

PUBLIC ACCESS INFORMATION

As a security precaution, public access to the meeting will be provided in real time via live streaming on Youtube. If the stream becomes unavailable due to unforeseen circumstances, the City will first use its best efforts to reconvene the meeting. To the extent that is not possible, a recording of the meeting will be posted to the City Website and Youtube within 24 hours of the meeting.

The live stream will be available here at the start of the meeting:

<https://www.youtube.com/c/cityofdanburyconnecticut>

Should a member of the media or an individual petitioner of a current agenda item wish to be on the Zoom Meeting, please contact Taylor O'Brien via email at t.obrien@danbury-ct.gov to request an access link.

SUBMITTING A COMMENT

Submit any public comments about agenda items via email to comments@danbury-ct.gov by **5pm** on the night of the City Council meeting.

Please include your **name**, **address** and the **agenda item** (number or title) to guarantee that your comment will be addressed at the designated time during the meeting. You must be a Danbury resident or taxpayer.

CITY COUNCIL VIRTUAL MEETING

May 4, 2021

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

PLEDGE OF ALLEGIANCE & PRAYER

ROLL CALL

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

PRESENT

ABSENT

PUBLIC SPEAKING

MINUTES - Minutes of the Council Meeting held April 6, 2021 and Special Meeting April 19, 2021

CONSENT CALENDAR

AGENDA

1. COMMUNICATION – Appointment to Housatonic Area Regional Transit Board of Directors
2. COMMUNICATION - 33 Crosby Street Renewal of Parking Lease Agreement
3. COMMUNICATION – Assignment/Lease Extension with Jay Earl Associates
4. COMMUNICATION – Permission – Disposal of Surplus Vehicles and Equipment
5. RESOLUTION – Regional Greenway Study Grant
6. RESOLUTION – 25 Miry Brook Road/Acquisition
7. RESOLUTION – Elderly and Demand Responsive Transit Service
8. RESOLUTION – Vaccine Equity Partnership
9. RESOLUTION – CT Health Foundation
10. RESOLUTION – School Construction Grant – Danbury Career Academy
11. REPORT - 2021 Neighborhood Assistance Act
12. REPORT - ORDINANCE & RESOLUTION –
 - An Ordinance Making Appropriations for the Fiscal Year Beginning July 1, 2021 and ending June 30, 2022 and a Resolution Levying the Property Tax for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022
 - A. General Government I Budget Report
 - B. General Government II Budget Report
 - C. Education Budget Report
 - D. Public Works Budget Report
 - E. Health & Housing, Public Safety, Welfare & Social Services Budget Report

13. REPORT & ORDINANCE - An Ordinance Appropriating \$3,000,000 for Public Improvements in The 2021-2022 Capital Budget and Authorizing the Issuance of \$3,000,000 Bonds of the City to Meet Said Appropriations And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose
14. REPORT & ORDINANCE - Senior Tax Freeze, Code of Ordinance, Section 44-53
15. REPORT & ORDINANCE - Governmental Entities, Code of Ordinance, Section 2-259
16. DEPARTMENT REPORTS – Police, Fire, Health-Housing & Welfare, Public Works, Permit Center, UNIT, Elderly, Library, Dream Homes

ADJOURNMENT

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



CITY OF DANBURY

OFFICE OF THE MAYOR
DANBURY, CONNECTICUT 06810
www.danbury-ct.gov

JOSEPH M. CAVO
MAYOR

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

April 26, 2021

Honorable Members of the City Council
City of Danbury, Connecticut

Dear City Council Members:

I hereby submit for your confirmation the appointment of:

Sharon Calitro
18 Wooster Heights Road
Danbury, CT 06810

to serve as a member of the Housatonic Area Regional Transit (HART) District Board of Directors.

Mrs. Calitro serves as the City of Danbury's Planning Director, and in this role, she has worked diligently to improve development and transportation throughout the city. She has a clear understanding of current and future transportation needs, and will be an asset to the Board.

Thank you for your consideration of this appointment.

Sincerely,

Joseph M. Cavo
Mayor

cc. Rick Schreiner, CEO - HART District



CITY OF DANBURY

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

JOSEPH M. CAVO
MAYOR

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

April 26, 2021

Honorable Members of the City Council
City of Danbury, Connecticut

Re: 33 Crosby Street Renewal of Parking License Agreement

Dear City Council Members:

I submit for your approval, a license renewal agreement with BRT Corporation for a small portion of city owned property at 33 Crosby Street for the purpose of parking spaces.

Thank you for your consideration of this matter.

Sincerely,

Joseph M. Cavo
Mayor

cc. Dan Bertram – BRT General Corporation
Julia Morris, Esq. – Morris Law Group

LICENSE AGREEMENT

AGREEMENT entered this ____ day of _____, 2021, between the CITY OF DANBURY AND 33 CROSBY, LLC.

WHEREAS, CITY OF DANBURY is the owner of a certain parcel of land located at the corner of Crosby Street and Lee Hartell Drive, on which four (4) parking spaces are located, in the CITY OF DANBURY, Connecticut (the "CITY OF DANBURY PROPERTY"), more particularly identified as Spaces A, B, C, and D on the approved site plan attached hereto as Exhibit A; and

WHEREAS, 33 CROSBY, LLC is the long term Lessee, pursuant to Lease dated May 15, 2009 by and between it and Joseph V. Scalzo, Angelo P. Scalzo, Jr., Samuel L. Scalzo, and Barbara Scalzo, of a certain parcel of land known as 33-35 Crosby Street, in the City of Danbury, Connecticut (the "33 CROSBY PROPERTY"), (Tax Assessor Lot #I13048) more particularly described on Exhibit B hereto;

WHEREAS, pursuant to the aforementioned long term lease, 33 CROSBY, LLC, BRT General Corporation and Daniel E. Bertram are authorized to act as agent for all land use applications, permits, approvals and the like associated with the 33 CROSBY PROPERTY; and

WHEREAS, on May 5, 2010, the CITY OF DANBURY approved a site plan for a pizza restaurant, two apartments, and a dance studio in the existing building located on the 33 CROSBY PROPERTY.

WHEREAS, CITY OF DANBURY had agreed to grant a license to 33 CROSBY, LLC for purposed of parking in accordance with the approved site plan subject to certain conditions, identified at the July 27, 2010 meeting of the CITY OF DANBURY Planning Commission.

Now, Therefore, in consideration of the above, the mutual covenants and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Term. This license agreement ("Agreement") shall commence on the date hereof and shall remain in full force and effect for an initial term of five years, unless terminated pursuant to the terms hereof, the license shall automatically renew for an additional five year term, upon the same terms contained herein, unless written notice of termination is given to the CITY OF DANBURY by 33 CROSBY, LLC.
2. Grant of License. CITY OF DANBURY grants to 33 CROSBY, LLC subject to the terms and conditions set forth herein, the sole use of the four parking spaces owned by the CITY OF DANBURY, located on the CITY OF DANBURY PROPERTY.
3. License Fee. In addition to the cost of constructing and maintaining the 4 parking spaces, 33 CROSBY, LLC will pay to the CITY OF DANBURY a sum of \$250.00 per space per year, as established and adjusted by the present and future non garage, per space rate charged by the Danbury Parking Authority.

4. Indemnification. 33 CROSBY, LLC agrees to and shall indemnify, defend and hold harmless CITY OF DANBURY, from any and all payment, liability, loss or damage, including reasonable attorney's fees and court costs, arising out of any claims, demands or actions for property damages, personal injuries, including bodily injuries or death, caused by or resulting from the use and occupancy of the licensed Premises by 33 CROSBY, 33 CROSBY will cause to have the CITY OF DANBURY named as additionally insured on 33 CROSBY, LLC's insurance policies for the duration of the License.
5. Termination of License. (a) This Agreement shall be terminable by the CITY OF DANBURY with no fewer than 60 days written notice, should the CITY OF DANBURY undertake work to improve or widen the roadway in such a way that necessitate an encroachment into the CITY OF DANBURY PROPERTY defined herein; (b) In the event of such termination, 33 CROSBY, LLC shall upon written request by CITY OF DANBURY execute and record in the Land Records an instrument evidencing such termination.
6. Maintenance. 33 CROSBY, LLC shall bear sole responsibility for the upkeep and maintenance of all improvements within the licensed area.
7. Drainage and Passage Rights. The CITY OF DANBURY shall retain drainage rights and rights to pass and repass over, across and to the licensed area in a manner that does not interfere with the sole use of the parking spaces by Licensee, 33 CROSBY, LLC, in accordance with the terms of this license.
8. Notice. Any notice required hereunder shall be in writing and delivered to the other party at the address noted below, or to such other person or place as either party may notify the other which notice shall either be sent by Federal Express, first class mail, or hand delivery. Any notice given by Federal Express shall be deemed to have been given and actually received by the receiving party on the day after it is deposited with federal Express (overnight next business day delivery).

As to the CITY OF DANBURY:
Office of the Corporation Counsel
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810
Telephone: (203) 797-4518

As to 33 CROSBY, LLC:
c/o BRT General Corporation
50 Newtown Road
Danbury, CT 06810
Telephone: (203) 748-5100

With copy to Julia B. Morris, General Counsel
Morris Law Group
44 Watertown Road
Middlebury, CT 06762
Telephone: (203) 942-5727

Either party may, from time to time, change the office or address to receive notice on its behalf by giving notice of said change to the other party as provided herein.

9. Miscellaneous

- a. No amendments or modifications to this Agreement shall be valid unless contained in writing and signed by all parties.
- b. This instrument shall not be construed nor shall it operate to grant to 33 CROSBY, LLC anything other than a license in the Licensed Premises and shall not under any circumstances, be construed or operate to grant to 33 CROSBY, LLC any estate or interest in land relating to the Licensed Premises or any other land owned by CITY OF DANBURY.
- c. If any provision of this Agreement shall be invalid or unenforceable, the remainder of this Agreement shall not be affected and each term and condition of this agreement shall be valid and enforceable to the fullest extent permitted by law.
- d. This Agreement is governed by the laws of the State of Connecticut without application of its conflict of law rules.
- e. This instrument contains the entire agreement of the parties with regard to its subject matter and purpose as set forth in this Agreement but may be subject to and shall not supersede or replace prior agreement between the parties unrelated to the subject matter and purpose of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement and a duplicate hereof, to be executed on the day and year first above written.

Signed, sealed and delivered in the presence of:

LICENSOR:
CITY OF DANBURY

(sign and print name)

BY: _____(L.S.)
Joseph M. Cavo, Mayor

(sign and print name)

LICENSEE:
33 CROSBY, LLC

(sign and print name)

BY: _____(L.S.)
Jessica Granger, VP

(sign and print name)

STATE OF CONNECTICUT

SS: Danbury

COUNTY OF FAIRFIELD

On this ____ day of _____, 2021, before me, the undersigned officer, personally appeared _____, known to me (or satisfactorily proven) to be the person(s) whose name(s) are subscribed to the within instrument and acknowledged that he executed the same for the purposes contained, and as his free act and deed.

IN WITNESS WHEREOF, I hereunto set my hand.

Notary Public
My commission expires:

STATE OF CONNECTICUT

SS: Danbury

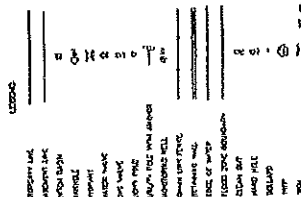
COUNTY OF FAIRFIELD

On this ____ day of _____, 2021, before me, the undersigned officer, personally appeared _____, known to me (or satisfactorily proven) to be the person(s) whose name(s) are subscribed to the within instrument and acknowledged that she executed the same for the purposes contained, and as her free act and deed.

IN WITNESS WHEREOF, I hereunto set my hand.

Notary Public
My commission expires:

25

[illegible]

SITE PLAN

for passed

13-25 CROSEY STREET
HARTFORD, CONNECTICUT

CA/25/11

024-80

[illegible]

**RESEARCH AND
ANALYSIS**

4250-0111
Kosco 44th
and Park
10 West Green Dr
4249-0109
Lambert St
4249-0108

Figure 1

[illegible][illegible]

DATE: 10/10/1984

DETAIL
NOT TO SCALE

A diagram of a circular arc. A horizontal line segment represents the chord. A vertical line segment from the center of the circle to the chord is labeled "CHORD BISECTOR". The radius of the circle is labeled "RADIUS". The arc length of the circle is labeled "ARC LENGTH". The chord is labeled "CHORD".

DETAIL _____ C

DETAIL
1/4" TO SCALE

INDICAP BUILDING ENTRY
LANDING

DETAIL:
FOR 25 SCALE

TYPICAL HANDICAP RAMP

[illegible]

HANDICAP PARKING SPACE
DETAIL
NOT TO SCALE

SIGN
LEGEND

STOP

DO NOT ENTER

[illegible]

1	How did the accident occur?	1. The driver was driving at 100 mph when he was struck by a car that was stopped at a red light.
2	What was the driver's speed at the time of the accident?	100 mph
3	What was the driver's direction of travel at the time of the accident?	Northbound on Highway 101
4	What was the driver's point of impact at the time of the accident?	At the intersection of Highway 101 and Highway 102
5	What was the driver's point of impact at the time of the accident?	At the intersection of Highway 101 and Highway 102
6	What was the driver's point of impact at the time of the accident?	At the intersection of Highway 101 and Highway 102
7	What was the driver's point of impact at the time of the accident?	At the intersection of Highway 101 and Highway 102
8	What was the driver's point of impact at the time of the accident?	At the intersection of Highway 101 and Highway 102
9	What was the driver's point of impact at the time of the accident?	At the intersection of Highway 101 and Highway 102
10	What was the driver's point of impact at the time of the accident?	At the intersection of Highway 101 and Highway 102

Curb Data

- * 26-wooden surface
- * Gravelly 17%
- * Water runoff det (underneath curb) 10%
- * 2% asphaltic road base underneath

EXHIBIT B
Property Description
33-35 Crosby Street

That certain piece of parcel of land, located in the City of Danbury, County of Fairfield and State of Connecticut; known as 33-35 Crosby Street in said City of Danbury; and more particularly bounded and described as follows:

All that certain piece or parcel of land situate in the City of Danbury, County of Fairfield, State of Connecticut as shown on map entitled Data Accumulation Plan, prepared for 33 Crosby, LLC, 33-35 Crosby Street, Danbury, CT, scale 1" = 20', dated May 13, 2009, prepared by CCA, LLC of Brookfield CT and being more particularly bounded and described as follows:

Beginning at a point at the southerly street line intersection of Crosby Street and the easterly street line of Lee Hartell Drive; Thence along the southerly street line of said Crosby Street the following two courses, N58°21'40"E 49.33', N57°17'20"E 72.51' to a point on the northwesterly corner of lands belonging now or formerly to HLS, LLC as recorded in deed volume V1172/0473; Thence along the westerly line of lands belonging to said HLS, LLC the following three courses, S32°10'40"E 114.045', S56°17'49"W 10.60', S40°11'30"E 64.94' to a point on the northerly street line of Stevens Lane; Thence along the northerly street line of said Stevens Lane S50°08'30"W 68.23' to a point on the easterly street line of said Lee Hartell Drive; Thence along the easterly street line of said Lee Hartell Drive the following two courses, N58°46'23"W 117.56', N32°12'32"W 82.42' to the point or place of beginning.

Said parcel containing 0.444+/- Acres.



CITY OF DANBURY
OFFICE OF THE CITY COUNCIL
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810
(203) 797-4514

April 27, 2021

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

RE: Assignment/Lease Extension with Jay Earl Associates, LLC/Jay Earl Associates Condominium, Inc.
as Tenant

Dear Mayor and Council:

Mr. David Kaplan of Jay Earl Associates, LLC/Jay Earl Associates Condominium, Inc. in the attached correspondence dated April 16, 2021 has requested the subject lease be amended to include additional extension options subsequent to the City's consent of assignment as approved on April 6, 2021. I kindly ask that this new request be referred to the same ad hoc committee for review accordingly.

Thank you for your consideration.

Sincerely,

Vinny DiGilio

Vinny DiGilio
City Council President

Attachment

Kaplan Realty Group

170 West 74th Street
New York, New York 10023
Telephone 212.362.9800
Facsimile 212.595.3785
Email david@krg.info

April 16, 2021

Via email to v.digilio@danbury-ct.gov

Mr. Vinny DiGilio, President
City Council
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

**Re: Assignment and Extension of Lease dated February 3, 2003 between City of Danbury as
Landlord and Jay Earl Associates, LLC as Tenant ("the Lease")
Property located on Airport Road (aka Kenosia Avenue Extension) ("Leased Premises")**

Dear Mr. DiGilio:

Jay Earl Associates, LLC ("Jay Earl") had requested in January of this year, the City's written consent to assign the above referenced Lease to **Jay Earl Associates Condominium, Inc.** The City Council established an ad hoc committee which met last month to consider this request. In accordance with the Lease, Jay Earl Associates, LLC has the right to assign the Lease with the written consent of the City. The Lease further provides that, commencing on the first day of the month subsequent the date of the assignment, the rent shall be adjusted to an amount determined by an independent appraiser, acceptable to the City and Jay Earl. An appraisal has now been commissioned as per the committee's request. Once completed, I will share the report with the committee.

In addition to assigning the Lease, we are hereby requesting that the Lease be amended to include two (2) additional five (5) year options which would give the tenant the right to extend the lease term through February 3rd, 2043. If this is acceptable, I will instruct the appraiser to incorporate any rental valuation adjustments to his report due to the longer lease term.

Kindly refer this matter to the existing ad hoc committee for review and discussion. We also are seeking an extension of the current lease term which expires on February 3rd, 2023. Paragraph 5 of the Lease Addendum provides, Jay Earl, as the holder of title to 62-69, the right to extend said lease for two additional periods of five (5) years each with prior written notice to the City.

Finally, Jay Earl or its assignee will be exercising its right to extend the current lease term, which expires on February 3, 2023, for two additional terms of 5 years each in accordance with paragraph 5 of the Lease Addendum.

3-1

3-2

Please feel free to contact me should you require any further information pertaining to my request. I can be reached on my cell phone at 917-945-0085 or via email (david@krg.info).

Thank you.

Very truly yours,
Jay Earl Associates, LLC

By: 
David Kaplan
Its Managing Member

Cc: Mike Safranek, Airport Administrator, Danbury Municipal Airport via email to m.safranek@danbury-ct.gov
Laszlo Pinter, Esq., Deputy Corporation Counsel, City of Danbury via email to l.pinter@danbury-ct.gov
Kim Nolan, Esq., Cramer & Anderson via email to knolan@crameranderson.com
Robin Kahn, Esq., Cohen & Wolf via email to rkahn@cohenandwolf.com




4

CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

CHARLES J. VOLPE, JR., CPPB
PURCHASING AGENT

(203) 797-4571 PHONE
(203) 796-1527 FAX
c.volpe@danbury-ct.gov

Memo

To: Honorable Mayor Joseph M. Cavo and Members of the City Council
From: Charles J. Volpe, Jr., Purchasing Agent 
CC: David St. Hilaire, Director of Finance
Date: 4/26/2021
Re: Request for Permission – Disposal of Surplus Vehicles & Equipment

The vehicles and equipment on the attached listing have been declared surplus.

Pursuant to the requirements set forth by Section 2-211 of the Code of Ordinances, I am requesting your permission to dispose of these items via an online public auction.

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

4-1

**City of Danbury, CT
Surplus List
26-Apr-21**

<u>Department</u>	<u>Year</u>	<u>Description</u>	<u>VIN / Serial #</u>
Highway	2001	#S-8966-D Pelican Sweeper	
Building	2005	Dodge Durango	1D4HB38NX5F547556
Forestry	2007	Dodge Ram	3D7KS28D47G808448
Construction Services	2007	Ford F150	1FTPX14557NA61458
Building	2005	Dodge Durango	1D45HB38N15F551575
Park Maintenance	2007	Dodge Ram	3D7KS28D07G808446
Health	2003	Dodge Dakota	1D7HG38X43S343846
Highway	2006	Ford Explorer	1FMEU73E56UA80063
Public Schools	1994	Chevrolet Suburban	1GNFK16K6RJ379474
Public Schools	2001	Chevrolet Express Van	1GNFG15M311135810
Fire	2006	Ford Expedition	1FMPU16576LA83327
Public Works		Truck Crane	
Public Works		Miller Welder	JB553755
Public Works		#AED-200LE Miller Welder	JF895280
Public Works		Hobart Welder	
Public Works		#R35-325 Idealarc Welder	AC5Z1307
Public Works		#PM6040 Thermal Dynamics Cutter	102DO
Public Works		#GBS-600 Multiquipp Jumper	
Public Works		#4W113A Dayton Generator	
Public Works		#235 Marquette Arc Welder	41495
Public Works		#535 Rigid Pipe Threader	
Public Works		#JJ6CS Jet Wood Plainer	204611
Public Works		Dewalt Radial Arm Saw	
Public Works		#C7 Edttac Arc Welder	6C174
Public Works		#CMYDY2108E Downeaster Sander	10598
Public Works		#DP1908 Downeaster Sander	7671
Public Works		Lightbars (31)	
Public Works		#B9DOW Eager Beaver Trailer	
Public Works		#2040 Kubota Plow	
Public Works		Utility Trailer (white)	
Public Works		Leaf Vac (red)	
Public Works		Plow (yellow)	
Public Works		#10A John Deere Backhoe	GHW466BM117906
Public Works		#370 John Deere Mower	
Water	2009	Ford F-250	1FTNF21599EA17647
Water		Mohawk 9,000 lbs. Vehicle Lift	9206689
Water		Fisher Plow	
Police	2003	Ford F-250	1FTNX21L23EB38491
Police	2009	Ford Crown Vic	2FAHP71VX9X122628
Police	2013	Ford Taurus (totaled, car accident)	1FAHPZMT3DG124569
Police	2017	Ford Explorer (totaled, car accident)	1FM5K8AR4HGA17815

4-2

<u>Department</u>	<u>Year</u>	<u>Description</u>	<u>VIN / Serial #</u>
Police		Dumbbell Set, 100 Lbs	
Police		Stex 8016E Elliptical Trainer	
Highway		#E202010 Stainless Steel 11' Spreaders (6)	
Highway		Tenco 11' Reversible Plows (6)	
Equipment Maintenance		Truck Tool Storage Box	
Highway		#FS-130 Stihl Weed Wacker	
Highway		#114973019 Stihl Post Hole Auger	
Equipment Maintenance		#R35-325 Lincoln Arc Welder	
Equipment Maintenance		#20RT-4201/TR-5 Hobart Welder	
Equipment Maintenance		#T-586 Central Machine Drill Press	
Highway		Steel Water Tanks (3), 500 gallon	
Various		Used iPhones (20) & accessory items	

End



CITY OF DANBURY

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

JOSEPH M. CAVO
MAYOR

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

April 26, 2021

Honorable Members of the City Council
City of Danbury, Connecticut

Re: Regional Greenway Study Grant

Dear City Council Members:

My office was recently contacted by the Town of Brookfield regarding a grant opportunity for a Regional Greenway Study. The grant application will look into the feasibility of expanding the current Still River Greenway from Brookfield into Danbury and New Milford.

WestCOG will apply for the collective grant on behalf of all three municipalities. If received the \$150,000 grant requires a \$5,000 contribution from each municipality.

Therefore, I am respectfully requesting the adoption of the resolution, and the allocation of funds, for this grant request if awarded.

Thank you for your consideration.

Sincerely,

Joseph M. Cavo
Mayor

cc. Steve Dunn – Town of Brookfield, First Selectman
Francis Pickering – WestCOG, Executive Director



5-1

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

DAVID ST. HILAIRE
DIRECTOR OF FINANCE

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

MEMORANDUM

TO: Mayor Joseph M. Cavo via the City Council

FROM: David St. Hilaire, Director of Finance

DST

DATE: April 28, 2021

CERTIFICATION #1

SUBJECT: Certification of Funds – Regional Greenway Study Grant

Pursuant to the attached request from the Mayor, I hereby certify the availability of funds for the Regional Greenway Study Grant.

These appropriations will be transferred from the Contingency account 002.9300-5855 to 002.1220-5300.2010 - Professional Services.

The status of the Contingency account is as follows:

Budgeted Amount: \$333,000

Attached Request 5,000

Balance: \$328,000

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

Attachment



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2021

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the City of Danbury (City), together with the Towns of Brookfield and New Milford, and as part of a WestCOG initiative, is seeking to apply for a grant from the Connecticut Department of Transportation (CTDOT) for a Regional Greenway Study Grant; and

WHEREAS, the objective of the study is to evaluate the feasibility of expanding the current Still River Greenway from Brookfield into Danbury and New Milford; and

WHEREAS, the expansion of this Greenway would greatly enhance usage and provide alternative transportation options along State Route 7 and 202 corridors; and

WHEREAS, this connectivity is consistent with the states' plans for linking existing trails/ greenway as presented by the CT Greenways Council and CT DOT; and

WHEREAS, the estimated cost of this Study will be \$150,000 and the City's local match would be Five Thousand Dollars (\$5,000.00) and this funding is to be charged to 002.1220-5300.2010.

NOW THEREFORE BE IT RESOLVED THAT Joseph M. Cavo, Mayor of the City of Danbury, or Sharon Calitro, Director of Planning as his designee, be and hereby is authorized to sign the grant application and to sign any other documents associated with administering the grant, if awarded, including but not limited to the final grant agreement and any amendments thereto, and ratify any prior required actions taken in furtherance hereof.

DOT PLANNING STUDY - Application

5-3

Date of Submittal: April 30, 2021

1. Study Title

Provide the title of the Study: **Still River Greenway Extension**

2. Study Sponsor

The Study Sponsor is the applicant and will be the entity that enters into agreement with the Council of Governments for program administration and funding. Please indicate the formal legal names of the organization and duly authorized representative.

Study Sponsor: **Town of Brookfield**

3. Study Contact (Representative from Study Sponsor)

The Study Contact must be a representative of the Study's Sponsor agency. The Study Contact will act as the project manager and will be the primary person to which correspondence, inquiries and study coordination will be directed regarding the application and subsequent project if funds are awarded.

First Name: **Greg**

CT Municipality: **Brookfield**

Last Name: **Dembowski**

Division/Office: **Land Use**

Title: **Project Manager**

Street: **100 Pocono Road, Brookfield, CT**

Telephone No: **203-740-3865**

Zip Code: **06804**

Facsimile No: **203-740-7677**

Email Address: **gdembowski@brookfieldct.gov**

4. Study Location

(Clearly Define Study Location and Limits)

There are two study areas, as follows:

- 1. From the northern boundary of the SRG, Phase 1 in Brookfield north to the center of New Milford.**
- 2. From the southern boundary of the SRG, Phase 1 in Brookfield south to the center of Danbury.**

Identify the municipality (ies) having boundaries encompassing the study location.

Primary CT Municipality: **Brookfield**

Other Municipality (ies): **City of Danbury and Town of New Milford**

LOCATION MAP: Depict the location of the study on a base map such as a town road map, GIS map, aerial photo, or another base map suitable to clearly depict the study's overall location. Provide a hard copy.

See attached 8 page Connectivity Study conducted specifically for this application.

5. Study Description

Briefly describe - Additional pages can be attached.

From conception the Still River Greenway (SRG) was planned to be completed in phases. Phase1, all in Brookfield, was constructed and opened to the public in 2016. Future phases were to extend it north into New Milford and south into Danbury. This study is to evaluate routes to extend it to the centers of New Milford and Danbury.

6. Purpose and Need

Briefly explain the purpose and need for the study including anticipated significance and impact. Provide any additional information and data that may assist with determining the eligibility of and ranking of this study. This is an opportunity to discuss why this study should be selected for funding.

The purpose of this study is to determine the most feasible route to extend the Still River Greenway (SRG) beyond its current 1.6 mile length north and south to connect Brookfield's town center to that of New Milford and Danbury. This extension would greatly enhance usage and provide alternative transportation options along the heavily traveled State Route 7 and 202 corridors. This connectivity is consistent with the states' plans for linking existing trails/greenways as presented by the CT Greenways Council and CT DOT.

Studies show greenways greatly enhance businesses located on or near them. The SRG is no exception – there has been a significant amount of privately funded development (including high density housing, medical and retail) in Brookfield's Town Center District since the SRG opened in 2016.

Several high density housing developments have granted right-of-way easements along the Still River and the Town of Brookfield is working with other developers for additional easements to extend the greenway. Additional easements will most likely be required.

7. Community Character and Regional Significance

Briefly describe the relationship and fit of this study to other studies planned or underway as well as how this study is consistent with the municipal Plan of Conservation and Development in the area served and the Metropolitan Transportation Plan. Be sure to include other pending or approved studies/grants that would affect the outcome.

The SRG has been and continues to be one of the most utilized greenways in the state (see CtTrailCensus.UCONN.edu).

Extending the SRG is consistent with the states' plan to reduce greenhouse gases. CT's Transportation and Climate Initiative study aims to:

- ☐ Cap and reduce greenhouse gas emissions
- ☐ Minimize climate changes risks
- ☐ Provide funding for trail improvements
- ☐ Increase bike and pedestrian safety
- ☐ Add bike lanes and trails
- ☐ Raise \$1B by 2032

This plan is consistent with the Connecticut's POCD, Section 3.2, that "encourage(s) a network of pedestrian and bicycle paths and greenways that provide convenient inter and intra-town access, including access to the regional public transportation network" and WESTCOG's POCD that prioritizes the need for open space and bicycle and pedestrian development.

The Regional YMCA of Western CT has a strong collaboration with local health directors, hospitals and other community organizations to address leading chronic disease rates in the Greater Danbury Area. Together they sponsor programs to across the region and are applying for a \$2,500 Million Hearts grant. Along with a task force created by Brookfield's Board of Selectmen to study the expansion of the SRG, community leaders are working together to promote healthy lifestyles that include increased usage of the SRG.

8. Study Cost Estimation

Provide the estimated cost of the study, include a detailed cost estimate and the basis for the cost estimate. Depending upon the funding source appropriated for the study, the municipality or COG may need to contribute between ten percent (10%) and twenty percent (20%) of the total study cost. The municipality may choose to contribute more than 10% of the local match to the cost of the study. (Studies funded with LOTCIP will not require a local match). If the study is chosen at the end of the Study Selection process and federal funds will be applied, the municipality may be asked to provide documentation showing the local match will be secured.

TBD – working on this now.

Total Study cost: \$150,000

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Municipal/COG cost (>): **\$150,000**
Additional funding contributed by the Municipality/COG: **\$15,000**

Local Match Financing

The minimum ten percent (10%) or twenty percent (20%) match typically must come from non-federal sources as there are restrictions on the application of federal monies to the match share of PROGRAM funds. Indicate whether the local match can reasonably be secured by the study sponsor for the project if PROGRAM funds are authorized. LOTCIP funds may not be used as a local match.

Are you providing the match with non-federal sources? **X Yes**

Can the local match be reasonably secured? **X Yes**

Is the applicant able to provide the commitment for the local match for this study? **X Yes**

9. Attachments and Additional Information/Materials

Please limit comments and attached pages to those critical for Review of the Application and proper understanding of the Study Proposal.

Please indicate any additional materials being submitted with the application package or provided to the COG for consideration. If additional pages were used to answer questions on this application, please indicate the section and number of pages.

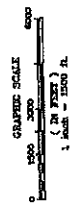
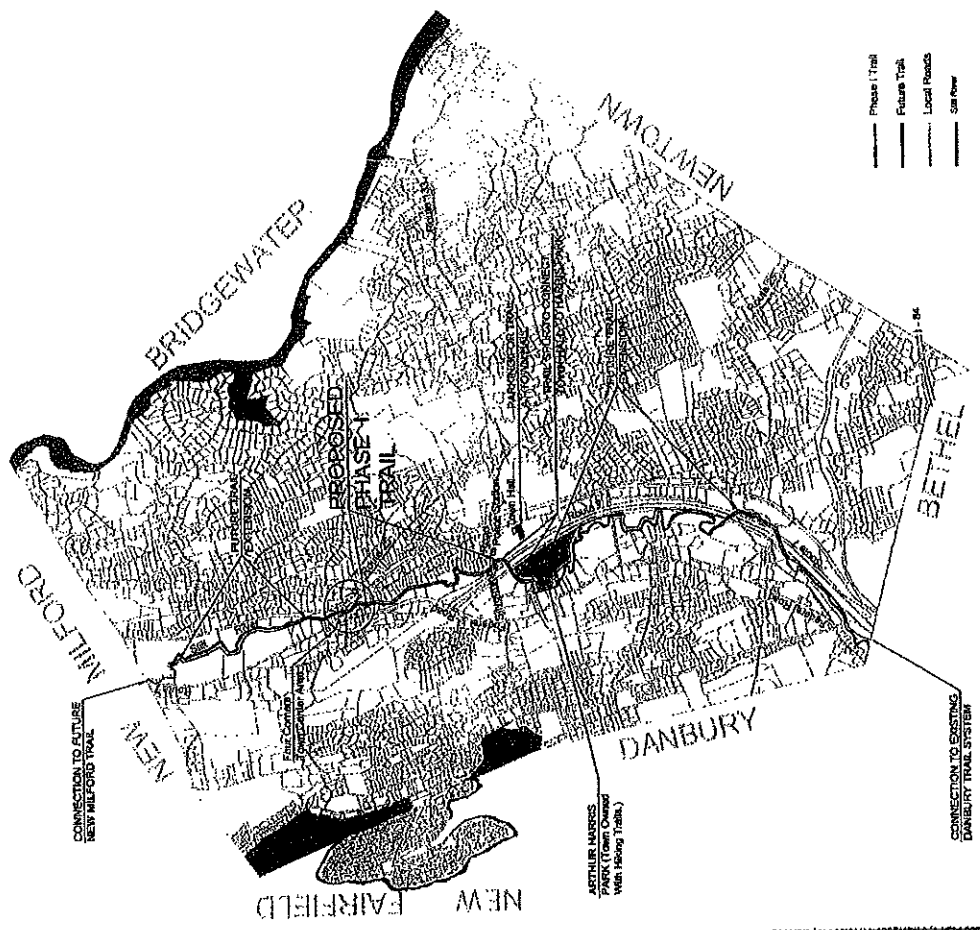
<u>Number of Pages:</u>	<u>Application Section:</u>	<u>Brief Description:</u>
1	5	SRG Multi-Use Trail Brookfield, Phase 1
8	6	SRG Connectivity Study, April 27, 2021
2	7	Official CT Greenways Map, 2019
1	7	Letter of Support, 3 Town Leaders
1	7	Letter of Support, CT Greenways Council

Legal Name of Duly Authorized Representative: **Stephen C. Dunn**

Signature of Duly Authorized Representative

Date (MM/DD/YYYY)

STILL RIVER MULTI-USE TRAIL BROOKFIELD, CONNECTICUT

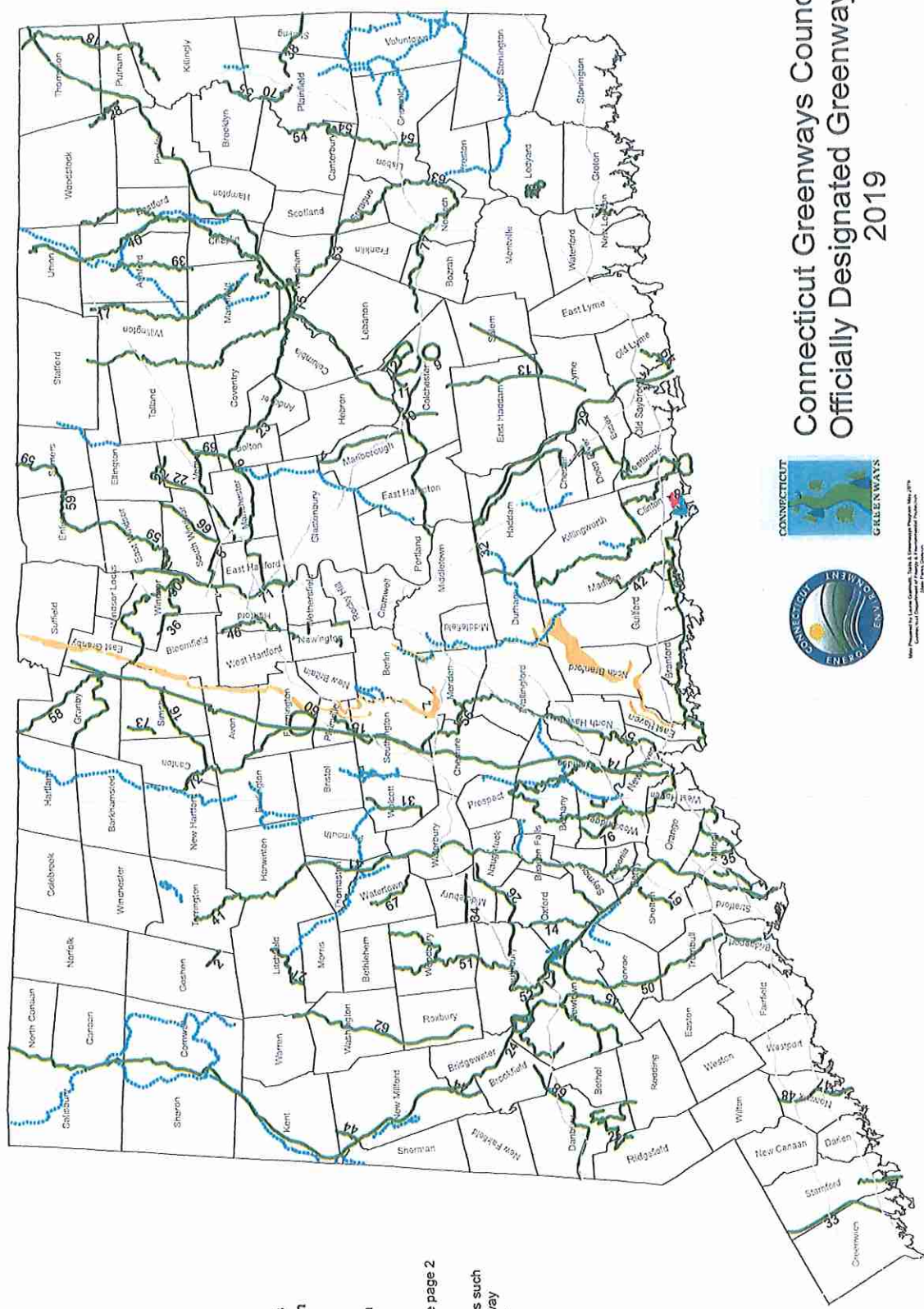


TRAIL LOCATION PLAN



- Explanation**
- Major Highways**
 - Greenways**
 - 2019 Designated**
 - Existing**
 - Clinton Blueway**
 - Clinton Greenway**
 - Blue Blazed Hiking Trails**
 - Metacomet Ridge System**

Notes:
 The Blue Blazed Hiking Trail System and the Metacomet Ridge System are designated Greenways.
 For an alpha index to greenways, see page 2.
 Not all Greenways are trails.
 Greenways are open space corridors such as a river valley or railroad right-of way and may contain a trail designed for non-vehicular public use.
 For more information
 Visit: <http://ct.gov/deep/greenways>



Connecticut Greenways Council Officially Designated Greenways 2019

Map prepared by James Gaudin, June 1, 2019. Designated Greenways Map, 2019. Connecticut Department of Energy and Environmental Protection. All rights reserved.

5-8

Map Id	Name	Year Designated
1	Air Line State Park Trail	2001
2	Bantam River Greenway	2005
3	Bigelow Brook Greenway	2010
4	Blackledge River Greenway	2007
5	Captain John Bissell Trail	2018
6	Charter Oak Greenway	2001
7	Clinton Blueway	2019
8	Clinton Greenway	2019
9	Colchester Cohen Woods Focus Area	2007
10	Colchester Greenway System	2002
11	Colchester Judd Brook Connector	2007
12	Colchester Sherman's Brook Greenway	2007
13	Eight Mile River Greenway	2001
14	Eightmile Brook	2010
15	Farmington Canal Heritage Trail	2001
16	Farmington River Trail	2001
17	Fenton River	2006
18	Five Mile River	2010
19	Fourmile Brook	2010
20	Great Oak Greenway	2018
21	Hanover Pond Linear Trail - Meriden	2014
22	Hockanum River Linear Trail and Park	2001
23	Hop River State Park Trail	2001
24	Housatonic Riverbelt Greenway	2001
25	Ives Trail	2010
26	Larkin State Park Trail	2001
27	Litchfield Community Greenway	2011
28	Little River	2006
29	Lower Connecticut River Greenway	2007
30	Lower Farmington River	2014
31	Mad River Greenway	2013
32	Menunketesuck-Cockaponset Regional	2012
33	Mianus River Greenway	2001
34	Middlebury Greenway	2002
35	Millford Greenway System	2003
36	Mill Brook Greenway - Windsor	2014
37	Mill River Greenway	2008
38	Moosup Valley State Park Trail	2001
39	Mt. Hope River	2006
40	Natchaug River	2006
41	Naugatuck River Greenway	2006
42	Neck River Greenway	2005
43	New London Waterfront Walkway/Bikeway	2003
44	New Milford River Trail Greenway	2017
45	Newtown Greenway System	2003
46	North & South Branches of the Park River	2002
47	Norwalk Heritage Greenway	2001
48	Norwalk River Valley Linear Trail	2003
49	Old Lyme Greenway	2005
50	Pequonnock/Housatonic Railbed Greenway	2001
51	Pomperaug River Greenway - Woodbury	2011
52	Pomperaug River Southbury Extension	2012
53	Pope Park Greenway	2008
54	Quinebaug River Greenway - Canterbury	2011
55	Quinebaug River Multi-Purpose Trail	2002
56	Quinnipiac River Gorge Trail	2012
57	Quinnipiac River Greenway	2003
58	Salmon Brook	2010
59	Scantic River Greenway - South Windsor	2011
60	Shade Swamp Sanctuary	2003
61	Shelton Greenway System	2002
62	Shepaug Greenway	2001
63	Shetucket River Greenway	2011
64	Shoreline Greenway Trail	2009
65	South Meadows Recreation Trail @ Goodwin	2018
66	South Windsor Crosstown Trail	2017
67	Steele Brook Greenway	2009
68	Still River Greenway	2002
69	Tankerhoosen Greenway	2007
70	Trolley Trail	2002
71	Upper CT River Greenway - Hartford, EH, Windsor	2016
72	Upper Farmington River Greenway - Canton	2014
73	West Mountain Trail System	2010
74	West River Watershed	2015
75	Willimantic River Greenway	2003
76	Woodbridge Greenway Trails	2002
77	Yantic River Greenway	2013

Brookfield Regional Trail Connectivity Study Initial Notes 4/27/2021

Regional – Western New England Greenway

Largely follows Route 7 and has been designated as U.S. Bicycle Route 7, a multi-segment, multi-state bike route that links NYC and Montreal.

Website: <https://wnegreenway.org/bike-routes/>

On google maps:

<https://www.google.com/maps/d/u/0/viewer?mid=1oaWumZ9F53izbwLaxsi73bfq7GY&ll=41.41841190706969%2C-73.40762010180546&z=14>

New Milford River Trail – New Milford's portion of the Hou Bike Walk Trail

The Sega Meadows is the constructed portion of gravel and hiking trails which ends at Boardman Road. It will connect to the proposed 13-mile trail that will follow the Housatonic River south through downtown New Milford all the way to the town border with Brookfield.

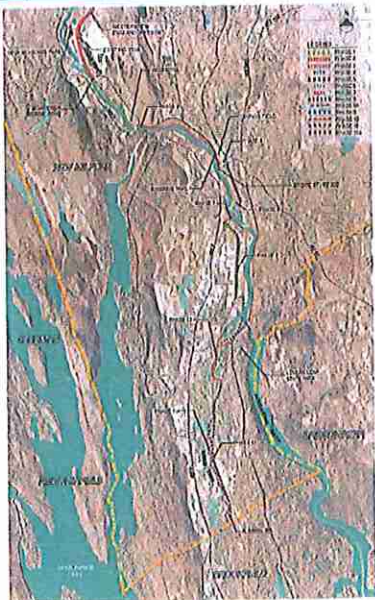
Plans for Connecting to Brookfield and details on funding and construction.

<http://www.nmbikewalk.org/about-us/future-plans/>

In 2016, the Town developed a draft route to extend the existing 5 mile trail from it's southern trailhead on Boardman Rd through the historic downtown and onward to the Brookfield Town Line (With the hope that the trail will link up with Brookfield's Still River Greenway at this location).

The 2018 Alignment Study & Preliminary Engineering Report + Preliminary Engineering Plans that followed can be found at the link but relevant pages from each are included on the next page.

<https://www.newmilford.org/content/20633/22190/default.aspx>



Phases from North to South (not ordered by construction sequence)

- Phase 1 - Boardman Road to MedInstill Entrance Drive
- Phase 2 - The "Pinch Point"
- Phase 3 - Pinch Point to Young's Field
- Phase 4 - Transition from Young's Field Road to Bridge Street
- Phase 5 - West Street from Bridge Street to Hidden Treasure Park
- Phase 6 - Hidden Treasure Park
- Phase 7 - Housatonic River Crossing
- Phase 8 - Pettibone Community Center to Pickett District Fields
- Phase 9 - Pickett District Fields to Still River Drive
- Phase 9A - Sidewalk on Still River Drive
- Phase 10 - Still River Drive Through Harrybrooke Park
- Phase 11 - Candlewood Valley Country Club to Brookfield Town Line
(For Bikes: A portion will use the existing Candlewood Valley County Club golf course path and the remaining will be Sharrows for bikes utilizing Erickson Road and Aldrich Road.)
- Phase 11A - Nature Trail from Erickson Road to Brookfield Town Line
(Pedestrian Path along the Still River. This avoids paving in the 100-year floodway.)

The following are the pages on phase 11 from the 2018 Draft Report and Sheets 34 & 35 of the Preliminary Engineering Plans.

Phase 11 – Candlewood Valley Country Club to Brookfield Town Line

Sheets 27-35, Distance: 10,700'

Existing Conditions:

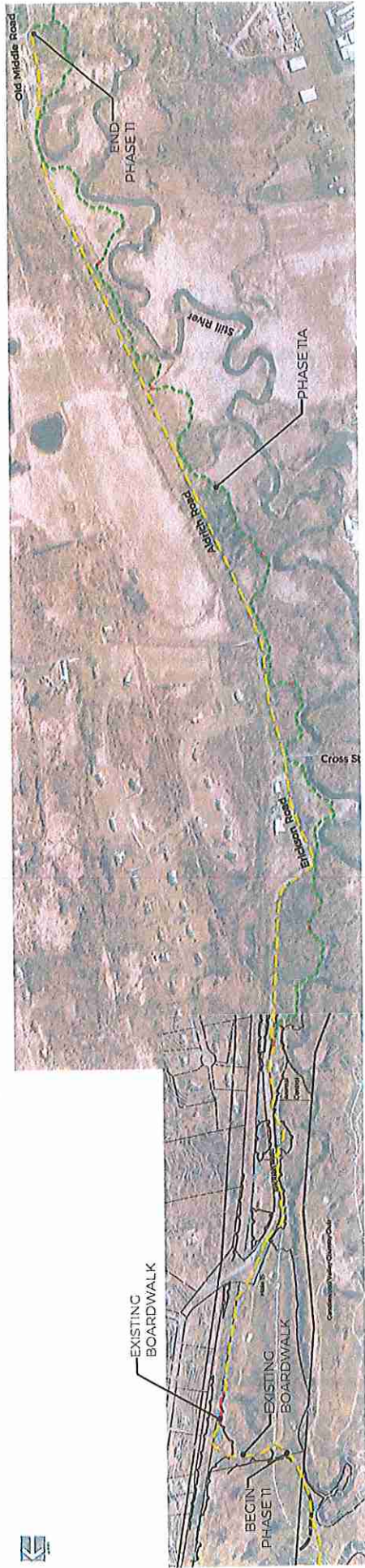
A goal of the New Milford Bike and Trail Committee is to have an off-road multiuse trail wherever possible connecting to the planned trail in Brookfield. However, the existing conditions in the corridor from Candlewood Valley Country Club to the Brookfield town line are generally not conducive for a separate path due to topographic and natural resource factors. Candlewood Valley Country Club is located immediately to the south of Harrybrooke Park and adjacent to the Housatonic Railroad. The Still River and its floodway and floodplain are in close proximity to Erickson Road. In areas where there is sufficient land west of Erickson Road, the floodplain has sensitive wetlands and archaeological resources that are protected in large part by the Weantinoge Heritage Land Trust.

Proposed Improvements:

The bicycle route from Candlewood Valley Country Club to Brookfield will have two components. The first will be a multiuse trail and the second will be a sharrow following the existing town road. Beginning at the southern property line of Harrybrooke Park, a short section (100') multiuse trail is proposed to connect to the existing golf cart path located on the Candlewood Valley Country Club. Where the cart path turns away from the Housatonic Railroad right-of-way, a new trail will be constructed that will be connected to Erickson Road. The trail will be constructed at grade along the edge of the 100-year floodplain. In areas where the trail could be impacted by golf, screening would be installed to protect the trail users from errant golf balls. The length of trail on the golf club property is approximately 2,305'. Permissions and easements will be required from Candlewood Valley Country Club or the future owners. From Candlewood Valley Country Club, the trail is to be a sharrow system for bikes utilizing Erickson Road and Aldrich Road. Pedestrian use will be incorporated in Phase 11A with a walk along the Still River.



Trail Phase Map

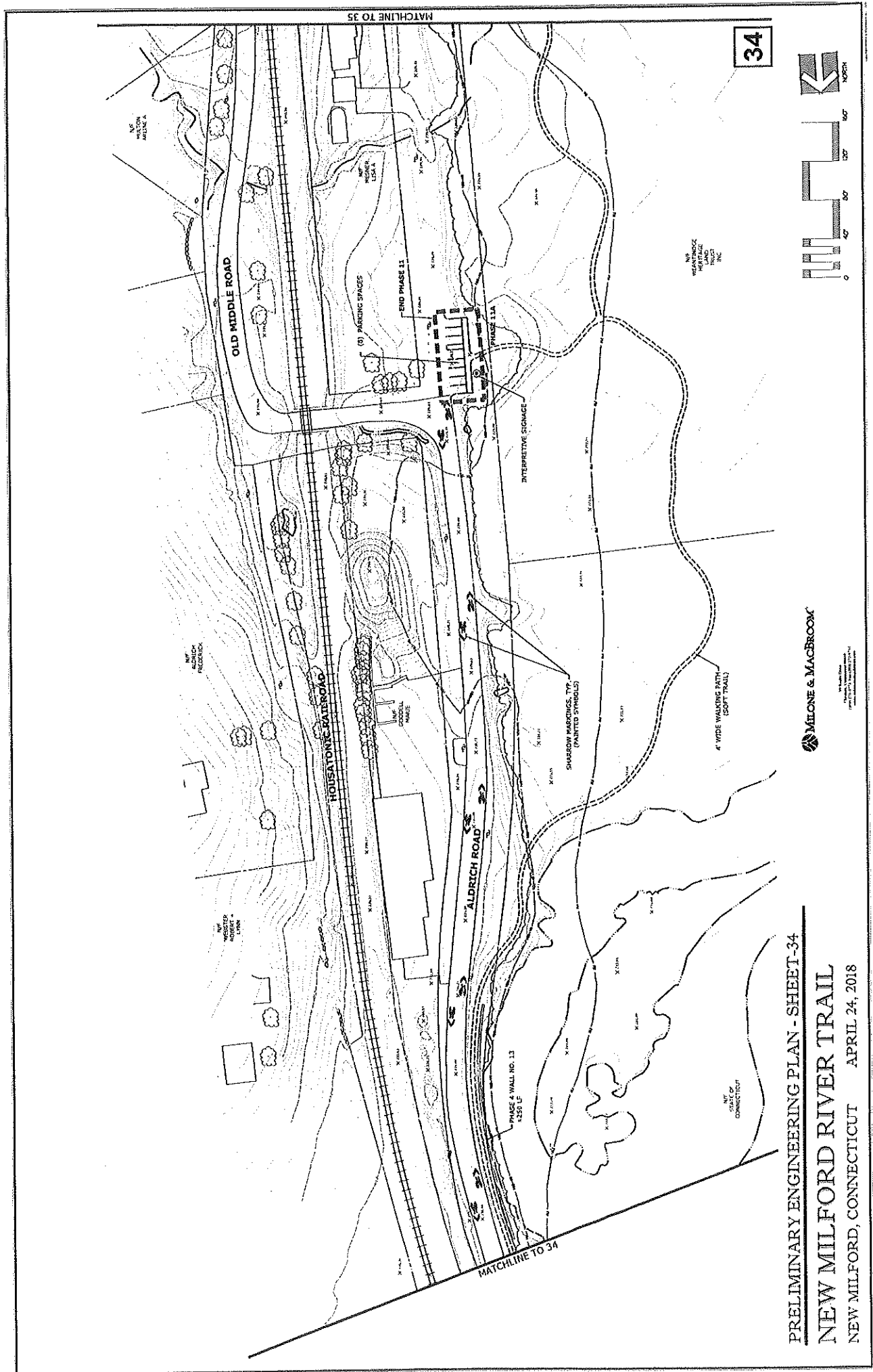


Existing Boardwalk at Candlewood Valley Country Club



Existing Cart Path at Candlewood Valley Country Club

5-12



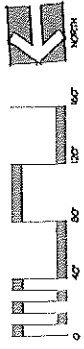
PRELIMINARY ENGINEERING PLAN - SHEET-34

NEW MILFORD RIVER TRAIL

NEW MILFORD, CONNECTICUT APRIL 24, 2018

MILONE & MACBROOM

100' SCALE
1" = 100'

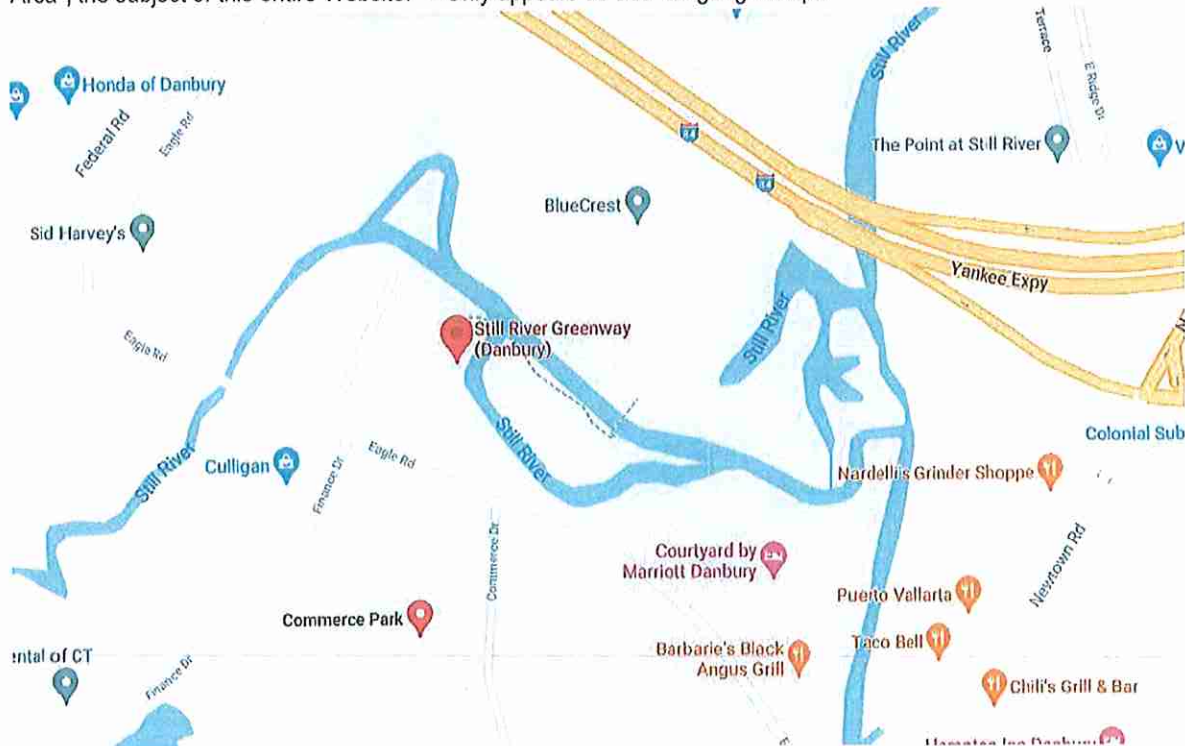


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4 of 8

Danbury Trails – The Still River Greenway

Trail description "...Old Newtown Road and into Commerce Park. Immediately past the point where the River flows under Eagle Road (by the Commerce Park Fire Station), is the site of the Still River Greenway Trail and Restoration Area", the subject of this entire Website." – Only appears as 800' on google maps.



- The maps are not available on the website.

<https://westcoq.org/wp-content/uploads/2015/09/Greater-Danbury-Regional-Bike-Plan1.pdf>

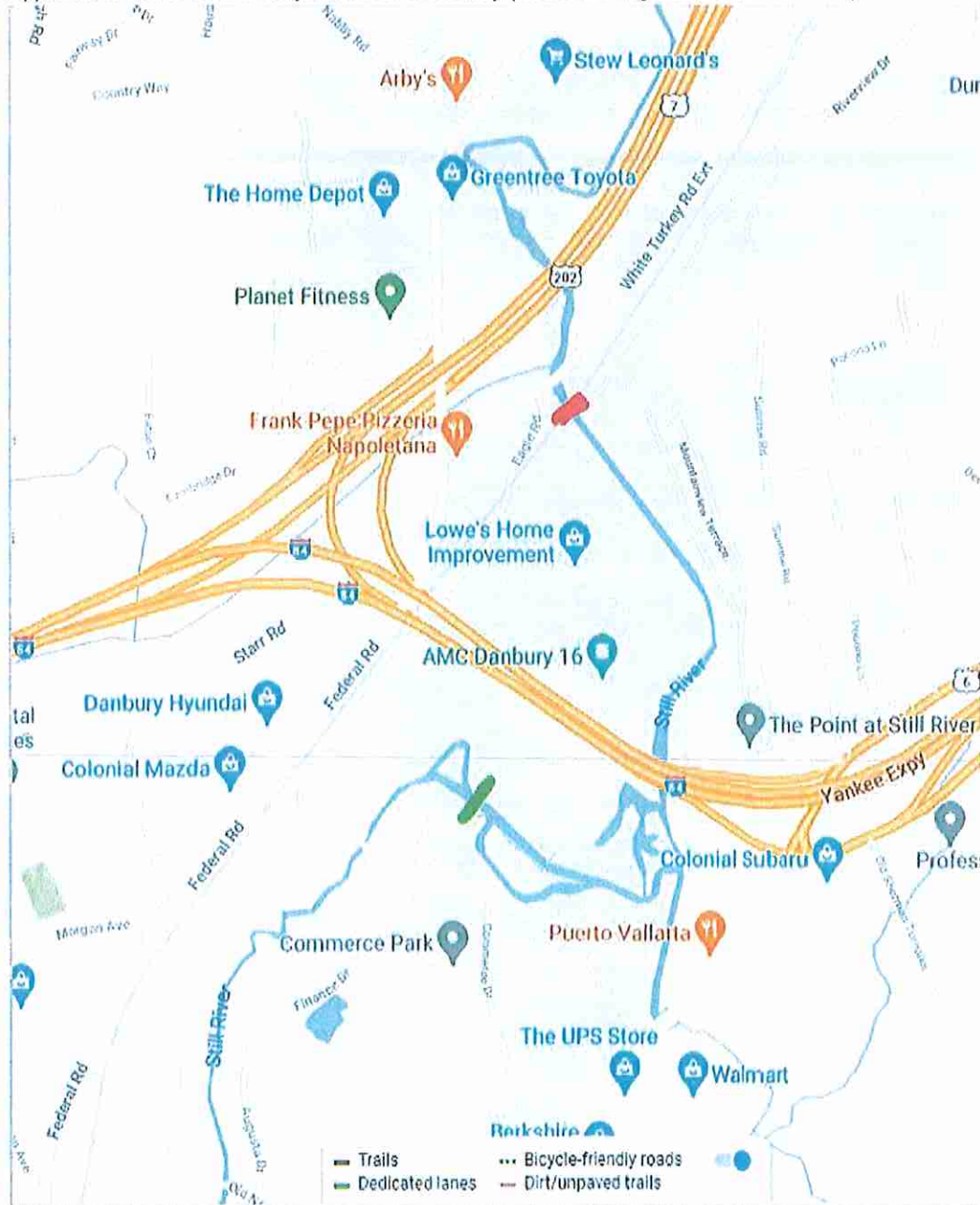
"A complete greenway along the Still River will take a coordinated effort from Danbury, Brookfield and New Milford. Completed segments and soon to be completed sections exist primarily in Danbury and Brookfield.

The 2.2-mile trail in Danbury stretches from behind Commerce Park on Eagle Road along the Still River to the railroad tracks near White Turkey Road. A hiking trail was constructed along the river with kayak/canoe launching areas. Even though bicycles are not specifically prohibited, the Danbury section is not conducive to use by cyclists at this stage."

5.14

Brookfield Regional Trail Connectivity Study Initial Notes 4/27/2021

Apparent extent of the Danbury Still River Greenway (south end in green, north end in red)



7618

Brookfield Regional Trail Connectivity Study Initial Notes 4/27/2021

Additional Organizations and Reports

WESTCOG

<https://westcog.org/meetings/mpos/hvmop/>

- **TIP Map (In Repair)** - showcases WestCOG's current projects listed within its Transportation Improvement Program (TIP). Users can view project, type and cost as well as print project reports.
<https://westcog.maps.arcgis.com/apps/MapSeries/index.html?appid=3593d7e374b24930bf9306ade01d2311>
- **Regional Bicycle Plan - March 12, 2019** - Summarized past Bike Plans but does not focus on the Still River Greenway Trail. https://westcog.org/wp-content/uploads/2019/03/Regional-Bicycle-Plan_March12_website.pdf
- **Regional Transportation Safety Plan** - Open for public comment until May 7th.
<https://westcog.org/transportation/studies/safetyplan/>

Housatonic Valley Metropolitan Planning Organization

The Housatonic Valley Metropolitan Planning Organization (HVMPO) is the federally mandated organization designated by the Governor as the forum for cooperative transportation decision-making.

Base Maps

Regional - Trails not shown but option for contours, parcel lines, and different base maps or imagery.

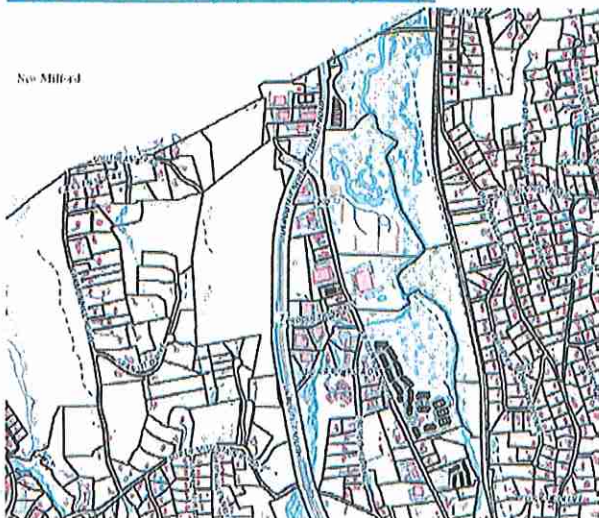
<https://westcogct.mapgeo.io/datasets/properties?abuttersDistance=100&basemap=c2c15853-5f75-46bf-97db-607c62be52bf&latlng=41.438346%2C-73.442699&panel=themes&themes=%5B%22856056d7-6baf-45b6-a3e9-053e95295bc5%22%5D&zoom=12>

Town of New Milford GIS

<https://newmilfordct.mapgeo.io/datasets/properties?abuttersDistance=100&latlng=41.587864%2C-73.425014&zoom=11>

Brookfield GIS - Includes wetlands, contours, property line layers and an apparent trail line dashed along the mill river.

https://brookfield.mapxpress.net/ags_map/





6

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

April 14, 2021

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

RE: 25 Miry Brook Road/Acquisition

Dear Mayor and Council:

The above referenced parcel of property as described and appended to the attached resolution is adjacent to the south side of the Danbury Municipal Airport along Miry Brook Road.

It is believed that the acquisition of this parcel would be of great public and DXR benefit and instrumental for ancillary uses that would benefit the municipal airport, including, but not limited to, construction of aircraft hangars and/or construction of maintenance and storage facilities for the maintenance and operation of the airport and/or expansion of access to public and private facilities serving the airport.

Kindly adopt the attached resolution and authorize this office to begin the process of acquisition, either by negotiation or eminent domain, together with such funding as may be required or available through the FAA or available open space funds. This resolution supersedes the previous resolution in terms of intent and funding elements.

Please do not hesitate to contact us with any questions.

Very truly yours,

Laszlo L. Pinter
Managing Attorney and
Deputy Corporation Counsel

Cc: Michael Safranek, Airport Administrator
Kim E. Nolan, Esq.

Robert J. Yamin
Corporation Counsel
r.yamin@danbury-ct.gov

Laszlo L. Pinter
Managing Attorney and
Deputy Corporation Counsel
l.pinter@danbury-ct.gov

Robin L. Edwards
Assistant Corporation Counsel
r.edwards@danbury-ct.gov

Dianne E. Rosemark
Assistant Corporation Counsel
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 City of Danbury ("City") has been made aware of a needed property adjacent to the south side of the Municipal Airport at 25 Miry Brook Road; and

WHEREAS, an earlier resolution submitted to this Council had sought approval to acquire said property using federal FAA or other grant funds; and

WHEREAS, due to a change in circumstances, funds to be used for such acquisition would be allocated, local non reimbursed funds as certified available by the Director of Finance; and

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

WHEREAS, said parcel is approximately one (1) + acre located in the IL 40 Zone and is immediately adjacent to the municipal airport and as such, and would be highly useful for ancillary uses that would benefit the municipal airport, including, but not limited to, construction of aircraft hangars and/or construction of maintenance and storage facilities for the maintenance and operation of the airport and/or expansion of access to public and private facilities serving the airport; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED THAT the City, through the Office of Corporation Counsel, be and hereby is authorized to acquire the real property set forth on Exhibit A attached hereto, in accordance with procedures established by State law, either by negotiation or eminent domain through the institution of suit against the interested property owners and holders of mortgages encumbering the properties, if any, by December 1, 2021.

SCHEDULE "A"

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

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

SOUTHERLY: by Miry Brook Road; and

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

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



7

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: 04/22/21
TO: HON. MARK D. BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DS*
RE: **RESOLUTION – ELDERLY AND DEMAND RESPONSIVE
TRANSIT SERVICE**

Attached for your review is a resolution that will allow the City of Danbury to participate in the enhanced regional municipal 'Elderly and Demand Response Transit Service' matching grant program through the State of Connecticut Department of Transportation. This is coordinated through the Western Connecticut Council of Governments (WestCOG).

This resolution allows the City of Danbury to designate HART (Housatonic Area Regional Transit) to make application for this funding for the 2021-2022 fiscal year. The local match is met by the City's annual allocation to HART in the adopted budget.

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

Attach.

DST/sk



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 provides matching grants for the enhanced regional municipal 'Elderly and Demand Responsive Transportation' program coordinated through WESTCOG (Western Connecticut Council of Governments); and

WHEREAS, state law requires that participating municipalities make application for said funding through a designated transit district or system; and

WHEREAS, Housatonic Area Regional Transit (HARTransit) will submit said application on behalf of Danbury and other regional towns; and

WHEREAS, the local match of 50% will be met through the adopted budget allocation to HARTransit; and

WHEREAS, authorization to participate in the regional application for the program is required.

NOW, THEREFORE BE IT RESOLVED THAT, Mayor Joseph M. Cavo is hereby authorized to execute all necessary agreements or other documents for said purpose.

Western Connecticut COUNCIL OF GOVERNMENTS



TO: COG, MPO, and TAG Members
FROM: Kristin Hadjstylianios, Todd Fontanella
DATE: April 1, 2021
RE: State Matching Grant Program (MGP) for Elderly and Demand Response
Transportation

Overview: CTDOT has announced the FY 2022 application process for the MGP, which provides matching funds for transportation of seniors and persons with disabilities to each municipality. Funding is calculated based on the land area and population of those over age 60. The program has been in place since 2006.

The funds cannot replace municipal support for transportation services. If a town or city reduces its funding for senior/disabled transportation, the grant will be proportionally reduced. For your convenience, the application will be available in electronic format and can be found at www.ct.gov/dot.

Required Materials: Municipalities need to submit the required application, certifications, budget information as follows:

- Maintenance of Effort Certification: should be completed and signed by the CFO. Please also include a copy of the budget page for FY 2022 that shows the line item for this transportation program.
- Assignability Certification: Those municipalities participating in a coordinated program through a transit district (NTD or HARTransit) should complete this form and have it signed by the municipal CEO assigning the grant to the transit district.
- Program Budget: Please also include a copy of the budget page for FY 2022 that shows the line item for this transportation program. Please mark on the budget page the line item attributable to the dial-a-ride program.

It is recommended that the grant program and sign off for the MGP certifications be placed on the agenda for your municipal boards soon and to avoid any delays.

Submission: required materials are due to WestCOG and CTDOT by May 3, 2021. Materials should be transmitted to the following contacts:

- CTDOT: Aimee Marques, Aimee.Marques@ct.gov
- WestCOG: Todd Fontanella, tfontanella@westcog.org

Assistance - please direct all inquiries to: Todd Fontanella, tfontanella@westcog.org or 475-323-2076

Attachments:

- CTDOT Maintenance of Effort Certification and Assignability Certification
- CTDOT Grant Assignment Certification



8

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: 4/22/21
TO: HON. JOSEPH M. CAVO VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DW*
RE: RESOLUTION-VACCINE EQUITY PARTNERSHIP

Attached for your review is a resolution that will allow the City of Danbury, Department of Health and Human Services to apply for and accept funding from the State of Connecticut Department of Public Health through its 'Vaccine Equity Partnership Funding' program.

This funding opportunity, in an amount not to exceed \$970,000, will be used to support COVID-19 vaccine outreach through equity partners. Funds will be allocated to multiple organizations who will support community outreach, awareness and education as well as provide mobile clinics to administer vaccines.

The period of this program is May 1, 2021-August 31, 2021 with no local match required.

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

DST/sk

Cc: K. Prunty



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 Public Health is offering a funding opportunity to the City of Danbury Health and Human Services Department through its Vaccine Equity Partnerships Funding (VEPF); and

WHEREAS, a funding request in an amount not to exceed \$970,000 will be used to partner with various community organizations to provide outreach services for vaccine distribution including call centers, language assistance, transportation and education in addition to mobile vaccine clinics; and

WHEREAS, the City will enter into agreements with each of the agencies to execute these services to the community; and

WHEREAS, the funding period is May 1, 2021-August 31, 2021 and requires no City match.

NOW, THEREFORE BE IT RESOLVED THAT, Joseph M. Cavo, Mayor of the City of Danbury, or Kara M. Prunty, Acting Director of Health, as his designee, is hereby authorized to accept said funds and to execute all contracts and agreements necessary to effectuate the purposes thereof, and to ratify any prior actions or application in furtherance thereof.



CITY OF DANBURY
DEPARTMENT OF HEALTH AND HUMAN SERVICES

155 DEER HILL AVENUE • DANBURY, CONNECTICUT 06810

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

TEL: 203.797.4625 • FAX: 203.796.1596

Joseph Cavo
Mayor

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

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

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

DATE: April 19, 2021

RE: Connecticut Department of Public Health - Vaccine Equity Partnership Funding (VEPF)

The City of Danbury Department of Health and Human Services (DHHS) has identified a potential funding opportunity in the form of a grant through the Connecticut Department of Public Health (CT DPH) in an amount not to exceed \$970,000. The Vaccine Equity Partnership Funding (VEPF) is part of the \$33.3 million funding awarded to implement equity partnerships with local health departments, community organizations, and providers in high CDC-designated Social Vulnerability Index (SVI) communities. CT DPH stipulates that this funding is to be used to provide COVID-19 vaccines in harder to reach populations by hiring human resources for Vaccine Equity work, including but not limited to, community health workers, door-to-door canvassers, call center staff, data analysis, and technical support. The VEPF spending period is May 1, 2021 through August 31, 2021 with no funding match required by the City.

DHHS has submitted an application for VEPF and if awarded, intends to partner with the Community Health Center, Inc, Connecticut Institute For Communities, Inc., RVNAhealth, Community Action Agency, Inc., and UnitedWay of Western Connecticut to provide access to COVID-19 vaccines to the most vulnerable neighborhoods in Danbury.

A request to City Council to apply for this funding was not possible due to the funding announcement being released after the March City Council meeting and the application submission deadline before the April City Council meeting.

Respectfully,

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

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH

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Deidre S. Gifford, MD, MPH
Acting Commissioner



Ned Lamont
Governor
Susan Bysiewicz
Lt. Governor

Date: Wednesday, March 31, 2021

To: Local Health Directors

From: Deidre S. Gifford, Acting Commissioner

Re: COVID-19 Vaccine Equity Rapid Grant Funding For Local Health Departments/districts and Community Organizations

Dear Local Health Director:

In accordance with Governor Lamont's concerted efforts to break down all barriers to vaccine access, the Department of Health (DPH) is pleased to announce the Vaccine Equity Partnership Funding (VEPF) program for local health departments/districts to enhance Equity Partnerships for the CoVID-19 Vaccination. Connecticut is committed to deploying COVID-19 vaccines equitably in communities with health and economic inequities.

The preliminary data analyzed by the DPH demonstrates inequities in the deployment of the COVID-19 vaccine in communities of color and vulnerable populations across Connecticut. When looking at eligible residents over the age of 55 years as of March 22nd, 60% of White eligible residents have received a first dose of a COVID-19 vaccine, 44% of Black eligible residents have received a first dose (a 16% coverage gap) and 47% of Hispanic eligible residents have received a first dose (a 13% coverage gap). These findings underscore an urgency to address inequalities and close the gap as the State ramps up capacity to the roll-out of open enrollment vaccinations.

Permissible Use of VEPF Funding

The VEPF Program is designed to address the inequities by a grassroots movement of community engagement. The DPH will use the VEPF funding to:

- Implement Equity Partnerships with local health departments/districts, community organizations, and providers in high CDC Social Vulnerability Index (SVI) communities. These partnerships will be tailored to achieve high penetration through door-to-door canvassing, out-bound calling and mobile vaccine clinic outreach.
- Hire human resources for Vaccine Equity work, including but not limited to, community health workers, door-to-door canvassers, call center staff, data analysts and technical support.



Phone: (860) 509-7566 • Fax: (860) 707-1904
Telecommunications Relay Service 7-1-1
410 Capitol Avenue, P.O. Box 340308
Hartford, Connecticut 06134-0308
www.ct.gov/dph



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- Develop platforms and networks for vaccination education and awareness, including but not limited to, paid advertising, media, language bank services and trusted messenger forums.

Rapid Grant Amount

The state budget for VEPF program is \$33.3 million. The grant amounts to be received by each eligible local health department will be based on the detailed level of programming (2) and High SVI (3) demographic.

Rapid Grant Eligibility

The VEPF funding is non-competitive and locally directed. The funding will be made available to all local health departments/districts who apply and who have formed a partnership with a minimum of 1 provider partner and 1 community group partner. Local health departments/districts that submit qualifying applications are guaranteed to receive funding to support your equity partnerships and will have discretion to use funding within the Local Health Department and/or with equity partners. We want this program to help you fill the unmet need in your communities with vaccine inequities.

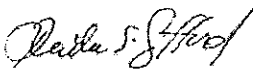
Rapid Grant Process

The DPH's goal is to quickly get the funds to the local communities to support your Equity Partnerships. To start the grant process, DPH invites you to participate in a grant information session on April 5th, 2021. The program for the information session will be communicated separately. This session will be followed by application submission by April 15th, 2021. Awards will be made on April 23rd, 2021 and the following week, and projects are expected to begin within the last week of April, 2021. The goal is to align vaccine equity partnerships activities with the state-wide roll-out of equity initiatives.

Full information, including VEPF program description and grant application guidelines, a grant calendar, among other materials, will be posted at <https://portal.ct.gov/DPH/Public-Health-Preparedness/Main-Page/LHD-Funding-Guidance>. Please send questions about the grant informational session to the DPH's Vaccine Equity team, led by Heather Aaron, Deputy Commissioner, to Agnes Nabasirye at agnes.nabasirye@ct.gov or Millicent Cripe at millicent.cripe@ct.gov.

We look forward to your participation in the Vaccine Equity Partnership Funding Program.

Sincerely,



Deidre S. Gifford, MD, MPH
Commissioner

c: Heather Aaron, Deputy Commissioner



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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: 4/22/21
TO: HON. JOSEPH M. CAVO VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DW*
RE: RESOLUTION-CT HEALTH FOUNDATION

Attached for your review is a resolution that will allow the City of Danbury, Department of Health and Human Services to apply for an extension of existing funding from the Connecticut Health Foundation and to apply for and accept additional funding to continue contact tracing, education and mass vaccinations related to COVID-19.

The previously awarded funding in the amount of \$125,000 expired February 28, 2021. The Connecticut Health Foundation is providing the opportunity to apply for an extension so these funds can be fully expended. An additional funding amount of \$100,000 is also being offered and is to be expended subsequent to the original award. The total funding amount of \$225,000 for this program must be fully expended by August 31, 2021.

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

DST/sk

Cc: K. Prunty



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2021

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, The Connecticut Health Foundation has made funding available to the City of Danbury Health and Human Services Department through the "Utilizing Community Health Workers in COVID-19 Response" grant program; and

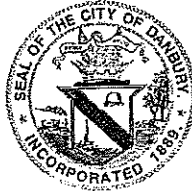
WHEREAS, the City Council previously approved a resolution allowing funding to be accepted in the amount of \$125,000 to be expended by February 28, 2021; and

WHEREAS, the Connecticut Health Foundation is providing the opportunity to extend the original funding period to allow the Department of Health and Human Services to fully expend this previously awarded funding; and

WHEREAS, an additional funding award of \$100,000 is being offered to be used subsequent to the original funding between April 1, 2021-August 31, 2021 bringing the total award for this program to \$225,000; and

WHEREAS, this funding will continue to be used to assist with mass immunization, contact tracing, and prevention and control activities for the City's COVID-19 response and requires no City match.

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



CITY OF DANBURY
DEPARTMENT OF HEALTH AND HUMAN SERVICES
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www.danbury-ct.gov/health • healthdept@danbury-ct.gov
TEL: 203. 797.4625 • FAX: 203.796.1596

Joseph Cavo
Mayor

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

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

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

DATE: April 19, 2021

RE: Connecticut Health Foundation - Community Health Worker (CHW) COVID-19

The City of Danbury Department of Health and Human Services has awarded funding in the form of a grant available through the Connecticut Health Foundation for hiring Community Health Workers in an amount not to exceed \$125,000. This funding was to be fully expended between September 1, 2020, and February 28, 2021. The foundation is allowing the City of Danbury to submit a request to extend the funding period post-February 28, 2021 until the funds are fully expended.

Additionally, the Connecticut Health Foundation has awarded the City of Danbury Department of Health and Human Services an additional \$100,000 to be subsequently expended between April 1, 2021 and August 31, 2021. Our department plans to continue to use these funds to hire Community Health Workers to assist with contact tracing, COVID-19 infection prevention and control education, and COVID-19 mass vaccinations.

Respectfully,

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

4/21/2021

City of Danbury, CT Mail - Fwd: COVID-19 CHW Project Extension Application



City of Danbury Health & Human Services

(203) 797-4625 ext. 7356 | f.carvalho@danbury-ct.gov

155 Deer Hill Avenue, Danbury, CT 06810

Mon. - Wed.: 7:30am - 6:00pm, Thur.: 7:30am - 6:30pm, Fri.: Closed

Website • Calendly



9.3

Please note: Electronic mail sent or received by a public official may be considered "public records or files" as defined in the Connecticut Freedom of Information Act, (FOI). By operation of FOI, public records and files may be subject to disclosure to persons other than the addressee. The marking of an electronic mail message as "personal" or "confidential" may not prevent disclosure of certain public records governed by FOI.



think before you ink

On Wed, Jan 27, 2021 at 10:53 AM Garrick Wong <garrick@cthealth.org> wrote:

Hi Fernanda,

It was good speaking with you this morning. As promised, I've attached the Word version of the CHW extension application so you can begin drafting your responses. I will let you know when the application is available in Fluxx to complete. Do you think you can submit this application by **Monday, February 8?**

Please let me know if you have any questions.

Best,

—
Garrick Wong

Director of Grantmaking

Connecticut Health Foundation

100 Pearl Street

Hartford, CT 06103

(860) 724-1580

www.cthealth.org

—
Susan B. Kaminski, Senior Accountant

City of Danbury-Finance Department

155 Deer Hill Avenue

Danbury, CT 06810

203-796-1615-ph

9-4



March 31, 2021

Kara Prunty
Acting Director of Health and Human Services
City of Danbury Department of Health and Human Services
155 Deer Hill Avenue
Danbury, CT 06810

Dear Ms. Prunty,

The Board and staff of the Connecticut Health Foundation are pleased to inform you that your proposal has been approved for funding.

Enclosed please find the electronic copy of the Connecticut Health Foundation's grant agreement for review and signature. It is the grantee's responsibility to meet the terms and conditions specified within. I would especially like to draw your attention to item #1, budget revision guidelines, and item #7, reporting schedule.

Please sign the electronic copy of the grant agreement through DocuSign and keep a copy for your records. Upon receipt of the signed grant agreement, the first installment representing 50% of the grant allocation will be sent to you. The second installment will be sent after receipt and approval of the interim report.

Installment	Payment Amount
First	\$ 50,000
Second	\$ 50,000

Reports Type	Due Date
Interim Report	2021-06-30
Final Report	2021-09-30

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In addition, the grantee will work with the foundation's communications team during the grant period to identify ways to advance their communications efforts. Examples include working on messaging, social media, or media relations.

The Connecticut Health Foundation takes a partnership approach to grantmaking. Please do not hesitate to contact me to discuss grant progress, technical assistance needs, or questions. I may be reached at Tsiry@cthealth.org and (860) 724-1580.

Sincerely,



Tsiry Rakoto
Program Officer



Connecticut Health Foundation, Inc.
100 Pearl Street, 6th Floor West Tower
Hartford, CT 06103
Contact: Tsiry Rakoto, Program Officer
Email: Tsiry@cthealth.org
Phone: (860) 724-1580

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GRANTEE: CITY OF DANBURY DEPARTMENT OF HEALTH AND HUMAN SERVICES

CONTACT: Kara Prunty **PHONE:** 203-797-4625 **EMAIL:** K.PRUNTY@DANBURY-CT.GOV

GRANT AWARD: \$ 100,000

GRANT PERIOD: 04/01/2021 - 08/31/2021

PROJECT TITLE & GENERAL DESCRIPTION: COVID-19 Community Health Worker Grant Extension

The grant will continue to support the local health department to implement a project that utilizes community health workers (CHWs) in their organization's COVID-19 response efforts, particularly in low-income communities of color. CHWs will provide information, supports, and services to prevent the spread of COVID-19 and to mitigate the impact of the disease in the community. In addition, CHWs will provide communities with the most up-to-date information regarding the COVID-19 vaccine, assist with scheduling vaccine appointments and address any questions/concerns regarding the vaccine to facilitate access.

Grant Agreement

This Grant Agreement (hereinafter referred to as the "Agreement"), effective as of 04/01/2021 (the "Effective Date"), is entered into by and between **CITY OF DANBURY DEPARTMENT OF HEALTH AND HUMAN SERVICES**, a Public Entity corporation ("Grantee"), and **Connecticut Health Foundation, Inc.**, a Connecticut nonstock corporation (the "Foundation"). Grantee and the Foundation may each hereinafter be referred to as a "Party" and together as the "Parties."

WHEREAS, the Foundation is pleased to award Grantee a grant in the amount of \$ 100,000 (the "Grant"), in response to the grant proposal submitted by Grantee; and

WHEREAS, Grantee has agreed to accept the Grant in accordance with the terms and conditions set forth in this Agreement.

NOW THEREFORE, in consideration of the mutual promises herein contained, the Parties hereby agree as follows:

1. Use of Grant Funds: The Grant must be used, in its entirety, to support Grantee's charitable purposes, and may not become part of Grantee's or any organization's endowment fund, capital campaign, construction or renovation costs. Grantee will use the Grant funds exclusively for the project (the "Project") described in its grant proposal (the "Proposal"), and in accordance with the itemized line-by-line budget

included in the Proposal. The Proposal is attached hereto as Exhibit A and hereby incorporated by reference into this Agreement. Grantee must request, and obtain prior written approval, from the Foundation for any budgetary revisions or line item transfers in excess of \$5,000.

Grant funds may be expended only for charitable, religious, scientific, literary or educational purposes, as described in Sections 501(c)(3) and 170(c)(2)(B) of the Internal Revenue Code of 1986, as amended (the "Code"). Grant funds may not be expended for any of the following purposes:

- i. To carry on propaganda, or otherwise to attempt to influence any legislation by any governing body, other than making available the results of nonpartisan analysis, study and research (within the meaning of Code Section 4945(d)(1));
- ii. To influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive (within the meaning of Code Section 4945(d)(2));
- iii. To make grants to individuals for travel, study or other similar purposes by such individuals (such as scholarships, fellowships or grants for research), unless such grants satisfy the requirements of Code Section 4945(g); or
- iv. To make any grant to any other organization (other than to a tax-exempt public charity or operating foundations) which does not comply with the requirements of Code Section 4945(d)(4) of the Code (i.e., the expenditure responsibility rules).

Expenditure of the Grant for purposes other than those described in the Proposal or in Code Sections 501(c)(3) and 170(c)(2)(B), or in such a manner that the Foundation's disbursement of the Grant to Grantee would result in the grant being treated as a "taxable expenditure" under Code Section 4945(d) will be deemed a material breach of this Agreement.

2. Payment of Grant Funds: The Grant will be paid to Grantee in two (2) installments. The Foundation will disburse fifty percent (50%) of Grantee's grant funds within fifteen (15) business days of the receipt of the executed Agreement, and the remaining fifty percent (50%) of Grantee's grant funds within fifteen (15) business days of the receipt and approval of the Grantee's interim report.

3. Quality of Work: Grantee agrees to use best efforts to complete the Project goals and deliverables, as set forth in the Proposal (as may be adjusted by mutual agreement of the Parties), and to comply with all Foundation requests pertaining to the Project and the Grant. To this end, Grantee will communicate regularly with assigned Foundation program staff regarding the Project, and will participate, upon request, in any orientation meeting and any technical assistance meetings, on reasonable notice by the Foundation. Grantee will not modify the Project without the Foundation's prior written approval.

The Foundation will monitor the Grantee's quality of work and progress toward achieving the goals of the Project. Foundation representatives may conduct site visits throughout the Term, on reasonable notice to Grantee. Grantee shall use its best efforts to assist Foundation representatives in obtaining access from third parties where applicable. If the Foundation (i) is not satisfied with the quality of work or the progress toward the Project goals, (ii) determines that Grantee is incapable of satisfactorily completing the Project; or (iii) determines that continued funding of the Project would not further the Foundation's exempt purposes, or is contrary to the Foundation's status as a private foundation described in Code Section 501(c)(3) that is exempt from federal income taxation, the Foundation may withhold payment of Grant funds until the situation has been corrected, and as necessary, seek repayment of Grant Funds previously paid. The Foundation's determination as to the quality of work performed, the progress made toward the Project goals,

Grantee's ability to satisfactorily complete the Project, and the impact of continued funding on Foundation's exempt status and any necessary related actions will be final and binding upon Grantee. Grantee shall notify the Foundation of any circumstances, such as changes in project leadership or overall financial or organizational health, that may affect the ability of Grantee to effectively implement the Project.

4. **Term:** The term of this Agreement shall run from the Effective Date through 08/31/2021 (the "Term"), unless this Agreement is terminated earlier pursuant to Section 5. Grantee is expected to expend all Grant funds prior to the expiration of the Term and is required to repay any funds that are not expended or committed for the Project prior to the expiration of the Term. If a no-cost extension is needed at the end of the Term due to unspent funds and/or project delays, Grantee must submit a request for an extension in writing to the Foundation at least thirty (30) days prior to the expiration of the Term. If approved, Grantee will receive written confirmation from the Foundation.

5. **Termination:** The Foundation may terminate this Agreement at any time upon written notice to Grantee in the event that Foundation determines, in its sole discretion, that (i) Grantee and/or its representatives have engaged, or are engaging, in fraud, gross negligence, or willful misconduct in connection with the administration of the Project or use of the Grant funds; (ii) Grantee and/or its representatives have engaged, or are engaging, in any conduct which is likely to harm the reputation or goodwill of the Foundation, or that could jeopardize, or is otherwise inconsistent with, the Foundation's tax-exempt status; (iii) any portion of the Grant funds have been expended for any purpose other than the purposes set forth in Section 1 above; (iv) Project objectives and/or timelines have not been met; (v) termination is required in order to comply with a law or regulation applicable to the Foundation, Grantee, or (vi) Grantee has breached this Agreement, where such breach is not cured within ten (10) days after Grantee receives written notice of such breach. On termination of this Agreement, the Foundation shall have no further obligation to disburse any Grant funds, and may require that Grantee repay all or a portion of the Grant funds already disbursed by the Foundation. Where a claim for repayment is made and the applicable funds have not been repaid to the Foundation within thirty (30) days, interest will accrue on the unpaid balance at the rate of one percent (1%) simple interest per month or any portion thereof. Grantee shall reimburse the Foundation for its expenses (including, but not limited to, reasonable attorneys' fees) in satisfying any repayment obligation.

6. **Tax-Exempt Status:** Grantee represents and warrants that Grantee:

(i) is eligible to receive the Grant because it:

(A)(1) has been, and is currently, recognized by the Internal Revenue Service (the "IRS") as an organization described in Section 501(c)(3) of the Code that is exempt from federal income taxation; (2) is not a private foundation within the meaning of Section 509(a) of the Code; (3) is not an organization described in clause (i) or (ii) of Code Section 4942(g)(4)(A); and (4) has provided the Foundation with a copy of its IRS determination letter and any subsequent correspondence with the IRS;

(B)(1) has been, and is currently is, a government unit described in Section 170(c)(1) of the Code; (2) will only use the funds for exclusively public purposes; and (3) has provided the Foundation with a copy of all correspondence with the IRS regarding Grantee's exempt status (e.g., determination letter and/or governmental information letter); or

(C)(1) has been, and is currently is, a public instrumentality, the income of which is exempt from federal income taxation pursuant to Section 115(1) of the Code; (2) will only use the funds for exclusively public

purposes; and (3) has provided the Foundation with a copy of all correspondence with the IRS regarding Grantee's exempt status (e.g., determination letter and/or governmental information letter);

(ii) is, and shall remain, in compliance with all applicable federal, state, and local laws and regulations throughout the Term of this Agreement; and

(iii) is authorized and has received valid approval to enter into this Agreement and carry out its responsibilities as described herein.

Grantee shall immediately notify the Foundation of any change in, inquiry, or challenge to Grantee's tax-exempt status as described in this Section. Grantee shall provide the Foundation with a copy of any IRS determination letters, governmental information letters and/or any subsequent correspondence prior to receiving any Grant funds.

7. Interim and Year-End Reports: Grantee agrees to submit detailed interim and final reports on or before the due dates listed below. Such reports shall be in a format specified by, or acceptable to, the Foundation. Each report must contain a narrative account and a financial account for the period covered by the report, as well as a certification by an authorized officer of Grantee that Grant funds have been expended in accordance with the terms of this Agreement. Narrative accounts should provide a detailed description of all accomplishments resulting from the expenditure of Grant funds, including the progress made toward the Project goals, and quantifiable measurements of such progress, as applicable. Financial accounts should provide a detailed statement of all expenditures of Grant funds, including a comparison of actual expenditures to the Proposal budget on a line-by-line basis.

Report	Report Period		Due Date
Interim Report	04/01/2021	to 06/15/2021	06/30/2021
Final Report	04/01/2021	to 08/31/2021	09/30/2021

Failure to submit complete and timely reports will be considered a material breach of this Agreement. The Foundation reserves the right to withhold further disbursements until Grantee corrects such failure, or to terminate this Agreement, unless Grantee has requested, and the Foundation has approved, an extension of any applicable reporting deadline.

In addition to the interim and year-end reports required under this Section, Grantee agrees to provide the Foundation with such other interim reports as the Foundation may reasonably request from time to time during the Term. Grantee shall also notify the Foundation immediately of any change in (i) Project leadership; (ii) Grantee's legal status; or (iii) any other circumstances, including without limitation, Grantee's overall financial health, that may impact Grantee's ability to expend the Grant for the intended purposes or to implement the Project.

8. Records: Grantee shall keep records of its expenditure of all Grant funds, including all invoices, receipts, and other supporting documentation, for at least seven (7) years following its last expenditure of Grant funds. Grantee shall (i) identify Grant funds separately on its books of account; (ii) charge expenditures made in connection with the Project to such account; and (iii) maintain adequate records

in accordance with generally accepted accounting principles to enable the Foundation to easily determine how Grant funds were used.

9. **Inspection and Audit Rights:** Grantee shall provide the Foundation, or its duly authorized representatives, prompt access to any and all records related to the Project, Grantee's expenditure of Grant funds, and Grantee's performance under this Agreement, including all correspondence Grantee may have with third parties (the "Records"). The Foundation, or its duly authorized representatives, shall have the right to inspect, audit, copy, and examine the Records on reasonable notice to Grantee. Where Foundation notifies Grantee in writing that it must inspect, audit, copy, and examine the Records on an emergency basis, Grantee will provide access to the Records within twenty-four (24) hours and shall make the appropriate Grantee representative available to confer with the Foundation. The Foundation shall bear all costs of inspection, audit, copying and examination. The Foundation may exercise the rights described in this Section at any time during the period commencing on the Effective Date of this Agreement and ending on the expiration of the seven-year period established in Section 8.

10. **Publicity and Acknowledgment of Support:** Grantee shall support the Foundation's efforts to promote the Grant and other activities related to the Grant, and to the extent that Grantee wishes to promote the Grant itself, include the Foundation in the publicity activity as described herein. Grantee agrees that the Foundation may make public announcements, including, but not limited to, periodic written reports of grantmaking activities, which may include reference to the Grantee and Grant. Grantee shall provide reasonable access for any Foundation media requests, including, but not limited to, photo releases, made in connection with the Grant. Prior to making any public announcement regarding the Grant, Grantee will submit draft materials to the Foundation for its review and approval. Grantee shall not publicize the Grant without having first received Foundation approval. If any portion of the Grant funds are used in connection with the development of professional education products, research reports, publications, or other materials to be made publicly available, Grantee must submit copies of all such materials (including online and web-based materials) to the Foundation for review and approval prior to final production and distribution. All such materials must be imprinted with the Foundation's name and logo, consistent with the Foundation's graphic standards, and include the following statement: *"Funded by a grant from the Connecticut Health Foundation."* Any use of the Foundation's name, logo, or trademarks requires the Foundation's prior written approval. Grantee agrees not to use the Foundation's name, logo, or trademarks in a manner that is defamatory, misleading, libelous, obscene, or otherwise potentially damaging to the reputation or goodwill of the Foundation.

11. **Intellectual Property.** Grantee shall provide the Foundation with a copy of any data, products, research reports, publications, or other materials developed using the Grant funds ("Data and Reports"). The Foundation shall be provided with a free on-going license with regard to the Data and Reports (including, any updated version of these materials) which the Foundation may utilize for any use. The Foundation reserves the right to publish any data, products, research reports, publications, or other materials developed using the Grant Funds with or without the approval of Grantee. Additionally, Grantee agrees to comply with the terms and conditions contained in "Deliverables and Intellectual Property," which is attached hereto and made a part hereof as though fully set forth herein, and in which the term "Customer," or language of similar import, shall mean Grantee.

12. **Subcontracts:** Grantee shall not assign this Agreement or subcontract work in connection with the Project without the prior written approval of the Foundation, except as specifically described in the

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Proposal. Upon request, Grantee shall promptly provide the Foundation with copies of all subcontracts and all reports prepared by subcontractors.

13. Future Funding: Grantee acknowledges that the Foundation and its representatives have made no actual or implied promise of funding except for the amounts specified in this Agreement. Upon expiration or termination of this Agreement for any reason, the Foundation will have no further obligation to provide funds to Grantee. However, the foregoing is not intended to prohibit the Grantee from submitting a new grant proposal to the Foundation upon expiration or termination of this Agreement, if the Foundation, in its sole discretion, agrees to consider a new proposal. The Foundation shall have sole discretion and decision-making authority with respect to such new proposal and shall be under no obligation whatsoever to award any grant funds to Grantee in response to the new proposal.

14. Indemnification: Grantee agrees to defend, indemnify and hold harmless the Foundation and its directors, officers, agents, representatives, and employees against any and all direct and third-party suits, claims, or liabilities of every nature arising out of or as a consequence of any act, omission or breach of this Agreement by Grantee and/or Grantee's directors, officers, agents, representatives, or employees. This Section 14 shall survive any expiration or termination of this Agreement.

15. Representations, Warranties, and Covenants. Grantee hereby represents, warrants, and covenants that it (i) is, and shall remain, in compliance with all applicable federal, state, and local laws and regulations throughout the Term of this Agreement and (ii) is authorized and has received valid approval to enter into this Agreement and carry out its responsibilities as described herein.

16. Captions: The captions of this Agreement are for convenience and reference only and in no way define, describe, extend or limit the scope or intent of this Agreement or the intent of any provision hereof.

17. Notice: Any notice regarding cancellation or termination of the Grant shall be in writing, signed by or on behalf of the Party giving such notice, and shall be hand delivered or sent, postage prepaid, by recognized national overnight courier, or by certified mail, return receipt requested, addressed as follows:

TO: CITY OF DANBURY DEPARTMENT OF HEALTH AND HUMAN SERVICES:

Kara Prunty
ACTING DIRECTOR OF HEALTH AND HUMAN SERVICES
155 DEER HILL AVENUE
DANBURY, CT 06810

TO: Foundation:

Tiffany Donelson
President & CEO
Connecticut Health Foundation, Inc.
100 Pearl Street
6th Floor West Tower
Hartford, CT 06103

Notice shall be effective upon receipt. Either Party may change its address set forth in this Section by giving Notice to the other Party in accordance with this Section.

18. **Modification:** This Agreement sets forth all terms and conditions related to the Grant and replaces all prior understandings and agreements. Any modification or amendment to this Agreement must be made in writing signed by an authorized officer of each Party.

19. **Applicable Law:** This Agreement will be construed in accordance with the laws of the State of Connecticut.

20. **Severability:** The invalidity of one or more of the phrases, sentences, clauses, or Sections contained in this Agreement shall not affect the remaining portions so long as the material purposes of this Agreement can be determined and effectuated. If any portion of this Agreement may be interpreted in two or more ways, one of which would render the portion invalid or inconsistent with the rest of this Agreement, it shall be interpreted in such a way and with such meaning to render such portion valid or consistent.

21. **Failure to Enforce.** The failure of either Party to enforce any of the provisions of this Agreement shall not be construed as a waiver of such provisions. Further, any express waiver of a breach of any provision hereunder by any Party shall not constitute a waiver of any prior or subsequent breach or of such Party's right to fully enforce thereafter each and every provision of this Agreement.

22. **Assignment.** This Agreement shall not be assignable by either Party without the express written consent of the other Party.

23. **Binding Effect:** This Agreement shall be binding upon and inure to the benefit of the Parties and to their respective successors and assigns.

24. **Relationship:** Neither this Agreement, nor any terms and conditions contained herein, may be construed as creating or constituting a partnership, joint venture, or agency relationship between the Parties. Neither Party shall have the power to bind the other or incur obligations on the other's behalf without the other Party's prior written consent.


25. **Original Agreement:** This Agreement, as executed by the duly authorized representatives of the Parties, may be exchanged by transmission by facsimile, portable document format (PDF), Adobe Sign and/or Docusign, which transmission shall constitute effective delivery of such executed Agreement and may be used in lieu of the original Agreement for any and all purposes.

[signatures on following page]

9-13


Please confirm acceptance of this Grant award and all the conditions as stated above by signing both copies of the Agreement and returning one signed copy to the Foundation.

Agreed and Accepted:

DocuSigned by:

23A878E5E0E741A
Tiffany Donelson
President & CEO
Connecticut Health Foundation, Inc.

4/7/2021 | 2:56:59 PM EDT

Date

DocuSigned by:

EF0863F06B1341E
Kara Prunty
Acting Director of Health and Human Services
City of Danbury Dept of Health and Human
Services

4/7/2021 | 3:00:31 PM EDT

Date

9-14

Connecticut Health Foundation
Changing Systems, Improving Lives

CHW COVID-19 Extension Proposal

Legal Name of Organization	CITY OF DANBURY DEPARTMENT OF HEALTH AND HUMAN SERVICES		
Address	155 DEER HILL AVENUE		
City, State, Zip Code	DANBURY, CT 06810		
Main Telephone	203-797-4625		
Website Address	HTTPS://WWW.DANBURY-CT.GOV/HEALTH/		
Organization Type	Public Entity		
Name of Executive Director	Kara Prunty		
ED Telephone	203-797-4625	ED Email Address	K.PRUNTY@DANBURY-CT.GOV

Is there an organization acting as a fiscal agent for this project?

No

Name of Project Director	Kara Prunty	Title	ACTING DIRECTOR OF HEALTH AND HUMAN SERVICES
Telephone	203-797-4625	Email Address	K.PRUNTY@DANBURY-CT.GOV
Project Title	COVID-19 Community Health Worker Grant Extension		
Grant Period	04/01/2021 - 08/31/2021		
Amount Requested	\$100,000.00		
Total Project Budget	\$100,000.00		

Date Received: 02/23/2021

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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.

April 22, 2020

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

Re: Danbury Career Academy
City Project No. 20-16
Resolution for School Construction Grant Application

Dear Mayor Cavo and City Council Members:

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

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

City Members

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

Board of Education Members

Rachel Chaleski
Kathleen Molinaro

School Department Staff

Richard Jalbert
Courtney LeBorious

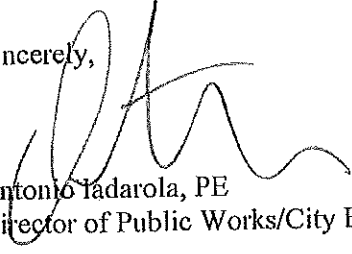
City Council Member

Fred Visconti

10-1

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

Sincerely,



Antonio Tadarola, PE
Director of Public Works/City Engineer

Encl.

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



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

A.D. 2021

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

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

WHEREAS, a School Building Committee is hereby established for the following proposed project: **Danbury Career Academy**.

City Members:

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

School Department Staff:

Richard Jalbert
Courtney LeBorious

Board of Education Members:

Rachel Chaleski
Kathleen Molinaro

City Council Member:

Fred Visconti

WHEREAS, the City Council authorizes the preparation of at least schematic and final drawings and specifications for the following proposed project: **Danbury Career Academy**.

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

(117)

**City Council Committee Meeting as a Whole
DANBURY CITY COUNCIL
CITY BUDGET
April 15, 2021**

Honorable Mayor Joseph M. Cavo
Members of the City Council

It was noted the Council of the Whole will meet on Items 2., 3., and 4. of the previous agenda.

Mr. DiGilio called the Committee meeting to order at 8:04 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT: Roberto Alves, Emile Buzaid, Mike Esposito, Warren Levy, Frank Salvatore, Colleen Stanley, Robert Taborsak, Irving Fox, John Priola, Mike Henry, Vinny DiGilio, Paul Rotello, Fred Visconti, Elmer Palma, Jack Knapp, John Esposito, Farley Santos, Duane Perkins, Ben Chianese, Nancy Cammisa, and Richard Molinaro.

COUNCIL MEMBERS ABSENT: John Priola

PRESENT: 20, ABSENT: 1

ALSO PRESENT: Robert J. Yamin, Corporation Counsel; Les Pinter, Deputy Corporation Counsel; David St. Hilaire, Finance Director; and Jean Natale, Legislative Assistant.

2019 Neighborhood Assistance Act

A motion was made by Jack Knapp, seconded by Fred Visconti, to recommend (as the Committee of the Whole), adoption of the Resolution authorizing approved and listed agencies to apply for and receive funding in the form of tax credits from the State of Connecticut through the Neighborhood Assistance Act Program. The motion carried unanimously.

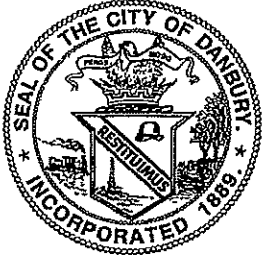
ADJOURNMENT

There being no further business before the Committee, a motion was made by Paul Rotello, and seconded by Nancy Cammisa, to adjourn. The motion carried unanimously. The meeting ended at 8:30 p.m.

11-1

Applications received by April 8, 2021 deadline - for Public Hearing

C:\Users\j.natale\Downloads\2021 NAA Applicants for Public Hearing (1)2021 Apps - Public Hearing



ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT CITY COUNCIL

2021

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

AN ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING
JULY 1, 2021 AND ENDING JUNE 30, 2022.

SECTION 1. That the amounts hereinafter set forth aggregating \$267,000,000 or so much as may be necessary, are hereby appropriated for the General Fund, from current revenue, for the use of the several departments of the Municipal Government and for the purpose hereinafter mentioned for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

I. <u>GENERAL GOVERNMENT</u>	<u>PROPOSED</u>	<u>ADOPTED</u>
	<u>BUDGET</u>	<u>BUDGET</u>
City Council	\$8,900	
Mayor's Office	498,386	
Legislative Assistant	68,556	
Ordinances	14,500	
Probate Court	29,000	
Registrar of Voters	248,200	
City Treasurer	27,442	
Director of Finance	1,064,000	
Information Technology	1,692,000	
Independent Audit	45,000	
Bureau of Assessments	560,000	
Board of Assessment Appeal	6,800	
Tax Collector	654,000	
Purchasing	293,000	
Corporation Counsel	892,000	
Town Clerk	398,000	
Annual Report	8,000	
Permit Coordination	368,000	

	<u>MAYOR'S</u> <u>BUDGET</u>	<u>ADOPTED</u> <u>BUDGET</u>
I. <u>GENERAL GOVERNMENT (continued)</u>		
Planning	\$524,500	
Office of Business Advocacy	117,000	
Conservation Commission	12,750	
Human Resources	391,000	
Mayor's Discretionary Fund	18,000	
Fair Rent Commission	345	
City Memberships	85,381	
Lake Authority	85,670	
Retirement Administration	25,000	
Labor Negotiations	145,000	
Public Buildings	1,251,000	
City Hall Building	339,000	
Library Building	243,000	
Police Station Building	510,000	
Senior Center Building	57,000	
Old Jail Building	31,000	
Old Library Building	40,000	
Park Buildings	138,000	
General Govt Employee Service Benefit	43,304	
<u>TOTAL GENERAL GOVERNMENT</u>	<u>\$10,932,734</u>	
II. <u>PUBLIC SAFETY</u>		
Police Department	\$19,276,000	
Fire Department	14,506,000	
Emergency Services Dispatch	2,906,000	
Building Inspector	591,500	
Emergency Management	264,000	
Consumer Protection	18,700	
Unified Neighborhood Inspection Team	301,000	
Airport	589,000	

	<u>MAYOR'S</u> <u>BUDGET</u>	<u>ADOPTED</u> <u>BUDGET</u>
II. <u>PUBLIC SAFETY (continued)</u>		
HART	680,410	
Public Safety Employee Service Benefit	13,931	
<u>TOTAL PUBLIC SAFETY</u>	<u>\$39,146,541</u>	
III. <u>PUBLIC WORKS</u>		
Director of Public Works	\$268,000	
Highways	3,227,000	
Highways – State Aid	360,000	
Snow and Ice Removal	798,000	
Street Lighting	472,000	
Park Maintenance	1,473,500	
Forestry	308,500	
Public Building Maintenance and Repair	779,000	
Equipment Maintenance	1,470,000	
Recycling/Solid Waste	267,500	
Engineering Department	1,029,500	
Construction Services	289,000	
Public Works Employee Service Benefit	15,386	
<u>TOTAL PUBLIC WORKS</u>	<u>\$10,757,386</u>	
IV. <u>HEALTH & WELFARE</u>		
Health & Human Services	\$1,723,000	
Veterans' Advisory Center	93,500	
Elderly Services	286,500	
Elderly Transportation	12,000	
Community Services	321,398	
Health & Welfare Employee Service Benefit	6,440	
<u>TOTAL HEALTH & WELFARE</u>	<u>\$2,442,838</u>	

	<u>MAYOR'S</u>	<u>ADOPTED</u>
	<u>BUDGET</u>	<u>BUDGET</u>
V. <u>EDUCATION</u>		
Schools - Regular	\$137,150,000	
Schools - Health & Welfare	208,575	
<u>TOTAL EDUCATION</u>	<u>\$137,358,575</u>	
VI. <u>CULTURE & RECREATION</u>		
Danbury Public Library	\$2,270,000	
Long Ridge Library	14,000	
Recreation	287,000	
Tarrywile Park Authority	197,000	
Cultural Commission	65,650	
Lake Kenosia Commission	15,200	
Ives Authority for the Performing Arts	0	
Danbury Museum/Historical Society Authority	89,950	
Culture & Rec Employee Service Benefit	3,735	
<u>TOTAL CULTURE & RECREATION</u>	<u>\$2,942,535</u>	
VII. <u>PENSION & OTHER BENEFITS</u>		
FICA	\$1,786,000	
Pension Expense	14,819,600	
Employee Service Benefit	0	
Worker's Compensation – Heart/Hypertension	700,000	
State Unemployment Compensation	55,000	
Employee Health & Life Insurance	20,748,979	
Union Welfare	1,687,512	
Risk Management	2,088,630	
<u>TOTAL PENSION & OTHER BENEFITS</u>	<u>\$41,885,721</u>	

12.4

	<u>MAYOR'S</u> <u>BUDGET</u>	<u>ADOPTED</u> <u>BUDGET</u>
VIII. <u>DEBT SERVICE</u>		
Interest on Debt	\$3,097,207	
Interest on Debt – School	1,241,404	
Redemption of Debt	10,600,198	
Redemption of Debt – School	2,773,393	
<u>TOTAL DEBT SERVICE</u>	<u>\$17,712,202</u>	
IX. <u>CONTINGENCY</u>		
Contingency	\$262,468	
<u>TOTAL CONTINGENCY</u>	<u>\$262,468</u>	
X. <u>TRANSFER OUT</u>		
Capital	\$3,250,000	
Animal	309,000	
<u>TOTAL TRANSFER OUT</u>	<u>\$3,559,000</u>	
 <u>TOTAL BUDGET</u>	 <u>\$267,000,000</u>	

SECTION 2. That the amount of \$3,800,000 is appropriated to the AMBULANCE FUND in the same manner as set forth in Section 1 hereof.

SECTION 3. That the amount of \$320,000 is appropriated to the ANIMAL CONTROL FUND in the same manner as set forth in Section 1 hereof.

SECTION 4. That the amount of \$14,300,000 is appropriated to the SEWER FUND in the same manner as set forth in Section 1 hereof.

SECTION 5. That the amount of \$10,300,000 is appropriated to the WATER FUND in the same manner as set forth in Section 1 hereof.

SECTION 6. That the amount of \$19,251,665 is appropriated to the INTERNAL SERVICE FUND/RISK MANAGEMENT/EMPLOYEE BENEFITS in the same manner as set forth in Section 1 hereof.

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SECTION 7. That the amount of \$2,925,000 is appropriated to the INTERNAL SERVICE FUND/WORKERS' COMPENSATION in the same manner as set forth in Section 1 hereof.

SECTION 8. That the amount of \$25,711,000 is appropriated to the INTERNAL SERVICE FUND/PENSION/OTHER POST EMPLOYMENT BENEFITS in the same manner as set forth in Section 1 hereof.

SECTION 9. That the amount of \$112,222,000 is appropriated to the CAPITAL FUND in the same manner as set forth in Section 1 hereof.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____, A.D. 2021

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

A RESOLUTION LEVYING THE PROPERTY TAX FOR THE FISCAL YEAR

BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022

SECTION 1. The sum of \$220,188,423, representing the gross appropriation for the City of Danbury of \$267,000,000 for the fiscal year of July 1, 2021 and ending June 30, 2022, minus Indirect Revenue of \$40,061,577, minus use of fund reserves of \$6,750,000, is hereby levied and assessed on all taxable property in the City of Danbury as set forth on the annual Grand List as of October 1, 2020.

SECTION 2. Accordingly, the General Fund Tax Rate for the fiscal year beginning July 1, 2021 and ending June 30, 2022 shall be as follows:

TAX RATE: 27.60 MILLS

SECTION 3. The taxes levied and assessed as hereinafter provided shall be payable in quarterly installments on July 1, 2021, October 1, 2021, January 1, 2022, and April 1, 2022 except for taxes levied and assessed on mobile homes, motor vehicles and where not in excess of One Hundred Dollars (\$100.00), which taxes shall be paid on July 1, 2021, in accordance with the General Statutes of the State of Connecticut, unless said dates shall have lapsed before the effective date of this resolution, in which case the Tax Collector shall fix the dates and installments as if said dates had not been fixed herein as provided by law.

SECTION 4. The Tax Collector shall cause the said taxes above levied and assessed to be inserted on the tax rolls for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

12-A

*~Ad Hoc Committee~
General Government I
Wednesday, April 21, 2021*

Chairman Jack Knapp called the meeting to order at 6:02 p.m. on Wednesday, April 21, 2021, via videoconference. Present were Committee Members Emile Buzaid, Nancy Cammisa, Duane Perkins, and John Esposito. Ex-Officio Members Roberto Alves, Frank Salvatore, John Priola, Mike Henry, Farley Santos, Irving Fox, Vinny DiGilio, Paul Rotello, Ben Chianese, Richard Molinaro, Robert Taborsak, and were present. Also present were: Robert Yamin, Corporation Counsel, Les Pinter, Deputy Corporation Counsel; David St. Hilaire, Director of Finance; Sharon Calitro, Director of Planning; Janice Giegler, Town Clerk; Roger Palanzo, Business Advocate; Sean Hearty, Zoning Enforcement; and Jean Natale, Legislative Assistant. Mayor Joe Cavo and Judge Diane Yamin were also present.

Mr. Knapp outlined the reason for the meeting, to review line items on the budget.

Mr. St. Hilaire reviewed the following budget figures:

City Council: \$8,900 a \$1,900 reduction from last year, mostly in budgetary savings. He responded to questions regarding legal notice changes during the pandemic, but charter revisions are a possibility, outside services cuts, and part-time salary budget in case a position needs back-fill or the workload changes.

Mayor's Office: \$498,386 a slight increase of \$9,300 mostly due to salary, part time salary, longevity adjustments, and worker's comp. Mr. St. Hilaire responded to questions regarding Chief of Staff half-budget which is shared with public safety and the Office of Project Excellence was folded into the Mayor's Office last year. He answered questions regarding whether there would be increases for elected officials, who puts forth proposed by department items as opposed to proposed by Mayor items, and lobbying services. Mr. St. Hilaire, along with Mr. Pinter, responded to questions regarding City Memberships.

Legislative Assistant: \$68,556 a slight increase related to sick leave and responded to related questions as well as questions regarding the new Family Paid Leave Act which does not affect this budget.

Planning: \$524,500 a decrease of \$1,400 primarily due to worker's comp. He answered questions regarding salary adjustment for partially funded positions. Planning Director Calitro noted she is fine with the budget proposed by the Mayor.

Ordinances: \$14,500

Probate Court: \$29,000 an increase of \$1,450 which is less than requested, as the historical trend does not support what was asked for. Judge Diane Yamin stated she did not have anything to add.

Registrar of Voters: \$248,200 a decrease of \$23,800 due to primaries and election workers that were included in the budget last year, as well as supplies and purchase services to support the Presidential Election. He responded to questions regarding referendums and the primaries.

Corporation Counsel: \$892, a decrease of \$12,000 mostly in legal services. Mr. St. Hilaire responded to questions regarding whether conferences are contractually required, and training. Corporation Counsel Yamin reinforced comments regarding the unpredictability of the services that will be needed each year.

Town Clerk: \$398,000 an increase of \$3,419 due to contractual increases with other offsets, printing, reductions in materials and supplies. Mr. St. Hilaire responded to questions regarding revenue decreases, and what would happen if the Matrix sale goes through and the City purchases those units. Town Clerk Giegler commented on

the unpredictability of the election noting the Governor has extended the COVID requirements on elections through May. They are recording at a very high rate, but the State gets a very large portion of that. E-recording has been implemented through a grant. The State suspended the City's ability to collect fees on items such as liquor permits, fishing, etc. There is a new Assistant Town Clerk that will be needing to achieve Town Clerk certification. She noted they rely on the lobbyist for election information. They are still short-staffed. Ms. Giegler responded to questions regarding Assistant Registrar of Vital Statistics duties.

Annual Report: \$8,000 which is flat.

Permit Coordination: \$368,000 an increase of \$3,141 related to salaries and sick leave offset by reductions in other areas. Mr. Hearty of Zoning Enforcement stated he has no problem with the budget as proposed.

Office of Business Advocacy: \$117,000 a decrease of \$9,430 mainly due to historical trends in professional services estimates. Mr. St. Hilaire noted two office line item descriptions will be changed, and answered questions regarding sick time. Business Advocate Palanzo stated he is able to work with the proposed budget.

Conservation Commission: \$12,750 an increase of \$5,090 due to grounds maintenance on properties recently added. Mr. St. Hilaire responded to questions regarding those properties.

Mayor's Discretionary Fund: \$18,000. Most are grants covering extraneous Board costs and contribution requests.

Fair Rent Commission: \$345 a small reduction of \$5.

City Memberships: \$85,381 which is flat.

Lake Authority: \$85,670 which is flat. Mr. St. Hilaire noted \$139,281 was requested on which the other towns did not agree. How they are going about getting and staffing additional boats and the related operational costs is to be determined. He responded to questions regarding the increase request and the change in type of boats. Deputy Corporation Counsel Pinter stated he would look into where fines issued by the boats go.

Danbury Public Library: \$2,270,000 an increase of just under \$35,101 due mainly to salaries with some in sick leave offset by worker's comp and outside services. Mr. St. Hilaire answered questions regarding contractual obligations with regard to salaries, and to questions regarding sick leave.

Long Ridge Library: \$14,000 which is flat.

A motion was made by Councilwoman Cammisa, and seconded by Councilman Buzaid, that the General Government I Committee recommend to the Council the adoption of the General Government I Budget as presented with a proposed raise for the position of Mayor and Town Clerk as allowed by the Connecticut Constitution for December 1, 2021 to November, 2022 with a 2.5% for both offices commencing December 1, 2021 for the first one and July 1, 2022 for the second raise. The motion passed unanimously.

A motion was made by Councilman Perkins and seconded by Councilwoman Cammisa, to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 7:49 p.m.

Respectfully Submitted,
Lori Goor
Recording Secretary

Attest,
Joseph M. Cavo, Mayor

12.8

*~Ad Hoc Committee~
General Government II
Wednesday, April 21, 2021*

Chairman Irving Fox called the meeting to order at 7:50 p.m. on Wednesday, April 21, 2021, in the Caucus Room, 3rd Floor, Danbury City Hall, 155 Deer Hill Avenue. Present were Committee members Jack Knapp, Roberto Alves, Elmer Palma, and Frank Salvatore. Also present were Ex-Officio Members John Priola, Mike Henry, John Esposito, Vinny DiGilio, Emile Buzaid, Paul Rotello, Ben Chianese, Richard Molinaro, Duane Perkins, Robert Taborsak, and Nancy Cammisa.

Les Pinter, Deputy Corporation Counsel; David St. Hilaire, Director of Finance; Dan Garrick, Assistant Director of Finance; and Jean Natale, Legislative Assistant, Frank Gentile, Information Technology Manager; Assessor Donna Murphy, Scott Ferguson, Tax Collector; and Chick Volpe, Purchasing Agent.

Mr. Fox reviewed the purpose of the meeting to review the budget line items. Mr. St. Hilaire provided an overview of the General Government II budget line items as follows:

Treasurer: \$27,442 a small reduction of \$51 primarily due to worker's comp. Any increase for an elected official should be considered prior to the election. The City Treasurer will be up for election.

Finance: \$1,064,000 an increase of \$5,460 primarily in part-time salaries, with offsets in other areas. Mr. St. Hilaire responded to questions regarding reductions in professional services as transitions happen in filling positions. He commented employees are starting to take their vacation time and it is difficult to complete tasks, cross-training, and pandemic-related issues.

Information Technology: \$1,692,000 an increase of \$136,224 which is driven by other departments mostly due to maintenance and repair and upgrades. Some was related to COVID, the City is becoming more cloud-based; security was noted. He responded to post-COVID plans, remote work, software and hardware support, upgrades of core ERP system Financial and HR systems with Tyler, the State's Uniform Chart of Accounts. He noted COVID items are counted separately unless they are on-going items. Information Technology Manager Gentile stated the City is moving toward software as a service for many applications. Maintenance will be for new Munis system. Disaster recovery will be handled by Tyler as well as security. Licenses for end-point security system has to be paid for every year and there are licenses for wired appliances. He provided detailed answers to questions regarding hardware, which is a CIP project, security, including the annual security review and new system, and about the 311 line. Mr. St. Hilaire responded to FTE questions.

Independent Audit: \$45,000 which is flat. Mr. St. Hilaire noted the audit is running late due to transitions at the Board of Education.

Bureau of Assessments: \$560,000 an increase of approximately \$18,300 primarily due to part-time salaries with an offset in regular salaries, minus contractual salaries. There will likely be a partial re-evaluation. Assessor Murphy responded to questions regarding the Assistant Assessor position which has not been filled, noting the work of other positions with a reorganization. She noted they are doing a lot of cleanup and streamlining.

Board of Assessment Appeals: \$6,800 which is flat.

Tax Collector: Just over \$653,000 an increase of just under \$9,912 mostly due to regular salaries, which were also offset by several decreases in the Department. Mr. Ferguson thanked the Council and his staff for dealing with a difficult year, and the public for getting in their tax payments. Mr. St. Hilaire expressed regret at the loss of a tremendous employee in the Department, Sharon Piech.

2-B

Constables: \$1,000 Mr. St. Hilaire commented on what the Constables do, and other questions regarding the fund and the 15% that is charged to delinquent accounts and returned to Constables and they will work on showing that detail in future budgets.

Purchasing: \$293,000 an increase of \$19,355 mostly due to salaries due to a position that is no longer partially in Human Resources, and responded that the position should be noted as .5 change. Mr. Volpe responded to questions regarding the Career Academy. He noted it was a challenging year with COVID, but they are good with the budget.

Human Resources: \$391,000 a decrease of \$24,383 primarily due to the half position discussed under Purchasing, and changes in professional services and employment testing.

Retirement Administration 25,000

Labor Negotiations: \$145,000. Mr. St. Hilaire responded to questions regarding which contracts are up for renewal - Police and Teamsters. Deputy City Counsel noted they are very happy with the Labor Counsel.

General Government Employee Benefits- 43,304 . Mr. St. Hilaire noted this item is for contractual increases, potential adjustments, etc.

FICA: \$1,786,000 million an increase of \$35,000 is driven by the salary base.

Pension: \$14,819,600 million an increase of \$1.1 million due to change of the mortality table. Mr. St. Hilaire answered questions noting the combined 401 and defined benefit is \$15.3 million.

Employee Service Benefits: \$126,000 change of approximately \$100,000. Mr. St. Hilaire noted this was increased due to trends.

Worker's Compensation: \$700,000 an increase of approximately \$163,650. Assistant Finance Director Garrick responded to questions regarding worker's comp increase in claims, and hiring out the worker's comp carrier.

State Unemployment: \$55,000 a decrease of \$5,000.

Employee Health and Life Insurance: \$10,334,500 an increase of \$990,090 the risk/management side is \$10,414,479 an increase 522,394 for a total of \$20,748,979 a \$1,521,000 increase. Mr. St. Hilaire and Mr. Garrick responded to questions regarding the increases including OPED retiree health insurance, and employee health insurance, that we are self-insured, and where the funds will show were noted

Union Welfare: \$1,687,512 a decrease of approximately \$12,000. Mr. St. Hilaire noted this item is insurance related to the Teamsters.

Risk Management: \$2,088,630 a decrease of approximately \$13,000. Mr. St. Hilaire noted most is administered through the internal service funds. Overall worker's comp declined by \$60,000. One position was only budgeted for a portion of the year. Some insurance is going up, the liability deductible is going down. Mr. Garrick noted his is the City's share; the liability premium went up 5%.

Interest and Principal on Debt on the City and the School sides: interest on debt \$3,097,207 interest on debt for school \$1,241,404 redemption on debt \$10,600,198 redemption on debt for school \$2,773,393. This is a total increase of \$600,000. This is an \$800,000 adjustment due to refunding to be done in June.

Contingency: \$262,468 a decrease of \$70,000. Mr. St. Hilaire responded to questions noting the funds are adjusted here when finalizing the budget.

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Other Financing Sources: \$3,559,000 a decrease of \$309,922 due to transfer out to Animal Control and interesting earnings are down as is transfer capital out.

The following items are under Internal Service Funds:

Risk Management Employee Benefits Entire Section: \$19,251,666 an increase of approximately \$600,000 due to employee health insurance and union welfare which had an increase of \$25,000. Mr. Garrick and Mr. St. Hilaire responded to questions regarding the benefits of being self-insured.

Workers Comp: \$2,925,000 a decrease of \$70,000.

Pension Related funds: \$25,711,000 which is an increase of \$1.1 million in the DB plan and increases \$1.1 million in health insurance and OPED ARC for a total increase of \$2.2 million.

A motion was made by Councilman Knapp and seconded by Councilman Palma, that the Committee recommend to the Council the adoption of the General Government II budget as presented with the addition of a 2.5% raise for the Treasurer which is consistent with the Constitution of the State of Connecticut and the Office for the succeeding year which would be December 1, 2021 to November 2022 with the second year commencing July 1, 2022. The motion passed unanimously.

A motion was made by Councilman Knapp seconded by Councilman Alves, to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 9:52 p.m.

Respectfully Submitted,
Lori Goor
Recording Secretary
Attest,
Joseph M. Cavo Mayor

18-C

*~Ad-Hoc Committee~
Education Committee – School Budget
Tuesday, April 13, 2021*

Chairman Warren Levy called the meeting to order at 7:00 p.m. on Tuesday, April 13, 2021, via videoconference. Present were Committee Members Irving Fox, Richard Molinaro, Colleen Stanley, Fred Visconti; and Ex-Officio Members Ben Chianese, Duane Perkins, Elmer Palma, John Esposito, Mike Esposito, John Priola, Nancy Cammisa, Farley Santos, Robert Taborsak, Paul Rotello, Vinny DiGilio, Frank Salvatore, Emile Buzaid, Roberto Alvarez, Jack Knapp, and Michael Henry. Also present were representatives as follows: David St. Hilaire, Director of Finance; Dan Garrick, Assistant Director of Finance; Dean Esposito, Chief of Staff, Mayor's Office.

Also present from Danbury Public Schools were from the Board of Education: Chair Gladys Cooper; Boardmembers Joseph Britton, Richard Jannelli, Kate Conetta, Loren Daly, and Albert Russo; as well as; Dr. Sal Pascarella, Superintendent of Schools; Kevin Walston, Assistant Superintendent, and Kara Casimiro, Director of Instruction, Courtney Leborious, Director of Financial Operations, Kim Thompson, Director of Human Resources and Legal Counsel.

Mr. Levy thanked the Superintendent for his leadership all those in the education community for their dedication to the children of Danbury during the pandemic. The Board of Education and Administration has requested a budget of \$149,614,214 which is \$13,505,639 more than last year. The Mayor's proposed budget is \$137,358,575 which is an increase of \$1,125,000 over last year's budget, \$12, 380,639 less than requested by the Board.

Mr. Pascarella described the budget process including requirements from the State without resources, special education both in and out of the District. With the pandemic, there have been social, emotional, and academic issues, all of which are considered in the budget process as well as graduation requirements and growth. The budget goes to the Board, the Finance Committee, and the general Board then on to the Mayor. Increasing enrollment, specialized programming requirements, space utilization, and limited resources are all issues. Sustainability is at a crossroads and headed toward a cliff. He noted Alliance monies have been used during downturns, but are being paused as are ECS funds. He discussed social distancing and space issues. Space is needed as is furniture with 750 seats K-5 that can't be filled due to distancing.

Mr. St. Hilaire discussed the process to determine funding. The Citywide Budget is in deficit by \$6.7 million even with the American Rescue Plan monies for the General Fund and other funds. It was known this year would be difficult and the set aside \$3.5 million reserves is expected to be used. \$5.1 additional is being provided this year through State funds as Alliance monies are paused. There is still a problem now, and in the future, but they are getting more funds and we are still in a pandemic. The Board is receiving \$38 million from the American Rescue Plan and they are determining how to manage it for the next three to four years. The taxpayers cannot take on more with unemployment and COVID. The City has dipped into rainy day funds - assigned fund balances, unreserved fund balances, and everything available to ensure residents are not burdened this year. There is acknowledgement it is a very difficult year.

Dr. Pascarella responded to questions regarding attendance being taken and those figures. He thanked Acting Health Director Prunty for her vaccination efforts. He responded to Mr. Rotello regarding Alliance money, with additional comments from Ms. Thompson. Dr. Pascarella, along with Ms. Thompson, responded to Mr. Alves regarding what funding is required to meet current needs. He responded to Mr. Visconti regarding projected student numbers and facilities. Dr. Pascarella answered Mr. Salvatore's and Mr. Santos's questions MEASC mandates. He answered Mr. Perkins regarding various aspects of professional development in the social and emotional areas.

12.0

Mr. St. Hilaire responded to questions noting the increase does not take into account the assumed use of the surplus set-aside in December. It is assumed they will use it for the upcoming year. Mr. St. Hilaire also responded to questions about the surplus. He responded to Mr. Taborsak's questions regarding what a \$4 million increase mean to the mill rate. He answered Mr. Salvatore's questions regarding the one-time measures being used to fund the Board of Education and whether there could be potential future mill rate increases by reiterating that we are currently in a pandemic and people are struggling right now. Adjustments will have to be made going forward. Mr. Chianese commented there is already a \$13 million deficit and projections are worse with mill rate increases and Mr. St. Hilaire responded on whether that could affect bond ratings, stating again, there is a pandemic going on. \$100 million has been invested in school buildings in the last ten years, and with the increased cost of operations, funding to schools has been increased. They are lobbying for more funding from the State.

Ms. Leborious responded to questions regarding the \$3.5 million surplus with savings related to health insurance. She noted they are self-insured which is less predictable but have seen savings overall. There is a requirement to set-aside an insurance reserve, which you typically do not want to use those for on-going operating budget, and they hoped to use them for fluctuations in special education, one-time IT needs, special emergency reserve for the pandemic. There were some savings for buses, propane, and electricity. She responded to

Ms. Stanley that they are not anticipating any further surplus, and approximately \$4.5 million of the Federal funds will be used to offset this year. She answered questions regarding the lunch program and this year's CEP Program. Responses were given to Mr. Fox's questions regarding whether there is a gap between what funding was requested and what was approved. She reviewed ESER 1, 2, and 3 funds and responded to Mr. DiGilio regarding the Union contracts. Ms. Leborious responded to Mr. Perkins regarding community engagement and utilization of SR2 funding for support for families and opportunities for parents to learn the technology being used.

Mr. Walston discussed student needs and growth in enrollment. He noted guidance counselors are at 400 to 1 but are typically are 250 to 1. Increase in the number of teachers is projected with more students.

Mr. Walston responded to comments regarding 114 fewer students enrolling this year noting that was a result of some kindergarten families electing to stay home this year, but are expecting them to return in first grade.

Mr. Pascarella responded to Mr. Perkin's regarding surveys regarding how students and parents are adjusting during the pandemic noting data was collected in the Fall and a survey is planned for next year and Mr. Walston noted a survey was done with regard to in-person and online learning where challenges have received feedback including food insecurity, hot spots, access, and other issues. He added that the teachers have done an outstanding job responding to the needs of the students during the pandemic. Families have struggled and there has been increased parent participation with online learning. Community Forums have been held to determine needs as well. It is expected tremendous support will be needed when students return with regard to social and emotional needs.

Ms. Thompson responded to Ms. Stanley's questions regarding teacher vaccinations, attendance, and accommodations. There have been some absences due to vaccine side-effects and there are challenges with substitutes. They have been very happy with fairly solid attendance with accommodations.

Mr. Molinaro thanked the teachers for the virtual learning they have provided. Dr. Pascarella responded to his questions regarding line items that are being cut, noting that would be the next step in the budget process. He did note what would typically be cut. He, along with Ms. Thompson, responded to Mr. Knapp regarding the ECS frozen funding along with Alliance monies.

Mr. Levy commented that library books have been \$12,000 for four years, and is listed at \$.5 million. Mr. Pascarella noted this item is one of the cuts in every budget. Ms. Leborious noted it was shifted to ESER, but they would like to have it be in the operational budget and is needed for up-to-date books. Mr. Levy noted instructor supplies was \$440,000 and is listed at \$1.2 million noting these items stand out due to their prior

12-C

history. Ms. Leborious stated they were shifted into a one-time funding packet. In the past they were taken from surplus in the past. Other items were deflated in order to include this item in its proper place.

Mr. Levy commented that the City was hit with a population growth that the experts did not project and that has to be dealt with in the middle of a pandemic, when many are out of work. There are more hardships to come. Both Finance Directors in the partnership have managed to find ground that best serve the public.

A motion was made by Councilman Fox, seconded by Councilwoman Stanley, to recommend the approval of the Mayor's proposed Educational budget for 2021/2022 of \$137,358,575 of which \$137,150,000 is designated for the regular school budget and \$208,575 for health and welfare. The motion passed 3-1 with Fox, Stanley, Visconti, and Levy voting yes, and Molinaro voting no.

A motion was made by Councilwoman Stanley, seconded by Councilman Fox to adjourn. The motion passed unanimously. The meeting adjourned at 9:18 p.m.

Respectfully Submitted,

Warren Levy, Chair

Irving Fox

Richard Molinaro

Colleen Stanley

Fred Visconti

12-D

*~Ad Hoc Committee~
Public Works - Budget
Thursday, April 22, 2021*

Chairwoman Colleen Stanley called the meeting to order at 8:31 p.m. on Thursday, April 22, 2021, via videoconference. Present were Committee members Mike Henry, Vinny DiGilio, Ben Chianese, and Robert Taborsak. Also present were Ex-Officio Members Frank Salvatore, John Priola, John Esposito, Duane Perkins, Farley Santos, Paul Rotello, and Richard Molinaro. Also present were: Mayor Joe Cavo, David St. Hilaire, Director of Finance; Antonio Iadarola, Public Works Director; David Day, Public Utilities; and Nick Kaplanis Parks & Recreation Director. Present were representatives of the Danbury Museum, Brigid Guertin, Executive Director; and from the Board of Trustees, Geoff Herald, President.

Mr. St. Hilaire reviewed the Public Works budget line items as follows:

Public Buildings: Overall there is a decrease of \$67,000 with regard to public buildings due to electricity cost decreases and the loss of a part-time person in the lobby; cleaning services are going up. \$1,251,000 an increase of \$11,252 mostly in other salaries and earnings. He responded to questions regarding part-time work which is included elsewhere through a contract now. Public Works Director Iadarola noted the budget overall is relatively flat.

Director of Public Works: \$268,000 which is flat.

Highways: \$3,227,000 an increase of \$47,190 due to other salaries and other earnings.

Highways State Aide: \$360,000 which is flat.

Highways Snow and Ice Removal: \$798,000 which is flat. Mr. St. Hilaire commented on the PW grant.

Streetlights: \$472,000 a decrease of \$44,000 due to new lampheads, which Mr. St. Hilaire responded to questions on.

Park Maintenance: \$1,473,500 an increase of \$19,619 in other salaries and other earnings. Mr. Iadarola responded to questions regarding grass and paving techniques.

Forestry: \$308,500 an increase of \$7,350 due to salary related items. Mr. Iadarola responded to questions regarding tree trimming and removal.

Equipment Maintenance: \$1,470,000 which is flat. Mr. Iadarola responded to questions regarding vehicle maintenance funds and related grant.

Recycling and Solid Waste: \$267,500 a reduction of \$10,200. Mr. Iadarola responded to questions regarding the landfill and green energy.

Engineering: \$1,029,500 an increase of \$5,560 due to adjustments throughout, notably salaries. Mr. Iadarola responded to questions regarding the Traffic Engineer hiring process.

Construction Services: \$289,000 a reduction of \$1,900 due to worker's comp and outside services. Mr. Iadarola responded to questions regarding turf repair.

Recreation: \$287,000 a decrease of \$34,320 due to part-time salaries, professional services, and maintenance and supplies. Mr. Kaplanis and Mr. Iadarola responded to questions regarding early warning lightening detection system and basketball courts.

Tarrywile Park: \$197,000 which is flat. Mr. St. Hilaire responded to questions regarding maintenance, revenue, and grants.

Cultural Commission: \$65,650 which is flat.

Lake Kenoshia Commission: \$15,200 which is flat.

Danbury Museum: \$89,950 which is flat. Danbury Museum Executive Director Brigid Guertin responded to questions regarding the schoolhouse at Rogers Park. Mr. Iadarola commented on providing advice. Mr. St. Hilaire commented on the schoolhouse move as well.

Water Debt Service: \$164,815 which is flat.

Utilities - Plant: \$185,500 a reduction of \$2,000.

Utilities - Plant Operation: \$56,000 which is flat.

Source and Supply \$210,000 a reduction of \$66,000 due to various services.

Pumping Operations: \$207,000 which is flat.

Water Treatment Operation: \$2,041,111 a slight decrease. Mr. Day in Public Utilities responded to questions regarding shoe allowance.

Transmission Distribution: \$2,172,456 an increase \$152,456 in salaries.

Customer Accounts/Operations: \$299,340 which is flat.

Administrative: \$590,868 an increase of \$4,239 in purchase services.

Engineering Services: \$178,196 a decrease of \$527.

Water Capital: \$229,695 which is transfer out to capital.

Depreciation Expense: \$1,837,945 an increase of \$50,000.

Pension Expense: this was discussed last night and is related to the sewer fund. Mr. St. Hilaire noted this is one employee still covered under the old plan.

Sewer Depreciation: had a decrease of \$115,000 with more assets coming online.

Mr. Day responded to questions regarding effluent COVID testing. Mr. St. Hilaire responded to questions regarding revenue vs. expenses. Mr. Iadarola commented on goals for the next six months.

A motion was made by Councilman DiGilio, and seconded by Councilman Taborsak, to recommend to the City Council to adopt the proposed Public Works budget as presented. Motion passed unanimously.

12:0

A motion was made by Councilman DiGilio, and was seconded by Councilman Henry, to adjourn the meeting. The meeting adjourned at 9:59 p.m.

Respectfully Submitted,

Lori Goor
Recording Secretary

Attest,
Joseph M. Cavo, Mayor

12-E

*~Ad Hoc Committee~
Health and Public Safety - Budget
Thursday, April 22, 2021*

Chairman John Priola called the meeting to order at 6:00 p.m. on Thursday, April 22, 2021, via videoconference. Present were Committee Members Vinny DiGilio, Mike Esposito, Farley Santos, and Paul Rotello. Also present were Ex-Officio Members John Esposito, Colleen Stanley, Roberto Alves, Richard Molinaro, Fred Visconti, Jack Knapp, Frank Salvatore, Robert Taborsak, Duane Perkins, Mike Henry, and Ben Chianese. Also present were representatives as follows: Mayor Joe Cavo, David St. Hilaire, Director of Finance; Patrick Ridenhour, Police Chief; Kevin Ford, Interim Fire Chief; Dean Esposito, Mayor's Office; David Newland, Building Official; Shawn Stillman, U.N.I.T.; Kara Prunty, Acting Health Director; Matt Cassavechia, Director of Emergency Management & Emergency Medical Services; Susan Tomanio, Director of Elderly Services; Danny Hayes, Veterans Affairs; Mike Safranek, Airport Administrator; and Jean Natale, Legislative Assistant.

Finance Director St. Hilaire reviewed the Health and Public Safety budget line items as follows:

Police Department: \$19,276,000 an increase of just over \$700,000 primarily in contractual salaries; there are decreases in worker's comp and in communications and equipment as CIP has increased. Mr. St. Hilaire responded to questions regarding future union contract negotiations. Police Chief Ridenhour responded to questions regarding training, staffing levels, and various equipment and services.

Animal Control: \$320,000 an increase of \$12,000 primarily due to the new building. Mr. St. Hilaire responded to questions regarding what the fund includes with regard to salaries.

Fire Department: \$14,506,000 a decrease of \$5,300 primarily due to worker's comp, electricity, educational credits, and some salary increases. Mr. St. Hilaire responded to questions regarding various proposed line items. Interim Fire Chief Ford responded to Committee questions regarding training, education, new storage facility, marine response, staffing levels, and volunteer department consolidation.

Emergency Dispatch: \$2,906,000 an increase of \$91,000. Mr. Hilaire responded to questions regarding dispatch services, and office equipment.

Building Inspectors: \$591,500 a decrease of \$27,000 primarily in salaries for open positions which are expected to be filled, worker's comp, and other areas. Building Official Newland had no additional comments.

Emergency Management: \$264,000 an increase of \$109,000 the War Memorial grant was noted as was assistance for displacement, an increase in communications, and the hospital contract. Mr. St. Hilaire responded to questions regarding what the fund covers, emergency management details, the War Memorial, and the EOC. Director of Emergency Management & Emergency Medical Services Cassavechia noted they are centered on preparedness and had no additional comments on the budget.

Ambulance: \$3,800,000 an increase of \$150,000 spread throughout. Mr. St. Hilaire noted the new building, and responded to questions regarding non-paying parties, insurance reimbursements, and recoveries, and CARES Act funds. Mr. Cassavechia responded to questions regarding medical supplies, and noted 99% of calls are captured.

Consumer Protection: \$18,700 a decrease of \$958 mostly in part time salaries. Mr. St. Hilaire responded to questions regarding the part time position. Mr. Dean Esposito of the Mayor's Office responded to questions regarding the part-time position.

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U.N.I.T.: \$301,000 a decrease of \$840 related to worker's comp and sick leave. Mr. St. Hilaire commented on the U.N.I.T. needs and enforcement frequency. Mr. Stillman of the U.N.I.T. responded to questions regarding position duties and vacancies, inspections, requests for service, staffing, workload, and Ordinances.

Airport: \$589,000 an increase of \$37,339 primarily in part-time salaries of special duty police. Airport Administrator Safranek responded to questions regarding the part-time work.

HART: \$680,410 which is flat. Mr. Hilaire responded to questions regarding grants and revenue.

Public Safety Employee Benefits: Mr. St. Hilaire noted the large reduction as these are moved to other salaries, with a small amount left for other various public safety miscellaneous items.

Health & Human Services: \$1,723,000 a decrease of \$236,386 primarily for the United Way transfer. Mr. St. Hilaire noted grant activity, and responded to questions regarding the increased work of the Health Department covered by special revenue funds, and the Homeless Coordinator position. Acting Health Director Prunty responded to questions regarding workload in response to COVID, and the Shelter Coordinator position. She indicated she can work with this budget, but next year will be in recovery mode and changes to the Department may have to be made at that time.

Veterans Advisory: \$93,500 a small decrease due to sick leave. Mr. St. Hilaire responded to questions regarding the contribution to Council of Veterans. Mr. Hayes of Veteran's Affairs had no further comments on the budget.

Elderly Services: \$286,500 an increase of \$1,189 due to salaries. Mr. St. Hilaire responded to questions regarding part-time salaries. Director of Elderly Services Tomanio responded to questions regarding the Senior Center, and the VITA program.

Elderly Transportation: \$12,000 which is flat.

Community Services: \$321,398 an increase of \$240,000. Mr. St. Hilaire noted this is where the United Way ended up in the Health Department swap; it also includes the Downtown Council and PAL. He responded to questions regarding the event portion of the Downtown Council budget

A motion was made by Councilman DiGilio and seconded by Councilman Rotello, that the Health and Public Safety Committee make a recommendation to the full Council to adopt the Health and Public Safety Budget as presented. The motion passed unanimously.

A motion was made by Councilman Santos, seconded by Councilman DiGilio, to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 8:26 p.m.

Respectfully Submitted,

Lori Goor
Recording Secretary

Attest,
Joseph M. Cavo, Mayor

City Council Committee Meeting as a Whole
DANBURY CITY COUNCIL
CITY BUDGET
April 15, 2021

13

Honorable Mayor Joseph M. Cavo
Members of the City Council

It was noted the Council of the Whole will meet on Items 2., 3., and 4. of the previous agenda.

Mr. DiGilio called the Committee meeting to order at 8:04 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT: Roberto Alves, Emile Buzaid, Mike Esposito, Warren Levy, Frank Salvatore, Colleen Stanley, Robert Taborsak, Irving Fox, John Priola, Mike Henry, Vinny DiGilio, Paul Rotello, Fred Visconti, Elmer Palma, Jack Knapp, John Esposito, Farley Santos, Duane Perkins, Ben Chianese, Nancy Cammisa, and Richard Molinaro.

COUNCIL MEMBERS ABSENT: John Priola

PRESENT: 20, ABSENT: 1

ALSO PRESENT: Robert J. Yamin, Corporation Counsel; Les Pinter, Deputy Corporation Counsel; David St. Hilaire, Finance Director; and Jean Natale, Legislative Assistant.

An Ordinance Appropriating \$3,000,000 for Public Improvements in the 2021-2022 Capital Budget and Authorizing the Issuance of \$3,000,000 Bonds of the City to Meet Said Appropriations and Pending the Issuance Thereof the Making of Temporary Borrowings for Such Purpose

Finance Director St. Hilaire responded to questions regarding what public improvements are included, capital improvements in the Fire Department, road work and paving, and underground fuel tanks.

Frank Salvatore noted he would abstain as he is President of one of the Battalions.

A motion was made by Irving Fox, seconded by Nancy Cammisa, to recommend (as the Committee of the Whole), adoption of the ordinance for \$3,000,000 in public improvements and the issuance of \$3,000,000 of Bonds of the City to meet such obligations and to make temporary borrowings for such purposes. The motion carried 19-0 with Frank Salvatore abstaining.

ADJOURNMENT

There being no further business before the Committee, a motion was made by Paul Rotello, and seconded by Nancy Cammisa, to adjourn. The motion carried unanimously. The meeting ended at 8:30 p.m.



ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

A.D. 2021

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

AN ORDINANCE APPROPRIATING \$3,000,000 FOR PUBLIC IMPROVEMENT PROJECTS IN THE 2021-2022 CAPITAL BUDGET AND AUTHORIZING THE ISSUANCE OF \$3,000,000 BONDS OF THE CITY TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Section 1. The sum of \$3,000,000 is appropriated for the public improvement projects hereinafter listed, including printing, legal and financing costs related thereto (collectively, the "Project"):

<u>Project</u>	<u>Estimated Cost</u>
Citywide Generator Replacement Program	\$350,000
Fire Department Facilities Improvements and Planning	500,000
Public Services Equipment Replacement Program, Combined Divisions	450,000
Paving, Drainage and Road Improvements	1,250,000
UST Replacement Program	<u>450,000</u>
TOTAL:	<u>\$3,000,000</u>

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

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

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

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

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

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

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

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

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**City Council Committee Meeting as a Whole
DANBURY CITY COUNCIL
CITY BUDGET
April 15, 2021**

Honorable Mayor Joseph M. Cavo
Members of the City Council

It was noted the Council of the Whole will meet on Items 2., 3., and 4. of the previous agenda.

Mr. DiGilio called the Committee meeting to order at 8:04 p.m.

ROLL CALL

COUNCIL MEMBERS PRESENT: Roberto Alves, Emile Buzaid, Mike Esposito, Warren Levy, Frank Salvatore, Colleen Stanley, Robert Taborsak, Irving Fox, John Priola, Mike Henry, Vinny DiGilio, Paul Rotello, Fred Visconti, Elmer Palma, Jack Knapp, John Esposito, Farley Santos, Duane Perkins, Ben Chianese, Nancy Cammisa, and Richard Molinaro.

COUNCIL MEMBERS ABSENT: John Priola

PRESENT: 20, ABSENT: 1

ALSO PRESENT: Robert J. Yamin, Corporation Counsel; Les Pinter, Deputy Corporation Counsel; David St. Hilaire, Finance Director; and Jean Natale, Legislative Assistant.

Senior Tax Freeze, Code of Ordinance, Section 44-53

Finance Director St. Hilaire responded that the enrollment period is open with a May 15, 2021 deadline, noting the Tax Assessor is helpful in walking applicants through the program.

A motion was made by Colleen Stanley, seconded by John Esposito, to recommend (as the Committee of the Whole), adoption of an amendment to the Code of Ordinances Section Code Section 44-53, to extend the Tax Freeze Program for Elderly Homeowners through the filing of the October 1, 2021 Grant List. The motion carried unanimously.

ADJOURNMENT

There being no further business before the Committee, a motion was made by Paul Rotello, and seconded by Nancy Cammisa, to adjourn. The motion carried unanimously. The meeting ended at 8:30 p.m.



ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

_____ A.D. 2021

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

Sec. 44-53 Tax freeze for elderly homeowners.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(9) Such person/persons shall not have received qualifying income during the calendar year preceding the fiscal year for which tax relief is claimed in excess of fifty three thousand six hundred dollars (\$53,600.00) if single and sixty thousand eight hundred dollars (\$60,800.00) if married. The freeze amount will be calculated based on taxes paid for the October 1, 2011 grand list.

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

15

~AD HOC REPORT~
Governmental Entities Review Board
Tuesday, March 23, 2021

Chairman Warren Levy called the meeting to order at 6:00 p.m. on Tuesday, March 23, 2021 via videoconference. Present were Committee Members Vinny DiGilio, Paul Rotello, and Alan Boyce and Mark Chory from the citizenry. Also present were Ex-Officio Members Duane Perkins and Fred Visconti. Deputy Corporation Counsel Les Pinter; Kevin Placella, Fair Rent Commission; Missy Alexander, Charles Ives Authority; and John Gentile, Commission for Persons with Disabilities were present as well.

Mr. Levy stated the purpose of the meeting is to review the Aquifer Authority, Charles Ives Authority, Ethics Committee, and Fair Rent Committee.

The Danbury Aquifer Protection Agency was discussed by Mr. Pinter who reviewed the statutes regarding the existence of Agency.

The Ethics Commission was discussed noting there has not had a lot of activity. Mr. Pinter noted they would meet if there were ethical issues given to them.

The Fair Rent Commission was discussed by Mr. Placella, who stated he is filling in for the current Chair, Sue Mazzucco. He noted they have not met in three or four years due to lack of complaints and discussed the purpose of their Commission. He stated they do not have a budget or liaison from the City at this time. He responded to Mr. DiGilio's inquiry noting the activities of the former liaison. He stated they would have to reorganize to get it back on track.

Charles Ives Authority was discussed noting the request to disband as they are competing with other arts organizations and have zero budget. Ms. Alexander, noted the cost of mounting shows that draw regionally is now unmanageable for various reasons including competition. There would have to be investments in sounds and structural issues and their recommendations is to disband. She responded to Mr. Levy that outstanding obligations are \$18,000. Mr. Pinter responded that if they were terminated, the City would likely be responsible for negotiating that leftover obligation assuming there are no assets. He responded to Mr. Chory that he is not aware of any liens or collection action, but if there were, the City would have to deal with that. Mr. Levy responded to Mr. Boyce whether all investors and avenues have been exhausted, noting the cost of booking talent. Mr. DiGilio commented on deposits that may have been given; Ms. Alexander noted the plans for summer programming were interrupted by the pandemic, and salaries were covered. She noted there are very limited assets such as furniture and ipads. Mr. Pinter responded to Mr. Boyce noted City will have use of the Ives property used with the balance going to the University. Mr. Levy noted there would be a year period to determine disposition.

Mr. Chory stated his preference that other agencies morph into the Charles Ives Authority noting it could be used in other ways. Ms. Alexander noted two years ago they tried to bring in multiple agencies, but did not have success. Speaking as a member of the university, not the Board, she stated the City will continue to have rich cultural activity. Mr. Levy noted that the purpose of the Review Board is to determine whether entities are serving the community.

Mr. Rotello commented that a performing arts center is important to the City and the name highlights that Charles Ives is an important name and the Authority should continue, while acknowledging that the use has failed, but the City should decide what direction it wants to go. Mr. Rotello noted there could be a post-COVID season. He suggested sunseting it on October 31, 2021 alerting the community of a one-year period to complete the process.

Mr. Gentile noted he is representing the Commission for Persons with Disabilities as Chair noting they continue to meet on a regular basis via Zoom. Several members have moved and they are seeking new members.

A motion was made by Councilman Rotello, and seconded by Councilman DiGilio, that the Commission reauthorize the Commission for Persons with Disabilities, Aquifer Protection Agency, the Board of Ethics, and the Fair Rent Commission for five years; and reauthorize the Charles Ives Authority for the Performing Arts for one year. The motion passed unanimously.

A motion was made by Councilman Rotello, and seconded by Councilman DiGilio, that the Ad Hoc Committee be adjourned. The motion passed unanimously at 6:40 p.m.

Respectfully Submitted,

Warren Levy, Chair

Paul Rotello

Vinny DiGilio

Alan Boyce

Mark Chory



ORDINANCE

CITY OF DANBURY, STATE OF CONNECTICUT

CITY COUNCIL

_____ A.D. 2021

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

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

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

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

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

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

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

(c) The following governmental entities are terminated, effective June 30, 2024, unless reestablished in accordance with section 2-267:

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

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

- (1) The Commission for Persons with Disabilities.
- (2) The Danbury Aquifer Protection Agency.
- (3) The Fair Rent Commission.
- (4) The Board of Ethics.



CITY OF DANBURY

DANBURY, CONNECTICUT 06810

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

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

April 22, 2021

MEMORANDUM

To: Mayor Joseph Cavo
Members of the City Council

From: Patrick A. Ridenhour, Chief of Police

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

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

Personnel

Department Strength:

Sworn Personnel	153
Injury/Extended Leave	6
Light Duty	1
Field Training Program	3
Police Academy	6
Effective strength (as of 04-22-21)	137

*Since last report – 0 retirements & 4 new hires

Community Services (See attached)

Training

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

Various Dates 4/1-7	Taser 7 Transition Class – All Personnel Spector Group Comparative Lateral Training – P.O. Sample
Various Dates 4/1-2	FCPTOA Recertification Training – Multiple officers on 2021 POST Cycle Patrol Rifle Recert Training – Multiple Officers

Chief's Significant Meetings

3/26 Eggs & Issues – Zoom
3/26 Hord Foundation Interviews
3/27 Hord Foundation Interviews
3/29 DPD Sitrep COVID Meeting
3/30 Entry Level Police Interviews – Virtual
3/30 Granville Virtual Career Fair Panel
3/31 Stress Management POSTC – Zoom
3/31 Entry Level Police Interviews – Virtual
4/1 COVID-19 Briefing
4/5 DPD Sitrep COVID Meeting
4/6 City Council Meeting
4/8 PD Swearing-In
4/8 Lion's Club Luncheon Meeting
4/8 DPD Sitrep COVID Meeting
4/8 COVID-19 Briefing
4/12 DPD Sitrep COVID Meeting
4/13 EAP Benefit Overview – Virtual
4/13 JTTF Conference Call
4/13 Entry Level Police Interviews – Virtual
4/14 Mayor's Cabinet Meeting
4/14 CREDCJS Event Planning Meeting (remote)
4/15 DPD Sitrep COVID Meeting
4/15 COVID-19 Briefing
4/19 Training Supervisor Meeting
4/19 IXP Meeting
4/19 Eagle Two Meeting
4/19 IT Security Awareness Training Presentation – Virtual
4/19 DPD Sitrep COVID Meeting
4/20 DPD Staff Meeting
4/20 FBI New Haven Conference Call
4/20 FCCOP Monthly Meeting
4/20 CTIC Executive Board Meeting
4/20 DEMHS Credentialing Ceremony
4/21 Civil Service Commission Meeting – Virtual
4/22 Lion's Club Luncheon Meeting
4/22 DanburyWORKS Neighborhood Night Prep
4/22 DPD Sitrep COVID Meeting
4/22 COVID-19 Briefing
4/22 Budget Meeting

E-Commerce Trading Location – no issues reported this month

***The report for the Police Cadet Program was not available for the deadline of this report.

Significant Projects

Body-Worn Cameras: Most personnel have completed training. Initial deployment is underway.

New In-Car Cameras: The cameras have been installed in most of the primary patrol fleet. Training on usage is underway.

Respectfully submitted,

Patrick A. Ridenhour
Chief of Police

PAR:mrl
Attach.



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

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

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

To: Patrick A. Ridenhour – Chief of Police

From: Vincent P. Daniello – Lieutenant

Re: Community Services Division - Activity Reports & Staffing Levels
March 15 – April 15, 2021

Date: April 22, 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)

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
Forcible Rape	1	0	0										1
Robbery	1	0	3										4
Assault	1	2	2										5
Burglary	6	1	6										13
Theft	34	41	45										120
Motor Vehicle Theft	3	3	4										10
Arson	0	0	0										0
Totals	46	47	60										153

2020 UNIFORM CRIME REPORT

CITY OF DANBURY

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

*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>
Calls for Service	3,955	3,486	3,348										10,789

2020

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

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										774
Personal Injury	32	32	34										98
Total Traffic Accidents	257	335	280										872

2020

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

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										236
Written Warning	4	2	1										7
Moving Violation	102	105	146										353
Total Enforcement Action	192	182	222										596

2020

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

*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 this report as Interim Fire Chief of the Danbury Fire Department, which covers the period of March 21st through April 20th, 2021 and details our activities.

The Fire Department responded to 39 Unauthorized Burning Incidents with 11 responses requiring extinguishment by Fire Suppression personnel. May is FOREST FIRE Awareness Month. Keep a 20 foot area around your house clear of leaves, brush and debris. Please see the DFD Facebook page for this and more safety tips! Remember, burning of leaves, yard clippings or debris is ILLEGAL in CT. Burning of brush is allowed with a proper permit. Please contact the Fire Marshal Office for conditions, requirements and information on obtaining a permit.

Public Education / Prevention / Public Relations

All members of B group toured the Margerie Water Treatment Plant. Members of B group toured Speed Sport Tuning at 52 Miry Brook Rd. Members toured Abbey Woods and Hotel Zero degrees with a focus on Standpipe connections. Companies preplanned the updated vaccine clinic at the Danbury Fair Mall after numerous Companies assisted the CHC and National Guard with configuring overflow parking. E26 toured the Summit. E26 met with Airport 1 for Airport familiarization.

The next phase of the pre Marine Unit delivery has commenced with development of plans and procedures as related to all aspects of training, maintenance and operations of the All Services Boat. Marine training has commenced with the delivery of the first classroom component. Members of B group trained with the Zodiac after Apparatus enhanced the lower unit of the outboard. The Rescue Company has been busy with the plan and design of the Collapse unit trailer. The trailer was thoroughly cleaned. The exterior was polished and looks new again. The interior has a fresh coat of paint. Ordered supplies have been arriving and installation will commence. Driver training and pump operations training is occurring with the nicer weather upon us. Crews reviewed high rise operations and worked with the new high rise pack configuration.

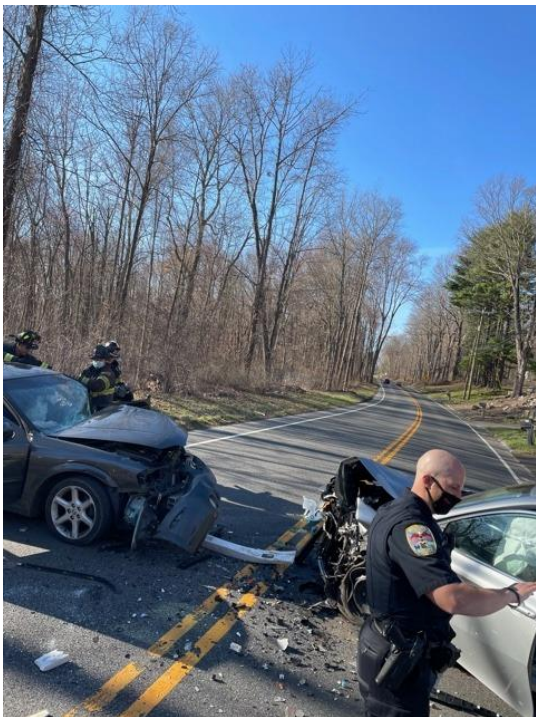
FD provided manpower to assist a post surgical patient back into a relative's home.

Suppression / Response Activities of Note

E26, E24, Rescue 1, Car 30 and EMS responded to an MVA on I-84 West bound at exit 5 off ramp for a vehicle that entered the highway in the wrong direction. The wrong way driver panicked and swerved to the side of the road, striking a light pole and becoming entangled in the wire guard rail. The three passengers were evaluated by EMS were extremely fortunate in the outcome and denied any injuries.

On March 30th Car 30 responded to a reported shed fire. Engine 23 arrived on scene and reported a fire pit, on further investigation this was a fire that spread to garbage and a shed. Car 30 arrived and assumed command, the majority of the fire was extinguished by a bystander. Command requested a DFM. DFM Anderson responded and investigated. Car 30 transferred command back to Engine 23.

Also on March 30th Car 30 responded to a reported MVA with extrication. Car 30 arrived on scene with E25 and E23. EMS was already on scene and began patient care. E25 & E23 began stabilization and extrication with their tools. A hand line was pulled off E25. This was a two vehicle accident with heavy damage to both vehicles. One driver was ambulatory, one trapped. The Rescue arrived and assisted with extrication with their equipment. Once the driver was removed FD companies disconnected both vehicle's batteries. The scene was turned over to the PD for investigation.



Crews responded to an MVA involving a truck and a pole, which closed Padanaram Road for several hours on April 8th.



On the afternoon of April 19th, Engine 25, Truck 1, Car 30, Car 61, Miry Brook Tanker 13 and King Street Tanker 14 responded mutual aid to assist New Fairfield VFD with a commercial garage fire. Truck 1 was utilized to gain access to the roof and overhaul the exterior of the building while Engine 25 was assigned R.I.T. (rapid intervention team for rescuing firefighters). Car 30 and Car 61 assisted in the command post and our tankers assisted with water supply. The fire was contained to the single units with minimal damage to the adjacent units.



Command Staff Activities

- Volunteer Council meeting
- City Council Meeting
- Cabinet Meeting
- Bi-weekly COVID updates with Mayor and Department Heads
- Purchasing Board of Awards

EMS/HazMat – Acting Coordinator Thomas Corbett

Emergency Medical Services

- Maintained progress on continuing medical education for personnel requiring Emergency Medical Technician recertification.
- Continuing fulfilling requirements for Emergency Medical Service Instructor.
- Continuing fulfilling requirements for American Heart Association CPR/BLS/AED Instructor.
- Participated as a panelist in East Hartford Fire Department's Oral Board for Assistant Medical Officer.
- Represented the department in the Greater Danbury Chamber of Commerce 2021 Leadership Danbury program describing the functions and responsibilities to the other participants.
- Completed the 2021 Leadership Danbury program sponsored by the Greater Danbury Chamber of Commerce.
- 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.
- Reinstigated organization and maintenance of department Standard Operating Procedures.
- Responded to a working fire on Town Hill Avenue on 4/8.

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 1st and 2nd 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 and continued assistance regarding contact tracing with Deputy Chief Lounsbury.

Hazardous Materials

- Continued implementation and 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.
- In conjunction with the Emergency Management Director, DFM Tim Smith and the LEPC, continued assistance with Tier II reporting and development of a plan for this information to be readily available at hazardous material incidents.
- Began developing and updating the department's Hazardous Material Standard Operating Procedures.

Region 5 HAZMAT

- Continued contact with the leaders of all State Regional Homeland Security Hazmat teams for continued progress on equipment, training and the 2021 Field Day scheduled for May, 2021.

Training Officer – Steven Rogers

Volunteer Division

Quarterly

First Quarter training was very successful with Lt. Zaniewski teaching fire behavior classes. Second quarters training via ZOOM are being scheduled. Battalion 31 trained at Fire School implementing hose deployment tactics.

Career Division

Crew Training

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

Fire School

Multiple career fire crews are training at Danbury Training School.

Web based Training

Students are diligently working on web based Fire-Rescue assignments

Pre-Plan

Inside tours are generally on hold with exceptions.

Safety Officer

Car 51 responded to multiple calls as Safety Officer.

Apparatus – Superintendent David Kirkwood

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

- 07PD RESQ1 New starter motor
- 07PD RESQ1 Coolant service
- 07PD RESQ1 New rear tires
- 06PD Spare R/R Rear heater core

- 06PD Spare R/R Akron valves
- 10PA2 R/R Air dryer assembly
- 10PA2 R/R Akron valve
- 16PV1 R/R seatbelts, driver, officer, rear seat
- 21FR 1&2 Undercoat 2 new Fire Marshal cars
- 20F150 continue upfit
- Continue infrastructure construction at town park
- 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

Residential Inspection notifications were mailed, with the first group of 75 notices. The program will be steadily increased with another 100 notifications to be mailed the first week of May. This progression will increase throughout all occupancy types.

Inspections / Code Compliance

For the period, the Office conducted the following inspections: 29 Residential units; 3 Business; 2 Day Cares; 16 Liquor licenses; 1 Healthcare facility, 2 Nursing Homes consisting of 141 residents; 2 Board and Care; 3 Places of Worship; and 3 Assemblies/Restaurants. Team members rectified 13 concerns regarding unauthorized burning, blocked egress, alarm malfunction, and unapproved/unpermitted apartments and outdoor dining. The Fire Marshal's Office worked with other City Departments to resolve all concerns.

Plan Reviews

The Fire Marshal's Office continues its dedication to the accurate and timely review of plans. All projects are reviewed to ensure compliance to CT Fire Safety and Prevention codes. For the period, the Fire Marshal's Office has received 39 permit/plan review applications for approval per the requirements of the CT State Fire Code. A total of 4 certificates of occupancy approvals have been issued. Staff members completed 30 requests for records regarding properties, inspections, and investigations. These requests were processed and disbursed in accordance to all freedom of information guidelines.

Fire Investigations

The reported fires requiring investigation were classified as: 3 structure fires, 2 cooking fires, 1 chimney fire, 2 vehicle fires, 1 dumpster fire, 10 grass/brush fires, 1 outdoor structure due to unauthorized burning, 1 outside rubbish/trash/waste fire, and 1 outside equipment fire. The Fire Marshal's Office investigated all reported fires for origin and cause determination as required by CT state statute.

Training

Team Members of the Fire Marshal's Office attended various distance learning classes. Training attended included a 3 part series on Legal Liability, State Statutes, Report Writing

and Legal Testimony; FM Global Fire and Fire Suppression Demonstration, and Internet Safety and Security

Special Events

Congratulations to DFM Ray Guard for becoming a CT State Certified Fire Marshal. DFM Guard has put his plan review skills to immediate use investigating fires and code concerns. New DFM Mike Jewell has stepped up as well, taking on several large medical and mercantile projects. DFM Rozzi has been working with the Board of Education to resolve storage, classroom, and cafeteria concerns. DFM Smith has begun scheduling inspections of manufacturing facilities. DFM Smith has assisted on resolving technical and inspection software concerns. DFM Bergemann has been working on a hotel and large apartment database, and has scheduled inspections for May. DFM Anderson continues to champion the inspection of healthcare facilities and liquor license renewals. FM Timan oversees the participation of DFM Jewell and Anderson in the NFPA Community Risk Reduction Program. FM Timan has participated on projects lead by EMD Cassavechia on items such as a FEMA vaccination site, THIRA, LEPC and COVID Enforcement Team.

Volunteer Fire Council – President Charlie Coakley

April has been a month full of training and calls for Danbury's volunteer firefighters. The Danbury volunteers responded to several mutual aid calls, and many volunteers covered their stations during this time.

Battalion 19 (E5, S6, E8) had a busy month responding to calls, training, and keeping up with vehicle maintenance. Early in April, Battalion 19 sent an engine to assist Brookfield with a four-hour cover assignment while they battled an early morning, fully involved large house fire. This cross-agency cooperation surfaced twice again in April as all three companies covered the city while the career department sent a full response to New Fairfield along volunteer tankers for a large fire in a commercial structure. Several days later the battalion sent a full crew to Bethel while they operated at a chimney fire. While covering we responded to a large dumpster fire that extended to the exterior of the home.

Additionally, Battalion 19 responded to multiple calls while on a cover assignment after a house fire on Town Hill Ave including an EMS assignment on the west side of town. The squad responded to assist the Police Department at Westwood Village on Mill Plain Rd. Weekly training is ongoing including a joint forcible entry training exercise that was conducted with members of the Botsford Fire Department. Lastly, Battalion 19 is planning a Mother's Day flower sale at Wooster Hose's station and the community support is appreciated.

Throughout April, Engine 9 has continued conducting weekly training nights with their members. They did a cover assignment in Bethel at Stony Hill Fire Department, while Stony Hill was out providing mutual aid to Brookfield at a fire. Engine 12 helped them with manpower during this call. Additionally, Engine 9 has 3 new recruits in a Firefighter 1 class.

Battalion 31 (E3, E11, T10, and Squad 7) responded to the mutual aid calls by covering their station and responded with Tanker 10 to New Fairfield that assisted with water

operations. Also, during the month, Battalion 31 responded to several illegal burns and assisted in the extinguishing of a few. During a cover, they responded to and assisted at an MVA on White Street and 8th Avenue.

Battalion 31 continued in their training using hose lines and working the pumps on each of the apparatuses. They trained with Squad 7 in the air and lighting operations, and also trained at the Fire School using the methods that we were taught in our first quarter training by Lieutenant Doug Zaniewski. Additionally, a few members are taking an EMT class.

Dispatch Statistical Reports

Public Safety Answering Point

Total 911 calls	5,064
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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 • healthdept@danbury-ct.gov

Mayor
Joseph Cavo

Acting Director of Health
Kara Prunty, MPA

April 26, 2021

Dear Mayor Cavo and Members of the City Council:

As of April 26th, the State of Connecticut has had 336,933 positive COVID-19 cases and 8,066 associated deaths. In the City of Danbury, there have been 12,698 positive COVID-19 cases and 191 associated deaths. The City of Danbury is still considered to be in the Red Zone in the State of CT. The City's current infection rate is 5.1% and the 14-day running average is 28.7 per 100,000.

We have distributed 15,810 vaccines since the start of the COVID-19 vaccination clinic at Rogers Park Middle School in late December, and administered over 5,400 in the last month. At this time, everyone in the State of Connecticut ages 16 and older are eligible to receive the COVID-19 vaccine. The State Department of Public Health announced on Tuesday April 16th that the Johnson and Johnson vaccine would be put on a pause while it was being reviewed by the CDC and the FDA. The pause was prompted after it was reported that 6 people (out of 6.8 million individuals) developed a rare and severe type of blood clot combined with low blood platelet levels after receiving the Janssen COVID-19 Vaccine. The health department stopped administering the vaccine immediately following the announcement, and as of April 23rd, the pause has been lifted and the Johnson and Johnson vaccine may continue to be administered in Connecticut. The CDC and FDA have deemed that the vaccine is still safe and effective and that the available data shows that the vaccine's known and potential benefits outweigh its known and potential risks in individuals 18 years of age and older. At this time, the data suggests that the chance of developing this condition is very low, and guidance has been released for healthcare providers on how to best treat the condition, should an individual develop it from the vaccine.

The CDC and State DPH have also updated travel guidance for fully vaccinated persons (14+ days after the last dose of their vaccine series) stating individuals can travel domestically and do not have to test before or after travel (unless their destination requires it) and do not have to quarantine after travel. Fully vaccinated individuals should still wear a mask or face covering, stay 6 ft away from others, avoid crowds, and wash or sanitize their hands often.

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

Respectfully yours,

Kara Prunty, MPA

Acting Director of Health and Human Services

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

Grant Agency	Program Supported	Award Amount	Award dates	Project Status
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	\$960,560	5/1/2021 - 8/31/2021	Applied

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.

March/April 2021 Activity

The environmental team has been busy responding to complaints and providing guidance on the ever-changing DECD sector rules and regulations for local businesses. Inspectors have also been busy with septic and well inspections for real estate transactions due to the booming real estate market. We have received various plan reviews for new food service establishments opening up in Danbury that we are reviewing and inspecting as well. We have also been focusing on training, and 4 of our inspectors have started lead recertification training this month, and we have been conducting field training and cross training for our staff.

March Results

Potable Water	
Private Well	
Well Permits	3
Environmental	
Grading Permit Review	
EIC	
HazMat	
Erosion Inspections	
Complaint Investigation	12
Odor Complaints	7
Wetlands/Grading	6
Sewage Disposal	
Plan Review	22
Inspections	21
New, Replace, Fail, Plan Review	3
100% Replacement Plan Review	6
Soil Testing (List by Appointment Only)	14
Additions	
Dye Tests (Initial)	
Septic Permits (To Construct)	
Solid Waste	
Garbage Complaint	
Misc. (Describe)	
Pest and Animal Control	
Rodent Complaint	
Insect Complaint	1

Domestic Animal Complaint	
Housing	
Residential/Commercial Inspection (Not Indoor Air)	
Housing Complaints	5
Child Day Care Inspection (Initial)	
Child Day Care Plan Review	
Body Care Inspections	1
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)	9
Reinspections	
Healthy Homes	
Hotel/Motel Inspections	
Total # of Hotel/Motel Rooms Inspected	
Food	
Food Service Establishment Inspection (Initial)	13
Construction Visits	
Food Service Walkthrough Inspections	
Itinerant Vendor Inspections	2
Complaints	
Re-inspection (voluntary)	
Re-inspection (involuntary)	2
Plan Review	1
Plan Revisions	
Foodborne Illness # of Complaints	
Temporary Food Service	
Certified Food Protection Manager Courses	1
Food Handler Courses	
Outdoor Dining/Patio Inspections	
COVID-19 Compliance Inspections	
Seasonal	
Indoor Pool Inspections	1

Outdoor Pool Inspections	
Indoor Public Pool Water: # of Samples Collected	
Outdoor Public Pool Water: # of Samples Collected	
Public Beaches: # of Samples Collected	
Drinking Water: # of Samples Collected	
Orders Issued	
Notices of Violation, etc.	
Health Order	1
Other	
Social Services Issues and Referrals	10
Fair Rent Issues	
Pump Truck Permits	3
COVID-19 Complaints	17

COVID COMPLIANCE: There were 17 COVID Complaints that inspectors responded to, and 0 warning letters issued to establishments in the month of March.

Community Health Services Division

Fernanda Carvalho, Acting Associate Director of Community Health

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

Community Medicine Section

Prepared by: Maureen Singer, Community Health Coordinator

Patients Seen in March 2021

Tuberculosis patients	35
PPD testing/read	
QuantiFERON/T-Spot	5
eDOT	24
Hospital Visits	
Home Visits	
Electronic Visits	38
Total Services:	102

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

1. Total of 14 new persons were evaluated in TB Clinic.

2. Continuing case management of approximately 50 cases of Latent TB and 1 case of Active Pulmonary TB.
3. Completed TB contact investigation new Pulmonary TB.
4. Ongoing surveillance and epidemiological review of individuals with positive AFB, suspected or active TB.
5. March 22 WCHN Infection Control Committee Mtg.
6. Provided 56.5 hours administering Covid-19 Vaccines @ RPMS

Community Health Services & Emergency Preparedness and Response:

The Danbury Health Department is currently offering the Moderna vaccine and the Johnson & Johnson vaccine at our clinics hosted at Rogers Park Middle School and has administered nearly 16,000 vaccines at our site. We have also coordinated mobile sites at local cultural and religious centers, sport centers, the train station, and grocery stores. These mobile sites do not require an appointment and anyone can walk up to the center to register and receive a vaccine. The mobile sites have been ongoing throughout the month of April and will continue into May. The Community Health Center has been working with DPS and other private schools in Danbury to coordinate vaccinations for students 16 and older at the mass vaccination site located at the Danbury Fair Mall.

Contact Tracing March 2021

# of Contacts/Cases	1,254
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Super 8 Shelter:

Current Census: 70

Total Number Housed: 83

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 MAY 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 March. The Department has remained dedicated and active continuing to keep up with all City responsibilities 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. The contract is with Corporation Counsels Office once the contract is signed we will issue the Notice to Proceed. We anticipate starting the project will May of 2021. Construction Services will administrate and manage Phase One construction TOD Streetscape.

Hearthstone Castle Abatement:

Construction Services, working with our in-house resources and on-call environmental consultant. Eagle Environmental has begun 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. Eagle Environmental is completing the Phase II project scope, AWP and bid documents.

Phase II will have several components; removing the remaining plaster / nonfirable AMC (Asbestos-Containing Materials) from the building interior, along with incorporating the structural engineer recommendations for stabilization of the structure for the interior work to proceed.

We completed additional sampling of the interior debris TCLP the results came back with no lead which will reduce the disposal cost. The AWP will be revised and submitted to CT DPH. Then the AWP will be incorporated into the final bid documents. We anticipate bidding Phase II for a 2021 construction season.

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, has completed the design of our artificial turf replacements and improvements of Kaplanis, Perry and DHS Fields. Shaw Sports Turf was selected. Shaw Sports Turf was placed on March 17th BOA agenda we are in the process of signing the contract documents. Corporation Counsel's office expects to execute the contract by May 1st. We plan to construct Kaplanis and Perry Fields this spring with a mid-June completion, then mobilizing to the DHS field for a June 15th start, with September completion.

Construction Services has been in communication with the Director of Recreation Nick Kaplanis, Rich Jalbert BOE Facilities and DHS Principal Dan Donovan in regards to the project schedule. These three field replacement / field improvements 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.th 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 in process with the Corporation Counsel's office presently.

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. Construction Services will be involved in the day-to-day construction working with the City Engineer / Director of Public Works.

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.

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

The Mews and The Ridge at Rivington: Progress continues with utility extensions and inspections.

Reserve Road, Milestone Road, Woodland Road: Progress continues on the completion of these roads.

Phase 11 Planning and utility reviews are completed.

The Woodlands Phase 4C: Progress continues with utility extensions and inspections.

Southeast, NY to Danbury Link Feasibility/Planning Study:

The Division worked with Putnam County on their grant request for funding of a feasibility study for the possible restoration of passenger service between Danbury and the Southeast, NY connection to the Harlem Line. A \$1,000,000 grant has been received. The Division will continue to work with Putnam County relative to the scope of the study and the selection of a consultant. Putnam County has issued a request for

proposal/qualifications for consultant services for the feasibility study, due at the end of March, 2020. The bid opening date has been extended to April 24, 2020. Putnam County is executing a contract with the most qualified bidder, WSP.

Ellsworth Avenue School Annex:

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

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.

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.

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: **MARCH – 2021**

The Highway Division was lucky and did not have any winter storms to respond to during March. The plow repair crew inspected and repaired plows for next season. All equipment was washed and maintained throughout the month. The winter salt was delivered and readied at the Public Works site and Airport property. Several employees and machinery were deployed around the City to cut and remove ice conditions.

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

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

Winter Season

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

Maintenance

- Catch Basins Replaced: 14
- Guardrail Repairs: 8
- Dredging: 1
- Catch Basin Cleaning: 77
- Roads Paved: 0

Signage

- New installs: 1
- Replacements: 10
- Repairs: 90

Personnel

- Total: 44
- Injury: 2

- Restricted Duty: 0
- Retirement: 0
- Seasonal: 6
- Vacancy: 1

Parks Maintenance Report submitted by Tim Nolan, Superintendent of Public Services:
MARCH – 2021

The Parks Maintenance Division prepped, readied, and washed all trucks and equipment for any future winter storms. Crews used the mild weather to get an early start cleaning the beach at Candlewood Town Park. Repairs were made on the grounds in the park and on the boat launch dock.

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

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

Winter Season

- Winter Storm Events: 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:
MARCH – 2021

The Forestry Division was able to get an early start on pruning and removing dead trees on the upcoming paving projects. The crew was also able to prune all the trees in Candlewood Town Park and Hatters Park improving safety and tree health. Brush piles and tree debris from prior storms were also cleaned up for safety.

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

Winter Season

- Winter Storm Events: 0
- Precipitation: 0 inches

Maintenance

- Removals: 47
- Pruning: 64
- Brush: 7
- Emergency Call Outs: 5

Personnel

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

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

City:

Currently looking into GPS Bipolar Ionization for air handling systems.

Library:

Roofing project complete.

Junior library sensory room currently being 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.

Reviewing plans for KSP roof project.

City Hall:

Plans completed for Council Chambers renovations, reviewing bids.

Performing basement area updates.

Reviewing plans for addition area roof project.

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.

Requests for Maintenance Service:

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

In the month of March we received 248 new work requests and completed 158 work requests. In reviewing this report, you will find the repair time that was expended in major work categories. Also listed is the total number of work order hours completed. Public Building mechanics were engaged in Plumbing with a total of 136.00 person-hours dedicated to this service. The next largest area of concentration was in Electrical repairs, utilizing 111.50 person-hours of labor. HVAC repairs came as the third highest category with 103.00 person-hours. Should you have any questions regarding this report, please do not hesitate to contact Sean Hanley at 203-797-4584.

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

Work Requests received this month	248
Work Requests Completed this month	158

Category	Total Labor Hours
Alarms	0
Carpentry	0
Electrical	111.50
HVAC	103
Locksmith	0
Maintenance	51
Mechanical	8
Plumbing	136
Roofing	0
Snow Plowing	0

Labor Hours City Buildings	127.00
Labor Hours School Buildings	282.00
Overtime	105.00

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

RE: Report to the City Council – Month of MARCH 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 March 2021. Also attached is the Public Utilities Vehicle Maintenance Report.

As of April 16, 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

MARCH 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 March 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.
 - Completed preparing the subgrade for the building concrete base slab by placing geotextile fabric and crushed stone over the subgrade.
 - Installed concrete forms for the building concrete base slab.
 - Installed base slab reinforcing steel.
 - Completed installation of concrete base slab.
 - Started installing reinforcing steel and formwork for concrete walls.

- 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 began 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.

M E M O R A N D U M

DATE: April 16, 2021
TO: City of Danbury, City Council
FROM: *David M. Day, P.E.*, Superintendent
RE: Sanitary Sewer Collection System Maintenance—
MARCH 2021

Complaints: 0 Bypasses 9 Slow Running
 0 Loose Manholes 1 Odor Calls

Number Received: 10
Number Completed: 10

Pipe Cleaned: 1200 LFT
Gallons of Water Used: 15,000 Gal

New Pipe Inspected: 0

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: Mar '21
 Date: 4/12/2021

I. Wastewater Treatment:

A) Sewage Processed:	9.2	MGD (Daily Avg)	285.0	Million Gallons Total
B) Septic Waste Processed:			1,031,950	Gallons Total
C) Sludge Pumped To Digesters:			431,261	Pounds Total

II. Wastewater Quality

	Influent	Effluent	% Removal	Effluent Limit
A) BOD (mg/l)	192	8	96.0	30 mg/l and 85%
B) Total Suspended Solids (mg/l):	280	5	98.1	30 mg/l and 85%
C) Total Phosphorus (mg/l):	4.1	1.9	54	0.6 mg/l
D) Ammonia (mg/l):	18.1	1.01	94.0	4.0 mg/l
E) Total Nitrogen (lbs/Day):	2,758	367	87.0	442 lbs/day

Note: Phosphorus limits apply April - October.

Nitrogen limit for credit trading only.

III. Pump Station Operation:

A) Beaver Brook:	727.5	Hours Run
B) Southfield:	45.2	Hours Run
C) Mill Plain:	23.6	Hours Run
D) Backus:	102.5	Hours Run
E) Tarrywile	70.6	Hours Run
F) Turner Road:	43.9	Hours Run
G) Ford Avenue:	26.8	Hours Run
H) Indian Glen:	111.3	Hours Run
I) Delay Street:	17.0	Hours Run
J) Hayestown Road:	74.9	Hours Run
K) Kenosia Avenue:	1.1	Hours Run
L) Larson Drive:	61.4	Hours Run
M) Landfill:	189.7	Hours Run
N) Thrope Street	16.1	Hours Run
O) Poets Landing	21.6	Hours Run
P) Rogers Park	55.7	Hours Run
P) West Side	105.7	Hours Run
Q) East Franklin Street	23.3	Hours Run

Total Station Alarms: 1

TO : City Council - City of Danbury
FROM : David Day, Superintendent of Public Utilities
DATE : April 13, 2021
RE : WATER DEPARTMENT REPORT:

MARCH 2021

I. WATER PRODUCTION:

A) Margerie Water Treatment Facility:	80.0	MG.
B) West Lake Water Treatment Facility:	79.8	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:	2.5	inches
B) Past 12 Months (running total):	49.8	inches
C) Current Year (Jan.- Current Mo.):	8.2	inches

III. WATER STORAGE:

date:

3/29/2021

	<u>Current Reading</u>		<u>Historical Average</u>	
A) East Lake Reservoir:	99.8	%	92.5	%
B) Margerie Lake Reservoir:	100.0	%	93.5	%
C) West Lake Reservoir:	99.0	%	92.0	%
D) Total:	99.5	%	92.7	%

IV. WATER PUMPED:

A) Park Avenue Pump Station:	0	MG.
B) Padanaram (High School) Pump Station:	3.75	MG.
C) Shelter Rock Pump Station:	4.29	MG.
D) WestConn Pump Station:	0.71	MG.
E) Margerie Pump Station:	1.15	MG.
F) Pleasant Acres:	0.76	MG.
G) Nabby Road:	1.07	MG.

H) Harvest Hill:	0.89	MG.
I) Woodland Road (Reserve):	6.55	MG.
J) West Lake High Service :	45.1	MG.
K) Total Water Pumped (A-I):	64.3	MG.
(MG. = Million Gallons)		

V. WATER TRANSFERRED:

A) East Lake to Margerie Reservoir:	56.0	MG.
B) Padanaram to Margerie Reservoir:	0.0	MG.
C) Kohanza to West Lake Reservoir:	0.0	MG.
D) Kenosia Diversion to West Lake Reservoir:	0.0	MG.
E) Kenosia Wells to West Lake Reservoir:	0.0	MG.
F) Total Water Transferred (A-E):	56.0	MG.
(MG. = Million Gallons)		

VI. ALGAE CONTROL:

A)	None
B)	

VII. SURVEY OF WATER SOURCES:

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

VIII. SUPERINTENDENTS NOTES:

GENERAL FUND - EQUIPMENT MAINTENANCE MARCH 2021

REPAIR DATE	PLATE #	DIVISION	DESCRIPTION OF WORK PERFORMED
3/3/2021	337-DA	POLICE	ENGINE SERVICE, 2 TIRES, LR WHEEL BEARING, SPARK PLUGS, SWAYBAR BUSHINGS
3/4/2021	424-WLA	POLICE	ENGINE SERVICE
	AE-90615	POLICE	ENGINE SERVICE, WIPER BLADES
	76-DA	CITY HALL	REPLACE BATTERY
3/5/2021	2-DA	POLICE	DRIVERS DOOR LATCH ASSEMBLY
	AE-90616	POLICE	ENGINE SERVICE, AIR FILTER, FRONT AND REAR WIPER BLADES
3/8/2021	113-DA	POLICE	REPLACE ALTERNATOR, BELT AND TENSIONER
	240-DA	POLICE	ENGINE SERVICE, FRONT LOWER CONTROL ARMS, AIR FILTER
			REPLACE TIMING COVER, WATER PUMP, AC COMPRESSOR, FRONT STUTS, MOTOR MOUNTS
3/11/2021	6-DA	POLICE	ENGINE SERVICE, STEERING RACK, SPARK PLUGS, REAR PADS AND ROTORS
3/12/2021	354-DA	POLICE	REPLACE BATTERY AND CABIN AIR FILTER
3/15/2021	243-DA	POLICE	ENGINE SERVICE
	422-DA	POLICE	REPLACE MARKER LIGHT, REMOVE HOSES AND FLUSH SYSTEM
3/16/2021	291-DA	HIGHWAY	ENGINE SERVICE, REAR SHOCKS, REAR PADS AND ROTORS, BATTERY, WHEEL LINER
	332-DA	POLICE	ENGINE SERVICE, TRANS SERVICE, SPARK PLUGS, FUEL INJECTORS, AC PRESSURE SENSOR
3/17/2021	13-DA	POLICE	REPLACE EVAP CANISTER, CABIN AIR FILTER
	AL52688	POLICE	REPLACE BATTERY, FORD WARRANTY WORK
3/18/2021	15-DA	POLICE	REPLACE RR TIRE, RF HEADLIGHT BULB AND PIGTAIL
	271-DA	POLICE	ENGINE SERVICE, REPLACE WATER PUMP, 3 TIRES, FRONT PADS AND ROTORS
	16-DA	TRAFFIC	FRONT LOWER CONTROL ARMS, SWAY BAR END LINKS, FRONT PADS AND ROTORS
	17-DA	POLICE	ENGINE SERVICE, FRONT WIPER BLADES, CABIN AIR FILTER
3/19/2021	8-DA	POLICE	BOTH HEADLIGHT BULBS AND CONNECTORS
	257-DA	POLICE	DOOR LATCH ASSEMBLY, LOWER CONTROL ARMS, SWAY BAR END LINKS
	157-DA	POLICE	2 TIRES
3/23/2021	270-DA	POLICE	LOWER CONTROL ARMS, SWAY BAR FRAME BUSHINGS, 2 TIRES
	2-DA	POLICE	ENGINE SERVICE, TIE RODS AND DRAG LINKS
3/25/2021	364-DA	POLICE	CATALYTIC CONVERTERS, O2 SENSORS, 1 TIRE, ENGINE SERVICE
3/29/2021	395-DA	POLICE	POWER STEERING LINE, RADIATOR
3/30/2021	312-DA	POLICE	LF+RF LOWER CONTROL ARMS, 2 TIRES
	354-DA	POLICE	ENGINE SERVICE, SWAY BAR FRAME BUSHINGS
3/31/2021	10-DA	POLICE	

WATER FUND - EQUIPMENT MAINTENANCE March 2021

REPAIR DATE	PLATE #	DIVISION	DESCRIPTION OF WORK PERFORMED
3/8/2021	132-DA	WATER	OIL PAN GASKET, REAR BRAKES, BACKING PLATES, ENGINE SERVICE, STRAIGHTEN AND WELD TRANS CROSSMEMBER
	279-DA	WATER	REPLACE STARTER, REPAIR O2 SENSOR WIRING, REPAIR STROBE WIRING

3/11/2021	283-DA	WATER	LF UPPER CONTROL ARM, RF OUTER TIE ROD, LEAF SPRINGS, FRONT AND REAR PADS AND ROTORS, FRONT CALIPERS, MASTER CYLINDER
3/23/2021	387-DA	WATER	ENGINE SERVICE, FRONT PADS AND ROTORS, CLOCKSPring, AIRBAG SENSOR
3/24/2021	E5 MOWER	WATER	ENGINE SERVICE, INSPECTION
3/25/2021	E3 MOWER	WATER	ENGINE SERVICE, INSPECTION
3/26/2021	159-DA	WATER	ENGINE SERVICE
	143-DA	WATER	REPLACE THERMOSTAT

Honorable Mayor Cavo and City Council Members:

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:
3/1/2021	17	DPF SYSTEM	HWY
^	19	R/F HUB SEAL	HWY
^	22	SERVICE/SIDE BROOMS	HWY
^	58	CHECK BUCKET LOCKING PISTON	HWY
^	39	DPF SYSTEM	HWY
^	36	WIPER BLADES	HWY
3/2/2021	39	DPF SYSTEM	HWY
^	22	SERVICE/SIDE BROOMS	HWY
^	58	BUCKET LOCKING PISTON	HWY
^	41	ADJUST HYD BELTS	HWY
^	48	TIGHTEN CONVEYER CHAIN	HWY
^	24	TOP OFF HYD OIL	HWY
^	100	LOWER ROLLER BEARINGS	HWY
^	392-DA	FRONT END/FIX SIDE STEP	BLDG MAINT
3/3/2021	100	LOWER ROLLER BEARINGS/SERVICE	HWY
^	4	L/R BRAKE CHAMBER BRACKET	HWY
^	#46	ELECTRONIC BRAKE CONTROLLER	HWY
^	392-DA	FRONT END/FIX SIDE STEP	BLDG MAINT
^	33	EXHAUST CLAMPS/VGT	HWY
^	12	TURBO ACTUATOR/HYD PUMP	HWY
^	100	LOWER ROLLER BEARINGS	HWY
3/4/2021	392-DA	FRONT END/FIX SIDE STEP	BLDG MAINT
^	100	ROLLER BEARINGS/SERVICE	HWY
^	349-DA	TOP OFF COOLANT	PARKS
^	54	A/C COMPRESSOR	HWY
^	FORKLIFT	BATTERY/SERVICE	EQUIP MAINT
^	23	NO START(ROAD CALL)	HWY
3/5/2021	100	ROLLER BEARINGS/SERVICE/SIDE BROOMS	HWY
^	FORKLIFT	BATTERY/SERVICE	EQUIP MAINT
^	392-DA	FRONT END/FIX SIDE STEP	BLDG MAINT
^	83-DA	CHECK TIRE PRESSURE	HWY

^	59	POWER WIRE TO ALTERNATOR	HWY
3/6/2021	100	ROLLER BEARINGS/SIDE BROOMS	HWY
^	23	ALTERNATOR	HWY
^	U.N.I.T	L/F FLAT TIRE	U.N.I.T
^	107-DA	BATTERY	PARKS
3/8/2021	3	CHECK LIGHTS/ADJUST BRAKES	HWY
^	100	ROLLER BEARINGS/SIDE BROOMS	HWY
^	392-DA	TIGHTEN BODY MOUNT/TRANS DRAIN PLUG	BLDG MAINT
^	135-DA	R/R FLAT TIRE	FORESTRY
^	47-DA	SERVICE	HWY
^	56-DA	RADIATOR/WATERPUMP/HOSES/THERMOSTAT	PARKS
3/9/2021	40	SERVICE	HWY
^	20-DA	NO START	HWY
^	56-DA	RADIATOR/WATERPUMP/HOSES/THERMOSTAT	PARKS
3/10/2021	33	BACK UP ALARM	HWY
^	40	SERVICE	HWY
^	56-DA	RADIATOR/WATERPUMP/HOSES/THERMOSTAT	PARKS
^	HOTBOX	INSTALL TRAILER HITCH	HWY
^	105	SIDE DUMP PACKING CYLINDER	HWY
3/11/2021	355-DA	R/R BRAKE LIGHT	PARKS
^	105	SIDE DUMP PACKING CYLINDER	HWY
^	40	SERVICE	HWY
^	46	TARP/FIX TRAILER BRAKE CONTROLLER	HWY
^	1	HOOK UP SANDER	HWY
^	20-DA	RUNNING ROUGH	HWY
3/12/2021	1	HOOK UP SANDER	HWY
^	20-DA	RUNNING ROUGH	HWY
^	46	TARP/FIX TRAILER BRAKE CONTROLLER	HWY
^	40	SERVICE	HWY
^	37	CHECK ENGINE LIGHT	HWY
3/13/2021	58	BUCKET LOCKING PISTON	HWY
^	80	SERVICE	HWY
^	106	SERVICE	HWY
^	20-DA	EGR GASKET	BLDG INSP
3/15/2021	#80	SERVICE	HWY
^	58	BUCKET LOCKING PISTON/SERVICE	HWY
^	106	TIE RODS/SERVICE/TIRES	HWY
^	46	TRAILER WIRING HARNESS/L/R HUB SEAL	HWY
^	14	RESEAL OIL COOLER	HWY
3/17/2021	80	SERVICE	HWY
^	#106	TIE RODS/SERVICE/TIRES	HWY
3/18/2021	25	CHECK P/S LEAK	HWY
^	106	TIE RODS/SERVICE/TIRES	HWY
^	14	RESEAL OIL COOLER	HWY
^	80	SERVICE	HWY
^	1	GREASE SANDER DOOR JACK	HWY

	^	26	HYD HOSE FOR AUGER	HWY
	^	34	JUMP START	HWY
3/19/2021		1	FIX SANDER DOOR	HWY
	^	34	WIPER TRANSMISSION	HWY
	^	26	CONVEYER CHAIN	HWY
3/20/2021		314-DA	SERVICE	HWY
	^	309-DA	SERVICE	HWY
	^	147-DA	SERVICE	BLDG MAINT
3/22/2021		83-DA	SERVICE/ROTATE TIRES	HWY
	^	106	TIE RODS/SERVICE/TIRES/R/F KNUCKLE	HWY
	^	TW3	AIR LEAK	HWY
	^	116-DA	MOWER CUTTING HEAD	HWY
	^	191-DA	SERVICE	HWY
	^	355-DA	SERVICE	PARKS
3/23/2021		14	SLACK ADJUSTERS/SPEED SENSORS/BRAKE CHAMBERS	HWY
	^	405-DA	SERVICE	BLDG MAINT
	^	355-DA	SERVICE	PARKS
	^	135-DA	SERVICE/REAR BRAKES	FORESTRY
	^	116-DA	SERVICE/FLAIL HEAD	HWY
	^	178-DA	SERVICE/FLAIL HEAD	HWY
	^	4	CHECK ENGINE LIGHT	HWY
3/24/2021		116-DA	SERVICE/FLAIL HEAD	HWY
	^	405-DA	SERVICE	BLDG MAINT
	^	14	SLACK ADJUSTERS/SPEED SENSORS/BRAKE CHAMBERS	HWY
	^	198-DA	SERVICE	PARKS
	^	178-DA	SERVICE/FLAIL HEAD	HWY
	^	158-DA	SERVICE/FUEL FILLS SLOWLY	BLDG MAINT
3/25/2021		80	SIDE BROOMS	HWY
	^	42-DA	FAN CLUTCH/FLYWHEEL	FORESTRY
	^	158-DA	SERVICE	BLDG MAINT
	^	178-DA	SERVICE/FLAIL HEAD CUTTER	HWY
	^	210-DA	SERVICE/WIPER SWITCH	BLDG MAINT
	^	53	SERVICE	HWY
3/26/2021		53	SERVICE	HWY
	^	178-DA	SERVICE/CUTTER	HWY
	^	210-DA	SERVICE/WIPER SWITCH	BLDG MAINT
	^	42-DA	FAN CLUTCH/FLYWHEEL	FORESTRY
	^	106	KNUCKLE/TIE RODS	HWY
	^	91	HYD LEAK	HWY
3/27/2021		47-DA	BATTERY	PARKS
	^	100	MAIN BROOM	HWY
	^	83-DA	LOWER BALL JOINTS	HWY
	^	SCREENER	BATTERY/SERVICE	HWY
	^	91	TOP HATS/SUCTION TUBE	HWY
3/29/2021		117-DA	HYD HOSE	HWY
	^	42-DA	FAN CLUTCH/FLYWHEEL	FORESTRY

^	SCREENER	SERVICE/BATTERY	HWY
^	272-DA	NO BRAKES OR P/S	PARKS
^	28-DA	FUEL TANK STRAPS/CHECK FRONT END	PARKS
3/30/2021	106-DA	SERVICE	HWY
^	272-DA	REAR BRAKES	PARKS
^	42-DA	FAN CLUTCH/FLYWHEEL	FORESTRY
^	178-DA	CUTTER HEAD	HWY
^	377-DA	SERVICE/SUMMER TIRES	ENGINEERING
^	43	SERVICE	HWY
^	ROLLER	SERVICE	HWY
^	212	SERVICE	HWY
3/31/2021	ROLLER	SERVICE	HWY
^	212	SERVICE	HWY
^	100	SIDE BROOMS	HWY
^	43	SERVICE	HWY
^	90	HYD PUMP	HWY
^	272-DA	IDLER PULLEY/SERVICE	PARKS

Personnel

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



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DEPARTMENT OF PERMIT COORDINATION BUILDING DEPARTMENT

DATE: April 26, 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 March 1st to the 31th 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

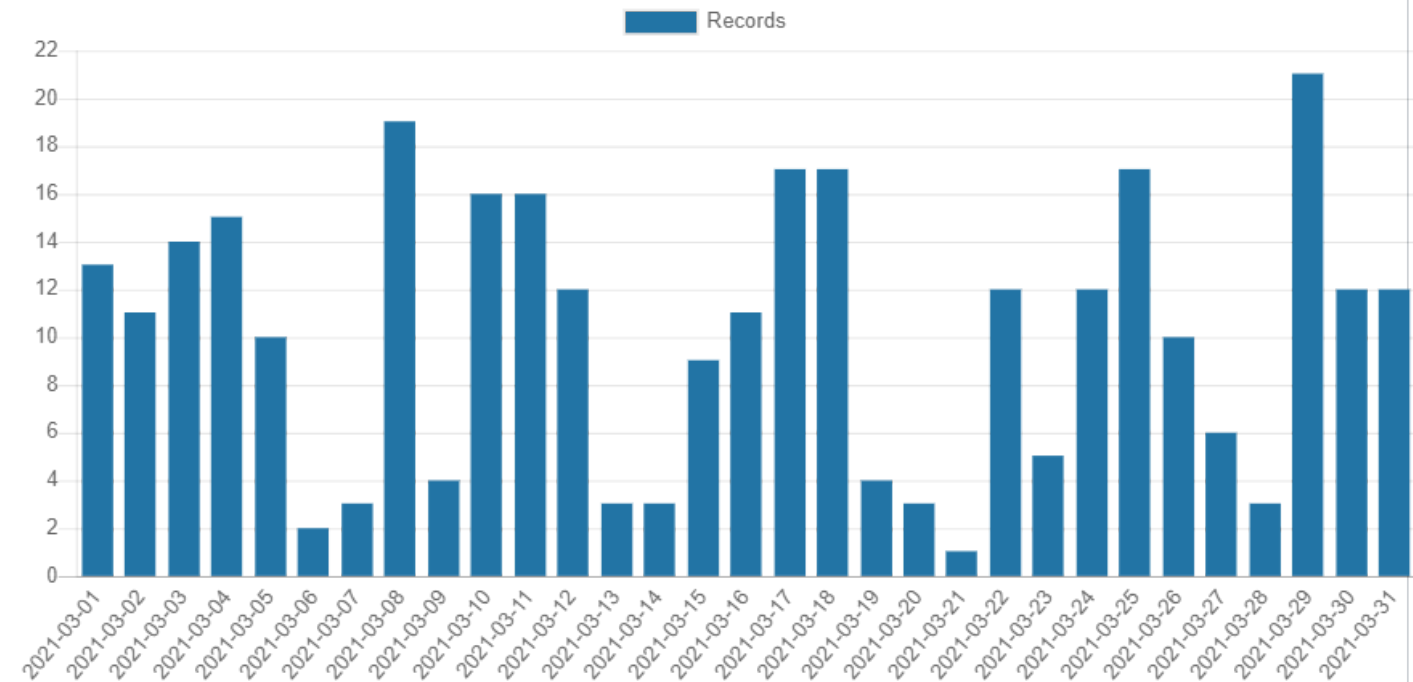
DIRECTOR

David Newland


BUILDING OFFICIAL

Analytics

Records submitted over time



Totals

 **313**
Records Created

 **\$310,921.90**
Revenue Collected

 **627**
Inspections Done

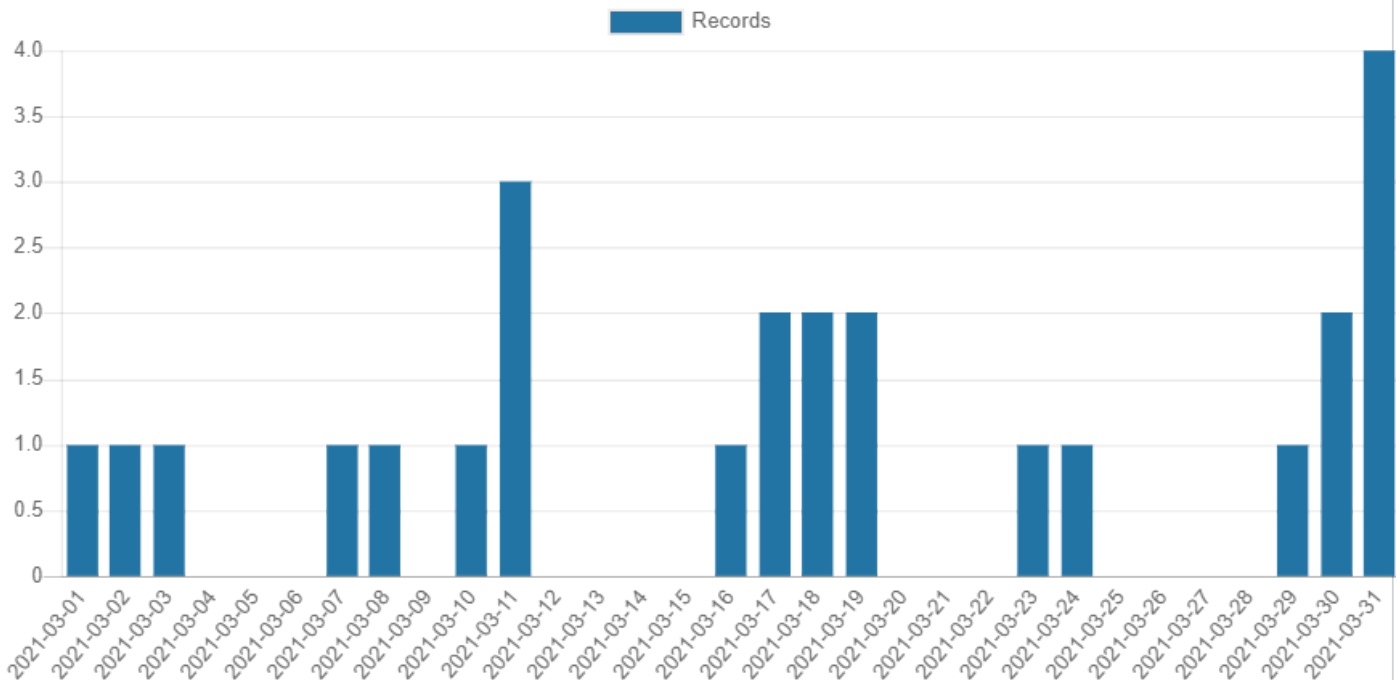
 **450**
Permits Issued

Filter Results

All Records

Analytics


Records submitted over time



Totals

 **25**
Records Created

 **\$240,864.18**
Revenue Collected

 **196**
Inspections Done

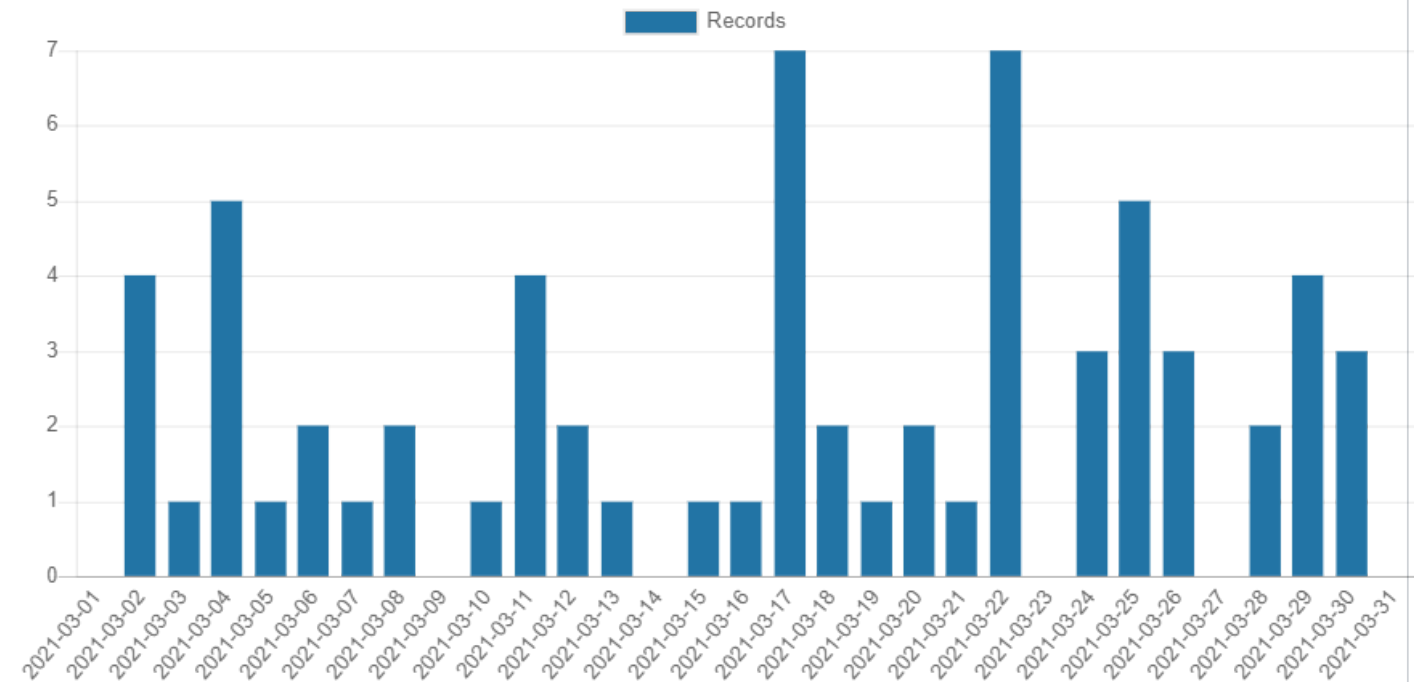
 **49**
Permits Issued

Filter Results

Commercial Projects


Analytics

Records submitted over time



Totals

 **66**
Records Created

 **\$24,387.52**
Revenue Collected

 **237**
Inspections Done

 **81**
Permits Issued

Filter Results

Residential Projects ▼



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”*

April 2021

April 26, 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	March 29 – April 26, 2021
Number of Quality of Life Issues	78
Year to Date - 2021	271

The top issues addressed by the UNIT were:

- Garbage/Debris and Blight (37)
- Exterior/Structural Blight Order (18)
- Vehicle violations: abandoned/unregistered (10)
- Miscellaneous (8)
- Unsafe living/Unpermitted construction (4)

MONTHLY HIGHLIGHTS:

It has been another busy month of enforcement. Our department has sent out multiple Blight Orders out to property owners. In the last two months, over 30 orders have been sent out. The enforcement penalty for these violations carries a daily fine of \$100, however property owners are provided with 30 days to comply with the requirements of the order. It is not the goal to assess and collect fines, however, it is imperative that property owners take it seriously and do what needs to be done to maintain their property.

BLIGHT ORDERS:

Orders written by UNIT this month (Includes Notice of Violations): 18
(YTD): 27

9 Spruce Mountain Trail: sent order to property owner to remove an unregistered, possibly inoperable vehicle on the lawn for an extended period of time.

5 Spruce Mountain Trail: sent order to property owner to remove an unregistered vehicle on the lawn for an extended period of time. Vehicle has since been moved.

23 Peace Street: issued order for the cleanup of the exterior of the property, as the bushes surrounding the property are filled with litter.

9 Concord Street: issued order to clean an extensive amount of garbage and litter around the dumpster area, as well as an excessive amount of garbage blown down the steep river embankment. There is also bulky debris that needs to be cleaned up.

10 Lake Road: issued order to remove fallen tree that has been resting on the house for over a year. This order was sent in conjunction with an order from the Building Department, regarding damage to the house structure.

9 Lake Avenue: issued order for an extensive cleanup in the rear of the property. Bulky debris, litter, car parts, an inoperable vehicle, as well as tattered exterior furniture that need to be removed or repaired.

11 Lake Avenue: issued order for the removal or the re-registration of 3 vehicles being stroed in the rear of the property.

153-157 Main Street: issued order to cover over/remove painted graffiti on the rear of the building, as well as garbage/litter cleanup around the dumpster area and stairwell to the lower level.

16 Clark Street: issued order to clean up exterior of property littered mostly with litter and discarded pieces of furniture.

40 Liberty Street: issued order to clean up exterior of property. There is a large pile in the rear of bulky debris, as well as a discarded appliance laying on its side that must be removed.

42-44 Liberty Street: issued order to remove an inoperable shell of a vehicle parked in the rear of the property.

Eden Drive: issued order for the clean up of an area along the road which is routinely an area for dumping of garbage and/or lawn debris. Danbury Housing Authority owns this property and it is imperative that they maintain it and keep it clean. In addition to the cleanup, recommend signage, as well as cameras for added security.

6 Sunset Drive: issued order for the removal/re-registration of 3 vehicles in the driveway of the property. Vehicles appear to have not been moved in several years. Also, for the elimination of parking on the front lawn and the restoration of that area with new soil and grass.

10 Golden Hill Avenue: issuing order for an extensive cleanup of the property. Several vehicles are unregistered and will need to be removed or registered. There is construction debris, materials, as well as bulky debris and litter on the property. It will require much attention.

27 Hamilton Drive: issued order for the removal of a commercial truck being stored on the property. Repeated tags have gone unanswered.

4 Little John Lane: issued order to clean exterior of the property. There is an unregistered/inoperable truck on the property, surrounded by a wood log pile, some construction/commercial debris and equipment that must be removed. Additionally, residents are parking on the front lawn.

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.

78 North Street: Issuing order for the clean up of the exterior of this retail property, as boxes and materials are often stored and accumulated outside. Additionally, there are several unregistered/inoperable cars in the lot, as well as vehicle(s) parking on the front lawn.

BARNUM COURT/NORTH STREET CLEANUP:

A couple of weeks ago, the UNIT coordinated the clean up of a vacant piece of city property on the corner of Barnum Court and North Street. As you come off of the highway, cross over Main Street, the property is there on the right and it is part of the gateway into our town. It is important to keep these areas clean and maintained. Unfortunately, the property has become a dumping ground. We coordinated the assistance from a resident at the homeless shelter and within a few hours, the property was clean.

Before:





After:



GRAFFITI CLEAN UP:

Earlier in the month, the UNIT coordinated the use of our industrial power washer to clean up and remove graffiti from city buildings and a playground that got vandalized. It would be nice if we did not have to do this, but unfortunately, there is a need at times. Some areas were successfully cleaned, while others will need further attention, requiring more energy and sadly, expense. We are coordinating efforts with Public Buildings and the Parks Department to ensure that these areas are cleaned up.



311 UPDATE: METRICS AND ACTIVITY:

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

	THIS PERIOD:	2021 YTD:
Service Requests created:	193	779
Service Requests closed:	90	556
Percent closed:	46.6%	71.3%

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

DATE: April 26, 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: (3/22/21 – 4/16/21)

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.

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

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

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

Senior Center Meal Delivery. Two hot meals per week are provided to Danbury Seniors through funding from The New American Dream Foundation and The Prime Timers, Inc., Friends of Danbury Seniors. New grant funding obtained from the United Way of Western Connecticut.

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

CHOICES Over the Phone. (Connecticut’s program for Health insurance assistance, Outreach, Information and referral, Counseling, Eligibility Screening, i.e. Medicare A, B, D, Advantage, Medigap, Medicare Savings) We offer CHOICES counseling throughout the year and have been doing so over the phone since the beginning of the pandemic. Through this program, we offer free, unbiased assistance to help with Original Medicare, Medicare Advantage Plans, Medicare Supplement, and Prescription Drug Coverage. This service is offered over the phone or via Zoom.

Virtual Activities / Wellness Classes / Zoom. We continue to offer virtual activities, especially in the area of wellness classes. Virtual activities posted on-line on our website, www.danburyseniors.org under the “Virtual Classes and Activities.” They include Line Dancing, Strength Training, Gentle Flow Yoga, Zumba Gold, Timeless Trivia, Chair Yoga, and Dance Yoga. Live, Zoom activities include Trivia, Strength Training, Chair Yoga, Line Dancing, and Movers and Shapers, which is an aerobic and strength training class. New this month, we added Zoom Multimedia Art Instruction with Adele Moros and Zoom Art Appreciation – The Impressionists.

Rent Rebate Over the Phone. While the 2020 Rent Rebate program does not begin until April 1, we have begun outreach through the resident services coordinators in the senior housing buildings. We will again conduct this program 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.

Connections with Friends and Family through Technology - “Stay Connected” Program. Elmwood Hall - Danbury Senior Center is partnering with the State of CT Western CT Area

Agency on Aging (WCAAA) to assist qualified seniors to obtain no cost technology, such as smart phones or tablets in an effort to help seniors get connected to friends and family. This new program is called “Stay Connected.” Qualified seniors will be matched with a “device” to help them to see family and friends via FaceTime, Zoom, Google Meet, etc.

CHOICES / Resource and Referral / Case Management: 232 seniors / 329 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) – 71

Financial – 0

Food – 15

Housing / Homeless / Home Repair – 5

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

Transportation – 6

Elder Law - 4

Medical Equipment - 0

Wellness Check - 1

Protective Services for the Elderly - 1

Taxes – 17

COD Property Tax Relief - 3

Advocacy – 5

Supportive Counseling – 0

Senior Center – 96

“911” Emergency Calls - 0

Donations - 4

Stay Connected Program - 0

Flu Shots - 0

Medical - 0

Energy Assistance - 0

Library Tech Support – 0

Rent Rebate - 6

COVID19 Vaccines – 52

COVID19 Vaccine Transportation – 24

Other – 14

COVID19 Vaccine Transportation: 11 seniors, 22 one-way rides (4 of these seniors received rides in partnership with the SweetHART bus)

Senior Nutrition Meal Delivery Program: 36 seniors, 276 meals delivered, 138 meal delivery calls

Rent Rebate Over the Phone Program: 242 clients, 757 services provided, 153 applications processed to date (Program Year 2020)

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



Danbury Library

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

DATE: April 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

Community Engagement: In March the library reached 92,917 patrons via our social media and web presence.

Patron Testimonials:

Thank you for the generous supply of DVDs that make my evening enjoyable! Thanks too for the thoughtful gift back you included with the DVDs.

I loved how excited my daughter was to read and log her reading. It was a great motivator.

Thank you so much to the dedicated library staff, it has been a difficult year and you have done so much for the community and it is greatly appreciated

I really enjoy the apps Hoopla and Beanstack on my iPad!

Use of Library Materials and Services:

March 12th marked the 1 year anniversary of the library's COVID closure. On March 22, the library re-opened for browsing from Monday - Friday, 10 am - 6 pm.

3,393 adult items and 2,195 junior and teen items were circulated in March. The library fulfilled 794 holds to patrons picking up items via the library's curbside pickup service. Patrons from other libraries in Connecticut checked out 311 items.

Use of Library's Remote and Electronic Services: The library's wifi was used 202 times, and our computers and printers were used 662 times. The library's databases were used 259 times. A total of 1,623 ebooks and audiobooks were circulated, and a total of 12,076 items were downloaded electronically.

Library Programs: April was National Library

Supported by funds from the *Resilient Communities: Libraries Respond to Climate Change grant from the American Library Association*, the Library hosted, "*Danbury and the Climate Crisis: ALA Resilient Communities Panel Discussion.*" The discussion included speakers from the Meteorological Studies and Weather Center at Western Connecticut State University, the Danbury Museum, and the City of Danbury Office of Civil Preparedness to discuss the history of extreme weather in Danbury, as well as weather forecasting and how to prepare for weather related emergencies.

A few of the live virtual series highlights included:

Letters are Characters: Teaching Your Child to Read
Grow with Google: Women's Empowering Educational Series
Microsoft Introductory and Intermediate workshops
Live Virtual Tutoring Sessions for K-5
Spanish for Beginners

Other programs hosted and facilitated in March included:

Tales from the Past: Stories of the Revolutionary War in CT
Secrets Revealed: Ireland's Beloved Book of Kells
How to Prep Your Veggie Garden for Planting
Celebrating Chinese Lunar New Year
Girls Who Code 2021
Take Control of Your Future: Master 5
Money Questions for Women
The Night is Yours: Author Talk with Abdul-Razak Zachariah

For Spring Break week, the Library's children's department partnered with the Danbury Schools to put together a grab and go kit, which included hands-on activities to keep families



engaged over spring break. Each kit included a fairytale STEM project, arts and crafts supplies, poetry games, and a spring break bingo.

Grant Applications:

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

Grant Agency	Grant Amount	Program Supported
CT State Construction Grant	\$100,000	Junior Floor
ALA Resilient Communities	\$500	Teens/Adults
ALA Dollar General American Dream Literacy Initiative	\$5,000	Language Services
ALA Revisiting the Founding Era 2	\$800	History