contracted to Nuvance Health.

Facilities and Property

The following City owned fire stations and facilities are currently in operation:

Joseph J. Bertalovitz Fire Headquarters – 19 New Street

Melody/Halas Station #23 – 210 Osborne Street

Commerce Park Station #24 – 36 Eagle Road

West Side Station #26 – 75 Kenosia Avenue Extension

Fire Training Center – 23 Plumtrees Road

Padanaram Hose #3 – 17 North Street

Independent Hose #4 – 37 Hoyt Street

Wooster Hose #5 – 7 Coal Pit Hill Road

Citizens Hose #6 – 65 Jefferson Avenue

Water Witch #7 – 37 Locust Avenue

Phoenix Hose #8 – 14 Well Avenue

Career Facilities

All City fire stations are operable at this time. We continue to work with the Public Buildings Department and private contractors on matters of repair and maintenance.

Fire Headquarters at 19 New Street is now 50 years old and continues to suffer severe space constraints. The need for additional conference rooms, office space, apparatus, and equipment storage has increased. We recently completed a small addition to the boiler room / workout space for a dedicated physical fitness gym.

We completed an engineering study of the Headquarters facility in 2012. This study determined the site and structure can be modified to accommodate a more modern fire station with certain limitations. We believe the option to replace the building with a new structure at another location is still the best option. The site straddles a flood plain and the potential for rebuilding it is dependent on FEMA, EPA and local approvals.

Danbury Fire Department Statement of Condition

In the Mayor's Task Force Report of 2010, a recommendation to construct a new engine house in the south end of the city was proposed. This would facilitate response to the area, a densely populated part of the city, currently served by Engine 22 from Headquarters. The station would ideally be situated in the area of Main and South Street to Shelter Rock stretch of South Street. With our current response model, this station may best be considered as desired rather than necessary.

The rapid addition and expansion of residential and commercial properties in the west side of the city places a burgeoning demand for services and creates a clearer view since even a couple of years ago. The need for a station hosting both an engine company and an ambulance is now obvious. The City must consider a plan for this now, as the growth in this area will eventually over extend our current staffing and response capability.

Melody Halas Station 23 at 210 Osborne Street is currently operating without major structural issues. All systems are operable. This building was completed 27 years ago.

Commerce Park Station 24 at 36 Eagle Road is currently operating as expected. This structure was constructed and donated to the City by Powers Construction in the 1970s. Powers Corporation generously renovated the bathroom facilities recently.

King Street Station 25 at 171 South King Street is operating out of rented space with a 20-year lease agreement from King St. Volunteer Company #14. The current annual payment for this property is \$22,628. The career portion of the building is independent with a backup emergency generator, diesel exhaust system, and a separate septic system.

West Side Station 26 at 75 Kenosia Avenue Extension is fully functional and is the most recent station addition to the Department, opening in the fall of 2007.

The **Fire Training Facility Burn Building** at 23 Plumtrees Road is in good shape. This facility is used by many agencies, including all 12 of the Danbury Volunteer companies, the career department, the Danbury Police, and many departments from our mutual aid partners and our region. Department members, Public Works, and City engineers are currently working on additional improvements for the grounds.

The **Fire Training Facility Classroom Building** was constructed in 2016 and includes two classrooms, office and break room space, two truck bays, and unique features for firefighter training. This much needed facility replaced an old trailer used as a classroom and complements the burn building and other training props on site. Currently the Rescue company is operating out of this building due to the COVID pandemic.

Danbury Fire Department Statement of Condition

We have funding are currently in the planning and design stage of a project to construct an Apparatus Facility adjacent to Station 26 on West Kenosia Avenue. This 7000 sq. ft. building will move our various trailers, Regional assets, and other apparatus indoors.

Communications

The City's Public Safety Answering Point (PSAP) 9-1-1 Emergency Dispatch Center operates out of Police Headquarters on Main Street. Consolidated dispatch operations of the City's emergency services are operated by civilians employed with our contracted vendor, IXP Corp.

New communications equipment and hardware have been installed. This radio multi-phase infrastructure project is necessary to ensure the safety of our firefighters and our citizens in the field.

In cooperation with the Police Department, Emergency Management and Public Works, the Fire Department is working to develop a city-wide radio system that will meet the needs of the city in the future. Building off research and a proposal from 2008, we have plans to build out our entire radio system, using what can be used of existing equipment, adding new and modern devices where necessary and appropriate, and finally creating a new and forward compatible system. This bond-funded project is now underway.

The Mayor and City Council have allocated dedicated funding in the capital plan in addition to bonded funds. Installations have been completed in the Dispatch facility on Main Street, the FCI, the Spruce Mountain Antenna site, and at Abbey Woods. We are in the process of fortifying the communications system and adding simulcast sites to transmit and receive radio frequencies.

In addition to the Radio Infrastructure Project we have, through capital funding, purchased replacement radio console computers for all six (6) dispatch center radio consoles along with the "back up" console at Fire Headquarters. These replacement console computers replace outdated and end of life computers with equipment that will last for years to come.

Volunteer Stations

The following are brief reviews of the six Volunteer Fire Stations owned and maintained by the department. It should be noted that seven of our twelve companies are working on a consolidation plan. Volunteer Companies 3, 7, 10, and 11 have formed Battalion 31 and are looking to relocate into one building. Volunteer Companies 5, 6, and 8 are also working on consolidating and operating out of a single facility.

Padanaram Hose Co #3, which traditionally operates at 17 North Street, currently has their volunteer company stationed at Germantown #10 due to the COVID pandemic, and the Career TAC company is operating out of this station. The building was constructed in 1950. This structure is in a poor location for a fire station, on a curve on a very busy street. There is inadequate parking, and access to the station from the roadway is usually difficult due to traffic. Additionally, there are a number of repairs needed that will be costly. These include roof repairs and replacement of windows and casings. The fire escape needs removal, repair or replacement, as do the gutters of the structure.

Wooster Hose Co #5 and **Citizens Hose Co #6** are currently operating. Functionally and cosmetically they remain antiquated and marginally meet the operating needs of the companies. Engine 5 at 7 Coal Pit Hill was built in 1883 and Squad 6 at 65 Jefferson Ave in 1888. Additions were completed on Squad 6 after the 1955 flood (when the basement was filled in) and again in 1980. Some repairs have been completed, such as a new boiler and partial roof at #5.

The main roof of #6 Citizens Hose was replaced a few years ago but the roof is now leaking. Additional repairs such as new HVAC, boiler and insulation are needed to bring this building to reasonable condition. Though the recent repairs have kept the building habitable, the structure is over 120 years old and is not suitable for a modern fire station.

Independent Hose #4 at 37 Hoyt Street and **Water Witch #7** at 37 Locust Avenue currently are operating. Repairs to these two stations have been relatively minor. These stations were built in 1977 and 1992 respectively, and we expect up to an additional 20 years from these buildings without major failure. Some minor needs for roof repairs and indications that the boilers may be near the end of their serviceable life give warning to possible potential costs, however.

Phoenix Hose #8 continues to operate from 14 Well Avenue. The building was built in 1958. This station is in good order generally.

Additional engineering to correct heating and air conditioning issues will be needed to reduce operational costs. Restrictions on spending due to fiscal pressures have made it increasingly difficult to improve and modernize these facilities. This is due to the age of the structures as well as the demands placed on the Department for new and more versatile apparatus.

The Mayor's Task Force (2010) report on the facility needs of the Department has been used as a template to guide our planning. Recommendations of this report include property acquisitions, construction of new stations, or construction of a single larger structure housing multiple companies. When this is accomplished it would facilitate response by having the companies share quarters and cross train on the apparatus. The economy of scale with reduction in number of structures and separate heating, cooling, and associated maintenance costs will benefit the financial wellbeing of the city. Sales of the

various properties currently housing the volunteers would reduce the outlay by the City to complete the consolidation and return these properties to the tax rolls.

Fleet Inventory and Condition

The Department continues to use standardized specifications for the fleet for better efficiency in training and maintenance. Several State and Regional vehicles are in service here in the City. These include trailers for various purposes as well as a Hazardous Material Response Vehicle, a Heavy Rescue vehicle, and a foam trailer through the state wide regional response plan. Certain command vehicles have been fixed with tow hitches and will play a role in our emergency plan by towing emergency trailers in times of disaster.

The continued replacement of fire apparatus is also necessary. With the good care that we provide, fire apparatus have a usual life span as a primary response unit of ten years. Efforts to reduce the use and wear on primary engines through the addition of smaller EMS response vehicles are proving successful. Two new pumpers were received in 2017, our second aerial was refurbished by the manufacturer to extend its lifespan and save on repair and replacement costs, and two older pumpers were recently refurbished.

Equipment

The Department continues to purchase and replace equipment to meet the needs of an ever-evolving fire service. Over the last several years, the Department has received substantial funding and equipment from the City, private, State and Federal sources. As an example, the Department of Homeland Security has provided funding to assist Danbury in preparing for natural disasters and terrorist activity. The fire service industry has experienced a reduction in homeland security and preparation funding and increased competition for the existing funding. We will continue to apply for grants and to pursue other non-traditional sources. Previously awarded grant funding has made a dramatic impact in the quality of equipment the Department is using. The Mayor and City Council have continuously provided support to enhance these initiatives. Working with the Finance Department to find funding is an ongoing process.

Additional acquisitions and funding initiatives include the following:

- Vehicle extrication equipment to meet the new materials and construction we encounter at accident scenes
- Technical rescue equipment and training for new hazards being encountered
- Replacement of turnout gear and other Personal Protective Equipment
- Scheduling of advanced rescue, WMD and National Incident Management classes both in-house and at the training academies

Danbury Fire Department Statement of Condition

- Purchase and training of rope and other rescue equipment for low and high angle rescue situations
- Purchase and training of HazMat response equipment
- Additional or replacement of all front line HazMat metering and monitoring equipment
- Replacement of Fire Response Vehicles to ensure up to date equipment
- Replacement of Command and Administrative Staff vehicles to allow for towing of the various trailers
- Replacement of Community Risk Reduction/Fire Marshal vehicles
- Purchased a drone with donated funds for incident operations
- Purchased a new UTV with a corporate grant for search & rescue

General Statement of Affairs

The conventional operations of our Department are sound. With modern equipment and current facilities, the Department will deliver quality emergency services. Funding for apparatus on the local level maintains our capabilities and is appreciated. The support of the Mayor and City Council even in these demanding economic times has made a visible and positive functional difference in the Fire Department. Our concerns for facilities, fire apparatus and radio infrastructure are the highest priority in the coming budget cycles. Due to aging radio components, conditions are now considered critical and our replacement and improvement program to ensure safe operations is vital.

Thank you for the opportunity to submit this report as per section 8-13 of our Danbury Code of Ordinances.