

**COMMON COUNCIL MEETING – SEPTEMBER 5, 2001**

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

**PLEDGE OF ALLEGIANCE AND PRAYER**

**ROLL CALL**

Levy, Scalzo, McAllister, Smith, Saadi, Buzaid, Dean Esposito, Machado, Shuler  
David Furtado, Arconti, John Esposito, Abrantes, Pascuzzi, Basso, Manny  
Furtado, Gallagher, Gogliettino, Michael Moore, Martin Moore, Saracino

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

**PUBLIC SPEAKING**

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**MINUTES** – Minutes of the Common Council Meeting held August 7, 2001

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**CONSENT CALENDAR**

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1 – RESOLUTION – Library Services and Technology Act

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2 – RESOLUTION – Per Capita Grant

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3 – RESOLUTION – Drug Enforcement Grant #12

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4 – RESOLUTION – Historic Documents Preservation Grant

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5 – ORDINANCE – Tobacco Vending Machines

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6 – COMMUNICATION – Promotions in the Police Department

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7 – COMMUNICATION – Donations to the Library

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8 – COMMUNICATION – Donation to the Parks and Recreation Department

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9 – COMMUNICATION – Evaluation of Safety Equipment

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10 – COMMUNICATION – Donation of Services – Still River Pedestrian Bridge

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11 – COMMUNICATION – Donations to the Department of Elderly Services

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12- COMMUNICATION & CERTIFICATION – Reappropriation of Donated Funds

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13 – COMMUNICATION – Water Fund Appropriation

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14 – COMMUNICATION – Danbury Railyard Parking Proposed Budget

15 – COMMUNICATION – Request for Sewer Extension – Oil Mill Road

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16 – COMMUNICATION – Police Towing Rotation List

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17 – COMMUNICATION – Reports regarding Request to Sell Colla Property to the City

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18 – COMMUNICATION – Reports regarding Request to Purchase Property on Peace Street at Hobson Street

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19 – REPORT & ORDINANCE – Vision 21 Squared Bond Package

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20 – REPORT & ORDINANCE – Deferral of Assessment Increases Attributable to Rehabilitation of Real Property

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21 – REPORT – Donated Services – Still River Greenway Project

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22 – REPORT – Ta’agan Point Water Company

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23 – REPORT – Request for Water Extension – 7 and 9 Moody Lane

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24 – REPORT – Generator Failure at Police Headquarters

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25 – REPORT – Safety and Operations at Airport

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26 – REPORT – Request for Water Extension – 461-463 Main Street

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27 – REPORT – Request for Sewer Extension – 11 Hobson Street

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28 – REPORT – Request for Sewer and Water Extension on Duck Street

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29 – DEPARTMENT REPORTS – Fire Chief, Fire Marshall, Police Chief, Public Works, Engineering, Health and Housing, Department of Elderly Services

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There being no further business to come before the Common Council a motion was made by \_\_\_\_\_ at \_\_\_\_\_ P.M. for the meeting to be adjourned.

**CONSENT CALENDAR - SEPTEMBER 5, 2001**

- 1 - Adopt the Resolution to apply for and accept grant funding in the amount of \$18,957 from the Connecticut State Library
- 2 - Adopt the Resolution to apply for and accept additional grant funding in the amount of \$7,366.15 from the Connecticut Department of Public Health
- 3 - Adopt the Resolution to apply for and accept grant funding in the amount of \$490,000 from the Connecticut Office of Policy and Management
- 4 - Adopt the Resolution to apply for and accept grant funding in the amount of \$5,000 from the Connecticut Office of Public Records Administrator
- 12 - Approve the reappropriation of \$567.00 as described
- 13 - Approve the reappropriation of \$111,276.55 in the Water Fund as described
- 14 - Approve the budget for the 2001-2002 Railroad Station lease as described
- 18 - Receive the reports and take no action at this time
- 20 - Receive the report and adopt the Ordinance regarding Deferral of Assessment Increases Attributable to the Rehabilitation of Real Property
- 25 - Receive the report and approve the recommendations
- 26 - Receive the report and approve the recommendations
- 27 - Receive the report and approve the recommendations
- 28 - Receive the report and approve the recommendations



# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

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

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**DATE:** August 13, 2001  
**TO:** Hon Gene F. Eriquez,  
via the Common Council  
**FROM:** Dominic A. Setaro, Jr., Director of Finance  
**RE:** **Resolution – Library Services & Technology Act**  
**CC:** E. McDonough

Attached for your review is a resolution that will allow Danbury Public Library to apply for and accept funding in the amount of \$18,957.00 from the Connecticut State Library. There is a local cash match of \$3,000.00, which is available within the Library's current budget. The in-kind match of \$4,739.00 will be met by time of current Library staff.

Attached is a copy of the grant application and budget for your review. The Common Council is requested to consider this resolution at its next meeting.

If you have any questions, feel free to give me a call.

  
Dominic A. Setaro, Jr.

Attach.

July 27, 2001

Dear Honorable Council Members,

Danbury Public Library respectfully requests your support for the attached resolution. The resolution calls for the authorization for the library to apply for an \$18,957 grant from the Connecticut State Library.

The grant requires a cash match of \$3,000. These funds are available in the library's current budget. It also requires an in-kind match of \$4,739 which will be met by the time a librarian currently on staff will devote to this project.

The purpose of this grant is to provide enhanced ESL support to the adult population in Danbury by hiring a bi-lingual part-time coordinator. The duties of this individual will include developing curricula for training library staff and ESL teachers and tutors on using the library's English Learning Center software programs; designing and maintaining an ESL resources web page; creating a brochure in English, Portuguese and Spanish to promote our ESL services and collections and selecting print and non-print ESL materials for the public to borrow.

Thank you for your consideration.

Sincerely,



Elizabeth McDonough  
Library Director

cc: Mayor Gene F. Eriquez  
City Clerk

**CONNECTICUT STATE LIBRARY  
LIBRARY SERVICES AND TECHNOLOGY ACT  
APPLICATION FOR A FISCAL YEAR 01/02  
PROGRAM GRANT**

Applicant (Organization) Name: Danbury Public Library

Applicant Address: 170 Main Street  
Danbury, CT 06810

Project Director: Susan J. Horton, Audio Video Coordinator

Phone Number: 203-797-4505

Amount of Grant Requested: \$18,957

Minimum grant award: \$3,000      Maximum grant award: \$20,000

Cash Match Required: 25% of the grant amount requested

Grant Period: 10/1/01 to 9/30/02

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Indicate the category in which you are applying for a grant (check one).

- 1. Children in Poverty
  - 2. Long Range Planning (\$10,000 maximum)
  - 3. Outreach Programs for Children
  - 4. Outreach Programs for Non-English Speaking Populations
  - 5. Outreach Programs for Older Adults
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Please return one original and three (3) copies of the completed grant application package to:

Sheila K. Mosman  
Grants and Contracts Manager  
Connecticut State Library  
231 Capitol Avenue  
Hartford, CT 06106

**COMPLETED APPLICATIONS MUST BE RECEIVED BY THE STATE LIBRARY NOT LATER THAN 4:30 PM ON MAY 4, 2001.**

## A. ABSTRACT

In one paragraph, please provide a brief description of your project.

On March 13, 2001 representatives from fifteen Danbury English as a Second Language (ESL) service provider agencies met at the local Hispanic Center. As the representatives talked and evaluated the need for shared communication and cooperation, it became increasingly clear that participants saw the Library as the the best equipped institution to serve as a clearing house for city-wide ESL endeavors. The Library, while not a teaching agency, is looked to for leadership in providing resources and training to support existing ESL efforts in the community. Yet, it is impossible for Library staff as it is currently configured to keep up with the increased demand from service providers for training on the various software programs and additional print and non-print resources to give support for the teaching and learning activities of ESL teachers, mentors and students. This project would allow the Library to "hire" a qualified individual to: 1) Develop a teaching curricula for training library staff, ESL teachers and mentors to use Library software in English Learning Center. 2) Compile a list of services and programs available to the ESL community resulting in a brochure and central clearing house web page and 3) Increase Library holdings of print and non print materials for ESL learners and print and non-print materials in languages other than English. Within the one year time frame of the grant the most pressing needs for collection development, information gathering and training can take place.

## B. ADA REQUIREMENTS

1. Will your grant program be in a handicapped accessible area? (Please note that all programs, meetings, and group activities must be handicapped accessible.) Yes  No

If no, please explain how will you make the program accessible to handicapped individuals.

2. Is there equal access to information, programs, and resources? (A sign language interpreter must be provided, if needed. If your LSTA grant includes purchasing library materials, you must include a variety of formats and range of reading levels to assist people with hearing, sight, and cognitive disabilities.) Yes  No

If no, your application will not be considered for funding.

3. If yes, please explain how you will provide equal access to this grant funded program.

The Library is fully accessible to handicapped individuals. Elevators, laboratories, meeting rooms and public areas all meet ADA standards. The English Learning Center opened in 1998 has adjustable carrels for wheelchair access and is fully ADA compliant.

## C. PROGRAM PLAN

### 1. STATEMENT OF NEED

Describe proposed service/equipment purchase and provide documentation that supports the need for the service/equipment. Describe the compelling community need that this project will address. Identify target population. You may get advice from relevant groups/organizations in your community, from clients and from professionals in the field. Include statistics whenever possible i.e., the elderly comprise 20% of the town's population, only 40% (200) of the city's 4th graders hold library cards, etc.

Over the past five years the Danbury Library has made library services to new Americans a priority, building media and software collections designed to assist the assimilation process of this population into the language, culture and working life of the city. With funds from a LSTA Collection Development Grant in 1998 the Library opened an English Learning Center with two computer workstations equipped with ESL software programs for self-paced learning. An average of 40 individuals use the center each week a 100% increase since the Center opened in the Fall of 1998. To keep pace with the increased usage, the Library added a third computer workstation to the Center in September of 2000. The number of audiotapes and videos on learning English, improving grammar, preparing for citizenship, TOEFL and GED tests and a collection of cassette and book sets to practice reading is up by 65% from 240 in 1998 to 350 today. Circulation figures for this same period for these materials is up 85%. Along with the lab and media materials, a new "International Aisle" collection of print materials in foreign languages was introduced in the March of 2001 with an initial collection of 400 titles. The Library has designated \$3,000 in the 2001- 02 budget for the purchase of additional materials. Three full time Library staff members are bilingual in Spanish. Four Internet and computer workshops were offered in Spanish in the Library's Technology Center during 2000. In addition over 70 individuals attended two ESL Open Houses held in October of 2000 and April of 2001. Six library tours of approximately 90 people have been conducted over the past year for ESL teachers and their students.

Yet with all the new materials, both print and non-print, the English Learning Center, computer classes, tours and open houses, the Library cannot keep pace with the ever increasing demands for resources and materials from this growing international community. This trend is evident throughout the city and the Library is not alone in its efforts to meet the needs of this new population. Literacy Volunteers works with 300 individuals currently and has a waiting list of 200. The Hispanic Center offers four ESL classes weekly. Each class has an enrollment of 25 individuals. In addition to the ESL classes, the Hispanic Center offers three GED classes a week also with an enrollment of 25 individuals with long waiting lists for both types of classes. 700 Brazilian immigrants have completed language classes sponsored by the CBA Project over the past three years. Western Connecticut Adult and Continuing Education Center, an arm of the Danbury Public Schools, offers 20 ESL classes with enrollment of 900 this year and has a current waiting list of 100. They receive calls daily.

The release of 2000 Census figures in March 2001 only confirms these numbers. The Asian population in the city of Danbury has increased 96% since 1990 and the Hispanic population has increased 134% outpacing the State of Connecticut's average increase of 50%. Of the city's 74,000 residents, 12,000 are Hispanic. And Census figures do not reflect the fastest growing immigrant population into the city, which is the Brazilian community. As these individuals speak Portuguese they are not counted as part of the Hispanic community, but conservative estimates put their numbers over 12,000. The number of children enrolled in Danbury Public Schools from non English speaking homes has increased 2% from 29% to 31% in the last year alone. The number of students who could not speak English and were enrolled in bilingual and English as a Second Language courses was 1,139 as of the end of March 2001. That is 13% of the student body. The needs are staggering.

At the March 13, 2001 meeting of ESL service providers in the city, two representatives from the Literacy Coalition of Stamford described in detail steps taken to meet similar needs in the City of Stamford, CT. As the Danbury service providers talked, they saw the need to collaborate and partner with each other to maximize services to the ESL population. The perception of the Library as a central clearing house and communications center became increasingly clear as the meeting progressed. The Library, while not a teaching agency, has the resources, including the English Learning Center and a nineteen station computer laboratory which could be used to train ESL teachers and mentors from these agencies in use of the English language learning software programs already on Library computers bought with funds from the 1998 grant. It is impossible for Library staff as it is currently configured to take a more active role in this much needed training and resource sharing effort. The ESL teaching agencies at the meeting, and in subsequent conversations, have expressed the willingness to partner with the Library in any effort to train their ESL teachers, volunteers and mentors. These teachers and mentors could then incorporate what they have learned from Library training into their instruction. Their students would then have the tools they need to use the Library's learning English software programs to aid their self-paced efforts. As it is already taxing Library staff to keep up with the increased Learning Center usage, requests for tours, Internet comuter classes, open houses and additional materials, both print and non-print, this project would allow the Library to "hire" a qualified individual to develop an overall

plan to address some of the most pressing needs including: a teaching curricula for training in use of the learning English software, develop a compilation of services and programs available to the ESL community resulting in a brochure (written in English, Portuguese and Spanish) which would be distributed at all service agencies and creation of a web page highlighting all types of resources available: from the library, from local agencies and on the web to help individuals learn English, find help for immigration questions, job opportunities and other matters relevant to new immigrants. With the addition of much needed personnel to oversee this expanding area of service in the Library, it is hoped that the non-English speaking population will increase their language and communication skills which are essential for them to become productive, contributing members of their new American society.

Sources for factual information provided in Statement of Need:

Danbury News Times, Wednesday, March 21, p. A6

Sis Mitchel, Adult Education Director, Danbury Public Schools

Maria Cinta Lowe, Executive Director, The Hispanic Center of Greater Danbury

Elizabeth Bacelar, Editor of La Tribuna Newspaper and head of CBA project.

## 2. PROJECT OBJECTIVES

Cite objectives in clear, measurable, and specific terms. The objectives should state what the project will do for the target population. Be sure the objectives are written with action verbs (e.g., to increase, to improve, etc.) and are realistic. Specify the single key result to be accomplished and include measures such as the anticipated improvement in the quality of service, the number of people to be served, and the expected % increase in usage.

1. Hire a Language Coordinator by October 1, 2001.
2. Increase library's holdings of print and non-print materials in languages other than English from 450 to 600 by May 1, 2002 and by September 30, 2002 increase circulation of these materials by 50%.
3. Increase library's holdings of print and non-print ESL materials from 685 to 750 by February 1, 2002 and by September 30, 2002 increase circulation of these materials by 30%.
4. Increase the use of the English Learning Center by 30% from 40 customers a week to 52 by September 30, 2002.
4. Improve access and resource sharing of information, web sites and resources for the ESL population living and working in the city of Danbury by establishing a separate ESL web page by April 1, 2002. Weekly visits to this page will average 20 by September 1, 2002.
5. Create printed brochure. 4,000 brochures will be distributed to ESL service provider agencies in city of Danbury by August 1, 2002 and 2,000 brochures will be available for Library promotion and distribution.

## 3. PROJECT ACTIVITIES

Describe the activities that will be undertaken to accomplish each objective. Indicate project publicity activities, recruitment of participants, time frames, etc.

Objective 1: Hire Language Coordinator by October 1, 2001.

A. Write and approve job description of Language Coordinator.

\*Two meetings with representatives from four ESL partnering agencies and designated Library personnel will take place in August 2001 to write and finalize job description of Language Coordinator.

B. Advertise, interview and hire individual to serve as Language Coordinator.

\*Advertisements will be placed in three local newspapers and WCLC newsletter for the position of Language Coordinator during the first week of September 2001.

\*Interviews for position will take place during September 2001 with final decision for hiring individual given to Library Director.

C. Language Coordinator would begin the one year assignment on October 1, 2001 and complete the work on September 30, 2002.

B. Language Coordinator will deliver 4,000 brochures to Danbury service agency providers for distribution to their teachers, mentors and students on or before September 1, 2002. Brochures will be written in Portuguese, Spanish and English.

#### 4. PROJECT EVALUATION

Cite how the success of each objective will be measured. Describe the evaluation method and timetable. Attach data collection forms to be used. Provide information on project continuation and follow-up. Describe the resources you will need to continue this project next year, and indicate how you intend to fund it (list resources and how you will obtain them.)

By September 30, 2002 the Language Coordinator will have accomplished the following:

1. Identified publishers and purchased 150 print and non-print materials for Library's circulating collection in languages other than English. Circulation of these materials will have increased by 50% by September 30, 2002.
2. Identified publishers and purchased 65 print and non-print ESL materials for Library's circulating collection. Circulation of these materials will have increased by 30% by September 30, 2002.
3. A listing of new titles of print and non-print materials added to Library's circulating collection in languages other than English and ESL materials will be published in three local newspapers on a quarterly basis.
4. A curricula for training on English Learning Center software will have been written and taught to 35 Library staff, ESL teachers and mentors at three training sessions taught by Language Coordinator.
5. 100 individuals will have attended three English Learning Center Open Houses and 25 individuals will obtain library cards resulting from their visit.
6. 10 visits to partnering ESL service provider agencies will have been made by Language Coordinator.
7. 100 ESL teachers and class members will attend 10 tours of Library and English Learning Center.
8. Quarterly advertisements for the Open Houses and visiting the English Learning Center will have appeared in three local newspapers.
9. There will be a 30% increase in the usage of the English Learning Center.
10. A separate ESL Web page will be added to Library's web site by April 1, 2002. 20 visitors will have visited the site weekly by September 30, 2002.
11. Four meetings with Language Coordinator and ESL partnering agencies to discuss accuracy and timeliness of web page information will have taken place by September 2002.
12. 2,500 brochures in Portuguese, 2,500 brochures in Spanish and 1,000 brochures in English will have been printed. 4,000 brochures will have been distributed to local ESL service provider agencies by September 1, 2002. 2,000 brochures will be kept for Library distribution.
13. At the end of the grant period the Language Coordinator will submit a written assessment of the successes and/or failures of grant endeavors and make recommendations for future activities and partnering opportunities in the city on or before September 30, 2002. Also at the end of the grant period, responsibility for the ESL Web page will be turned over to Audio Video Coordinator or other designated library personnel.

**Objective 2: Add 150 print and non-print materials in languages other than English to the Library's circulating collection by May 1, 2002 and increase circulation of these materials by 50% by Sept. 30, 2002.**

**\*Language Coordinator will identify and contact publishers by December 1, 2001.**

**\*Print and non-print materials will be selected and purchased for circulating collections by May 1, 2002.**

**\*Language Coordinator will keep circulation statistics of print and non print materials in languages other than English on a monthly basis.**

**\*Language Coordinator will submit new titles to Community Relations Coordinator for publishing in local newspaper on a quarterly basis. New titles will also be submitted on a quarterly basis to La Tribuna and The Immigrant Newspapers.**

**Objective 3: Increase print and non-print ESL materials from 685 to 750 by February 1, 2002 and increase the circulation of these materials 30% by September 30, 2002.**

**\*Language Coordinator will identify and contact publishers by December 1, 2002.**

**\*Language Coordinator will select and purchase print and non-print ESL materials for circulating collection by February 1, 2002.**

**\*Language Coordinator will keep circulation statistics of print and non-print ESL materials on a monthly basis.**

**\*Language Coordinator will submit new titles to Community Relations Coordinator for publishing in local newspaper on a quarterly basis. New titles will also be submitted on a quarterly basis to La Tribuna and The Immigrant Newspapers.**

**Objective 4: Use of English Learning Center will increase 30% by September 30, 2002. The following activities will lead to that increase:**

**A. Language Coordinator will develop and write a curricula for training Library staff and local ESL agency teachers and mentors in use of software programs in English Learning Center by March 1, 2002.**

**\*Three training sessions will be held for Library staff and local ESL agency teachers and mentors between March 2002 and September 2002.**

**B. Language Coordinator will set up and conduct 10 monthly tours of Library and English Learning Center for partnering agency ESL teachers and their classes.**

**C. Language Coordinator will work with the Community Services Coordinator to schedule and conduct three ESL Open Houses between March 1, 2002 and September 2002.**

**\*The Language Coordinator will be responsible for all details of the open houses and will work with Community Services Coordinator to ensure publicity of events in local media and notification to all ESL provider agencies.**

**D. Language Coordinator will visit one partnering agency ESL class per month during grant period.**

**Objective 5. Create Web Page and introduce on Library's home page on or before April 1, 2002.**

**A. The Language Coordinator will design and administer general survey to gather services, classes, and information on all all Danbury ESL service providers. Survey results will be tabulated by January 1, 2002.**

**\*Ongoing throughout the grant period the Language Coordinator will research web resources for ESL students and add information to Web page of vital importance to this population.**

**\*Language Coordinator will hold bi-monthly meetings with service provider agency representatives to assess accuracy and timeliness of information about their agencies as well as seek suggestions for links and information to add to Web site.**

**NOTE: On going additions and changes will take place throughout the grant period.**

**6. Create printed brochure.**

**A. Language Coordinator will rewrite and update the Library's existing ESL brochure to include timely information about Library services and resources and basic information on ESL providers in city provided by survey by June 2002.**

**\*Translators will translate brochure wording into Portuguese and Spanish by July 1, 2002.**

**\*Brochure will be submitted for printing by July 31, 2002 in three colors: English in Purple; Portuguese in Green and Spanish in Orange type.**

## **Supervising Librarian - 16 hours a month**

### **1. Throughout the year**

- 1.5 hrs per week (6 hours per month) to meet with Language Coordinator: *planning, timeline, and priorities.*
- 1 hr per month to review press releases and publicity
- 1.5 hr per week (6 hours per month) to review and advise on web design and content

### **2. Remaining 3 hours a month:**

#### **August : (Not officially part of grant period)**

- Conduct two meetings with representatives from four ESL partnering agencies to gather data to write job description.

#### **September-October:**

- Complete written job description, place advertisement and conduct interviews.

#### **November and December**

- Train Language Coordinator on purchasing process and budget maintenance for materials to be purchased by the grant.
- Train Language Coordinator on using library's circulation system to track monthly circulation statistics.
- Advise and review with Language Coordinator types of materials to be purchased.

#### **January and February**

- Review and advise on curricula for training library staff and ESL teachers and mentors.
- Review print and non-print ESL titles selected by Language Coordinator for purchase.

#### **March**

- Review and advise on content and format for monthly tours.
- Review and advise on content and format of ESL Open Houses.

#### **April**

- Attend and evaluate first training session for staff and first training session for ESL teachers and mentors.
- Attend and evaluate with Language Coordinator monthly visit to partnering agency ESL class.

#### **May**

- Prepare for Library Director a proposal, with supporting documentation a rationale to incorporate the position of Language Coordinator into the library's 2002-2003 budget request.

#### **June**

- Attend and evaluate one bi-monthly meeting with service provider with Language Coordinator.
- Review design and content of ESL brochure.

#### **July**

- Attend second ESL Open House.
- Attend bi-monthly meeting of Language Coordinator and partnering agencies to access accuracy and timeliness of information on WEB page.

#### **August**

- Begin the process of evaluation of work done on Grant. Target any areas needing completion and discuss with Language Coordinator.

#### **September**

- Work with Language Coordinator to measure success of reaching grant objectives.
- Complete and submit written evaluation of grant.

## E. BUDGET NARRATIVE

Please explain briefly how proposed grant and matching funds will be expended. Refer to Instructions for Project Budget for amount and type of detail required.

	LSTA FUNDS	Hire Language Coordinator for period of October 1, 2001 through September 30, 2002 \$17.41 per hour X 15 hrs/wk. FICA/Workers Comp salary and Public Liability Salary=\$1,126
1. Personnel	LOCAL MATCH	Supervising Librarian to work with Language Coordinator 4 hours weekly. Library Audio Video Coordinator at 4 hours a week for collaboration and supervision = \$90.80 per wk for total of \$4,721.60. Please refer to Page 7 for details.
2. Travel	LSTA FUNDS LOCAL MATCH	100 miles @ .345 per mile. Language coordinator's monthly visits to ESL Partner agencies and delivery of brochures to each of the partnering agencies.
3. Supplies	LSTA FUNDS LOCAL MATCH	Specialty brochure paper for 6,000 brochures - 20 packs of 300 @ 52.00 per pack + 8.25% shipping
4. Equipment	LSTA FUNDS LOCAL MATCH	
5. Rental (in-kind)	LOCAL MATCH	
6. Postage	LSTA FUNDS LOCAL MATCH	Mailings for communication with partnering ESL Service Providers
7. Phone	LSTA FUNDS LOCAL MATCH	
8. Contractual	LSTA FUNDS LOCAL MATCH	
9. Printing	LSTA FUNDS LOCAL MATCH	Printing of 6,000 brochures. 2,500 in orange ink; 2,500 in green ink, 1,000 in purple ink
10. Library Materials	LSTA FUNDS LOCAL MATCH	150 print and non-print materials in languages other than English and 65 ESL materials
11. Other (specify)	LSTA FUNDS LOCAL MATCH	Advertising in 3 local papers, 2 ethnic. Rate is \$90.00 per 2" column for all three newspapers. Translator services for brochure (\$100) and three Open Houses (\$600) City Audit, 1% of total grant amount.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY, AND VOLUNTARY EXCLUSION –  
LOWER-TIER COVERED TRANSACTIONS

This certification is required by Executive Order 12549, Debarment and Suspension, 34 CFR, Part 85, for all lower-tier transactions meeting the threshold and tier requirements stated at Section 85.110

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower-tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower-tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction,” “debarred,” “suspended,” “ineligible,” “lower-tier covered transaction,” “participant,” “person,” “primary covered transaction,” “principal,” “proposal,” and “voluntarily excluded,” as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower-tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower-tier participant further agrees by submitting this proposal that it will include the clause titled “Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower-tier Covered Transactions”, without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless that participant knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is debarred, suspended, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification

- (1) The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

DANBURY PUBLIC LIBRARY  
Organization Name

GENE F. ERIQUEZ  
Printed Name of Authorized Representative

\_\_\_\_\_  
Signature

OUTREACH PROGRAMS FOR NON-ENGLISH  
Grant Category SPEAKING POPULATIONS

MAYOR  
Title

\_\_\_\_\_  
Date

**D. PROJECT BUDGET**

Funding Category: Outreach Programs for Non English Speaking Populations

Amount Requested: \$18,957

		A. LSTA Funds Requested	B. Local Match Cash	C. Local Match In-kind	D. Total Project A+B+C
1.	Personnel	\$13,580		\$4722	\$18,302
a.	salary				
b.	fringe	\$1126			\$1,126
2.	Travel	\$35			\$35
3.	Supplies	\$1126			\$1,126
4.	Equipment				
5.	Rental*				
6.	Postage	\$50			\$50
7.	Phone				
8.	Contractual				
9.	Printing	\$650			\$650
10.	Library Materials		\$3,000		\$3,000
11.	Other (Specify)				
	Advertising	\$1,500			\$2,390
	Translators	\$700			
	City Audit 1%	\$190			
12.	TOTAL	\$18,957	\$3,000	\$4,722	\$26,679

= In-kind only

Signature Elizabeth McDonough Date 7/12/01  
 Library Director

CONNECTICUT STATE LIBRARY  
LSTA GRANT  
EXPENDITURE REPORT

Funding Category \_\_\_\_\_  
 Project Director \_\_\_\_\_  
 Library/Organization \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_

Grant Award \$ \_\_\_\_\_  
 Grant Number \_\_\_\_\_  
 Phone Number \_\_\_\_\_  
 Rept. Period \_\_\_\_\_ to \_\_\_\_\_

		A. LSTA Funds Expended	B. LSTA Funds Obligated*	C. Total LSTA (A+B)	D. Local Match Expended	E. Total Project (C+D)
1.	Personnel					
a.	salary					
b.	fringe					
2.	Travel					
3.	Supplies					
4.	Equipment					
5.	Rental**					
6.	Postage					
7.	Phone					
8.	Contractual					
9.	Printing					
10.	Library Materials					
11.	Other (Specify)					
12.	TOTAL					

\* Please attach a copy of the purchase order, contract, etc., which makes the obligation official.

\*\* In-kind only

F. LSTA Funds Received to Date \_\_\_\_\_

G. LSTA Funds Expended and Obligated to Date \_\_\_\_\_

H. LSTA Funds Remaining On-hand  
(unexpended/unobligated) \_\_\_\_\_

I certify that all the information contained herein is correct to the best of my knowledge.

Signature \_\_\_\_\_  
 Fiscal Agent

Date \_\_\_\_\_



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

**WHEREAS**, the Connecticut State Library has made funds for competitive grants available to public libraries within Connecticut for the purpose of assisting Connecticut libraries in providing outreach programs for non-English speaking populations; and

**WHEREAS**, the Danbury Public Library has made application to the Connecticut State Library for a grant of \$18,957.00, which requires a local cash match of \$3,000.00 and an in-kind match of \$4,739.00; and

**WHEREAS**, the circulation of materials in the Danbury Public Library on learning English has increased by 85% over the last five years, and city organizations offering English classes all have significant waiting lists and the 2000 census figures indicate that in Danbury the Asian population has increased 96%, the Hispanic population by 134%; and

**WHEREAS**, the Danbury Public Library wishes to hire a part-time bi-lingual ESL coordinator to develop, maintain and promote the library's materials and services for learning English for those individuals for whom English is a second language.

**NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF DANBURY:**

1. That in accordance with the requirements of the Grant Award, the City of Danbury will provide a local cash match of \$3,000.00 and an in-kind match of \$4,739.00, the sum of which totals at least 25% of the amount of the grant.
2. That all prior acts of authorized personnel of the Danbury Public Library and the Mayor of the City of Danbury in making application for said grant are hereby ratified and that the Mayor of the City of Danbury and the Director of the Danbury Public Library are hereby authorized to accept grant funds in the amount of \$18,957.00 upon approval of the City's application and to do any and all things necessary to effectuate the purposes thereof, provided, however, that any amendments to said application requiring expenditure of City of Danbury funds must receive prior approval by the Common Council.



2

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

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

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**DATE:** August 22, 2001  
**TO:** Hon Gene F. Eriquez,  
via the Common Council  
**FROM:** Dominic A. Setaro, Jr., Director of Finance  
**RE:** **Resolution – Per Capita Grant**  
**CC:** W. Campbell, K. Sophia

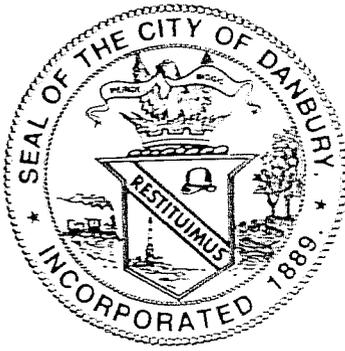
Attached for your review is a revised resolution that will allow the City of Danbury Department of Health and Housing to apply for and accept additional funding in the amount of \$7,366.15 from the State of Connecticut Department of Public Health. The grant is amended from \$68,304.30 to \$75,670.43.

Attached is a copy of the revised budget for your review. The Common Council is requested to consider this resolution at its next meeting.

Should you have any questions, feel free to give me a call.

Dominic A. Setaro, Jr.

Attach.



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

**WHEREAS**, the State of Connecticut Department of Public Health has made additional per capita funds available for 2001 - 2002 to municipalities in accordance with Section 19a-202 of the Connecticut General Statutes; and

**WHEREAS**, the City of Danbury through the Danbury Health and Housing Department has formulated a program to promote optimal public health quality in the City of Danbury; and

**WHEREAS**, a revised continuation grant award application for \$75,670.45 with no local match requirement will be processed by the Danbury Health and Housing Department for a grant term of July 1, 2001 through June 30, 2002.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Mayor of the City of Danbury, Gene F. Eriquez, is hereby authorized to apply for and accept said per capita grant funds of \$75,670.45, to execute all contracts or amendments thereof concerning said grant and to take all necessary actions to effectuate the purposes thereof.

SFY 2002 - SID 702  
Per Capita Funding  
Full Time Health Departments

		SFY 2002			
		Full Time	Application		
		Per Capita Rate	Per Capita Rate		
		\$ 1.13	\$1.02		
Full Time		SFY 2002	SFY 2002	Supplemental	
Health Department	1999	Total	Application	Application	
	Population	Allocation	Allocation	Allocation	
Bethel	17,918	\$ 20,247.34	\$18,276.38	\$	1,970.98
Bridgeport	137,040	\$ 154,855.20	\$139,780.80	\$	15,074.40
Colchester	12,909	\$ 14,587.17	\$13,167.18	\$	1,419.99
Danbury	66,965	\$ 75,670.45	\$68,304.30	\$	7,366.15
East Hampton	11,152	\$ 12,601.76	\$11,375.04	\$	1,226.72
East Hartford	47,054	\$ 53,171.02	\$47,995.08	\$	5,175.94
Fairfield	53,866	\$ 60,868.58	\$54,943.32	\$	5,925.26
Glastonbury	29,122	\$ 32,907.66	\$29,704.44	\$	3,203.42
Greenwich	57,973	\$ 65,509.49	\$59,132.46	\$	6,377.03
Guilford	20,369	\$ 23,016.97	\$20,776.38	\$	2,240.59
Hartford	128,367	\$ 145,054.71	\$130,934.34	\$	14,120.37
Manchester	52,554	\$ 59,386.02	\$53,605.08	\$	5,780.94
Meriden	56,365	\$ 63,692.45	\$57,492.30	\$	6,200.15
Middletown	44,001	\$ 49,721.13	\$44,881.02	\$	4,840.11
Milford	48,244	\$ 54,515.72	\$49,208.88	\$	5,306.84
New Britain	70,010	\$ 79,111.30	\$71,410.20	\$	7,701.10
New Fairfield	13,542	\$ 15,302.46	\$13,812.84	\$	1,489.62
New Haven	122,195	\$ 138,080.35	\$124,636.90	\$	13,441.45
New London	25,903	\$ 29,270.39	\$26,421.06	\$	2,849.33
New Milford	25,723	\$ 29,066.99	\$26,237.46	\$	2,829.53
Norwalk	78,083	\$ 88,233.79	\$79,644.66	\$	8,589.13
Southington	38,917	\$ 43,976.21	\$39,695.34	\$	4,280.87
Stamford	110,802	\$ 125,206.28	\$113,018.04	\$	12,188.22
Stratford	49,010	\$ 55,381.30	\$49,990.20	\$	5,391.10
Wallingford	41,100	\$ 46,443.00	\$41,922.00	\$	4,521.00
Waterbury	104,263	\$ 117,817.19	\$106,348.26	\$	11,468.93
West Haven	51,622	\$ 58,332.86	\$52,654.44	\$	5,678.42
Wilton	16,664	\$ 18,830.32	\$16,997.28	\$	1,833.04
Windsor	27,450	\$ 31,018.50	\$27,999.00	\$	3,019.50
<b>Total</b>	<b>1,559,183</b>	<b>\$ 1,761,876.79</b>	<b>\$1,590,366.66</b>	<b>\$</b>	<b>171,510.13</b>

7/10/01

OFFICE OF LOCAL HEALTH ADMINISTRATION  
 PER CAPITA APPLICATION

DATE August 9, 2001

NAME OF DIRECTOR OF HEALTH William Campbell

POPULATION (1999) 66,965

SIGNATURE OF DIRECTOR OF HEALTH \_\_\_\_\_

TOTAL ALLOCATION(2002) \$75,670.45

REVISED GRANT PROPOSAL FOR SFY 2002

BUDGET ITEM/OBJECTIVE (1)	PROPOSED OUTCOME MEASURE (2)	SFY 2002 ALLOCATION (4)
1. Provide partial funding of medical assistant services at the department's Office of Community Medicine for the period 7/1/01 to 6/30/02. The medical assistant position is full time. Rate of pay is \$13.52/hr for 37.5 hrs/wk.	1. Provision of support for communicable disease control, including, but not limited to, sexually transmitted disease clinic and tuberculosis clinics. Service outcomes will, approximately, match the services provided in the prior fiscal year (report attached).	\$ 7,500.00
2. Provide pagers, six mobile telephone lines and related operating and repair/replacement costs.	2. Provide increase on-site communication of emergencies such as hazardous materials releases; improve efficiency by enabling schedule changes of staff in the field, and enable field staff to contact clients and the home office while in the field.	\$ 1,300.00
3. Provide medical supplies, laboratory services, computer equipment and/or software and other support services to the department's School Based Health Centers (Danbury High School & Broadview Middle School).	3. Provide primary medical, social and mental health care to approximately 1,500 enrollees @ Danbury High School and approximately 350 @ Broadview Middle School. Continue documentation of service, improve provision of student health surveillance and maintain quality assurance services. See attached listing for detail regarding budget. Additional information is on file with Maureen Bombace in Grants & Contract Mgmt.	\$ 31,000.00
TOTAL		Continued on next page

OFFICE OF LOCAL HEALTH ADMINISTRATION  
 PER CAPITA APPLICATION

DATE April 30, 2001

NAME OF DIRECTOR OF HEALTH William Campbell

POPULATION (1999) 66,965

SIGNATURE OF DIRECTOR OF HEALTH \_\_\_\_\_

ALLOCATION(2002) \$68,304.3

GRANT PROPOSAL FOR SFY 2002

BUDGET ITEM/OBJECTIVE (1)	PROPOSED OUTCOME MEASURE (2)	SFY 2002 ALLOCATION (4)
4. Computer hardware, software and support services necessary to maintain and/or update Department applications.	4. A. Provide support services, as needed. B. Provide software, hardware and related equipment, as needed. C. Provide Internet access	\$ 5,500.00
5. Audit Fee	5. To be deducted, as per city policy.	\$ 756.71
6. Purchase reference books	6. Provide access to current information.	\$ 310.00
7. Initiate components of second and third phase of community health assessment in conjunction with 2000 Census, based on a Request for Proposal prepared during FY 2001.	7. Complete objectives established in bid specifications for the second and third phase of Danbury's community health assessment.	\$ 23,303.74
8. Provide Qualified Food Operator training and swimming pool operation training.	8. Provide a QFO training to a minimum of 50 participants with at least 80% of participants achieving certification; provide swimming pool operation training to a minimum of 15 participants.	\$ 6,000.00
TOTAL		\$ 75,670.45

OFFICE OF LOCAL HEALTH ADMINISTRATION  
 INTERIM EXPENDITURE REPORT FOR PER CAPITA GRANT  
 FISCAL YEAR 2001

DATE \_\_\_\_\_

NAME OF HEALTH DIRECTOR \_\_\_\_\_

SIGNATURE OF HEALTH DIRECTOR \_\_\_\_\_

POPULATION(1998) \_\_\_\_\_

ALLOCATION(2001) \_\_\_\_\_

BUDGET ITEMS	CARRY OVER FROM PRIOR FISCAL YEARS	ALLOCATION FISCAL YEAR 2001	TOTAL ALLOCATION	EXPENDITURES THRU MARCH 31, 2001	ESTIMATED EXPENDITURES THRU 6/30/01	PROJECTED CARRY OVER FY 2002

\*Please provide an explanation of why you anticipate carryover funding – (i.e. could not fill vacant position, conference was cancelled, equipment estimates were less than expected, etc)

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**IMPACT STATEMENT**  
**2001-2002 Per Capita Grant**  
August 9, 2001

Program Impact:

This grant provides for partial funding for medical assistant services to the Community Medicine Office, mobile telephone service for emergencies and remote field work, computer equipment and support services (including maintenance for an "off brand" computer and the department's laser printers), the city's audit fee, partial funding of our School Based Health Centers, reference materials, community health assessment and training for food service and pool operators.

Fiscal Impact:

This grant is authorized by Section 19a-202, Connecticut General Statutes as a source of supplemental funding for local public health activities. It is as fixed a source of funding as can be expected. Potential loss of funding for positions subsidized by this grant would mean a reduction in hours, but not termination. Loss of funding is not anticipated (see Grant Lifetime below).

Anticipated Grant Lifetime:

This grant has no expiration date. A specific state statute authorizes the funding. Funding is based on population and elimination of the funding formula is not likely.



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

**WHEREAS**, the State of Connecticut Department of Public Health has made additional per capita funds available for 2001 - 2002 to municipalities in accordance with Section 19a-202 of the Connecticut General Statutes; and

**WHEREAS**, the City of Danbury through the Danbury Health and Housing Department has formulated a program to promote optimal public health quality in the City of Danbury; and

**WHEREAS**, a revised continuation grant award application for \$75,670.45 with no local match requirement will be processed by the Danbury Health and Housing Department for a grant term of July 1, 2001 through June 30, 2002.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Mayor of the City of Danbury, Gene F. Eriquez, is hereby authorized to apply for and accept said per capita grant funds of \$75,670.45, to execute all contracts or amendments thereof concerning said grant and to take all necessary actions to effectuate the purposes thereof.



# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

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

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**To:** Hon. Gene F. Eriquez via the Common Council  
**From:** Dominic A. Setaro, Jr., Director of Finance  
**Date:** August 28, 2001  
**Re:** **RESOLUTION – DRUG ENFORCEMENT GRANT #12**  
**CC:** R. L. Paquette

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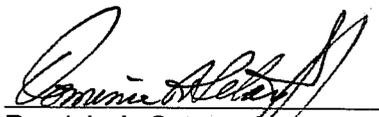
Attached for your review is a resolution that will allow the City of Danbury Police Department to apply for and accept grant funding from the State of Connecticut, Office of Policy and Management. This grant in the amount of \$490,000 will be for the time period July 1, 2001 through June 30, 2002. The grant funding will be distributed as follows:

\$245,000 is designated for Enforcement  
\$196,000 is designated for Education  
\$49,000 is designated for Crime Prevention

No local match is required.

Attached is a copy of the budget received by this office for your review. The Common Council is requested to consider this resolution at its next meeting.

If you have any questions, feel free to give me a call.

  
\_\_\_\_\_  
Dominic A. Setaro, Jr.

DAS/jgb

Attach.

1. Project Title:

**2001-2002 FY DRUG ENFORCEMENT PROGRAM**

2. Name & Address of Municipality or State Agency:

City of Danbury  
155 Deer Hill Avenue  
Danbury, Connecticut 06810

3. Proposed Period of Award: 12 months during

**July 1, 2001 to June 30, 2002**

4a. Name, Title & Address of Official Authorized to Sign for the Municipality/State Agency:

Gene F. Eriquez, Mayor  
City of Danbury  
155 Deer Hill Avenue  
Danbury, Connecticut 06810

4b. Name, Title & Address of Official Authorized to Sign for School District:

Timothy P. Connors, Superintendent  
Danbury Public Schools  
63 Beaverbrook Road  
Danbury, Connecticut 06810

5. We, the undersigned, for and on behalf of the named municipality and school district, or state agency, do herewith apply for this grant, attest that, to the best of our knowledge, the statements made herein are true.

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

Signature(Chief Elected Official, Manager, Agency Head)

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

Signature (Superintendent of Schools)

6. Name, Address & Phone of FINANCIAL OFFICER:

Dominic A. Setaro, Jr.  
Director of Finance  
155 Deer Hill Avenue  
Danbury, Connecticut 06810  
Tel: 203-797-4652

Arthur P. Sullo, Captain  
Danbury Police Department  
120 Main Street  
Danbury, Connecticut 06810  
Tel: 203-797-4538

7b. Name, Address & Phone of PROJECT DIRECTOR for EDUCATION:

7c. Name, Address & Phone of PROJECT DIRECTOR for CRIME PREVENTION:

Peter Gantert, Lieutenant  
Danbury Police Department  
120 Main Street, Danbury, CT 06810  
Tel: 203-797-4577

8. Municipal Population: 74,848

9. Regional Application: Enforcement \_\_\_\_\_ Education \_\_\_\_\_

Crime Prevention\* \_\_\_\_\_ (see Appendix B)

10. Federal Employer Identification Number:

0 6 - 6 0 0 1 8 6 8

11. Summary Budget: Total Project Cost: \$490,000

Enforcement Funds: \$245,000 Enforcement % of Total: 50%

Education Funds: \$196,000 Education % of Total: 40%

\*Crime Prevention: \$49,000 Crime Prevention % of Total: 10%

12. FY00/01 DEP Grant Award Total: \$471,032

Education: \$188,413 Enforcement: \$235,515

Crime Prevention\*: \$ 47,104

13. Summary Program Description: ENFORCEMENT: Thirteenth (13) year of State of Connecticut OPM funding for additional police officers assigned to Danbury Police Department's Special Investigations & Vice Enforcement Unit. Additional funds for the added officers assigned to proactive police assignments that compliment Danbury Police Department's Community Policing goals and objectives.

EDUCATION:

**RECEIVED  
FINANCE DEPT.**

AUG 2 2 2001

\*CRIME PREVENTION (\*entitlement cities only): The Crime Prevention Unit has an array of programs for both adults and juveniles. These programs include and are not limited to include: Neighborhood Watch, Drug Abuse Prevention, and coalitions of prevention service providers. Additionally there're programs for senior citizens and for the residents of low income and government assisted housing. Special Attention is directed at high risk neighborhoods that are willing to work as partners with the police and the community.

Applicant: City of Danbury, Department of Police

Project Title: 2001-2002 FY DRUG ENFORCEMENT PROGRAM

A. Personnel	Annual Salary	% of time	Grant Funds	Local Funds	
Det.Sgt.2	\$57,593	100%	\$57,593		
Det.P.O.6	\$52,413	100%	\$52,413		
P.O.6	\$50,620	100%	\$50,620		
P.O.6	\$50,620	100%	\$50,620		
P.O.5	\$49,868	100%	\$31,838	\$18,030	
Salaries based upon 2001-2002 FY Police Collective Bargain Agreement and City of Danbury					
<b>Salaries Total</b>					<b>\$243,084</b>
Fringe Benefits (Calculated at ___%)					
All Fringe Benefits paid with local funds: Pension, FICA, Medical, Dental, Professional Ins., Workmen Compensation Ins.					0
<b>Fringe Benefit Total</b>					<b>0</b>
<b>Personnel Total</b>					<b>\$243,084</b>
B. Travel & Training					
N/A					
<b>Travel &amp; Training Total</b>					<b>0</b>
C. Equipment (Description & Unit Price)					
N/A					
<b>Equipment Total</b>					<b>0</b>

INSTRUCTIONS ON NEXT PAGE

Applicant: City of Danbury, Department of Police

Project Title: 2001-2002 DRUG ENFORCEMENT PROGRAM RENEWAL

D. Supplies														
N/A														
<b>Supplies Total</b>		<b>0</b>												
E. Consulting & Contractual														
N/A														
<b>Consulting &amp; Contractual Total</b>		<b>0</b>												
F. Facilities														
N/A														
<b>Facilities Total</b>		<b>0</b>												
G. Other														
<table border="0"> <thead> <tr> <th style="text-align: left;"><u>ITEM</u></th> <th style="text-align: left;"><u>QUANTITY</u></th> <th style="text-align: left;"><u>UNIT</u></th> <th></th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>11</td> <td>ea. Beeper Communications Service for eleven (11) beepers @ 3.15 @ month ea. X 12 months = (415.80) rounded to \$416</td> <td style="text-align: right;">416</td> </tr> <tr> <td>2.</td> <td>2</td> <td>ea. Cell Phone Service for two (2) cellular phones 12 months of service, estimated @ \$750 ea. @ year x 2 = \$1,500</td> <td style="text-align: right;">1,500</td> </tr> </tbody> </table>		<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT</u>		1.	11	ea. Beeper Communications Service for eleven (11) beepers @ 3.15 @ month ea. X 12 months = (415.80) rounded to \$416	416	2.	2	ea. Cell Phone Service for two (2) cellular phones 12 months of service, estimated @ \$750 ea. @ year x 2 = \$1,500	1,500	
<u>ITEM</u>	<u>QUANTITY</u>	<u>UNIT</u>												
1.	11	ea. Beeper Communications Service for eleven (11) beepers @ 3.15 @ month ea. X 12 months = (415.80) rounded to \$416	416											
2.	2	ea. Cell Phone Service for two (2) cellular phones 12 months of service, estimated @ \$750 ea. @ year x 2 = \$1,500	1,500											
<b>Other Total</b>		<b>1,916</b>												

Enforcement Funds Requested: \$245,000 % of Total: 50%

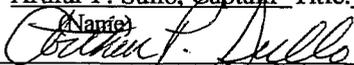
Education Funds Requested: \$196,000 % of Total: 40%

\*Crime Prevention Funds Requested: \$ 49,000 % of Total: 10%

\*(Entitlement cities only)

TOTAL PROJECT COST: \$490,000

Prepared by: Arthur P. Sullo, Captain Title: Administrative Services Cmdr. Phone: 203-797-4538

Signature:  Date: 08/22/01

**PROJECT BUDGET ITEMIZATION**  
Enforcement   X   Education        Crime Prevention (entitlement cities only)       

Applicant: City of Danbury, Department of Police

Project Title: **2001-2002 DRUG ENFORCEMENT PROGRAM RENEWAL**

**A. PERSONNEL: \$243,084 TOTAL**

<b>Personnel (Officer)</b>	<b>Annual Salary</b>	<b>% of time</b>	<b>Grant Funds</b>	<b>Local Funds</b>
Det.Sgt.2	\$57,593	100%	\$57,593	0
Det.P.O.6	\$52,413	100%	\$52,413	0
P.O.6	\$50,620	100%	\$50,620	0
P.O.6	\$50,620	100%	\$50,620	0
P.O.5	\$49,868	100%	<u>\$31,838</u>	\$18,030
<b>Total Grant Salaries</b>			<b>\$243,084</b>	

All Fringe Benefits paid 100% with local funds

**PROJECT BUDGET ITEMIZATION**  
**Enforcement   X   Education        Crime Prevention (entitlement cities only)**

**Applicant:** City of Danbury, Department of Police

**Project Title:** 2001-2002 DRUG ENFORCEMENT PROGRAM RENEWAL

**G. OTHER: \$1,916 TOTAL**

1. **\$416 for Beeper Communications Service** for eleven (11) beepers @ \$3.15 @ month x 12 months of service = \$415.80. <sup>1</sup> Pagers are assigned to Special Investigations Narcotic Officers, Community Police Officers and the Project Director for Enforcement. Beepers are used to communicate with police personnel and confidential informers.
2. **\$1,500 for Cell Phone Service** for two (2) cell phones assigned to narcotic detectives. Equipment used to communicate with informers and other police personnel.

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<sup>1</sup> Total rounded to \$416 for budget purposes

**PROJECT NARRATIVE**  
**Enforcement and Crime Prevention\***  
**\*(entitlement cities only)**

**ALL APPLICANTS MUST RESPOND TO THE FOLLOWING QUESTIONS**

**1. What is the extent of the drug problem in your community?** Describe the community conditions that have prompted the development of this project. Include relevant statistics to document the situation.

Over the past twelve (12) years, Danbury has effectively reduced the bold drug trafficking in the community. Prior to OPM 1st year funding, Danbury had 356 narcotic arrests in year 1989. Drug arrests approximately doubled to 698 in year 1990 with Danbury's 1st year OPM funding for the Tactical Narcotics Team that doubled the amount of officers assigned to narcotic's enforcement. Since 1990, drug arrests have decreased for the most part almost every year. Danbury has 334 UCR drug arrests for 1999. The enforcement efforts and the proactive applications of community policing has made such possible. Drug traffickers continue to take fewer risks now and have moved much of the bold drug trafficking indoors under Fourth Amendment protection or customers now page their dealer and meet at a secure location to complete the drug transaction.

The very significant decrease in street narcotic arrests demonstrates the success of Danbury's drug suppression efforts. Narcotic investigations have become that much more challenging for the police in the field. Success is also demonstrated by the reduction of narcotic trafficking complaints by area residents. Danbury Police Department's many applications of the different components of community policing have demonstrated success in reducing community crime.

The majority of Danbury's drug problems are concentrated within or near Danbury's government subsidized housing projects. The Special Investigation Division (Vice Unit) with renewed grant funding will continue in the suppression of drugs in the community. The **additional one (1) detective** assigned to Special Investigations and funded with renewal grant funds will enhance the unit's effectiveness in the investigation and suppression of available drugs in Danbury. As drug traffickers relocate and innovate for purposes of evading arrest, the Special Investigations Division will continue to target drug traffickers at their new locations. Ground gained the result of Special Investigations narcotics' suppression efforts will not be given back as new locations are targeted. The department has an effective Community Services Unit with officers riding bicycles that make applications of community policing in neighborhoods that were formally decayed with open drug markets. Officers interact with residents and address the residents concerns wherever possible.

**Project Narrative continued on next page**

**2. Strategy:** Describe the law enforcement and crime prevention\*strategy(ies) or programs(s) proposed as a response to the community drug problem.

Danbury Police will supplement the Special Investigations Division with one (1) additional detective with the approval of 2001-2002 grant refunding application. The Special Investigations Division will direct their enforcement efforts towards all narcotics trafficking in the community. They will interact with members of the Community Services Unit (bicycle patrol officers) to better manage drug trafficking complaints in the community.

Danbury Police has **three (3) officers assigned to Community Services Division** that are detailed to full-time Community Policing assignments that compliment the department's drug enforcement efforts and which are funded with OPM Drug Enforcement funds. **The first officer** will continue to perform the duties of anti-crime patrol directed at quality of life offenses such as graffiti that leads to urban decay under the "broken windows" concept. Responsibilities also include suppression of drugs, proactive-patrol and preventive patrol.

**The second officer** is assigned to the Danbury High School is a trained School Resource Officer. The officer has developed an excellent relation interacting with the student body and staff and by making applications of community policing. Students found in possession of drugs will find themselves under arrest by the Police School Resource Officer.

**The third officer** continues to operate has the department's Crimes Analysis Officer. He is currently working on making an application of digital mapping as a crime-fighting tool. He is available to provide crimes analysis for making better applications of community policing.

**The fifth officer** funded with continued grant funds is the Detective Sergeant that supervises the Youth Bureau. As a former Sergeant in charge of the Community Services Unit, he is most knowledgeable in the making applications of community policing. His skills will be found most valuable in his interacting with Danbury's youth and in supervising the Youth Bureau which investigates offense that are committed by juveniles and for criminal offenses committed against juveniles.

Page A11.1

Project Narrative continued on next page

**PROJECT NARRATIVE**  
**Enforcement and Crime Prevention\***  
**\*(entitlement cities only)**

**3. What are the projected results of the law enforcement and crime prevention\* strategy(ies) or program(s)?**

Results should be directly related to the community conditions or needs identified in question one.

As previously mentioned, success may also include less narcotic arrests. Bold drug trafficking has been significantly reduced at Danbury's low-income and government subsidized housing projects. Much of the customer base for drugs at the projects has been driven underground. Non-residents are now subject to arrest for trespassing when they attempt to purchase drugs within a project unless they are found to be an invited guest. Risk of arrest has reduced the demand for drugs at the projects. Customers also prefer not to enter apartments for fear of being ripped off.

The Danbury Housing Authority has demonstrated a commitment to evict drug offenders from their apartments. Applicants with violent felony crime or with felony drug arrests are subject to rejection when making applications for public subsidized housing in Danbury. Such actions compliment Danbury drug enforcement and community policing applications.

Arrests are a deterrent for many but not for all as demonstrated by the recidivism arrest ratio for drug offenders. Just the same, the offender is now afforded many programs through the courts such as drug rehabilitation and counseling services. The jailing of narcotic traffickers has contributed to making many of Danbury's neighborhoods safer.

Danbury's vice narcotics enforcement and community policing applications have suppressed much of the bold open-air style of drug trafficking and have driven a certain amount of drug trafficking indoors. Drug clients now often order drugs by dialing a beeper and later meeting with their supplier as simple as dialing the phone for a particular pizza and then having it delivered. Many drug dealers have become customer service oriented. Traffickers have innovated so as to not unnecessarily risk arrest. TNT operations continue to be a challenge for the officers in the field.

**4. Briefly describe law enforcement and crime prevention\*program activities project staff will conduct.**

With renewal 01-02 FY OPM state funding, supplement narcotics enforcement operations and additional community policing applications will remain in force. Officers will target Danbury's low-income housing projects, parks, cafe parking lots and other areas requiring special street drug enforcement operations.

Danbury narcotic enforcement operations will acts as the "weeding" in the neighborhoods and zones needing drug enforcement operations while Danbury Community Policing applications will act as the "seeding". This joint venture has demonstrated much success in neighborhoods nationwide.

Danbury Police now has seven (7) officers assigned to the Danbury School system. Three (3) officers are teaching the DARE and GREAT Programs in the middle schools. Four (4) officers are assigned to the Danbury High School. **Six (6) of the officers salaries are funded with local funds.** The designated School Resource Officer that is assigned to Danbury's High School is funded under this drug enforcement renewal grant application as in the past. Such only demonstrates Danbury's commitment to applications of community policing to make our schools and community safer.

**PROJECT NARRATIVE**  
**Enforcement and Crime Prevention\***  
**\*(entitlement cities only)**

**5. Briefly describe how the effectiveness of law enforcement and crime prevention\* program activities will be measured. List data to be collected, by whom and on what schedule to document project performance.**

Data Collection/Evaluations: The Crimes Analyst Officer maintains a data file of the activities and the amount of criminal arrests made by personnel. Monthly activity reports are filed that indicate the number of drug arrests, others arrests, assists, referrals, and quantity of drugs seized. Activity Reports are maintained by the supervisor in charge of the Community Services Division. Calls for service will also be evaluated. As success is demonstrated in neighborhoods, calls for police service usually demonstrates a reduction over the long term as problems are reduced.

The Chief of Police and Drug Enforcement Project Director will evaluate all activity monthly. The Project Directors solicits feedback from the low-income housing management officials and residents.

**6. How will law enforcement and crime prevention\* program activities enhance your community's long-term drug law enforcement or crime prevention goals?**

With the 2001-2002 FY State of Connecticut Drug Enforcement Grant renewal funding, Danbury Police Department's supplementary narcotics enforcement operations will stay in full operation. Without such valuable funding assistance, drug enforcement operations would need to be reduced. Such actions would very well lead to drug traffickers returning in force to the low income housing projects.

The crime prevention component of this grant will complement the enforcement's community policing applications All will act as necessary components in the reduction of the demand for drugs, fear of crime, and crime in general for the City of Danbury.

**7. In the absence of DEP funds how will the program be funded or supported in the future?**

Absence DEP grant funds, personnel now assigned to supplement narcotics enforcement and to the community policing assignment aforementioned could very well be subject to reassignment to their original duties in the Uniform Patrol Division. Cities such as Danbury need an equitable share of Connecticut grant funds. The Danbury municipal budget has been lean for some years now.

*Danbury is now the seventh (7<sup>th</sup>) largest city in Connecticut yet it generates more Connecticut sales tax back to the State of Connecticut than any other city in the state. Such should be taken into consideration in the distribution of grant funds in the future.*

Cities such as Danbury should not see a reduction in funds due to their successful community policing applications and drug enforcement operations that have led to a reduction in UCR drug arrests.

Danbury has found DEP funds extremely valuable and hopes the funds remain available next year and for years to come.

## Redesign of TNT Unit As Funded Under DEP96/97-710-91

Efforts made through this grant over the past eight years have resulted in the reduction of drug and related offenses throughout the community. This success has also created a different problem by moving a vast majority of the remaining offenses from the streets to more clandestine locations--locations not within the jurisdiction of the TNT Unit as designed.

Additionally, the influx of gang activity within the community has also created a new problem not experienced before. Information received by the Youth Division, Special Investigations Division and other units, has indicated that these gangs use drugs as either a source of developing income or as a ritual of obtaining and sustaining membership.

With this in mind, department leadership and personnel have developed the following proposal for deploying TNT positions to create an enhanced approach to drug law enforcement within the City of Danbury.

We propose the development of an **Interdivision Drug Team (IDT.)**

The purpose of this team is to focus on drug offenses and the persons or organizations responsible for drug infiltration into the City of Danbury. This new approach will accomplish the following:

1. Provide an interdisciplinary approach to drug law enforcement
2. Provide specific drug intelligence and drug law violation analysis not now available.
3. Coordinate enforcement and information from ALL units within the organization
4. Provide training-through-experience for all sections of the department
5. Support drug interdiction efforts throughout the city.

This effort will be accomplished through the reassignment of the allotted personnel in the following manner:

1. **TWO** additional officers to the Special Investigations Division. This division is specifically responsible for the investigation of drug law and related offenses including prostitution and gang intelligence. One officer will be assigned on a permanent basis and the other officer will be rotated in from other divisions for a specific period of time (two-three months.) This will provide not only a training experience for the officers so assigned, but will provide additional street level intelligence and enhance the working relationship between SID and other units/divisions.

Redesign Cont.

2. ONE officer will be assigned to a new position as a crime analysis/intelligence officer with particular emphasis on drug related offenses including gang activity and propagation.
3. ONE sergeant assigned within the detective division to supervise and coordinate efforts within this team and all other units within the Detective Division and other department units/divisions as they relate to drug situations.
4. ONE officer assigned within Danbury High School--the state's largest secondary school. Duties will include cultivating drug and gang information. This officer's responsibilities will also include mentioning students concerning drug, gang or any other law related matters, conducting class presentations on crime and safety issues as requested by school staff and to serve as a positive role model for the student body. Although he/she may be called on in an emergency, his/her primary responsibilities will not be enforcing laws or school policy.

This concept is intended to not only increase the department's effectiveness in reducing the incidents of drug law violations, but also to develop a greater cooperation between all units in this effort. A proactive approach through crime prevention will facilitate a partnering of the department and community towards this goal.

Approved by OPM  
FY 96-97  
Capt. Arthur Dello

## INSTRUCTIONS

Item 1. Self-explanatory

Item 2. Self-explanatory.

Item 3. The beginning and ending date proposed for the operation of the project. Programs may begin as early as July 1, 2001 but must conclude with full fund expenditure by December 31, 2002. Grants are for twelve months of operation. Approved program costs incurred during the program period will be funded.

Item 4a. Usually the state agency head, chief elected official or city/town manager of the municipality.

Item 4b. The superintendent of schools.

Item 5. Signatures of persons named in Item 4a and 4b.

Item 6. The chief financial officer of the state agency or municipality; the individual with responsibility for maintaining grant financial records and submitting these records to OPM-PDPD on a timely basis.

Item 7a, b and c. The project directors for ENFORCEMENT, EDUCATION and CRIME PREVENTION. (The same person may be project director for more than one component.) These individuals are responsible for implementing the proposed programs, and will serve as liaisons for the municipality or state agency to OPM-PDPD.

Item 8. Enter municipal population as defined in Appendix F, 2000 Census

Item 9. If this is a regional application check the appropriate category(ies).

Item 10. Self-explanatory.

Item 11. Enter the total project cost. Enter the education, enforcement and crime prevention funds requested and percentage of the total project cost they represent.

Item 12. Typed, single spaced, a concise description of the project; do not exceed space the provided.

Item 13. Enter total and categorical amounts of DEP award received in FY2000/01 if applicable.

### Enter the following AUDIT INFORMATION:

1. Date of last municipal or state agency audit: \_\_\_\_\_
2. Dates covered by the last audit: \_\_\_\_\_
3. Date of the next municipal or state agency audit: \_\_\_\_\_
4. Dates to be covered by the next audit: \_\_\_\_\_
5. Applicant fiscal year end date is: \_\_\_\_\_

### *Fiscal Year 2000/2001 DEP Information*

Applicants in receipt of DEP funds in FY2000/2001 must submit a Financial Report cumulative to 6/30/01 with this application. A copy of the Financial Report can be found in **Appendix E**. Grantees must fulfill this requirement to be considered for funding. Grantees with significant amounts of unspent funds as of June 30th should provide an explanation, or OPM may deduct a like amount from this year's award.

### CONTRACTOR/GRANTEE PACKET SUB-CONTRACTOR/SUB-GRANTEE PACKET

The CONTRACTOR PACKET (affirmative action information pertaining to the municipality/state agency, **Appendix C**) must be completed, signed and returned with the grant application.

If grant funds will be sub-contracted or sub-granted, the SUB-CONTRACTOR PACKET/SUB-GRANTEE (**Appendix D**) must be completed. If at the time of application the sub-contractor is not known, the packet will be due 30 days after the vendor is selected.

**KEY PERSONS ADDRESS SHEET**  
Please place behind face sheet and checklist.

**PROJECT DIRECTOR - LAW ENFORCEMENT**

Name Arthur P. Sullo, Captain  
Danbury Police Department  
Address 120 Main Street, Danbury, Connecticut 06810

Telephone 203-797-4538 Fax 203-796-8016

E-mail \_\_\_\_\_

**PROJECT DIRECTOR - EDUCATION**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

**PROJECT DIRECTOR - CRIME PREVENTION (entitlement cities only)**

Name Peter Gantert, Lieutenant  
Danbury Police Department  
Address 120 Main Street, Danbury, Connecticut 06810

Telephone 203-797-4652 Fax 203-796-1526

E-mail \_\_\_\_\_

**FINANCIAL OFFICER**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

**PLEASE PRINT OR TYPE LEGIBLY**

**PROJECT BUDGET ITEMIZATION**

Enforcement \_\_\_\_\_ Education \_\_\_\_\_ Crime Prevention (entitlement cities only) **XXX**

*Finance Copy*

Applicant: **City of Danbury**

Project Title: **Crime Prevention Program**

A. Personnel	Annual Salary	% of time	
Overtime costs for personnel assigned to the Community Services Division to conduct Substance abuse and crime prevention programs. This is to include neighborhood watch, tenant meetings and other. Other programs will include; Safety Day event and other crime prevention events at the request of the community.			
<b>Salaries Total</b>			<b>5000.00</b>
Fringe Benefits	(Calculated at _____%)		
<b>NONE - COVERED BY CITY OF DANBURY*</b>			<b>-0-</b>
<b>Fringe Benefits Total</b>			
<b>Personnel Total</b>			
<b>B. Travel &amp; Training</b>			
Participation at the National Crime Prevention Training Conference. To include; registration, housing and meals. Also to attend regional and local crime prevention seminars.			
<b>Travel &amp; Training Total</b>			<b>4000.00</b>
<b>C. Equipment (Description, Quantity &amp; Unit Price)</b>			
<b>*see attachment "A"</b>			
<b>Equipment Total</b>			<b>3700.00</b>

INSTRUCTIONS ON NEXT PAGE

**PROJECT BUDGET ITEMIZATION**

Enforcement \_\_\_\_\_ Education \_\_\_\_\_ Crime Prevention (entitlement cities only) XXX

Applicant: **City of Danbury**

Project Title: **Crime Prevention Program**

D. Supplies <b>*see attachment "B"</b>	
<b>Supplies Total</b>	<b>2000.00</b>
E. Consulting & Contractual <b>*see attachment "C"</b>	
<b>Consulting &amp; Contractual Total</b>	<b>29400.00</b>
F. Facilities	
<b>Facilities Total</b>	<b>-0-</b>
G. Other <b>*see attachment "D"</b>	
<b>Other Total</b>	<b>4900.00</b>

Enforcement Funds Requested: \_\_\_\_\_ % of Total: \_\_\_\_\_

Education Funds Requested: \_\_\_\_\_ % of Total: \_\_\_\_\_

\*Crime Prevention Funds Requested: 10 % of Total: 49000.00

\*(Entitlement cities only)

**TOTAL PROJECT COST:** \_\_\_\_\_

Prepared by: Lt. Peter F. Gantert Title: Lieutenant Phone: 203 797 4577

(Name)

Signature: *Peter F. Gantert* Date: Aug. 15, 2001

INSTRUCTIONS ON NEXT PAGE

**PROJECT NARRATIVE**  
**Enforcement and Crime Prevention\***  
**\*(Crime Prevention for entitlement cities only)**

*ALL APPLICANTS MUST RESPOND TO THE FOLLOWING QUESTIONS*  
*PLEASE BE BRIEF*

**1. What is the extent of the drug problem in your community?** Describe the community conditions that have prompted the development of this project. Include relevant statistics to document the situation.

Community conditions and statistics contained in the enforcement section of this application.

**2. Strategy:** Describe the law enforcement and crime prevention\* strategy(ies) or program(s) proposed as a response to the community drug problem.

1. Continue to work with neighborhood associations (DNA:Danbury Neighborhood Associations- Trinity neighborhood, Oakland Ave neighborhood, Blind Brook neighborhood and others) and to encourage the formation of others.
2. Have at least 5000 contacts with residents concerning substance abuse prevention and crime prevention through presentations and personal contacts.
3. To continue to take a leadership role in community events and organizations with substance abuse prevention and to facilitate cooperation and communication between involved groups / agencies.
4. Continue to partnership and facilitate the growth of the newly formed Danbury Neighborhood Associations (DNA), which goals are to represent and support neighborhood groups through training, materials and representation before the City and other governmental, services or support agencies.
5. To continue to look for and adopt new innovative tactics and programs that will facilitate our ability to provide quality substance abuse and crime prevention information to our residents.

Project Narrative continued on next page

**PROJECT NARRATIVE**  
**Enforcement and Crime Prevention\***  
**\*(entitlement cities only)**

**3. What are the projected results of the law enforcement and crime prevention\* strategy(ies) or program(s)?**

Results should be directly related to the community conditions or needs identified in question one.

Through encouraging participation to take an active roll in the reduction of criminal activity and the reduction of substance abuse, we hope to make residents attain a better quality of life by the increase in apprehensions and the involvement of the resident in these programs. An increased pride in their neighborhoods will be developed through cleanup and beautification programs.

With the participation of police personnel in community activities such as association meetings, National Night Out, Neighborhood Watch programs, PAL, Citizen Police Academy, residents will see that the partnership of community and police can have positive results. Experience has shown that when the police and residents work together on common issues an partnership is solidified in which residents and whole neighborhoods take on "ownership" of their neighborhood, its' problems and issues. Solution are then developed in cooperation and implement with ease and without resistance. Then positive change and permanent solution are instatuted.

By encouraging the citizenry to take an active role in crime prevention we hope to show that crime (and it's prevention) is not just a police problem but also a community issue.

**4. Briefly describe law enforcement and crime prevention\* program activities project staff will conduct.**

Continue to promote and participate in programs such as Neighborhood Watch, violence and Auto theft prevention, youth crime/drug prevention and other crime prevention activities.

Continue to provide information and Referral programs for the community as a whole.

Conduct programs for targeted populations with specific needs.

Continue to strongly support neighborhood and community associations involved in crime prevention and substance abuse prevention programs.

Provide speakers on requested topics and provide the free loan of crime prevention tools and audio materials.

Project Narrative continued on next page

**PROJECT NARRATIVE**  
**Enforcement and Crime Prevention\***  
**\*(entitlement cities only)**

**5. Briefly describe how the effectiveness of law enforcement and crime prevention\* program activities will be measured. List data to be collected, by whom and on what schedule to document project performance.**

Submission of quarterly reports as required, will help to measure activity.

Prevention goals have historically been hard to measure. The changes in criminal activity and the decrease (and in some cases the increase) in calls for service to target areas will help measure the programs effectiveness.

Public attitude towards their law enforcement agency will also help to measure effectiveness in addition to an increased positive attitude on the part of the police officer towards the people he/she serves.

**6. How will law enforcement and crime prevention\* program activities enhance your community's long-term drug law enforcement or crime prevention goals?**

By strongly supporting and actively participating in neighborhood crime prevention programs, we will promote prevention activities and form positive police-community partnerships. Also, by encouraging neighborhood groups to take a "lead" role in these activities, we will help develop ownership, thus ensuring the continuation of these projects. Success breeds success. As more neighborhoods have successful programs, more uninvolved neighborhoods will want to become partners. Our experience over the past years has shown the positive impact resident participation in crime prevention and neighborhood involvement programs can have. Blight has been and is being removed, drug sales and prostitution reduced, assaults and robbery incidents lowered and quality of life greatly improved.

**7. In the absence of DEP funds how will the program be funded or supported in the future?**

When residents are encouraged to take part and lead programs, they increase their ownership in these activities. This ownership demands the continuation of these programs even if DEP funding should not be available. Additionally, some of the present programs were active prior to the availability of DEP funds. The City of Danbury has made and continues to make a strong commitment to crime prevention.

PROJECT BUDGET ITEMIZATION

Enforcement\_\_\_\_\_ Education\_\_\_\_\_ Crime Prevention (entitlement cities only) XXX

Applicant: **City of Danbury**

Project Title: **Crime Prevention Program**

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**Personnel Salaries:**

Overtime compensation for officers assigned to the Community Services Division to present crime and substance abuse prevention programs throughout the city and to assist community based programs and associations conducting programs in targeted areas. Assignments will include special events such as crime and drug abuse prevention fairs and events at any city wide function.

**Total for Salaries: \$5000.00**

**Fringe Benefits:**

Fringe benefits are covered by the City of Danbury,

**Total for Fringe Benefits: \$-0-**

**Travel and Training:**

Participation in national Crime Prevention Training Conference, held annually in Washington, DC. To include registration , housing, meals for approximately four individuals.

**Total for Training/Travel: \$4000.00**

**Equipment:**

Digital Camera for documentation of CPTED (Crime Prevention Through Environmental Design) program and reports. Laser printer for printing of desktop published brochures and CPTED reports. Purchase of office furniture to include desk, chair and storage unit.

**Total for Equipment: \$3700.00**

**Supplies:**

Purchase of new or replacement of consumable crime and substance abuse prevention brochures and other hand out materials.  
Printing of locally developed brochures or handouts.  
Purchase of consumable regularly used office supplies by the Community Services Division for its community programs and events.  
Rental and service for one year of pagers for CSD staff. Staff is away from radio contact during most of their activity. Pagers are used to contact staff at these times.

**Total for Supplies: \$2000.00**

**Contracting / Consulting:**

Continued funding for Good Friend Program - a mentoring program for at risk children to interact with positive adult role models. Program includes alcohol and other drug abuse prevention education.

Funding for the Hispanic Center of Danbury - substance abuse prevention programs to include educational programs for parents and youths in the hispanic community.

Continue funding for Stand Together Make a Difference - substance abuse prevention coalition - a multiagency alliance of substance abuse organizations.

continued on next page

**INSTRUCTIONS ON NEXT PAGE**

Duplicate this form as necessary

PROJECT BUDGET ITEMIZATION

Enforcement \_\_\_\_\_ Education \_\_\_\_\_ Crime Prevention (entitlement cities only) XXX

Applicant: **City of Danbury**

Project Title: **Crime Prevention Program**

**Continued from previous page**

Continued Funding for Danbury Police Activities League, Inc., a non profit voluntary agency providing athletic, educational and career orientated programs for youth in Danbury.

Continued funding for the Exchange Club of Danbury, Crime prevention and child abuse prevention programs.

Continued funding of the Citizen Police Academy, a program that provides drug abuse prevention and current area drug trends information. This program consists of applicants from neighborhood watch groups, city housing and targeted areas in a attempt to promote a positive police - community partnership.

Continued funding of National Night Out program, nationally associated program geared to neighborhood associations in attempt to build positive police-community partnerships. With the anticipation of continuing the participation of numerous neighbor associations.

**Total Consulting/contractual: \$29400.00**

**Other:**

Continued funding for annual substance abuse prevention fair and other city wide events Funding to cover costs of tent rental, display, handout items, promotional items and associated costs.

Funding for neighborhood watch signs and promotional and educational items. Continued funding for crime prevention activities and programs currently in operation by the Community Services Division to include brochures, educational material, handouts and crime prevention give aways.

**Total for Other: 4900.00**

**INSTRUCTIONS ON NEXT PAGE**

Duplicate this form as necessary

**ATTACHMENT A**

Purchase of Digital Camera for use Community Service Division personnel for use in CPTED program.	800.00
Purchase of Laser printer to be used in preparing CPTED reports and locally printed brochures.	600.00
Purchase of Officer furniture to be used by members of the Community Services Division, to Include a desk, chair and storage cabinets.	2300.00
<b>Total Attachment A</b>	<b>\$3700.00</b>

**Attachment B**

Purchase of substance abuse brochures and hand out materials	500.00
Printing of local brochures.	500.00
Office supplies(including paper, file folders,printer ink printed forms and normal office supplies not listed).	600.00
Service fee for numeric pagers for CSD staff use, 1 year.	400.00
<b>Total Attachment B</b>	<b>\$2000.00</b>

**Attachment C**

Continued funding Good Friend Program	6000.00
Continued funding Hispanic Center substance abuse program	5000.00
Continued funding of PAL youth programs	5000.00
Continued funding of Stand Together -Make a Difference Coalition	4000.00
Continued funding of Exchange Club of Danbury Child abuse/ Crime prevention programs	3000.00
Continued Funding of Citizen Police Academy	1700.00
Continued funding of National Night Out (against crime) program	4700.00
<b>Total Attachment C</b>	<b>\$29400.00</b>

**Attachment D**

Continued funding for annual substance abuse fair and other city wide events. Funding to cover cost of tent rental, displays, handout items and any promotional item.	3400.00
Continued funding for neighborhood watch signs and promotional items and educational items. Funding for crime prevention activities currently operating under the Community Services Division, to include brochures, educational materials, handouts and crime prevention prevention give aways.	1500.00
<b>Total Attachment D</b>	<b>\$4900.00</b>

**PROJECT BUDGET ITEMIZATION**

Enforcement \_\_\_\_\_ Education X Crime Prevention (entitlement cities only) \_\_\_\_\_

Applicant: Danbury

Project Title: Drug Education

A. Personnel	Annual Salary	% of time		
D. Foster	\$65,159.	1 FTE	STAR teacher, Rogers Park	
C. Hall	\$27,522	.4 FTE	Drug ed. teacher, DHS	
T. Salem	\$ 9,621.60	.2 FTE	Peer Leadership teacher, DHS	
Substitutes	\$700.		per diem	
<b>Salaries Total</b>				\$103,002.60
Fringe Benefits (Calculated at _____%) FICA, Health, Life, LTD, Dental				
<b>Fringe Benefits Total</b>				\$12,414.83
<b>Personnel Total</b>				115,417.43 ✓
<b>B. Travel &amp; Training</b>				
Peer Leadership winter and spring training retreats	\$11,900.			
Peer Mediation, Rogers Park	2,000.			
Pupil transportation	1,000.			
<b>Travel &amp; Training Total</b>				\$14,900.
<b>C. Equipment (Description, Quantity &amp; Unit Price)</b>				
0				
<b>Equipment Total</b>				\$0.

INSTRUCTIONS ON NEXT PAGE

**PROJECT BUDGET ITEMIZATION**

Enforcement \_\_\_\_\_ Education  X  Crime Prevention (entitlement cities only) \_\_\_\_\_

Applicant: Danbury

Project Title: Drug Education

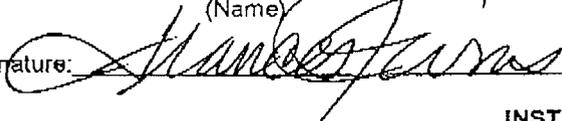
<b>D. Supplies</b>		
Classroom, workshop, training, and office supplies specific to drug education and student assistance programs K-12		\$4682.57
<b>Supplies Total</b>		\$4682.57
<b>E. Consulting &amp; Contractual</b>		
Community Action Council of Danbury for Hispanic Center Bilingual Drug Educator, Rogers Park Middle School		\$16,000.
Danbury Hospital, Center for Child and Adolescent Treatment Services; Student Assistance Counselor, Danbury High and Alternative Center; Clinical Supervision, professional development		\$45,000.
<b>Consulting &amp; Contractual Total</b>		\$61,000.
<b>F. Facilities</b>		
0		
<b>Facilities Total</b>		\$0.
<b>G. Other</b>		
0		
<b>Other Total</b>		\$0.

Enforcement Funds Requested: \_\_\_\_\_ % of Total: \_\_\_\_\_  
 Education Funds Requested: \$196,000. % of Total: \_\_\_\_\_  
 \*Crime Prevention Funds Requested: \_\_\_\_\_ % of Total: \_\_\_\_\_

\*(Entitlement cities only)

**TOTAL PROJECT COST:** \_\_\_\_\_

Prepared by: Frances Evans, Coordinator Physical Education & Human Develop. Phone: 203-797-4743  
 (Name)

Signature:  Date: 8/27/01

INSTRUCTIONS ON NEXT PAGE



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

**WHEREAS**, the State of Connecticut of Policy of Management will make available to the City Of Danbury grant funding in the amount of \$490,000.00 pursuant to Public Act 89-390, an act concerning prevention and treatment of substance abuse and enforcement of drug laws; and

**WHEREAS**, 50% of the funding, or \$245,000.00 is to be designated for law enforcement, 40% of the total amount, or \$196,000.00 is to be applied to drug education, and the remaining 10%, \$49,000.00 is to be used for crime prevention programs; and

**WHEREAS**, the grant period is effective July 1, 2001 through June 30, 2002 and no local cash match is required;

**NOW THEREFORE, BE IT RESOLVED THAT** Mayor Gene F. Eriquez is hereby authorized to apply for said grant on behalf of the City Of Danbury, to accept the grant award, if made, subject to the terms and conditions established in connection therewith by the State of Connecticut, to execute any contracts/agreements therefore and to take any additional actions necessary to effectuate the purposes hereof.

**BE IT FURTHER RESOLVED THAT** any past actions of Mayor Gene F. Eriquez to effectuate the purposes of this grant award are hereby ratified.



# 4

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

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

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**To:** Hon. Gene F. Eriquez via the Common Council  
**From:** Dominic A. Setaro, Jr.  
**Date:** August 31, 2001  
**Re:** **RESOLUTION – HISTORIC DOCUMENTS PRESERVATION GRANT**

---

Attached for your review is a resolution that will allow the City of Danbury Town Clerk to apply for and accept grant funding from the State of Connecticut, Office of Public Records Administrator. This grant in the amount of \$5,000 requires no local cash match.

Attached is a copy of the application received by this office for your review. The Common Council is requested to consider this resolution at its next meeting.

If you have any questions, feel free to give me a call.

  
\_\_\_\_\_  
Dominic A. Setaro, Jr.

DAS/jgb

Attach.



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

OFFICE OF THE TOWN CLERK  
(203) 797-4531

MICHAEL R. SERI  
TOWN CLERK

---

**MEMORANDUM**

---

**To:** Hon. Gene F. Eriquez via the Common Council

**From:** Michael R. Seri, Town Clerk

**Date:** August 29, 2001

**Re:** Historic Documents Preservation Grant

**Cc:** Dominic A. Setaro, Jr., Director of Finance

---

Attached for your review is a resolution that allows the City of Danbury Town Clerk to apply for and accept grant funding from the State of Connecticut, Office of Public Records Administrator. The grant in the amount of \$5,000.00 and requires no local cash match.

Attached is a copy of the paperwork. The Common Council is requested to consider this resolution at its next meeting.

Michael R. Seri

Attach.



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

**WHEREAS**, the State of Connecticut, Office of Public Records Administrator, will make grant funds available to municipalities through an Historic Documents Preservation Grant; and

**WHEREAS**, the State of Connecticut, Office of Public Records Administrator, will award these funds to the City of Danbury Town Clerk's office for use in Historic Document Preservation; and

**WHEREAS**, the City of Danbury is eligible to receive funds up to \$5,000.00; and

**WHEREAS**, no local cash match is required.

**NOW, THEREFORE, BE IT RESOLVED THAT** Gene F. Eriquez, as Mayor of the City of Danbury, or the Town Clerk as his designee, is hereby authorized to sign any documents necessary to effectuate the purposes of said grant application and receipt of such grant.

**HISTORIC DOCUMENTS PRESERVATION  
GRANT APPLICATION - FY2002  
Connecticut Municipalities  
RC-080**



**STATE OF CONNECTICUT  
Connecticut State Library  
231 Capitol Ave., Hartford, CT 06106  
PUBLIC RECORDS ADMINISTRATOR**

Name of Municipality:  
Name of Municipal Chief Executive Officer:  
Title of MCEO:  
Address:

Phone: FAX: e-mail:

Name of Town Clerk (if designated applicant):

Phone: FAX: e-mail:

Grant Contract Period (Check One): Cycle 1  Beginning: 8/1/01 Ending: 6/30/02  
Cycle 2  Beginning: 1/1/02 Ending: 6/30/02

Maximum Grant Allowed: \$2,500 Small Municipality (population less than 25,000)  
\$5,000 Medium Municipality (population between 25,000 and 99,999)  
\$7,500 Large Municipality (population 100,000 or greater)

Amount Requested: \$

Grant Category (check one): Paper Conservation  Preservation Survey

If you are applying for a Preservation Survey Grant, is the Municipality planning the renovation of the existing municipal building or records storage vault or the construction of a new municipal building or records storage vault within the next year?

Yes  No

Project Summary:

Objective(s):

Work Plan:

Name of Selected Vendor:

**Budget**

1. Vendor	\$
2. Archival Supplies (Paper Conservation Grant only)	\$
3. Printing of Final Report (Preservation Survey Grant only)	\$
<b>TOTAL</b>	\$

**Certified Resolution**

I, \_\_\_\_\_ (name), Town Clerk of the Municipality of \_\_\_\_\_ do hereby certify that the following is a true and correct copy of a resolution duly adopted at a meeting of the Town Council / Board of Selectmen / Board of Aldermen (*circle one*) duly held and convened on \_\_\_\_\_ (day of month) of \_\_\_\_\_ (month), \_\_\_\_\_ (year), at which a constituted quorum of the Town Council / Board of Selectmen / Board of Aldermen was present and acting throughout and that such resolution has not been modified, rescinded, or revoked, and is at present in full force and effect.

RESOLVED: That \_\_\_\_\_ (name of MCEO), \_\_\_\_\_ (title), is empowered to execute and deliver in the name of and on behalf of this municipality, an application and contract with the State Library for an Historic Preservation Grant.

In witness thereof, the undersigned has affixed his/her signature and the town seal this \_\_\_\_\_ (day of month) of \_\_\_\_\_ (month), \_\_\_\_\_ (year).

**Affix Seal Here**

\_\_\_\_\_  
Signature of Town Clerk

This section is to be completed only if the MCEO wishes to designate the Town Clerk to make application for the grant and enter into a contract.

I hereby designate, \_\_\_\_\_, the Town Clerk, as the agent for making the above application.

\_\_\_\_\_  
Signature of MCEO

\_\_\_\_\_  
Date

\*\*\*\*\*  
I hereby certify that the statements contained in this application are true and that all eligibility requirements as outlined in the *Grant Guidelines 2001-2002* have been met. If this grant is awarded I agree to comply with the terms and conditions of the grant contract as outlined in this document.

\_\_\_\_\_  
Signature of MCEO or Town Clerk (if Designated Applicant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed name of MCEO or Town Clerk (if Designated Applicant)

\*\*\*\*\*  
**Submit application with original signatures to:**

Connecticut State Library  
Office of the Public Records Administrator  
231 Capitol Ave.  
Hartford, CT 06106

\*\*\*\*\*  
**State Library Use Only**

Grant Disposition:

Approved   
Denied

Grant Award: \$ \_\_\_\_\_

Grant Number: \_\_\_\_\_

\_\_\_\_\_  
Signature (Public Records Administrator)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (State Librarian)

\_\_\_\_\_  
Date



# RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

\_\_\_\_\_ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

**WHEREAS**, the State of Connecticut, Office of Public Records Administrator, will make grant funds available to municipalities through an Historic Documents Preservation Grant; and

**WHEREAS**, the State of Connecticut, Office of Public Records Administrator, will award these funds to the City of Danbury Town Clerk's office for use in Historic Document Preservation; and

**WHEREAS**, the City of Danbury is eligible to receive funds up to \$5,000.00; and

**WHEREAS**, no local cash match is required.

**NOW, THEREFORE, BE IT RESOLVED THAT** Gene F. Eriquez, as Mayor of the City of Danbury, or the Town Clerk as his designee, is hereby authorized to sign any documents necessary to effectuate the purposes of said grant application and receipt of such grant.



6

# CITY OF DANBURY

OFFICE OF THE MAYOR

DANBURY, CONNECTICUT 06810

GENE F. ERIQUEZ  
MAYOR

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

September 5, 2001

Honorable Members of the Common Council  
City of Danbury, Connecticut

Dear Council Members:

I hereby submit for your confirmation the promotion of the following individuals within the Danbury Police Department. All have passed the Civil Service requirements for their respective positions.

Det. Lt. Joseph Fecarotta is promoted to the position of Captain in the Patrol Division.

Sergeant Michael Maroto is promoted to the position of Lieutenant in the Patrol Division.

P.O. John Browne is promoted to the position of Sergeant in the Patrol Division.

Police Officers James Hicks and Joseph Monroe are promoted to positions of Detective.

Det. Lt. Fecarotta has been a member of the Police Department for 29 years. He was promoted to Sergeant in 1981, Detective Sergeant in 1985, Lieutenant in 1987 and Detective Lieutenant in 1998. He serves at the Police Department's Internal Affairs Officer. He is the recipient of two Medals of Bravery and numerous letters of commendation. He served as the primary negotiator on the Hostage Negotiation Team for 17 years.

Sgt. Maroto joined the Police Department in 1987 and was promoted to Sergeant in 1998. He is a member of the SWAT Team and has been awarded a Medal of Bravery, two Meritorious Citations, two DUI Enforcement Awards and numerous letters of commendation.



RECYCLED  
PAPER

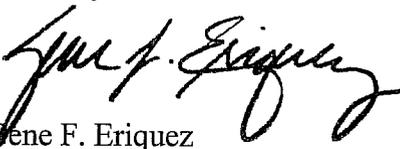
P.O. Browne was appointed to the Police Department in 1988. He is the recipient of an Exceptional Police Service Award, numerous letters of commendation and volunteers for the Special Olympics.

P.O. Hicks joined the Police Department in 1994. He is a member of the SWAT Team and has been awarded a Medal of Bravery, Meritorious Service, DUI/MADD Award and many letters of commendation.

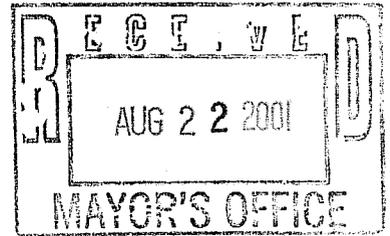
P.O. Monroe joined the Police Department in 1988. He served in the Departments Tactical Narcotics Team and was assigned as a School Resource Officer at Danbury High School in 1998. Officer Monroe is a member of the department's Dive Team. He has received a Medal of Meritorious Service and several Unit Citations as well as letters of commendation.

Thank you for your consideration of these promotions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gene F. Eriquez". The signature is written in black ink and is positioned above the printed name.

Gene F. Eriquez  
Mayor



August 21, 2001

Mayor Gene F. Eriquez  
Danbury City Hall

Dear Mayor Eriquez:

We have received the following donations:

<u>DONOR</u>	<u>AMOUNT</u>
1. Danbury/New Fairfield Newcomers Club Inc., c/o Dorothy Bourque, 14 Lindencrest Dr., 06811-4231	\$90.00
2. Mr. Juan Melendez, 5 Old Mill Plain Rd., 06811	\$50.00

These need to be credited into (1) BOOKS-CHILDREN line-item #7000.5660 and (2) BOOKS line-item #7000.5661. Please place these items on the agenda for the September Common Council meeting.

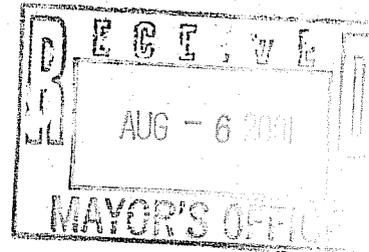
Sincerely,

A handwritten signature in cursive that reads "E. McDonough".

E. McDonough  
Director

c: D. Setaro - Director of Finance

**CITY OF DANBURY  
PARKS, RECREATION & FORESTRY  
DEPARTMENT**



**HATTERS COMMUNITY PARK  
7 EAST HAYESTOWN ROAD  
DANBURY, CONNECTICUT 06811**

**ROBERT G. RYERSON, DIRECTOR  
TEL. (203) 797-4632  
FAX (203) 797-4634**

---

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

---

**TO: Mayor Gene Eriquez and Members of Common Council**

**FROM: Robert G. Ryerson, Director of Parks & Recreation** *[Signature]*

**DATE: August 3, 2001**

**RE: REQUEST TO ACCEPT DONATION**

---

**Please accept the attached donation from the Town of Redding Parks and Recreation Department. We request a thank-you letter be sent to show our our appreciation for their donation.**

**Cc: Dominic Setaro, Director of Finance  
w/ check attached**

July 16, 2001

Hatters Community Park  
7 E. Hayestown Road  
Danbury, Ct 06811

Dear Peggy,

Just wanted to say thank you for the kindness you showed us on Wednesday. Letting us use your facility and park area was a well-appreciated gift. Thanks again from all the campers and myself.

Sincerely,

*Mrs. A*

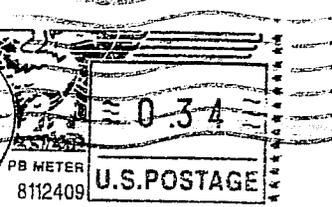
Mrs. A

*Linda S. Arnechevaro*

Redding Park and Recreation  
Day Camp Director

*Mrs. A*

**TOWN OF REDDING**  
Park and Recreation Dept.  
P.O. Box 1071  
Redding, CT 06875-1071



THIS DOCUMENT CONTAINS MICROPRINT SIGNATURE LINES AND AN ARTIFICIAL WATERMARK ON BACK

**TOWN OF REDDING**  
REDDING, CT 06875  
GENERAL FUND

CHECK NO. **005203**

69-7218  
2211

PEOPLE'S BANK  
BETHEL, CT

5203

VOID AFTER 90 DAYS

VENDOR	CHECK DATE	CHECK AMOUNT
1283	07/26/2001	\$50.00

\*\*\*\*\*50 DOLLARS AND NO CENTS

**PAY**

DANBURY PARK & RECREATION

TO THE  
ORDER

*Natalie J. Kitchan* MP  
SELECTMAN

*Tina Davis* MP  
SELECTMAN

*[Signature]* MP  
TREASURER

⑈005203⑈ ⑆221172186⑆ 069 7006112⑈



9

**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

**DEPARTMENT OF POLICE**  
**120 MAIN STREET**

**ROBERT L. PAQUETTE, CHIEF**  
**(203) 797-4614**

August 16, 2001

MEMORANDUM

To: Elizabeth Crudginton, City Clerk  
Members of the Common Council

From: Chief Robert L. Paquette

Subject: **Evaluation of Safety Equipment**

I request permission to accept the donation of safety equipment to be evaluated in a patrol vehicle for a period of one year. The equipment's value is approximately \$3,200 and will be returned to the supplier at the end of the evaluation period.

Robert L. Paquette  
Chief of Police

RLP:ks  
Attach.



**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

**DEPARTMENT OF POLICE**  
**120 MAIN STREET**

**ROBERT L. PAQUETTE, CHIEF**  
**(203) 797-4614**

Thursday, August 16, 2001

To: Chief Robert L. Paquette  
From: Lieutenant Peter F. Gantert

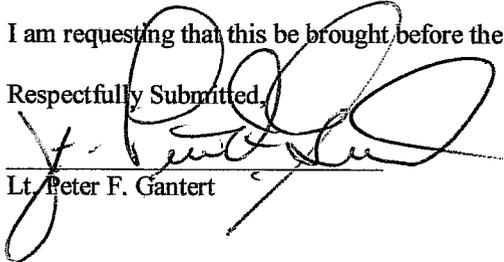
RE: Patrol vehicle Demo

Chief Robert L. Paquette,

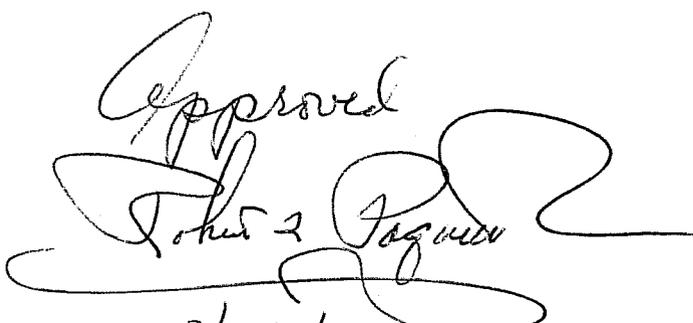
I have been in contact with SafeTec of Danbury concerning the possible evaluation new patrol vehicle safety equipment. Rick Spring of SafeTec has contacted numerous suppliers of safety equipment and wants to install demo equipment in one Danbury Police Patrol vehicle. This would be for the purpose of evaluating numerous types of equipment to ensure that department funds are spent appropriately for need equipment. This demos period would consist of a one-year time period and would allow us to use and evaluate many different types of safety equipment. Equipment would be substituted regularly to allow us to use many different makes, and models of equipment. The equipment would be returned upon termination of the year evaluation period.

I am requesting that this be brought before the Common Council at its next regular meeting for approval.

Respectfully Submitted,

  
Lt. Peter F. Gantert

*Approved*

  
Robert L. Paquette

8/16/01



10

**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

**HEALTH AND HOUSING DEPARTMENT**  
**155 DEER HILL AVENUE**

**(203) 797-4625**  
**FAX (203) 796-1596**

August 28, 2001

The Honorable Mayor Gene F. Eriquez and members of the Danbury Common Council  
155 Deer Hill Avenue  
Danbury, Connecticut

Dear Mayor Eriquez and Members of the Danbury Common Council:

The construction of the Still River pedestrian bridge will require the professional services of a licensed engineer for construction supervision. Our existing contract (for the design of the bridge) with the firm of P.W. Scott Engineering and Architecture, also specifies a construction supervision cost of \$6000.

Due to our tight budget, Mr. Scott has offered to reduce his fee to \$5000 so that the balance can be used for the construction costs. I have attached his letter offering this donation of services.

I respectfully request your acceptance of this donation of services. Thank you.

Respectfully Yours,

Jack Kozuchowski

Coordinator of Environmental &  
Occupational Health Services

P. W. Scott

email: pwscott@rcn.com

Engineering & Architecture, P.C.

3871 Route 6

(845) 278-2110

Brewster, NY 10509

FAX (845) 278-2166

August 7, 2001

Jack Kozuchowski  
Coordinator of Environmental & Occupational Health Services  
City of Danbury  
Health & Housing Department  
Town Hall, 155 Deer Hill Avenue 1st Fl.  
Danbury, CT 06810

RE: Still River Pedestrian Bridge  
Qualifications for HMW

Dear Jack:

The scope of services for contract administration is clearly defined in the contract of May 28, 1999 as processed by the City of Danbury. The fee is defined as \$6,000.00. The scope of services is noted in the standard form of agreement between owner/engineer for Professional Services as included with the contract. In the spirit of cooperation, our office will donate \$1,000.00 of our services to the City of Danbury with an appropriate donation letter provided to our offices from the City of Danbury.

If you have any further questions please call to discuss.

Very truly yours,



Peter W. Scott, P.E., R.A.  
President



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810  
DEPARTMENT OF ELDERLY SERVICES  
COMMISSION ON AGING

**Danbury Senior Center**  
80 Main Street  
(203) 797-4686

**Municipal Agent**  
80 Main Street  
(203) 797-4687

Mayor Gene F. Eriquez and  
Members of the Common Council  
City Hall  
Danbury, CT 06810

August 25, 2001

Mayor Eriquez and Members of the Common Council:

The following donations (\$75.00) have been sent to the Department of Elderly Services to be used for purposes of the Danbury Senior Center:

Candlewood Valley Convalescent Home	25.00
Town of New Milford	25.00
Harborside Healthcare	<u>25.00</u>
Total:	<u>75.00</u>

Kindly accept these donations and transfer them to the line items as requested on the accompanying form.

Respectfully,

Leo McIlrath

HARBORSIDE HEALTHCARE

One Beacon Street  
Boston, MA 02108

CHASE MANHATTAN BANK DELAWARE

1201 Market Street  
Wilmington, DE 19801  
62-26/311

62-26 0393-09

No. 0106135 311

Date 24.Jul.2001

Pay Amount \$25.00\*\*\*

Pay \*\*\*\*TWENTY-FIVE AND XX / 100 US DOLLAR\*\*\*\*

To The  
Order Of

DANBURY SENIOR CENTER  
80 MAIN STREET  
DANBURY, CT 06810

Authorized Signature

⑈0106135⑈ ⑆031100267⑆ 6301503938 509⑈

ORIGINAL CHECK HAS MICRO PRINTING IN THE SIGNATURE LINE AND RED CHECK NUMBERS IMAGE THROUGH TO THE BACK OF SHEET

TOWN OF NEW MILFORD

NEW MILFORD, CT 06776  
GENERAL FUND

51-57  
119

No. 037479



DATE  
7/20/2001

CHECK NUMBER  
37479

\$ AMOUNT  
\*\*\*\*\*25.00

PAY TO THE ORDER OF

DANBURY SENIOR CENTER  
80 MAIN STREET  
DANBURY CT 06810

⑈037479⑈ ⑆011900571⑆ 00574 00145⑈

CAROLYN H. DOYLE  
38 LONGVIEW DR.  
BROOKFIELD, CT 06804-1434

3943

DATE July 25, 2001 51-110/211  
BRANCH 95184

PAY TO THE ORDER OF Danbury Senior Center \$ 25.00

Twenty Five & 00/100 DOLLARS

FIRST UNION First Union National Bank  
firstunion.com  
R/T 021101108

Performance Banking®

FOR Candlewood Valley Carolyn H. Doyle

⑈021101108⑆ ⑆030189775241⑈ 3943



12

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

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

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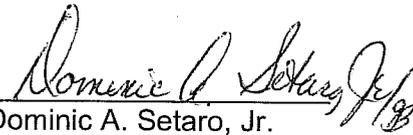
**M E M O R A N D U M**

---

**DATE:** August 28, 2001  
**TO:** Hon. Gene F. Eriquez via the Common Council  
**FROM:** Dominic A. Setaro, Jr., Director of Finance  
**RE:** Commission on Aging **CERTIFICATION**

I hereby certify the availability of \$567.00 to be transferred from the Elderly Services Donations Revenue Account to the Commission on Aging budget to the following account:

Professional Services/Fees	5002.5331	\$567.00
----------------------------	-----------	----------

  
Dominic A. Setaro, Jr.

/jgb



# CITY OF DANBURY

DANBURY, CONNECTICUT 06810  
DEPARTMENT OF ELDERLY SERVICES  
COMMISSION ON AGING

**Danbury Senior Center**  
80 Main Street  
(203) 797-4686

**Municipal Agent**  
80 Main Street  
(203) 797-4687

Date: 08/25/01

MEMO TO: Hon. Gene F. Eriquez  
via the Common Council

FROM: Leo McIlrath, Director  
Elderly Services

RE: Reappropriation of Donated Funds

RECEIVED  
FINANCE DEPT  
AUG 28 2001

I hereby request a transfer of funds in the amount of \$567.00 from the Elderly Services donations account to the Commission on Aging budget for the following accounts:

Professional Service Fees - 5002-5331

I have been advised by the Director of Finance that these funds exist in my account, and he will provide you with his certification.

Leo McIlrath

LM/jg

cc: Dominic A. Setaro, Jr.  
Director of Finance



13

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

---

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

---

**DATE:** August 16, 2001  
**TO:** Hon. Gene F. Eriquez via the Common Council  
**FROM:** Dominic A. Setaro, Jr., Director of Finance  
**RE:** Water Fund Reappropriation  
**CC:** William Buckley

### CERTIFICATION

As is customary, because the Water Fund is an Enterprise Fund, any funds that are appropriated and unspent at the end of the fiscal year for capital projects and equipment purchases which are carried over into the next fiscal year (plus any purchase orders issued prior to June 30 but not completed), the Common Council must take action to reappropriate those moneys so that the projects can be completed and equipment accepted.

Based on a preliminary financial statement that will be issued to our auditors, I hereby certify the availability of \$111,276.55 to be reappropriated to the Water Fund accounts as per the attached listing. Please place this item on the agenda for the Common Council's September meeting.

Should you need any additional information, feel free to give me a call.

Dominic A. Setaro, Jr.

DAS/jgb

Attach.

**WATER FUND**

<u>Account Number</u>	<u>Project</u>	<u>Amount</u>
9802.8005	Impounding Reservoir	\$ 3,697.00
9802.8007	Structures & Improv. Pumping PCT	37,329.97
9802.8010	Water Treatment Eq	5,895.00
9802.8014	Trans & Dist Mains	15,197.95
9804.5339	Operation Supv & Eng	33,100.26
9805.5552	Maintenance of Structures	569.91
9806.5555	Maint. Water Treatment Eq	2,730.00
9807.5684	T&D Lines Exp-Materials	7,180.46
9807.5686	Miscellaneous Exp.	92.36
9810.5334	Outside Services	99.48
9810.5506	Maintain Automotive Eq	4,840.68
9810.5601	Office Supplies	95.98
9810.5687	Misc Expense Administration	<u>447.50</u>
		\$111,276.55



# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

---

## MEMORANDUM

---

**TO:** Hon. Gene F. Eriquez via the Common Council  
**FROM:** Dominic A. Setaro, Jr., Director of Finance  
**RE:** DANBURY RAILYARD PARKING PROPOSED BUDGET  
**DATE:** August 20, 2001

---

According to the Railroad Station lease between the City of Danbury and the State of Connecticut, all revenue received from the Parking Authority for permits is turned over to the City of Danbury. The City is to use this money towards the upkeep of the Metro North Railroad Station. I am proposing the following budget for fiscal year 2001-2002 based upon revenues received from last fiscal year.

Revenue \$15,000

Expenditures:

Salaries	\$ 3,500	Parks & Rec Maintenance
Administration	3,600	Monthly Fees to Parking Authority
Cleaning Services	6,024	Custom Care Cleaning
Alarm Service	210	United Alarm
Building Maintenance	<u>1,666</u>	Basic Building Maintenance
<b>TOTAL</b>	<b>\$15,000</b>	

Should you have any questions or require any additional information, please call me.

Dominic A. Setaro, Jr.

DAS/jgb

COMMON COUNCIL - CITY OF DANBURY

15

APPLICATION FOR EXTENSION OF SEWER/WATER

Sewer

Water

Name of Applicant: Anthony JAMES

Address: 21 Crofut St.  
Danbury Ct.

Telephone: 7300375

The undersigned submits for consideration an application for extension of sewer and/or water facilities for property

Located at: OIL MILL RD.

Assessors's Lot No. H15069

Zone: R-3

Intended Use: Retail  Single Family Residential   
Office  Multiple Family Development   
Mixed Use   
Industrial

Number of Efficiency Units \_\_\_\_\_  
Number of 1 Bedroom Units \_\_\_\_\_  
Number of 2 Bedroom Units \_\_\_\_\_  
Number of 3 Bedroom Units 2  
Total Number of Units 2

Anthony James  
SIGNATURE  
8/13/01  
DATE

16

Federal Towing & Car Care  
7 Shalvoys Lane  
Danbury Ct 06810  
203-794-9475

John Gogliettino  
P.O. Box 2598  
Danbury Ct 06813

Dear John,

I have a concern that I hope you can help me with. I recently had a spot on the Danbury Police towing rotation list. Chief Paquette made the decision to remove my company from the rotation list. His decision was based on the fact that I have another business on the list, and he felt that it is not fair to the others on the list who have only one business. However in review of City Ordinance Section 20-12 through 21 I fail to find grounds for removal from the tow list.

I am writing to ask if an ad-hoc committee would review the ordinance and reverse the Chiefs decision. I am enclosing letters & previous approvals for review.

Sincerely  
Brian Anderson

Aug 15 01 01:03p

p. 2



**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

DEPARTMENT OF POLICE  
120 MAIN STREET

ROBERT L. PAQUETTE, CHIEF  
(203) 797-4614

August 8, 2001

Attorney Mark D. Pancrazio  
Smith & Pancrazio  
25 Old Route 37  
New Fairfield, CT 06812

Dear Attorney Pancrazio:

Reference is made to your letter of July 17, 2001.

Over the past several years there has been a continuing trend by towers in the City of Danbury to appear on the Danbury Police Department's rotating tow list as often as possible. The reason is obvious - monetary gain. To accomplish this, half of the tow operators have attempted to do as your client, or at least attempt to in order to increase their exposure. In order to maintain control and at least be fair to everyone, the rotational tow list was limited in what I consider a reasonable fashion.

In theory an individual could duplicate the requirements listed in the City Ordinance, Section 20-12 through 21, as many times as financially able in order to increase one's presence on the rotating tow list. This last review by Sgt. Joseph Brunelli indicated that four tow operators had done this to varying degrees. This caused dissension amongst the other four who claimed that the others were compromising the intent of the City Ordinance and giving others an unfair advantage. In a way, I had to agree with them and in fairness to all allowed no one to duplicate their standing to the disadvantage of the others.

Be as it may, this entire process is expected to change in the very near future. The Mayor has requested that the City Ordinance be changed. He is desirous that there be one tow operator and that operator secure the city contract through a bid process. This new process is currently being formulated and will emanate from the Mayor's office via the City of Danbury Corporation Counsel. As you can deduce, this current process will change dramatically when proposed by the Mayor and a new ordinance is adopted.

I hope this reply addresses your client's concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert L. Paquette", written over a circular stamp or seal.

Robert L. Paquette  
Chief of Police





# CITY OF DANBURY

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810  
OFFICE OF THE CORPORATION COUNSEL

22-July  
17  
PLEASE REPLY TO:

July 16, 2001

DANBURY, CT 06810

Hon. Mayor Gene F. Eriquez  
Hon. Members of the Common Council  
155 Deer Hill Avenue  
Danbury, CT 06810

Re: July Agenda Item No. 22  
Request to Sell Property to the City of Danbury  
Parcel "C" on Map 6197, Mr. & Mrs. Philip Colla

Dear Mayor and Council:

The above proposal that the City purchase property owned by the petitioner was referred to this office, the Planning Director, Director of Finance and the City Engineer for reports.

Assuming the reports from the other departments are favorable, and assuming further that you are interested in purchasing this property, you may wish to forward this request to the Tax Assessor for a determination of value, or possibly obtain an appraisal. In addition, the Planning Commission must approve the proposed purchase and funds must be available in the final amount determined.

It should be kept in mind that as with any property acquired by the City from a private owner, such property becomes tax exempt at the time of transfer. In the event you have any other questions, please do not hesitate to call.

Very truly yours,

Laszlo L. Pinter,  
Assistant Corporation Counsel

cc: Dominic A. Setaro, Jr., Director of Finance  
Dennis I. Elpern, Director of Planning & Zoning  
Patricia A. Ellsworth, P.E., Assistant City Engineer

Llp/CITYPURCHASE

22-July

**CITY OF DANBURY**  
**CONSERVATION COMMISSION**

**Mr. Thomas Arconti,  
President Common Council  
155 Deer Hill Ave  
Danbury, CT 06810**

**July 17, 2001**

**Ref: Cola property**

**Dear Mr President:**

**At last night's meeting the commission voted as follows on the referral of item # 22 from the July Common Council meeting:**

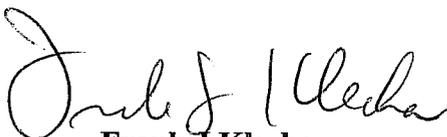
**We recommend the purchase of the Cola property on 26 Mountainville Rd with the stipulation that funds be also allocated for design and construction of an access link to Roger's Park pond. The vote was 3 to 1 in favor.**

**Without the funds for the access link to Roger's Park the property is of little use as it is landlocked.**

**The evaluation of the property was completed by commission vice-chairman Ed Prybylski and committee liaison Jack Kozuchowski.**

**If we can be of any additional assistance, do not hesitate to contact us.**

**Sincerely,**



**Frank J Klecha,  
Chairman**



# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

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## MEMORANDUM

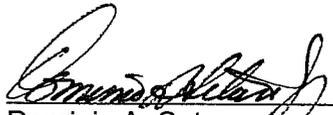
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**TO:** Hon. Gene F. Eriquez, via the Common Council  
**FROM:** Dominic A. Setaro, Jr., Director of Finance  
**RE:** **JULY AGENDA ITEM NO. 22**  
**DATE:** July 23, 2001  
**CC:** Colleen Velez

---

The request to sell property to the City of Danbury (Parcel "C" on Map by 6197) by Mr. & Mrs. Philip Colla was referred to me for a recommendation. If it is determined that the City is in need of this property, then an appropriation from our Contingency Fund will be necessary.

I concur with the recommendation of Assistant Corporation Counsel Laszlo Pinter that the Tax Assessor should also review the proposal to determine if the purchase price is warranted.

  
Dominic A. Setaro, Jr.

DAS/jgb



**CITY OF DANBURY**  
**DANBURY, CONNECTICUT 06810**

**HEALTH AND HOUSING DEPARTMENT**  
**155 DEER HILL AVENUE**

(203) 797-4625  
FAX (203) 796-1596

July 18, 2001

To: Mayor Gene Eriquez

From: Jack Kozuchowski, Coordinator of Environmental & Occupational Health Services

Re: Property Acquisition Proposal – Cola Property

Several weeks ago, you requested my review of the proposed offering of 26 Mountainville Road to the City as an open space. I conducted my review with input from the Conservation Commission, who held a meeting on this subject this week.

The attached "Open Space Evaluation" checklist was used as a foundation for my review of the property's value to the City as an open space for passive recreation. This form also served to facilitate a discussion with the Conservation Commission on this site's open space value.

As indicated, the key consideration of this site is its lack of accessibility by the public and the potential for connecting to other open space areas in the City.

The Commission voted to endorse the findings of my report. They also suggested that the City should consider acquisition of this property, but with the strict stipulation that the purchase be tied to funding that would allow the design and construction of a boardwalk that would connect this site to the Ives Trail around Rogers Park Pond.

Please let me know if you have any questions regarding this report and recommendation.



Jack Kozuchowski

cc: Frank Klecha

## **Open Space Evaluation Form – for characterization of properties offered for donation**

Property Owner : Phil Cola

Address of Site: 26 Mountainville Road (back property)

Date of evaluation: 6/18/01

Evaluator(s): Jack Kozuchowski, Ed Prybylski

### **Attributes:**

Size of Property: *2.4 acres*

Topography: *Flat*

Ecosystem Type: *Entire site is wetlands – combination of marsh, scrub-shrub swamp and wooded swamp with an inclusion of an upland knoll near Rogers Park Pond.*

Adjoining open space: *Rogers Park Pond.*

Accessibility: *Currently the site is non-accessible, as it is “landlocked” (bounded by private property) on 3 sides and separated from Rogers Park Pond by the upper pond.*

Recreation/ Educational potential: *Currently the recreational and educational value of the site is limited by its non-accessibility and the difficulty of traversing through wetland area. However, if a raised boardwalk were constructed as a loop through the site, it would offer an attractive addition to the Ives Trail around Rogers Park Pond.*

Density of other open space areas in 2 mile radius: *This general location is most likely the richest in open space density in the City, as Rogers Park Pond, Old Quarry Nature Center, and Tarrywile Park all lie within the 2 mile radius.*

Potential for Development of Site: *Almost no potential to develop the property in any way, other than for recreation and education) as the site is virtually 100% wetland and permitting would most likely restrict any intrusive use of the property.*

### **Other Comments and Recommendations:**

Assuming that there are no rare, endangered species or species of special concern, this site in its current condition is of little value to the City as an open space. It is landlocked and citizens would have no access to the property. It is unlikely to ever be developed.

However, if the City were to connect this property to the Ives Trail living learning trail around Rogers Park Pond, it would provide an attractive addition to the City’ Outdoor Environmental Laboratory, exhibiting a variety of wetland ecosystems as a transitional zone to the Pond walk.

If the City has a strong commitment to enhance the Ives Trail with a wetland education loop, this acquisition would be an asset. However, the cost of construction of an elevated boardwalk that extends from the existing spill way over to the subject parcel with a 0.25 – 0.5 mile loop should be added to the cost of acquisition.

23-July

18



# CITY OF DANBURY

155 DEER HILL AVENUE  
DANBURY, CONNECTICUT 06810

ENGINEERING DEPARTMENT  
(203) 797-4641  
FAX (203) 796-1586

WILLIAM J. BUCKLEY, JR., P.E.  
DIRECTOR OF PUBLIC WORKS / CITY ENGINEER

July 9, 2001

Gene F. Eriquez, Mayor  
Common Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

Dear Mayor Eriquez and Common Council Members:

Request to Purchase Property  
Peace Street at Hobson Street

At the July 3, 2001 Common Council meeting, the undated letter from Ben and Ingrid Edwards was forwarded to our department for a thirty day report (reference meeting minutes item 23).

Ben and Ingrid Edwards are requesting that they be allowed to purchase the existing "paper road" portion of Peace Street. Peace Street was developed as part of the MacDonald Farm (now known as Lee heights) subdivision dated 1898. A copy of the subdivision map can be found as Map #9 in the City of Danbury Town Clerk records.

Ben and Ingrid Edwards own a lot that was created from the previously existing Tax Assessor's Lot #G15279. On the enclosed copy of a section of the Tax Assessor's map, the portion of the Peace Street right of way in question has been cross hatched.

Although Peace Street is fully maintained by the City, we could find no date of official acceptance of the street by the City and no deed conveying ownership to the City. Therefore, before any transfer of property takes place, a legal determination will need to be made as to the status of the "paper road" portion of Peace Street (is it owned by the City or by others). In a similar situation, a developer is presently planning to build on existing lots on the "paper road" portion of Victor Street just to the north of the "paper road" section of Peace Street that is the subject of the Edwards petition. Victor Street was

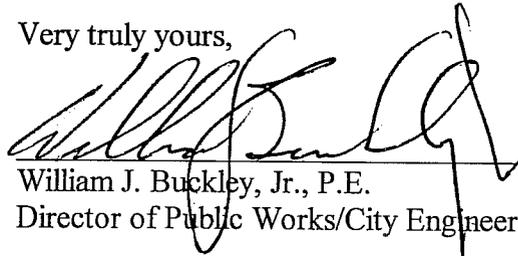


developed as part of the same subdivision as Peace Street. In the Victor Street case, the project surveyor stated that he was unable to determine who the owner of the "paper road" was. The attorney for the Victor Street developer has stated that the owners of the lots abutting the Victor Street "paper road" have rights to pass and repass over the "paper road" and are developing a private access driveway over said "paper road".

If it is determined that this "paper road" is owned by the City, we question whether it should be transferred to a private property owner. This "paper road" seems to be the only access to Tax Assessor's Lot # G15260. It also abuts Tax Assessor's Lot # G15261 and possibly other lots which were created out of the former Tax Assessor's Lot # G15279. Should the owners of these other abutting properties be given the opportunity to acquire all or a portion of the "paper road" in question?

If you have any questions or require additional information, please feel free to contact this office.

Very truly yours,



William J. Buckley, Jr., P.E.  
Director of Public Works/City Engineer

WJB/PAE/pe

Encl.

C: Eric L. Gottschalk, Esq., with encl.  
Dennis Elpern, with encl.



TAX Assessor's  
MAP G15



# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

OFFICE OF THE CORPORATION COUNSEL

PLEASE REPLY TO:  
(203) 797-4518

DANBURY, CT 06810

July 26, 2001

Hon. Mayor Gene F. Eriquez  
Hon. Members of the Common Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

Re: Request to Purchase Property  
Peace Street at Hobson Street  
July 3, 2001 Common Council Agenda Item #23

Dear Mayor Eriquez and Council Members:

I write in response to your request for a report on the above matter. This matter comes before the Common Council as Ben and Ingrid Edwards of 30 Peace Street wrote to you to inquire as to whether they might purchase a paper road portion of Peace Street which abuts their existing property.

The report submitted by Mr. Buckley, dated July 9, 2001, indicates that Peace Street was developed as part of a subdivision dated 1898. The report also indicates that Peace Street is maintained by the City, but has not been officially accepted by the City and no deed exists conveying ownership to the City..

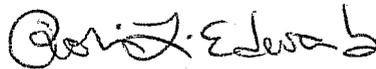
There are two principal issues to be considered in this situation. The first issue concerns whether or not the paper road portion of Peace Street, which the Edwards seek to purchase, is a city road. The paper road portion of Peace Street does not appear to be owned by the City, even though it is shown on a subdivision map dated 1898. As stated in Mr. Buckley's report, no portion of Peace Street, including the paper road portion, was ever formally accepted by the City. Moreover, the paper road portion has never been used or maintained as a public highway. Therefore, there can be no determination that the paper road portion has been impliedly accepted as a city road

The second issue concerns what private easement rights abutting property owners may have over the paper road portion of Peace Street. The "creation of a subdivision map which depicts a street layout, coupled with conveyances of property by deeds which reference that map, gives rise to private easements over the streets as depicted, which run to and with each of the lots sold." Sostman and Anderson. The Highway and Right of Way: An Analysis of the Decisional Law in Connecticut

Concerning Public, Private and Proposed Roads from Establishment to Abandonment, 61 Conn. B.J. 299, 336 (1987). While we have not conducted a title search, if the deeds to the lots abutting this paper road portion of Peace Street reference the original 1898 subdivision map, the abutting owners would have private easements over the paper road portion of Peace Street.

In summary, since the City has not accepted the portion of Peace Street in question and because abutting lot owners may have private easements over the paper road portion, we recommend that the Council take no action on the request.

Very truly yours,



Robin L. Edwards  
Assistant Corporation Counsel

cc: Eric L. Gottschalk, Corporation Counsel  
William J. Buckley, Jr., Dir. Public Utilities/City Engineer  
Dennis I. Elpern, Director of Planning

g: peace street.ltr



23-July

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

## PLANNING COMMISSION

(203) 797-4525

(203) 797-4586 (FAX)

August 27, 2001

Common Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

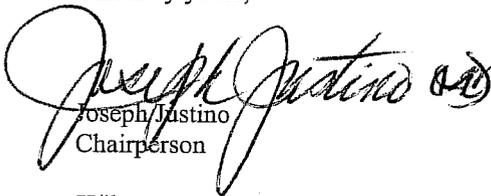
Re: 8-24 Referral – Ben and Ingrid Edwards – Request to Purchase Land at Peace and Hobson Street

Dear Council Members:

The Planning Commission at its meeting August 15, 2001, motioned for a negative recommendation for the request to purchase land at Peace and Hobson Street, because there is no documentation as to who owns the property, or if the paper street was ever conveyed to the City, and should not the other lot owner (G15261), be given the chance to bid on this property.

The motion was made by Mr. Zaleta, seconded by Mr. Deeb, and passed with "ayes" from Commissioners Zaleta, Deeb, Manuel, and Justino.

Sincerely yours,

  
Joseph Justino  
Chairperson

JJ/jlc



# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

19

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

Re: **Vision 21<sup>2</sup> Bond Package**

The Common Council met as a committee of the whole on August 22, 2001 immediately following a public hearing in City Hall.

Mr. Levy made a motion to separate the bond issue into two separate ordinances: one consisting of the four school components and one consisting of all other items. Seconded by Mr. McAllister.

Mr. Gallagher asked Mr. Levy for his rationale. Mr. Levy stated that the children are most important. The education items should stand alone. Mr. Gallagher asked if it was Mr. Levy's intention to have two separate items sent to referendum. Mr. Levy said it was. Mr. Arconti spoke against the motion. He said this is a comprehensive package that looks to quality of life issues.

After further discussion, Mr. McAllister moved the question. Seconded by Mr. Levy. Motion failed 10-10.

Discussion followed concerning the Hearthstone Castle and the East Ditch Flooding project. Mr. Shuler asked Mayor Eriquez what the impact on the City would be if the ordinances should fail at referendum. Mayor Eriquez stated that none of these projects would be addressed. The voters have always approved Bond Packages.

Mr. McAllister noted that the discussion was veering off the motion. Mr. Saadi made a motion to move the question. Seconded by Mr. McAllister. The motion carried with Council Members Dean Esposito, Machado, Arconti, John Esposito, Gallagher and Martin Moore voting in the negative.

Main motion, to divide the package, carried with members voting as follows:

Yes – Levy, Scalzo, McAllister, Saadi, Buzaid, Shuler, David Furtado, Abrantes, Basso, David Furtado, Gogliettino, Michael Moore, Martin Moore, and Saracino.

No – Dean Esposito, Machado, Arconti, John Esposito, Pascuzzi, Manny Furtado

14 – yes 6 no

Dean Esposito made a motion to accept the education portion of the bond package. Seconded by Mr. Shuler.

Dean Esposito asked if money could be moved from Tarrywile to the education side. Mr. Setaro said that the Council could make the education side any amount it wishes. Mr. Gottschalk asked if Mr. Esposito is asking if the funds can be moved tonight or after both sides are approved. Mr. Esposito said now. Mr. Gottschalk said any amendment to add would be appropriate. Mr. Esposito asked if the bottom line must remain the same. Mr. Gottschalk said that if it is the intention to keep the bottom line the same, you must decrease somewhere if you are adding somewhere else.

Martin Moore stated that on page 2 under section 3, it states that the Mayor and the Director of Finance may expend appropriations for any of the purposes and projects set forth therein and the Mayor and the Director of Finance may approve transfers among the appropriations. However, he feels the Council should be a partner in this.

Martin Moore made a motion to amend this language to state that all single transfers of \$25,000 or more would require Common Council approval. Seconded by Mrs. Saracino

Mr. Setaro stated that this language is in all bond authorizations and is consistent with the Charter. He suggested that the Common Council not change the language. He explained that they have to live within the boundaries of the ordinance. Mr. Levy stated that the Common Council would like to be kept informed as to where the projects are and to cost overruns. Mr. Buckley stated that it is not unusual to have a change order for \$25,000. Having to get Common Council approval could delay the project. Mr. Gogliettino said he could support a higher limit such as \$100,000. He offered a friendly amendment to raise the amount to \$100,000. Mrs. Saracino agreed.

Motion failed with Council Members McAllister, Saadi, Basso, Gogliettino, Martin Moore and Saracino voting in the affirmative.

Mr. McAllister offered an amendment to increase the funds for the DHS auditorium from \$500,000 to \$750,000. Seconded by Manny Furtado.

(At 10:15 P.M. Mrs. Basso left the meeting)

After further discussion, the motion failed with 6 yes and 13 no.

The main motion, to adopt the education items in the bond package passed with Martin Moore voting in the negative.

Mr. Gallagher made a motion to adopt the City items in the bond package and send it to referendum. Seconded by Mr. Shuler. Mr. Saadi offered an amendment to divide the question and discuss each appropriation individually. Seconded by Mr. McAllister.

After discussion motion to amend failed 9 yes, 10 no, with Council Members Levy, Scalzo, McAllister, Saadi, David Furtado, John Esposito, Michael Moore, Martin Moore and Saracino voting yes and Council Members Buzaid, Machado, Shuler, Arconti, Abrantes, Pascuzzi, Manny Furtado, Gallagher, and Gogliettino voting no.

Mr. Gogliettino offered an amendment to delete the Hearthstone Castle form the proposal. Seconded by Mr. Saadi. Motion carried unanimously.

Mr. Pascuzzi made a motion to increase the rebuild, repave highways and drainage line item by \$1,000,000 to be used for the East Ditch project. Seconded by Mr. Saadi.

Mr. Arconti asked if the \$1,000,000 would be enough for the study, but not for the project. Mr. Buckley said it would cover only a portion of what would be needed. Motion carried unanimously.

Mr. Levy made a motion that the line item Engine Co #25 Building & T-Ball Field be amended to reflect a change in the description to read Engine Co #25 building and land and the amount increased from \$500,000 to \$545,000; and the line item entitled Engine Co #25 Sanitary Sewer be removed and that the narrative be amended to exclude use of the King Street School property. Seconded by Mr. McAllister.

After discussion, the motion to amend carried with Council Members Dean Esposito, Arconti, Pascuzzi, Manny Furtado and Gallagher voting in the negative.

The main motion, as amended, to remove the Hearthstone Castle and add \$1,000,000 to the drainage line item for East Ditch and the King Street Volunteer Fire Company item carried with Martin Moore and Mary Saracino voting in the negative.

Manny Furtado made a motion to adjourn at 11:45 P.M.

Respectfully submitted,

  
THOMAS ARCONTI, Chairman

main motion

to adopt ~~Res~~ Ord

19

**COMMON COUNCIL ROLL CALL**

<u>NAME</u>	<u>YES</u>	<u>NO</u>
WARREN LEVY	✓	
HARRY SCALZO	✓	
PAUL McALLISTER	✓	
MARY SMITH	✓	
THOMAS SAADI	✓	
EMILE BUZAID	✓	
DEAN ESPOSITO	✓	
VALDEMIRO MACHADO	✓	
CONNIE SHULER	✓	
DAVID FURTADO	✓	
THOMAS ARCONTI	✓	
JOHN ESPOSITO	✓	
HELENA ABRANTES	✓	
MICHAEL PASCUZZI		✓
PAULINE BASSO		✓
MANNY FURTADO	✓	
MATTHEW GALLAGHER	✓	
JOHN GOGLIETTINO	✓	
MICHAEL MOORE	✓	
MARTIN MOORE		✓
MARY SARACINO		✓
	17	4

~~Motion~~ amended, 19  
rain

**COMMON COUNCIL ROLL CALL**

<u>NAME</u>	<u>YES</u>	<u>NO</u>
WARREN LEVY		✓
HARRY SCALZO		✓
PAUL McALLISTER		✓
MARY SMITH		✓
THOMAS SAADI		✓
EMILE BUZAID	✓	
DEAN ESPOSITO	✓	
VALDEMIRO MACHADO		✓
CONNIE SHULER		✓
DAVID FURTADO		✓
THOMAS ARCONTI	✓	
JOHN ESPOSITO		✓
HELENA ABRANTES	✓	
MICHAEL PASCUZZI	✓	
PAULINE BASSO	✓	
MANNY FURTADO	✓	
MATTHEW GALLAGHER	✓	
JOHN GOGLIETTINO		✓
MICHAEL MOORE		✓
MARTIN MOORE		✓
MARY SARACINO	✓ 9	12

Amendment # 11  
to Amena

**COMMON COUNCIL ROLL CALL**

<u>NAME</u>	<u>YES</u>	<u>NO</u>
WARREN LEVY		✓
HARRY SCALZO		✓
PAUL McALLISTER		✓
MARY SMITH		✓
THOMAS SAADI	✓	
EMILE BUZAID	✓	
DEAN ESPOSITO	✓	
VALDEMIRO MACHADO		✓
CONNIE SHULER		✓
DAVID FURTADO	✓	
THOMAS ARCONTI	✓	
JOHN ESPOSITO		✓
HELENA ABRANTES	✓	
MICHAEL PASCUZZI	✓	
PAULINE BASSO	✓	
MANNY FURTADO	✓	
MATTHEW GALLAGHER	✓	
JOHN GOGLIETTINO	✓	
MICHAEL MOORE	✓	
MARTIN MOORE	✓	
MARY SARACINO		✓
	13	8



20

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

Re: **Deferral of Assessment Increases Attributable to Rehabilitation of Real Property under the Connecticut Urban Rehabilitation Homeownership**

The Common Council met as a committee of the whole immediately following a public hearing on August 22, 2001 in the Common Council Chambers.

Mr. Gallagher made a motion to recommend adoption of the Ordinance. Seconded by David Furtado.

Mr. Scalzo asked if the deferral follows the individual or the land. Attorney Gottschalk said that individuals must meet CHFA requirements. The assessment would terminate on transfer of ownership and requires owner residency. Mr. Gallagher asked if it would be allowable to permit this even if someone does not meet CHFA guidelines. Attorney Gottschalk said that we would have to have legislation from the State to do so.

Motion carried unanimously.

Respectfully submitted,

THOMAS ARCONTI  
Chairman



# ORDINANCE

## CITY OF DANBURY, STATE OF CONNECTICUT

### COMMON COUNCIL

September 5, 2001

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

THAT the Code of Ordinances of Danbury, Connecticut is hereby amended by the addition of a new section, to be numbered 18-25.1, which said section reads as follows:

**Sec. 18-25.1. Deferral of assessment increases attributable to rehabilitation of real property under the Connecticut Urban Rehabilitation Homeownership Program.**

(a) Preamble, general findings and authority. Whereas, the State of Connecticut and the City of Danbury seek to promote neighborhood stabilization through the rehabilitation of residential properties and wish to encourage employees to live where they work; and whereas, the State of Connecticut has established the Urban Rehabilitation Homeownership Program in order to serve said goals; and whereas, pursuant to the provisions of Special Session Public Act 01-9, Sec. 81, the Connecticut General Assembly has authorized targeted municipalities, including the City of Danbury, to fix assessments attributable to rehabilitation of real property within designated areas of the city in accordance with the Urban Rehabilitation Homeownership Program; and whereas the deferral of assessment increases attributable to said rehabilitation will further these goals and encourage the continued economic vitality of the city; now, therefore, the City of Danbury does hereby provide for the deferral of assessment increases attributable to the rehabilitation of residential real property within designated areas of the city as specified herein.

(b) Application and eligibility. An application to the City for a deferral of assessment increases attributable to the rehabilitation of residential real property may be made by any party who intends to acquire or has acquired residential real property pursuant to the provisions of Special Section Public Act 01-9, Sec. 81 and the Urban Rehabilitation Homeownership Program. In order to be eligible for the benefits provided by this section, upon receipt of a report from the Planning Department, the Common Council must find that:

- (1) The applicant is an approved participant in the Connecticut Housing Finance Authority Urban Rehabilitation Homeownership Program who intends to acquire or has acquired residential real property within certain areas of the City of Danbury designated by said Authority;
- (2) The applicant is willing to enter into a written agreement with the City of Danbury requiring the applicant to rehabilitate such real property with assistance provided by the Connecticut Housing Finance Authority under said Program; and,
- (3) The applicant is not delinquent in the payment of taxes owed to the City of Danbury or taxes owed to the Danbury Downtown Special Services District at the time of application.

(c) Application procedure.

- (1) All applications shall be submitted to the Danbury Planning Department on forms supplied by said Department. Each such application shall include the applicant's estimate of the cost of the rehabilitation subject to deferred assessment hereunder.
- (2) The Planning Department shall review each application submitted to it and shall forward each such application to the Common Council within 30 days of receipt together with the Department's report concerning whether or not the application meets the eligibility criteria contained in this section. Such report shall include specific reasons in support of the findings expressed therein.



# ORDINANCE

## CITY OF DANBURY, STATE OF CONNECTICUT

### COMMON COUNCIL

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

(3) Upon receipt of an application and report from the Planning Department, the Common Council shall approve the application, reject the application, or return the application to the Department for further information. If an application is rejected, the Common Council shall state its reasons for rejection upon the record. The applicant may file a revised application with the Planning Department, which addresses the reasons for rejection by the Common Council.

(4) In the event of approval, the Common Council shall adopt a resolution authorizing the Mayor to enter into an agreement with the applicant, as specified herein.

(d) Assessment deferral agreement.

(1) The assessment deferral agreement to be signed by the applicant and the Mayor on behalf of the City shall refer to and incorporate the application as approved by the Common Council, shall reflect the assessment on the property immediately prior to the commencement of rehabilitation.

(2) The assessment deferral agreement shall provide that upon completion of the rehabilitation work and issuance of the certificate of occupancy the increase in the assessment on the property due to such rehabilitation shall be deferred for a period of five years from the date such rehabilitation is completed.

(3) Deferred assessments shall not apply to taxes levied under section 19B-3 of the Danbury Code of Ordinances applicable to Downtown Special Services District taxes.

(4) The assessment deferral agreement shall provide that such rehabilitation shall be completed by a date fixed in such assessment deferral agreement. In the event that on the date so fixed for completion, the Planning Department has denied certification that the rehabilitation has been performed in accordance with the terms of the assessment deferral agreement, or at any time if the Planning Department determines that the owner of the property is in default under the terms of said agreement, and has failed to cure said default after notice and an opportunity to do so, the agreement shall terminate. In the event of such termination, the owner of the property, as herein provided, shall be liable for any increase in taxes for which he would have been liable in the absence of such agreement. The agreement shall further provide that a property owner may apply to the Planning Department for an extension of time in which to complete the rehabilitation, which, for good cause shown, the Planning Department may approve, but in no event shall such extension of time exceed a period of one (1) year.

(5) The assessment deferral agreement shall further provide that the agreement is contingent upon the following conditions:

a. That, in addition to the certification requirement of subsection (e)(3) of this section, the property shall be subject to inspection and certification by the Building Inspector and Health Director, as being in conformance with such provisions of the state building and health codes and local housing codes as may apply, and by the Zoning Enforcement Officer to ensure conformance with the Zoning Regulations, as required;



# ORDINANCE

## CITY OF DANBURY, STATE OF CONNECTICUT

### COMMON COUNCIL

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

- b. That the assessment deferral shall cease if there is any delinquency in the payment of taxes on the property; and
  - c. That the assessment deferral shall be conditioned upon the continued residence of the applicant in such property during the period of said deferral.
- (e) Miscellaneous provisions.
- (1) The applicant must have acquired the property to be rehabilitated prior to execution of the tax assessment deferral agreement.
  - (2) The Assessor shall have the sole responsibility for determining the cost and value of the rehabilitated real property subject to a deferral of assessment increases hereunder.
  - (3) A copy of any assessment deferral agreement entered into pursuant to the provisions of this section shall be forwarded to the Assessor, who shall adjust his or her records accordingly.
  - (4) The Planning Department shall forward a copy of its certification that the construction or improvements has been completed in accordance with the assessment deferral agreement to the Assessor. In the event that the Planning Department denies such certification, it shall send a copy of its denial to the Assessor, who shall readjust his or her tax records in accordance with the provisions of this section.
  - (5) Any agreement entered into under the provisions of this section shall be recorded on the land records of the City.
  - (6) The Planning Department is authorized to establish written procedures and technical specifications for the administration of this section.
  - (7) Properties undergoing rehabilitation that commenced prior to the adoption of this section, but which have not yet received a certificate of occupancy, may be eligible for the benefits set forth in this section, provided that they meet the requirements of and apply in accordance with the provisions of this section.
  - (8) In the event of a general revaluation by the city in the year in which such rehabilitation is completed resulting in any increase in the assessment of such property, only that portion of the increase resulting from such rehabilitation shall be deferred; and in the event of a general revaluation in any year after the year in which such rehabilitation is completed, such deferred assessment shall be increased or decreased in proportion to the increase or decrease in the total assessment on such property as a result of such general revaluation.

**EFFECTIVE DATE:** This Ordinance shall take effect thirty (30) days after adoption and publication, as provided by law and section 3-10 of the Charter of the City of Danbury.

Adopted by the Common Council - September 5, 2001  
Approved by Mayor Gene F. Eriquez - September 5, 2001

ATTEST *Jimmetta L. Samaha* 3  
JIMMETTA L. SAMAHA  
Assistant City Clerk



Franklin St

310

2

2107

2101

2102

2106

5

MOVE TO 2107



# CITY OF DANBURY

21

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

Re: **Donated Services - Still River Greenway Project**

The Common Council Committee appointed to review the request to accept donated services for the Still River Greenway Project met on August 22, 2001 at 6:00 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Arconti, Abrantes and Basso. Also in attendance were Director of Finance Dominic Setaro, Corporation Counsel Eric Gottschalk, Director of Health William Buckley, Jack Kozuchowski, Council Member Paul McAllister, ex-officio and Marguerite Mitchell.

Mr. McAllister stated that he does not have a problem with the project, but with the bidding process. He said that when a project goes out to bid and come in excessively high, should it not go back to the drawing board. Attorney Gottschalk said that this is the common practice, but the low bidder offered to donate \$10,000 in services. Mr. McAllister asked if any other bidders were offered this opportunity. Mr. Kozuchowski said that all discussion took place with the low bidder. They review the figures and asked if the bidder could reduce the figures and they offered \$10,000 in services. Mr. McAllister asked how much money is now on hand. Mr. Kozuchowski said there is \$157,500. Mr. Setaro said this money is mostly donations and one grant.

Mr. Arconti stated that the City couldn't know how bids would come in. The choices were to scrap the project, re-bid it or attempt to see what can be done to salvage the project. He commended Mr. Kozuchowski on his attempt to rescue the project. He is comfortable with the process that was followed as were the Director of Finance and the Corporation Counsel.

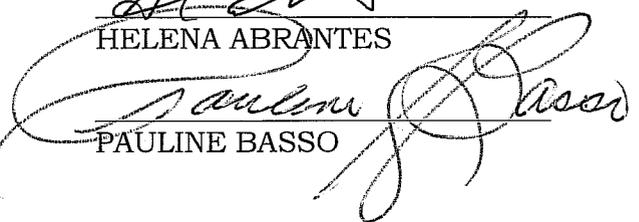
Attorney Gottschalk stated that when you re-bid a project there is always the possibility that the bids will come in higher. The whole purpose of the competitive bidding process is attempting to award the project to the lowest bidder. All discussions were with the lowest bidder. There is a real possibility for mischief if discussions are held with all bidders.

Mrs. Abrantes made a motion to approve the acceptance of donated services in the amount of \$10,000 to the Still River Greenway Project. Seconded by Mrs. Basso. Motion carried unanimously.

Respectfully submitted,

  
THOMAS ARCONTI, Chairman

  
HELENA ABRANTES

  
PAULINE BASSO



23

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

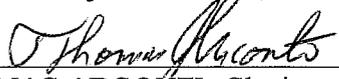
Re: **Request for Water Extension - 7 and 9 Moody Lane**

The Common Council Committee appointed to review the request for water extension at 7 and 9 Moody Lane met on August 16, 2001 at 8:40 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Arconti, Smith and Saracino. Also in attendance were Director of Public Works William Buckley, Corporation Counsel Eric Gottschalk and the petitioner, Mark Edwards.

Mr. Buckley said that these lots are outside the Ta'Agan Point Water Project. The map shows the easement but the line will not run in front of these lots. The lots have not been assessed. Mr. Arconti asked if the lots could be added to the project. Both Mr. Buckley and Attorney Gottschalk said they could.

Mr. Arconti made a motion to approve the request for water extension by making it an assessed part of the Ta'Agan Point Water Project, pending Planning Commission approval. Seconded by Mary Smith. Motion carried unanimously.

Respectfully submitted,

  
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THOMAS ARCONTI, Chairman

\_\_\_\_\_  
MARY SMITH

\_\_\_\_\_  
MARY SARACINO



# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

## PLANNING COMMISSION

(203) 797-4525

(203) 797-4586 (FAX)

August 27, 2001

Common Council  
City of Danbury  
155 Deer Hill Avenue  
Danbury, CT 06810

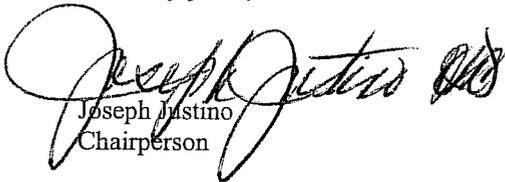
Re: 8-24 Referral – 31 – Request for Water Extension – 7 & 9 Moody Lane

Dear Council Members:

The Planning Commission at its meeting August 15, 2001, motioned for a positive recommendation for the request for water extension at, 7 & 9 Moody Lane Road because this property lies within the existing sewer service area. The extension must also meet all City requirements as specified by the Engineering Department.

The motion was made by Mr. Deeb, seconded by Mr. Zaleta, and passed with "ayes" from Commissioners Deeb, Zaleta, Manuel, and Justino.

Sincerely yours,

  
Joseph Justino  
Chairperson

JJ/jlc



27

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

**DOMINIC A. SETARO, JR.**  
DIRECTOR OF FINANCE

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

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## MEMORANDUM

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**TO:** Hon. Gene F. Eriquez, via the Common Council  
**FROM:** Dominic A. Setaro, Jr., Director of Finance  
**RE:** **GENERATOR – POLICE DEPARTMENT**  
**DATE:** September 4, 2001 **CORRECTED CERTIFICATION #6**

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As per Common Council recommendation at a committee meeting on August 27, 2001, I hereby certify the availability of \$50,000 to be transferred from the Contingency account to a new Capital line item entitled, "Generator for Police Headquarters".

Should you have any questions, feel free to give me a call.

Balance of Contingency	\$418,745
Less this request	<u>50,000</u>
Balance	\$368,745

\_\_\_\_\_  
Dominic A. Setaro, Jr.

DAS/jgb



24

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

### Re: Generator Failure at Police Headquarters

The Common Council Committee appointed to review the failure of the generator at the Police Headquarters met on August 27, 2001 at 7:50 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Dean Esposito, David Furtado and Mary Saracino. Also in attendance were Police Chief Robert Paquette, Fire Chief Carmen Oliver, Superintendent of Public Buildings Rick Palanzo and Council Members McAllister, Pascuzzi and Basso, ex-officio.

Mr. Esposito asked Mr. Pascuzzi to explain his reason for submitting this request. Mr. Pascuzzi stated that there was a power outage at police headquarters for about thirty minutes and the generator failed. Cars were being dispatched without power and 911 operations were stalled.

Mr. Esposito asked Mr. Palanzo for a briefing on the situation. Mr. Palanzo stated that problems began occurring last year. Northeast Generators comes in two per year for service. This generator has become unreliable. Sometimes it will run for a couple of hours. The next time it will quit after thirty minutes. He included the request to replace this generator in his Capital Budget items and marked it urgent. Mr. Esposito asked if the request was approved and Mr. Palanzo said it was not. Mr. Palanzo also gave an overview on the Fire Department generator. He stated that it is overloaded and the panel is experiencing corrosion. This replacement was included in last year's LoCIP funding and the purchase order is already out. It should be completed in 30-90 days.

Mr. McAllister asked how much it would cost to replace the generator at police headquarters. Mr. Palanzo said it would be \$50,000. Mr. Furtado asked if the money is available. Mr. Esposito said he didn't know.

Mrs. Saracino made a motion to appropriate the sum of \$50,000 from the Contingency Account to replace the generator at Police Headquarters, pending certification. Seconded by Mr. Furtado. Motion carried unanimously.

Respectfully submitted,

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DEAN ESPOSITO, Chairman

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DAVID FURTADO

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MARY SARACINO



25

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

Re: **Safety and Operations at the Airport**

The Common Council Committee appointed to review safety and operations at the Danbury Airport met on August 27, 2001 at 7:10 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Dean Esposito, Paul McAllister and Mary Saracino. Also in attendance were Airport Administrator Paul Estefan, Assistant Corporation Counsel Les Pinter, Council Members Gogliettino and David Furtado, ex-officio and several members of the public.

Mr. Esposito asked Mr. McAllister for a briefing on why he submitted this request. Mr. McAllister stated that he has spoken with several people who fly in and out of Danbury Airport and there is concern about trees that need to be trimmed and runway approaches.

Mr. Estefan stated that the tree issue is complicated. The Airport was asked to condemn trees and the Common Council refused. Because of this refusal, the FAA rescinded funds in the amount of \$200,000. The FAA stated that if the trees are not trimmed, we could lose instrument approaches and night landings. After negotiations, it appears that the City will get the money for the easement area. Mr. McAllister asked if there is a need for matching funds. Mr. Estefan stated that the money has already been appropriated for that purpose.

Mr. Estefan gave an overview of tree cutting and safety and about the easements we already have and the easements we hope to acquire. Mr. Gogliettino asked how development in the area would affect safety. Mr. Estefan stated that is up to the community to have a plan in place. He said that planning and zoning issues are difficult. There is a proposal to build housing 400 feet from an active runway. Mr. Estefan stated that, in his opinion, Danbury Airport is a safe airport.

Mr. McAllister made a motion to endorse ongoing safety procedures at the airport that are in the best interests of the City. Seconded by Mary Saracino. Motion carried unanimously.

Respectfully submitted,

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DEAN ESPOSITO, Chairman

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PAUL McALLISTER

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MARY SARACINO



26

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

Re: **Request for Water Extension - 461-463 Main Street**

The Common Council Committee appointed to review the request for water extension at 461-463 Main Street met on August 22, 2001 at 8:00 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Gogliettino, Scalzo and Basso. Also in attendance were Director of Public Works William Buckley and the petitioners, Chris Leonard and Ben Doto.

The petitioners gave an overview of the request. Mr. Scalzo asked about a fire hydrant and Mrs. Basso wanted to know about line connections. Mr. Buckley stated that he has no problem with this request subject to the normal eight steps.

Mr. Scalzo made a motion to approve the request for water extension to 461-463 Main Street, subject to the normal eight steps. Seconded by Mrs. Basso and passed unanimously.

Respectfully submitted,

  
JOHN GOGLIETTINO, Chairman

\_\_\_\_\_  
HARRY SCALZO

\_\_\_\_\_  
PAULINE BASSO



27

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

Re: **Request for Sewer Extension - 11 Hobson Street**

The Common Council Committee appointed to review the request for sewer extension on Hobson Street met on August 22, 2001 at 8:00 P.M. in City Hall. In attendance were committee members Machado, Shuler and Basso. Also in attendance were Director of Public Works William Buckley and the petitioner, Jeff Bruno.

Mr. Bruno pointed out on a map where he would like to run the line. Mr. Machado asked what Mr. Bruno was planning to build. He said that he plans to build three two-family units, one on each lot. Mr. Buckley said that he has no objection to this extension subject to the normal eight steps.

Mrs. Basso made a motion to approve the request for sewer extension to 11 Hobson Street, subject to the normal eight steps. Seconded by Mr. Shuler. Motion carried unanimously.

Respectfully submitted,

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VAL MACHADO, Chairman

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CONNIE SHULER

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PAULINE BASSO



28

# CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

## REPORT

September 5, 2001

Mayor Gene F. Eriquez  
Members of the Common Council

Re: **Request for Sewer and Water Extension on Duck Street**

The Common Council Committee appointed to review the request for sewer and water extension on Duck Street met on August 22, 2001 at 6:45 P.M. in City Hall. In attendance were committee members Manny Furtado, Michael Pascuzzi and Martin Moore.

Mr. Furtado stated that the petitioner has withdrawn the application because she is no longer interested in purchasing the property.

Mr. Pascuzzi made a motion to take no action at this time. Seconded by Mr. Moore. Motion carried unanimously.

Respectfully submitted,

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MANNY FURTADO

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MICHAEL PASCUZZI

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MARTIN MOORE