

# **CITY COUNCIL VIRTUAL MEETING**

## **February 2, 2021**

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, Henry, DiGilio, Rotello, Visconti, Palma, Knapp  
J. Esposito, Santos, Perkins, Chianese, Cammisa and Molinaro

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

### **PUBLIC SPEAKING**

**MINUTES** - Minutes of the Council Meeting held January 5, 2021

### **CONSENT CALENDAR**

### **AGENDA**

1. COMMUNICATION – Appointment to the Police Department
2. COMMUNICATION – Donation to the Fire Department – Bedoukian Research Inc
3. COMMUNICATION – Donation to the Fire Department – Keystone Place
4. COMMUNICATION – Donation to the Police Department – The Summit @ Danbury
5. RESOLUTION – EFSP (Emergency Food and Shelter Program) Grant
6. RESOLUTION – Federal Assistant Grant – Fire Department
7. RESOLUTION – Federal Assistant Grant Supplement – Fire Department
8. AD HOC REPORT – CTIC/RILO
9. DEPARTMENT REPORTS – Police, Fire, Health-Housing & Welfare, Public Works, Permit Center,  
UNIT, Elderly, Library, Dream Homes

### **ADJOURNMENT**

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



## CITY OF DANBURY

OFFICE OF THE MAYOR  
DANBURY, CONNECTICUT 06810

JOSEPH M. CAVO  
MAYOR

(203)-797-4511  
FAX (203) 796-1666

January 25, 2021

Honorable Members of the City Council  
City of Danbury

Dear Council Members:

I hereby submit for your confirmation the appointment of Mr. William Sample, Jr. to the position of Police Officer.

Officer Sample currently works as a Certified Police Office for the town of Brewster Village, NY. Previous to this position, he served in the New York Police Department as a Police Officer, Detective, then Sergeant. Police Officer Sample's rank on the current Police Officer Eligibility List is number ten. He is scheduled to begin his employment with the City of Danbury on February 8, 2021.

Officer Sample is a qualified Police Officer with a broad range of valuable skills and experience. He will be a tremendous asset to the Department and to the citizens of Danbury.

Thank you for your consideration of these appointments.

Sincerely,

Joseph M. Cavo  
Mayor



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

**Mark Omasta**  
**Fire Chief**

**Phone 203-796-1555**  
**Fax 203-796-1552**

DATE: January 6, 2021

TO: Mayor Joseph M. Cavo &  
Members of the City Council

FROM: Mark Omasta, Fire Chief

RE: Donation to the Fire Department

CC: D. St. Hilaire, Finance Director

Dear Mayor Cavo & Members of the City Council:

The Fire Department has been offered a generous donation of \$50,000.00 for training and rescue programs and equipment, by Bedoukian Research, Inc. in Danbury.

I would ask that this generous donation be accepted at the February 2021 meeting of the City Council.

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

Respectfully submitted,

Mark Omasta  
Fire Chief



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

**Kevin Ford**  
**Interim Fire Chief**

**Phone 203-796-1555**  
**Fax 203-796-1552**

**DATE:** January 26, 2021

**TO:** Mayor Joseph Cavo &  
Members of the City Council

**FROM:** Kevin Ford, Interim Fire Chief

**RE:** Donation to the Fire Department

**CC:** D. St. Hilaire, Finance Director

Dear Mayor Cavo & Members of the City Council:

The City has been offered a generous lease agreement for the use of a new public safety building at Keystone Place on Wooster Heights Road, by Anthony Rizzo, Jr. The opportunity to permanently locate an ambulance on the west side of Danbury will help decrease response times to medical emergencies, and provide additional space for personnel and equipment.

The Rizzo Company is providing this facility for use by the Emergency Medical Services of the City of Danbury for a \$1.00 annual lease fee and estimates the buildings cost at \$150,000 for construction and it contains \$3,000 of content. I would ask that this generous donation be accepted at the February 2021 meeting of the City Council.

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

Respectfully submitted,

Kevin Ford  
Interim Fire Chief





**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE  
375 MAIN STREET

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

January 25, 2021

MEMORANDUM

To: Members of the City Council  
Mayor Joseph Cavo

From: Patrick A. Ridenhour, Chief of Police

Subject: **Request to Accept Donation**

Permission is requested to accept a donation from The Summit @ Danbury for 100% funding of the installation of the Westside Radio Improvement Project. This will allow the Danbury Police Department to occupy the substation and increase the overall radio coverage on the west side of the city. Per the two attached estimates, the total amount of the donation will be approximately \$161,000.00

Thank you for your consideration.

Patrick A. Ridenhour  
Chief of Police

PAR:mrl  
Attach.



RECYCLED  
PAPER

4-1

On Thu, Jan 21, 2021 at 4:42 PM Michael Basile <[Michael@summitdevelopment.com](mailto:Michael@summitdevelopment.com)> wrote:  
Mayor Joseph Cavo and Members of the City Council,

I hope this email finds you and your families in good health. As one of the managing principles of The Summit @ Danbury, we would like to donate 100% of the funds required to cover the installation of the Westside Radio Improvement Project. This will allow the Danbury Police Department to not only occupy the substation, but increase the coverage on the overall westside of the city. Please see the attached proposals from Motorola Solutions and Norcom Communications.

Please feel free to contact me with any questions or comments.

And please feel free to stop by and see us at The Summit @ Danbury the "City within a City".....

Be safe,

Regards,

Michael

*Michael S. Basile  
Summit Development, LLC  
100 Reserve Road  
Danbury, CT 06810  
203.788.5659*

**Prepared For:**

Sgt. Javier Lowe  
Danbury Police Department

**Prepared By:**

Mike Assunto – [massunto@norcomct.com](mailto:massunto@norcomct.com)  
Scott Sinnott – [ssinnott@norcomct.com](mailto:ssinnott@norcomct.com)

**Date:** December 18, 2020

**Overview:**

The Danbury Police radio system is currently configured as a standalone Base Repeater transmitting from WLAD or Danbury Hospital.

Danbury Police, in conjunction with Summit Development, wishes to enhance the in-building coverage in the Western area of the City of Danbury, specifically in the vicinity of 100 Reserve Road – The Summit at Danbury. To provide additional coverage in the area Motorola will provide and install a three site UHF, IP analog simulcast system with transmit/receive sites located at WLAD, Danbury Hospital and Abbey Woods.

**Motorola Project Total:**

**\$147,538.28**

**Statement of Work:****Danbury PD****Motorola Responsibilities**

- Provide and Install MLC8000 AGU for Shelter Rock site
- Reconfigure existing MLC IP Voting system for simulcast operation

**Customer Responsibilities**

- Coordinate downtime for cutover

**Danbury Hospital****Motorola Responsibilities**

- Provide and install a GTR 8000 station in a 7' rack
- Interconnect the GTR 8000 to existing antenna system and GPS time standard

**Customer Responsibilities**

- Provide antenna system and GPS time standard (Existing)
- Provide UPS unit per Norcom quote

**WLAD****Motorola Responsibilities**



- Provide and install a GTR 8000, MLC8000 AGU, TRAK 8835 GPS time standard with antenna, network equipment and cabinet
- Interconnect the GTR 8000 to existing antenna system and new customer provided backhaul

## **Customer Responsibilities**

- Provide access as needed and permission from site owner for new equipment and GPS antenna
- Provide LMR antenna system (Existing)
- Provide DC plant per Norcom quote
- Provide T-1 backhaul within 6' of radio equipment
- Remove existing phone line after cutover

## **Abbey Woods Tank**

### **Motorola Responsibilities**

- Upgrade existing GTR8000 station to current release

### **Customer Responsibilities**

- Provide GTR8000 station (exists)

## **Shelter Rock**

### **Motorola Responsibilities**

- Provide and install a GPW 8000 receiver and cabinet
- Interconnect the GPW 8000 to existing antenna system and phone line

### **Customer Responsibilities**

- Provide Antenna System (Existing)
- Existing UPS power (if any) will be utilized

## **DFCI**

### **Motorola Responsibilities**

- Provide and install a GPW 8000 in existing rack/cabinet
- Interconnect the GPW 8000 to existing antenna system and MLC8000 AGU

### **Customer Responsibilities**

- Provide Antenna System and MLC8000 AGU (Existing)
- Existing backup power (if any) will be utilized

## **Spruce Mountain**

### **Motorola Responsibilities**

- Relocate existing MLC8000 AGU from police to Spruce Mountain and connect to existing Fire Department backhaul

### **Customer Responsibilities**

- Provide MLC8000 AGU and IP backhaul (Existing)
- Existing UPS power (if any) will be utilized



- Remove existing phone line after cutover

## Matrix Sub-Station

### Motorola Responsibilities

- Provide and install APX Consolette
  - Interface consolette to customer provided antenna system
- Provide and install MCD5000 Deskset w/desktop mic

### Customer Responsibilities

- Provide antenna system per Norcom quote
- Provide 120V AC circuit terminated in receptacle within 6-feet of equipment
- Provide 4-wire category three or better phone line from remote to consolette installation location

### Equipment List:

QTY	NOMENCLATURE	DESCRIPTION
1	T7039	GTR 8000 Base Radio
1	CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
1	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWARE
1	CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE
1	X153AW	ADD: RACK MOUNT HARDWARE
1	X640AL	ADD: UHF R2 (435-524 MHZ)
1	X182BZ	ADD: DUPLEXER, UHF
1	X265AP	ADD: BR PRESELECTOR 380-512 MHZ
1	THN1012	RACK 7' OPEN
4	0784469Y02	BRKT, CBL SUPPORT
1	3182602Y06	GROUNDING BUS BAR
25	DSFSJ450BCABLE	FSJ4-50B 1/2" 50 OHM
2	DSF4PNMV2HC	TYPE N MALE FOR 1/2 IN FSJ4-50B CABLE
1	T7540	GPW 8000 RECEIVER
1	CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
1	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY
1	X153AW	ADD: RACK MOUNT HARDWARE
1	X265AP	ADD: BR PRESELECTOR 380-512 MHZ
1	X640AN	ADD: UHF R2 (435-524 MHZ)
1	CA02447AA	ADD: G-SERIES INDOOR CABINET 24 Rack Units
1	F2979	MLC 8000
1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
1	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST COMPARATOR/GATEWAY
25	DSFSJ450BCABLE	FSJ4-50B 1/2" 50 OHM
2	DSF4PNMV2HC	TYPE N MALE FOR 1/2 IN FSJ4-50B CABLE



QTY	NOMENCLATURE	DESCRIPTION
1	T7140	G-SERIES SOFTWARE UPGRADE
1	CA02211AA	ADD: ANALOG CONV TO DIGITAL CONV BR SW UPGRADE
1	CA02208AA	ADD: DIGITAL CONVENTIONAL BR VOTING TO SIMULCAST UPGRADE
1	T7540	GPW 8000 RECEIVER
1	CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
1	CA01948AB	ADD: CONVENTIONAL SOFTWARE R/X ONLY
1	X153AW	ADD: RACK MOUNT HARDWARE
1	X265AP	ADD: BR PRESELECTOR 380-512 MHZ
1	X640AN	ADD: UHF R2 (435-524 MHZ)
1	T7039	GTR 8000 Base Radio
1	CA00719AA	ADD: ASTRO SYSTEM RELEASE 2019.2
1	CA01502AA	ADD: ASTRO 25 CONVENTIONAL SIMULCAST SOFTWARE
1	CA01948AA	ADD: DIGITAL CONVENTIONAL SOFTWARE
1	X153AW	ADD: RACK MOUNT HARDWARE
1	X265AP	ADD: BR PRESELECTOR 380-512 MHZ
1	X640AL	ADD: UHF R2 (435-524 MHZ)
1	X182BZ	ADD: DUPLEXER, UHF
1	CA02447AA	ADD: G-SERIES INDOOR CABINET 24 Rack Units
1	CA01400AA	ADD: POWER CABLE, DC
25	DSFSJ450BCABLE	FSJ4-50B 1/2" 50 OHM
2	DSF4PNMV2HC	TYPE N MALE FOR 1/2 IN FSJ4-50B CABLE
1	F2979	MLC 8000
1	VA00011AA	19INCH RACK MOUNT HARDWARE KIT CABINET OR RACK
1	VA00012AA	ADD: 120/240VAC TO +12VDC POWER ADAPTER
1	VA00783AA	ADD: ANALOG CONVENTIONAL SIMULCAST COMPARATOR/GATEWAY
1	CLN1868	2930F 24-PORT SWITCH
2	DS2750050000	RICI-T1 FAST ETHERNET TO T1 W/ EXTENDED TEMPERATURE RANGE
2	DS1900640000	RM-33-2: RACK MOUNT KIT FOR ONE OR TWO UNITS
2	DQ11016201	SPD, RJ-48 8 PIN, 10/100 BASE T TSJ PROTECTS/PASSES ON ALL 8 PIN
1	DS330460	INVERTER, TSI-Y-ONE-REG-48VDC-120VAC-500VA-UL (DC INPUT ONLY)2-RECEPT
1	DSTRAK88358M	GPS CLOCK, 10MHZ, DOCXO, 48VDC INCL ANT,100' COAX W/DONGLE SNMPV3
1	DSTRAK4008245101	MOUNTING SHELF FOR 8835 GPS CLOCK
1	L37TSS9PW1 N	ALL BAND CONSOLETTTE
1	CA01598	ADD: AC LINE CORD US
1	G843	ADD: AES ENCRYPTION APX AND ADP
1	GA05507	DEL: DELETE 7/800MHZ BAND
1	GA05508	DEL: DELETE VHF BAND
1	G806	ENH: ASTRO DIGITAL CAI OP APX
1	G48	ENH: CONVENTIONAL OPERATION
1	GA00318	ADD: 5Y ESSENTIAL SERVICE



QTY	NOMENCLATURE	DESCRIPTION
1	F2380	MCD 5000 DESKSET
1	FHN7469	MCD 5000 DESKSET / RGU POWER SUPPLY WITH USA POWER CORD
1	RMN5068A	DESKTOP MIC
1	FHN7394	MCD 5000 DESKSET WALL MOUNT KIT
1	DLN6886	FRU: XCVR UHF R2 V2 W/OPTION CARD
1	DLN6781	FRU: POWER SUPPLY
1	DLN6898	FRU: FAN MODULE
1	DLN6896	FRU: PA UHF R2
1	FLN0001	FRU KIT, MLC8000
1	FHN7469	MCD 5000 DESKSET / RGU POWER SUPPLY WITH USA POWER CORD
1	DSTRAK88358M	GPS CLOCK, 10MHZ, DOXO, 48VDC INCL ANT,100' COAX W/DONGLE SNMPV3

**Delivery:** 8-12 Weeks

**Notes and Clarifications:**

1. Pricing consistent with State Contract 99ITZ00001MA
2. Assumes IP and T1 backhaul is provided by customer and is not included in the price shown
3. Assumes R56 compliant ground terminated in a ground buss bar with multiple attachment points will be provided by the customer within 6' of the equipment installation location, transmission line entry (outside) and antenna mounting location
4. Assumes customer obtains permission for installation and operation of equipment and antenna systems at all sites.
5. Does not include the cost of permits or permit fees, planning and zoning, inspection assistance or any monies associated with the aforementioned, if required
6. This proposal does not include generator power
7. Coverage Acceptance Test Plan (CATP) and coverage guarantee has not been included
  - a. This proposal includes coverage enhancement for the building located at 100 Reserve Road and the surrounding area. The Danbury PD coverage is currently deficient in the area and within the building. The addition of this site will enhance coverage within the building, however, LMR radio coverage varies by many factors and no solution will provide 100% coverage in a building or area. This solution is intended to provide enhanced coverage to support PD operations in most areas of the building, however 100% coverage is not guaranteed.
  - b. If the system enhancement fails to produce the required coverage within the building additional coverage enhancements may be required for an additional cost.
  - c. The definition of DAQ 3.0 is *Speech understandable with slight effort. Requires occasional repetition due to noise or distortion*
8. Unless otherwise noted, does not include the cost of structural analysis, structural engineering, review and/or inspection of towers/buildings/structures/etc. and/or upgrades of towers/buildings/structures/etc.



9. Does not include lease application fees, preparation of application forms, structural/civil or other engineering, documents/drawings required by owner or other entities, planning and zoning documents/drawings and/or any other engineering documentation that may be required to install and operate the equipment/antenna system.
10. Does not include a NEPA study
11. Assumes customer provides FCC licenses to operate the system. We have included FCC coordination fees as part of this quotation. An FCC license is required for operation of this system. Submittal of the FCC license application does not guarantee grant of a license. Equipment should not be ordered until an FCC license is granted.
12. Does not include dust protection measures
13. Does not include abatement or disposal of hazardous material. Lead paint and Asbestos testing and abatement is the responsibility of the customer.
14. Assumes work is performed during normal business hours
15. Does not include time or costs to complete customer safety training
16. The solution quoted is special order and is not cancellable or returnable after the order has bridged.

**Please issue POs to: Motorola Solutions - 7 Great Hill Road, Naugatuck Connecticut 06770**

Please include the following with your PO:

- o A note "Ship the order to NorcomCT, 7 Great Hill Road, Naugatuck, CT 06770"
- o A note stating the ultimate destination address for the order





4-8  
**QUOTATION: (C96086)**

7 Great Hill Road, Naugatuck, Connecticut 06770  
(800) 223-9008 | customerservice@norcomct.com

**Prepared For:**

Sgt Javier Lowe  
Danbury Police Department

**Prepared By:** Mike Assunto – [massunto@norcomct.com](mailto:massunto@norcomct.com)  
Scott Sinnott – [ssinnott@norcomct.com](mailto:ssinnott@norcomct.com)

**Date:** December 18, 2020

**WLAD DC Plant, DHHC UPS, Summit Control Station Antenna**

**\$13,185.53**

**Statement of Work:**

**WLAD**

**Norcom Responsibilities:**

- Provide and install DC plant with battery backup

**Customer Responsibilities:**

- Provide access as needed
- Provide two (2) dedicated 120V 15 Amp circuits terminated in an N515P receptacle within 6 feet of equipment

**DHHC**

**Norcom Responsibilities:**

- Provide and install 2000VA UPS that will provide app 20 mins of runtime

**Customer Responsibilities:**

- Provide access as needed
- Provide 120V AC circuit terminated in a receptacle within 6-feet of equipment

**Summit**

**Norcom Responsibilities:**

- Provide and install antenna system to be mounted on top of the vent shaft in the area of the existing antennas
- Provide and install cable entry port
- Interconnect to customer provided control station from Motorola quote

**Customer Responsibilities:**

- Provide 120V AC circuit terminated in a receptacle within 6-feet of equipment
- Provide one-pair of Cat-3 wiring to be terminated at the base of the shaft and the substation office



**MOTOROLA SOLUTIONS**  
Radio Solutions Channel Partner

[www.norcomct.com](http://www.norcomct.com)



# NORCOM<sup>SM</sup>

NORTHEASTERN COMMUNICATIONS, INC.

4-9  
QUOTATION: (C96086)

7 Great Hill Road, Naugatuck, Connecticut 06770  
(800) 223-9008 | customerservice@norcomct.com

## Equipment List:

QTY	Item	Description
<b>WLAD DC Plant</b>		
1	FPSK59I-ANL-VC	FPS 200 AMP 48 VDC W/LVBD 6 REC POS
1	SPS-FPS200-A01-VV	SMARTPACK S CONTROLLER
2	241122.125	FPS 48V/1800W HE RECTIFIER
4	331E00116500	FPS BLANK
2	CBB020E	CBB020E 20 AMP BULLET BREAKER
2	CBB10E	CBB020E 10 AMP BULLET BREAKER
1	CBB100E	CBB020E 100 AMP BULLET BREAKER ELECTRO-MECHANICAL TRIP
2	ACPWCBL152	ACPOWER CABLE 14/3 WITH AMP PLUG AND N515P
4	385852	12V 75Ah AGM Sealed Lead Acid Battery
1	228148	Inverter, 1200 W Rackmount 1RU 48V
<b>DHHC UPS</b>		
1	GXT5-2000LVRT2UXL	GXT5, Liebert 2000VA/120V UPS
1	2WEGXT5-2000120	Warranty, 2 Yr Add-GXT5-2000LVRT2UXL
1	RDU101	Card, Liebert Web for SNMP/Management
<b>Summit - Control Station Antenna</b>		
1	37510	148-174 2.5dB Omni NF
1	MAST_1.25	Mast, 1-1/4" Thick Wall Galvanized GPS Antennas Mast
1	HDWM04	Mount, Wall 4" for Mast Up To 1-3/4" (SitePro)
100	59520	Cable, LMR400
3	338985	Connector, LMR400 N Male
1	346020	Connector, LMR400 N Female
2	63006	Hoisting Grip LMR-400
2	SHK38	Shackle, 3/8"
1	E220	Entry Port 4" Single hole
1	BA12	Entry Boot 4" and (1) 1/2" Cushion
1	310778	Grounding Kit, LMR400
1	15052	Clamp, Ground Mast 1.5"-2.25"
1	415373	Clamp, Building Steel Small
1	55925	Clamp, Building Steel Large
1	58966	PR Protector 125-1000 Mhz
25	#6 THHN GREEN	Ground Wire #6 (NE Electrical)
50	98010023340	Ground Wire #2 (NE Electrical) Contract
1	Hard	Hardware Ground



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Radio Solutions Channel Partner

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Page 2 of 2



# NORCOM<sup>SM</sup>

NORTHEASTERN COMMUNICATIONS, INC.

4-10  
**QUOTATION: (C96086)**

7 Great Hill Road, Naugatuck, Connecticut 06770  
(800) 223-9008 | customerservice@norcomct.com

**Notes:**

1. Pricing consistent with State Contract 19PSX0088
2. Assumes 20 amp AC power will be provided by the customer terminated in a receptacle within 6 feet of the equipment installation location unless otherwise stated
3. Grounds will be terminated to building steel
4. Assumes customer obtains permission for installation and operation of equipment and antenna systems at all sites
5. Does not include the cost of permits or permit fees, planning and zoning, inspection assistance or any monies associated with the aforementioned, if required
6. Does not include prevailing wage
7. This proposal does not include generator power
8. An R56 audit has not been included
9. Does not include lease application fees, preparation of application forms, structural/civil or other engineering, documents/drawings required by owner or other entities, planning and zoning documents/drawings and/or any other engineering documentation that may be required to install and operate the equipment/antenna system.
10. Does not include abatement or disposal of hazardous material. Lead paint and Asbestos testing and abatement is the responsibility of the customer.
11. Assumes work is performed during normal business hours
12. Does not include time or costs to complete customer safety training

**Terms:** Net 30 Days  
**Delivery:** 8-12 Weeks  
**Price Validity:** 30 Days  
**Warranty:** 90 Days Labor Normal Business Hours, 90 Days Parts Exchange

**Limit of Liability:**

Northeastern Communications, Inc., dba NorcomCT will not be liable for any damages, including any lost profits, lost savings, loss of life or other incidental or consequential damages arising out of the use or inability to use this product, even if Northeastern Communications, Inc. or its employee has been advised of the possibility of such damages, or for any claim by any other party. Northeastern Communications, Inc. will have its liability limited to the repair or replacement of the supplied original equipment or program diskette, associated publication and any part or parts of the product or system purchased for the period of the warranty.

*Applicable Sales Tax and Shipping Will Be Added.*

Pricing, Descriptions, Quantities, Conditions and Terms have been read and accepted.

Quotation Accepted By: \_\_\_\_\_ Title \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Authorizing Person)



**MOTOROLA SOLUTIONS**  
Radio Solutions Channel Partner

[www.norcomct.com](http://www.norcomct.com)



CITY OF DANBURY  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
155 DEER HILL AVENUE • DANBURY, CONNECTICUT 06810  
[www.danbury-ct.gov/health](http://www.danbury-ct.gov/health) • [healthdept@danbury-ct.gov](mailto:healthdept@danbury-ct.gov)  
TEL: 203. 797.4625 • FAX: 203.796.1596

**Joseph Cavo**  
Mayor

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

**TO:** Honorable Mayor Joseph Cavo  
Honorable Members of the City Council  
**FROM:** Kara Marie Prunty, MPA  
Acting Director of Health and Human Services  
**RE:** EFSP Phase 38 Grant  
**DATE:** JANUARY 21, 2021

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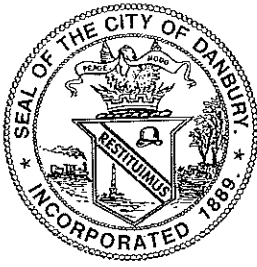
The Danbury Health and Human Services Department has identified a potential funding opportunity in the form of a grant available through the United Way for the Emergency Food & Shelter Program (EFSP) in an amount not to exceed \$2,500. The National Board stipulates that these funds are to be used towards helping the hungry and the homeless by providing funds for feeding and shelter expenses. There is no funding match required by the City.

Our department intends to apply for this funding and, if awarded, will utilize the monies to fund the costs associated with shelter operations.

Respectfully,

A handwritten signature in cursive script that reads "Kara Prunty".

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



## RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A.D. 2021

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

**WHEREAS**, the United Way is offering a grant opportunity for local municipalities from its Emergency Food and Shelter Program ("EFSP"); and

**WHEREAS**, the Health and Human Services Department ("Health") wants to further help the hungry and homeless in the City of Danbury; and

**WHEREAS**, Health would like to apply for funds, in an amount not to exceed \$2,500.00 for operating expenses at the City of Danbury homeless shelter; and

**WHEREAS**, this funding covers the period January 1, 2020 – May 31, 2021, and requires no local match.

**NOW, THEREFORE, BE IT RESOLVED THAT** Joseph M. Cavo, Mayor of the City of Danbury, or Kara Marie Prunty, Acting Director of Health, as his designee, is hereby authorized to apply for and accept this funding and execute on behalf of the City of Danbury all contracts, agreements or amendments and to take all actions necessary to effectuate the purposes thereof.

## Important Information about the Emergency Food & Shelter Program

Thank you for your interest in applying for Emergency Food and Shelter Program (EFSP) funds.

**By completing this application, your organization acknowledges that you agree to follow all program requirements and no organization is guaranteed funding through the program for any reason.**

The information below has been compiled to help your organization determine its eligibility for and ability to administer EFSP funds. If you have questions about the program or the application, please feel free to contact Victoria Scofield at (203) 883-6704 or [victoria.scofield@uwwesternct.org](mailto:victoria.scofield@uwwesternct.org).

### About the EFSP

The Emergency Food and Shelter Program was created in 1983 to supplement and expand the work of local social service agencies, both nonprofit and governmental, in an effort to help people with economic (not disaster-related) emergencies. EFSP funding is Federal Funding awarded through the Department of Homeland Security and is open to all organizations helping hungry and homeless people. EFSP funds must be used to supplement feeding, sheltering (including transitional sheltering) and rent/mortgage and utility assistance efforts only.

EFSP is governed by a National Board that selects jurisdictions for funding. Local Boards are convened in qualifying jurisdictions to determine the highest need and best use of funds and to select Local Recipient Organizations (LROs) that will provide emergency food and shelter services.

EFSP is a restricted federal grant and there are no guarantees for funding. If funding is awarded, program expenditures are limited to food, meals, shelter, rent/mortgage assistance, and utility assistance. Please note that the total EFSP award amount is \$50,620 for Phase 38, down from \$50,622 for Phase 37. As a result, LROs may be funded below their Phase 37 funding level. The list below provides general descriptions of allowable expenditures.

### EFSP National Board breakdown of allowable usage of funds

**A. SERVED MEALS** – Agencies funded in this category are serving meals to clients. Agencies typically funded in this category are mass feeding providers. Either direct costs or a per meal allowance of \$2.00 as approved by the Local Board are allowable, not both.

**B. OTHER FOOD** – Agencies funded in this category are providing food for clients to take home and prepare meals for themselves. Agencies typically funded in this category are food pantries and food banks. Expenses include such items as vouchers to grocery stores or restaurants, food bought from food banks or grocery stores, and food transportation costs.

**C. MASS SHELTER** – Agencies funded in this category are providing sleeping accommodations in their facility for clients. Agencies typically funded in this category operate mass shelters. A per diem allowance of \$12.50 for on-site shelters of five beds or more are allowable. Transportation costs for shelter may be included here as a direct cost.

**D. OTHER SHELTER** – Agencies funded in this category are sending clients to other facilities for sleeping accommodations. Agencies typically funded in this category either do not operate mass shelters or cannot provide appropriate accommodation for a client. Expenses include motel/hotel expenditures and shelter vouchers.

**E. RENT/MORTGAGE** – Agencies funded in this category are providing emergency rental assistance to clients. Agencies typically funded in this category operate other rent/mortgage programs. Expenditures include the payment of a client's rent or mortgage for one month.

**F. SUPPLIES/EQUIPMENT** – Agencies funded in this category are not eligible for the per meal or the per diem allowance. Agencies typically funded in this category are providing mass feeding, mass sheltering, or providing food to clients to prepare themselves. This category also includes the purchase of diapers and feminine hygiene products by agencies and clients.

**G. UTILITY ASSISTANCE** - Agencies funded in this category are providing emergency utility assistance to clients. Agencies typically funded in this category operate other utility programs. Expenditures include the payment of a client's utility bill for one month (monthly billing cycle) as well as non-metered utilities.

**H. BUILDING CODE REPAIRS/ACCESSIBILITY IMPROVEMENTS** – Agencies funded in this category must not use EFSP funding for routine maintenance or repairs. Agencies funded in this category must have had an unexpected emergency repair or building code citation that will cause the agency to close or curtail service without the work being done.

Organizations administering the Emergency Food and Shelter Program must follow all rules for expenditures allowed within these categories as well as documentation requirements. Local Recipient Organizations (LRO) can find the program manual and other important information online at [www.efsp.unitedway.org](http://www.efsp.unitedway.org). If you are considering applying for funds for the first time and would like more information on documentation requirements, please refer to the online program manual or contact the Local Board Chair.

### **Eligibility:**

Local Recipient Organizations must certify that they meet all eligibility requirements. **The following partial list of requirements has been provided to help your organization determine its eligibility for and ability to administer the EFSP:**

- Is a nonprofit or an agency of government with a Federal Employer Identification Number (FEIN)
- Has a Data Universal Number System (DUNS) number issued by Dun & Bradstreet for federal grant tracking
- Is not debarred or suspended from receiving Federal funds
- Demonstrated capability to provide emergency food and shelter services within the guidelines and restrictions of the EFSP
- Will use funds to *supplement and extend existing resources* and not to substitute or reimburse ongoing programs and services
- Has an accounting system and will pay all vendors by LRO check, LRO vendor issued credit card, or LRO debit card and understands that cash payments are not acceptable
- Will conduct an independent annual review/audit if receiving \$25,000 or more in EFSP funds
- Has not received an adverse opinion or no opinion audit
- Practices non discrimination (LROs with a religious affiliation will not refuse service to an applicant based on religion, nor engage in religious proselytizing or religious counseling with Federal funds)
- Has a voluntary board if private, not-for-profit
- Will comply with the Responsibilities and Requirements Manual, particularly the Eligible and Ineligible Costs section and will inform appropriate staff and volunteers of EFSP requirements
- Will provide all required reports to the Local Board in a timely manner
- Will expend monies only on eligible costs and keep complete documentation as required by EFSP on all expenditures for a minimum of three years after the end of the program
- Will expend all funds and close-out the program by the jurisdiction's selected end-of-program date and return any unused funds to the National Board
- Has no known EFSP compliance exceptions in this or any other jurisdiction
- A financial management system is in place that provides for
  - Accurate, current, and complete disclosures of the financial results of EFSP
  - Records that identify adequately the source and application of funds for federally supported activities, including information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, outlays and incomes.
  - Effective control over and accountability for all funds, property, and other assets
  - Procedures for determining eligibility of costs in accordance with EFSP manual.
  - Accounting records that are supported by source documentation. LROs must maintain and retain a register of cash receipts and disbursements and original supporting documentation such as purchase orders, invoices, canceled checks, sign-in logs and any other documentation necessary to support costs under the program
  - A systematic method to assure timely and appropriate resolution of audit findings and recommendations



## EMERGENCY FOOD & SHELTER PROGRAM

Application for Phase 38 Funding (Spending Period January 1, 2020 – May 31, 2021)

Please email this application and all attachments to Victoria Scofield, United Way's Community Impact Coordinator, at [victoria.scofield@uwwesternct.org](mailto:victoria.scofield@uwwesternct.org) by 5 PM on January 22<sup>nd</sup>, 2021.

### PART I. APPLICANT ORGANIZATION

Agency Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact/Title: \_\_\_\_\_  
Phone/Extension: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_  
Executive Director: \_\_\_\_\_  
Phone/Extension: \_\_\_\_\_ Email: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PART II. ELIGIBILITY CRITERIA

**Nonprofit status:** The agency is a public or private nonprofit organization. (Check one)

- ☐ Government Agency (public entity)  
☐ Private Nonprofit (501(c) 3 or 501(c) 4): If your agency has not previously received EFSP funds, attach Federal tax exempt letter.

#### DUNS Information:

☐ List DUNS Number here or indicate need to obtain: \_\_\_\_\_

Is your organization debarred or suspended from receiving Federal Funds? ☐ Yes ☐ No

**Accounting System:** The organization has an established accounting system and conducts an independent annual audit.  
☐ Yes. Please indicate the CPA firm which conducted the organization's most recent financial audit and the time period covered by the audit: \_\_\_\_\_

- ☐ Attach a copy of the organization's most recent audit if your agency has not received EFSP funding in the last 5 years.  
☐ No. The organization does not conduct an independent annual audit. Please attach current internal agency budget and year-to-date financial statements

Define the geographical boundaries of the service(s) for which EFSP funds are requested.

#### ACCESSIBILITY

Is your facility accessible for people with disabilities? (Check one) ☐ Yes ☐ No

**PART III. FUNDING REQUEST SUMMARY**

Indicate the amount of funds you are requesting for each service category. Pay close attention to the definitions provided in the application packet. Total your requests at the bottom of the chart. **REQUEST ONLY WHOLE DOLLAR AMOUNTS.**

CATEGORY	TYPE OF ASSISTANCE	ESTIMATED UNITS OF SERVICE	AMOUNT REQUESTED
FOOD	A. Served Meals/Mass Feeding	(# of meals served)	\$
	B. Other Food		\$
SHELTER	C. Mass Shelter	(# nights lodging from these funds)	\$
	D. Other Shelter	(# motel/hotel nights)	\$
	E. Rent/Mortgage Assistance*	(# of bills paid from these funds)	\$
SUPPLIES/EQUIPMENT	F. Supplies/Equipment		\$
ENERGY	G. Utility Assistance*	(#bills paid to an individual or family)	\$
EMERGENCY REPAIRS/BUILDING CODE	H. Emergency Repairs/Building Code (to rehabilitate a mass feeding/shelter facility due to a building code citation)		\$
TOTAL REQUESTED			\$

\*Coordination needed to avoid duplication of assistance provided to clients

**PART IV. UTILIZATION OF EFSP FUNDING**

*For the following four questions in Part IV, please use 11-point Times New Roman font and maintain 1-inch margins. Word limits are indicated at the end of each question.*

1) For each TYPE OF ASSISTANCE funding request, please provide the following information:

- a brief description of the services you are currently providing in that category
- the target population served
- number of individuals served by EFSP funds in each category you are applying for
- a description of how EFSP funds will be used to supplement or enhance existing services (refer to explanations of allowable usage provided in the application packet.)

**Please keep your response to 600 words or less.**

- 3) Give a concise explanation of your agency's ability to coordinate service delivery with other human service providers; specifically state the networks, coalitions, and collaborative arrangements your agency maintains. **Please keep your response to 300 words or less.**

- 4) If applicable, give a brief explanation of how your service(s) will be addressing a gap in existing services available to the community. **Please keep your response to 250 words or less.**

## V. FINANCIAL INFORMATION

**Budget:** Attach a program budget for the service that you are requesting EFSP funding for, please include the amount requested from EFSP funds and other sources of funding. If you are requesting funding for more than one service area, please include a program budget for each. (Applicants may submit an internally prepared budget or can use the EFSP required spreadsheet used for final reporting as the budget format).



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

Stephen Williams  
Acting Asst. Chief

Phone 203-796-1555  
Fax 203-796-1552

DATE: January 25, 2021

TO: David St. Hilaire, Finance Director

FROM: Stephen Williams, Acting Asst. Chief

RE: Grant application permission

CC: Sue Kaminski, Finance Dept.

David,


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

Our grant request will not exceed \$400,000 and therefore, if awarded, the Federal share of the grant would be approximately \$360,000 and the City share will not exceed \$40,000. The local match will be available in our operating or capital budget.

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

If additional information is needed, please contact me.

Respectfully yours,

  
Stephen Williams  
Acting Asst. Chief

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

Stephen Williams  
Acting Asst. Chief

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

DATE: January 21, 2021

TO: David St. Hilaire, Finance Director

FROM: Stephen Williams, Acting Asst. Chief

RE: Grant application permission

CC: Sue Kaminski, Finance Dept.

David,

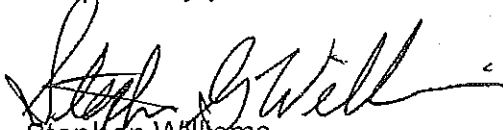
The Danbury Fire Department would approval for our application for a Federal "Assistance for Firefighters Grant - Supplemental." The purpose of the grant is to purchase personal protective equipment for pandemic response.

Our grant request will not exceed \$8,000 and therefore, if awarded, the Federal share of the grant would be approximately \$7,200 and the City share will not exceed \$800. The local match will be available in our operating or capital budget.

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

If additional information is needed, please contact me.

Respectfully yours,

  
Stephen Williams  
Acting Asst. Chief

~AD HOC REPORT~  
CTIC-RILO  
Tuesday, January 26, 2021

Chairman Jack Knapp called the meeting to order at 5:00 p.m. on Tuesday, January 26, 2021, via video conference. Present were Committee Members Colleen Stanley and Fred Visconti. Ex-Officio Members Paul Rotello, Elmer Palma, Duane Perkins, and Michael Henry were present with Warren Levy and Ben Chianese joining at approximately 5:15 p.m. Also present were Deputy Corporation Counsel Les Pinter, and Police Chief Ridenhour.

Mr. Knapp read the request from Mr. Ridenhour regarding assigning an Officer to the Connecticut Intelligence Center (CTIC) Regional Intelligence Liaison Officer (RILO) Program. The position was posted and received 12 applicants which were narrowed to four. A selection was made and the Officer began training on September 8, 2020. The State is willing to partially reimburse the City for the Officer's salary, up to \$60,000 per year via a sub-grant that is hereby being requested.

Mr. Pinter provided an overview of the application including ratification of the assignment of the selected Officer and approval of an agreement to receive grant funding tied to that program as noted above. He added that the statute promotes this type of collaboration. The Resolution establishes the basic components for use of an Officer for the Connecticut Fusion Center for a two-year assignment from September 2020 to September 2022.

Police Chief Ridenhour described the program in further detail to gather intelligence and train Officers on how to analyze that data. It also gives Officers the opportunity to expand their career horizons. He responded to questions regarding the status of the Officer who was assigned explaining that he remains a Danbury Police Officer and that other cities are participating in the program. He discussed the duties the Officer will be performing, the analyzation of whether any threat is credible, where potential threats could originate, and noted there are no serious threats at this time. Mr. Ridenhour answered questions noting the Officer could assist in training if needed. He responded to questions regarding who the Officer is working for, that the Officer will be at the center most of the time and will be given a car by the State, but will have a space here as well. He stated policing is not always local and the Officer is developing relationships and partnerships to gather information to ensure the community's safety. The benefit of the training is invaluable and a majority of the salary is coming back to the City. At the end of the two-year period, it will be re-evaluated and could possibly be rotated. He responded that seniority played a part in selecting the final candidates.

*A motion was made by Councilwoman Stanley, and seconded by Councilman Visconti, to receive the communication submitted by Police Chief Ridenhour and to recommend adoption of the Resolution including the ratification of actions authorizing the special assignment of a Danbury Police Officer as a Regional Intelligence Liaison Officer (RILO) and the application for and acceptance of a Homeland Security grant for such purposes.* The motion passed unanimously.

*A motion was made by Councilman Visconti, and seconded by Councilwoman Stanley, to adjourn.* The motion passed unanimously. The meeting adjourned at 5:30 p.m.

Respectfully Submitted,

Jack Knapp, Chair

Colleen Stanley

Fred Visconti



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

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

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

January 21, 2021

## MEMORANDUM

To: Mayor Joseph Cavo  
Members of the City Council

From: Patrick A. Ridenhour, Chief of Police

Subject: **Police Department Monthly Report  
January 2021**

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

### Personnel

Department Strength:

**Sworn Personnel 149**

Injury/Extended Leave	4
Sworn Personnel on Light Duty	1
Sworn Personnel in Police Academy	4
Sworn Personnel in Field Training	1

**Effective strength (as of 01-19-21) 139**

\*0 pending retirements

**Community Services** (See attached)

### Training

\*\*\*Many training events were canceled for the month of November due to COVID19 concerns\*\*\*

1/13 Taser 7 Instructor Course – Sgt. Scocozza

## **Chief's Significant Meetings**

12/21 PD Daily COVID Update  
12/22 DPD Supervisor Luncheon  
12/28 Board of Awards – Purchasing – Zoom  
12/28 PD Daily COVID Update  
12/28 Storm After Action Meeting  
12/28 COFID-19 Briefing  
12/29 Training  
12/30 Retirement Parade – Chief of Watertown  
12/30 COVID-19 Briefing  
1/4 FTO Meeting – Zoom  
1/4 COVID-19 Taskforce  
1/5 Grievance Prep Meeting  
1/5 Budget Meeting with Lt. Gantert  
1/5 PD Union Meeting  
1/5 City Council Meeting  
1/6 GoToWebinar – Conversation with Dr. Fauci  
1/7 CPCA Training1  
1/7 Animal Control Ribbon Cutting Ceremony  
1/7 Emergency Mayors & Police Chiefs Zoom  
1/9 NOBLE E-Board  
1/10 REDCJS Prep  
1/12 Fairfield County Chiefs  
1/12 Swearing-In – New Officer  
1/13 Mayor's Cabinet Meeting  
1/13 Using Data to Support Community Policing Strategies  
1/13 Chief Omasta Flag Ceremony  
1/14 Emergency Management Team Meeting  
1/14 MCV5 Discussion Conference  
1/15 EMS Quarterly Meeting  
1/16 NOBLE  
1/19 Pre-Operations Meeting w/Lt. Daniello  
1/19 CTIC Executive Board Meeting  
1/19 PD Daily COVID Update

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

Respectfully submitted,

Patrick A. Ridenhour  
Chief of Police

PAR:mrl  
Attach.





**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

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

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

To: Patrick A. Ridenhour – Chief of Police

From: Vincent P. Daniello – Lieutenant

Re: Community Services Division - Activity Reports & Staffing Levels  
December 15, 2020 – January 15, 2021

Date: January 21, 2021

**Community Conditions Unit:**

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

(-2 Officers)

-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  
8 Patrol Officers (-4)



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

Department of Police  
375 Main Street

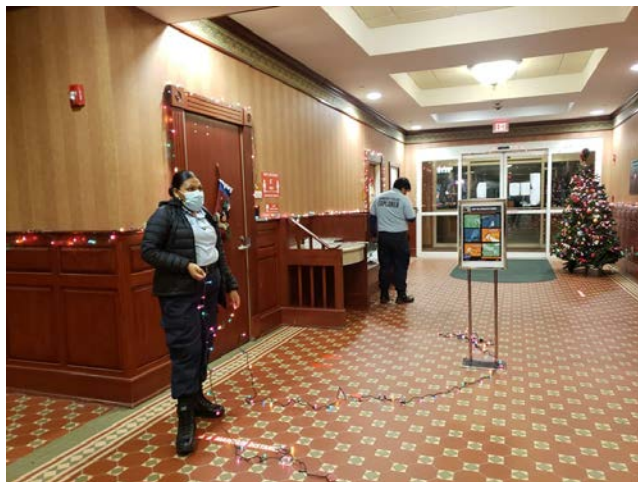
Matthew McNally, Lieutenant  
Patrol Division

January 21, 2021

## MEMORANDUM

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

December is traditionally a very active, albeit short, month for the explorer program. Due to all the COVID-19 restrictions this was not a busy month at all. After a request from several people in headquarters at the beginning of the month (December 10<sup>th</sup>) about the stark lobby interior this holiday season, we had six cadets volunteer to come into headquarters in full PPE and erect the Christmas Trees in the lobby this year. They also decorated the lobby with festive lights and wall decorations. Originally we were not going to have any decorations this year, as we have suspended all in-person meetings at the PD, but it was apparent that “we needed a little Christmas, right this very minute” this year. Some of the ornaments are handmade and represent law enforcement with shields, police vehicles, police gear, etc. The decorations remained up until January 7<sup>th</sup>, through Three Kings Day/Little Christmas. I want to make special note that the six Cadets were Kenya Nieto, Jennifer Oliviera, Gessica Pulla, Joselyn Velez, Alex Morquecho and Jonathan Ostergard. They did a wonderful job, and literally brightened everyone’s spirit this holiday season.





Also, I would be remiss if I did not mention that Cadet Sadat Hoo came to the police department on December 19<sup>th</sup>, following the snowstorm that dumped approximately 12" of snow. He single-handedly dug out the Cadet Vans so they could get out of the parking lot in case of an emergency call-out. While at the PD, he also assisted the FOP Union with distributing toys that were being donated to families in need with members of the department. This was done in a COVID safe manner with a no touch/contact drive-thru set up.



Sadly, due to the COVID-19 shut down, the cadets did not hold their annual Holiday Party this year. We are hoping to make it up in warmer weather with a large picnic.

The advisory adult staff has not had its annual end of the year local program planning meeting. It appears that the adults, as well as the youth, are all suffering from pandemic fatigue from ZOOM meetings as our attendance for both cadets and advisors on the ZOOM platform dwindles weekly.

Last December we closed our year with our Post having 205 police explorer cadets. As of this year we have 114 cadets registered still but have been seeing about 65 or so weekly on the ZOOM platform. For most programs like ours, that is still two times the size of the average Post. Most other programs in the the NERLEEA organization are down to under 20 members, with half of the 48 registered programs in Connecticut alone, completely shut down.

In reviewing the past year, our cadets again were involved in over different community service events throughout 2020, mostly centered around assisting in traffic control and security details in the public health realm of COVID-19 response. Between limited outdoor meetings on the patio, weather permitting, and

under the parking deck until it got too cold out, and the positivity numbers for COVID moved us back to the ZOOM platform, they accumulated 7977.00 hours of Law Enforcement Cadet Leadership Training, (a huge decrease from the 2019 year) and completed 2005.75 Event & Activity hours (Community Service), while working those events. Several of the events, required multiple shifts of explorers, but are counted as one event. Many explorers had over 150 hours of community service this past year.

All of our adult advisors have recertified (annually) with Youth Protection Training and the Anti-Bullying Program that was developed for NERLEEA and is now in an online platform.

As annually, during 2020 we have seen many of our most senior explorers “age out” and they will be moving on to the military, college and professional career pursuits. Some of the explorer’s command staff will be given their “Honorable Discharges” at an in-person awards ceremony, when we can meet in a group again. as. We still have a very young post with many new faces, albeit much smaller in size.

All said, the Danbury Law Enforcement Cadet Post is still in business. It should be noted, that 2020 was the year that the program moved towards more independence, severing our ties to the Boy Scouts of America, and rebranding as Law Enforcement Cadets (aka Police Cadets) with continued memberships in the North East Regional Law Enforcement Education Association, a New England Regional organization and the Public Safety Cadet program, a national organization based out of George Mason University in Arlington, Virginia. We are anticipating a renewed interest, once the pandemic subsides.

Respectfully submitted,

*Lt. Matthew McNally*

Lt. Matthew McNally  
Post Advisor/Program Coordinator

<b>I. Membership</b>	<b>Enrolled Amount</b>
# of Explorers Enrolled	113
# of Advisors Enrolled	20

<b>II. Hours-Explorer</b>	<b>Hours</b>
Total Job Hours	23.00
Total Training Hours	175.00
Total Explorer Hours	198.00

<b>III. Hours-Advisor</b>	<b>Hours</b>
Total Job Hours	0.00
Total Training Hours	18.00
Total Advisor Hours	18.00

## 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	1	0	0	1	0	0	4
Forcible Rape	0	0	2	0	0	0	0	0	0	0	0	0	2
Robbery	4	3	2	3	1	3	2	2	6	5	0	2	33
Assault	4	4	7	2	5	2	5	1	1	1	1	3	36
Burglary	6	7	7	3	4	3	6	4	2	8	5	5	60
Theft	60	53	38	25	23	44	50	31	41	63	42	34	504
Motor Vehicle Theft	3	3	3	7	2	11	8	5	3	12	2	3	62
Arson	1	1	0	0	0	0	0	0	0	0	0	0	2
<b>Totals</b>	<b>78</b>	<b>71</b>	<b>60</b>	<b>40</b>	<b>35</b>	<b>64</b>	<b>72</b>	<b>43</b>	<b>53</b>	<b>90</b>	<b>50</b>	<b>47</b>	<b>703</b>

## 2019 UNIFORM CRIME REPORT

### CITY OF DANBURY

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Homicide	0	0	0	0	0	0	0	0	1	0	0	0	1
Forcible Rape	0	2	1	1	1	0	0	0	0	0	2	0	7
Robbery	2	2	1	2	2	1	1	4	1	3	2	4	25
Assault	4	1	2	4	2	1	1	3	4	3	2	5	32
Burglary	9	6	4	6	7	14	14	18	6	5	3	4	96
Theft	70	65	52	44	60	63	63	66	56	55	38	35	667
Motor Vehicle Theft	7	2	4	6	3	8	8	1	7	3	3	7	59
Arson	0	0	0	0	0	2	2	0	0	0	0	0	4
<b>Totals</b>	<b>92</b>	<b>78</b>	<b>64</b>	<b>63</b>	<b>75</b>	<b>89</b>	<b>89</b>	<b>92</b>	<b>75</b>	<b>69</b>	<b>50</b>	<b>55</b>	<b>891</b>

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



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

**CALLS FOR SERVICE**

**2020**

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Calls for Service	3,667	3,542	3,275	3,858	4,301	4,149	4,471	4,697	3,577	3,849	3,609	3,350	46,345

**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	5,124	4,785	5,202	4,180	4,174	3,949	3,583	51,406

**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	211	225	305	256	275	273	287	2,971
Personal Injury	41	31	35	18	35	42	32	35	35	50	34	30	418
<b>Total Traffic Accidents</b>	<b>395</b>	<b>312</b>	<b>239</b>	<b>139</b>	<b>214</b>	<b>253</b>	<b>257</b>	<b>340</b>	<b>291</b>	<b>325</b>	<b>307</b>	<b>317</b>	<b>3,389</b>

**2019**

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Property Damage	296	291	302	336	333	332	338	315	276	328	382	351	3,880
Personal Injury	39	32	40	41	58	46	40	40	47	40	56	42	521
<b>Total Traffic Accidents</b>	<b>335</b>	<b>323</b>	<b>342</b>	<b>377</b>	<b>391</b>	<b>378</b>	<b>378</b>	<b>355</b>	<b>323</b>	<b>368</b>	<b>438</b>	<b>393</b>	<b>4,401</b>

**TRAFFIC ENFORCEMENT**

**2020**

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July*</i>	<i>Aug*</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Verbal Warning	255	224	127	22	101	82	139	114	70	117	82	56	1,389
Written Warning	18	15	10	3	4	1	4	4	6	5	1	4	75
Moving Violation	197	173	101	2	35	35	411	383	116	249	119	32	1,853
<b>Total Enforcement Action</b>	<b>470</b>	<b>412</b>	<b>238</b>	<b>27</b>	<b>140</b>	<b>118</b>	<b>554</b>	<b>501</b>	<b>192</b>	<b>371</b>	<b>202</b>	<b>92</b>	<b>3,317</b>

**2019**

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April*</i>	<i>May</i>	<i>June</i>	<i>July*</i>	<i>Aug*</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
Verbal Warning	150	164	172	169	189	153	158	199	189	186	178	187	2,094
Written Warning	6	6	3	7	9	5	16	10	11	11	9	14	107
Moving Violation	222	295	266	586	362	197	548	583	299	266	283	120	4,027
<b>Total Enforcement Action</b>	<b>378</b>	<b>465</b>	<b>441</b>	<b>762</b>	<b>560</b>	<b>355</b>	<b>722</b>	<b>792</b>	<b>499</b>	<b>463</b>	<b>470</b>	<b>321</b>	<b>6,228</b>

\*Traffic Enforcement Grant(s)



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

**Stephen Williams  
Acting Asst. Chief**

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

**FIRE CHIEF'S MONTHLY REPORT**

I hereby submit this report as Acting Assistant Fire Chief of the Danbury Fire Department, which covers the period of December 21<sup>st</sup>, 2020 through January 20<sup>th</sup>, 2021 and details our activities.

Congratulations to Acting Fire Chief Mark Omasta who retired as of his birthday on January 19<sup>th</sup>! We held a very well attended flag ceremony on January 13<sup>th</sup>. We thank him for his 35 years of service and our best wishes go out to him for a happy and healthy retirement!



We also look forward to working with Kevin Ford, recently retired Chief of Operations from Yonkers FD, who will be serving as Interim Fire Chief beginning January 26<sup>th</sup>. Welcome, Chief Ford!

### **Final Statement – Retired Acting Fire Chief Mark Omasta**

State of the Department

109 Sworn Firefighters

2 Civilian Admin Staff (total 111 personnel out of 122 positions in Table of Org)

4 Recruits heading to the Fire Academy in February

75 Certified Volunteer Firefighters

20 Fire Police

I would like to thank the members of the Fire Department for the tremendous work they do for the City every day. I would also like to mention the great teamwork that takes place with all of our partners in Public Safety to accomplish our mission: the Police Department led by Chiefs Pat Ridenhour and Shaun McColgan, EMS and EMD led by Matt Cassavechia, Dispatch led by Pat Sniffin, and our Volunteer Division led by Charlie Coakley.

Thank you to all the Department Heads and their staff for all your assistance and cooperation over the years.

Be well! – Acting Chief (retired) Omasta

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

On December 30<sup>th</sup> Car 30 responded to a reported structure fire. En route Engine 23 reported a large volume of smoke. Car 30 requested a second alarm assignment. E23 arrived and confirmed a two story garage fully involved with fire. E24 arrived and laid 5" hose in from a hydrant. Car 30 arrived and assumed command. E23 began a transitional attack. E24 reported all occupants were reported out of the structure. Car 30 confirmed with sole occupant, no one was else was home, no pets inside. Command requested EMS for the sole occupant due to smoke inhalation. EMS transported the one occupant to Danbury E.D. E24 pulled a second line to the attached living unit. E24 FF confirmed the hydrant was frozen, E23 Driver then hooked into a hydrant 50' ahead of their Engine. Rescue 1 was assigned RIT, TAC LT. was assigned Safety. Car 61 arrived and assumed communication for Command. Lt. Kovalsky reported the fire had not yet breached into the living area. E22 pulled a third hand line to assist E23 with the extinguishment of the garage. E22 secured their own water source from another hydrant. Truck 1 and E24 went in to again check for extension. It was reported no fire, smoke. It was decided to use a PPV fan in the structure. Once PPV began fire was evident in the basement of the living



area. E24 and R1 began extinguishment. Command requested a third alarm. T1 secured the gas and water to the structure, while Car 2 directed Eversource to D/C the electrical power to the unit affected. Bethel FD arrived and was assigned RIT, once other Danbury Volunteer units arrived E8 was assigned RIT and Bethel FD was released. E25 arrived and was used to relieve crews operating in the basement. DFM Rozzi arrived and began his investigation. E8, E5, & SQ6 were used for overhaul and cleanup work. All pertinent information was relayed to EMD Cassevechia for Red Cross contacts. The homeowner arrived on scene and was kept abreast of all necessary information by DC Halas and DFM Rozzi.



On December 31<sup>st</sup> Car 30 responded to an MVA with extrication. The PD were on scene confirming extrication. Car 30 arrived on scene and assumed command. Rescue 1 conducted stabilization. E22 pulled a hand line. R1 and E22 cut the windshield out and removed the patient. Command returned E23. FD units stabilized other hazards on scene. Command was transferred to E22 to assist PD until the wrecker arrived on scene.



On January 1<sup>st</sup> Car 30 responded to a working chimney fire. E23 arrived on scene and confirmed. Car 30 arrived and assumed command. The neighbor, FDNY FF was wetting down the roof on arrival. E23, T1, E24 and R1 extinguished the fire, and emptied the wood insert. T1 used chains and the PPV fan in the process. Car 45 arrived on scene and was updated by ALT. Brown. Command was transferred to E23 to finish the incident.

On January 21<sup>st</sup> Car 30 responded to a report of smoke coming from a building. Car 30 arrived on scene, and assumed command from E24. E24, E23 & R1 investigated. They reported there was an odor and a haze within the structure. E23 and T1 went to the roof to investigate units. Command requested a Health Dept. official due to smoke exposure to edible food products. The owner arrived on scene and spoke with command. The FD units reported smoke coming from the HVAC vents. The owner informed FD units the heating units were located in the drop ceiling. FD units located a heating unit and disassembled it to find burned up electrical components. Command requested a rep. from the Fire Marshal's division. Command also requested a rep. from the Building Dept. The smoke naturally ventilated and electrical power was secured to the heating unit. Car 42, DFM Smith arrived and was informed of the situation. Command was transferred to E24 Lt. to finish the incident.

### **Command and Staff Activities**

- Volunteer Council meeting
- Emergency Operations Center planning meetings with the EMD and team
- Common Council Meeting
- Cabinet Meeting
- Bi-weekly COVID updates with Mayor and Dept Heads
- IXP quarterly meeting
- Meetings with Battalions 19 and 31
- Walk through of drive through vaccine site
- Ambulance quarterly meeting
- Budget meeting
- Flag retirement ceremony for Chief Omasta

### **EMS/HazMat – Acting Coordinator Thomas Corbett**

Emergency Medical Services

Maintained progress on continuing medical education for personnel requiring Emergency Medical Technician recertification in 2021.

Participated in EMS Supervisor's meeting via Zoom conducted by the Regional EMS Coordinator.

Responded to two working structure fires to provide initial EMS coverage and to establish Rehabilitation Areas.

Acquired make, model, serial numbers, and other pertinent information of medical equipment for required maintenance and a long term plan for replacement.

#### Infection Control

Acted as liaison between the Fire Department and the Health Dept. with continuing coordination of scheduling for personnel regarding 1<sup>st</sup> and 2<sup>nd</sup> vaccines at Rogers Park Middle School.

Maintained communication and records for personnel that may have been affected by the Coronavirus and continued assistance regarding contact tracing with Deputy Chief Lounsbury.

#### Emergency Medical Services / Hazardous Materials Division

##### Hazardous Materials

Continued efforts on servicing and repair of all department meters, Personal Protective Equipment and other hazardous materials equipment with significant progress particularly with the MultiRae 5 Gas Meters.

Created online training tutorial for the new MSA Altair 4 Gas, 5 Gas and HCN Meters.

Acquired make, model, serial numbers, and other pertinent information of hazardous materials equipment for required maintenance and a long term plan for replacement.

#### Region 5 HAZMAT

Established contact with the coordinator of the Region 5 State Regional Homeland Security HAZMAT teams to become current with the status of Region 5.

Participated in a statewide Zoom meeting with all Regional Hazardous Material Team leaders regarding “2021 Field Day”. Although it is in its planning stages, this is an all-day training exercise tentatively scheduled for April, May or June to be conducted at Rensselaer Field in East Hartford. This exercise is twofold as it provides the opportunity to train alongside all the other teams and provides the opportunity for the Danbury Fire Department Hazardous Materials Technicians to meet the requirements for annual Hazardous Materials refresher.

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

- This month I responded to a few incidents as the communications officer. Car 61 responded to the following incidents;
  - 3<sup>rd</sup> Alarm Structure Fire – Sterling Woods
  - 2<sup>nd</sup> Alarm Structure Fire – Smoke Hill Road
  - 1<sup>st</sup> Alarm Structure Fire – Newtown Road
- Participated in the CT ESF 2 (Communications) monthly conference call meeting
- Attended meetings hosted by Emergency Management
- MCV 5 Communications Vehicle follow up meetings
- Storm Preparedness Meetings
- City-wide interop frequency meetings

- EOC Committee Meetings
- EOC Activation (virtual) for the winter storm
- Everbridge implementation meeting
- Attended the after-incident review of the structure fire in Sterling Woods
- Attended the after-incident review of the extrication on Interstate 84
- Attended multiple meetings that were focused on the development and implementation of a citywide data collection template for storm related road closures, wires down and Eversource reporting
- Attended a site walk of the E26 property where we will be building an addition for fire department storage
- Attended a tour of the new EMS Station on the west side
- Attended a meeting with NorComCT to discuss radio connectivity in the Emergency Operations Center and developed some budgetary plans.
- Worked with NorComCT to get our Spruce Mountain radio site back to being fully operational. This site was heavily damaged during the storms in August.
- Worked with NorComCT to upgrade and reprogram some of our radio equipment which has granted us the ability to talk on the CT State 800MHz radio system increasing our interoperability communications
- Attended a traditional Flag Ceremony for retired Chief Mark Omasta
- Worked with Airport Administration to repair some phone lines that were connected to the air traffic control tower, airport administration building and the 911 center.
- Worked with City IT to correct some internal phone system issues, status screen crashes, NEXGEN CAD updates, and computer equipment repairs
- Worked with EMD and DPD on FCC radio frequency licensing
- Please keep an eye on our [Facebook](#) and [Twitter](#) pages for information and incidents throughout the month!

### **Apparatus – Superintendent David Kirkwood**

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

13FX Car30- Repair power steering leak  
 14PL Trk1- Diagnose and repair nonworking camera and meter chargers  
 11FT Car47- 4 new tires and alignment  
 16PV1 E22- Replace faulty magnetic door switch on ds cab rollup door  
 16PV2 E23- Diagnose and Replace data link behind battery box  
 19PV2 E23- Replace broken fold down step on the back of cab  
 07PD RSQ1- Replace overhead door#4 roller drum and straps  
 19FE Car1- Full service  
 07PD RSQ1- Replace air dryer  
 07PD RSQ1- Rebuild fuel check valve on back of engine block  
 07PD RSQ1- Replace battery switch and ignition switch  
 Budget numbers preparation  
 Boat Build- Continue to work with Silver Ships on boat construction.



Boat infrastructure- continue with pricing on dock gate and necessary equipment along with coordinating with City departments involved.

New Car 30, F150 is at upfitters awaiting equipment to be installed

DFM Cars- two Rangers to start production by 2/1, delivery expected 3/1. Caps for the trucks are ordered thru cap city. Up fitter working on a schedule

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

The Fire Marshal's Office continues inspections of all required state licensing inspections. The residential inspection campaign will be commencing in the coming months as vaccine distribution eases tensions regarding home/living space entry. All occupancy type inspections will continue to increase as we move forward through immunizations, with continued guidance through the Health Department. The Fire Marshal's Office has and will continue to follow all health and safety measures prescribed by the CDC and Danbury Health Department.

### **Inspections / Code Compliance**

For the period the Office conducted 3 residential unit inspections, 1 business occupancy, 6 liquor licenses, 2 healthcare facilities, and a 64 unit nursing home. Team members rectified 5 concerns regarding unauthorized burning, alarm malfunction, and emergency operations.

### **Plan Reviews**

The Fire Marshal's Office continues its dedication to the accurate and timely review of plans. All projects are reviewed to ensure compliance to CT Fire Safety and Prevention codes. For the period the Fire Marshal's Office has received 16 permit/plan review applications for approval per the requirements of the CT State Fire Code. A total of 4 certificate of occupancy approvals have been issued. Staff members completed 23 requests for records regarding properties, inspections and investigations. These requests were processed and disbursed in accordance to all freedom of information guidelines.

### **Fire Investigations**

The reported fires requiring investigation were classified as 3 structure fires, 2 cooking fires, 3 vehicle fires, 1 chimney fire, 1 outside rubbish/trash/waste fires and 1 other/unauthorized burning. All fires were investigated for origin and cause as required by CT state statute.

### **Training**

Team Members of the Fire Marshal's Office attended various distance learning classes. Training attended included a 3 part series on Educational Facilities, Youth Mentoring, Diversity, Fire Safety During Construction, and Light Weight Wood Construction. The Fire Marshal's staff also virtually attended the quarterly meetings of the Fairfield County Fire Marshal's Association and the CT Chapter of the International Association of Fire Investigators.

### **Special Events**

DFM Mike Jewell will be taking, and passing, his test for certification as a Fire Code Inspector, making him a fully state certified Deputy Fire Marshal. DFM Ray Guard will also

be taking the exam. DFM Guard will then continue his training toward becoming a Fire Investigator. DFM Heather Anderson continued her mentoring program, assisting in the counseling of a local youth. The team of DFM Anderson and DFM Jewell, led by FM Timan, have started the Community Risk Reduction Program sponsored by the NFPA. DFM Rozzi has continued working toward the opening of educational facilities, namely Granville Avenue. DFM Bergemann and DFM Smith have taken on the lion's share of plan reviews for the many industrial and commercial construction projects.

### **Volunteer Fire Council – President Charlie Coakley**

The Danbury Volunteer Fire Department would like to congratulate our new Mayor Joe Cavo. We would also like to thank Chief Mark Omasta for his 36 years of service in the Danbury Fire Department.

The Danbury Volunteer Fire Department has had a couple of fires since December. There was a shed fire during the early morning hours, and a fire in a garage that extended to the structure at Sterling Woods. The volunteers distributed the toys and items they collected on their month-long toy drive on December 19<sup>th</sup> to the Family & Children Aid at 75 West Street Danbury, Ct. All the volunteer companies continued their fourth quarter training and the continuing training at their individual companies. All the Fire 1 students passed their practicals and last weekend took the state test at the city training facility on Plumtrees Road. We would like to thank Training Officer Steve Rogers and all the instructors for the training during this class.

Battalion 31- Squad 7 and Engine 11 responded to a garage fire at Sterling Woods that extended to the structure. The fire units assisted on the fire ground working on attack lines and fire ground operations. The Battalion's Engine 3 responded to an MVA with extrication on I-84 West bound and an incident on Route 6 near Walmart that included an oil spill and Motor Vehicle Accident. Tanker 10 responded to a large container fire in Commerce Park. Battalion 31 reported that they have continued quarterly training live burns, and continuing extrication training. Squad 7 has assisted in the practical test at the fire school. During the months of December and January, the Battalion companies continued to train and use those skills during incidents when they were called.

Battalion 19 companies E5, S6, and E8 continue to perform weekly training and truck checks. They completed the review on proper use of truck chains and trained on the new NFIRS reporting system. The year started off with numerous responses and cover assignments. Battalion 19 acquired a utility vehicle (Utility 19) that is being used to transport personnel and equipment. Ongoing planning and needs assessment are being completed so we can better serve the city.

Engine 9 has been doing in house training with their new members. They also had 2 members complete the Fire 1 written exam on January 16<sup>th</sup>.

2020 was a challenging year, but the Danbury Volunteer Fire Department is proud to have adapted to meet the needs of the Danbury community in new ways. We are looking forward to another year of supporting our City through community outreach and emergency response!

### **Dispatch Statistical Reports**

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

Total 911 calls	2,866
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**CITY OF DANBURY  
DEPARTMENT OF HEALTH AND HUMAN SERVICES**

155 DEER HILL AVENUE • DANBURY, CONNECTICUT 06810

[www.danbury-ct.gov/health](http://www.danbury-ct.gov/health) • [healthdept@danbury-ct.gov](mailto:healthdept@danbury-ct.gov)

**Mayor  
Joseph Cavo**

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

January 25, 2021

Dear Mayor Cavo and Members of the City Council:

As of January 25th, the State of Connecticut has had 243,632 positive COVID-19 cases and 6,911 associated deaths. In the City of Danbury, there have been 9,882 positive COVID-19 cases and 172 associated deaths. The City of Danbury is still considered to be in the Red Zone in the State of CT. The City's current infection rate is 6.6% and the 14-day running average is 66.4 per 100,000.

The Health Department has started administering the COVID-19 vaccine and has vaccinated 1,664 individuals to date at the Rogers Park Middle School clinic. As a reminder, the purpose of the vaccine is to prepare an individual's immune system for a possible infection in order to minimize the likelihood of severe illness. Even with the introduction of the vaccine, it is still necessary to adhere to testing, quarantine, social distancing, and mask-wearing guidelines in order to protect ourselves and others against COVID-19.

We have entered Phase 1b of the vaccine rollout and we are following the guidelines set forth by Governor Lamont and the State of CT. Many individuals in Phase 1a (healthcare personnel, long-term care facility residents, and medical first responders) have started receiving their second vaccine dose. Currently, we are only scheduling individuals 75 and older to receive their vaccine. Next, we will begin scheduling individuals 65 and older (likely in early February), and more scheduling information for frontline essential workers and individuals with underlying medical conditions with increased risk for severe illness is coming soon (likely in early March). The State of CT has not yet defined the criteria for "Frontline Essential Workers" or released a qualifying list of underlying medical conditions, but it is expected to be available in early February. At this point in time, we have been instructed that all outreach, scheduling, and efforts should continue to focus on individuals over the age of 75. Individuals living in congregate settings will also be phased in throughout 1b. All other information is forthcoming, and we will continue to adjust our efforts accordingly to adhere to State of CT guidelines and will continuously keep you updated on the vaccination phases.

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

Respectfully yours,

**Kara Prunty, MPA**

*Acting Director of Health and Human Services*

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

<b>Grant Agency</b>	<b>Program Supported</b>	<b>Award Amount</b>	<b>Award dates</b>	<b>Project Status</b>
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
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
CT Health Foundation	COVID-19 Response	\$125,000	9/1/2020 - 2/28/2021	Awarded
CT Dept. of Public Health Epidemiology and Laboratory Capacity Grant	COVID-19 Response	\$510,143	5/19/2020 - 11/17/2022	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
- Food service 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 the Environmental Impact Commission.
- Numerous community-level projects including the maintenance of the Lake Kenosia Garden Buffer and the maintenance of the Still River Trail.



### December 2020/January 2021 Activity

The environmental team has been conducting our routine COVID compliance inspections and responding to an array of COVID complaints at various establishment types to enforce the DECD sector rules. The department has also started issuing a greater number of warning letters to establishments that have received multiple complaints and have been found to be violating sector rules. It is our hope that these warnings will be enough to get business owners to achieve compliance without having to issue formal closure and fines while we all continue to navigate this pandemic. Our COVID related efforts are in addition to our routine inspections, septic plan reviews, lead abatement plans, and trainings.

#### December Results

<b>Potable Water</b>	
Private Well	2
Well Permits	
<b>Environmental</b>	
Grading Permit Review	
EIC	
HazMat	
Erosion Inspections	
Complaint Investigation	
Odor Complaints	
Wetlands/Grading	6
Misc.: Asbestos Complaint	1
<b>Sewage Disposal</b>	
Plan Review	39
Inspections	28
New, Replace, Fail, Plan Review	4
100% Replacement Plan Review	2
Soil Testing (List by Appointment Only)	13
Additions	
Dye Tests (Initial)	
Septic Permits (To Construct)	
<b>Solid Waste</b>	
Garbage Complaint	1
Misc. (Describe)	
<b>Pest and Animal Control</b>	
Rodent Complaint	1
Insect Complaint	
Domestic Animal Complaint	
<b>Housing</b>	
Residential/Commercial Inspection (Not Indoor Air)	

Housing Complaints	5
Child Day Care Inspection (Initial)	4
Child Day Care Plan Review	
Body Care Inspections	
Body Care Plan Review	
Body Care Construction Visits	
Massage Establishment Inspections	
Massage Establishment Plan Review	
COVID-19 Salon/Body Care Compliance Inspections	1
Lead Inspection for all Properties	1
Lead Abatement Plan Review	
Certificate of Apartment Occupancy (CAO's)	6
Reinspections	
Healthy Homes	
Hotel/Motel Inspections	1
Total # of Hotel/Motel Rooms Inspected	4
<b>Food</b>	
Food Service Establishment Inspection (Initial)	22
Construction Visits	
Food Service Walkthrough Inspections	1
Itinerant Vendor Inspections	
Complaints	14
Re-inspection (voluntary)	
Re-inspection (involuntary)	
Plan Review	
Plan Revisions	
Foodborne Illness # of Complaints	
Temporary Food Service	
Certified Food Protection Manager Courses	
Food Handler Courses	
Outdoor Dining/Patio Inspections	
COVID-19 Compliance Inspections	68
<b>Seasonal</b>	
Indoor Pool Inspections	4
Outdoor Pool Inspections	
Indoor Public Pool Water: # of Samples Collected	
Outdoor Public Pool Water: # of Samples Collected	

Public Beaches: # of Samples Collected	
Drinking Water: # of Samples Collected	
Marine Dock Facilities Inspected	
<b>Orders Issued</b>	
Notices of Violation, etc.	
<b>Other</b>	
Social Services Issues and Referrals	
Fair Rent Issues	
FOI Requests	
Pump Truck Permits	14
COVID-19 Complaints	47

COVID COMPLIANCE: There were 69 COVID Compliance inspections, 47 COVID Complaints that inspectors responded to, and 6 warning letters issued to establishments in the month of December.

### **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 December 2020**

Tuberculosis patients	12
PPD testing/read	
QuantiFERON/T-Spot	
eDOT	22
Hospital Visits	
Home Visits	
Electronic Visits	25
<b>Total Services:</b>	<b>69</b>

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

1. Total of 0 new persons were evaluated in TB Clinic.
2. Continuing case management of approximately 57 cases of Latent TB and 1 case of Active Pulmonary TB.
3. Continuing TB contact investigation new Pulmonary TB.

4. Ongoing surveillance and epidemiological review of individuals with positive AFB , suspected or active TB.
5. Dec 9 Influenza Clinic @ Danbury Senior Center.
6. Dec 8 CIFIC Head Start health Services Advisory Committee meeting.
7. Dec 17 WCHN Infection Control Committee meeting.
8. Provided 20.5 hours administering Covid-19 Vaccines @ RPMS

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

The Community Health team began administering the COVID-19 vaccine in the month of December at the Rogers Park Middle School Clinic. We have vaccinated over 1,200 people to date. We are also currently working on a mass COVID-19 vaccination event to increase the number of eligible individuals in our community to get vaccinated. DHHS has recently been approved for the Medical Reserve Corp (MRC) Program, which will increase our capacity of medical volunteers for vaccination efforts and other emergency response efforts. Danbury Public Schools began reopening this month in a phased approach. Elementary (K-5) went back the week of 1/18, Middle School will return the week of 1/25, and High School goes back the first week of February. The health department has worked closely with Danbury Public Schools to solidify reopening plans and procedures to be able to safely send students back to schools for in person instruction. Our contact tracing efforts have not slowed, and our team of community health workers are continuing community outreach regarding prevention efforts and vaccination efforts.

**Contact Tracing December 2020**

<b># of Contacts/Cases</b>	3,584
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**Super 8 Shelter:**

Current Census: 74

Total Number Housed: 73

**CITY OF DANBURY**  
DEPARTMENT OF PUBLIC WORKS



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

**MAYOR**  
**Honorable Joseph M. Cavo**

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

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

**Dear Mayor Cavo and Members of the City Council:**

**DECEMBER 2020:**

I am pleased to present the Public Works Department Report for the month of **December**. The Department has remained dedicated and active continuing to keep up with all City responsibilities, emergency storm response and continuing proactive safety protocol for the COVID-19 pandemic. All Covid-19 Protocol is strictly adhered to and monitored for the safety of our staff and residents.

Please review our individual Public Works Department reports for a full scope of the varied activities and projects we are involved with. If you have any questions or concerns, feel free to call me at 203-797-4537.

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

**Ellen Levy Animal Control Facility:**

This is a design / build project with Millennium Builders. The Building Permit was issued on April 16, 2020. The Certificate of Occupancy inspection was issued. On December 09, 2020 we received our certification / inspection from the CT Department of Agriculture. We are fully operational. ACO Jay Mortera moved the animals into the new kennel and occupied the office space on Thursday December 10, 2020. The ribbon cutting ceremony was held on January 07, 2021. The contractor has mobilized for the demolition phase of the contract underground oil tank removal, asbestos abatement and demo of the 1974 Animal Control Facility. The demolition has been completed. This project is being administrated and managed in house by the Construction Services Division.

**Downtown Danbury TOD Streetscape Renaissance Project:**

Construction Services has been working with the City Engineer, City Planner and the designer, Martinez & Couch Associates, 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, City Planner and I walked the Phase II portion of Main Street addressing existing coal chutes and repairs made during the previous Main Street Sidewalk Project 91-02. Construction Services researched the project archives verifying addresses of the modified vaults and coal chutes from this project. This information was sent to the designer, to be noted on the plans, to avoid unforeseen change orders and additional costs during construction.

We received ConnDot approval for the project and the Mayor signed the agreement. ConnDot sent the approval to bid Phase One of the TOD Streetscape Project.

Phase One of the TOD Streetscape project has been let out for public bid on January 07, 2020. A mandatory pre-bid Zoom meeting is scheduled for February 2, 2021 followed by a project walk-through scheduled for February 4, 2021. The bid opening is scheduled for February 18, 2021 at 10:00 AM via Zoom. The project will go out to construction in the spring of 2021. Construction Services will administrate, manage and perform the construction inspection of the Phase One TOD.

### **Balmforth Avenue Sidewalk & Traffic Improvements:**

Construction Services worked with the Engineering Department and Finance Department's 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 of way 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. Traffic improvements will include the installation of new pedestrian signals and video traffic signal detection equipment at the intersection of Balmforth Avenue and Osborne Street. The project has been designed in house by the City Engineering Department and was let out to bid. The project pre-bid walkthrough was postponed and the City Purchasing Agent will reschedule the bid opening. We are looking to resume the bidding process and reschedule a bid walk following strict Covid-19 protocols.

### **Hearthstone Castle Abatement:**

Construction Services, working with our in-house resources and on-call environmental consultant, developed the scope of work, specifications and bid documents. The project designer and environmental consultant, Eagle Environmental, has completed the close out of Phase I Hearthstone Castle Abatement. The Phase I Abatement project was completed on schedule and within budget.

Eagle Environmental has begun the Phase II project design including a structural assessment of the structure by the structural engineer. The structural engineer has completed the field work / inspection of the castle. Eagle Environmental is preparing a report with recommendations.

Phase II will have several components; development of new AWP to remove the remaining plaster and nonfirable AMC (Asbestos-Containing Materials) from the building interior. Along with recommendations from the structural engineer on developing a plan for stabilization of the structure, we expect to have an approved AWP from the CT Department of Health shortly. Once we have the AWP we will develop the bid documents move forward bidding Phase II for a spring 2021 construction season start.

### **Bridge Maintenance:**

Construction Services has started a bridge maintenance program to extend the life of our bridge structures. Working with the City Engineer, we have developed this plan which includes pressure washing, patching,

waterproofing, replacing caulking, applying salt-guard and removing overgrowth. We selected ten bridge structures from our bridge inventory and this work has been completed. The results of this program will be a

cost savings to taxpayers by extending the longevity of our bridges. Construction Services is in the process of selecting 10 to 15 city bridges for next year's bridge maintenance program.

### **Artificial Field Turf Replacement:**

Construction Services, using our in-house resources and On-Call Sports Facility Consultant JJA Sports, are in the process of designing the artificial turf replacements and improvements of Kaplanis, Perry and DHS Fields. The fields are in design and we plan to construct Kaplanis and Perry Field this upcoming construction season and the DHS field construction in 2022. These three capital projects have been funded through the SNAPP 2020 Bond. The design and construction is being managed and administrated by Construction Services

### **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 to move 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 and Director of Public Works directives 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 meet 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 continues to work with City departments on an "as needed" basis. The Illicit Discharge and Connection Ordinance was approved by the City Council and is now in effect. DEEP MS4 Annual Reports are posted on the City's website for review. The City has awarded services to the consultant for outfall screening and sampling.

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

Temporary Pavement was completed. Additional work will continue in 2021.

### **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 been completed.

### **Balmforth Avenue Sidewalk Replacement:**

The City received CDBG funding for three phases of the Balmforth Avenue Sidewalk Replacement project. Due to the pandemic, Phase I and III sidewalks have been delayed. They will be bid in the winter to be ready for spring 2021 construction.

### **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.

### **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.
- **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. Putnam County is executing a contract with the most qualified bidder, WSP.



### **Ellsworth Avenue School Annex:**

The Division has worked with the Board of Education to develop a schematic plan and program for a school construction project at Ellsworth Avenue Elementary School. The project will aid in accommodating the projected increase in student enrollment in Danbury schools. A grant application has been filed with the State of Connecticut. Requests for qualifications and proposals for Architectural services have been advertised and reviewed. Architectural services have been awarded to Friar Architecture Inc.

### **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:**

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. The Traffic Division is also working with the Town of New Fairfield and WestCOG developing strategies to improve public safety, alleviate traffic congestion and exploring establishing a walk trail along the Route 37 Corridor. Traffic is also working with WestCOG in solicitation of Federal funding to improve air quality within the City through alleviation of traffic congestion.

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:**

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:**  
**DECEMBER – 2020**

This was a busy month for the Highway Division. The weather was mild, then delivering a large snow event mid-month. The division prepped and responded to the 11.6” winter storm event. After the event the equipment was washed, inspected, and repaired. Snow removal and ice was cut and removed throughout the remainder of the month.

Two asphalt crews were dispatched daily filling potholes. Leaf collection crews were deployed to collect curbside bags and cleaning bulk pick up areas. Street sweepers continued sweeping up road debris. A brush cutting crew cut and chipped brush to prevent various site line issues. Snow fence was installed at Candlewood Park to prevent drifting. Highway Division crew members assisted the Forestry Division with tree removals, pruning, and traffic control.

Employees spent several days on snow routes, 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.

**Winter Season**

- Winter Storm Events: 1
- Precipitation: 11.6 inches
- Emergency Call Outs: 6

**Maintenance**

- Catch Basins Replaced: 2
- Drainage Pipe: 0
- Guardrail Repairs: 6
- Dredging: 18
- Catch Basin Cleaning: 13
- Roads Paved: 0

**Signage**

- New installs: 0
- Replacements: 7
- Repairs: 40

**Personnel**

- Total: 44
- Injury: 2
- Restricted Duty: 0
- Retirement: 0
- Seasonal: 6
- Vacancy: 1

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

The Parks Maintenance Division responded and assisted Public Buildings with the clean-up of the large winter storm event. Crews were deployed to remove snow at many parks, schools and around city owned properties. All equipment was washed and maintained throughout the month.

The Parks Maintenance Division continued the grounds maintenance of all the City owned municipal properties, parks, schools and greens. Leaf cleanup continued with blowing and vacuuming leaves in various City owned properties. Brush was cut and removed from fence lines at several schools and parks. The department also focused on playground clean ups.

Litter was picked up and garbage cans were emptied in various areas throughout the city. The Parks Maintenance building was cleaned and organized. Trash cans were painted for next season. Winter maintenance of the mowing and plowing equipment continued through the month.

**Winter Season**

- Winter Storm Events: 1
- Precipitation: 11.6 inches

**Maintenance**

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

**Personnel**

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

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

The Forestry Division responded to and assisted Parks Maintenance with the clean-up during the winter storm event. City parks, sidewalks, and schools were cleared of snow. They also prepped, cleaned, and inspected the equipment after the storm. The division responded to multiple trees damaged by the Christmas Day winter wind storm. Several days immediately after the storm were spent removing tree debris from the right of ways.

The Forestry Division continues to maintain, prune and remove dead trees in the City's right of ways. The division responded to several tree calls that include inspections, clean ups, and emergency take downs. Brush piles and tree debris from storms were cleaned up for safety.

City tree contractors as well as Highway Division crew members assisted with several tree removals and pruning. Forestry staff also continues to monitor and remove beaver dam issues throughout the City. The American flags in the City's Parks are also maintained by the Forestry Division.

**Winter Season**

- Winter Storm Events: 1
- Precipitation: 11.6 inches

**Maintenance**

• Removals:	27
• Pruning:	10
• Brush:	31
• Plantings:	0
• Emergency Call Outs:	4

**Personnel**

• Total:	4
• Injury:	0
• Restricted Duty:	0
• Seasonal:	0

**Public Buildings Report submitted by Sean Hanley, Superintendent of Public Buildings:**  
**DECEMBER – 2020****City:**

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

These include HVAC maintenance and repair to ensure proper air flow and quality in the buildings along with continuing to supply cleaning/sanitizing supplies and services to all buildings.

**Library:**

Roofing project 90% complete.

Junior library renovation currently being bid.

Quoting additional security cameras for multiple areas.

**Danbury Public Schools:**

In process of repairing various heating related issues in multiple schools.

South Street boiler replacement in progress.

DHS boiler fire box repairs completed.

DHS cogen dump coil replacement scheduled.

Glycol replacement and C- wing heat exchanger/supply loop repairs completed.

**City Hall:**

Plans completed for council chamber renovations, ready for bid process.

**Hatters Park:**

Quoting boiler repair/replacement.

**General:**

The majority of time the Maintenance Mechanics spent this month was associated with School building repairs: specifically HVAC, plumbing and life safety in schools, outdoor lighting.

**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 December 2020.

In the month of December, we received 102 new work requests and completed 100 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 Snow Plowing with a total of 160.00 person-hours dedicated to this service. The next largest area of concentration was in Plumbing repairs, utilizing 112.00 person-hours of labor. Electrical repairs came as the third highest category with 102.00 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 DECEMBER 2020**

**Work Requests Received this month    102  
Work Requests Completed this month   100**

<b><u>Category</u></b>	<b><u>Total Labor Hours</u></b>
Alarms	0.00
Carpentry	0.00
Electrical	102.00
HVAC	57.00
Locksmith	0.0
Maintenance	7.00
Mechanical	3.00
Plumbing	112.00
Roofing	0.00
Snow Plowing	160.00
<b>Labor Hours City Buildings</b>	<b>85.00</b>
<b>Labor Hours School Buildings</b>	<b>356.00</b>
<b>Overtime</b>	<b>100.00</b>

**Public Utilities Report Submitted by David Day, PE, Superintendent of Public Utilities:**  
**RE: Report to the City Council – Month of DECEMBER 2020**

Dear Mayor Cavo and Members of the City Council:

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

As of January 14, 2021 there are 20 hydrants out of service. I will be happy to review the information with you.

Sincerely,

*David Day*

David Day, P.E.  
Superintendent

**DECEMBER 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 December 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 performed Construction Administrative and Resident Project Representative Duties associated with the construction of the Tertiary Treatment System and the Stormwater System Improvements.
  - CH Nickerson (CHN) performed the following work associated with the new Tertiary Treatment System Building.
    - Continued installation of steel sheeting bracing for the Tertiary Building excavation support system.
    - Continued earth excavation activities associated with the new Tertiary Treatment System Building.
    - Continued installing dewatering wells associated with the excavation dewatering system.
- Veolia finalized a not to exceed price for the remaining Contract Work (Headworks Screening & Grit Removal Facility, FOG / Biodiesel Facility, and the Miscellaneous WPCP Upgrades) based on the 30% design drawings and technical specifications.

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# MEMORANDUM

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**DATE:** January 14, 2020  
**TO:** City of Danbury, City Council  
**FROM:** *David M. Day, P.E.*, Superintendent  
**RE:** Sanitary Sewer Collection System Maintenance—  
DECEMBER 2020

Complaints: 0 Bypasses 9 Slow Running  
4 Loose Manholes 0 Odor Calls

Number Received: 13

Number Completed: 13

Pipe Cleaned: 4200 LFT

Gallons of Water Used: 10000 Gal

New Pipe Inspected: 0

Manholes Replaced 1

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**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: Dec '20  
**Date:** 1/11/2021

**I. Wastewater Treatment:**

<b>A) Sewage Processed:</b>	<b>10.3 MGD (Daily Avg)</b>	<b>318.7 Million Gallons Total</b>
<b>B) Septic Waste Processed:</b>		<b>1,035,050 Gallons Total</b>
<b>C) Sludge Pumped To Digesters:</b>		<b>354,825 Pounds Total</b>

II.	Wastewater Quality	Influent	Effluent	% Removal	Effluent Limit
A)	BOD (mg/l)	173	4	98	30 mg/l and 85%
B)	Total Suspended Solids (mg/l):	240	5	98.0	30 mg/l and 85%
C)	Total Phosphorus (mg/l):	4.2	1.5	65	0.6 mg/l
D)	Ammonia (mg/l):	21.3	0.11	99	4.0 mg/l
E)	Total Nitrogen (lbs/Day):	2,786	285	90	442 Lbs
Note: Phosphorus limits apply April - October.					Nitrogen limit for credit trading only.

III.	Pump Station Operation:		
A)	Beaver Brook:	744.7	Hours Run
B)	Southfield:	45.1	Hours Run
C)	Mill Plain:	21.5	Hours Run
D)	Backus:	108.0	Hours Run
E)	Tarrywile	59.7	Hours Run
F)	Turner Road:	49.3	Hours Run
G)	Ford Avenue:	23.8	Hours Run
H)	Indian Glen:	133.3	Hours Run
I)	Delay Street:	18.2	Hours Run
J)	Hayestown Road:	108.7	Hours Run
K)	Kenosia Avenue:	1.3	Hours Run
L)	Larson Drive:	81.9	Hours Run
M)	Landfill:	214.7	Hours Run
N)	Thrope Street	19.3	Hours Run
O)	Poets Landing	19.9	Hours Run
P)	Rogers Park	61.1	Hours Run
P)	West Side	92.4	Hours Run
Q)	East Franklin Street	26.5	Hours Run
Total Station Alarms:		2	

**TO :** City Council - City of Danbury  
**FROM :** David Day, Superintendent of Public Utilities  
**DATE :** January 14, 2021  
**RE :** WATER DEPARTMENT REPORT: DECEMBER 2020

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#### I. WATER PRODUCTION:

A) Margerie Water Treatment Facility:	82.2	MG.
B) West Lake Water Treatment Facility:	78.4	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:	<u>7.4</u>	<u>inches</u>
B) Past 12 Months (running total):	<u>50.3</u>	<u>inches</u>
C) Current Year (Jan.- Current Mo.):	<u>50.3</u>	<u>inches</u>

III. WATER STORAGE:      date:      12/29/2020

	<u>Current Reading</u>		<u>Historical Average</u>
A) East Lake Reservoir:	<u>100.0</u>	<u>%</u>	<u>%</u>
B) Margerie Lake Reservoir:	<u>88.4</u>	<u>%</u>	<u>%</u>
C) West Lake Reservoir:	<u>83.2</u>	<u>%</u>	<u>%</u>
D) Total:	<u>87.6</u>	<u>%</u>	<u>%</u>

## IV. WATER PUMPED:

A) Park Avenue Pump Station:	<u>0</u>	<u>MG.</u>
B) Padanaram (High School) Pump Station:	<u>4.56</u>	<u>MG.</u>
C) Shelter Rock Pump Station:	<u>2.47</u>	<u>MG.</u>
D) WestConn Pump Station:	<u>0.37</u>	<u>MG.</u>
E) Margerie Pump Station:	<u>1.07</u>	<u>MG.</u>
F) Pleasant Acres:	<u>0.76</u>	<u>MG.</u>
G) Nabby Road:	<u>1.24</u>	<u>MG.</u>
H) Harvest Hill:	<u>0.85</u>	<u>MG.</u>
I) Woodland Road (Reserve):	<u>5.10</u>	<u>MG.</u>
J) West Lake High Service :	<u>42.2</u>	<u>MG.</u>
K) Total Water Pumped (A-I):	<u>58.6</u>	<u>MG.</u>

( MG. = Million Gallons )

## V. WATER TRANSFERRED:

A) East Lake to Margerie Reservoir:	<u>108.5</u>	<u>MG.</u>
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B) Padanaram to Margerie Reservoir:	22.2	MG.
C) Kohanza to West Lake Reservoir:	14.3	MG.
D) Kenosia Diversion to West Lake Reservoir:	0.0	MG.
E) Kenosia Wells to West Lake Reservoir:	0.0	MG.
F) Total Water Transferred (A-E):	145.0	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 Lab
B)	Quarterly disinfection byproducts (trihalomethanes and haloacetic acids) testing of distribution system.

#### **VIII. SUPERINTENDENTS NOTES:**

### **GENERAL FUND - EQUIPMENT MAINTENANCE DECEMBER 2020**

<b>REPAIR DATE</b>	<b>PLATE #</b>	<b>DIVISION</b>	<b>DESCRIPTION OF WORK PERFORMED</b>
12/1/2020	354-DA	POLICE	ENGINE SERVICE, WIPER BLADES, RF HEADLIGHT BULB AND HARNESS
	33-DA	POLICE	DIAGNOSE ELECTRICAL SYSTEM
12/2/2020	2-DA	POLICE	ALTERNATOR, SERP BELT
12/3/2020	271-DA	POLICE	RF HEADLIGHT BULB AND HARNESS
		PARKS +	
12/4/2020	142-DA	REC	ENGINE SERVICE
		PUBLIC	
	63-DA	BUILDINGS	ENGINE SERVICE
	337-DA	POLICE	RF HEADLIGHT BULB AND HARNESS
	257-DA	POLICE	REPLACE EXHAUST HANGER
			ENGINE SERVICE, FRONT CONTROL ARMS,
	261-DA	POLICE	SERPENTINE BELT, TRANS SERVICE
		PUBLIC	ENGINE SERVICE, RESURFACE FRONT
12/5/2020	115-DA	BUILDINGS	BRAKE PADS
			ENGINE SERVICE, 4 TIRES, FRONT SWAY
	327-STN	POLICE	BAR LINKS
12/7/2020	18-DA	POLICE	REPLACE RADIATOR, COOLANT HOSES

	197-DA	CITY HALL	ENGINE SERVICE, CABIN AIR FILTER
12/8/2020	223-DA	POLICE	ENGINE SERVICE, REPAIR EXHAUST LEAK
	271-DA	POLICE	RF TIRE
12/9/2020	338-DA	POLICE	REPLACE BATTERY
			ENGINE SERVICE, AIR FILTER, CABIN FILTER, LOWER CONTROL ARMS, FRONT BRAKES, 4 TIRES
12/9/2020	192-DA	AIRPORT	
	423-DA	POLICE	ENGINE SERVICE
12/10/2020	6-DA	POLICE	REPLACE OIL COOLER
12/11/2020	271-DA	POLICE	LF HEADLIGHT BULB AND HARNESS
	10-DA	POLICE	LR TIRE
	424-WLA	POLICE	COOLANT TEMP SENSOR, FUEL INJECTOR SEALS
			ENGINE SERVICE, POWER STEERING PUMP, SERP BELT AND TENSIONER
12/12/2020	222-DA	POLICE	
12/14/2020	265-DA	POLICE	FRONT SWAYBAR ENDLINKS AND BUSHINGS
12/15/2020	270-DA	POLICE	LR TIRE
	225-DA	POLICE	ENGINE SERVICE, 2 TIRES, FRONT BRAKES
12/17/2020	1-DA	CITY HALL	ENGINE SERVICE, AIR FILTER
12/21/2020	19-DA	POLICE	RF HEADLIGHT BULB AND CONNECTOR
	18-DA	POLICE	ENGINE SERVICE, THERMOSTAT
			ENGINE SERVICE, REBUILD TRANSMISSION, CABIN AIR FILTER
12/23/2020	121-DA	HIGHWAY	
			THERMOSTAT, OVERFLOW TANK, UPPER COOLANT HOSE
	354-DA	POLICE	
	271-DA	POLICE	ENGINE SERVICE, LF HEADLIGHT BULB
	10-DA	POLICE	REPLACE ALTERNATOR AND DRIVE BELT
			REPLACE BATTERY, BOTH HEADLIGHT BULBS AND HARNESSES
12/24/2020	113-DA	POLICE	
12/28/2020	10-DA	POLICE	REPLACE LF HEADLIGHT BULB
			REPLACE LOWER COOLANT HOSES AND OIL COOLER LINES, ALTERNATOR AND BATTERY, PARKING CABLE, TRANS AND PTU SERVICE
12/31/2020	240-DA	POLICE	
	113-DA	POLICE	REPLACE DRIVERS DOOR LATCH ASSEMBLY
			2 TIRES, FRONT SWAY BAR FRAME
	384-DA	POLICE	BUSHINGS
			ENGINE SERVICE, RF HEADLIGHT BULB, LF OUTER TIE ROD
	243-DA	POLICE	
			ENGINE SERVICE, REPLACE BATTERY, FRONT WIPER BLADES
	614-TKL	POLICE	

# WATER FUND - EQUIPMENT MAINTENANCE

DECEMBER 2020

## REPAIR

DATE	PLATE #	DIVISION	DESCRIPTION OF WORK PERFORMED
12/1/2020	176-DA	WATER	ENGINE SERVICE, FUEL TANK STRAPS
12/2/2020	283-DA	WATER	BATTERY AND TERMINALS
	263-DA	WATER	ENGINE SERVICE, LF CONTROL ARM, SERP
	VENTRAC		BELT AND TENSIONER
	4500Y	WATER	DECK PULLEY AND BELT, REPLACE BLADES
12/4/2020	374-DA	WATER	ENGINE SERVICE, FUEL AND AIR FILTER,
	202-DA	WATER	REPLACE BATTERY
	258-DA	WATER	ENGINE SERVICE
12/15/2020	238-DA	WATER	ENGINE SERVICE, REAR DIFF SERVICE,
			REPLACE HORN
12/23/2020	101-DA	WATER	4 TIRES
12/28/2020	126-DA	WATER	ENGINE SERVICE, FRONT PADS AND
			ROTORS, WIPER BLADES, AIR FILTER
12/29/2020	344-DA	WATER	ENGINE SERVICE, CABIN FILTER, EXHAUST
			MANIFOLD, TRANS SPEED SENSOR, 4 TIRES
	137-DA	WATER	REPLACE FUEL PUMP O-RING, RR TURN
			SIGNAL
			RIGHT SIDE EXHAUST MANIFOLD
			REPLACEMENT

The Equipment Maintenance Division responded to and repaired the following vehicles during the month of December:

Date:	Vehicle :	Repair Provided:	Department:
12/1/2020	7	SERVICE BODY/CHECK LIGHTS	HWY
^	12	CONVEYER MOTOR SPROCKETS/SHAFT	HWY
^	37	REAR BRAKES/SERVICE	HWY
^	87	SERVICE BODY/CHECK LIGHTS/SERVICE	HWY
12/2/2020	7	SERVICE BODY/CHECK LIGHTS	HWY
^	87	SERVICE BODY/CHECK LIGHTS/SERVICE/BRAKE CANS	HWY
^	55	COOLANT HOSES	HWY
^	377-DA	SNOW TIRES/ SERVICE	ENGINEERING
^	22	FIX DUMP PISTON ON HOPPER	HWY
12/3/2020	7	SERVICE BODY/CHECK LIGHTS	HWY
^	34	FUEL LEAK	HWY
^	55	COOLANT HOSES/ALTERNATOR	HWY
^	26	STARTER	HWY
^	105	SIDE DUMP FELL DOWN(ROAD CALL)	HWY
^	15	METERING DOOR JACK/SERVICE BODY	HWY
^	23	INLET NOX SENSOR	HWY
12/4/2020	48	CHECK LIGHTS/TIRES/SERVICE BODY	HWY
^	26	STARTER	HWY

	^	43	SERVICE/SERVICE BODY	HWY
	^	55	ALTERNATOR	HWY
	^	TW2	L/R BRAKE HOSE(ROAD CALL)	HWY
	^	34	FUEL LINES	HWY
	^	14	HYD HOSES	HWY
	^	ARPT 5	HYD HOSES FOR PLOW	AIRPORT
12/5/2020		17	CHECK LIGHTS/HYD LEAK	HWY
	^	25	REPLACE MIRRORS	HWY
	^	389-DA	FIX R/F PLOW MOUNT	HWY
	^	4	FRONT TIRES	HWY
12/7/2020		47-DA	NO HEAT/NEEDS TIRES/R/R FLAT	HWY
	^	25	MIRRORS/HOOD HINGES	HWY
	^	17	CHECK BRAKES/HYD LEAK	HWY
	^	326-DA	JUMP START	HWY
	^	56-DA	SHIFTER/CAM SENSOR	PARKS
	^	15	SERVICE BODY/SERVICE/DPF CLAMPS	HWY
	^	27	SERVICE BODY/SERVICE	HWY
12/8/2020		17	CHECK LIGHTS/HYD LEAK	HWY
	^	56-DA	SHIFTER/CAM SENSOR/BATTERIES/SERVICE	PARKS
	^	27	SERVICE BODY/SERVICE	HWY
	^	3	REAR LIGHTS	HWY
	^	86	SERVICE	HWY
12/9/2020		86	SERVICE/LIGHTS/SERVICE BODY	HWY
	^	42-DA	RUNNING ROUGH/COOLANT LEAK	FORESTRY
	^	19	CHECK LIGHTS	HWY
	^	17	CHECK LIGHTS/HYD LEAK/SERVICE	HWY
	^	90	TOP HATS	HWY
	^	1	TIGHTEN SANDER CHAINS	HWY
	^	28	CHECK ENGINE LIGHT	HWY
12/10/2020		1	TIGHTEN SANDER CHAIN/LIGHTS	HWY
	^	39	CHECK DEFROSTER	HWY
	^	268-DA	CHECK ENGINE LIGHT	FORESTRY
	^	147-DA	BLOWER MOTOR/RESISTOR	BLDG MAINT
12/11/2020		268-DA	CHECK ENGINE LIGHT	FORESTRY
	^	3	LIGHTS/WIRING	HWY
	^	39	CHECK DEFROSTER	HWY
	^	14	HYD LEAK	HWY
12/12/2020		37	CHECK AIR LEAK	HWY
	^	14	HYD HOSES/FITTINGS	HWY
	^	58	GREASE CHASSIS	HWY
	^	7	CHECK EXHAUST	HWY
	^	12	HYD SPOOL VALVE SEALS	HWY
	^	16	CHECK EXHAUST LEAK	HWY
	^	11	L/R TIRES	HWY
	^	5	SANDER LIGHT	HWY
	^	6	SANDER LIGHT	HWY

	^	25	AUGER CONTROL KNOB WONT MOVE	HWY
12/15/2020		14	HYD HOSES/CHECK LIGHTS	HWY
	^	16	EXHAUST PIPES/CLAMPS/GASKETS	HWY
	^	247-DA	PLOW DOES NOT ANGLE	BLDG MAINT
	^	19	TIGHTEN SANDER CHAIN	HWY
	^	31	AUGER NOT WORKING	HWY
	^	36	R/R INNER TIRE	HWY
	^	1	TOP OFF HYD OIL	HWY
	^	37	TOP OFF HYD OIL	HWY
	^	3	JUMP START(ROAD CALL)	HWY
	^	85	BATTERIES	HWY
12/16/2020		31	AUGER NOT WORKING	HWY
	^	331-DA	CHECK COOLANT LEAK	HWY
	^	26	HEADLIGHT SWITCH/SANDER DOOR JACK	HWY
	^	36	BRAKE ADJUSTMENT	HWY
	^	53	HYD LEAK/HYD FILTER	HWY
	^	54	R/F HEADLIGHT/CHECK LIGHTS	HWY
	^	24	HYD LEAK	HWY
	^	23	L/R AXLE SEAL	HWY
	^	14	PLOW HOSES	HWY
	^	25	TOP OFF HYD OIL	HWY
	^	85	HYD LEAK	HWY
12/17/2020		331-DA	CHECK LIGHTS	HWY
	^	107-DA	WIPER BLADES	HWY
	^	48	HYD HOSE FITTINGS	HWY
	^	34	WIPER BLADES	HWY
	^	27	WIPER BLADES	HWY
	^	25	SIDE DUMP FITTINGS/HOSES	HWY
	^	19	WIPER BLADES	HWY
	^	16	CHECK R/R TIRES	HWY
	^	12	L/F HEADLIGHT	HWY
	^	16	ATTACH L/F WIPER ARM	HWY
	^	34	WIPER BLADES	HWY
	^	33	AIR TANKS LEAKING	HWY
	^	11	PLOW STICKS	HWY
12/18/2020		19	HYD TANK	HWY
	^	9	HYD HOSES	HWY
	^	12	REAR DIFFERENTIAL	HWY
	^	389-DA	PLOW STICKS	HWY
12/19/2020		12	REAR DIFFENTIAL	HWY
	^	9	HYD HOSES	HWY
12/20/2020		21	SPINNER NOT WORKING	HWY
	^	5	COOLANT LEAK	HWY
12/21/2020		12	REAR DIFFERENTIAL	HWY
	^	10	HYD LEAK	HWY
	^	3	HYDLEAK	HWY

12/22/2020	21	TIGHTEN SANDER CHAIN	HWY
^	TW2	NO START	HWY
^	12	REAR DIFFERENTIAL	HWY
^	29	MUFFLER/ELBOWS/CLAMPS	HWY
^	54	REAR DIFFERENTIAL	HWY
12/23/2020	TW2	CHECK COOLANT LEAK	HWY
^	54	REAR DIFFERENTIAL	HWY
^	12	REAR DIFFERENTIAL	HWY
^	7	NO REVERSE	HWY
12/24/2020	85	FLASHER/START BUTTON	HWY
^	7	NO REVERSE	HWY
^	12	CHECK LIGHTS	HWY
12/28/2020	2	CHECK OVER	HWY
^	39	AIR LEAK	HWY
^	41	CHECK BODY DUMP	HWY
^	171-DA	JUMP START	FORESTRY
^	90	JUMP START/BATTERIES	HWY
^	5	EGR COOLER	HWY
12/29/2020	2	CHECK OVER/TOP OFF HYD OIL	HWY
^	7	NO REVERSE/EXHAUST BRAKE/PIPES	HWY
^	54	REAR DIFFERENTIAL/REAR BRAKES	HWY
^	9	PTO NOT WORKING	HWY
^	106	R/R TIRES	HWY
^	389-DA	CONVEYER CHAIN	HWY
^	111-DA	CHECK BRAKES/SERVICE	BLDG INSP
12/30/2020	46	CHECK BRAKES	HWY
^	111-DA	CHECK BRAKES/SERVICE/P/S COOLER LINES	BLDG INSP
^	389-DA	CONVEYER CHAIN	HWY
^	5	EGR COOLER	HWY
^	36	EXHAUST LEAK	HWY
12/31/2020	3	JUMP START	HWY
^	163-DA	SERVICE	HWY
^	46	FRONT/REAR BRAKES/MASTER CYLINDER	HWY
^	36	EXHAUST CLAMPS/GASKETS	HWY
^	288-DA	SERVICE	BLDG MAINT
^	111-DA	SERVICE/P/S COOLER LINES/RADIATOR	BLDG INSP
^	254-DA	LOWER PISTON GRAPPLE HOSE	FORESTRY
^	28-DA	SERVICE/FRONT TIRES	PARKS

# **Personnel**

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



## **CITY OF DANBURY**

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

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

**DATE: January 23, 2021**

**TO: City Council**

**C: Mayor Joseph Cavo**

**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 December 1<sup>st</sup> to the 31<sup>st</sup> 2020. The report consists of statistical data on applications with their associated permits.

#### **Analytics**

**Combined Report: Citywide activity**

**Residential Project Activity**

**Commercial Project Activity**

**Sean P. Hearty**

**DIRECTOR**

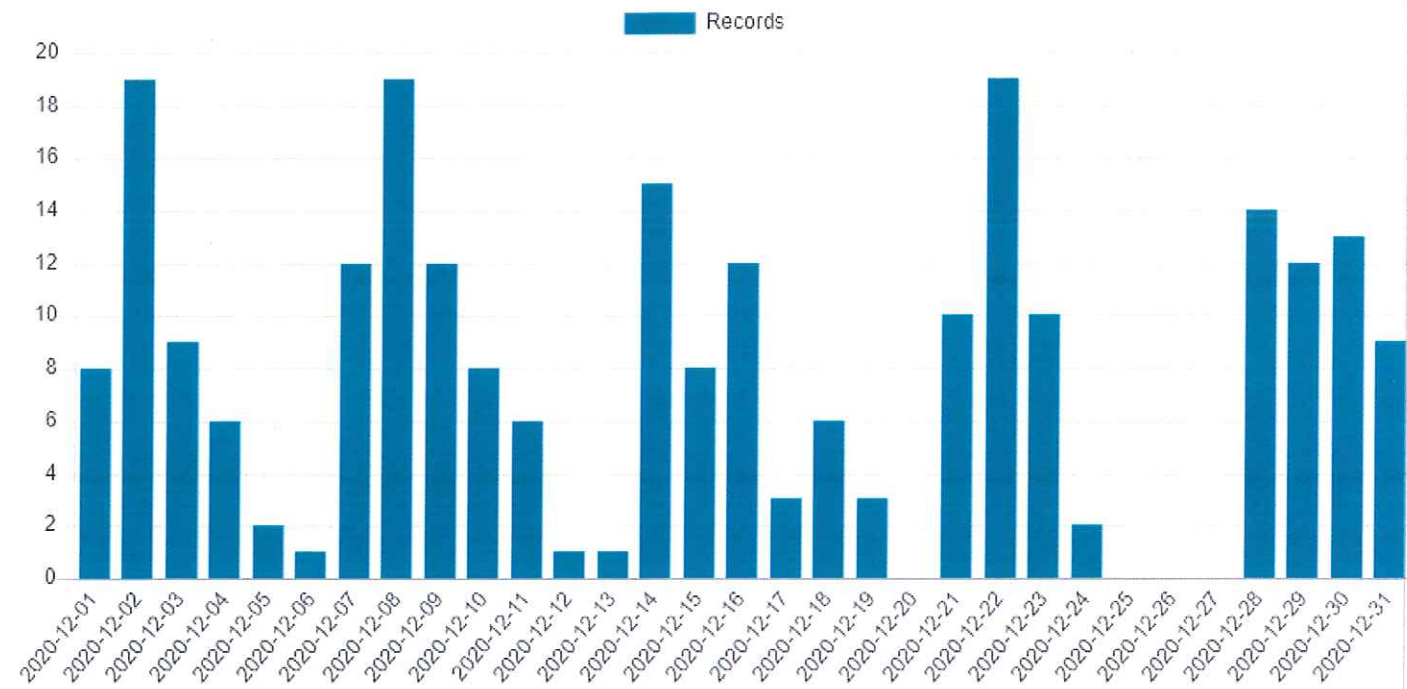
**David Newland**

**BUILDING OFFICIAL**



# Analytics

Records submitted over time



## Totals

 **240**  
Records Created

 **\$231,067.25**  
Revenue Collected

 **498**  
Inspections Done

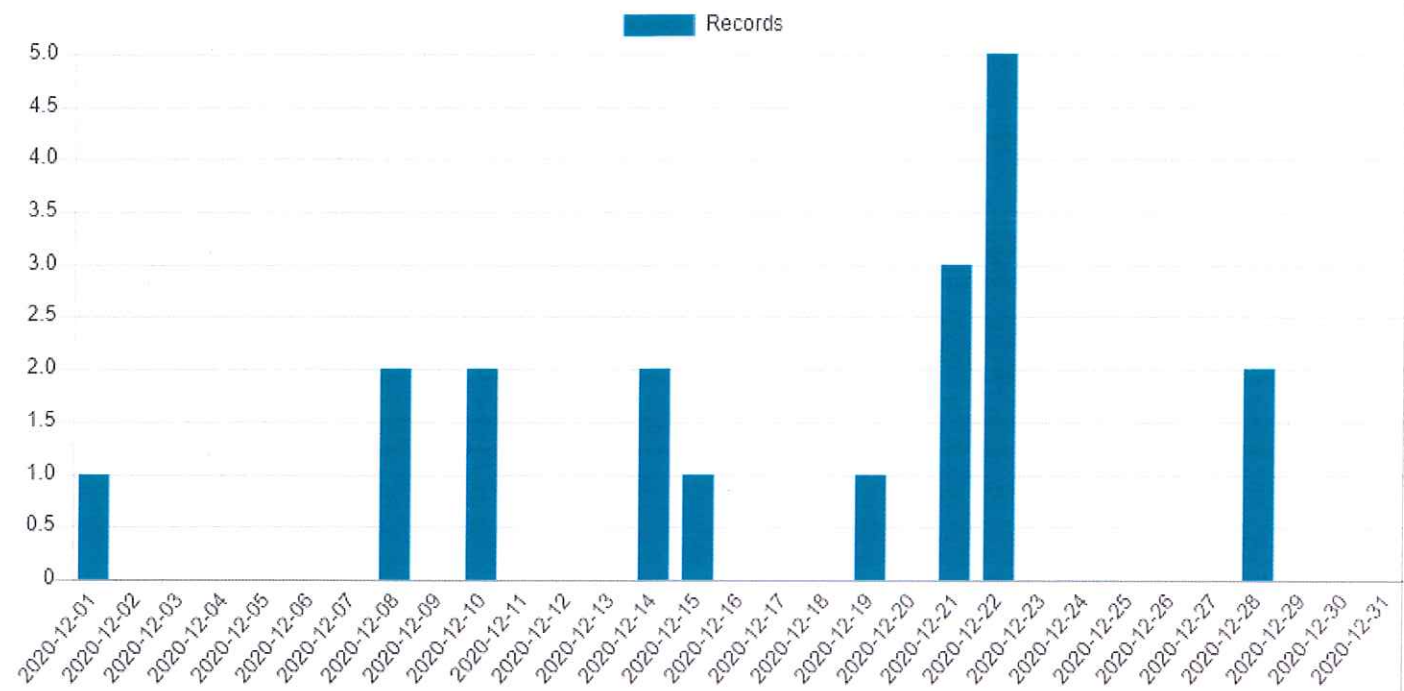
 **457**  
Permits Issued

## Filter Results

All Records

# Analytics

Records submitted over time



## Totals

 **19**  
Records Created

 **\$163,031.07**  
Revenue Collected

 **122**  
Inspections Done

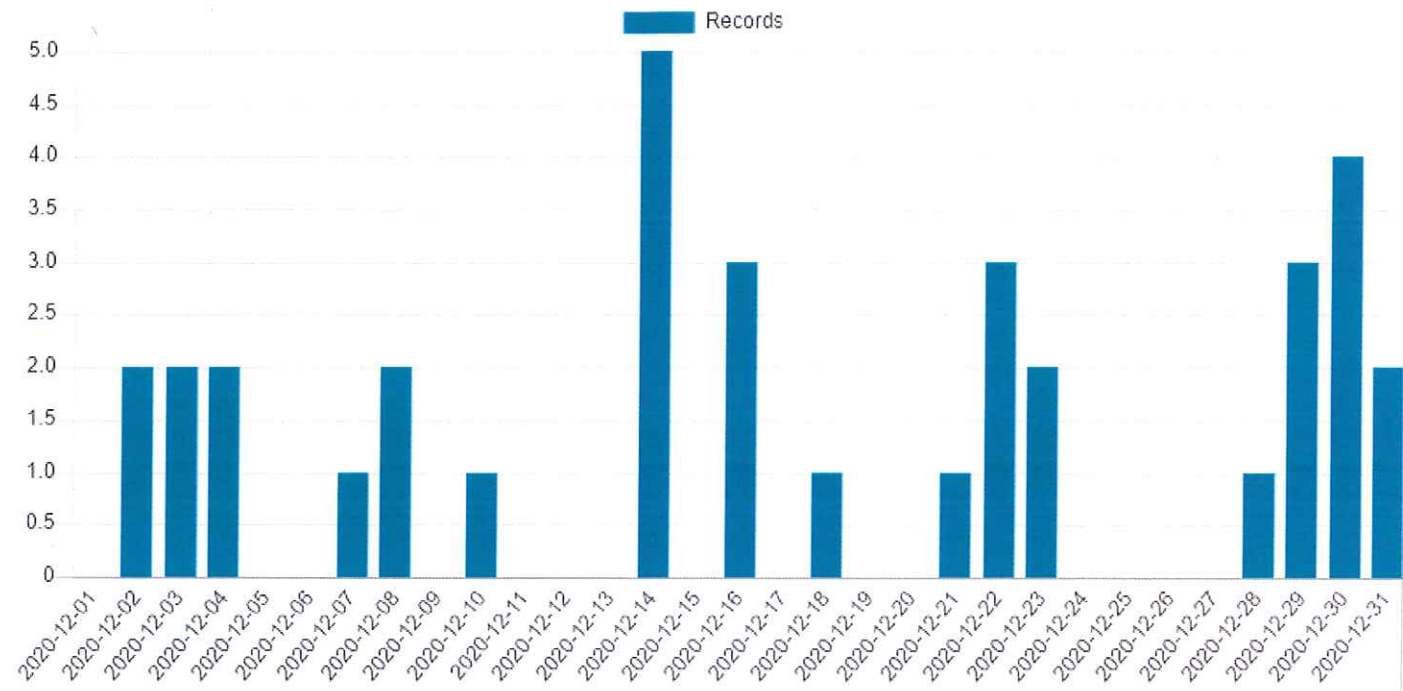
 **35**  
Permits Issued

## Filter Results

**Commercial Projects** ▼

# Analytics

Records submitted over time



## Totals

 **35**  
Records Created

 **\$25,678.22**  
Revenue Collected

 **158**  
Inspections Done

 **79**  
Permits Issued

## Filter Results

**Permit Project Application (Residential)** ▼



## CITY OF DANBURY OFFICE OF NEIGHBORHOOD ASSISTANCE

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

**203-796-8026**

### Livable Neighborhoods 2021 “Building a Better Danbury”

#### January 2021

January 25, 2021

Honorable Mayor Cavo 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	Dec. 28, 2020 – January 25, 2021
Number of Quality of Life Issues	60
Year to Date - 2021	49

The top issues addressed by the UNIT were:

- Garbage/Debris and Blight (23)
- Miscellaneous (15)
- Vehicle violations: abandoned/unregistered (6)
- Exterior/Structural Blight Order (6)
- Unsafe living/Unpermitted construction (5)

#### **BLIGHT ORDERS:**

**Orders written by UNIT this month (Includes Notice of Violations): 6**  
**(YTD): 6**

**43A Hillendale Road:** sent order to property owner to clean up bulky debris around the exterior of the property, notably in the driveway/front of the house.

**16 Whaley Street:** while doing proactive enforcement, noted property with unregistered, possibly inoperable vehicle in the driveway, as well as garbage and other bulky debris. Sent order to have the exterior of property cleaned up, as well as to remove/re-register the van.

**5 Spring Street:** also, while completing proactive enforcement, sent an order to have the exterior parking lot of this church cleaned. It has garbage and debris strewn about and also an unregistered vehicle.

**17 Summit Street:** issued an order to clean up an accumulation of debris and collection of belongings left in the front of the yard and porch. Additionally, it included to remove chickens from the property.

**53 Highland Avenue:** upon complaint by neighboring resident, issued an order to clean up the exterior of the property, notably in the driveway area. Area consists of car parts, and other large bulky debris items, as well as unregistered/inoperable vehicles, and two commercial vehicles.

**13 Sugar Hollow Road:** issued an order for the cleanup of the parking lot of the vacant Sports Authority lot. Garbage can is overflowing and the sidewalk area is beginning to accumulate some rubbish. Additionally, unpermitted dumping occurred in the rear of the property.

### **MONTHLY HIGHLIGHTS:**

#### **Washington Avenue:**

Earlier in the month, the highway department sought assistance from our department with some help on Washington Avenue. For years, perhaps decades, the highway department assumed the responsibility for the collection of leaves on several streets on and around Deer Hill Avenue. I believe the original intent was that these streets were lined with city trees and the removal of these leaves in a timely manner ensured that the city storm drains will not get blocked. Naturally, the residents have enjoyed this benefit for years, rightfully so, however, the highway department does not have the staff and resources that it once had and their responsibilities have grown immensely, so they have stopped vacuuming the leaves from the curbside. Unfortunately, by annual practice, residents have continued to push their leaves to the curb, naturally thinking that they will be removed. As a result of an early winter snow storm, in an effort to clear the street of snow, the plows spread the leaf piles along the street. In an effort to assist the highway department with communication of this ended service, our department knocked on dozens of doors and spoke with many residents, explaining that the leaves will no longer be swept up, and that they need to remove and clean the piles of leaves left on their curb. Most residents were understanding, and while there were a few that were not so happy, being able to personally explain to them the need to end this service, helped them better understand and lowered their frustration. As a result, the residents and property owners all did their part and cleaned their curbs of leaf piles.

#### **Property Escalations:**

Despite UNIT intervention and continued enforcement to correct blighted conditions at a couple of properties in town, no improvements have been made. These properties have either fallen into the abyss of foreclosure, or in one instance, the property owner died several years ago, and there are no heirs to assume ownership. As a result, our department has sought the help of legal and outside counsel exploring the process of taking possession of the property and/or pursuing further legal action with the lenders on the properties. There are currently two properties that our department is actively working on, but I expect that there may be one or two more in the

pipeline. Neighboring residents and property owners should not have to tolerate and accept living next to these unsightly properties. Our department will attempt whatever creative solution necessary to achieve compliance. The two properties in question are:

10-12 Stillman Avenue  
19 Oakland Avenue

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

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

<b>THIS PERIOD:</b>		<b>2021 YTD:</b>
Service Requests created:	196	160
Service Requests closed:	112	87
Percent closed:	57.1%	54.3%

### **2020 Data:**

Service Requests created:	2224
Service Requests closed:	1788
Percent closed:	80.4%

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  
ELMWOOD HALL  
10 Elmwood Place  
(203) 797-4686  
[www.danburyseniors.org](http://www.danburyseniors.org)

DATE: January 25, 2021

TO: Honorable Mayor Joseph M. Cavo  
Members of the City Council

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

RE: Report City Council Meeting  
Reporting Period: (12/21/20 – 1/15/21)

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**Scaling up Operations at Elmwood Hall - Danbury Senior Center.** At this time, the physical doors of Elmwood Hall Danbury Senior Center remain closed. This department will continue to work with the State of CT, the State Department of Public Health, as well as the Mayor's office and the City of Danbury Health and Human Services to make appropriate decisions regarding reopening the physical building during this fluid and ever-changing time.

**Assistance with Calls – COVID19 Vaccine.** We are offering support to the City's Health and Human Services Department to answer calls and provide information on the COVID19 vaccine for Danbury seniors.

**Messaging.** Our messaging continues to let seniors know that even though our physical building is closed, staff continues to work to address their needs. We continue to modify our programs, as appropriate, due to COVID19.

**Resource and Referral / Case Management Over the Phone.** As a Western CT Area Agency on Aging focal point for those age 60 plus, we continue to connect seniors to the resources they need in the community as a trusted source of information.

**Senior Center Meal Delivery.** Two hot meals are provided to Danbury Seniors through funding from The New American Dream Foundation and The Prime Timers, Inc., Friends of Danbury Seniors.

**“Sunshine Smile” Social Wellness Call Program.** In an effort to mitigate social isolation, this program, once called Friendly Visitor Over the Phone, has continued to grow during the isolation of COVID19. As well as helping to alleviate social isolation, this program acts as a liaison for connecting seniors to services they might need in the future.

**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)** We offer CHOICES counseling throughout the year and have been doing so over the phone since the beginning of the pandemic. Through this program, we offer free, unbiased assistance to help with Original Medicare, Medicare Advantage Plans, Medicare Supplement, and Prescription Drug Coverage. This service is offered over the phone or via Zoom.

**Virtual Activities / Wellness Classes / Zoom.** We continue to offer virtual activities, especially in the area of wellness classes. Virtual activities posted on-line on our website, [www.danburyseniors.org](http://www.danburyseniors.org) under the “Virtual Classes and Activities.” They include Line Dancing, Strength Training, Gentle Flow Yoga, Zumba Gold, Timeless Trivia, Chair Yoga, and Dance Yoga. Live, Zoom activities include Trivia, Strength Training, Chair Yoga, and Line Dancing. We also offer support on how to use these tech features on phones or tablets.

**Rent Rebate Over the Phone.** The Rent Rebate program for 2019 concluded on October 1, 2020. We have processed 845 applications for the Danbury community.

**One-on-One Tech Support Over the Phone.** Elmwood Hall - Danbury Senior Center and the Danbury Library have redesigned our One-on-One Tech Support program so now seniors can receive the tech support they need to understand how to better communicate with friends and family. Individual half hour appointments with a Library Tech Specialist are offered to help better understand smart phones and tablets and connect with apps such as Zoom and Facebook Live. The Danbury Library has also graciously offered to lend out their devices so seniors without a device can participate in one of our upcoming Facebook Live and Zoom activities.

**Connections with Friends and Family through Technology - “Stay Connected” Program.** Elmwood Hall - Danbury Senior Center is partnering with the State of CT Western CT Area Agency on Aging (WCAAA) to assist qualified seniors to obtain no cost technology, such as smart phones or tablets in an effort to help seniors get connected to friends and family. This new program is called “Stay Connected.” Qualified seniors will be matched with a “device” to help them to see family and friends via FaceTime, Zoom, Google Meet, etc.



**CHOICES / Resource and Referral / Case Management:** 209 seniors / 271 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) – 16

Financial – 0

Food – 27

Housing / Homeless / Home Repair – 7

In-Home Care / Assisted Living / Nursing Home – 4

Transportation – 4

Elder Law - 0

Medical Equipment - 0

Wellness Check - 0

Protective Services for the Elderly - 0

Taxes - 39

Advocacy – 0

Supportive Counseling - 2

Senior Center – 39

“911” Emergency Calls - 0

Donations - 2

Stay Connected Program - 0

Flu Shots - 0

Medical - 0

Energy Assistance - 0

Library Tech Support – 0

Rent Rebate - 1

VA Benefits – 0

COVID19 Vaccines - 109

Other - 21

**Senior Nutrition Meal Delivery Program:** 39 seniors, 544 meals delivered, 272 meal delivery calls

**“Sunshine Smile” Social Wellness Call Program:** 25 seniors, 25 wellness calls

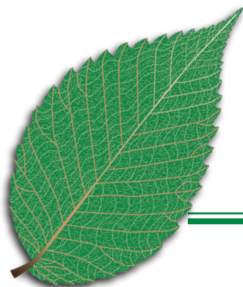
**Rent Rebate Over the Phone Program:** 14 clients, 39 services provided, 845 applications processed to date (Program Year 2019)

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

**AARP Tax Program:** On hold due to COVID19 for 2021

**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. Susan M. Tomanio, MSW, LCSW, Director of Elderly Services, City of Danbury, serves at the interim president.**

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



# The Elmwood Extra

*Read All About It!*

February - March 2021

*A Publication of the Department of Elderly Services*



## Elmwood Hall

*The club for people age 60 and up*

### *What's Inside:*

COVID19 Program Information  
Zoom and Grab and Go Activities and Events  
Timeless Trivia with Kevin Burland  
Tasty Recipe from Joyce Kuhn  
Frequently Asked for Resources During COVID19

**City of Danbury**  
**Department of Elderly Services**  
**Joseph M. Cavo, Mayor**

Susan M. Tomanio, LCSW, Director of Elderly Services  
Michelle McNamara, Municipal Agent / Program Coordinator  
Joyce Kuhn, Activities / Resource and Referral  
10 Elmwood Place, Danbury, CT 06810  
[www.danburyseniors.org](http://www.danburyseniors.org) • Tel. 203-797-4686

# Message from the Director of Elderly Services

Susan M. Tomanio, LCSW



**W**e would like to offer our congratulations to new Mayor, Joseph M. Cavo. Mayor Cavo was the City Council President and has served on the City Council for many years before stepping into his new role. We look forward to having him at the Senior Center to meet all of you when it is safe to open our doors.

As we move into February and March we feel a sense of hope, as vaccines begin to be rolled out to seniors. For the most recent information, please check the State of CT's website at [www.portal.ct.gov](http://www.portal.ct.gov), as well as the City of Danbury's website, [www.danbury-ct.gov](http://www.danbury-ct.gov). If you don't have access to a computer, please call and we will give you the most up-to-date information.

Due to the COVID19 rate in Danbury, we will not be able to run the AARP tax program. We encourage you to find other resources for assistance. If and when we find other alternative resources we will let you know.

We are offering some new programs over Zoom and in Grab and Go form. While these are not the events we are all used to, we hope you find them fun and engaging. No date has been set to reopen Elmwood Hall - Danbury Senior Center. We are looking forward with hope to the day when we can begin outdoor programming and, eventually, welcome you back to the Senior Center. Please call us anytime with questions or if you are looking for information. Stay safe and take care of yourself and each other.

## COVID19 Program Information

Elmwood Hall - Danbury Senior Center remains closed, but staff continue to work to deliver programs and services to you. Please call us anytime with your questions or concerns at the main number, 203-797-4686.

**Resource and Referral / Case Management Over the Phone** – Staff is available to answer questions and provide information on resources in the community, such as how to acquire food, how to get Meals on Wheels, transportation, home care, SNAP benefits, etc.

**Tax Return Assistance** At this time, the AARP Tax Program will NOT be operating at the Senior Center. We hope to be able to provide you with alternative resources should they become available. We will post this information on our website and our facebook page. If you lack access to a computer, please give us a call.



### **Rent Rebate Over the Phone -**

The State of CT Rent Rebate program for 2020 will begin on April 1 and end on October 1. Applications will NOT be mailed. All communication will be handled via telephone, email, and text. Michelle McNamara is the contact for this program and her direct line is 203-731-9903 or via email at [m.mcnamara@danbury-ct.gov](mailto:m.mcnamara@danbury-ct.gov)



### **"Sunshine Smile" Social Wellness Call program**

- Senior Center van driver, Pam Makin has taken on a new role. If you're looking for a new friend to chat with, discuss our latest department programs, share recipes, talk about your favorite pet, or just talk, Give us a call at the senior center.



### **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) – A CHOICES certified counselor and center staff member assists seniors with Medicare A, B, D, Medicare Advantage plans, Medigap plans and the Medicare Savings program. A review of other DSS benefits is also provided.

**The Medicare Savings Program**, offered by the State of Connecticut, helps seniors pay for the monthly Part B Medicare premium and may reduce the costs of medications and the monthly premium for Medicare Part D. This is a state income program and is not based on assets. An application can be completed over the phone. Contact Joyce Kuhn at 203-797-4686.

# All Zoom/Virtual Programs



## **Movers and Shapers class with Coleen, Mondays at 11:00am beginning on Monday, February 1.**

A low impact aerobic fitness class that is great for cardiovascular health. Strength training and abdominal work are added to this class for a total body workout. A chair and weights are needed. Please email **Susan** by **January 27**.

**Strength Training with Coleen, Wednesdays at 11:00am.** *I've fallen and I can't get up.* Don't let this happen to you. The answer is strength training. Strength training helps you maintain your muscle tissue.



## **Chair Yoga with Beverly on Tuesdays at 10:00am.**

Advantages of Chair Yoga: Increase circulation, aids heart and lung functions, improves mental clarity, and reduces aches and pains.



## **Line Dance Practice with Kevin and Susan on Thursdays, starting at 10.00am.**

We take it back to basics by reviewing and dancing some of the early favorites.



## **Basic Drawing Skills with Adele Moros, on Monday, February 22 at 10:00am.**

Join Adele online in the comfort of your home as she provides basic drawing skills to help you creatively express yourself. For beginner to intermediate artists. A pencil or any other drawing medium and paper is all that is needed for the class. Please email **Susan** by Wednesday, **February 17**.



## **Around the House Virtual Scavenger Hunt with Michelle on Tuesday, February 23, at 11:00am.**

A virtual scavenger hunt is an online experience based on the traditional game that challenges players to find specified items or solve puzzles before the allotted time runs out. These remote games are designed to get you up and moving around (even if it is just in your own living space). Join Michelle for some good old fashioned fun! Please email **Susan** by Thursday, **February 18**.



## **Timeless Trivia with Kevin and Michelle on Monday, March 1 at 11am.**

Take time out from a manic Monday and have fun with Timeless Trivia. We have changed the way we play so that we can still have fun from a distance and over Zoom. Test your knowledge, enjoy and laugh and share the late morning with Kevin and Michelle. Please email **Susan** by Wednesday, **February 24**.



## **Shake, Shamrock and Roll! Sweat in your Sweats Virtual Dance Party on Friday, March 12 at 1:00 pm.**

Join DJ Kevin Burland as he creates his own March Madness by taking a stroll through the music and dances of yesterday. Let's find out if the Hokey Pokey is REALLY what it's all about! Please email **Susan** by Friday, **March 5**.

**AARP CT Programs.** AARP CT offers many virtual programs that are fun, informative and interesting. To find them go to AARP's website, [aarp.org](http://aarp.org), go to the menu button, and in the drop down menu, click on AARP in Your State. Then select your state and scroll down to events. You do not need to be an AARP member to participate.

## **The Danbury Library Virtual Programs**

The Library offers many virtual programs that are interesting, fun, and educational. To find them go to the Danbury Library's website, [www.danburylibrary.org](http://www.danburylibrary.org)

## **Other Virtual Programs:**

### **Elmwood Hall Danbury Senior Center On Demand Virtual Activities / Wellness Classes**

Virtual wellness classes and activities are posted under the "Virtual Classes and Events" section of this website, [www.danburyseniors.org](http://www.danburyseniors.org). Look for Strength Training, Chair Yoga, Zumba Gold, Gentle Flow Yoga, Line Dancing and Timeless Trivia. These are free and can be watched at any time.

### **How to participate in Zoom classes:**

You must sign up through email at **[s.tomanio@danbury-ct.gov](mailto:s.tomanio@danbury-ct.gov)**. We will then email you the Zoom invitation with the link to connect to the class.

You can use a computer, laptop, iPad, iPhone or Android/Smartphone to join Zoom by going to the website **<https://zoom.us/>** or by downloading the Zoom app. Set up a user id and password. You will receive an email with the link to each week's class. Click on the link in the email and launch the Zoom Meeting. It will take you to the Zoom website or the zoom app.



# TIMELESS ? TRIVIA



With **Kevin Burland**

- 1.) In what European city can you visit "The Winter Palace"?
  - a.) St. Petersburg
  - b.) Prague
  - c.) Copenhagen
  - d.) Budapest
- 2.) How many "points" does a snowflake usually have?
  - a.) 4
  - b.) 5
  - c.) 6
  - d.) 8
- 3.) Whose profile can be seen on the front of DIMITES that are currently in circulation?
  - a.) Thomas Jefferson
  - b.) Benjamin Franklin
  - c.) FDR
  - d.) George Washington
- 4.) What percentage of police officers are women?
  - a.) 4%
  - b.) 12%
  - c.) 20%
  - d.) 31%
- 5.) Herman Melville dedicated his famous novel, "MOBY DICK", to which lifelong friend and fellow accomplished author?
  - a.) Henry Wadsworth Longfellow
  - b.) Horatio Alger
  - c.) Henry David Thoreau
  - d.) Nathaniel Hawthorne
- 6.) What does a PH level measure?
  - a.) Acidity
  - b.) Clarity
  - c.) Density
  - d.) Color
- 7.) As played by Betty White, what was the last name of ROSE on "The Golden Girls"?
  - a.) Petrillo
  - b.) Deveraux
  - c.) Nylund
  - d.) Walker
- 8.) What TV host used to be an announcer for the MIAMI DOLPHINS for three seasons?
  - a.) Dr. Phil
  - b.) Arsenio Hall
  - c.) Phil Donahue
  - d.) Larry King
- 9.) Running 8 minutes & 37 seconds in length, what was the LONGEST single ever to reach the #1 spot on the Billboard Hot 100 Chart?
  - a.) American Pie
  - b.) Hey Jude
  - c.) MacArthur Park
  - d.) Paradise by the Dashboard Light
- 10.) Who was the only unmarried President?
  - a.) Zachary Taylor
  - b.) Millard Fillmore
  - c.) Franklin Pierce
  - d.) James Buchanan

# Grab & Go and Delivery Events

We ask you to please wear a mask and stay in your car for this safe and socially distanced event. Senior Center Staff will be handing out the bags outside in front of the senior center. Delivery available to Danbury residents without transportation.



## Valentine's Breakfast, Tuesday, February 9 from 9:00 am to 10:00am.

Senior Center Staff members will be giving out small breakfast bags consisting of a muffin and croissant, a packet of hot chocolate, a stick of coffee, a bag of tea, along with a sweet surprise. A raffle ticket will be attached to each bag that will enter you into a drawing for a \$20 Dunkin' Donuts gift card. Please call 203-797-4686 to RSVP by 11:00am on Thursday, **February 4**. Snow date on Thursday, February 11.



## Crafting at Home with Zentangles! Thursday, February 18 from 9:00 am to 10:00 am.

Candlewood Valley Health and Rehabilitation Center is sponsoring this craft. An easy-to-learn, relaxing, and fun way to create beautiful images by drawing structured patterns. The craft kit contains all materials and supplies. Please call 203-797-4686 to RSVP by Thursday, **February 11**. The snow date will be Friday, February 19.



## Painting at Home with Watercolors! Thursday, March 4 from 9:00 am to 10:00 am.

Candlewood Valley Health and Rehabilitation Center is sponsoring and supplying all materials for this craft. Please call 203-797-4686 to RSVP by Thursday, **February 25**. The snow date will be Friday, March 5.



## St. Patty's Day Surprise! Tuesday, March 16 from 9:00am. to 10:00am.

Wear green and drive on through, as we have put together a special treat bag for you! **Please call 203-797-4686 to RSVP by Wednesday, March 10**. Snow date March 17.

# One-on-One Tech Support Over the Phone

Do you have a device, smart phone or tablet and have questions about how you can use it to connect with friends and family? Do you want to participate in Zoom programs and Facebook Live events? Or do you just want to learn about what these programs are that everyone is talking about? The Elmwood Hall Senior Center and the Danbury Library would like to help.

Please give us a call at the center. We will connect you with one of the technology experts at the Danbury Library. Soon you will be Zooming and FaceTiming with everyone!





# Joyce Kuhn

## Slow Cook Hamburger Casserole

### Ingredients

- 2 large Russet or Yukon Gold potatoes, sliced.
- 2-3 medium carrots, sliced.
- 1-2 can of peas, drained.
- 3 medium onions, sliced.
- 2 stalks celery, chopped.
- 1.5 pound ground turkey or lean ground beef.
- 1 - 10 oz. can tomato soup.
- 1 - 10 oz. can water. (use soup can to measure).

### Directions

- Place layers of vegetables in order given into a large casserole dish.
- Season each layer with salt & pepper.
- Lightly brown the meat and place on top of celery.
- Mix tomato soup and water together and pour over meat.
- Cover the casserole and bake 3-4 hours at 300 degrees.

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## Timeless Trivia Answers

- 1.) a St. Petersburg
- 2.) b 6
- 3.) c FDR
- 4.) a According to the Bureau of Justice statistics, 12%
- 5.) d Nathaniel Hawthorne, for convincing Melville to rewrite the book after his first draft and change it's tone to focus more on the human side of the tale.
- 6.) a Acidity
- 7.) c Nylund
- 8.) d Larry King
- 9.) a American Pie by Don McLean (1 month at number one in 1972)
- 10.) d James Buchanan, our 15th President from 1857-1861



# Frequently Asked for Resources During COVID19

## Vaccines:

For the latest information on vaccine rollout, please refer to City of Danbury's website, [www.Danbury-ct.gov](http://www.Danbury-ct.gov) or the State of Connecticut's website [www.portal.ct.gov](http://www.portal.ct.gov). If you lack access to a computer, please give us a call at the senior center for information.

## Food Resources Food Pantries:

The Danbury Food Collaborative continues to update their Danbury Food Guide. It is available on the United Way of Western Connecticut's website, [www.uwwesternct.org/danburyfoodcollaborative](http://www.uwwesternct.org/danburyfoodcollaborative). A hardcopy can be obtained by calling the United Way directly at 203-883-0879, or we would also be happy to mail you one upon request. A pantry of special interest is Hillside Food Outreach. They will deliver a bag of groceries to your home. They can be reached at 203-702-4881.

## Senior Hours for Grocery Stores:

Many of the local grocery stores, including ShopRite, Stop & Shop, Stew Leonard's, Caraluzzi's, Target, and Whole Foods have designated special "senior" shopping hours. Please call each store directly, as hours may change, to find out when it is best to shop for you.

## Need Someone to Shop for You:

Seniors are still considered an at-risk group for COVID19. Many have medical conditions that might compromise their immune systems. If you would like someone to shop for you, please call the Age Well Community Council of Danbury's Food Shopping line at 203-591-5485. Please leave a message and someone will call you back. You are responsible for payment of the groceries, but volunteers from Jericho Partnership will do the shopping for you.

**Meals on Wheels:** If you would like Meals on Wheels delivered to you, please call the Western CT Area Agency on Aging to see if you qualify. Eligibility has been modified due to COVID19. They can be reached at 1-800-994-9422.

**SNAP (Supplemental Nutrition Assistance Program):** Please call End Hunger CT at 1-866-974-7624 or fill out an application online at [www.endhungerct.org/services/snap/](http://www.endhungerct.org/services/snap/) to see if you qualify. SNAP can now be used to purchase food online as well as in person at participating stores.

**Energy Assistance Connecticut Energy Assistance Program (CEAP):** assists with heating oil, natural gas, electricity, propane, kerosene, and wood.

The Connecticut Energy Assistance Program is designed to help offset the winter heating costs of Connecticut's lower income households, specifically those households whose incomes fall at or below 60 percent of the state median income. Homeowners and renters may apply. The amount of heat assistance may not be sufficient to cover a household's entire winter heating cost. Community Action Agency of Western CT, 66 North Street, Danbury, CT 06810. (203) 744-4700 or (203) 748-5422 or [www.caawc.org](http://www.caawc.org)

## Transportation


Transportation to medical appointments continues to be provided by the SweetHART Bus. Their phone number is 203-744-4070. Additional assistance can be provided by April Chaplin at the Kennedy Center. April is the Mobility Manager for Northwest CT Regional Mobility Manager/ Ombudswoman. Her number is 475-298-3103.

## General Resources and Information

The City of Danbury website: [www.danbury-ct.gov/](http://www.danbury-ct.gov/) is a wonderful resource for information and links to services due to COVID19. Age Well CT's website also lists resources and activities, [www.agewellct.org](http://www.agewellct.org).


"I enjoy knitting at the Senior Center"

♥ "I LOVE the Senior Center!" ♥




"I enjoy having a cup of coffee here"

"Dare I say I LOVE the Senior Center!" (And the coffee too!) ♥




Valentine's Day, February 14, 2021



# Happy Valentine's Day

From the Danbury Senior Center



# Elmwood Extra Read All About It

Department of Elderly Services  
Elmwood Hall - Danbury Senior Center  
10 Elmwood Place  
Danbury, CT 06810

## Mission Statement

The Department of Elderly Services seeks to increase the quality of life of Danbury area citizens who are age 60 or older by developing many comprehensive programs and resources and referral services specifically designed to enrich the general well-being of Danbury's more mature population.

For a full listing of our programs, please visit our website [www.danburyseniors.org](http://www.danburyseniors.org)

## Department of Elderly Services Staff Members

Susan Tomanio, LCSW - *Director of Elderly Services*

Michelle McNamara - *Municipal Agent / Coordinator*

Joyce Kuhn - *Activities / Outreach / Resource & Referral (Grant Funded)*

Linda Rinaldi - *Administrative Assistant*

Jose Fuentes - *Program Set Up Assistant* • Vincent Albano - *Program Set Up Assistant*

Kevin Burland - *Van Driver* • Pam Makin - *Van Driver*



Continued thanks to staff member **Vinny Albano** for his graphic design of this newsletter. Vinny is a professional graphic artist, an award winning watercolor painter who resides in Danbury with his wife and two daughters.



# Danbury Library

170 Main Street, Danbury, CT 06810 203.797.4505

[danburylibrary.org](http://danburylibrary.org)

DATE: January 4, 2021

TO: Honorable Mayor Joseph M. Cavo  
Members of the City Council

FROM: Katie Pearson, Library Director

RE: City Council Meeting Report  
Reporting Period - December 2020

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**Community Engagement:** In December, the library reached 72,246 patrons via our social media and web presence.

**Patron Testimonials:**

*"Thank you so much to the dedicated library staff. It has been a difficult year and you have done so much for the community. It is greatly appreciated."*

*"Keep bringing the library staff book recommendations online. I was happy to see this again especially since we cannot socialize with staff for book ideas."*

*"I believe the library is doing a wonderful job in bringing all age groups information and important programs. Thank you"*

**Use of Library Materials and Services:** 1,113 adult items and 677 junior and teen items were circulated. The library fulfilled 981 holds to patrons picking up items via the library's curbside pickup service. The library provided 202 wifi sessions. Patrons from other libraries in Connecticut checked out 135 items.

**Use of Library's Remote and Electronic Services:** The library had 202 patrons use our Wifi services. The library's databases were used 176 times. A total of 1,621 ebooks and audiobooks were circulated, and a total of 12,689 items were downloaded electronically.

The State of Connecticut ebook and audiobook platform RB Digital was replaced with a service called SimplyE. Our librarians are in the process of assisting patrons with the transition to this new app.



**Library Programs:** A total of 1,017 patrons attended 28 virtual programs in December.. A program highlight was the library's virtual Holiday Craft Fair, which had 365 participants.





Other programs hosted and facilitated in December included:

*JAVAScript Bootcamp for Kids*

*Feel the Inner Energy with Sahaja Meditation*

*Field Trip to Visit Wolves*

*Trivia Night with Charter Oak Brewery*

*Creepy Christmas*

*A Dickens Tale*

*Create a Resume with Google Docs (in Spanish)*

*From Saint to Santa*

*Eat Right When Money's Tight*

*Modern Calligraphy*

*In 2020, Grow with Google recognized the Danbury Library as a High Impact Partner because of the quality of our programs and events*



**Grant Applications:**

***The Danbury Library currently has programs supported by the the the following active grants:***

<b>Grant Agency</b>	<b>Grant Amount</b>	<b>Program Supported</b>
CT State Construction Grant	\$100,000	Junior Floor
ALA Resilient Communities	\$500	Teens/Adults

***The Danbury Library has currently applied for or is awaiting permission to apply for the following grants:***

<b>Grant Agency</b>	<b>Grant Amount</b>	<b>Program Supported</b>
ALA Dollar General American Dream Literacy Initiative	\$5,000	Language Services
ALA Revisiting the Founding Era 2	\$500	History
Library Services and Technology Act Planning Grant	\$5,000	Marketing
The Awesome Foundation	\$1,000	Junior Floor/Children's Programming