

# **CITY COUNCIL VIRTUAL MEETING**

## **June 1, 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 COMMENT**

MINUTES - **Minutes of the Council Meeting held May 6, 2021**

### **CONSENT CALENDAR**

### **AGENDA**

1. COMMUNICATION – Appointment of Fire Chief
2. COMMUNICATION – Reappointments to Housing Authority
3. COMMUNICATION – Donation to the Police Department
4. COMMUNICATION – Rogers Park Field Naming, Field #4
5. COMMUNICATION – Annual Suspense List
6. COMMUNICATION – Appointment of Independent Auditors
7. COMMUNICATION - Water Main Upgrade- 56 Town Hill Ave. & Park Place
8. RESOLUTION – Acquisition of Property – White Street
9. RESOLUTION – Kennedy Avenue Bridge over Still River
10. RESOLUTION – Connecticut Department of Housing Emergency Shelter Grant
11. RESOLUTION – Watershed Management Study – Danbury High School
12. RESOLUTION – NRWIB Youth Employment
13. RESOLUTION – Speed and Aggressive Driving Enforcement Grant
14. RESOLUTION – American Rescue Plan Act – Connecticut State Library
15. RESOLUTION – Cultural Commission Grant
16. AD HOC REPORT – J. Earl Associates - Airport Lease
17. DEPARTMENT REPORTS – Police, Fire, Health-Housing & Welfare, Public Works, Permit Center,  
UNIT, Elderly, Library, Dream Homes
18. ADJOURNMENT

Copies of Agenda Items are available in the Legislative Assistants Office



## CITY OF DANBURY

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

JOSEPH M. CAVO  
MAYOR

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

May 24, 2021

Honorable Members of the City Council  
City of Danbury, Connecticut

Dear Council Members:

I hereby submit, for your confirmation, the appointment of Chief Richard E. Thode to the position of Fire Chief.

Chief Thode currently serves as Fire Chief for the City of Bridgeport. He began his firefighter career in Ridgefield and later transferred to Bridgeport. He moved up the ranks with several promotions, and achieved the title of Fire Chief in 2016; a position from which he is retiring.

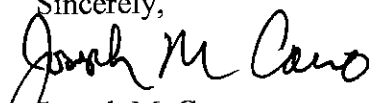
Chief Thode has received countless awards and citations for his exceptional service, including his city's highest award for bravery, the Gold Star Award, for his solo rescue of an elderly woman from a house fire during a blizzard. In 2018, Chief Thode was also honored with the prestigious Alan J. Brunacini Fire Service Executive Health & Safety Award for his commitment to firefighter health and safety. In addition, he was named Firefighter of the Year in 2009.

Chief Thode is a member of several international, state, and regional Boards and Committees. Locally, he volunteers for the Bethel Emergency Medical Service Advisory, and the Fire Apparatus Replacement Committee. He also serves as the Adjunct Instructor for the county's Fire School.

Therefore, I am honored to submit Chief Richard Thode's name to you for confirmation of his appointment to the position of Fire Chief.

Thank you for your consideration.

Sincerely,

  
Joseph M. Cavo  
Mayor



## CITY OF DANBURY

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

JOSEPH M. CAVO  
MAYOR

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

May 24, 2021

Dear City Council Members:

I hereby submit for your confirmation the reappointment of the following members to serve on the City of Danbury Housing Authority:

Domenico Chieffalo  
36 Mill Plain Road Suite 305  
Danbury, CT 06811  
TERM: Through Dec. 31, 2022

Raymond Yamin  
4 Moss Ave.  
Danbury, CT 06810  
TERM: Through Dec. 31, 2023

Thank you for your consideration of these re-appointments.

Sincerely,

Joseph M. Cavo  
Mayor



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE  
375 MAIN STREET

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

May 24, 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 \$10,000.00 from The Ridgefield & Leir Charitable Foundations, Inc. in memory of Henry J & Erna D. Leir. The funds will be used in support of Police Officer Health & Wellness Programs.

Patrick A. Ridenhour  
Chief of Police

PAR:mrl  
Attach.

Cc: David St. Hilaire – Director of Finance



RECYCLED  
PAPER



## THE LEIR FOUNDATION

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*Founders:*

*Henry J. Leir (1900-1998) & Erna D. Leir (1902-1996)*

May 17, 2021

Shaun McColgan, Deputy Chief  
Danbury Police Department  
375 Main Street  
Danbury, CT 06810

Dear Deputy Chief McColgan,

Enclosed is a contribution of **\$10,000** to **Danbury Police Department** in support of ***Police Officer health and wellness programs***. This contribution is given --

*In Memory of Henry J. and Erna D. Leir*

Our Board looks forward to receiving a report on how our contribution was applied. Such reports are not only gratifying, but they also help to track progress and assist us in evaluating future grants. We extend our best wishes to you and your committed staff for continued success.

We would appreciate if you would send us an official letter of acknowledgement of the contribution, to complete our records. Please also complete the enclosed contact information request and return it to us as your earliest convenience.

We are including a biography of the Leirs, which we hope will be of interest to you.

Sincerely,

Margot Gibbs  
President

MG/lk  
Enclosures

Cc: Chief Patrick Ridenhour

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**CITY OF DANBURY  
PARKS AND RECREATION  
DEPARTMENT**

HATTERS COMMUNITY PARK  
7 EAST HAYESTOWN ROAD  
DANBURY, CONNECTICUT 06811

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

May 24, 2021

Mayor Joseph M Cavo  
Members of the City Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury CT 06810

Re: Rogers Park Field Naming, Rogers Park Field # 4

Dear Mayor Cavo and Council Members:

Jerry Dennehy died unexpectedly in April of this year. Jerry, a lifelong Danbury resident, dedicated over 20 years as a member of Danbury Youth Baseball. A coach, mentor and board member you could not find a more reliable volunteer. He gave of himself to the youth of the community and Danbury Youth Baseball and never asked for anything in return. I believe naming a field after Jerry would be a wonderful tribute to a man who gave so much to our great City.

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

Sincerely,

Nicholas Kaplanis  
Director of Recreation

CC:  
C Hamann



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

**DATE:** May 20, 2021  
**TO:** Honorable Mayor Joseph M. Cavo  
And City Council Members  
**FROM:** Scott M. Ferguson, Tax Collector  
**RE:** Annual Suspense List

The Office of the Tax Collector respectfully requests your approval of a listing of names and amounts of City of Danbury taxes, which for various reasons are considered uncollectible at this time. This list is on file in the Legislative Assistant's Office and Tax Collector's Office. As such, I am recommending a transfer of \$279,508.76 to the Suspense List. The breakdown of this amount is as follows:

2011 Motor Vehicle List	Amount to Suspense List	\$ 185,068.40
2011 Personal Property List	Amount to Suspense List	<u>\$ 94,440.36</u>
Total Amount to Suspense List		<u>\$ 279,508.76</u>

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

Thank you for your attention to this matter.

Respectfully submitted,

Scott M. Ferguson, CCMC  
Tax Collector

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



## CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE  
DIRECTOR OF FINANCE

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

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

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**DATE:** May 24, 2021  
**TO:** Hon. Joseph M. Cavo via the City Council  
**FROM:** David W. St. Hilaire, Director of Finance *D ST*  
**RE:** **APPOINTMENT OF INDEPENDENT AUDITORS**

Once again, it is time for the City of Danbury to consider the appointment of its auditors to perform the City audit for fiscal year ending June 30, 2021.

In 2016, RSM US LLP (McGladrey) was awarded the five-year contract to serve as the Independent Auditor for the City of Danbury through an RFP process. RSM US LLP, as leaders in their respective field, provided the lowest responsible bid and have impeccable qualifications. The City will be issuing an RFP in the Fall 2021 to once again award for these services. Consequently, I am recommending extending the RSM US LLP contract by one year so they may perform the City audit for the fiscal year ending June 30, 2021.

RSM US LLP has done an outstanding job as the City's independent audit/accounting services firm for the past several years. As such, I respectfully request the City Council to approve the recommendation and appointment of RSM US LLP as the City's Independent Auditors and accounting firm for fiscal year ending June 30, 2021 as required by the City Charter and State Statutes.

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

DWS



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**CITY OF DANBURY**  
DEPARTMENT OF PUBLIC WORKS



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

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

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

May 25, 2021

Honorable Joseph M. Cavo, Mayor  
City Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

**Re: Donation of Labor**  
**Upgrade of Existing Water Main**  
**56 Town Hill Avenue and Park Place**

Dear Mayor Cavo and City Council Members:

The City of Danbury, in order to maintain critical fire flows, has to upgrade an old existing water main connection, which hydraulically connects a water main on Town Hill Avenue to Park Place. The upgrade will include brand new valves and will upsize the existing 6" water main to a larger 8" pipe.

Mr. Joe DaSilva, who owns 56 Town Hill Avenue, has offered to donate all of the labor associated with the water main replacement and also grant the City an easement directly associated with this upgrade. We are very grateful and express our deep appreciation to Mr. DaSilva for his generous donation. The work will be performed under City of Danbury supervision, and the labor donation is valued at approximately \$40,000.

I would ask that the Council please approve this generous donation and send a thank you note to Mr. DaSilva.

Sincerely,

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

C: Corporation Counsel  
David Day, P.E.



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

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

May 17, 2021

Hon. Mayor Joseph M. Cavo  
Hon. Members of the City Council  
155 Deer Hill Avenue  
Danbury, CT 06810

Re: Acquisition of Property: White Street

Dear Mayor and Council:

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

Thank you for your consideration in adopting the proposed Resolution. Please do not hesitate to contact our office should you have any questions.

Very truly yours,

Laszlo L. Pinter  
Managing Attorney and  
Deputy Corporation Counsel

:ras  
Attachment

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

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

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

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



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2021

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

**WHEREAS**, the Danbury City Council previously authorized the city's application to the State of Connecticut for Local Transportation Capital Improvement funds for the purpose of making safety and traffic flow improvements along the White Street corridor; and

**WHEREAS**, said application has been approved by the State of Connecticut; and

**WHEREAS**, said approval included a commitment to fund eligible project costs in the amount of Two Million Six Hundred and Fifty Thousand Dollars \$2,650,000; and

**WHEREAS**, said approval requires that the city execute and deliver a Project Authorization Letter and other related documents when said documents are submitted to the city by the State Department of Transportation; and

**WHEREAS**, design work has now established that the project elements will include vehicular and pedestrian safety improvements along the White Street Corridor, including upgraded landscaping within the northeasterly quadrant of the White Street - Locust Avenue - Wildman Street intersection, roadway widening of White Street from Meadow Street to Eighth Avenue, dedicated turning lanes on Locust Avenue and Wildman Street as well as other improvements ranging from enhancement of corner turning radii to pedestrian amenities; and

**WHEREAS**, in order to accomplish the full scope of this project, the city must acquire various property rights, including a minor property acquisition as well as the acquisition of certain easements; and

**WHEREAS**, it is in the best interest of the city to acquire said rights and proceed with the required work.

**NOW, THEREFORE, BE IT RESOLVED THAT** Mayor Joseph M. Cavo be and hereby is authorized to execute the Project Authorization Letter and other related documents when said documents are submitted to the city by the State Department of Transportation; and

**BE IT FURTHER RESOLVED THAT** the city, through the Office of the Corporation Counsel, be and hereby is authorized to acquire the property interests set forth in the attached description of property rights to be acquired, in accordance with procedures established by state law, either by negotiation or eminent domain through the institution of suit against the interested property owners and holders of mortgages encumbering the property, if any, by January 1, 2022.

Description of Easement (*Serial No. 1*)Defined Easement for Roadway Purposes

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Limit of Defined Easement for Roadway Purposes" on a map entitled: "Right of Way Survey City of Danbury Map Showing Land and Easement Acquired from Leonard Joseph Kelly Trust & Michael A. Kelly Living Trust 215 & 217 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point marking the intersection of the approximate northerly line of White Street and an approximate property line marking the southwesterly corner of #217 White Street, thence running in an east-northeast direction, a distance of 32 feet more or less to a point; thence running easterly a distance of 46.89 feet to a point; thence running along a curve to the left having a radius of 6 feet, a distance of 11 feet more or less to a point, said point located on the approximate westerly line of Ninth Avenue, the last three courses running through land now or formerly of Leonard Joseph Kelly Trust, et al;

thence turning and running in a southeasterly direction along said line of Ninth Avenue a distance of 13 feet more or less to a point, said point located on the approximate northerly line of White Street;

thence turning and running westerly along said line of White Street a distance of 91 feet more or less to the place and point of beginning.

The above described Defined Easement for Roadway Purposes contains 226 square feet, more or less.

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### Description of Easements (*Serial No. 2*)

#### Defined Easement for Roadway Purposes

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Limit of Defined Easement for Roadway Purposes" on a map entitled: "Right of Way Survey City of Danbury Map Showing Easements Acquired from Knaps LLC 225 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point which marks the intersection of the approximate northerly line of White Street and the approximate easterly line of Ninth Avenue, thence running northwesterly along the said line of Ninth Avenue, a distance of 5 feet more or less, to a point;

thence turning and running easterly, a distance of 128 feet more or less, through land now or formerly of Knaps LLC, to a point, said point being located on the approximate westerly line of Locust Avenue;

thence turning and running in a southwesterly direction along said line of Locust Avenue, a distance of 8 feet more or less to a point, said point being located on the approximate northerly line of White Street;

thence turning and running westerly along said line of White Street, a distance of 119 feet more or less to the place and point of beginning.

The above described Defined Easement for Roadway Purposes contains 540 square feet, more or less.

#### Defined Traffic Easement

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Limit of Defined Traffic Easement" on a map entitled: "Right of Way Survey City of Danbury Map Showing Easements Acquired from Knaps LLC 225 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point located on the approximate westerly line of Locust Avenue, said point being located 8 feet more or less northeasterly of the intersection of the approximate northerly line of White Street and the approximate westerly line of Locust Avenue;

thence proceeding westerly, a distance of 6 feet more or less to a point; thence turning and running northeasterly a distance of 41 feet more or less to a point, said point being located on the

westerly line of Locust Avenue – the last two courses being through land now or formerly of Knaps LLC;

thence turning and running southwesterly a distance of 28 feet more or less; thence tuning and running southwesterly, a distance of 11 feet more or less, all along the approximate westerly line of Locust Avenue to a point, which marks the place and point of beginning.

The above described Defined Traffic Easement area contains 185 square feet, more or less.

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Description of Easements (Serial No. 3)

Defined Easement for Roadway Purposes

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Limit of Defined Easement for Roadway Purposes" on a map entitled: "Right of Way Survey City of Danbury Map Showing Easement Acquired from Westconn Properties Inc. 233 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point which marks the intersection of the approximate northerly line of White Street and the approximate easterly line of Locust Avenue, thence running northwesterly along the said line of Locust Avenue, a distance of 12 feet more or less, to a point;

thence turning and running easterly, a distance of 233 feet, more or less through land now or formerly of Westconn Properties, Inc. to a point, said point marking the approximate southeasterly corner of land of said Westconn, said point also being located on the approximate northerly line of White Street;

thence turning and running westerly along said line of White Street, a distance of 227 feet more or less to the place and point of beginning.

The above described Defined Easement for Roadway Purposes contains 1,116 square feet more or less.

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Description of Easements (*Serial No. 4*)

Taking

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Limit of Taking" on a map entitled: "Right of Way Survey City of Danbury Map Showing Land and Easement Acquired from Intertech Associates LLC 226 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point which marks the intersection of the approximate southerly line of White Street and the approximate easterly line of Wildman Street, thence running easterly along said White Street, a distance of 14 feet more or less to a point;

thence along a curve to the left having a radius of 34 feet, a distance of 19 feet more or less to a point, said point being located on the approximate easterly line of Wildman Street;

thence turning and running northerly along said Wildman Street and distance of 12 feet more or less to the place and point of beginning.

The above described Limit of Taking contains 62 square feet more or less.

Defined Easement for Roadway Purposes

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Defined Easement for Roadway Purposes" on a map entitled: "Right of Way Survey City of Danbury Map Showing Land and Easement Acquired from Intertech Associates LLC 226 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point located on the southerly line of White Street, said point being located 14 feet more or less easterly of the intersection of the approximate southerly line of White Street and the approximate easterly line of Wildman Street, thence running easterly along said White Street, a distance of 65 feet more or less to a point;

thence turning and running southwesterly a distance of 35.7 feet more or less to a point, thence continuing a distance of 19.93 feet to a point, thence along a curve to the left having a radius of 29 feet, a distance of 36.4 feet more or less to a point, thence running southerly, a along a curve



to the left having a radius of 477 feet, a distance of 11.7 feet more or less all through land now or formerly of Intertech Associates LLC to a point, said point being located on approximate easterly line of Wildman Street;

thence turning and running northerly along said Wildman Street, a distance of 25 feet more or less to a point;

thence turning and running along a curve to the right having a radius of 34 feet, a distance of 19 feet more or less through land now or formerly of Intertech Associates LLC to the place and point of beginning.

The above described Defined Easement for Roadway Purposes contains 252 square feet more or less.

Defined Traffic and Utility Easement

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Defined Traffic and Utility Easement" on a map entitled: "Right of Way Survey City of Danbury Map Showing Land and Easement Acquired from Intertech Associates LLC 226 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point located on the approximate easterly line of Wildman Street, said point being located 37 feet more or less southerly from the intersection of the approximate southerly line of White Street and the approximate easterly line of Wildman Street, thence running northerly along a curve to the right having a radius of 477 feet, a distance of 11.7 feet more or less, thence along a curve to the right having a radius of 29 feet, a distance of 36.4 feet more or less, thence easterly, a distance of 19.93 feet more or less, thence southerly, a distance of 7 feet more or less, thence westerly, a distance of 19.35 feet, thence along a curve to the left having a radius of 22 feet, a distance of 27 feet more or less, thence southerly, a distance of 175 feet more or less all through land now or formerly of Intertech Associates LLC, to a point, said point being located on the easterly line of Wildman Street;

thence turning and running northerly along said Wildman Street, a distance of 163 feet more or less to the place and point of beginning.

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Description of Easements (*Serial No. 5*)

Defined Traffic Easement

A certain piece or parcel of land situated in State of Connecticut, County of Fairfield and City of Danbury being depicted as "Defined Traffic Easement" on a map entitled: "Right of Way Survey City of Danbury Map Showing Easement Acquired from Susan C. Regner 222 & 224 White Street by the City of Danbury White Street and Locust Avenue Intersection Improvements" by Milone & MacBroom, Inc., Scale: 1"=20', Dated: November 2020, and being more particularly bounded and described as follows:

Beginning at a point which marks the intersection of the approximate southerly line of White Street and the approximate westerly line of Wildman Street, thence running southeasterly along said line of Wildman Street, a distance of 21 feet more or less to a point;

thence turning and running northwesterly a distance of 27 feet more or less through land now or formerly of Susan C. Regner to a point, said point being located on the approximate southerly line of White Street;

thence turning and running easterly along said line of White Street, a distance of 9 feet more or less to the place and point of beginning.

The above described Defined Traffic Easement contains 78 square feet more or less.

(9)

**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.**

May 24, 2021

Honorable Joseph M. Cavo, Mayor  
City Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

**Re: Kennedy Avenue Bridge over Still River**  
**Local Bridge Program**  
**State Project No. 9034-4176**  
**Bridge No. 04176**

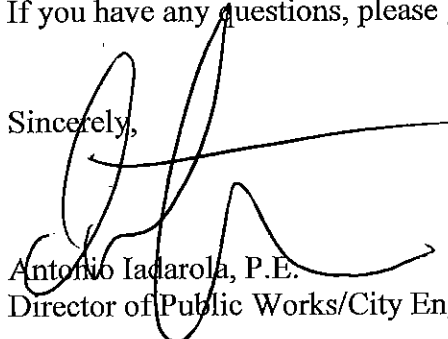
Dear Mayor Cavo and City Council Members:

The State of Connecticut Department of Transportation has reviewed the application for the above noted bridge project and grant agreements have been received by the City for processing.

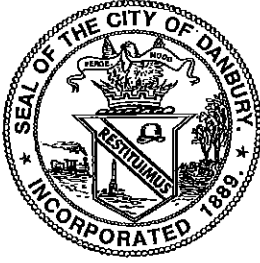
It is hereby requested that the City Council authorize the Mayor to sign the grant agreements for this project and any associated agreements.

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

Sincerely,

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

cc: Laszlo Pinter, Esq.  
David St. Hilaire



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

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

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



**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

**DATE:** May 24, 2021

**RE:** Connecticut Department of Housing Emergency Shelter Grant

The State of Connecticut Department of Housing (DOH) has notified the City of Danbury Department of Health and Human Services that there has been an amendment to the existing contract for the Emergency Shelter Grant and continued funding in an amount not to exceed \$138,264 dollars has been approved. The DOH stipulates that these funds are to be used to support shelter staff, operational expenses, food, transportation, and cleaning products needed for the daily operations and upkeep of the City of Danbury's Emergency Shelter until June 30, 2023.

Respectfully,

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 State of Connecticut Department of Housing (DOH) has notified the City of Danbury Health and Human Services Department that it has been awarded an amendment to the current emergency shelter grant; and

**WHEREAS**, the original grant funding, in the amount of \$138,264, was for two (2) years; and

**WHEREAS**, the new grant funding, in the amount of an additional \$138,264, will fund the Emergency Shelter operating expenses for an additional two (2) years; and

**WHEREAS**, the grant period is 7/1/19 – 6/30/23; and

**WHEREAS**, this funding will allow the Health and Human Services Department to operate the Emergency Shelter.

**NOW THEREFORE BE IT RESOLVED THAT** Joseph M. Cavo, Mayor of the City of Danbury, or Kara M. Prunty, Acting Director of Heath as his designee, is hereby authorized to apply for and accept said funds and to execute all contracts and agreements necessary to effectuate the purposes thereof.

0-2

5/20/2021

The Honorable Joseph M. Cavo  
Mayor  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

CONTRACT #: 19DOH0101AZ  
PERIOD: 07/01/19 - 06/30/23

AMENDED AMOUNT: \$138,264.00  
TOTAL AMOUNT: \$276,528.00

Dear Mayor Cavo:

The accompanying documents are for execution of the Purchase of Service Agreement referenced above. Carefully review all documents and, before the agreement is signed, let me know whether you have any changes. Please return a PDF of all documents requiring signature to my e-mail address [susan.gajda@ct.gov](mailto:susan.gajda@ct.gov) ASAP.

The following documents are included:

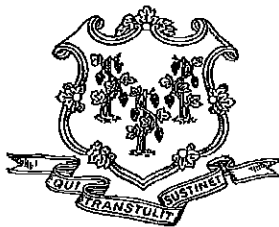
- Amendment terms.
- Part II, Mandatory Terms & Conditions
- Signature & Approvals - Please sign and date.

If you have any questions regarding this process please contact me through e-mail at [susan.gajda@ct.gov](mailto:susan.gajda@ct.gov). For questions regarding the program, please contact Kara Zichichi by e-mail at [Kara.Zichichi@ct.gov](mailto:Kara.Zichichi@ct.gov).

Sincerely,

**Sue Gajda**  
Department of Housing  
*Individual & Family Support Programs*  
(860) 270-8044





STATE OF CONNECTICUT  
DEPARTMENT OF HOUSING

## CONTRACT AMENDMENT

Contractor: City of Danbury

Contractor Address: 155 Deer Hill Avenue, Danbury, CT 06810

Contract Number: 19DOH0101AZ

Amendment Number: A1

Amount as Amended: \$276,528.00

Contract Term as Amended: 7/1/2019 – 6/30/2023

The contract between **City of Danbury** (*the "Contractor"*) and the **Department of Housing** (*the "Department" or "Agency"*) which was executed by the parties on effective date: 7/1/19, is hereby amended as follows:

1. The contract is amended because the total maximum amount payable under this contract has increased by **\$138,264.00 from \$138,264.00 to \$276,528.00**. The funding added through this amendment shall be used by the Contractor to extend contract services through **6/30/23**.
2. The term of the contract is extended for an additional two years and the end date of the contract is changed from **6/30/21 to 6/30/23**.
3. The centralized mailbox address in Part I, Section F. 1 and G1 of the contract is hereby deleted and the following is substituted in lieu thereof:

[Susan.gajda@ct.gov](mailto:Susan.gajda@ct.gov)

4. Part I, Section G. 4. the contract is hereby deleted and the following is substituted in lieu thereof:

4. **Quarterly Financial Reports:** The Contractor shall submit 3, 6, 9 Month Quarterly Financial Reports. The Financial Reports shall be in the form prescribed by the Department and shall report the actual income and expenditures for each funded program for the life of the Contract.

DOH FINANCIAL REPORTING GUIDE				
Program Type	Quarterly Financial Report	Annual Financial Report	Annual Audit	Budget Revisions
	Due 1/15, 4/15, 7/15 and 10/15 of each contracted	7/1 – 6/30 Due August 31 of each	Due no later than 6 months after the close of the contractor's	Due March 31 of each contract year and no later than May 15 of each contract year



5.

	year	contract year	fiscal year	
ESS	X	X	X	X

Part  
I,

Section I. 1. of the contract is hereby deleted and the following is substituted in lieu thereof:

1. Payment Provisions. DOH agrees to pay for the services provided and as described under this Contract up to a maximum amount not to exceed \$276,528.00, for the entire Contract period.

6. The budget on page 19 of the contract is hereby deleted and the following is substituted in lieu thereof:

7. All terms and conditions of the original Contract, and any subsequent amendments thereto, which were not modified by this Amendment remain in full force and effect.



# CITY OF DANBURY

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

HIGHWAY DEPARTMENT  
(203) 797-4605

TIMOTHY P. NOLAN  
SUPERINTENDENT OF PUBLIC SERVICES

May 13, 2021

Mayor Joseph M. Cavo  
Honorable Members of the City Council  
155 Deer Hill Avenue  
Danbury CT 06810

RE: Finding Our Way; Building a Post-COVID19 Watershed Management Career Pipeline for at-Risk High School Youth Through Storm Water Stewardship

Dear Mayor and Council;

I hereby request your consideration and approval to donate City employee labor hours as expert knowledge toward developing a unit of study on watershed management at the Danbury High School. In return high school students will summer intern in Danbury Departments performing job tasks related to the watershed industry.

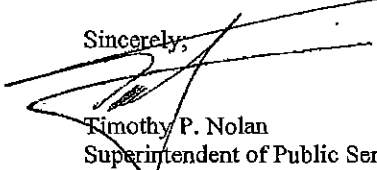
This Stewardship Program will be part of a partnership agreement, funded by a State Grant, between Western Connecticut State University, and the City of Danbury with participation from stakeholders such as Danbury Board of Education, First Light Power, and CT Inland Fisheries. The grant will fund the student summer internship, student supervision, and management.

It is anticipated that Danbury Department employees will provide 8 to 10 labor hours total per year for a 3 year term, in meetings and classroom presentation, to provide expert knowledge to help Danbury teachers develop and implement the unit of study. Additionally, I will sit on the Grant Steering Committee, and attend monthly meetings.

Ultimately the goal is to introduce these students to the science, and then to the practical job opportunities in our Watershed Industry. Some of these job opportunities include Engineers and Operators that design and maintain our storm water system, Operators and Mechanic's that operate and maintain our water treatment and distribution systems, as well as Health Department inspectors and right of way compliance inspectors to name a few.

Thank you for your consideration.

Sincerely,

  
Timothy P. Nolan  
Superintendent of Public Service  
City of Danbury  
(203) 797-4607



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2021

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

**WHEREAS**, Western Connecticut State University ("WCSU") has applied for a grant program through NOAA BWET program called "Finding our Way: Building a Post COVID19 Watershed Management Career Pipeline for At-Risk High School Youth through Storm Water Stewardship"; and

**WHEREAS**, WCSU asked the City of Danbury Public Works Department ("Public Works") to partner with them to develop a unit of study on watershed management at Danbury High School; and

**WHEREAS**, Public Works would like to partner with WCSU in this Program; and

**WHEREAS**, students from Danbury High School will intern for the summers of 2022, 2023 and 2024 in various Danbury Departments performing job tasks related to the watershed industry; and

**WHEREAS**, Public Works will provide 8 to 10 total labor hours per year for a three (3) year term with attendance at meetings and classroom presentation; and

**WHEREAS**, there is no requirement for City matching funds as this will be in-kind services; and

**WHEREAS**, the project period runs for three (3) years from September 2021 through August 2024.

**NOW THEREFORE BE IT RESOLVED THAT** the City Council authorizes the Public Works Department to partner with WCSU and that Joseph M. Cavo, Mayor of the City of Danbury, or Timothy Nolan, Superintendent of Public Services, as his designee, is hereby authorized to execute all contracts and agreements necessary to effectuate the purposes thereof.



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

David W. St. Hilaire  
Director of Finance

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

**MEMORANDUM**

**TO:** HON. JOSEPH M CAVO VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DS*  
**DATE:** 5/19/21  
**RE:** RESOLUTION-NRWIB YOUTH EMPLOYMENT PROGRAM

---

Attached for your review is a resolution that will allow the City of Danbury to apply for and accept funding through the Northwest Regional Workforce Investment Board (NRWIB). This funding is available to municipalities from the State of Connecticut Department of Labor and is passed to agencies coordinating employment for area youth.

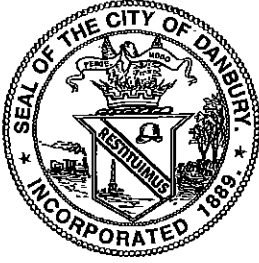
The Mayor's Office requests once again to continue to work with Danbury Youth Services to facilitate this program. A funding request in an amount not to exceed \$96,100 will be submitted to NRWIB to fund a youth employment program from 7/1/21-6/30/22.

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

Attach.

DST/sk

18-1



## RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

**WHEREAS**, the Northwest Regional Workforce Investment Board has notified the City of Danbury of funding through the State of Connecticut Department of Labor for its Youth Employment Program; and

**WHEREAS**, funding is available to cover programs from 7/1/21-6/30/22 in an amount not to exceed \$96,100; and

**WHEREAS**, these funds will be 'passed-through' to Danbury Youth Services to oversee and administer employment programs for the participants.

**NOW, THEREFORE, BE IT RESOLVED THAT** Joseph M. Cavo, Mayor of the City of Danbury, is hereby authorized to apply for and accept said funding and to sign any contracts or documents in connection therewith to effectuate the purposes of said grant.

# The Northwest Regional Workforce Investment Board

122

## Request for Proposal-

### Connecticut Youth Employment Program 2021- 2022

Summer program- July 5, 2021 – August 13, 2021

Year Round program- September 1, 2021 – June 15, 2022

#### Background:

The Northwest Regional Workforce Investment Board (NRWIB) is a private, non-profit serving the employment and training needs of residents and from the 41 cities and towns which comprise the Northwest corner of Connecticut. The Board is desirous of seeking qualified vendors to operate in Waterbury, the Connecticut Youth Employment Program beginning July 5, 2021.

#### Purpose:

NRWIB is seeking qualified vendors to operate a youth employment program for eligible youth between the ages of 14 and 21. The program will consist of an intensive six week summer program. **Programs must be work experience** in nature that shall begin July 5, 2021. The program will end no later than August 13, 2021 for a minimum of 20 hours per week. A Year Round component of the program will be considered with funds remaining at the end of the summer portion consistent with the programming offered during the summer or may be revised with the consent of that Northwest Regional Workforce Investment Board.

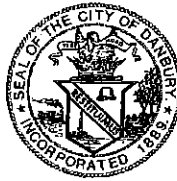
#### Scope of Work:

Qualified vendors must be able to demonstrate the ability to work collaboratively with young people and staff from the NRWIB to help area youth succeed in the workplace. This collaboration requires that vendors provide youth with a worthwhile **work experience program** that meets the basic personal and social needs and builds workplace competencies necessary for successful adolescent and adult life. Qualified vendors must have at least 4 years' experience in providing these services.

#### Terms and conditions:

All Proposals must be submitted to: **Northwest Regional Workforce Investment Board Inc. Attn: Albert Chabot, CYEP Program Manager, 249 Thomaston Ave, Waterbury, CT 06702.** All proposals must be submitted no later than **4:00 PM, Wednesday, April 28, 2021.** **Electronic submissions will be accepted and must be sent in both Word and PDF format to Albert Chabot at: [Albert.Chabot@NRWIB.org](mailto:Albert.Chabot@NRWIB.org) with the Subject Line- Response to CYEP 2021 Proposal \_**

- The decision to approve and therefore, subsequently implement any and all requests for proposals by this office will carry with it the requirement that **SUBGRANTEES MUST NAME THE NORTHWEST REGIONAL WORKFORCE INVESTMENT BOARD AS THE SOURCE OF FUNDING IN ANY AND ALL PUBLICITY DENOTING PROGRAM OPERATIONS.**
- Funds are subject to Notice of Funds Availability released by the State of Connecticut through the Department of Labor
- Selected Vendors will be responsible for assuring that all youth assigned to them have completed the application process, including the submission of ALL required documentation. (Page 7)
- **IMPORTANT: Please be aware that funding for the program has not yet been finalized.**



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

David W. St. Hilaire  
Director of Finance

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

**MEMORANDUM**

**DATE:** 05/19/2021  
**TO:** HON. JOSEPH M. CAVO VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DW*  
**RE:** **RESOLUTION** – SPEED AND AGGRESSIVE DRIVING ENFORCEMENT  
GRANT – POLICE DEPARTMENT

---

Attached for your review is a resolution that will allow the City of Danbury Police Department to apply for and accept funding from the State of Connecticut, Department of Transportation for the "2021 Speed and Aggressive Driving Enforcement" campaign.

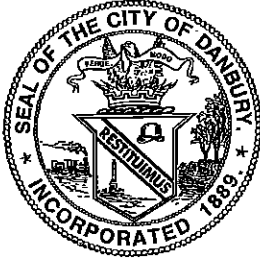
The Police Department has been notified of available funding for enforcement operations from July 1, 2021-September 6, 2021.

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

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

DST/sk

cc: Chief P. Ridenhour



## RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

**WHEREAS**, the State of Connecticut Department of Transportation, Highway Safety Office, has notified the City of Danbury Police Department of funding available through its '2021 Speed and Aggressive Driving Enforcement' program; and

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

**WHEREAS**, the anticipated project period is July 1, 2021-September 6, 2021

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





# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

13-2  
RECEIVED  
FINANCE DEPT

MAY 10 2021

DEPARTMENT OF POLICE  
375 MAIN STREET

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

May 4, 2021

## MEMORANDUM

To: David St. Hilaire, Director of Finance

From: Patrick A. Ridenhour, Chief of Police

Subject: **State of Connecticut – DOT  
2021 Aggressive Driving & Speeding Enforcement Grant**

This Department requests that the City Council act on and approve the attached State of Connecticut DOT Aggressive Driving & Speeding Enforcement Grant. Funding is 100% from the State, not to exceed \$50,000.00. This grant program will run from July 1 – September 6, 2021.

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

Patrick A. Ridenhour  
Chief of Police

PAR:mrl  
Attach.

Cc: Sgt. DeRocco



RECYCLED  
PAPER

PROJECT TITLE	APPLICANT	
FY 2021 Speed & Aggressive Driving Enforcement	Danbury Police Department	
	PROBLEM ID	PAGE 1 OF 2

## OBJECTIVES

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

- To Increase High Visibility Speed and Aggressive Driving Enforcement, especially in areas with high population, high traffic volumes and roadways with low posted speed limits. These areas have been identified through state level problem identification as the most likely to effect the greatest number of speed related crashes through HVE speed enforcement.
- To reduce or maintain speed related crashes during the grant period below the 3 year average (2018 - 2020).

## STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION:

### 2019 Statewide Statistics\*:

45 % of **speed** crashes occur during the weekend days of Friday through Sunday.

27% of fatally injured **speeding** drivers crashed during the hours of 9 PM to 1 AM.

26 % of all fatalities were **speeding** related.

54% of **aggressive driving** crashes occur during the weekend days of Friday through Sunday.

26% of fatally injured **aggressive drivers** crashed during the hours of 3 PM to 5 PM.

26% of all fatal crashes involved **aggressive driving**.

\* figures are preliminary and subject to change

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

- Total number of fatal and injury crashes 2018-2020
- Past High Visibility Enforcement grant performance

PROJECT TITLE		APPLICANT	
FY 2021 Speed & Aggressive Driving Enforcement			
		PROBLEM ID	PAGE 2 OF 2

## STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION (CONT.):

List proposed enforcement locations and provide a justification for each location.  
Include local problem identification and include data.

Examples: TIME OF DAY, ACTUAL WEEK DAY, AND LOCATIONS WHERE THE PROBLEM EXISTS

Speed Crashes			Target Goal
2018	2019	2020	2021
261	239	184	120
Speed Fatalities			Speed Fatalities
2018	2019	2020	2021
3	2	1	0
Speed Injuries			Speed Injuries
2018	2019	2020	2021
50	76	46	30
Speed Citations			Speed Citations
2018	2019	2020	2021
1332	1097	668	1150

Crash data can be obtained from the Connecticut Crash Data Repository at:

<http://www.ctcrash.uconn.edu/>

### Problem Identification:

List locations with the highest problems:

Sugar Hollow RD
Route 39
Route 37
Coalpit Hill
Maple Ave
Pembroke Rd.
Hayestown Ave
Millplain Rd
Memorial Dr.
Mountainville Ave.

List day(s) of the week
Monday- Sunday

List time(s) of the day:
0600-2200

You must provide grant point of contact information for this grant  
(This would be the person who is the day-to-day point of contact)

Name of Contact:	Sgt Rory DeRocco
Contact Title:	Sergeant
Work Phone:	203 797-2157
Cell Phone:	203 448-8287 For HSO Use Only
FAX No.	
Email Address:	r.derocco@danbury-ct.gov



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

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

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

**MEMORANDUM**

**DATE:** 05/19/2021  
**TO:** HON. JOSEPH M. CAVO VIA THE CITY COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *D45*  
**RE:** RESOLUTION-AMERICAN RESCUE PLAN ACT-CT STATE LIBRARY

---

Attached for your review is a resolution that will allow the City of Danbury Public Library to accept funding from the Connecticut State Library through its 'American Rescue Plan Act' grant funding.

This funding is a part of the CARES Act of 2020 and is being provided to the Connecticut State Library by the Institute of Museum and Library Services.

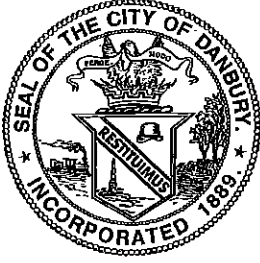
Funding will not exceed \$3,000, are to be expended by September 30, 2022 and will be used to purchase furniture.

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

Attach.

DST/sk

Cc: K. Pearson



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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

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

**WHEREAS**, the Connecticut State Library has notified the Danbury Public Library of available funds through the 'American Rescue Plan Act'; and

**WHEREAS**, this funding is provided to the Connecticut State Library through the Institute of Museum and Library Services and is associated with the CARES Act of 2020; and

**WHEREAS**, this funding, in an amount not to exceed \$3,000, will be used to purchase new library furniture that is moveable and easy to clean; and

**WHEREAS**, this funding must be expended by September 30, 2022 and there is no local match required.

**NOW, THEREFORE, BE IT RESOLVED THAT** Mayor Joseph M. Cavo, Mayor of the City of Danbury, or Katie Pearson, Library Director, as his designee, is hereby authorized to sign any documents necessary to effectuate the purposes of said grant application and execute on behalf of the City of Danbury all contracts, agreements or amendments and to take all actions necessary to accomplish the purposes of this funding and to ratify any prior required actions taken in furtherance hereof.

14-2

RECEIVED  
FINANCE DEPT  
APR 26 2021

# Danbury Library

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

TO: Honorable Mayor Joseph Cavo  
Members of the City Council  
FROM: Katie Pearson, Library Director  
SUBJECT: American Rescue Plan Act  
DATE: April 22, 2021

The Danbury Library is respectfully requesting permission to accept \$3,000 from the American Rescue Plan Act. This grant is made possible in part by the Institute of Museum and Library Services under the provisions of the Library Services and Technology Act and will be administered by the Connecticut State Library.

Funds will be used to purchase new library furniture that is moveable with easy to clean surfaces.

Please note that there are no requirements for matching funds and there is no contract.

Sincerely,



Katie Pearson

Library Director



**CT State Library**  
Division of Library Development

143

[HOME](#) [ABOUT US](#) [SERVICES](#) [HELP CENTER](#) [COMMUNITY](#) [NEWS](#)

[Connecticut State Library](#) / [LibGuides Home](#) / [DLD](#) / [ARPA Grants to CT Public Libraries](#) / [Grants](#)

## ARPA Grants to CT Public Libraries: Grants

Information about grants for Connecticut public libraries made possible through funding from the American Rescue Plan Act

[Grants](#) [Digital Navigator Pilot](#)

### Purpose

To achieve the American Rescue Plan Act's purposes with respect to the **Institute of Museum and Library Services (IMLS)** Grants to States, this funding is to be used by the states by **September 30, 2022**, in helping communities respond directly and immediately to the pandemic, as well as to related economic and community needs through equitable approaches. **IMLS** sees the outcomes of the ARPA funding as the logical extension of the rapid and intentional rollout of the **CARES Act of 2020** as well as **Governor Lamont's Everybody Learns Initiative** which helped address digital inequities. **IMLS** has established the high priority spending categories as follows:








- a. First, to enable libraries to reach residents with internet hotspots, accessible Wi-Fi, and other digital inclusion efforts, particularly in support of education, health, and workforce development needs. The following types of data, among others, can inform efforts to reach underserved populations:
  - Poverty/Supplemental Nutrition Assistance Program (SNAP)
  - Unemployment
  - Broadband availability
- b. Second, to provide rapid emergency relief to libraries across the country, allowing them to safely respond to the pandemic and implement public health protocols.
- c. Third, to support library services that meet the needs of communities throughout the U.S., including costs such as technology, training, materials, supplies, equipment, and associated indirect costs.

**\*The Connecticut State Library is subject to the IMLS Grants to States program rules and regulations in the administration of the ARPA funds. This includes Cost Principles described in the Code of Federal Regulations.**

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## Documents &amp; Forms

## ARPA Grants map

-  Info Session  
Presentation Slides
-  ARPA Grant  
Application  
Send your completed  
application to your  
designated contact by  
June 30, 2021.
-  List of Recipients  
and Grant Amounts  
See also the ARPA  
Grants map.
-  Federal Grant  
Requirements
-  Press Release  
from CSL  
Released on Conntech,  
May 4, 2021.
-  Press Release  
Template  
You can use this  
template to create a  
press release for your  
own library to announce  
your good news.
-  ARPA Grant  
Program Overview  
Provides a helpful  
overview of the grant  
program to use in your  
communications.

## ARPA Grant Payments to Connecticut Public Libraries, 2021

Scroll over each town to see the ARPA grant amount in 2021, Everybody Learns grant amount in 2020, and designated point of contact at DLD for your ARPA grant.

0 31500



Coming soon:

- Report Form - due  
June 1, 2022





## CITY OF DANBURY CULTURAL COMMISSION



15

256 Main Street  
Danbury, Connecticut 06810  
203 797 4508

May 24, 2021

Mayor Joseph M. Cavo,

The Danbury Cultural Commission has obtained a \$750 Grant for Make Music Day, an annual International music festival held on the first day of summer, June 21. This Grant comes from the State of Connecticut through the Make Music Alliance. Danbury is one of 14 Connecticut Cities/Towns participating in this festival. Already 3 venues and 10 performers are signed up and more are expected.

The Cultural Commission seeks permission from the Council to spend the grant for this International music festival, in accordance with the guidelines below and will follow up as required.

### Grant Guidelines

- Grantees must be members of the Make Music Alliance, with signed membership agreements for 2021 returned and dues received **by April 15th**.
- Grantees must be based in the State of Connecticut.
- Applicants must apply by **May 1st** by completing a simple one-page form and emailing it to [matt@makemusicday.org](mailto:matt@makemusicday.org). That form is attached, and is also available upon request. Grant checks will be mailed out following.
- Each grant will be for \$750.00
- The first 13 eligible applicants to apply will receive funding.
- Grantees must acknowledge the Connecticut State Office of the Arts on their marketing materials by displaying their logo, and by including the phrase "with the support of the Department of Economic and Community Development, Office of the Arts, which also receives support from the National Endowment for the Arts, a federal agency."
- Grants must be spent on Make Music Day program activities (not on administrative costs).
- Grantees must send a grant report to the Make Music Alliance by July 21, 2021 via email, with (a) an explanation of how the money was spent, in a few words, (b) at least 6 photos from your Make Music Day events, and (c) photos or screenshots of your website or marketing materials showing how you acknowledge the Connecticut State Office of the Arts.

The Check will be held at the Finance Department where it will await permission for use. Going forward the Commission will seek permission earlier in the process, as we expect this grant will be available next year. We were unaware of the grant process until days ago. The use of State dollars is a welcome assistance to bringing Culture and Art to the City.

Thank you for your time and understanding.

Gregory Wencek  
Coordinator, Danbury Cultural Commission  
For Harvy Center, Chairman



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_A.D. 2021

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

**WHEREAS**, the Make Music Alliance makes funds available for an annual international music festival held on June 21<sup>st</sup> every year; and

**WHEREAS**, the Danbury Cultural Commission has been awarded a grant to participate in this free musical festival; and

**WHEREAS**, this funding will not exceed \$750.00 and there is no City match required.

**NOW THEREFORE BE IT RESOLVED THAT** Joseph M. Cavo, Mayor of the City of Danbury, or Gregory Wencek, Coordinator of the Cultural Commission, is hereby authorized to accept said funds and to execute all contracts and agreements necessary to effectuate the purposes thereof and ratify any prior required actions taken in furtherance hereof.

16

~AD HOC REPORT~  
J.Earl Associate (Airport) Lease  
Monday, May 24, 2021

Chairman Irving Fox called the meeting to order at 6:00 p.m. on Monday, May 24, 2021, via video conference. Present were Committee Members Warren Levy and Fred Visconti. Ex-Officio Members Farley Santos, and Paul Rotello. Also present were Deputy Corporation Counsel Les Pinter, Airport Administrator Michael Safranek, Tax Assessor Donna Murphy, and Finance Director David St. Hilaire. Representing the McDermotts were Robin Kahn and Dave Kaplan of J. Earl Associates and Benjamin Thomas.

Mr. Fox noted the purpose of the meeting is the J. Earl Associates airport lease - Item 3 on the May 2021 meeting.

Mr. Visconti noted Engine 26 will have a good size building placed on their structure with 4 bays and one lift, about 10 feet away from the existing driveway.

Mr. Pinter noted the item was last discussed by the Committee on March 23, 2021 when the petitioner asked about assignment of the lease to J. Earle Associates Condominium LLC. The Committee recommended that to the Council dependent on a real estate appraisal for the rent. On April 6th, the City Council received the Committee report and recommended the assignment occur subject to the independent appraisal. On April 16th, Dave Kaplan sent a letter asking for an additional extension to 2043. On May 6th the Council sent the request back to the Committee. On April 29th, Mr. Kaplan sent a copy of the appraisal. The Committee may decide whether to recommend Council establish the rent and to consider whether an additional 10-year assignment should be considered and recommended to the full Council in June. The Planning Commission issued a positive recommendation on May 13th.

Mr. Levy inquired regarding the limited appraisal and commented on parking. Mr. Pinter commented on assignment of the parking.

Mr. Kaplan responded to comments regarding parking spaces and the appraisal, and paving, striping, etc. that was done. He also responded to Mr. Rotello's questions regarding current utilization of the parking spaces and to Mr. Visconti regarding the for-sale sign upstairs on the upstairs portion.

Ms. Kahn further elucidated the plan for the McDermott's purchase of the upstairs floor.

Mr. Pinter, Mr. Kaplan, Ms. Murphy, and Mr. St. Hilaire responded to tax questions.

**A motion was made by Councilman Levy, and seconded by Councilman Visconti, to amend the lease between the City of Danbury and J. Earl Associates to include two additional five-year extension options to the year February 3, 2043. The motion passed unanimously.**

**A motion was made by Councilman Levy, and seconded by Councilman Visconti, to adjourn. The motion passed unanimously. The meeting adjourned at 6:31 p.m.**

Respectfully Submitted,

Irving Fox, Chair

Warren Levy

Fred Visconti

16-1

~AD HOC REPORT~  
Property Lease Airport Road  
Tuesday, March 23, 2021

Chairman Irving Fox called the meeting to order at 6:50 p.m. on Thursday, March 23, 2021, via video conference. Present were Committee Members Warren Levy and Fred Visconti. Ex-Officio Members Vinny DiGilio, John Priola, Paul Rotello, and Duane Perkins. Also present were Deputy Corporation Counsel Les Pinter, Airport Administrator Michael Safranek, and Public Relation Coordinator Taylor O'Brien. Frank and Susan McDermott of Balance, Inc., and their representative Robin Kahn, and Dave Kaplan of J. Earl Associates were also present.

Mr. Fox noted the purpose of the meeting is the assignment of a lease between the City and J. Earl Associates Condominium LLC as tenants for property on Airport Road aka Kenosia Avenue Extension - Item 3 on the March 2, 2021 meeting.

Mr. Pinter noted the item was presented to the City by letter dated January 30, 2021 wherein Mr. Kaplan requested the City consider assigning the lease for the parking premises to L. Earl Associates Condominium LLC triggering a review of the lease agreement. An appraisal amount must be agreed upon and determinations on the rental amount.

Mr. Kaplan commented the size of the property is .523 acres. Ms. Kahn clarified the plan is make the building into a two-unit condominium. Her clients would be purchasing the second floor; Mr. Kaplan would own the first floor, and the assignment would be to the Condominium Association.

Mr. Levy inquired regarding the two five-year options, built-in cost-of-living, and amount of parking. Mr. Kaplan responded regarding the rent increases over the year, and the City-owned land history.

Mr. Visconti inquired regarding on the location, and the business condominiums. Mr. Kaplan responded with further details of the agreement and the sale of the second floor to the McDermotts. Mr. Safranek further responded regarding location and responded that he has no concerns regarding the proposal as long as the building structure or height are not changing to which Ms. Kahn stated there are no such changes.

Mr. Kaplan and Ms. Kahn responded to Mr. Rotello regarding conformance to zone and everything is permitted with no plans for change of use. Mr. Pinter responded to Mr. Rotello regarding the appraisal; Mr. Kaplan stated they have no objections to paying for the appraisal. He also responded to Mr. DiGilio regarding the two five-year extensions. Ms. Kahn commented that the entity is a corporation, and would end in Inc. not LLC.

**A motion was made by Councilman Levy, and seconded by Councilman Visconti, to authorize the assignment of the lease between the City of Danbury and J. Earl Associates Condominium LLC dated February 3, 2003 to J. Earl Associates Condominium Inc. conditioned on the procurement of an independent real estate appraisal to be paid for by the lessee which appraisal shall be used to establish a revised final amount acceptable to the City all in accordance with lease addendum paragraph 6 for the balance of any terms of the lease agreement. Such revised rent to be adjusted subsequently pursuant to addendum paragraph 12. The motion passed unanimously.**

**A motion was made by Councilman Levy, and seconded by Councilman Visconti, to adjourn.** The motion passed unanimously. The meeting adjourned at 7:11 p.m.

Respectfully Submitted,  
Irving Fox, Chair  
Warren Levy  
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

May 20, 2021

## MEMORANDUM

To: Mayor Joseph Cavo  
Members of the City Council

From: Patrick A. Ridenhour, Chief of Police

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

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

### Personnel

Department Strength:

**Sworn Personnel 153**

Injury/Extended Leave	6
Light Duty	1
Field Training Program	3
Police Academy	6

**Effective strength (as of 05-19-21) 137**

\*Since last report – 0 retirements or new hires

\*Three recruits in field training are entering final phases. Barring unforeseen circumstances, they should be assigned to full duty by the next report.

\*Two of the six recruits are the police academy are scheduled to graduate in early June.

**Community Services** (See attached)

### Training

**\*\*\*Many training events were canceled or not scheduled for the month of May  
due to COVID19 concerns\*\*\***

5/3, 5/10

Axon Fleet Camera Training – Mandatory for all Personnel

5/12	Taser 7 Transition Make-up – P.Os. LaFantano, Iaquinto & Sample
Various Dates	FCPTOA Recertification Training – Mandatory for officers on 2021 POST Cycle
5/4	Rape Crisis/Sexual Assault – Lt. Corrado & Sgt. Scocozza

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

4/27 CPCA Executive Training – “Future of Police Training”  
4/27 Pre-Disciplinary Hearing  
4/28 New Taser Training Overview  
4/28 Body Camera Training Overview  
4/28 Axon Fleet Training  
4/29 Pre-Disciplinary Hearing  
4/29 DPD Sitrep COVID Meeting  
4/29 DanburyWORKS Neighbor Night  
4/30 NOBLE Annual Regional Training – Virtual – several sessions  
5/1 NOBLE Annual Regional Training – Virtual – several sessions  
5/3 DPD Sitrep COVID Meeting  
5/3 Grievance – Step 1 Meeting  
5/4-5 CPCA Annual Executive Training  
5/6 DPD Sitrep COVID Meeting  
5/6 City Council Meeting  
5/11 Fairfield County Chiefs Meeting  
5/12 Chief Interview Panel – Wallingford  
5/12 Mayor's Cabinet Meeting (Deputy Chief)  
5/12 Public Safety Application Administrator Discussion (Deputy Chief)  
5/13 DanburyWORKS Trust Core Team Meeting  
5/13 Lion's Club Luncheon Meeting  
5/13 ZBA Meeting  
5/18 DPD Staff Meeting  
5/18 POSTC Re-Certification Drug Testing Meeting  
5/19 CCPA Finance Committee – Zoom  
5/19 Police Promotional Process Review

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

### **Significant Projects**

**\*\*Body-Worn Cameras:** Patrol deployment has been completed. No issues of concern to date.

**\*\*New In-Car Cameras:** The cameras have been installed and are in use in the primary patrol fleet. No issues of concern to date.

**\*\*Tasers:** Acquisition, training and rollout of new Tasers has been completed.

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  
April 15 – May 15, 2021

Date: May 20, 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

Date: May 19, 2021

## MEMORANDUM

To: Chief Patrick Ridenhour

From: Lt. Matthew McNally

Subject: **Law Enforcement Cadet Monthly Activity Report – March & April 2021**

The months of March and April usually herald the annual beginning of our busy season for explorer activities. This year, like last, has taken its toll with the COVID-19 Pandemic. The advisors of the program have been working hard to keep our program alive, and we are seeing a slow comeback in activities. We started the month of March engaging our youth through weekly meetings using the Zoom platform. This started off strong with approximately 75% of our members participating every Thursday. We have developed some distance learning presentations and challenges to keep our members as engaged as possible. In the beginning of April as the weather began to warm up, we started meeting at police headquarters, under the parking deck, outside. By the end of April, we started to bring small portions of our group back inside the Community Classroom. We began a BEST class of 11 cadets at this time.

We are conducting our weekly meetings outdoors on the patio, weather permitting. If it is raining, we go under the parking deck.



Nice weather meetings





When it rains!

We also have spent this time working on protocols to bring the program back in the post-Covid-19 world. As we have/had one of the biggest programs in the country, we are working on protocols that meet the CDC guidelines for groups. As we all know, these guidelines seem to change daily and that keeps causing us to readdress our plans for the return of the program.

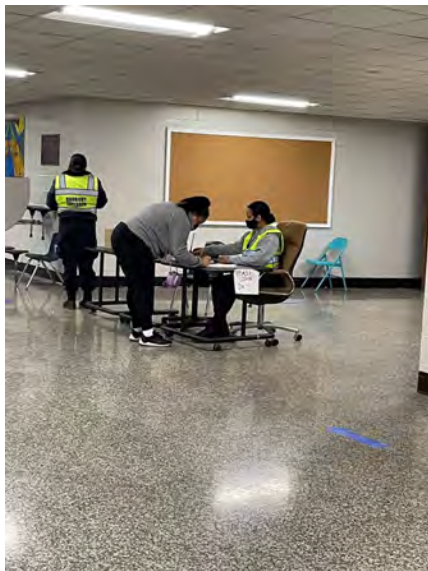
Since February, our cadets have been working at the city's Department of Public Health & Human Services vaccination clinic site at Rogers Park Middle School as well as "pop-ups" at various other locations to include the Portuguese Cultural Center, the Our Lady of Guadalupe Church, and others in many capacities to assist with several areas of the Community Vaccination Center (CVC). All cadets are trained in Incident Command System (ICS) and basic National Incident Management System (NIMS I-700). Their most valuable asset that they bring to the CVC is their multi-lingual skills, acting as interpreters for our diverse community population. The cadets also assist with registration intake, providing post-vaccine safety observation, and general assistance to anyone who needs it. This is continuing weekly until some time in June.



Cadet Translators



Working the intake registration



Post-vaccine observation



Entry Greeting/Direction



Parking Traffic Direction

Also during the past few months, we have had a team of cadets working/assisting with the Special Investigations Division of the DPD in conducting “sales compliance checks” for the stores that sell vaping products to our young children. To purchase vaping products, you must be 21 years of age. These compliance checks have been successful.

The following announcement below was posted to the cadets on March 23<sup>rd</sup>:

The New Haven FBI Field Office and Yale University Police Department are announced the 2021 Introduction to the Future Law Enforcement Youth Academy (FLEYA). Two of the Nation’s most notable and iconic institutions will conduct a full day law enforcement and legal training seminar for selected youth from the State of Connecticut.

#### FLEYA

The FLEYA training program will be offered on three (3) separate days consisting of twenty (20) students per class. Students selected will attend one of the three classes. Eligible students must be Connecticut residents between 15 – 18 years of age and submit an application on-line. There will be a total of sixty (60) students selected by the FBI which will make up the twenty students per class. Students will be selected based upon a panel review of their application and the total overall reflection of our Connecticut communities.

This joint effort to promote future law enforcement career paths for Connecticut youth, gives the selected youth an inside look at today’s FBI while simultaneously being exposed to various local and federal law enforcement agencies. Yale’s campus will serve as the home base in an academic environment that encourage students to pursue higher education and careers in law enforcement.

The students will receive specific classroom training and practical exercises taught by Special Agents, Police and Prosecutors. Topics will include: investigative forensics, use of cyber technology techniques for combating violent crime, domestic and international terrorism, civil rights (hate crimes), and more. This unique training will also act as an information session for students seeking admittance into the full week-long FLEYA camp offered in 2022.

On April 30<sup>th</sup>, I was notified that Danbury Cadet Nichole Machado has been chosen to attend the FLEYA this summer. Congratulations on her selection through a very competitive process.



Cadet Machado

We ended the month with 119 Explorer/Cadets registered, an increase from the past few months.

I would like to note that many of the cadet/explorer programs throughout the state have ceased operations or shut down completely due to COVID-19. Here in Danbury, our cadets had only a couple of periods where we engaged them online through the zoom format. But at all times our cadets and volunteer civilian advisers have been ready, willing and able to respond to any call for assistance or emergency response. I am quite proud of all the members of our program who have improvised, adapted and have overcome all obstacles put in front of them during these tumultuous times.

Respectfully submitted,

*Lt. Matt McNally*

Lt. Matthew McNally  
Post Advisor/Program Coordinator

<b>I. Membership</b>	<b>Enrolled Amount</b>
# of Explorers Enrolled	119
# of Advisors Enrolled	20

<b>II. Hours-Explorer</b>	<b>Hours</b>
Total Job Hours	966.75
Total Training Hours	657.00
Total Explorer Hours	1623.75

<b>III. Hours-Advisor</b>	<b>Hours</b>
Total Job Hours	224.75
Total Training Hours	63.00
Total Advisor Hours	287.75

## 2021 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
Forcible Rape	1	0	0	2									3
Robbery	1	0	3	3									7
Assault	1	2	2	1									6
Burglary	6	1	6	6									19
Theft	34	41	45	54									174
Motor Vehicle Theft	3	3	4	10									20
Arson	0	0	0	0									0
<b>Totals</b>	<b>46</b>	<b>47</b>	<b>60</b>	<b>76</b>									<b>229</b>

## 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									1
Forcible Rape	0	0	2	0									2
Robbery	4	3	2	3									12
Assault	4	4	7	2									17
Burglary	6	7	7	3									23
Theft	60	53	38	25									176
Motor Vehicle Theft	3	3	3	7									16
Arson	1	1	0	0									2
<b>Totals</b>	<b>78</b>	<b>71</b>	<b>60</b>	<b>40</b>									<b>249</b>

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

**2021 DANBURY POLICE DEPARTMENT STATISTICS**  
CITY OF DANBURY

**CALLS FOR SERVICE**

**2021**

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
<b>Calls for Service</b>	<b>3,955</b>	<b>3,486</b>	<b>3,348</b>	<b>3,625</b>									<b>14,414</b>

**2020**

	<i>Jan</i>	<i>Feb</i>	<i>March</i>	<i>April</i>	<i>May</i>	<i>June</i>	<i>July</i>	<i>Aug</i>	<i>Sept</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec.</i>	<i>YTD</i>
<b>Calls for Service</b>	<b>3,667</b>	<b>3,542</b>	<b>3,275</b>	<b>3,858</b>									<b>14,342</b>

**TRAFFIC ACCIDENTS**

**2021**

	<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	225	303	246	235									1,009
Personal Injury	32	32	34	39									137
<b>Total Traffic Accidents</b>	<b>257</b>	<b>335</b>	<b>280</b>	<b>274</b>									<b>1,146</b>

**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									960
Personal Injury	41	31	35	18									125
<b>Total Traffic Accidents</b>	<b>395</b>	<b>312</b>	<b>239</b>	<b>139</b>									<b>1,085</b>

**TRAFFIC ENFORCEMENT**

**2021**

	<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	86	75	75	110									346
Written Warning	4	2	1	4									11
Moving Violation	102	105	146	404									757
<b>Total Enforcement Action</b>	<b>192</b>	<b>182</b>	<b>222</b>	<b>518</b>									<b>1,114</b>

**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									628
Written Warning	18	15	10	3									46
Moving Violation	197	173	101	2									473
<b>Total Enforcement Action</b>	<b>470</b>	<b>412</b>	<b>238</b>	<b>27</b>									<b>1,147</b>

\*Traffic Enforcement Grant(s)





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

**Kevin P. Ford  
Interim Fire Chief**

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

**FIRE CHIEF'S MONTHLY REPORT**

I hereby submit my report as Interim Fire Chief of the Danbury Fire Department, which covers the period of April 21st through May 20<sup>th</sup>, 2021 and details our activities.

We are looking forward to welcoming our four new probationary firefighters to the line in June, after graduating from a four-month fire recruit class at the CT Fire Academy.

**Public Education / Prevention / Public Relations**

Engine 23 and Engine 22 practiced relay pumping and pumping of master streams. Rescue Company and Engine 23 continue their boat training. Members assisted Apparatus Supervisor Kirkwood with the docks for the boat. Members met with First Response Health and Wellness to review the physical fitness progress and discuss future plans. Members attended the funeral of the fallen New Haven firefighter.

**Suppression / Response Activities of Note**

On May 1<sup>st</sup> crews responded to Stetson Place Townhomes on Pembroke Road for a report of a mulch fire that was out. On arrival, Engine 25 found active fire behind the siding. They opened up the area from inside the garage and extinguished the fire. Truck 1 was used for ventilation of the structure.

On May 2<sup>nd</sup> crews were dispatched to Shelter Rock Road for a reported vehicle rolled over. On arrival Engine 24 found a van rolled onto its side with a telephone pole resting on top. Rescue 1 arrived on scene and were requested from Command to bring the electric spreaders. Bringing additional tools and stabilization, they used step chocks on both sides of the vehicle, passed the spreaders to Engine 24 for use on the passenger door and secured the door and other parts of the vehicle while access was being made. Once the opening was made they assisted the patient out of the vehicle and onto the stretcher. City of Danbury EMS took over patient care.

On May 5<sup>th</sup> Engine 22 responded to Danbury High School for the fire alarm. While en route, Dispatch stated that PD reported that there was a fire in the men's bathroom that was now extinguished. Upon arrival, E22 found a non-combustible school with nothing showing, building was evacuated and the alarm sounding. E22 meet with the Police on scene who stated that someone started the soap dispenser on fire in the men's bathroom on the second floor of G building and that the fire was out. E22 investigated. E22 found a light smoke condition in the bathroom with a soap dispenser that was melted and burn marks above the dispenser. The soap dispenser was in the sink with water on the ground. The school administrator's stated that a faculty member saw the smoke coming from the bathroom and had put the fire out with water. E22 had the Truck Company bring a fan for ventilation and silenced the alarm. E22 secured the scene along with PD. E22 meet with Car 45. E22 reset the alarm system. As E22 was exiting the building we were notified by an administrator that there was a white lighter in the sewer drain on the side of the baseball field just outside the G building. E22 notified the SRO and C45. The SRO called the PD's evidence tech to collect the evidence. E22 assisted C45 and the investigator to retrieve the lighter at the bottom of the sewer drain.

On May 7<sup>th</sup> Rescue 1 was dispatched to a large snake caught trying to make an escape from his cage. It was stuck in a hole in the back of the cage. We used shears to enlarge the hole to better accommodate the girth of the snake. We caused minimal damage cutting a 2"x4" square, large enough to remove the snake, small enough for an easy repair. The snake was removed, and the owners were extremely happy he was removed and mostly uninjured besides a few abrasions and scrapes. The snake was happy to be free and showed his appreciation to FF Lillis with a gentle hug.



A complicated rollover on Lake Avenue Extension took 30 minutes to extricate the driver. A few other extrications took place, including Sand Pit Road as well as Shelter Rock Road.



### **Command and Staff Activities**

- Volunteer Fire Council meeting
- City Council meeting
- Dispatch oversight meetings with IXP and the PD
- Monthly EMS/Dispatch steering committee
- City Cabinet Meeting
- IXP monthly status meeting

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

Emergency Medical Services

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



Finalized fulfilling requirements for Emergency Medical Service Instructor.  
Continuing fulfilling requirements for American Heart Association CPR/BLS/AED Instructor.  
Continued development of the department Respiratory Protection Program for compliance with OSHA 1910.134.  
Continued development of the Quality Management Program for emergency medical incidents to evaluate Quality Assurance at the pre-hospital emergency care level.  
Continued organization and maintenance of department Standard Operating Procedures.  
Began conducting annual Bloodborne Pathogen training to the volunteer division of the department.

#### Hazardous Materials Division

##### Infection Control

Continued working as liaison between the Fire Department and the Health Dept. with coordination of scheduling for personnel regarding Rapid and PCR testing and 1<sup>st</sup> and 2<sup>nd</sup> vaccines at Rogers Park Middle School including the volunteer division of the department.  
Continued maintaining communication and records for personnel that may have been affected by the Coronavirus.

##### Hazardous Materials

Conducted training with all Hazardous Material Technicians on the Radseeker CS. The Radseeker is a detection and identification device for radiological materials. In addition to providing readings on the amount of radiation in the area, it also identifies the source of the radiation (i.e. Cesium 137, Cobalt 20, etc.). Within the statewide Regional Hazmat Teams, Danbury is the only one who has this capability.

Continued development of the Hazmat Squad program with significant progress due to the positive efforts of all Squads.

Continued efforts on servicing and repair of all department meters, Personal Protective Equipment and other hazardous materials equipment.

Continued plan development for Tier II information to be readily available at hazardous material incidents.

Continued development and updating of the department's Hazardous Material Standard Operating Procedures.

Two firefighters on A Group began attending a Hazardous Material Technician training course sponsored by Fairfield County Hazmat. This is vital as once the training is complete they will augment the number of technicians on their shift.

#### Region 5 HAZMAT

On May 19<sup>th</sup>, the State Regional Hazmat Teams participated in the 2021 Field Day conducted at Rentschler Field in East Hartford. This was the first exercise of this magnitude ever conducted where all teams participated. In addition, it was a great opportunity to network with the other teams.

Sixteen members of the Danbury Fire Department's Hazmat Team attended and in conjunction with 3 members from Waterbury Fire Department represented Region 5. It was an intense day of multiple scenarios which occurred during a fictitious football game with multiple victims. Region 5 played a major role in identifying hazardous materials including Blister Agents and utilizing the RadSeeker Detector to identify radiological sources. It was a great educational and hands on training experience in which all benefitted.

It was also an opportunity for the teams within Region 5 to train together. All members functioned together very effectively and professionally and accomplished the operations which were assigned successfully.

Waterbury Fire Department is hosting a State SERC drill which is tentatively planned for July and to take place in Naugatuck. DFD Hazmat Team will participate in conjunction with WFD. This drill was postponed from last year due to the Coronavirus.

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

- This month I responded to the following incidents as the communications officer:
  - Mutual aid Drone Request – New Milford
  - 1<sup>st</sup> Alarm Structure Fire – Town Hill Ave
  - Mutual Aid Structure Fire – New Fairfield
  - Mutual aid Drone Request – Brookfield
- Attended meetings:
  - IXP/Dispatch Oversight Committee Meeting
  - CAD Updates/Changes policy meeting
  - EOC Radio System meeting
  - Dispatch meeting regarding response changes
  - Vehicle spec meeting at Fleet Auto for the two new DFM cars
  - DFD Radio System changes meeting
  - CT ESF 2 (Communications) monthly conference call meeting
  - Radio infrastructure project meeting
- Attended the HAZMAT Field Day training event in East Hartford
- Attended a training session on radiological metering and monitoring with the RadSeeker meter
- Working with CT DESPP and Northeastern Communications on access to Moses Mountain Radio site
- Worked with GIS contractor Dave Anton to correct numerous mapping issues in CAD
- Took delivery of the new Car 30; A 2021 Ford F150 special services package built by Fleet Auto Supply and Northeastern Communications.
- Assisted DPW with a vendor meet regarding their upcoming radio upgrades

- Worked with Northeastern Communications to install mobile radios in the two new Ford Ranger Deputy Fire Marshal Vehicles.

Please keep an eye on our [Facebook](#) and [Twitter](#) pages for information and incidents throughout the month!

- Ongoing projects:
  - UAS (Drone) Program implementation which includes purchasing of equipment, training, along with policies and procedures.
  - Radio system infrastructure upgrades with assistance from Northeastern Communications.
  - Updates to the computer aided dispatch system are ongoing as information is received.
  - Public Safety IT projects, tickets, and upgrades as they are received.



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

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

- 13FX - Car30 - New Engine install Family Ford Shakers
- 13FX - Car30 - oil change new engine initial break in
- 2020 - F150 - New Car 30 Up Fit Complete

- 2020 - F150 - undercoating
- 2020 - F150 - New Car 30 - install portable chargers, meter charger and hand lights
- 2020 - F150 - New Car 30 placed in service
- 2021 - 2/FM Rangers radio install
- 2021 - 2/FM Rangers placed in service
- 16FX - Car 42 - complete service
- 06PD - RSQ1 - replace front crank seal and power steering plate o-ring due to excessive oil leak - Detroit Diesel
- 10PA2 - E26 - R/R Replace Reverse alarm due to rust
- 10PA1- Spare - R/R Reman starter
- 10PA1 - Spare - New wiper blades
- 16PV1 - E22 - R/R Coolant hose
- 16 PV1 - E22 - R/R Low coolant sensor
- 14PL - TRK1 - Water way glands and bushings replaced
- Continue infrastructure construction at town park, parking area completed. Thank you Public Works!
- Dock Frames and Floats assembled and awaiting lumber
- Continue Emergency Services Boat Build
- Continue SCBA switch over
- Continue cleaning of storage trailer
- Continue organizing apparatus area

### Community Risk Reduction – Fire Marshal Terence Timan

<b>Inspections:</b>	
Residential Units	187
Business	7
Educational	8
Day Care	1
Places of Worship	2
Hotel/Motel (# of Units)	158
Liquor License	19
Mercantile	1
Food Trucks	2
Carnival (Mall)	1
<b>TOTAL</b>	<b>386</b>

<b>Fires:</b>	
Fire, Other	3
Building Fire	1
Cooking Fire	1
Chimney or Flue Fire	1
Mobile Property (vehicle) Fire	1
Passenger Vehicle Fire	1
Brush, Brush and Grass Fire	1
Outside Rubbish Fire	2
Dumpster / Other Trash Receptacle	2
Outside Mailbox Fire	1
<b>TOTAL</b>	<b>14</b>

<b>FOI Requests:</b>	50
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<b>Complaints:</b>	13
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<b>Plan Reviews:</b>	
Plans Received	22
Plans Completed	17
CO Issued	5
Consultations (On Site)	4
Site Plan Review/Consultation	6

<b>Fire Investigations:</b>	10
<b>Fires Not Investigated:</b>	4
Fire Marshal Not Notified (As Required by State Statute Sec. 29 -311(a))	

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

During the month of May, many volunteers have responded to calls and continued their training at their stations and started the second quarter training on blood borne and air borne pathogens with Lieutenant Corbett of the DFD.

Battalion 31 (E3, S7, T10, E11) continued their weekly training by working on the rotation of apparatus and extrication training.

Battalion 31 is planning on having a traditional Memorial Day Ceremony at Germantown Firehouse on Monday May 31.

Battalion 19 (E5, S6, E8) hosted a successful Mother's Day flower sale. The fundraising event was part of the battalion's objective to raise the necessary funds as we work towards our goal of physical consolidation. We would like to thank the general public for their support.

Routine truck and equipment maintenance are ongoing.

During the month, Squad 6 responded to a serious MVA for a lighting assignment on Mill Plain Road.

Our focus continues to be on how we can serve the city in a productive and meaningful way. Regular planning discussions are ongoing as we look to shape our future.

### **Dispatch Statistical Reports**

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

Total 911 calls	5,086
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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**

May 24, 2021

Dear Mayor Cavo and Members of the City Council:

As of April 24th, the State of Connecticut has had 346,711 positive COVID-19 cases and 8,219 associated deaths. In the City of Danbury, there have been 12,917 positive COVID-19 cases and 198 associated deaths. The City of Danbury has moved into the Yellow Zone per the State of CT. The City's current infection rate is 2.3% and the 14-day running average is 10.0 per 100,000.

We have distributed 18,136 vaccines at the Rogers Park Middle School COVID-19 vaccination clinic and administered over 2,234 in the last month. We have been winding down our efforts at the RPMS Clinic and the projected end date is Thursday, June 3rd. The Pfizer vaccine has been authorized for emergency use in children ages 12 and over, with parent/guardian consent. The department has been working closely with other community partners to vaccinate children ages 12-17, along with other at-risk populations.

The State of Connecticut reopening guidelines were updated effective May 19th to reflect CDC guidance. At this time, businesses are able to open with no restrictions, with the exception of mask requirements. Masks are not required outdoors, but unvaccinated individuals must continue to wear masks indoors. Masks are required to be worn by everyone in certain settings such as healthcare facilities, facilities housing vulnerable populations, public and private transit, correctional facilities, schools, and childcare. Businesses and state and local government offices have the option to require masks to be worn by everyone in their establishments. These rules are contingent on a low incidence of COVID-19 and the population continuing to get vaccinated.

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 Health Foundation Extension	COVID-19 Response	\$100,000	5/1/2021 - 8/31/2021	Applied
CT Dept. of Public Health Epidemiology and Laboratory Capacity Grant	COVID-19 Response	\$510,143	5/19/2020 - 11/17/2022	Awarded
CT DPH Vaccine Equity Partnership Funding	COVID-19 Response	\$946,084.06	5/1/2021 - 8/31/2021	Awarded

**Environmental Health Division**

Tiziana Covacci, Associate Director of Environmental Health

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

- Land use plan review and inspection
- 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.

### **April/May 2021 Activity**

The DECD sector rules have been lifted, and our Public Health Inspectors have been fielding questions and providing education to businesses about new protocols. One of our Sanitarians, Zach Drzal, is leaving the Health Department to pursue an opportunity in another town and we wish him the best in his new position and will miss him very much. We have also hired 2 new part time inspectors, Henry Peralta and Alex Zilbershteyn. 4 environmental health team staff members completed their Lead Risk Assessor refresher course, and another inspector also completed FDA Temporary Food Events training this past month. The department is in the midst of licensing season for food service, pools, and hotels, and has also started outdoor pool inspections, worked on an EBLL case, and is continuing with routine inspections and COVID-19 complaint follow-ups.

### **April Results**

<b>Potable Water</b>	
Private Well	3
Well Permits	
<b>Environmental</b>	
Grading Permit Review	
EIC	
HazMat	
Erosion Inspections	
Complaint Investigation	6
Odor Complaints	3
Wetlands/Grading	17
<b>Sewage Disposal</b>	
Plan Review	26
Inspections	25
New, Replace, Fail, Plan Review	7
100% Replacement Plan Review	2
Soil Testing (List by Appointment Only)	17
Additions	
Dye Tests (Initial)	
Septic Permits (To Construct)	
<b>Solid Waste</b>	
Garbage Complaint	
Misc. (Describe)	
<b>Pest and Animal Control</b>	
Rodent Complaint	



Insect Complaint	
Domestic Animal Complaint	
<b>Housing</b>	
Residential/Commercial Inspection (Not Indoor Air)	
Housing Complaints	
Child Day Care Inspection (Initial)	
Child Day Care Plan Review	
Body Care Inspections	
Body Care Plan Review	
Body Care Construction Visits	
Massage Establishment Inspections	
Massage Establishment Plan Review	
COVID-19 Salon/Body Care Compliance Inspections	
Lead Inspection for all Properties	
Lead Abatement Plan Review	
Certificate of Apartment Occupancy (CAO's)	13
Reinspections	
Healthy Homes	
Hotel/Motel Inspections	
Total # of Hotel/Motel Rooms Inspected	
<b>Food</b>	
Food Service Establishment Inspection (Initial)	17
Construction Visits	
Food Service Walkthrough Inspections	
Itinerant Vendor Inspections	4
Complaints	1
Re-inspection (voluntary)	1
Re-inspection (involuntary)	
Plan Review	5
Plan Revisions	8
Foodborne Illness # of Complaints	
Temporary Food Service	
Certified Food Protection Manager Courses	
Food Handler Courses	
Outdoor Dining/Patio Inspections	
COVID-19 Compliance Inspections	
<b>Seasonal</b>	

Indoor Pool Inspections	2
Outdoor Pool Inspections	6
Indoor Public Pool Water: # of Samples Collected	
Outdoor Public Pool Water: # of Samples Collected	
Public Beaches: # of Samples Collected	
Drinking Water: # of Samples Collected	
<b>Orders Issued</b>	
Notices of Violation, etc.	
Health Order	1
<b>Other</b>	
Social Services Issues and Referrals	15
Fair Rent Issues	
Pump Truck Permits	
COVID-19 Complaints	5

### **Community Health Services Division**

Fernanda Carvalho, Acting Associate Director of Community Health

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

#### Community Medicine Section

Prepared by: Maureen Singer, Community Health Coordinator

#### **Patients Seen in April 2021**

Tuberculosis patients	13
PPD testing/read	
QuantiFERON/T-Spot	
eDOT	22
Hospital Visits	
Home Visits	
Electronic Visits	21
<b>Total Services:</b>	<b>56</b>

The following are highlights from the Office of Community Medicine activities for April 2021:

1. Continuing case management of approximately 45 cases of Latent TB and 1 case of Active Pulmonary TB
2. Ongoing surveillance and epidemiological review of individuals with positive AFB , suspected or active TB

3. April 26: WCHN Infection Control Committee Mtg
4. Provided 45 hours administering Covid-19 Vaccines @ RPMS

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

The Danbury Health Department was awarded Vaccine Equity Partnerships Funding (VEPF) for local health departments to partner with other community agencies to vaccinate harder to reach populations. We are focusing our efforts on the homebound population, downtown Danbury, and ensuring clinic hours are available later in the day for people who are working. There will also be standing walk-in clinic hours at Western CT State University on Thursday afternoons for people to receive the COVID-19 vaccine. We have partnered with CHC to host special clinics for students ages 12-17 to receive the Pfizer vaccine. We are also working with the VNA to hold community forums to address vaccine hesitancy and will begin door to door canvassing in lower vaccinated neighborhoods to reach those populations as well.

**Contact Tracing April 2021**

<b># of Contacts/Cases</b>	997
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**Super 8 Shelter:**

Current Census: 67

Total Number Housed: 103

**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 JUNE 2021 City Council Meeting**

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

I am pleased to present the Public Works Department Report for events occurring during the month of April. The Department has remained dedicated and active continuing to keep up with all City responsibilities, spring efforts and emergency responses while continuing proactive safety protocol for the COVID-19 pandemic. All Covid-19 protocol continues to be 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:**

**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 apparent lowest qualified bidder is Colonna Concrete & Asphalt Paving, LLC. We forwarded the bid results and documents required for authorization to award (Grant Requirement) to ConnDot. We received Authorization to Award from ConnDot. Corporation Counsel's Office executed the contract on May 5, 2021. Construction Services issued the Notice to Proceed on May 5, 2021 for Phase One Construction TOD Streetscape. The contractor has started the procurement and submittal phase of the contract. The construction layout started May 25, 2021 the construction started May 27<sup>th</sup>. The project is being administrated by Construction Services.

**Hearthstone Castle Abatement:**

Construction Services, working with our in-house resources and on-call environmental consultant, Eagle Environmental, has completed the Phase II project design, which includes a limited structural assessment of the structure. The structural engineer has completed the field work / inspection of the castle and has issued their recommendations.

Phase II has several components; removing the remaining plaster / nonfirable AMC (Asbestos-Containing Materials) from the building interior walls (three floors), along with incorporating the structural engineer recommendations for stabilization of the structure for the interior work to proceed. The Phase II AWP has been sent to the CT Department Health for approval.

Once Eagle Environmental receives the approval for the Phase II AWP from the CT Department of Health it will be incorporated into the bid documents and we will bid the Phase II.

### **Bridge Maintenance:**

Construction Services has started a bridge maintenance program to extend the life of our bridge structures. The results of this program will be a cost savings to taxpayers by extending the longevity of our bridge structures. Construction Services is in the process of selecting 10 to 15 City bridges for this year's bridge maintenance program.

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

Construction Services, using our in-house resources and On-Call Sports Facility Consultant JJA Sports, developed the RFP for the three fields. We reviewed the RFP's and Shaw Sports Turf was selected. Shaw Sports Turf was placed on March 17<sup>th</sup> BOA agenda. Corporation Counsels Office executed the contract with Shaw Sports Turf on April 29, 2021. The Notice to Proceed was issued on April 29, 2021. Pre-Construction meeting was held on May 3, 2021. The contractor mobilized to Kaplanis Field on May 7, 2021. The field work began on May 10<sup>th</sup> at Kaplanis Field. The contractor mobilized the second crew at Perry Field to start the field work on May 17<sup>th</sup>. Both Kaplanis & Perry Fields are on schedule and the Synthetic Turf is scheduled for delivery the first week of June. DHS is scheduled to start on June 15.<sup>th</sup> The Synthetic Turf shop drawings have been approved and the DHS synthetic turf is in production presently. These three field replacement / field improvement projects have been funded through the SNAPP 2020 Bond. The design and construction is being managed and administrated by Construction Services

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

Construction Services has been working with the Engineering Division during the design. The project was designed in house by the City of Danbury Engineering Division. The project is funded through a CDGB grant. The bids were opened on April 11.<sup>th</sup> BMP, Inc. is the apparent lowest bidder. Construction Services, with Engineering, performed a scope review and found BMP, Inc to be the lowest qualified bidder. BMP, Inc. was placed on BOA agenda 4/14/21. The contract is presently in process with the Corporation Counsel's office.

### **Ellsworth Avenue School Addition:**

Construction Services has been working with the Engineering Department, City Engineer and Architect participating in the design meetings. The mandatory Pre Bid meeting was held on Wednesday 4/21/2021. The bids were opened on May 11<sup>th</sup>. The scope review meetings were held for two the lowest bidders J.A. Rosa, LLC & A. Secondino & Sons, Inc. on May 17th. It was determined that J.A. Rosa, LLC the lowest qualified bidder. Construction Services placed J.A. Rosa, LLC onto the May 19<sup>th</sup> BOA Agenda. The bid was awarded to J.A. Rosa, LLC. Corporation Counsel's Office, which is in the process of preparing the contract for signature. Construction Services will be involved in the day-to-day construction working with the City Engineer / Director of Public Works.

### **Danbury Career Academy:**

The RFQ / RFP for the Architectural & Related Services for Bridging Document Preparation “Career Academy” were opened on May 13<sup>th</sup>. Construction Services is assisting the Director of Public Works and the Engineering Division in the review of the proposals received.

### **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 on-line through the View Point Permit System.

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

### **Various Bridges:**

The Kennedy Avenue Bridge is 450 feet long from the west edge of Main Street to the Inlet and spans 40 feet over the Still River. The design of the Kennedy Avenue Bridge over the Still River is proceeding well and is approximately 90% complete. The City’s Engineers are designing the traffic control plans to minimize impacts to motorists, bus service and pedestrians. Due to the very long length of the bridge and limit locations to access the underside of the bridge, specifications are being prepared in accordance with State and Federal Regulations for work in confined spaces. The Local Bridge Program Commitment to Fund was received for this bridge and the project is scheduled to be bid in May.

### **White Street and Locust Avenue Intersection Improvements Project:**

The proposed design project includes roadway widening of White Street from Meadow Avenue to Eighth Avenue. In addition, dedicated turning lanes shall be provided on White Street, Locust Avenue and Wildman Street. Engineers are working with numerous utility companies to relocate utility poles, overhead wires, underground gas mains and water mains. The design also includes new and updated traffic signals, improved storm drainage along the north side of White Street and new granite curbs and concrete sidewalks. The design is approximately 80% complete; the Engineers and Corporation Counsel are acquiring the necessary easements, site plan revisions, variances and are addressing the concerns of adjacent property owners. The project is scheduled to be bid in May and the cost of construction will be funded by a LOTCIP Grant.

### **Infrastructure Improvements:**

Eversource Gas: During the last 6 months, City Engineers have received 9 preliminary applications from Eversource Gas for the replacement of existing gas mains. The Engineers have provided substantial information to Eversource about the locations of the existing underground utilities, reviewed proposed plans, identified potential conflicts, coordinated with multiple Eversource Departments and also coordinated the review and approvals with several City Departments.

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

The City’s Consultant continues to lead 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. The Consultant continues to work with City departments on an “as needed” basis for outfall screening and sampling. 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 draft Annual Report for 2020 has been posted on the City website for public comment. The Annual report for 2020 has been submitted to DEEP.

**Balmforth Avenue Sidewalk Replacement:**

The City received CDBG funding for three phases of the Balmforth Avenue Sidewalk Replacement Project. Bids for Phase I & Phase III have been awarded.

**Grand Street Reconstruction:**

Grand Street will proceed this spring with reconstruction of sidewalks, aprons and street reclamation.

**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 has executed a contract with the most qualified bidder, WSP. The study is underway.

**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. The City has presented design documents to the State of Connecticut Office of School Construction Grants and Review and received permission to bid the work. The project has been advertised to bid.

**Danbury Career Academy:**

The Division has been working with the Board of Education and Danbury Career Academy Steering Committee to begin project planning and development. This project will convert existing commercial space at The Summit into a 6-12 Career Academy school in order to accommodate space needs for the 6-8 and 9-12 grade ranges identified in recent enrollment projection reports. The project has received special legislation from the State of Connecticut to proceed in a format and process that has never been done before. Division staff have bi-weekly conference calls with the State of Connecticut Office of School Construction Grants and Review to work together in moving the project forward and meeting deadlines specified in the special legislation. A Request for

Qualifications and Proposals for Architectural and Related Services for Bridging Document Preparation has been advertised.

### **Assessment Projects:**

The following assessment projects, based on residents' petitions, remain pending.

- Butternut Lane, Bayberry Lane and Boxwood Lane Sanitary Sewer Extension.
- Hawley Road Extension Sanitary Sewer Extension.

### **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.

### **City Engineers:**

City 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. Our 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 also 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:** **APRIL – 2021**

This was a very busy month for the Highway Division. The plow repair crew inspected, repaired, and stored all the plows and salt spreaders away for the season. All the equipment was washed, maintained, and readied for the paving and construction season.



A construction crew repaired catch basins and drainage on Stadley Rough Rd, Saddle Rock Rd, Long Ridge Rd, and Barnard Dr. Phase 1 paving project began with the prep work prior to paving. The excavation and prep of the new Public Safety Boat access road was completed.

Three pothole crews were dispatched daily to fill potholes. Leaf bag and brush removal started during the month. Street sweeping began for the season. Highway Division crew members assisted the Forestry Division with tree removals, pruning, and traffic control.

Employees spent several days clearing catch basins and picking litter throughout our city streets. The city garbage truck is deployed daily to empty trash cans, collect litter and clean up illegal dumping. The recycle truck continues to be out at multiple locations receiving the recyclables from our residents. Several employees attended a Work Zone Safety Class and an O.S.H.A 10 certification course.

#### **Winter Season**

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

#### **Maintenance**

- Catch Basins Replaced: 16
- Guardrail Repairs: 0
- Dredging: 0
- Catch Basin Cleaning: 90
- Roads Paved: 0

#### **Signage**

- New Installs: 15
- Replacements: 6
- Repairs: 37

#### **Personnel**

- Total: 38
- Injury: 2
- Restricted Duty: 0
- Retirement: 0
- Seasonal: 0
- Vacancy: 1

#### **Parks Maintenance Report submitted by Tim Nolan, Superintendent of Public Services:** **APRIL – 2021**

The Parks Maintenance Division continued the spring cleanup of all the city parks, schools, municipal buildings, and other various green space. Winter debris, broken curb and turf damage was cleaned up and repaired at many areas. Brush was cut and removed from fence lines at several locations. The many flower beds were weeded and mulched.

Field maintenance began with the cleanup, mowing and painting of lines. Turf on many ball fields were reseeded and fertilized. Restoration and improvements continued on the Westerners Field. A crew installed the boat ramp dock at Candlewood Park. Litter was picked up and garbage cans were emptied in various areas throughout the city. Trash cans were placed throughout the parks.

The Parks Maintenance building was cleaned and organized. All the winter equipment was cleaned, maintained, and put away for the season. Maintenance of the mowing and plowing equipment continued through the month.

**Winter Season**

- Winter Storm Events: 0
- Precipitation: 0 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:**  
**APRIL – 2021**

The Forestry Division was busy maintaining trees in the City's right of ways. The crew continues to remove dead trees and prune healthy trees around the City. City tree contractors assisted with several tree removals and pruning throughout. Several days were spent pruning trees for the City's paving projects.

The division responded to several dozen tree calls that include inspections, clean ups, and emergency take downs. The crew planted nine new trees for Arbor Day at Kenosia Park, War Memorial, Rogers Park School, and the Parks Maintenance Facility green. Forestry also continues to monitor and remove beaver dam issues throughout the City. The division continues to maintain all of the American flags in the City's Parks.

**Winter Season**

- Winter Storm Events: 0
- Precipitation: 0 inches

**Maintenance**

- Removals: 32
- Pruning: 28
- Brush: 13
- Plantings: 9
- Emergency Call Outs: 3

**Personnel**

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

**Public Buildings Report submitted by Sean Hanley, Superintendent of Public Buildings:**  
**APRIL – 2021**

**City:**

Currently looking into GPS Bipolar Ionization for air handling systems.

**Library:**

Installing metal panels and cap on chimney.

Junior library sensory room rebid.

Quoting additional security cameras for multiple areas.

**Danbury Public Schools:**

Quoting media and front office area replacement RTU's at DHS.

Currently looking into Needle point Bipolar Ionization through Honeywell for air handling systems with BOE.

Readying Elevator project

Readying UST replacement project.

**City Hall:**

Council Chamber renovation project awarded, waiting on start.

Performing basement area updates.

Quoting addition area roof replacement

**Hatters Park:**

Boiler rebuild scheduled.

Reviewing plans for camera systems

**Candlewood Park:**

Reviewing plans for camera system at gatehouse and dock area.

**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 and park/fountain openings.

**Requests for Maintenance Service:**

Attached please find the statistical report of repairs and maintenance work that the Public Buildings Mechanics engaged in during the month of April 2021.

In the month of April we received 145 new work requests and completed 106 work requests. In reviewing this report, you will find the repair time that was expended in major work categories. Also listed is the total number of work order hours completed.

Public Building mechanics were engaged in Electrical work with a total of 157.00 person-hours dedicated to this service. The next largest area of concentration was in HVAC repairs, utilizing 116.00 person-hours of labor. Plumbing repairs came as the third highest category with 70.50 person-hours.

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

**CITY OF DANBURY  
PUBLIC BUILDINGS DIVISION  
WORK REQUEST REPORT FOR APRIL 2021**

<b>Work Requests received this month</b>	<b>145</b>
<b>Work Requests Completed this month</b>	<b>106</b>

<b>Category</b>	<b>Total Labor Hours</b>
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Alarms	0.00
Carpentry	0.00
Electrical	157.00
HVAC	116.00
Locksmith	0.00
Maintenance	6.00
Mechanical	8.00
Plumbing	70.50
Roofing	0.00
Snow Plowing	0.00

<b>Labor Hours City Buildings</b>	<b>80.00</b>
<b>Labor Hours School Buildings</b>	<b>269.50</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 APRIL 2021**

Dear Mayor Cavo and Members of the City Council:

Enclosed is the monthly report to the City Council for activities that took place in April 2021. Also attached is the Public Utilities Vehicle Maintenance Report.

As of May 18, 2021 there are 16 hydrants out of service. I will be happy to review the information with you.

Sincerely,

*David Day*

David Day, P.E.  
Superintendent

## **APRIL 2021 Water Pollution Control Plant (WPCP) Upgrade Project Status**

The following is an update of events that occurred and of work that was performed in April 2021 by the Veolia Design Build Team (Veolia, Wright-Pierce, and CH Nickerson)

- Construction of Phase 1 work (Tertiary Treatment System Upgrade and Stormwater System Improvements) continued. The following activities were performed by the design build team:
  - Veolia performed Construction Management Duties for Phase 1 work.
  - 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 operating and maintaining the excavation dewatering system.
    - Started installing reinforcing steel and formwork for concrete walls.
    - Continued installing reinforcing steel and formwork for concrete walls.
    - Began placement of concrete in concrete wall forms.
- Construction of Phase 2 work continued. Phase 2 work includes a new Headworks Screening & Grit Removal Facility, a new Fats, Oils & Grease (FOG) Receiving and REA Biodiesel Facility and Miscellaneous WPCP Upgrades. The following activities were performed by the design build team:
  - Veolia performed Construction Management Duties for Phase 2 work.
  - REA and Wright-Pierce continued working on the final design of the FOG Receiving and Biodiesel Facility.
  - REA continued demolition and site preparation work at the site of the new FOG Receiving and Biodiesel Facility.
  - Wright-Pierce continued working on the final design of the new Headworks Screening & Grit Removal Facility and the Miscellaneous WPCP Upgrades.
  - CHN conducted test pit work associated with the new Headworks Facility.
  - CHN and REA began the shop drawing submittal process with the design engineer for review and approval of specified materials and products prior to fabrication and delivery to the site.

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

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**DATE:** May 18, 2021  
**TO:** City of Danbury, City Council  
**FROM:** *David M. Day, P.E.*, Superintendent  
**RE:** Sanitary Sewer Collection System Maintenance—  
**APRIL 2021**

Complaints: 0 Bypasses 19 Slow Running  
1 Loose Manholes 1 Odor Calls

Number Received: 21

Number Completed: 21

Pipe Cleaned: 4500 LFT

Gallons of Water Used: 15,000 Gal

New Pipe Inspected: 2100 LFT

Manholes Replaced/Repaired 0



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

From: Ralph Azzarito, Project Manager

**Ralph  
Azzarito**

Subject: WPCP Report For Month of:

Apr '21

Date: 5/10/2021

**I. Wastewater Treatment:**

A) Sewage Processed:	8.8	MGD (Daily Avg)	263.6	Million Gallons Total
B) Septic Waste Processed:			1,506,500	Gallons Total
C) Sludge Pumped To Digesters:			404,033	Pounds Total

**II. Wastewater Quality**

	Influent	Effluent	% Removal	Effluent Limit
A) BOD (mg/l)	231	5	98.0	30 mg/l and 85%
B) Total Suspended Solids (mg/l):	330	5	98.4	30 mg/l and 85%
C) Total Phosphorus (mg/l):	4.2	0.6	86	0.6 mg/l
D) Ammonia (mg/l):	26.4	0.27	99.0	4.0 mg/l
E) Total Nitrogen (lbs/Day):	3,077	257	92.0	442 lbs/day

Note: Phosphorus limits apply April - October.

Nitrogen limit for credit trading only.

**III. Pump Station Operation:**

A) Beaver Brook:	693.4	Hours Run
B) Southfield:	46.4	Hours Run
C) Mill Plain:	22.5	Hours Run
D) Backus:	314.5	Hours Run

E) Tarrywile	66.9	Hours Run
F) Turner Road:	37.6	Hours Run
G) Ford Avenue:	26.1	Hours Run
H) Indian Glen:	100.4	Hours Run
I) Delay Street:	14.8	Hours Run
J) Hayestown Road:	75.0	Hours Run
K) Kenosia Avenue:	1.7	Hours Run
L) Larson Drive:	58.9	Hours Run
M) Landfill:	188.5	Hours Run
N) Thrope Street	13.8	Hours Run
O) Poets Landing	22.8	Hours Run
P) Rogers Park	46.9	Hours Run
P) West Side	98.5	Hours Run
Q) East Franklin Street	21.5	Hours Run
Total Station Alarms:		1

TO : City Council - City of Danbury

FROM : David Day, Superintendent of Public Utilities

DATE : May 17, 2021

**RE : WATER DEPARTMENT REPORT: APRIL 2021**

\*\*\*\*\*

#### I. WATER PRODUCTION:

A) Margerie Water Treatment Facility:	78.7	MG.
B) West Lake Water Treatment Facility:	78.6	MG.
C) Kenosia Well Field:	0	MG.
D) Osborne Street Well Field:	0	MG.
E) Other:	0	MG.

( MG. = Million Gallons )

#### II. RAINFALL:

A) Month:	3.1	inches
B) Past 12 Months (running total):	47.8	inches
C) Current Year (Jan. - Current Mo.):	11.3	inches

#### III. WATER STORAGE:

date: 4/26/2021

	Current Reading	Historical Average
A) East Lake Reservoir:	100.0 %	95.1 %

B) Margerie Lake Reservoir:	<u>100.0</u>	%	<u>95.9</u>	%
C) West Lake Reservoir:	<u>100.0</u>	%	<u>96.4</u>	%
D) Total:	<u>100.0</u>	%	<u>96.0</u>	%

#### IV. WATER PUMPED:

A) Park Avenue Pump Station:	<u>0</u>	MG.
B) Padanaram (High School) Pump Station:	<u>3.84</u>	MG.
C) Shelter Rock Pump Station:	<u>1.21</u>	MG.
D) WestConn Pump Station:	<u>0.55</u>	MG.
E) Margerie Pump Station:	<u>1.05</u>	MG.
F) Pleasant Acres:	<u>0.81</u>	MG.
G) Nabby Road:	<u>1.10</u>	MG.
H) Harvest Hill:	<u>1.09</u>	MG.
I) Woodland Road (Reserve):	<u>6.82</u>	MG.
J) West Lake High Service :	<u>44.8</u>	MG.
K) Total Water Pumped (A-I):	<u>61.3</u>	MG.

( MG. = Million Gallons )

#### V. WATER TRANSFERRED:

A) East Lake to Margerie Reservoir:	<u>0.0</u>	MG.
B) Padanaram to Margerie Reservoir:	<u>0.0</u>	MG.
C) Kohanza to West Lake Reservoir:	<u>0.0</u>	MG.
D) Kenosia Diversion to West Lake Reservoir:	<u>0.0</u>	MG.
E) Kenosia Wells to West Lake Reservoir:	<u>0.0</u>	MG.
F) Total Water Transferred (A-E):	<u>0.0</u>	MG.

( MG. = Million Gallons )

#### VI. ALGAE CONTROL:



A) None

B)

VII. SURVEY OF WATER SOURCES:

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

VIII.  
SUPERINTENDENTS  
NOTES:

**GENERAL FUND - EQUIPMENT MAINTENANCE  
APRIL 2021**

REPAIR DATE	PLATE #	DIVISION	DESCRIPTION OF WORK PERFORMED
4/1/2021	19-DA	POLICE	ENGINE SERVICE, WIPER BLADES, BATTERY, FENDER LINING AND TRIM
	337-DA	POLICE	REPLACE STEERING SHAFT, REPLACE BROKEN SPARK PLUG
	223-DA	POLICE	LR TIRE
4/6/2021	243-DA	POLICE	REPLACE HIGH SIDE AC FITTING, RECHARGE AC
4/7/2021	257-DA	POLICE	RF CONTROL ARM BUSHING, POWER STEERING PUMP AND LINE
4/8/2021	17-DA	POLICE	LF DOOR LATCH ASSEMBLY
	271-DA	POLICE	RF HEADLIGHT BULB AND HARNESS
	607-MRS	POLICE	ENGINE SERVICE, 4 TIRES, CABIN AIR FILTER
4/9/2021	617-XHM	POLICE	LR TIRE
4/12/2021	296-DA	POLICE	INNER AND OUTER WHEEL BEARINGS, 2 TIRES, TRAILER JACK
	18-DA	POLICE	REPLACE RADIATOR
4/13/2021	2-DA	POLICE	LOWER RADIATOR HOSE, OIL COOLER HOSES, LF DOOR LATCH
	23-DA	CITY HALL	ENGINE SERVICE
4/14/2021	385-DA	POLICE	ENGINE SERVICE
	422-DA	POLICE	REAR BRAKE PADS AND ROTORS
	423-DA	POLICE	ENGINE SERVICE, FRONT BRAKE PADS, REAR BRAKE PADS AND ROTORS
	61-DA	CITY HALL	FRONT WIPER BLADES
4/15/2021	4-DA	POLICE	LR TIRE
4/16/2021	93-DA	CITY HALL	ENGINE SERVICE, VALVE COVER GASKETS
	265-DA	POLICE	ENGINE SERVICE, 4 TIRES, CHARGE AC
4/19/2021	53-DA	CITY HALL	ENGINE SERVICE, WIPER BLADES, HOOD STRUTS
	354-DA	POLICE	LR TIRE
	19-DA	POLICE	RF HEADLIGHT BULB AND HARNESS
4/20/2021	334-DA	POLICE	REPLACE DRIVERS SEAT
	181-DA	POLICE	REPLACE ALTERNATOR AND BELT
	6-DA	POLICE	REPLACE EXPANSION VALVE, CHARGE AC
4/21/2021	190-DA	POLICE	ENGINE SERVICE, INSTALL BATTERY TENDER
	243-DA	POLICE	LF HEADLIGHT BULB AND HARNESS
	7-DA	POLICE	ENGINE SERVICE, AIR FILTER
4/22/2021	423-DA	POLICE	RF TIRE
			ENGINE SERVICE, LF CONTROL ARM, SERP BELT, WARRANTY DEALER
4/26/2021	384-DA	POLICE	
	337-DA	POLICE	RF HEADLIGHT BULB AND SOCKET
	423-DA	POLICE	LF TIRE

	2-DA	POLICE	REPAIR WIRES IN DRIVERS DOOR
	270-DA	POLICE	2 TIRES, REAR BRAKE PADS AND ROTORS, SERP BELT
4/27/2021	465-HED	POLICE	ENGINE SERVICE, TIMING BELT, FRONT AND REAR PADS AND ROTORS, REPLACE EXHAUST
4/28/2021	347-DA	POLICE	PERFORM ELECTRICAL DIAGNOSIS, REPLACE CABIN AIR
	7-DA	POLICE	RF TIRE
4/29/2021	378-DA	POLICE	ENGINE SERVICE
4/30/2021	12-DA	POLICE	ENGINE SERVICE, SERPENTINE BELT
	616-XHM	POLICE	ENGINE SERVICE

## WATER FUND - EQUIPMENT MAINTENANCE APRIL 2021

REPAIR DATE	PLATE #	DIVISION	DESCRIPTION OF WORK PERFORMED
4/5/2021	137-DA	WATER	REBUILD TRANSMISSION
4/7/2021	51-DA	WATER	CHECK OIL LEVEL
4/19/2021	258-DA	WATER	ENGINE SERVICE, REAR PINION SEAL, FUEL PUMP DRIVER MODULE
4/21/2021	226-DA	WATER	ENGINE SERVICE, REPLACE EVAPORATOR AND ACCUMULATOR, CHARGE AC
4/26/2021	V1 VENTRAC	WATER	SERVICE ENGINE, FUEL AND HYDRAULIC
4/27/2021	238-DA	WATER	ENGINE AND TRANS SERVICE, REPLACE EXHAUST MANIFOLDS, REWIRE REAR OF TRUCK
4/28/2021	V2 VENTRAC	WATER	ENGINE SERVICE, REPLACE PTO BELT
4/29/2021	176-DA	WATER	REPLACE TRAILER PLUG

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

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

Date:	Vehicle :	Repair Provided:	Department:
4/1/2021	28-DA	CHECK FRONT END/BRAKES	PARKS
^	90	HYD PUMP	HWY
^	HAMM	SERVICE	HWY
^	212	SERVICE	HWY
^	349-DA	SERVICE/COOLANT HOSE	PARKS
4/5/2021	HAMM	SERVICE	HWY
^	90	HYD PUMP/SERVICE	HWY
^	28-DA	FRONT END/BRAKES/SERVICE	PARKS
^	349-DA	SERVICE/COOLANT HOSE	PARKS
^	SCREENER	MOTOR DRIVE GEAR	HWY
^	386-DA	SERVICE	ENGINEERING
4/6/2021	386-DA	SERVICE/E-BRAKE SHOES/CABLES/SNC	ENGINEERING

	^	PAVER	SERVICE	HWY
	^	28-DA	SPRINGS/SERVICE/BRAKES	PARKS
	^	90	SERVICE/HYD PUMP	HWY
4/7/2021		46	HYD LEAK	HWY
	^	PAVER	SERVICE	HWY
	^	28-DA	SERVICE/FRONT END/BRAKES	PARKS
	^	80	SIDE BROOMS NOT LIFTING(ROAD CALL)	HWY
	^	24	TOP OFF OIL	HWY
4/8/2021		46	HYD LEAK	HWY
	^	28-DA	SERVICE/FRONT END/BRAKES	PARKS
	^	40	HYD LEAK	HWY
	^	PAVER	SERVICE	HWY
	^	90	SERVICE/HYD PUMP	HWY
	^	82	HYD LEAK	HWY
	^	198-DA	TURBO/EXHAUST PIPES	PARKS
4/9/2021		46	HYD LEAK	HWY
	^	28-DA	SERVICE/FRONT END/BRAKES	PARKS
	^	86	CHECK ENGINE LIGHT	HWY
	^	198-DA	TURBO/EXHAUST PIPES	PARKS
	^	PAVER	SERVICE	HWY
	^	40	HYD LEAK	HWY
4/10/2021		40	HYD HOSE	HWY
	^	198-DA	TURBO/EXHAUST PIPES/SHIFTER TUBE	PARKS
	^	28-DA	SERVICE/FRONT END/BRAKES	PARKS
	^	8	SHIFTER/SERVICE	HWY
	^	PAVER	SERVICE	HWY
	^	90	SERVICE/HYD PUMP	HWY
4/12/2021		40	HYD HOSE	HWY
	^	8	SHIFTER/SERVICE	HWY
	^	23-DA	SERVICE/FRONT END/BRAKES	PARKS
	^	83-DA	R/R FLAT TIRE	HWY
	^	178-DA	CUTTER ASSEMBLY	HWY
	^	107-DA	CHECK BATTERY	PARKS
	^	278-DA	BATTERY	HWY
4/13/2021		178-DA	CUTTER ASSEMBLY	HWY
	^	8	SHIFTER/SERVICE	HWY
	^	28-DA	SERVICE/FRONT END/BRAKES	PARKS
	^	198-DA	TURBO/EXHAUST PIPES/SHIFTER TUBE	PARKS
4/14/2021		22	SIDE BROOMS	HWY
	^	178-DA	CUTTER ASSEMBLY	HWY
	^	198-DA	TURBO/EXHAUST PIPES/SHIFTER TUBE	PARKS
	^	46	CHECK ENGINE LIGHT	HWY
	^	116-DA	REMOVE HYD TANK	HWY
4/15/2021		326-DA	FUEL LEAK	HWY

	^	90	SERVICE/HYD PUMP/LIGHTS	HWY
	^	116-DA	REMOVE HYD TANK	HWY
	^	178-DA	CUTTER ASSEMBLY/SERVICE	HWY
	^	386-DA	E-BRAKE SHOES/CABLES	ENGINEERING
4/16/2021		40	CONVEYER NOT WORKING	HWY
	^	386-DA	E-BRAKE SHOES/CABLES	ENGINEERING
	^	326-DA	RESEAL FUEL INJECTORS/VALVE COVER GASKETS	HWY
	^	27	TRANSMISSION LEAK	HWY
4/17/2021		46	DOOR WEATHERSTRIP	HWY
	^	142-DA	SERVICE	PARKS
	^	27	TRANSMISSION LEAK	HWY
	^	TW3	SERVICE	HWY
4/19/2021		386-DA	STALLS OUT	ENGINEERING
	^	107-DA	L/R WINDOW FALLS DOWN	HWY
	^	TW3	SERVICE	HWY
	^	326-DA	FUEL LEAK	HWY
	^	27-DA	BATTERY	ENGINEERING
4/20/2021		90	SWITCH FOR RODDER HOSE	HWY
	^	80	SIDE BROOMS	HWY
	^	107-DA	L/R WINDOW REGULATOR/MASTER SWITCH	HWY
	^	326-DA	VALVE COVER GASKET/THERMOSTAT	HWY
	^	TW3	SERVICE	HWY
	^	TW4	SHIFTER KNOB	HWY
	^	27-DA	SERVICE	ENGINEERING
4/21/2021		16	PUMP NOT WORKING	HWY
	^	116-DA	INSTALL HYD TANK	HWY
	^	326-DA	VALVE COVER GASKETS/THERMOSTAT	HWY
4/22/2021		100	SIDE BROOMS	HWY
	^	11	FENDER	HWY
	^	36	REMOVE HYD TANK	HWY
	^	8	FIX TARP	HWY
	^	386-DA	STALLING	ENGINEERING
	^	91	WATER LEAK/RESEAL P/S BOXES	HWY
4/23/2021		80	SIDE BROOMS/LIGHTS	HWY
	^	PAVER	LEVERS ARE BROKEN(ROAD CALL)	HWY
	^	36	REMOVE HYD TANK	HWY
	^	106-DA	R/R FLAT TIRE	HWY
	^	49-DA	CHECK BRAKES/P/S LEAK/SERVICE	PARKS
4/24/2021		36	REMOVE HYD TANK	HWY
	^	49-DA	BRAKES/TRANS COOLER LINES/SERVICE	PARKS
	^	91	WATER LEAK/RESEAL P/S BOXES	HWY
4/26/2021		40	CHECK LIGHTS/WIRING	HWY
	^	36	INSTALL HYD TANK	HWY
	^	49-DA	BRAKES/TRANS COOLER LINES/SERVICE	PARKS

^	91	WATER LEAK/RESEAL P/S BOXES	HWY
4/27/2021	27	TOP OFF TRANS FLUID	HWY
^	91	WATER LEAK/RESEAL P/S BOXES	HWY
^	11	CHECK OVER	HWY
^	49-DA	BRAKES/TRANS COOLER LINES/SERVICE	PARKS
4/28/2021	80	SIDE BROOMS	HWY
^	48-DA	SERVICE	HWY
^	106	MUD FLAPS	HWY
^	82	RESEAL HYD VALVE BODY	HWY
^	8	FIX TARP	HWY
^	9	PTO NOT WORKING	HWY
4/29/2021	82	RESEAL VALVE BODY	HWY
^	#8	FIX TARP	HWY
^	15	SERVICE	HWY
^	6	CHECK DIFF LOCK	HWY
^	40	CHECK A/C	HWY
^	59	BUCKET LOCKING BOLT(ROAD CALL)	HWY
^	392-DA	R/F TIRE	BLDG MAINT
^	62-DA	TOP OFF HYD OIL	FORESTRY
4/30/2021	6	CHECK DIFF LOCK/LIGHTS	HWY
^	91	WATER LEAKS/RSEAL P/S BOXES	HWY
^	8	FIX TARP	HWY

#### 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:** May 24, 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 April 1<sup>st</sup> to the 30<sup>th</sup> 2021. 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**

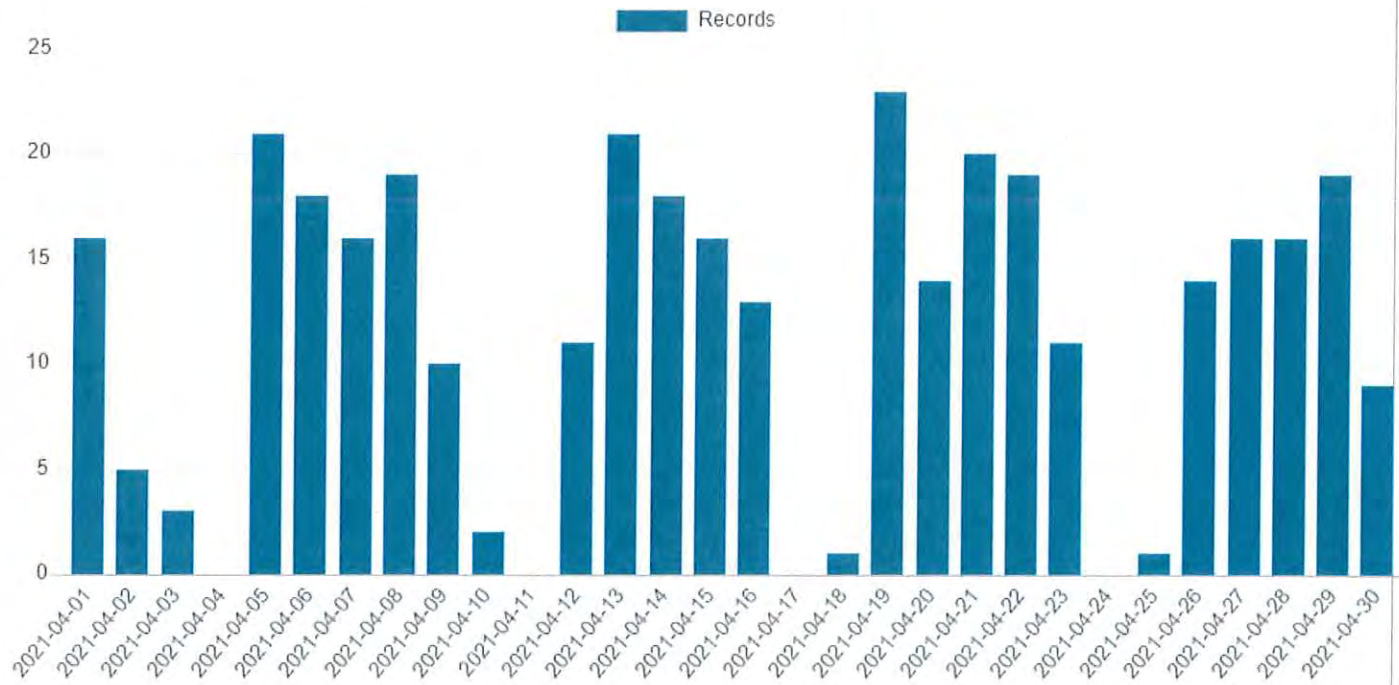
**DIRECTOR**

**David Newland**

**BUILDING OFFICIAL**

## Analytics

Records submitted over time



### Totals



**352**

Records Created



**\$310,060.08**

Revenue Collected



**527**

Inspections Done



**522**

Permits Issued

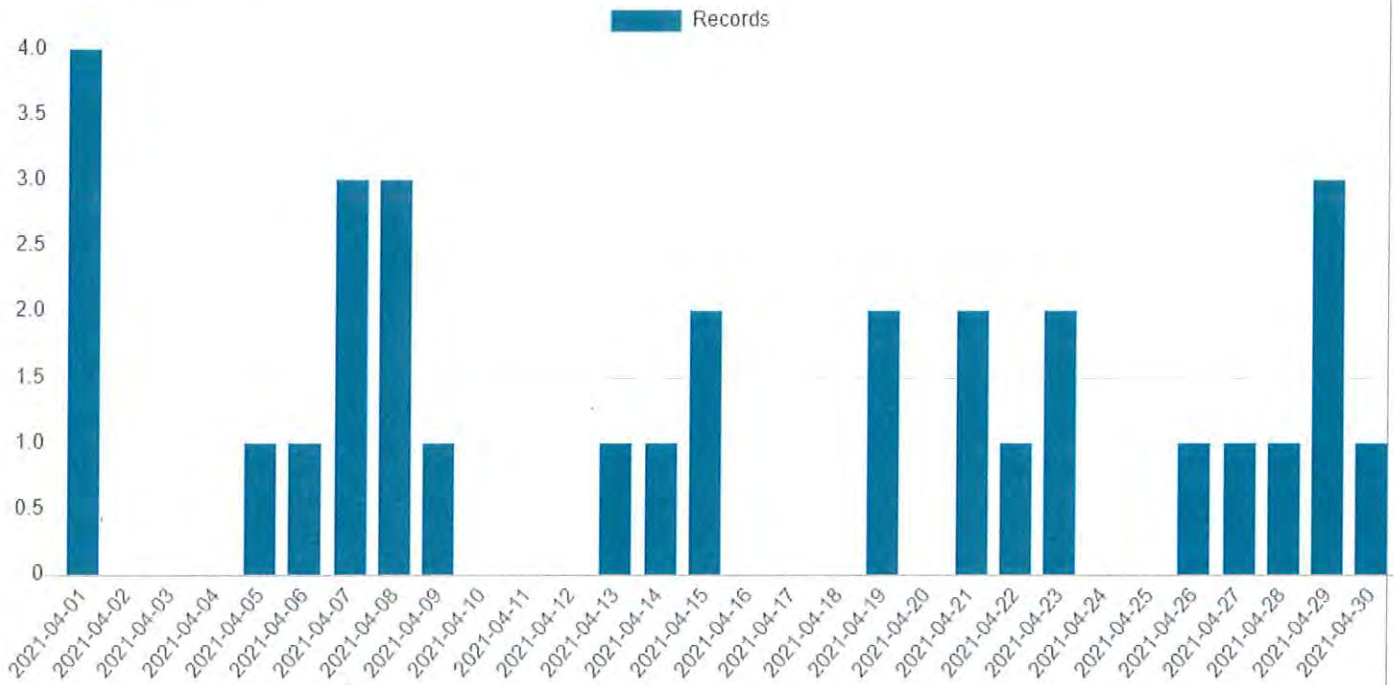
### Filter Results

**All Records**



## Analytics

Records submitted over time



### Totals



**31**

Records Created



**\$143,013.68**

Revenue Collected



**141**

Inspections Done



**36**

Permits Issued

### Filter Results

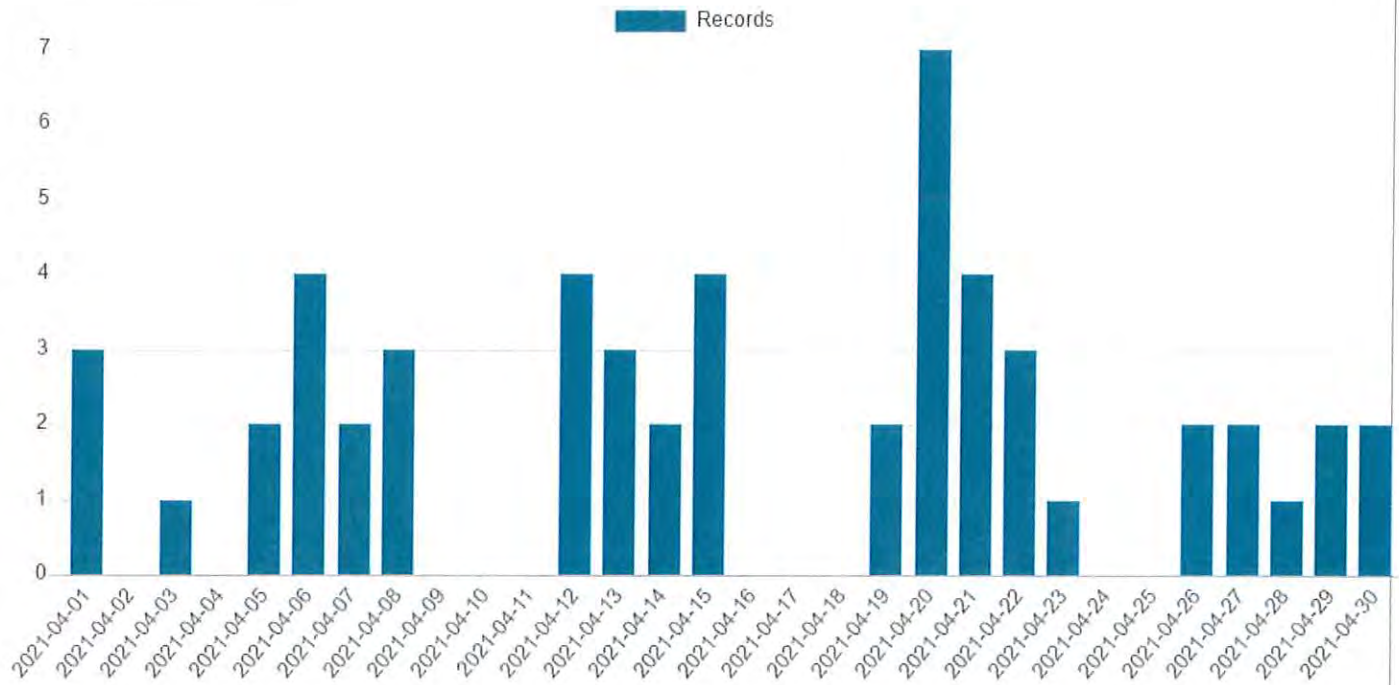
**Commercial Projects**





## Analytics

Records submitted over time



### Totals



54

Records Created



\$90,969.27

Revenue Collected



141

Inspections Done



105

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”*

#### May 2021

May 24, 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	April 26 – May 24, 2021
Number of Quality of Life Issues	80
Year to Date - 2021	348

The top issues addressed by the UNIT were:

- Garbage/Debris and Blight (26)
- Vehicle violations: abandoned/unregistered, front lawn parking (19)
- Exterior/Structural Blight Order (17)
- Unsafe living/Unpermitted construction (5)

#### **MONTHLY HIGHLIGHTS:**

One of the tangible benefits to this job is to see the improvements of properties after our involvement. Properties look much better, residents are happy and neighborhoods are improved. In particular, there have been some properties that have historically been more difficult to reach compliance for various different reasons. In each case, our department may use creative methods to improve these properties. Most notably, I am pleased to report that two of these properties, **110 South Street** and **50 Boulevard Drive**, which at one point and for an extended period of time, were a serious blight concern in their neighborhood, are now significantly improved. South Street was a property of continual junk accumulation and unregistered vehicles, while Boulevard Drive was an empty house, falling apart, with a lawn that was rarely maintained. What were once

two properties often in receipt of complaints from residents, are now much improved, and the neighborhood is better for it.

### **BLIGHT ORDERS:**

**Orders written by UNIT this month (Includes Notice of Violations): 18**  
**(YTD): 45**

**43 Mountainville Avenue:** sent order to remove unregistered, inoperable vehicles, as well as to remove bulky debris around the property.

**10 Benedict Avenue:** sent order to clean the backyard of excessive debris and bulky items.

**29 Liberty Avenue:** issued order for the cleanup of the exterior of the rear of the property.

**10 Golden Hill Avenue:** issued order to clean the exterior of the property. There is an excessive amount of commercial material and debris that needs to be removed. There are also vehicles that need to be removed or re-registered that have been there for a long period of time. Additionally, there is construction debris that needs to be cleaned up and removed.

**15 Pleasant Drive:** issued order to cease tree business activity being run out of this property. There is commercial material and equipment, as well as trucks stored on this property that must be cleaned up and removed.

**4 Berkshire Place:** similar to 15 Pleasant Drive, issued order to remove commercial vehicle(s) and equipment from this residentially zoned property.

**31 Golden Hill Road:** issued order for this foreclosed property to be mowed and routinely maintained, as the grass is high.

**4 Willow Street:** issued order in response to resident complaints over continual working on and repairing of vehicles at the property. Inclusive of this is removing the commercial vehicle lift in the driveway.

**32 Hakim Street Ext:** issued order to clean up exterior of property, which includes a large pile of many garbage bags filled with household garbage.

**10 Washington Avenue:** issued order to remove chickens/roosters from the property, previous warnings had been issued.

**16 Washington Avenue:** issued order to remove chickens/roosters from the property, previous warnings had been issued.

**7 Crown Street:** issued order for the clean up of the rear of the property. There is an area where debris must be cleaned up, as well as routine lawn maintenance. Additionally, a vehicle must be removed or re-registered.

**42 King Street:** issued order to remove chickens/roosters from the property, previous warnings had been issued.

**33 Sleepy Hollow Drive:** issued order for an extensive cleanup of the property, as it littered with various car and engine parts, tires and other large bulky items. There is also an inoperable vehicle in the driveway that needs to be removed. Included in the order is for the property owner to not use his residence for commercial vehicle repair and/or junking.

**22 Indian Avenue:** issued order for this foreclosed property to be secured, property mowed and routinely maintained, as well as a repair to cover a dangerous drop down a stairwell.

**158-160 Great Plain Road:** issuing order for routine maintenance and cleanup of vacant property. It is over grown and becoming a burden to the surrounding neighbors.

### **NEIGHBORHOOD PRESERVATION:**

Our department sent out notices to two (2) properties over the last few weeks regarding concerns of repeated get-togethers and loud disruptive parties. While it is encouraged for residents to enjoy their property and host parties with friends and family, it is also critical that these events are not disruptive to their neighbors and also do not occur on a repetitive basis. Violation notices were issued to the following properties to discuss concerns over resident complaints:

**156 and 160 South Street**

### **11 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:	205	981
Service Requests closed:	100	696
Percent closed:	48.7%	70.9%

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: May 24, 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: (4/19/21 – 5/14/21)

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**Scaling up Operations at Elmwood Hall - Danbury Senior Center.** Elmwood Hall – Danbury Senior Center had a soft reopening on Wednesday, May 19, 2021. The department developed guidelines and FAQs for reopening that were approved by the Mayor’s office and the City of Danbury Health and Human Services. Because CDC and State of CT guidelines continue to change, a slow reopening is appropriate during what continues to be a 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.

**COVID19 Vaccine Transportation.** We are providing transportation with the Senior Center vans for Danbury seniors who lack transportation for the COVID19 vaccine. We have also partnered with the SweetHART bus to assist with those seniors who needs transportation while using a wheelchair. SweetHART also serves as a backup for the Senior Center COVID19 Vaccine Transportation program and they are available to transport larger groups of seniors from senior housing buildings.

**Messaging.** Our messaging has changed to let seniors know staff is available for in-person appointments and pre-registered activities.

**Resource and Referral.** 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. Appointments will be in-person and over the phone.

**Senior Center Meals Grab and Go and Delivery.** State funding through the Western CT Area Agency on Aging has been reinstated for three “COVID19” meals per week. These meals are offered as Grab and Go or delivery.

**“Sunshine Smile” Social Wellness Call Program.** This program has seen a drop in demand as guidelines around the pandemic has softened and vaccines have increased.

**CHOICES Over the Phone and In-Person. (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 will continue over the phone, but an in-person appointment is now also an option.

**Virtual Activities / Zoom / In-Person Outdoors / In-Person Indoors.** Virtual on-demand activities will remain on our website. Classes and activities are moving to in-person indoor and in-person outdoor format. Participating through Zoom for these programs will be offered. Some programs will remain on Zoom at this time. We look to move all programs back to in-person as we gradually reopen.

**Rent Rebate Over the Phone and In-Person.** This program will be conducted in-person, virtually, over the phone, through email, and postal mail.

**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.

**CHOICES / Resource and Referral / Case Management:** 239 seniors / 295 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) – 30

Financial – 2

Food – 58

Housing / Homeless / Home Repair – 11

In-Home Care / Assisted Living / Nursing Home – 2

Transportation – 5

Elder Law - 4

Medical Equipment - 1

Wellness Check - 4

Protective Services for the Elderly - 0

Taxes – 4

COD Property Tax Relief - 0

Advocacy – 0

Supportive Counseling – 3

Senior Center – 144

“911” Emergency Calls - 0

Donations - 2

Stay Connected Program - 0

Flu Shots - 0

Medical - 0

Energy Assistance - 0

Library Tech Support – 1

Rent Rebate – See Rent Rebate Section of Report

COVID19 Vaccines – 9

COVID19 Vaccine Transportation – 10

Other – 9

**COVID19 Vaccine Transportation:** 11 seniors, 22 one-way rides (8 of these seniors received rides in partnership with the SweetHART bus)

**Senior Nutrition Meal Delivery Program:** 26 seniors, 282 meals delivered, 106 meal delivery calls

**Rent Rebate Over the Phone Program:** 171 clients, 429 services provided, 291 applications processed to date (Program Year 2020)

**Spring into Self Care Grab and Go.** Supported by grant dollars from the CARES Act and a donation from Synergy Home Care, this event provided a bag of personal care items.

39 participants in total, 34 Grab and Go and 5 Delivery



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)





# Danbury Library

170 Main Street, Danbury, CT 06810 203.797.4505  
[danburylibrary.org](http://danburylibrary.org)

DATE: May 19, 2021

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

FROM: Katie Pearson, Library Director

RE: City Council Meeting Report  
Reporting Period - April 2021

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**Community Engagement:** In April the library reached 81,819 patrons via our social media and web presence.

## **Patron Testimonials:**

*"Our family had to turn our home into a shared learning and working space. We had to learn how to be patient and truly become a unit. Requesting material, placing them on hold and curbside pick-up definitely helped us get through some tough times. Virtual programs like the magic sets filled voids during isolation periods."*

*"Marisol was so helpful, patient and kind helping me with the computer. I am grateful for her help!"*

*"Tara is a great host: personable, positive, upbeat. An asset to the Danbury Library!"*

*"Happy Library Day to each and every gem in the Danbury Library. Thanks for all you do."*

## Use of Library Materials and Services:

4,718 adult items and 2,949 junior and teen items were circulated in April. The library fulfilled 1,905 holds for patrons. Patrons from other libraries in Connecticut checked out 490 items. The library received two new permanent curbside pick-up signs in the parking lot. A total of 4,515 patrons entered the library in April.



## Use of Library's Remote and Electronic Services:

The library's wifi was used 438 times, and our computers and printers were used 776 times. The library's databases were used 112 times. A total of 1,300 ebooks and audiobooks were circulated, and a total of 9,917 items were downloaded electronically. In April, the library debuted its new app, which allows patrons to place holds, browse the collection, search for programs, and check in for curbside pickup. So far, we have had 432 app downloads.



**Library Programs:** April was a busy month for the library, as it celebrated National Library Week between April 4-10.

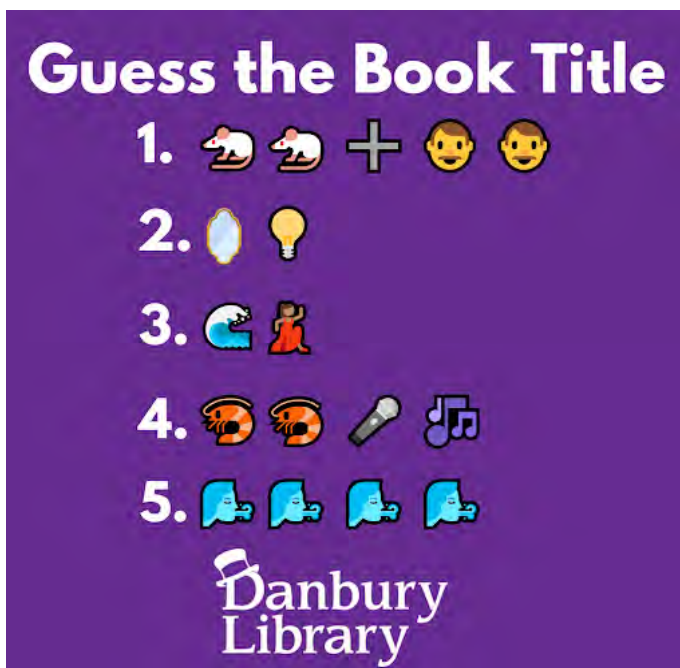
The staff planned a few special events that were done through the library's social media platforms. Patrons who participated were entered into a drawing to win special library logo items. In one post, we asked what adaptations families made that they were most proud of, or how they





reinvented library services during the past year.

Other posts included a book title generator, sharing a selfie with your library card, of these were a book title generator, a “guess the book title” emoji quiz, and a “guess how many chip clips were in the jar” quiz.







In April, the library hosted a total of 68 programs which had 1,005 patrons in attendance.

Programs hosted and facilitated in April included:

*Foundations of Investing*

*Spanish for Beginners*

*Estate Planning: Leaving Your Finances in Order*

*The COVID-19 Vaccine: Everything You Need to Know*

*Tech Career In-Demand Skills Exploration: Coding*

*Creating Equality in Our Food System through Horticulture, Nutrition, and Culinary Practices*

*“My Letter to the World”: A Virtual Tour of the Emily Dickinson Museum*

*Celebrate Cinco de Mayo with Plant-Based Recipes!*

*The Beatles: 50 Years Later*

**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 Dollar General American Dream Literacy Initiative	\$5,000	Language Services
ALA Revisiting the Founding Era 2	\$800	History

***The Danbury Library is currently in application for the following grants:***

<b>Grant Agency:</b>	<b>Grant Amount</b>	<b>Program Supported</b>
American Rescue Plan Act	\$3,000	General