

COMMON COUNCIL MEETING – NOVEMBER 6, 2003

Mayor Boughton will call the meeting to order at 7:30 P.M.

PLEDGE OF ALLEGIANCE & PRAYER

ROLL CALL

Nolan, McAllister, Null, Coladarci, Kelly, Buzaid, Visconti, Machado, Rotello, Scozzafava,
Levy, Esposito, Saadi, Dittrich, Basso, Darius, Furtado, Gogliettino, Moore, Neptune,
Setaro

_____ PRESENT _____ ABSENT

PUBLIC SPEAKING

MINUTES – Minutes of the Common Council Meeting held October 7, 2003

CONSENT CALENDAR

1 – RESOLUTION – Fairfield County Community Foundation Grant

2 – RESOLUTION – School Base Health Center Revision

3 – RESOLUTION – West Wooster Street Bridge

4 – RESOLUTION – Duck Street Utility Easements

5 – RESOLUTION – Victor Street Utility Easement

6 – RESOLUTION – Deer Ridge Water Main & Spring Ridge Water Main

7 – COMMUNICATION – Appointment as Police Officer

8 – COMMUNICATION – Appointment to the Housatonic Valley Tourism District

9 – COMMUNICATION – Donation to the Library

10 – COMMUNICATION – Donation to the Health Department

11 – COMMUNICATION – Donations to the Department of Elderly Services

12 – COMMUNICATION – Donation to the Parks and Recreation Department

13 – COMMUNICATION – Donation to the Police Department

14 – COMMUNICATION – Farioly Fund Appropriation

15 – COMMUNICATION – Danbury Music Centre Lease

16 – COMMUNICATION – Project Rose

17 – COMMUNICATION – Report on Danbury Hospital Angioplasty Program

18 – COMMUNICATION – Request for Sewer and Water Extensions – 1 Lyon Street

19 – COMMUNICATION – Conveyance of Land – 83 Sand Pit Road

20 – COMMUNICATION – Victor Street

21 – COMMUNICATION – Road Widening Strips – Tobin's Farm

22 – COMMUNICATION – Drainage Problem – 14 Concord Road

23 – COMMUNICATION – Drainage Problems on Hillandale Road and Clapboard Ridge

24 – COMMUNICATION – Hawthorne Terrace Water System

25 – COMMUNICATION – West Wooster Street Bridge Easements

26 – REPORT – Request for Sewer Extension – Lot 1, DePalma Lane

27 – REPORT – Request for Sewer Extension – 40 Clapboard Ridge Road

28 – REPORT – Certified Local Government Program

29 – REPORT – Fire and Police Non-Emergency Lockout Response

30 – DEPARTMENT REPORTS – Police Chief, Fire Chief, Fire Marshall, Building Department, Permit Center, Health and Housing, Department of Elderly Services, Welfare, Public Works

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 – NOVEMBER 6, 2003

- 1 – Adopt the resolution to apply for and accept funding from Fairfield County Community Foundation in the amount of \$2,100 for staff of the Praxair Lab for the English as a Second Language program as described.
- 2 – Adopt a resolution to apply for and accept funding from the State of Connecticut Department of Public Health in the amount of \$388,166.00 for the School Based Health Care Program as described.
- 4 – Adopt a resolution to authorize the Corporation Counsel to take all legal action necessary to acquire easements on Duck Street as described.
- 5 – Adopt a resolution to authorize the Corporation Counsel to take all legal action necessary to acquire easements on Victor Street as described.
- 6 – Adopt a resolution to conclude the process of statutory filings, notifications and assessment of the Deer Ridge Water Main & Spring Ridge Water Main project as described.
- 14 – Approve the appropriation of \$30,000 to be transferred from the Farioly Fund to a special revenue account to be established for the purchase of new lights for the library plaza renovations.
- 20 – Receive communication and refer to the Corporation Counsel.
- 25 – Adopt a resolution to authorize the Corporation Counsel to take legal action necessary to acquire easements for the West Wooster Street bridge project.
- 26 – Receive the report regarding sewer extension at DePalma Lane, Lot 1 and approve the recommendations.
- 27 – Receive the report regarding sewer extension at 40 Clapboard Ridge Road and approve the recommendations.
- 28 – Receive the report regarding the Certified Local Government Historic Preservation Program and approve the recommendations.
- 29 – Receive the report regarding Fire and Police Non-emergency Lockout Response and approve the recommendations.



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DENA DIORIO
DIRECTOR OF FINANCE

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

M E M O R A N D U M

TO: Hon. Mark D. Boughton via the Common Council
FROM: Dena Diorio, Director of Finance *Dena*
RE: RESOLUTION – FAIRFIELD COUNTY COMMUNITY FOUNDATION GRANT
DATE: October 22, 2003
CC: Elizabeth McDonough

Attached for your review is a resolution that will allow the City of Danbury Public Library to apply for and accept funding from the Fairfield County Community Foundation in the amount of \$2,100 to staff the Praxair Lab from October 27, 2003 through December 19, 2003. There is no in-kind match required.

Attached also is a copy of the grant application for your review. The Common Council is requested to consider this resolution at its next meeting. If you have any questions, or require any further information, please contact my office at 203-797-4652.

DD/jgb

Attach.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200__

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, a grant to staff the Praxair Lab for 13 hours a week to provide assistance to English as a Second Language students using the Lab to learn English ended September 30, 2003; and

WHEREAS, over 200 individuals use the Lab each month to improve their English; and

WHEREAS, staffing is needed to open the Praxair Lab in order for individuals to practice their English language using interactive software; and

WHEREAS, The Fairfield County Community Foundation is offering a \$2,100.00 grant to staff the Praxair Lab for an additional six weeks (October 27, 2003 through December 19, 2003) with no matching funds required.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF DANBURY 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 is hereby authorized to accept grant funds in the amount of \$2,100.00 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.



Fairfield County Community Foundation

THE FAIRFIELD COUNTY COMMUNITY FOUNDATION

GRANT AGREEMENT

Please review and sign two copies of this Grant Agreement. Please return one original signed copy to Ms. Karen Brown's attention at the Fairfield County Community Foundation and retain the other copy for your records.

This agreement is made and entered into by and between the the **Fairfield County Community Foundation (the "Community Foundation")** and **The Danbury Public Library (the "Grantee")**. The parties to this agreement witness and agree to the following terms and conditions.

Grant Period

The grant period for this grant is **October 27, 2003 – December 19, 2003.**

Permissible Expenditures

This grant is to be used only for the purposes, budget and grant period described in the Grantee's recent proposal to the Fairfield County Community Foundation, as modified by or limited by the Community Foundation's grant award letter. The project may be modified only with the Foundation's written approval. This includes modifications to the project budget and Grantee's original program design, as indicated in the proposal.

After the grant expiration date of **December 19, 2004**, the Grantee shall return to the Community Foundation any unexpended grant funds, unless the Community Foundation has agreed in writing to an extension of the grant period. Similarly, any unpaid grant funds will be rescinded unless the Community Foundation has agreed in writing to an extension of the grant period. Your contact person for these issues is Karen Brown, Program Director.

Publicity

As a community foundation, we are very eager to have our grants visible in the community we both serve.

Grants approved by the Community Foundation's Board of Directors are reported to the community through our Annual Report and periodic listing of discretionary grants to the media.

The Grantee is requested to acknowledge the Community Foundation in all media communications, public announcements (such as press releases) and printed materials (such as agency newsletters and annual reports) pertinent to the funded project. *(We can email or mail you the Community Foundation's camera-ready logo for reprinting. Please e-mail or call Ms. Carol Popkins, FCCF Development Associate, to request the logo at 203-562-3601 or cpopkins@fccfoundation.org.)*

The credit line "***Made possible [in part] by the Fairfield County Community Foundation***" may be appropriate for your publications. A copy of all acknowledgements should be sent to Ms. Carol Popkins at FCCF for inclusion in our press book. This press book is distributed to FCCF donors and board members.

Before the Community Foundation's check is mailed, we require that the Grantee draft a formal press release announcing the grant and describing the organization and funded project in detail. We ask that you also describe the Community Foundation in your press release, using the following longer description:

Based in Wilton, the Fairfield County Community Foundation, is a growing community foundation with assets of \$45 million in 185 different donor funds established by individuals, organizations, families and corporations to serve Fairfield County now and in the future. Through the Community Foundation, donors support programs operated by not-for-profit organizations in community and economic development, children and youth, women and girls, health and human services, the environment, the arts, and nonprofit organizational effectiveness.

In the past year, according to Fairfield County Community

Foundation Chair Wilmot Harris, the Community Foundation awarded grants to nonprofit organizations totaling more than \$7 million.

For more information about the Fairfield County Community Foundation, please call (203) 834-9393 or e-mail info@fccfoundation.org.

The publications to which you will submit the press release should also be included in the proposed press release. **Please fax this proposed press release to Karen Brown's attention at the Foundation; she will immediately respond with any suggested changes. (Fax. 203-834-9996).**

We strongly encourage photographs to accompany the press release and will make every attempt to have Community Foundation representatives (either staff or board members) available for check presentations or special events. We have found that including photographs with a press release to key media outlets greatly increases the chances that your release will be printed.

We appreciate advance notice of these events with photograph opportunities as well as copies of the photographs after they are taken for possible inclusion in the Community Foundation's Annual Report. Please send copies of photographs to Carol Popkins and call Ms. Popkins with advance notice of events with photograph opportunities so that FCCF representatives may be present.

We can also make available a copy of the Community Foundation's press list, which is regularly updated. *(Please call or e-mail Carol Popkins, FCCF Development Associate, for a copy of this press list, which can be e-mailed or faxed to you.)*

If your organization is producing any public document as a result of this grant (e.g. brochure, report, etc.), please fax or e-mail Karen Brown a draft of this document before finalizing. We will follow up with you immediately with our approval.

Grant Payment(s)

The Community Foundation will forward the grant when funds are actually needed by the Grantee and/or when the Grantee has satisfied any special conditions of the grant, such as a match requirement. When this time comes, please forward a letter to the Community Foundation (attention Karen Brown) requesting payment of the grant when the grant funds are needed and describing how these conditions have been met. (Note: If your grant is a “challenge” or “matching” grant, you should attach documentation of the matching funds raised such as copies of checks from donors or grant letters from funders.)

The Community Foundation will process grant checks when a signed original of this agreement has been returned and the publicity work has been completed by the Grantee, as per the above mentioned process.

Limit of Commitment

This grant is made with the understanding that the Community Foundation has no obligation to provide other or additional support to the Grantee.

Reports to the Foundation

The Community Foundation is very interested in understanding the outcomes of the funded project and your reporting is one important tool. Reports are shared with FCCF board members and interested donors.

The report for this funded project has the following deadline:

Final Report: **Due No Later Than December 22, 2003.**

Report forms for your use are enclosed. The Community Foundation will not remind the Grantee of an upcoming report due date. Please note the due dates listed above. Extensions for reports should be requested in advance from Karen Brown, Program Director.

New grant requests from the Grantee will not be considered until active grants have been satisfactorily closed. Failure to submit timely reports with financial records may result in the Grantee’s ineligibility for future Community Foundation grants.

Records

The Grantee is responsible for the expenditure of funds and for maintaining adequate records consistent with generally accepted accounting practices. This grant is subject to financial review during, or immediately following, the grant period. A separate bank account for the grant is not required, but we require an accounting of grant expenditures as part of your final report to the Community Foundation.

Equipment Purchased With FCCF Grant Funds

In the event that the Grantee uses FCCF grant funds to purchase equipment or computers, title to such equipment and computers will be vested in the Grantee, but only on the condition that such equipment and computers are used for the purposes for which the grant was awarded during the term of the grant.

Title to the equipment and computers will revert to the Community Foundation if:

- a) the equipment is not kept available for the designated purposes for which the grant was awarded;
- b) the Grantee ceases operations; or
- c) the Grantee significantly changes its mission and purpose.

The Community Foundation should be notified immediately by the Grantee if the any of the above situations occur. At that time, the Community Foundation may choose to take title and possession of all equipment and computers purchased with FCCF grant funds.

Compliance with Laws

The Grantee expressly agrees to comply with all applicable Federal, State and local laws, regulations or ordinances, and all provisions required thereby are herein incorporated by reference. This agreement is construed in accordance with and governed by said laws.

Hold Harmless

The Grantee agrees to indemnify, defend and hold harmless the Community Foundation and its agents and employees from any liability, loss, cost, injury, damage or other expense that may be incurred by the Community Foundation or claimed by any third person against it as a result of the

Community Foundation's funding of the project or any action or non-action taken in connection with the project.

Performance

The Community Foundation reserves the right to discontinue, modify or withhold any payments made under this grant or to require a total or partial refund of any grant funds if, in the Community Foundation's sole judgment, such action is necessary, by way of illustration and not limitation:

- (a) because the Grantee has not fully complied with the terms, conditions or originally stated goals and objectives of this grant;
- (b) in order to protect the purposes and objectives of this grant or any charitable interest of the Community Foundation;
- (c) because the Grantee loses its federal tax-exempt status under Section 501(c)(3) of the Internal Revenue Code; or
- (d) in order to comply with the requirements of any law or regulations affecting the Community Foundation's responsibilities with respect to this grant.

Authority to Bind

The Grantee certifies that:

- (a) The Grantee is duly organized and validly exists under Connecticut law, and has all requisite power and authority to enter into this Grant Agreement; and
- (b) The signatory for the Grantee has been duly authorized to execute this Grant Agreement on behalf of the Grantee and to obligate the Grantee to the terms and conditions of this agreement.

In witness whereof, the undersigned parties have executed this agreement on the dates entered below.

Grantee

Fairfield County Community Foundation

Signature

Signature

Printed Name and Title

Printed Name and Title

Date

Date

Susan M. Ross

Susan M. Ross

October 10, 2003.

**City of Danbury
Health & Housing
Department
School-Based Health
Centers (SBHCs)**

Memo

*pls Kim -
prepare
for
Council*

To: Dena Diorio, Director of Finance
From: Melanie Bonjour, SBHC Coordinator *MB*
Date: 9/23/2003
Re: Resolution – School-Based Health Center Grant

With passing of the 2003-2005 State budget, funding cuts totaling \$49,602 were restored to our School-Based Health Center line item bringing us to the allocation we received with the close of the 2003 fiscal year.

As a result, it will be necessary for us to request the Common Council pass a resolution allowing the City of Danbury, Health and Housing Department, to accept the funding.

I have attached a revised impact statement, 2003-2004 budget, and resolution for your review. If all looks in order, I would ask that this item be placed on the October agenda of the Common Council.

Call me at x 4625 if you should have any questions.

Att.

RECEIVED
FINANCE DEPT.
SEP 23 2003



Dorothy Pacyna
<dorothy.pacyna@po.state.ct.us>

09/09/2003 11:14 AM

Please respond to
<dorothy.pacyna@po.state.ct.us>

To <walek@new-britain.k12.ct.us>, <cgisolfi@snet.net>, <carlos.ceballos@new-haven.k12.ct.us>, <dculligan@qvhhd.org>, <dpoerio@easthartford.org>, <driggssbhc@yahoo.com>, <whitefj@chc1.com>, <joann@cfapress.org>, <gredik0@ci.bridgeport.ct.us>, <mhass@ci.stamford.ct.us>, <m.bonjour@ci.danbury.ct.us>, <clarp001@hartfordschools.org>, <rweiss@branford.k12.ct.us>, <rcrana@griffinhealth.org>, <sbhc@stratford.k12.ct.us>, <sgrunwald@wcmh.org>, <nursing@hartfordschools.org>
Cc Maureen Bombace <maureen.bombace@po.state.ct.us>, Melissa Hofilena <melissa.hofilena@po.state.ct.us>
bcc
Subject SBHC Budget and Needed Information

Good Morning. I have attached the SBHC FY'04 funding allocation. This identifies that funding remains at the same levels that were in place at the end of FY '03. There are two exceptions. one, is that Child and Family Agency, Inc had been granted \$70,000 for FY '03 to start a SBHC at Kelly Middle in Norwich. This had been placed on hold by OPM in 11/02 and not released until 6/03, at which time C & F Agency requested and was approved a carry over to FY '04. \$4932.00 was added to the SBHC training funds. This amount remained after the Nov .02 budget cut reapportionment.

Maureen Bombace is on vacation this week and will address contract issues next week.

However, I am requesting that you now resubmit revised budgets based on the present budget. Also, the changes in your hours of operation and SBHC Category, and projected enrollment figures. And any other outstanding CFA requirements as per Melissa request of you. Please forward all of this information to Melissa Hofilena asap.

melissa.hofilena@po.state.ct.us
or Fax 860-509-7669

Thank you and looking forward to a very productive year.

Dorothy



2004APPROP705.XLS



Fairfield County Community Foundation

GRANTEE FINAL REPORT FORM

Grant Amount: \$2,100

Grant Approved: October 2003

Please return to Karen Brown, Program Director, by no later than December 22, 2003. Please use the format below as a guide to completing the Final Report. We provide it as a tool for organizing your thoughts and information to us. We value these reports and share them with FCCF Board Members and interested donors. Of course, feel free to add more information if relevant. Please be as candid and reflective as possible.

Organization: _____ Tel./E-mail: _____

Submitted By: _____

Title: _____

Signature of Executive Director: _____

Please feel free to word process this report on separate pages.

1. What were the specific goals and objectives of the funded project during the grant period? Describe the work/activities of your organization to accomplish these goals. If your organization has not been able to meet one or several goals, please explain.
2. Have there been any project modifications? If so, please describe.
3. FCCF recognizes that circumstances can change, possibly affecting project implementation. What, if any, difficulties or challenges have you encountered, why did they occur, and what refinements or plans were made to overcome them?
4. What are the measurable results/outcomes of the funded project? *If your project produced any tangible products (e.g. reports, handbooks, videos, etc.), please submit one (1) copy to FCCF.*
5. What are your specific plans to continue the work started by this project? What efforts are currently being taken to secure long-term financial support, if necessary?
6. Did the FCCF grant help your organization obtain additional funding from other sources (public or private)? If so, please describe.
7. What impact has the grant had on the way programs/services are delivered by your organization and/or on your overall organizational development? What do you see as the potential long-term benefit of this grant to your organization and to those you serve?
8. Is there anything else you would like us to know? (e.g. organizational changes, new projects launched, unexpected lessons learned, new staff or board members, etc.)

** Please attach an itemized budget highlighting the use of grant dollars. Please also attach related press clippings.*

Date: October 17, 2003

To: Dena Diorio

From: Betsy McDonough *Betsy*

RE: **SUPPORTING DOCUMENTS FOR GRANT APPLICATION**

1. No financial forms are required.
2. The final report form is attached to the back of the grant application.
3. There are not contract compliance reports required for this grant.
4. A draft press release, as required by the grant, is attached.
5. There is no impact to the City during the grant. There is no matching funds requirement.
6. A 1% audit fee is not permissible as part of the grant request.
7. An administrative fee is not permissible in this grant.
8. Attached is a sample resolution.

121-
CORP COUNSEL

KIM
DIS
PREPARE
FOR
COMMON
COUNCIL
AGENDA
THX

Date: October 17, 2003

To: Dena Diorio

From: Betsy McDonough

Betsy

RE: FAIRFIELD COUNTY COMMUNITY FOUNDATION GRANT

Enclosed for your review are:

1. Grant agreement.
2. Supporting documents for grant agreement
3. Suggested wording for a resolution to be prepared by Corporation Counsel.
4. A letter to the Common Council requesting their support of the resolution and grant.

I would like this grant application to be placed on the November 6, 2003 Common Council agenda. Please let me know if you need any additional information.

I realize that I've received a commitment of funds from the Fairfield County Community Foundation prior to going to the Common Council for approval to ask for the funds. I had been working with the United Way to explore any funding opportunities that might be available through them for this project; they in turn contacted the Fairfield County Community Foundation on my behalf and asked if they would consider funding this project for six weeks while I search for more permanent funding. No grant application form was ever discussed or presented. I apologize for causing any confusion and assure you that I am well aware of grant procedures that need to be followed.

The Fairfield County Community Foundation has awarded the Danbury Library a \$2,100 grant to continue funding for the library's "English as a Second Language" (ESL) literacy program. The funds will be utilized to retain bilingual staff for 17 hours a week for six weeks. Utilizing special English learning software, the staff demonstrates the software to "English as a Second Language" students in the library's 10-station Praxair Computer Lab. The software program, ELLIS, is a self-paced program for independent ESL study - from beginner to advanced. ELLIS includes over 100 different lessons with 1,100 hours of instruction.

The Danbury Library initiated this ESL literacy program in January 2003 with a \$16,784 grant from the Connecticut State Library. Over 200 students a month have used this program to study and improve their English skills. Individuals from Brazil, Cambodia, Ecuador, India, Macedonia, Nicaragua, Pakistan, Philippines, Taiwan, Venezuela and many other countries have enhanced their English skills using the ELLIS program. Danbury area companies such as Comfort Suites, Deltron and Stew Leonard's have brought employees to the Praxair Lab to introduce them to the program. "The number of individuals wanting to learn English in Danbury is staggering and growing," said librarian Elissa Scudder, who coordinates the library's ESL program. "Improving literacy rates benefits not only the individuals in their quest to become productive, contributing members of our community, but benefits area businesses by building employees' capacity and productivity."

The previous funding to staff the library's Praxair Computer Lab for this program ended September 30, 2003. "We were determined that this greatly needed community literacy program continue despite the end of the state grant; the trick was to find additional funding," said library director Elizabeth McDonough. "The Fairfield County Community Foundation was quick to lend support and offered us a generous challenge grant. The additional six-week funding will give us time to find more permanent, long-term funding."

Based in Wilton, the Fairfield County Community Foundation is a growing community foundation with assets of \$45 million in 185 different donor funds established by individuals, organizations, families and corporations to serve Fairfield County now and in the future. Through the Community Foundation, donors support programs operated by not-for-profit organizations in community and economic development, children and youth, women and girls, health and human services, the environment, the arts, and nonprofit organizational effectiveness.

In the past year, according to Fairfield County Community Foundation Chair Wilmot Harris, the Community Foundation awarded grants to nonprofit organizations totaling more than \$7 million.

For more information about the Fairfield County Community Foundation, please call (203) 834-9393 or e-mail info@fccfoundation.org for more information about the library's ESL program contact Elissa Scudder at the Danbury Library, 797-4505.



Fairfield County Community Foundation

GRANT AGREEMENT COVER SHEET

Congratulations!

In order to receive the FCCF grant check, you must read all sections of the attached Grant Agreement Form and follow through on all steps outlined in the FCCF Grant Agreement Form.

CHECKLIST

- Read and sign the enclosed GRANT AGREEMENT FORM. Please direct any questions to **Ms. Karen Brown**. (Karen's e-mail is kbrown@fccfoundation.org)
- Return the signed original to the Fairfield County Community Foundation, attention **Ms. Karen Brown**.
- Retain a copy of the signed **FCCF Grant Agreement Form** for your records.
- Draft a **press release** and fax it to the attention of **Ms. Karen Brown** at (203) 834-9996; it will be responded to immediately with any suggested changes. *Please include also the name of publications to which you will submit the release.*
- Please include **copy of press release in your organization's in-house publications** (e.g., newsletter, website, etc.). Please contact **Ms. Carol Popkins**, FCCF Development Associate, if you would like a copy of FCCF's **logo** for your web site or other printed materials. (Carol's phone number is 563-3601 and her e-mail is cpopkins@fccfoundation.org).
- Please send **Ms. Carol Popkins**, FCCF Development Associate, a copy of all **published articles and related photographs** for inclusion in the Community Foundation's press book and possible inclusion in our Annual Report. This press book is distributed to FCCF donors and board members.
- Contact **Ms. Carol Popkins** for a copy of the Community Foundation's press list, if needed.
- Note when the **reports** are due to the Fairfield County Community Foundation. These dates are included in the **FCCF Grant Agreement Form**. Returning these reports, on time, is your responsibility. An incomplete, late or missing report may delay or jeopardize opportunities to apply for FCCF grants in the future.

523 Danbury Road (Route 7) Wilton CT 06897

Tel: 203.834.9393 Fax: 203.834.9996

Email: info@fccfoundation.org www.fccfoundation.org



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200__

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, a grant to staff the Praxair Lab for 13 hours a week to provide assistance to English as a Second Language students using the Lab to learn English ended September 30, 2003; and

WHEREAS, over 200 individuals use the Lab each month to improve their English; and

WHEREAS, staffing is needed to open the Praxair Lab in order for individuals to practice their English language using interactive software; and

WHEREAS, The Fairfield County Community Foundation is offering a \$2,100.00 grant to staff the Praxair Lab for an additional six weeks (October 27, 2003 through December 19, 2003) with no matching funds required.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF DANBURY 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 is hereby authorized to accept grant funds in the amount of \$2,100.00 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.



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DENA DIORIO
DIRECTOR OF FINANCE

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

M E M O R A N D U M

TO: Hon. Mark D. Boughton via the Common Council
FROM: Dena Diorio, Director of Finance *DD*
RE: RESOLUTION – SCHOOL BASED HEALTH CENTER REVISION
DATE: October 20, 2003
CC: Melanie Bonjour

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 funding from the State of Connecticut, Department of Public Health in the amount of \$388,166. This grant is for the time period July 1, 2003-June 30, 2005 and requires an in-kind match of 25%. The revision reflects the restoration of \$49,602 to the program. The grant period is two years. The budget for 2003-04 is \$194,083, and the budget for 2004-05 is \$194,083.

Attached also is a copy of the revised budget and information relating to the increase for your review. The Common Council is requested to consider this resolution at its next meeting. If you have any questions, or require any further information, please contact my office at 203-797-4652.

DD/jgb

Attach.

State Fiscal Year 2004
Appropriation for School Based Health Centers
Budget Plan

SID	Provider	Contract #	School Based Health Centers	
705	Branford Board of Educ	2004-091	\$195,985	
705	Bridgeport - City of	2004-092	\$966,801	
705	Child & Family Agcy of SE Conn, Inc	2003-038	\$1,023,903	*
705	Community Hlth Center, Inc	2003-039	\$178,133	
705	Danbury - City of	2004-093	\$194,083	
705	Hartford Board of Educ	2004-094	\$404,787	
705	Human Svcs Council of Mid-Fairfield, Inc	2004-095	\$242,556	
705	Madison Public Schools	2004-103	\$49,481	
705	Manchester Memorial Hospital	2004-096	\$315,720	
705	New Britain, Consol School Dist of	2004-097	\$120,821	
705	New Haven Schools	2003-041	\$1,006,947	
705	Quinnipiack Valley Hlth Dist	2004-098	\$98,963	
705	Regional School Dist 11, Bd of Ed	2004-104	\$49,481	
705	Staywell Health Care, Inc	2003-042	\$131,620	
705	Stratford - Town of	2004-099	\$98,963	
705	Student Hlth Svces of Stamford, Inc	2003-043	\$393,406	
705	The Griffin Hospital	2004-100	\$95,810	
705	Windham Board of Education	2004-101	\$200,269	
			\$5,767,729	

* includes \$4,932 for School Based Health Centers staff training

Kelly School (carryover from 2003)

\$70,000

IMPACT STATEMENT

School-Based Health Center Continuation Funding Application

Amount Available: Year 1:\$194,083
Year 2:\$194,083

Total Awarded: \$388,166

Contract Period: July 1, 2003 to June 30, 2005

Program Impact

This grant will enable the City of Danbury to serve unmet health needs of the community's adolescent population through the provision of quality medical and mental health services. The primary beneficiaries of these services will be students enrolled in Danbury High School and Broadview Middle School.

Further benefits will be achieved through the removal of potential barriers to education, namely unmet health problems, which can interfere or hinder an adolescent's capacity to learn.

This impact will be achieved through the maintenance of an established State licensed outpatient clinic located on the grounds of Danbury High School and Broadview Middle School. Professional medical and mental health care services will be easily accessible to students, conducted in a confidential manner, and provided at no out of pocket cost to students or their family. Outreach to the student population, which will include health promotion and disease prevention strategies, will be carried out by program staff.

Fiscal Impact

This grant is available through the Connecticut State Department of Public Health. Two-year funding totaling \$388,166 will be made available to Level IV, fully operational, licensed school-based health center sites in Connecticut. \$194,083 will be awarded during year one of the contract, followed by an additional \$194,083 during year two. A twenty-five percent (25%) in-kind local match is required.

The proposed funding level represents a restoration of a 12.77% reduction in funding from FY ending June 30, 2003.

This grant provides funding for part-time staff positions including nurse practitioner, licensed social workers, and medical assistant. Relevant fringe benefit costs for salaried positions charged to this grant are also included in this budget. Additionally, this grant provides reimbursement for half-time salary and fringe benefits of a full-time City employee who acts as Coordinator for the center. A 2% Administration Fee and 2% Audit Fee are budgeted under this grant.

Anticipated Grant Lifetime

Currently, funding for services operated under this grant is available through June 30, 2004. The proposed contract covers a two-year funding cycle, July 1, 2003 through June 30, 2005, and is contingent on passage of a State budget.

0305sbhcimst
Prepared: June 13, 2003
Revised: September 22, 2003

City of Danbury, Health & Housing #2004-093

Contract Period: 07/01/03 to 06/30/05

Budget Period: 7/1/2003-6/30/2004

Program: School-Based Health Centers

Category	Amount
Personnel:	
1) Name & Position: M.S. Bonjour, Clinic Coordinator	
Calculation: \$27.58 x 17.5 hrs x 53 weeks	\$25,580
Fringe Benefit: FICA 7.65% x \$25,580 = \$1,957 W/C 1.29/\$100 x \$25,580 = \$330 Medical (Family) \$1,430 x 6 months = \$8,580 Life .51/1000 *\$25,580 x 6 months = \$78 Disability .42/100 of annual salary = \$215 PL 4.657/\$1,000 of total expenditures = \$903	\$11,160 \$903
2) Name & Position: K.C. White, Nurse Practitioner #1	
Calculation: 30 hrs/wk @ \$36.56 x 44 wks	\$48,259
Fringe Benefit: FICA 7.65% x \$48,259 = \$3,692 W/C 1.29/\$100 x \$48,259 = \$623	\$4,315
3) Name & Position: J. K. Wacławski, Nurse Practitioner #2	
Calculation: 30 hrs/wk @ \$36.56 x 25 wks	\$27,420
Fringe Benefit: FICA 7.65% x \$27,420 = \$2,098 W/C 1.29/\$100 x \$27,420 = \$353	\$2,451
4) Name & Position: M.E. Levasseur, LCSW, Social Worker	
Calculation: 25 hrs/wk @ \$25.57 x 44 wks	\$28,127
Fringe Benefit: FICA 7.65% x \$28,127 = \$2,152 W/C 1.29/\$100 x \$28,127 = \$363	\$2,515
5) Name & Position: M. Burness, Medical Assistant	
Calculation: 30 hrs/wk @ \$15.84 x 44 wks	\$20,909
Fringe Benefit: FICA 7.65% x \$20,909 = \$1,600 W/C 1.29/\$100 x \$20,909 = \$270	\$1,870
6) Travel \$.36 per mile X 1,000 miles	\$360
7) Training	\$550
8) Educational Materials	
9) Office Supplies	\$818
10) Medical Materials	\$1000
11) Contractual (Subcontracts)***	\$9,430
12) Telephone	
13) Advertising	
14) Other Expenses (List Below)	
a) Postage	\$370
b) Printing & Duplicating	\$100
c) Educational Materials	\$182
d)	
15) Administrative Costs	\$7,764
Grant Administration Fee @ 2% of grant total = \$3,882 Audit Fee @ 2% of grant total = \$3,882	
16) Indirect Costs	
Total DPH Grant	\$194,083
Other Program Income:	

*** Complete Subcontractor Schedule A



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200__

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Health Services has notified the Department of Health and Housing of the City of Danbury of a \$49,602.00 increase in the School Based Health Center Continuation Grant Funding, for a total amount not to exceed \$388,166.00; and

WHEREAS, the grant term will cover a two year period of July 1, 2003 through June 30, 2004 for \$194,083.00 and a second year July 1, 2004 to June 30, 2005 for an additional \$194,083.00 with a local in-kind match of twenty-five percent (25%) per year required; and

WHEREAS, the State's purpose in providing these funds is to enable the City's Health and Housing Department to provide the age appropriate accessible and affordable medical and mental health care services of Danbury High School students.

NOW, THEREFORE, BE IT RESOLVED THAT Mark D. Boughton, Mayor of the City of Danbury is hereby authorized to apply to the State of Connecticut Department of Health Services for said grant funds and to accept the award if offered; and

BE IT FURTHER RESOLVED THAT Mayor Mark D. Boughton is hereby authorized to take any and all actions necessary to effectuate the purposes hereof.



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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

October 14, 2003

Honorable Mark D. Boughton
Common Council
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton and Common Council Members:

West Wooster Street Bridge
Local Bridge Program Supplemental Application
Project No. 97-39

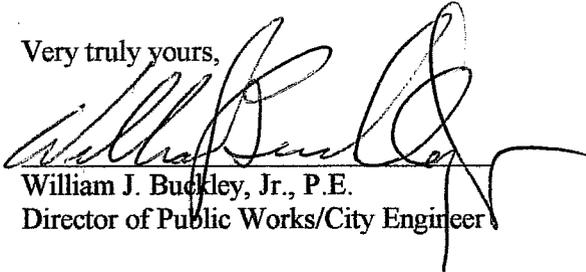
Enclosed please find a copy of the proposed Local Bridge Program Supplemental Application for funding of the reconstruction of the above noted bridge.

The City's share of the funding required will be included in the bond referendum that will be voted on in the 2004, if funding is not provided before that time.

We would appreciate if you would authorize Mayor Mark D. Boughton to sign this application.

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

Very truly yours,



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

Encl.

C: Eric L. Gottschalk, Esq., with encl.
Laszlo L. Pinter, with encl. (original)
Dena R. Diorio, with encl.

Eddy A. Uceta and Lourdes Montero
West Wooster Street Bridge Permanent and Temporary Easements

Permanent Easements:

1. A permanent easement 24 square feet, more or less, in area to construct and maintain retaining walls, parapet and culvert, all as shown on the hereinafter referenced map.
2. A permanent easement 6 lineal feet, more or less, in length to install a 12 inch Class V R.C. pipe, all as shown on the hereinafter referenced map.

Temporary Easements:

1. A temporary easement 42 square feet, more or less, in area for the purpose of reconstructing retaining walls and constructing a parapet during the replacement of the West Wooster Street Bridge as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.
2. A temporary easement 20 square feet, more or less, in area to install sedimentation controls as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.
3. A temporary easement 328 square feet, more or less, in area to reconstruct a portion of driveway, all as shown on the hereinafter referenced map.
4. Rights to grade an area 55 square feet, more or less, all as shown on the hereinafter referenced map.

Reference is made to a map entitled "City of Danbury Map Showing Easement Acquired from Eddy A. Uceta and Lourdes Montero by the City of Danbury Replacement of Bridge No. 034-041 West Wooster Street" scale: 1" = 20' certified substantially correct by Peter D. Flynn, L.S. #8792 on June 10, 2003 which map is to be filed in the Danbury Land Records.

Donald G. Hottes, Jr. and Barbara A. Hottes
West Wooster Street Bridge Permanent and Temporary Easements

Permanent Easements:

1. A permanent easement 80 square feet, more or less, in area to construct and maintain retaining walls, parapet and culvert, all as shown on the hereinafter referenced map.
2. A permanent easement 9 lineal feet, more or less, in length to install an 18 inch Class V R.C. pipe, all as shown on the hereinafter referenced map.

Temporary Easements:

1. A temporary easement 122 square feet, more or less, in area for the purpose of reconstructing retaining walls and constructing a parapet and culvert during the replacement of the West Wooster Street Bridge as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.
2. A temporary easement 29 square feet, more or less, in area to install sedimentation controls as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.
3. A temporary easement 224 square feet, more or less, in area to reconstruct a portion of driveway, all as shown on the hereinafter referenced map.
4. Rights to grade an area 174 square feet, more or less, all as shown on the hereinafter referenced map.

Reference is made to a map entitled "City of Danbury Map Showing Easement Acquired from Donald G. Hottes, Jr. and Barbara A. Hottes by the City of Danbury Replacement of Bridge No. 034-041 West Wooster Street" scale: 1" = 20' certified substantially correct by Peter D. Flynn, L.S. #8792 on June 10, 2003 which map is to be filed in the Danbury Land Records.

Pope John Paul II Center for Health Care, Inc.
West Wooster Street Bridge Permanent and Temporary Easements

Permanent Easements:

1. Permanent easements totaling 235 square feet, more or less, in area to construct and maintain two wingwalls, a 15" pipe, a paved leak off, and rip rap all as shown on the hereinafter referenced map.
2. A permanent easement 3 lineal feet, more or less, in length to install, construct and maintain a metal beam rail and end anchorage, all as shown on the hereinafter referenced map.

Temporary Easements:

1. A temporary easement 783 square feet, more or less, in area for the purpose of reconstructing wingwalls, 15" R.C. pipe, constructing a paved leak-off and splash pad, and laying temporary bypass pipe during the replacement of the West Wooster Street Bridge, as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.
2. A temporary easement 41 square feet, more or less, in area to install sedimentation controls as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.

Reference is made to a map entitled "City of Danbury Map Showing Easement Acquired from Pope John Paul II Center for Health Care Inc. by the City of Danbury Replacement of Bridge No. 034-041 West Wooster Street" scale: 1" = 20' certified substantially correct by Peter D. Flynn, L.S. #8792 on June 10, 2003 which map is to filed in the Danbury Land Records.



LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION



SECTIONS 13a-175p through 13a-175u OF THE CONNECTICUT GENERAL STATUTES

Supplemental Application is hereby made by the City of Danbury for consideration for funding under the provisions and regulations of the Local Bridge Program for Fiscal Year 2001 for the following structure:

Bridge Location: West Wooster Street over Blind Brook
Bridge Number: 034041 Sufficiency Rating: closed 10/9/03
Span Length (existing/proposed): 6 / 5 feet Width (existing/proposed): 30 / 30

CT Professional Engineer Responsible for Project Design:

Name: Jay Costello
Firm: WMC Consulting Engineers
License No.: 13202 Telephone: (860) 667-9624 FAX: (860) 665-1551
Address: 87 Holmes Road Newington, CT 06111

Municipal Information:

Name of Official to Contact: William J. Buckley, Jr., P.E.
Mailing Address: City of Danbury, 155 Deer Hill Avenue, Danbury, CT 06810
Telephone Number: (203) 797-4641 FAX: (203) 796-1586
E-Mail: b.buckley@ci.danbury.ct.us

Type of Improvement: Rehabilitation or Replacement

Project Cost Data

Table with 3 columns: Description, Preliminary (From Preliminary Application), and Updated. Rows include Preliminary Engineering Fees, Rights-of-Way Cost, Municipal Utility Relocation, Estimated Construction Costs, Construction Engineering, Contingencies, and Total Estimated Project Cost.

LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION

Existing Conditions: Attach detailed description of existing conditions, including Inspection Report & Engineer's Evaluation.

Scope of Proposed Project: Attach detailed description of the Project, including Final Plans, Specifications, Detailed Estimates & other pertinent data.

- Check List:**
- Plans (2 copies)
 - Specifications
 - Estimates
 - R.O.W. (if applicable)
 - Utilities (if applicable)
 - Permits: Local, State, Federal (if applicable)
 - Public Hearing Date January 9, 2003
 - Disposition of Public Hearing No one spoke either for or against the project at the public hearing.

Financial Aid Data

Project Grant:

Municipalities allowable grant percentage: 30.93%

$$\begin{array}{rcc} \$ 351,000.00 & \times 30.93\% = & \$ 108,564.30 \\ \text{(Total Project Cost)} & \text{(Grant \%)} & \text{(Total Grant Amount)} \end{array}$$

Project Loan (optional):

Total Eligible Project Cost \$ _____ x 50% = \$ _____
 (Total Amount of Project Loan, 6% Interest, 10 Year Life, Payable Quarterly)

Project Schedule:

Final Design (Accepted by Municipality)	<u>October 2003</u>
Rights-of-Way (Acquisition Complete)	<u>Winter 2003</u>
Utilities (Coordination Completion)	<u>Spring 2004</u>
Public Hearing (Advertise)	<u>December 2002</u>
(Conducted)	<u>January 9, 2003</u>
Construction Advertising	<u>Winter 2003/2004</u>
Construction Contract Award	<u>Winter/Spring 2004</u>
Construction Start	<u>Spring 2004</u>
Construction Complete	<u>Summer 2004</u>
Audit Submittal	<u>Fall 2004</u>

~~LOCAL BRIDGE PROGRAM~~
SUPPLEMENTAL APPLICATION

CERTIFICATIONS:

I, Mark D. Boughton, Mayor, duly authorized by the City of Danbury as so signified by the attached authorization, do certify and attest to the following:

1. Approval and acceptance of all plans, specifications and estimates. Any digressions from AASHTO and Connecticut Highway Design Manual guidelines have been made in accordance with PA 97-214.
2. That all R.O.W. activities associated with the project have been addressed or will be completed by the start of construction and, by a certified appraiser, that the purchase price of all properties being acquired represents the fair market value of such property.
3. That the Municipality owns or has the responsibility for maintaining the structure for which funding is sought and will be responsible for all future maintenance of the structure.
4. That all public and private utility relocations have been addressed.
5. That the design loading for the structure complies with the mandates of the Regulations for the Local Bridge Program.
6. That all permits, regulations, executive orders, etc. required from Federal, State, and Local entities have been obtained and complied with.
7. That this project complies with Section 25-68d of the Connecticut General Statutes, Flood Management Certification.
Yes No
If number 7 above is "No", that this project is exempt from Flood Management Certification (project within a drainage basin of less than one square mile).
Yes No
8. That the Public Hearing required under Section 13a-175t of the Connecticut General Statutes was held on Jan. 9, 2003. (Attach copies of Legal Notice)
9. That separate accounts have been established specifically for this project and all additions or disbursements will be made therefrom.

Signed _____ Date _____

Title Mayor, City of Danbury

Municipal Seal

LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION

West Wooster Street
Bridge, Danbury, CT.

CERTIFICATIONS (continued)

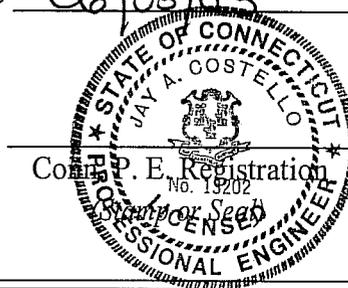
Additional Certifications Required by a Connecticut Licensed Professional Engineer:

1. That the design loading complies with the requirements of the program regulations.
2. That the completed structure will have a 20-year life.
3. That the design reflects the latest AASHTO Standard Specifications for Highway Bridges requirements for structures of that type, or previously agreed to digressions from those standards.
4. That the geometric design reflects the latest Connecticut Highway Design Manual requirements, or previously agreed to digressions from those standards

Signed Jay A. Costello
Jay A. Costello, P.E.

Date 06/03/03

Title Vice President
WMC Consulting Engineers



By a Certified Appraiser: (If Applicable)

N/A

That the appraised property values reflect the current fair market value and are fair and reasonable.

Signed _____

Date _____

Title _____

Certification Number



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200_

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the City of Danbury seeks to reconstruct the West Wooster Street Bridge; and

WHEREAS, it will be necessary to acquire certain interests in and to real property as set forth in the Schedules attached hereto containing the legal descriptions of the properties involved; and

WHEREAS, eminent domain proceedings will be necessary if the City of Danbury cannot agree with the owners of said properties upon the amount, if any, to be paid for their respective interests to be taken in and to the real properties listed on said Schedules.

NOW, THEREFORE, BE IT RESOLVED THAT the Corporation Counsel of the City of Danbury is hereby authorized to acquire property interests as set forth in the attached legal descriptions, on or before May 1, 2004, either by negotiation or by eminent domain through the institution of suit against the named property owners, their heirs, executors, successors and assigns and their respective mortgage holders and encumbrances, if any.



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CITY OF DANBURY

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

(203) 797-4518
(203) 796-8043 FAX

October 20, 2003

PLEASE REPLY TO:
DANBURY, CT 06810

Honorable Mayor Mark D. Boughton
Honorable Common Council Members
City Hall
155 Deer Hill Avenue
Danbury, Connecticut 06810

Re: Duck Street Utility Easements

Dear Mayor and Council Members:

The Common Council approved the condemnation of sewer and water line easements at its meeting of September 3, 2003. In order to formally complete that action, one final step is necessary. Please consider the adoption of the attached resolution, which describes the easements to be acquired and the timeframe for their acquisition.

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

Sincerely,

Eric L. Gottschalk
Deputy Corporation Counsel

cc: Corporation Counsel Robert J. Yamin
William J. Buckley, Jr., Director of Public Works



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200_

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, as part of a private development project utility lines have been extended across a certain private road known as Duck Street; and

WHEREAS, it is the intention of the private developer to offer and of the City of Danbury to accept said lines as part of the public utility system; and

WHEREAS, the owner of Duck Street cannot be located and eminent domain proceedings will therefore be necessary to acquire the interests to be taken in and to the easements listed on the Schedule attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED THAT the Corporation Counsel of the City of Danbury is hereby authorized to acquire property interests as set forth in the attached legal description, on or before May 1, 2004, either by eminent domain through the institution of suit against the property owners, their heirs, executors, successors and assigns and their respective mortgage holders and encumbrances, if any.

Duck Street
Sanitary Sewer and Water Main Utilities Easement

A permanent sanitary sewer and water main utilities easement over the entire right of way (easterly street line to westerly street line) of the private roadway now or formerly known as Duck Street beginning at the southerly street line of Highland Avenue and running in a generally southerly direction for a distance of 400 lineal feet.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200_

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, as part of a private development project utility lines have been extended across a certain private road known as Duck Street; and

WHEREAS, it is the intention of the private developer to offer and of the City of Danbury to accept said lines as part of the public utility system; and

WHEREAS, the owner of Duck Street cannot be located and eminent domain proceedings will therefore be necessary to acquire the interests to be taken in and to the easements listed on the Schedule attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED THAT the Corporation Counsel of the City of Danbury is hereby authorized to acquire property interests as set forth in the attached legal description, on or before May 1, 2004, either by eminent domain through the institution of suit against the property owners, their heirs, executors, successors and assigns and their respective mortgage holders and encumbrances, if any.



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

(203) 797-4518
(203) 796-8043 FAX

October 10, 2003

PLEASE REPLY TO:
DANBURY, CT 06810

Honorable Mayor Mark D. Boughton
Honorable Common Council Members
City Hall
155 Deer Hill Avenue
Danbury, Connecticut 06810

Re: Request to Condemn Utility Easement
Victor Street – Unimproved Portion

Dear Mayor Boughton and Council Members:

I have reviewed copies of letters to you from Attorney Francis J. Collins dated October 8, 2003, and from William J. Buckley, Jr., Director of Public Works, dated October 9, 2003, relative to the above referenced matter. Over the past few weeks attorney Collins and I have discussed this matter and together with the Director of Public Works we've concluded that due to the ambiguous nature of the public record, referral of the matter to you was the wisest course of action.

Both of the foregoing letters properly explain the problem and the proposed solution to it. I respectfully request that you forward the utility easement condemnation proposal to the planning commission for a report in accordance with the requirements of state law. Once the planning commission has reported back to you we will provide you with a resolution authorizing this office to initiate an eminent domain action to acquire the necessary utility easements.

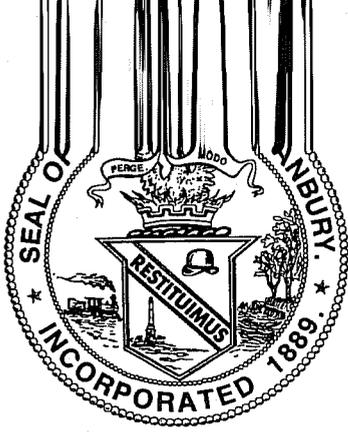
If you have any questions, please feel free to contact me.

Sincerely,

Eric L. Gottschalk
Deputy Corporation Counsel

cc: William J. Buckley, Jr., Director of Public Works
Dennis Elpern, Director of Planning
Francis J. Collins, Esq.





CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200__

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, as part of a private development project utility lines have been extended across an area described on various maps as Victor Street; and

WHEREAS, it is the intention of the private developer to offer and of the City of Danbury to accept said lines as part of the public utility system; and

WHEREAS, the ownership of Victor Street is ambiguous and eminent domain proceedings will therefore be necessary to acquire any inconsistent private ownership interests in and to the real property easements described on the Schedule attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED THAT the Corporation Counsel of the City of Danbury is hereby authorized to acquire property interests as set forth in the attached legal description, on or before May 1, 2004, either by eminent domain through the institution of suit against the property owners, their heirs, executors, successors and assigns and their respective mortgage holders and encumbrances, if any.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200__

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, as part of a private development project utility lines have been extended across an area described on various maps as Victor Street; and

WHEREAS, it is the intention of the private developer to offer and of the City of Danbury to accept said lines as part of the public utility system; and

WHEREAS, the ownership of Victor Street is ambiguous and eminent domain proceedings will therefore be necessary to acquire any inconsistent private ownership interests in and to the real property easements described on the Schedule attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED THAT the Corporation Counsel of the City of Danbury is hereby authorized to acquire property interests as set forth in the attached legal description, on or before May 1, 2004, either by eminent domain through the institution of suit against the property owners, their heirs, executors, successors and assigns and their respective mortgage holders and encumbrances, if any.

Victor Street
Sanitary Sewer and Water Main Utilities Easement

A permanent sanitary sewer and water main utilities easement approximately 50 feet in width, approximately 225 feet in length along its northerly boundary and approximately 205 feet in length along its southerly boundary, the northerly and southerly boundary dimensions being measured from the westerly street line of Hobson Street in a generally westerly direction. The utilities easement is over the unimproved private portion of the Victor Street right of way that abuts lots 99, 100, 101, 102, 103, 104, 105, and Plot C all as shown on a map entitled "MacDonald Farm Danbury CT Now Known as Lee Heights" prepared by Chas. Brown, dated June 1, 1892 and filed in the Danbury Land Records as map number 9.

This utilities easement in no way transfers to the City of Danbury responsibility for maintenance or liability relative to any private driveway or access road to be constructed within the portion of the unimproved Victor Street right of way described above.



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

October 9, 2003

Honorable Mark D. Boughton
Common Council ✓
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton and Common Council Members:

Request to Condemn Utility Easement
Victor Street – Unimproved Portion

We are in receipt of a copy of the October 8, 2003 letter sent to you by Attorney Francis J. Collins relative to the above noted subject.

At the July 24, 2002 Common Council meeting, petitioner Michael Zotos' request for approval of sanitary sewer and water main extensions in Victor Street was approved by the Common Council subject to the standard "eight steps". Step 6 requires that the petitioner "convey ownership of any easements to all or portions of the sanitary sewer/water lines as the City Engineer's Office determines are of potential benefit to other landowners in the City."

In this particular situation, a utility easement is required for the sanitary sewer and water lines to be installed by Mr. Zotos.

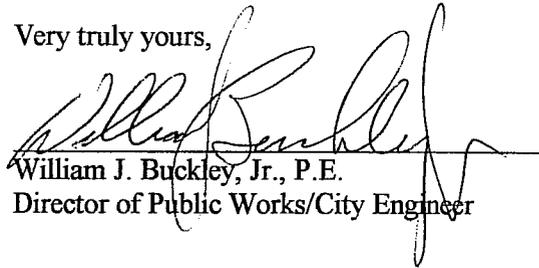
As noted in Attorney Collins' letter to you, he feels that it would be impossible to locate the heirs of the 1898 property owners and asks that the Common Council authorize condemnation of a utility easement for the sanitary sewer and water mains to be installed in the unimproved portion of Victor Street.

The Public Works Department has no opposition to the Common Council authorizing the condemnation of a utility easement for the sanitary sewer and water mains in the unimproved portion of Victor Street.

The Public Works Department also wants to make it clear that the above noted recommended action in no way implies that the City has or will have any responsibility for the roadway maintenance of the presently unimproved section of Victor Street.

If you have any questions or require additional information, please feel free to give me a call.

Very truly yours,

A handwritten signature in black ink, appearing to read "William J. Buckley, Jr.", written over a horizontal line.

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

C: Dennis Elpern
Eric L. Gottschalk, Esq.
Laszlo L. Pinter, Esq.
Mario Ricozzi, P.E.
Frank Cavagna
Francis J. Collins, Esq.
Michael Zotos



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

(203) 797-4518
(203) 796-8043 FAX

October 28, 2003

PLEASE REPLY TO:
DANBURY, CT 06810

Honorable Mark D. Boughton, Mayor
Honorable Members of the Common Council
155 Deer Hill Avenue
Danbury, CT 06810

Re: October Agenda Item No. 58.
Deer Ridge Water Main & Spring Ridge Water Main

Dear Mayor and Council:

On the October 7, 2003, Council agenda, you approved and adopted the water main assessment(s) for the above properties. In order to conclude the process of adoption and commence the process of statutory filings, notification and actual assessment, please adopt the resolution and attachments as appended to this correspondence.

Once that is done, we will notify the Town Clerk and other necessary parties in order that the assessments may be finalized.

Please do not hesitate to call in the event you have any questions.

Very truly yours,

Laszlo L. Pinter,
Assistant Corporation Counsel

Attachments

cc: Dena Diorio, Director of Finance
William J. Buckley, P.E., Director of Public Works/City Engineer
Patricia A. Ellsworth, P.E., Assistant City Engineer
Cathy Skurat, Tax Collector

Llp/deer-spring ridge water main



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 200_

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the City of Danbury caused a water line to be installed known as the Deer Ridge Water Main; and

WHEREAS, the General Statutes of the State of Connecticut require that assessments be made against property owners who benefit from said line; and

WHEREAS, the Common Council has determined the amount of said assessments, after public hearing, all according to law; and

WHEREAS, the Connecticut General Statutes Section 7-253 authorizes the installment payment of assessments levied as the result of benefits derived from the installation of water systems; and

WHEREAS, said installment method of payment is deemed to be in the best interests of the City.

NOW, THEREFORE BE IT RESOLVED THAT the Assessment of Benefits fixed herein shall be due and payable on or before January 1, 2004, provided, however, that said assessments may be paid in installments in accordance herewith; and

BE IT FURTHER RESOLVED THAT the Tax Collector of the City of Danbury is hereby directed to file the appropriate Certificates of Notice of Installment Payment of Assessment of Benefits in the Land Records of the City of Danbury; and

BE IT FURTHER RESOLVED THAT the following provisions shall apply to installments of water benefit assessments in connection with the Deer Ridge Water Main:

1. The payment of any benefits by installments hereunder shall be in not more than nineteen (19) equal annual payments.
2. The minimum annual installment payment shall be Four Thousand Two Hundred Eighty Eight Dollars (\$4,288.00).
3. The interest on any deferred payments hereunder shall be due at a rate per annum of 4.34 percent (4.34%). Any person may pay any installment for which he is liable at any time prior to the due date thereof and no interest on any such installment shall be charged beyond the date of such payment.
4. The Town Clerk shall record on the Land Records of the City of Danbury a certificate signed by the Tax Collector of said City in a form substantially as attached.
5. A listing of the foregoing assessments was filed in the Town Clerk's Office on November 12, 2003. An appeal to the superior court from such assessment must be taken with 21 days of such filing.

The foregoing amounts are hereby laid upon the properties owned wholly or in part by the parties named, in the amounts and for the sums indicated for the expense of constructing the water and appurtenances in the Deer Ridge Water Main project as follows:



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

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CERTIFICATE OF NOTICE OF INSTALLMENT PAYMENT OF ASSESSMENT OF BENEFITS

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Vol. _____ Page _____

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This certificate is filed pursuant to Section 7-253 of the General Statutes, as amended.

The property assessed is:

Lot _____ Street _____

Item No. _____

Tax Collector

Received _____ At _____ m.

Recorded in the Danbury Land Records

Vol. _____ Page _____

Town Clerk

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(list attached)



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Town Clerk

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(list attached)



7

CITY OF DANBURY

OFFICE OF THE MAYOR
DANBURY, CONNECTICUT 06810

MARK D. BOUGHTON
MAYOR

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

October 27, 2003

Honorable Members of the Common Council
City of Danbury

Dear Council Members:

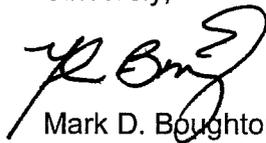
I hereby submit for your confirmation the appointment of the following individual to the position of Police Officer within the Danbury Police Department:

Bryan Reed
489 Cowperthwaite Street, 62E
Danbury, CT 06811

Mr. Reed is a Danbury resident. He graduated from John Jay College of Criminal Justice in New York, New York, in 1992 with a Bachelor of Science Degree in Criminal Justice. He has been with the New Fairfield Police Department since March 2001 as a Police Officer. Mr. Reed also served in the United States Coast Guard from October 1992 through August 1996.

Thank you for your consideration of this appointment.

Sincerely,


Mark D. Boughton
Mayor

MDB/ecc



4

CITY OF DANBURY

OFFICE OF THE MAYOR
DANBURY, CONNECTICUT 06810

MARK D. BOUGHTON
MAYOR

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

October 29, 2003

Honorable Members of the Common Council
City of Danbury
Danbury, Connecticut

Dear Common Council Members:

The Housatonic Valley Tourism District has ceased operations due to a statewide reorganization of tourism. The successor organization, the Northwest Connecticut Tourism District is in a final organizational stage. The new organization will represent 48 towns, one of five tourism districts across the state. State Statute provides each town with one appointed representative for the new district.

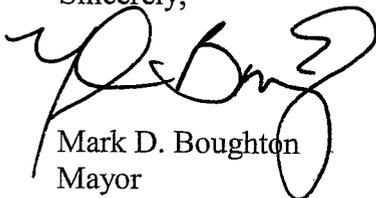
I hereby request the appointment of the following individual to represent Danbury with a term to expire September 30, 2006:

Terence E. McNally [U]
4 Liberty Street, Unit 3-A
Danbury, CT 06810

Mr. McNally is Executive Director of the Danbury Parking authority and a resident of Danbury. Terry represented Danbury on the Housatonic Valley Tourism Commission and has attended organizational meetings for the successor organization.

Thank you for your consideration of this appointment.

Sincerely,



Mark D. Boughton
Mayor

October 21, 2003

Mayor Mark D. Boughton

Danbury City Hall

Dear Mayor Boughton:

We have received a donation from Edyce Hornig, 46 Britannia Dr., Danbury 06811 in the amount of \$30.00.

Please place this item on the agenda for the November Common Council meeting as this donation needs to be deposited into the LIBRARYFUND.4651 Donations.

Sincerely,



Elizabeth McDonough
Director

c: Common Council - c/o J. Samaha ←
D. Diorio - Director of Finance



10

CITY OF DANBURY
DANBURY, CONNECTICUT 06810

HEALTH AND HOUSING DEPARTMENT
155 DEER HILL AVENUE

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

October 28, 2003

Honorable Mayor Mark Boughton
Honorable Members Danbury Common Council
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton and Common Council Members:

Kurt Dahlgren, on behalf of the Goodrich Aerospace Corporation, has offered to provide six file cabinets to the City of Danbury. These file cabinets will be used to properly store archived tax assessor field cards, which currently are either loose or in cardboard boxes.

The department would like to accept these donations in order to facilitate its use of these archived field cards for historical review on behalf of permit applicants.

Thank you for your consideration of this matter.

Sincerely,

William Campbell
Director of Health

C: Sean Hearty, Director of Permit Center



CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF ELDERLY SERVICES
COMMISSION ON AGING

Danbury Senior Center
Elmwood Hall
10 Elmwood Place
(203) 797-4686

Municipal Agent
80 Main Street
(203) 796-1513

October 27, 2003

Honorable Mayor Mark Boughton
Members of the Common Council
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton and Members of the Common Council:

The following donations of \$ 175 have been sent to the Department of Elderly Services - Danbury Senior Center.

Candewood Valley	25.00
Filosa	25.00
Center School PTO	50.00
Almost Family	25.00
Candlewood Vista Assoc., Inc.	50.00

Kindly approve of these gifts and the transfer of the total amount to line item 5002-5311 Professional Services. Thank you.

Respectfully,

Susan Tomanio Turner, LCSW
Director of Elderly Services

cc: Deana Diorio
Director of Finance

24692

ALMOSTfamily

9510 Ormsby Station Road, Suite 300
Louisville, KY 40223
(502) 899-5355

Bank One NA
P O Box 1045
Columbus, OH
43271-1045
56-1544 / 441

DATE	10/8/2003
AMOUNT	***25.00

Void after 90 days

PAY Twenty-Five and 00/100*****

TO THE ORDER OF DANBURY SENIOR CENTER
DANBURY

William Smith

CHECK IS PRINTED ON SECURITY PAPER WHICH INCLUDES FLUORESCENT FIBERS. BORDER CONTAINS MICROPRINTING.

⑈ 246929⑈ ⑆044115443⑆ 616285748⑈

CANDLEWOOD VISTA ASSOC., INC. CANDLEWOOD VISTA DANBURY, CT 06811		1567
		51-110/211 BRANCH 92133
		10/15/03 DATE
PAY TO THE ORDER OF	Danbury Senior Center	\$ 50.00/100
Fifty and 00/100		DOLLARS
FIRST UNION	First Union National Bank firstunion.com Org. 020 R/T 021101108	<i>Doreen M. Lopez</i>
FOR	<i>Mrs. Doreen Von Metzsch</i>	<i>J. Lopez</i>
⑆021101108⑆ 2000016905197⑈ 1567		

Candlewood Valley Care
80 Park Lane East
New Milford, CT

06776

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

Candlewood Valley
51-1101/211

4881

DATE Oct. 15, 2003

PAY TO THE ORDER OF Donbury Senior Center \$ 25.00

Twenty Five + 00/100 DOLLARS

FIRST
First Union National Bank
firstunion.com
O/g. 020 R/T 021101108

Performance Banking®

MEMO John's Service Charge 10/103 Carolyn H. Doyle

⑆021101108⑆⑆103018977524⑆⑆4881⑆

FILOSA CONVALESCENT HOME INC.

OPERATING ACCOUNT
13 HAKIM ST.
DANBURY, CT 06810-5316

2604

DATE 10/06/03

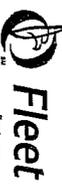
51-57/119

PAY TO THE ORDER OF Donbury Senior Center

\$ 25.00

Twenty Five and 00/100

DOLLARS



FOR Collinakes 3/18

Paul Mabe Ph.D.

⑆002604⑆⑆011900577⑆⑆9417547694⑆⑆

C/O Center School
8 Oct-03 1411

CENTER SCHOOL PTO

51-7224/2211
766020097
2120

PAY TO THE ORDER OF Donbury Senior Center \$ 25.00

Carol Mabe DOLLARS

Brookfield CT 06804

UNION SAVINGS BANK

Security Features
Deposit on Bank

12

**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

MEMORANDUM

TO: Mayor Boughton and Members of the Common Council
FROM: Robert G. Ryerson, Director of Parks & Recreation
DATE: August 21, 2003
RE: DONATION

Please accept this donation from the Connecticut ASA JO PROGRAM. We hosted a tournament at Hatters Park this past July. The funds can be re-appropriated to the Parks & Recreation budget line item 7002.5501 – Maintain Land & Grounds.

Cc: Dena Diorio – w/ check



13

CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
120 MAIN STREET

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

October 28, 2003

MEMORANDUM

To: Members of the Common Council

From: Chief Robert L. Paquette

Subject: **Acceptance of Donation**

Attached please find the correspondence pertaining to the donation of a two-year lease for a vehicle to be provided by Danbury Fair Honda to the Danbury Police Department - Community Services Division. The details of this donation are contained in the attached correspondence.

You are requested to add this donation to the agenda of the November Common Council Meeting for approval.

Sincerely,

Robert L. Paquette
Chief of Police

RLP:ml
Encl.



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
120 MAIN STREET

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

Monday, October 27, 2003

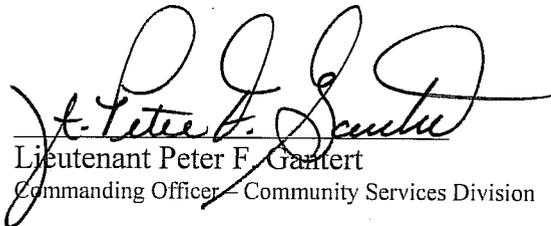
To: Chief Robert L. Paquette
Chief of Police
From: Lieutenant Peter F. Gantert
Community Services Division

RE: Donation: Fair Honda 2003 Honda Odyssey Van

Chief Robert Paquette,

A "Partnership in Safety" has been formed between Fair Honda (of Danbury), State of Connecticut DOT and the Danbury Police Department in the area of Occupant Passenger Safety. In the past Fair Honda of Danbury has donated a 2001 Honda Odyssey Van to aid the Community Services Division with this outreach program. My division has been in partnership with Fair Honda for the last five years bringing occupant safety programs not only to the residents of Danbury but also to the Greater Danbury area.

The current two-year lease on this vehicle has ended and Fair Honda wishes to continue this partnership with the donation of a new two-year lease for a new van. The approximate value of this two-year lease donation will be approximately \$12000.00 a year or approximately \$24,000.00 for two years. I am requesting that the department support this donation and bring it before the Common Council at its next regularly scheduled meeting in November for approval.


Lieutenant Peter F. Gantert
Commanding Officer - Community Services Division



October 23, 2003

City of Danbury
Deer Hill Avenue
Danbury, CT 06810

To Whom It May Concern:

Please let it be known that Fair Honda will once again offer a two year lease on a 2004 Honda Odyssey to The City of Danbury (Police Department) to pull their Child Seat trailer at no charge.

The value per year on this contribution equals approximately 12000.00 dollars per year.

Sincerely,

A handwritten signature in cursive script that reads 'Paul Shutak'.

Joe Thompson
Paul Shutak

General Manger
Service Manager



14

CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DENA DIORIO
DIRECTOR OF FINANCE

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

MEMORANDUM

TO: Hon. Mark D. Boughton via the Common Council
FROM: Dena Diorio, Director of Finance *Dena*
RE: **FARIOLY FUND APPROPRIATION**
DATE: October 20, 2003
CC: Elizabeth McDonough

CERTIFICATION

On October 2, 2003, the Library Board of Directors voted to expend no more than \$30,000 from the Farioly Fund to purchase new lights for the library plaza renovation. Per the resolution adopted by the Common Council in September 1998, expenditures of funds from the Farioly Fund must first be approved by the Library Board and then the Common Council.

I would, therefore, recommend that the Common Council authorize the reappropriation of \$30,000 from the Farioly Fund to a special revenue account to be established for the purchase of the new lights. I have attached a copy of the request from the Library Board and the minutes approving the expenditure.

DD/jgb

Attach.

Date: October 15, 2003

To: Dena Dioro

From: Betsy McDonough

Betsy

RE: FARIOLY FUNDS

At the October 2, 2003 Library Board of Directors meeting, members approved the expenditure from the Farioly Fund to purchase new lights for the library plaza renovation. The cost is not to exceed \$30,000. Enclosed is a copy of the minutes of this meeting.

Please place appropriation of the funds on the November 2003 Common Council agenda. Thank you.

THE DANBURY PUBLIC LIBRARY

CITY BOARD OF DIRECTORS

REGULAR MEETING – October 2, 2003

The President, John W. Hoffer, called the meeting to order at 3:57 PM.

PRESENT: John W. Hoffer, President; B. J. Hull, Vice President, Robert Feinson, William Goodman, Ned Moore, Sr.; Nancy Haas, FRIENDS, and Elizabeth McDonough, Director

1. Minutes – September 4, 2003

- * **Motion made by Mr. Goodman to approve the minutes of the September 4, 2003 meeting. It was seconded by Mr. Moore and approved unanimously.**

2. Financial Report – Elizabeth McDonough

This month's expenditures are \$150.00 Rotary annual membership dues for a staff member and \$3,000 for the Sybil Ludington statue to be cleaned and stored until the Plaza renovations are completed. This statue will be picked up tomorrow or the latest Monday of next week. The \$10,000 for the upgraded plaza sign will no longer be needed as this is included in the City's plaza redesign budget. Ms. McDonough requested that some of this be used for a rendering of an updated mock up of the renovated plaza for display in the library. Since the renovations began, staff has received many inquiries about this project from the public. Ms. McDonough felt that a rendering would help ease the public's qualms regarding this project. Ms. McDonough received a quote from Mrs. Didona for a 2x3' updated rendering of the plaza renovation totaling \$3,000.00. Mr. Hoffer requested this request be tabled until the President's Report as he also has a funding request. The Board requested an update regarding the inaccessibility of Board designated funds. This situation has been resolved for this year, but does not preclude a repetition next year. Starting April through June, all open purchase orders will be monitored

- * **closely to forestall another recurrence. Motion made by Mr. Moore to accept the financial report as presented. It was seconded by Mr. Feinson and approved unanimously.**

3. FRIENDS of the Library

Report delayed until the liaison arrived.

4. Director's Report - Elizabeth McDonough

Closings for Christmas and New Year's: This year Christmas and New Year's fall on Thursday and it is customary that we close at 5:00 PM the day before since the library is open until 8:00 PM on Wednesday evenings. Since City Hall closes at 4:30, the Board felt that the

- * **library should close at that time also. Motion made by Mr. Goodman to close the library on Christmas and New Year's Eve at 4:30 PM. It was seconded by Mrs. Hull and approved unanimously.** Ms. McDonough will submit the Board's recommendation to the Mayor for his

5. FRIENDS of the Library – Nancy Haas

Ms. Haas reported that the new Treasurer initiated an investment process to consolidate various out-of-town accounts and move them into a local institution where they will gain a better return. Membership renewals are due to be mailed out in November and they are exploring options to get this done sooner. A committee is looking into advertising as a means to spread information about the FRIENDS with the aim to increase membership. The annual book sale is October 11-13 at the PAL building across from the town park.

6. President's Report:

Next month's meeting will be minus 3 members, Mr. Hoffer, Mr. Feinson and Mr. Wibling, as they will be out of town plus Mr. Goodman who thought he might also be away. Mrs. Hull will confirm attendance with the remaining members to determine if there will be a quorum.

Mr. Hoffer noted at the plaza's ground breaking ceremony that the current lights in the plaza are in poor condition, the design of the lights are dated and not in keeping with the design of the new plaza. Didona Associates has supplied a quote for new lights that total \$39,000. Mr. Hoffer suggested that the Board use the \$10,000 earmarked for a new Danbury Library sign in the plaza in the Board designated funds since this will no longer be needed. He recommended * the balance of \$30,000 be taken from the Farioly fund. **Motion was made by Mr. Goodman to transfer \$9,000 from the plaza upgrade line item in the Board designated funds budget and to use \$30,000 from the Farioly endowment to fund the replacement of lighting in the plaza. It was seconded by Mr. Feinson and approved unanimously.** A resolution will be presented at the next Common Council meeting regarding the Farioly funding.

After a lengthy discussion, the Board felt that other options should be explored for the updated rendering of the plaza.

Mr. Hoffer will write to the Mayor asking him to reappoint the two members whose terms expire January 2004 and to consider filling the vacancy on the Board.

* **Motion made by Mr. Moore to adjourn at 4:50 PM. It was seconded by Mr. Goodman and approved unanimously.**

The next meeting date will be Thursday, November 6, 2003, at 4:00 PM.

Respectfully submitted,

Eileen McCormack

Joe W. Hoffer, Pres.

Date: 10-15-2003

DANBURY MUSIC CENTRE

256 Main Street Danbury, Connecticut 06810

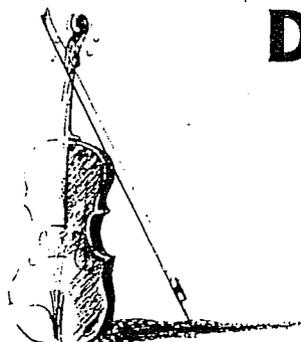
phone (203) 748-1716

fax (203) 794-1308

dmc1935@snet.net

http://www.danbury.org/MusicCtr

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August 14, 2003

Governing Board

2003 - 2004

Officers

Dennis Nuzzaro
President

Charles Tidd
Vice President

John W. Cherry
Secretary

Dawn Ellen Whaley
Treasurer

Board of Directors

Rev. Albert D. Audette, Jr.

Rosemary Cannon

Carolyn R. Carlson

Beth Ann Fetzer

Cheryl Fisher

Brenda Hamilton

Marcia M. Klebanow

Kris Meier

Harold Mike Michael

Toni K. Pepe

Linda Poulin

Mary C. Ronan

Edith A. Schwab

Hon. Dianne E. Yamin

Mayor Mark Boughton and
Members of the Common Council
Mayor's Office
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton and Members of the Common Council,

The Danbury Music Centre is requesting a renewal of our lease with the City of Danbury so that we may continue to occupy the Old Library Cultural Center at 256 Main Street. I am requesting a 10-year renewal of our lease.

Executive Director

Nancy F. Sudik

I do not think there is any way we can adequately thank the Common Council and the City of Danbury for their generosity by allowing the Danbury Music Centre to occupy such a beautiful, centrally located building.

Grants Writer

Molly Lipham

We only hope our appreciation is evident by the quantity and quality of the many musical opportunities we provide for the people of Danbury.

Music Directors

David Katz
Danbury Symphony Orchestra

Richard Price
Danbury Concert Chorus

Glen Lebetkin
Danbury Preparatory Strings

James E. Humphreville
Music Director, Emeritus

Sincerely,

A handwritten signature in black ink that reads "Nancy F. Sudik". The signature is written in a cursive style.

Nancy F. Sudik
Executive Director

Summer Directors

Larry Deming

Ase-AmenRa Kanamu

Albert Montecalvo

Jonathan Pope

NFS:dk

Nutcracker Director

Arthur Fredric

Lifetime Directors

Benjamin DaSilva

Harriette Papish

Advisory Board

Mayor Mark Boughton

Gene F. Eriquez

Charles F. Frosch

Lyn R. Meyers

Wayne J. Shepperd

This Indenture,

Made by and between the *CITY OF DANBURY*, 155 Deer Hill Avenue, Danbury, Connecticut 06810, a municipal corporation organized and existing under and by virtue of the laws of the State of Connecticut, acting herein by Mark D. Boughton, its Mayor, hereunto duly authorized, hereinafter referred to as the **Lessor**,

and *Danbury Music Centre, Inc.*, a nonprofit corporation organized and existing by virtue of the laws of the State of Connecticut, having a principal place of business at 254-256 Main Street in Danbury, Connecticut, acting herein by Nancy F. Sudik, Executive Director, hereunto duly authorized, hereinafter referred to as the **Lessee**,

WITNESSETH:

That the Lessor has leased, and does hereby lease to the said Lessee portions of the first and second floors of the Old Danbury Library, so-called, located at 254-256 Main Street, Danbury, Connecticut, as more particularly shown on a sketch attached hereto as Exhibit A, for office use and musical performance and study, for the term of ten (10) years from the first day of November, 2003, for the term rent of Ten Dollars (\$10.00) payable in one payment to wit: on the first day of November during the term hereof; said lease terminating on the 31st day of October, 2013.

And the said Lessor covenants with the said Lessee that it has good right to lease said premises in manner aforesaid, and that it will suffer and permit said Lessee (it keeping all the covenants on its part, as hereinafter contained) to occupy, possess and enjoy said premises during the term aforesaid, without hindrance or molestation from it or any person claiming by, from or under it.

And the said Lessee covenants with the said Lessor to hire said premises, and to pay the rent therefore as aforesaid, that it will commit no waste, nor suffer the same to be committed thereon, nor injure nor misuse the same; and also that it will not assign this lease nor underlet a part or the whole of said leased premises, nor make alterations therein, nor use the same for any purpose but that hereinbefore authorized, without written permission from said Lessor but will deliver up the same at the expiration or sooner determination of its tenancy in as good condition as they are now in, ordinary wear, fire and other unavoidable casualties excepted.

Provided, however, and it is further agreed that if the said rent shall remain unpaid thirty (30) days after the same shall become payable as aforesaid, or if the said Lessee shall assign this Lease, or underlet or otherwise dispose of the whole or any part of said demised premises, or use the same for any purpose but that hereinbefore authorized or make any alteration therein without the consent of the Lessor in writing, or shall commit waste or suffer the same to be committed on said premises, or injure or misuse the same, then this Lease shall thereupon, by virtue of this express stipulation therein expire and terminate, and the Lessor may, at any time thereafter, re-enter said premises, and the same have and possess as of its former estate, and without such re-entry, may recover possession thereof in the manner prescribed by the statute relating to summary process; it being understood that no demand for rent, and nor re-entry for condition broken, as at common law, shall be necessary

to enable the Lessor to recover such possession pursuant to said statute relating to summary process, but that all right to any such demand, or any such re-entry is hereby expressly waived by the said Lessee.

And it is further agreed between the parties hereto, that whenever this Lease shall terminate either by lapse of time or by virtue of any of the express stipulations therein, the said Lessee hereby waives all right to any notice to quit possession, as prescribed by the statute relating to summary process.

And it is further agreed that in case the said Lessee shall, with the written consent of the said Lessor endorsed hereon, or on the duplicate hereof, at any time hold over the said premises, beyond the period above specified as the termination of this Lease, then the said Lessee shall hold said premises upon the same terms, and under the same stipulations and agreements as are in this Instrument contained, and no holding over by said Lessee shall operate to renew this Lease without such written consent of said Lessor.

And it is further agreed between the parties hereto, that the Lessee agrees to comply with, and conform to all the Laws of the State of Connecticut, and the by-laws, rules and regulations of the City and Town within which the premises hereby leased are situated, relating to health, nuisance, fire, highways and sidewalks, so far as the premises hereby leased are, or may be concerned; and to save the Lessor harmless from all fines, penalties and costs for violation of or non-compliance with the same, and that said premises shall be at all times open to the inspection of said Lessor and its agents, to applicants for purchase or lease, and for necessary repairs.

And it is further agreed that the said Lessor agrees to pay the water rates, or rent, for all water used and consumed on said leased premises during the term aforesaid.

And it is further agreed between the parties to these presents, that in case the building or buildings erected on the premises hereby leased shall be partially damaged by fire or otherwise, the same shall be repaired as speedily as possible at the expense of the said Lessor; that in case the damage shall be so extensive as to render the building or demised premises untenable, the rent shall cease until such time as the building shall be put in complete repair; but in the case of the total destruction of the premises, by fire or otherwise, the rent shall be paid up to the time of such destruction and then and from thenceforth this Lease shall cease and come to an end.

If the whole or any part of the demised premises shall be acquired or condemned by Eminent Domain for any public or quasi public use or purpose, then and in that event, the term of this lease shall cease and terminate from the date of title vesting in such proceeding and Lessee shall have no claim against Lessor for the value of any un-expired term of said lease.

And the Lessee further covenants and agrees that no accumulation of boxes, barrels, packages, waste paper, or other articles shall be permitted in or upon the premises.

And the Lessee covenants that in the event the Lessor is required to employ an attorney in order to enforce a provision of this lease, the Lessee shall pay a reasonable attorney's fee.

And the Lessee shall provide, maintain and insure at its own cost all interior furnishings and equipment as shall be deemed necessary by the Lessee for its proper use and enjoyment of the premises.

The Lessor reserves the right to use the leased premises located on the second floor for special events provided that the Lessor shall give the Lessee written notice thereof not less than ten (10) days prior thereto.

Lessee shall make no interior alterations including specifically, but not limited to, the installation of lockers, without the prior written approval of the Lessor.

Notwithstanding any other provision of this lease, the Lessor agrees that the Lessee may permit the use of the property by other persons or groups for cultural activities which the Lessee determines to be of benefit to the community. Such use shall be deemed to be in conformance with the intent of this lease and not a violation thereof. In connection with such use, the Lessee may charge a reasonable fee to defray the costs associated therewith.

Upon the execution of this lease, the prior lease between the parties, dated January 29, 1992, shall terminate and be of no further force or effect.

In Witness whereof, the parties hereto have hereunto set their hands and seals and to a duplicate of the same tenor and date this _____ day of November 2003.

*Signed, Sealed and Delivered
in the presence of:*

CITY OF DANBURY,
Lessor

By: Mark D. Boughton, Mayor
Duly Authorized

DANBURY MUSIC CENTRE, INC.
Lessee

By: Nancy F. Sudik, Executive Director
Duly Authorized

STATE OF CONNECTICUT)
) ss: Danbury
COUNTY OF FAIRFIELD)

On this the _____ day of November 2003, before me, Laszlo L. Pinter, the undersigned officer, personally appeared Mark D. Boughton, who acknowledged himself to be the Mayor of the City of Danbury, a municipal corporation, and that he as such Mayor, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself as Mayor.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Laszlo L. Pinter
Commissioner of the Superior Court

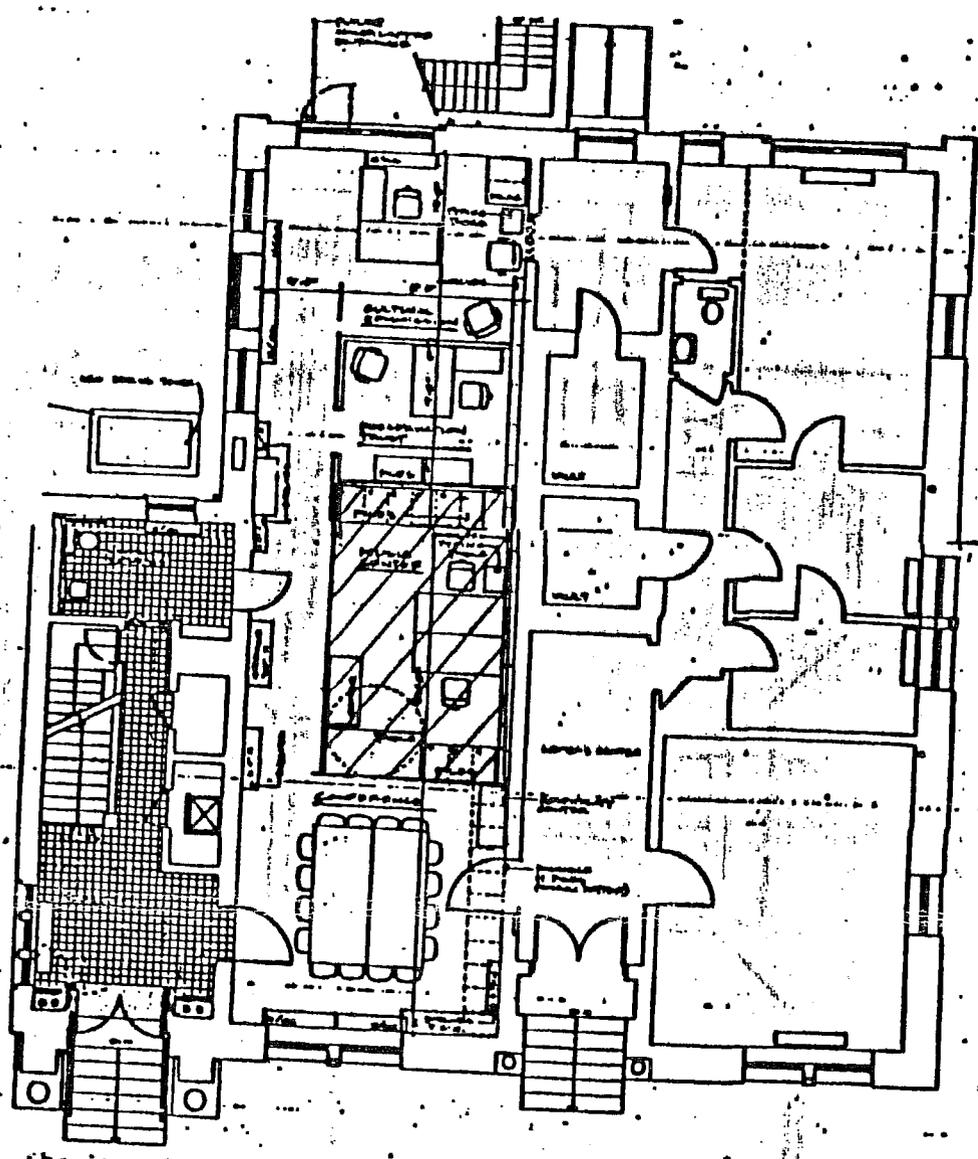
STATE OF CONNECTICUT)
) ss: Danbury
COUNTY OF FAIRFIELD)

On this the _____ day of November 2003, before me, the undersigned officer, personally appeared Nancy F. Sudik, who acknowledged herself to be the Executive Director of the Danbury Music Centre, Inc., a non-profit corporation, and that she as such Executive Director, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by herself as Executive Director.

Notary Public /
Commissioner of the Superior Court

FIRST FLOOR -
OLD LIBRARY

HATCHMARKED AREA FOR USE BY
THE MUSIC CENTRE, INC.





16

CITY OF DANBURY
DEPARTMENT OF WELFARE & SOCIAL SERVICES

TELEPHONE
(203) 797-4569

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

FACSIMILE
(203) 797-4566

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

October 29, 2003

Dear Mayor Boughton:

Project Rose has been approved by HUD. Very soon I will be able to begin looking for apartments.

The City will lease six or seven apartments and sublet them to homeless families.

In order to do so in a timely fashion, I am asking that you put the following before the Common Council on the November agenda.

I am requesting that the Director of Welfare & Social Services be given a blanket authorization to enter into lease agreements with area landlords and sub leasing agreements with homeless adult family members. These will be one-year leasing agreements.

The leases will be developed and will be approved for use by the Corporation Counsel.

I have attached a program description, the award letter, and the leasing budget.

We can rent 4 - 2 bedroom apartments at a monthly rate of \$1,044.00 and 3 - 3 bedroom apartments at \$1,378.00 per month. The criteria for selection will include:

- One adult must be disabled (HUD criteria - AIDS, serious mental illness, substance abuse or dually diagnosed)
- Family must be homeless in Danbury or has become homeless in Danbury
- At least one minor child must live with their parents
- There must be income.

Other criteria will be defined when HUD schedules our start up conference.

Thank you.

Sincerely,


Deborah MacKenzie

c.c. Jimetta Samaha
Eric Gottschalk
Dena Diorio

EMERGENCY SHELTER 796-1661
JOB SEARCH ASSISTANCE 796-1650

MEDICAL BENEFITS COUNSELING 797-4567
EMERGENCY AID NETWORK 797-4565



Description of Program:

Project Rose

Project Rose has been funded by the United States Department of Housing and Urban Development. HUD has allocated the City of Danbury \$142,000 for a 12 month period. Notification of the eligibility for the funds was received in December 2002. The funding will most likely become available in the fall of 2003; the program will begin in either December or January 2004. Due to HUD's timelines, the City will be submitting a renewal application in June 2003 for the second year of program funding even though we have not yet received the original funds.

This permanent housing project will involve the leasing of apartments for homeless families. The City of Danbury will lease 6 apartments in different locations within the City. We will sublet these to homeless families. As this is intended to be permanent housing, the apartments to be leased will be appropriately sized for families and meet all decent, safe and sanitary standards required by the City of Danbury. Scattered sites will enable families to remain in desired school districts, close to established daycare providers, and closer to current employment or potential employment locations. Comprehensive supportive services will be provided to families. This type of project also meets the needs of families who have credit and financial barriers. The City will lease the apartments using the HUD dollars. The families will be required to pay 30% of their income. They will have financial responsibilities but will not be denied access to housing due to their financial history.

This project is designed for homeless families with at least one minor child. As is required by HUD, one adult family member must be disabled to be eligible for permanent housing. The adult family member must meet the disabled criteria for substance abuse, HIV/AIDS, serious mental illness or dually diagnosed with Substance Abuse and Serious Mental Illness.

Families will come from our community's emergency shelter for women with children, Harmony House, or our transitional housing for homeless families, Amos House. We will also accept agency, self, or school referrals

The outreach plan to bring them into the project will require close collaboration with community providers. We will outreach first to the school's McKinney-Vento outreach worker to identify families with whom she is working who meet the prescribed criteria. We will then outreach to Amos House, the transitional housing program for homeless families. Referrals of families from this program into this new program will then facilitate movement from an emergency shelter into Amos House. The next level of outreach will be to Harmony House, the emergency shelter for women with children. We will attempt to identify those families that lack a regular nighttime residence by contacting our local police to determine if they know of families living in cars or camping.

Simultaneously we will be accepting self-referrals and agency referrals. They will be made aware of the new program as a result of regular mailings, newspaper publicity and scheduled agency visits by program staff to family serving agencies. The local providers and continuum members will be informed of the program, its criteria and availability on an ongoing basis. There are several providers of family medical services that will be notified and spoken with. They come into contact with homeless families that are not connected or known elsewhere. Our community has an Americares free clinic for adults without medical insurance. We have the Hanahoe Children Clinic that cares for children from families without medical insurance. We also have the Wellness On Wheels Van. It is a mobile medical unit that operates twice weekly in different neighborhood locations. We will outreach to the staff at each of these to inform them of the program and the referral process.

The assessment of supportive service needs will begin once each of the families have been identified. A preliminary screening for eligibility and the desire to participate will take place. When we are certain that HUD funds will be available, outreach activities will begin. The assessment for and the provision of supportive services will be coordinated and managed by the program case manager. The cornerstone of this proposal is comprehensive case management.

The outreach and the preliminary assessment will be information sharing opportunities. Interested families will learn of this new project and will begin to become familiar with community services as we seek to ascertain their disability and their current involvement with local services. Program staff will obtain invaluable information at this time about the families experience with homelessness, their financial capabilities and their perception of the barriers they face.

We anticipate that the outreach and preliminary assessment activities will benefit both the community and the families even if they decide they are not interested or do not meet the disability criteria. As mentioned before, our community does not have a family shelter for intact families. If the homeless families do not perceive themselves to be eligible for help or in need of services, they remain anonymous because there is nothing in the system for them. With the possibility of housing we expect homeless families to come forward. At that time our community can ascertain a more accurate count and an understanding of the needs. The families will benefit, as we will be able to identify needs and inform them of available services. Families eligible for public housing will be encouraged and assisted with the applications. Referrals to Medicaid SSI, SSA, Medicare etc. will be made, as appropriate.

Interested families who meet the HUD criteria for disability and homelessness will move to the next step of assessment. If the families have a service history with community agencies and/or medical providers releases will be obtained as will the information they possess. We will contact school personnel and/or pediatricians to determine whether or not the children have identified service needs.

Each family member will be asked to identify what he or she need to transition from homelessness to housing. This question will be asked to each of them each quarter as needs change while the search for housing continues and once they are housed.

The program case manager will compile the information available to determine the supportive services around medical, mental health and developmental needs of the family members. With the expertise of community providers a plan to continue or begin services will be drawn up. Participants will be given this plan and asked to determine whether or not they perceive the plan to be on target for their needs, realistic and acceptable. Modifications will be made based on this feedback.

The purpose of the above plan is to begin or continue efforts to provide stability around their identified disability. Families will need to be connected to those psychiatric, substance abuse and/or HIV medical services before additional action plans can be discussed.

It should be noted that we have a fairly well defined outreach, identification and access system for the coordination of services around identified disabled persons living in shelters and transitional housing facilities. This system along with those systems already in place for families can be expanded easily to include newly identified families.

Our case manager will insure access for our families to those primary services they require to address primary disabilities.

The National Alliance to End Homelessness categorizes most families as *Transitionally Homeless* meaning that they have had a housing crisis that has resulted in their homelessness. *The Housing First* approach is recommended. Families need to quickly get back into housing and to be linked to mainstream services.

Using the components of their recommended plan, the chart below illustrates how the program will assist participants in obtaining and remaining in permanent housing.²

<p><i>Housing Services: to clear barriers such as poor tenant history, poor credit history, etc.; identify landlords; negotiate with landlord; etc.</i></p>	<p>The City of Danbury will be the leaseholder. We will identify and negotiate with landlords. Participant credit and tenant history will be a basis for supportive services but not a barrier to obtaining housing. Case manager will identify potential apartments for family to choose from.</p>
<p><i>Case management services: to ensure families are receiving public benefits; to identify service needs; to connect tenants with community-based services.</i></p>	<p>Case management – This program will provide intensive comprehensive case management services. The case manager for this program will not have other employment responsibilities. Extensive Assessments to determine needs will be done. This case manager will insure that services are received and coordinated.</p>
<p><i>Follow-Up: To work with tenants after they are in housing to avert crises that threaten stability and to problem-solve.</i></p>	<p>Follow-Up: The three -year life of this grant will afford the department and the case manager and the family to accomplish agreed upon goals. Families will be able to seek support from the case manager to prevent crises.</p>

	When the crises occur anyway, the case manager will still be available. As the service needs evolve and are met, the families will learn to avert and address problems. Accessing other community services such as Energy Assistance Programs, food pantries and community loan programs will be encouraged if extra supports are needed. Housing stability is the primary goal.
--	--

Need for the program:

The homeless population to be served will be disabled families. The number of homeless families with children has increased significantly over the past decade; families with children are among the fastest growing segments of the homeless population. "Families with children constitute approximately 40% of people who become homeless (Shinn and Weitzman, 1996). In its 1998 survey of 30 American cities the U.S. Conference of Mayors found that families comprised 38% of the homeless population (U.S. Conference of Mayors, 1998). These proportions are likely to be higher in rural areas; research indicates that families, single mothers, and children make up the largest group of people who are homeless in rural areas (Vissing, 1996)¹ "

Our community's point in time survey (January 2002) accounted for 40 families with minor children. It is our opinion as a community of providers that this number is not representative of family homelessness in our community and that in fact the number is much greater. Unless homeless families are receiving shelter or housing services or community or school services that specifically ask for housing information, families will not readily identify themselves as being homeless. Single parent male-headed households and households with both parents cannot be provided emergency shelter services in this area. The closest family shelters are 35 miles east or south of this area. If they know they cannot receive services, families are less likely to ask for help. Families fearing DCF involvement if their living situation is identified as precarious will not self-report. Fifty percent of the families counted are working, eleven percent are homeless due to eviction, thirty five percent have Mental Health service needs, twenty three percent have Substance Abuse needs and eight percent are infected with HIV.

Many of the homeless families that we have identified are staying week to week in motels if they have income. We have parents separated from their children and living in a vehicle while the children are allowed to sleep in friends or relative beds at night. Our community does not have a family shelter for two parent headed families. Sleeping and temporary living arrangements are varied, creative, and unusual. All are geared to survival of both the family members and the family unit.

The need for housing and supportive services will be evidenced by their current living situation, the history of eviction or foreclosure and the verification of disability by a physician and/or treatment provider. The lack of housing opportunities is evidenced in

the fact that more than half of the families, 52.5%, have been homeless for more than 3 months.

¹ NCH fact sheet #3 (February 1999) Who is Homeless?

² A Plan: Not a Dream: How to End Homelessness in Ten Years

Goals of the Program:

Community Impact Goals include increasing landlord and community awareness of the effectiveness of supportive housing programs. The development of solid, positive relationships with community landlords is critical. The program case manager will be as much the landlord's advocates as they are the tenants' advocate. The case manager will monitor all timely rental payments, housekeeping skills, neighborhood integration and maintaining property. The administrator on a regular basis to insure that the rental arrangement is progressing in a satisfactory manner will contact the participating landlords. The successes will be shared at collaborative events and with other potential landlords. Publicity, when agreed to by all parties, will be sought through local media.

Measurement of the success of this goal will be done via an attitudinal survey of local landlords beginning June 2003 and again 6 months and 1 year after the program.

Family Success Goals will include accessing housing, maintaining and retaining housing and self-sufficiency.

Homeless families face many barriers to accessing housing. Market barriers include the extremely high cost of housing monthly, the cost of security deposits, the extremely low vacancy rate in our area and the high cost of lead paint abatement and remediation. Personal barriers for many families are the lack of savings, poor tenant history and poor credit ratings.

This program is designed to offer landlords a reliable tenant, the City of Danbury; a lease arrangement for at least one year hopefully two.

It is our goal to be find available housing, enter into a lease agreement and successfully eliminating the barriers to accessing housing. The intensive case management services and the liaison services to the landlord will target the goal of maintaining housing. Coordination of needed services, financial and budget training, the establishment of a family savings account and the availability of an advocate and partner in problem solving via the case manager will be the strategies targeted to meeting the housing retention goals.



U.S. Department of Housing and Urban Development

Hartford Field Office
Office of the Field Office Director
One Corporate Center, 19th Floor
Hartford, Connecticut 06103-3220
E-Mail Address: Julie_B._Fagan@hud.gov

OCT 08 2003

Telephone: (860) 240-4800 x3100
Facsimile: (860) 240-4850
TTY: (860) 240-4665

OCT 01 2003

The Honorable Mark D. Boughton
Mayor of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

RECEIVED

OCT - 0 2003

Dear Mayor Boughton:

CORPORATION COUNCIL

Congratulations on the final selection of the City of Danbury's Project Rose under the FY 2002 Supportive Housing Program. All conditions attached to your award for this project have been met. Your grant number is CT26B200001 and your project identification number is PIN-CT10000.

HUD's total fund obligation for this project is \$142,000, allocated as follows:

1. Grant amount for Acquisition	\$0
2. Grant amount for Rehabilitation	\$0
3. Grant amount for New Construction	\$0
4. Grant amount for Leasing	\$99,720
5. Grant amount for Supportive Services	\$39,905
6. Grant amount for Operating Costs	\$0
7. Grant amount for Administration	\$2,375

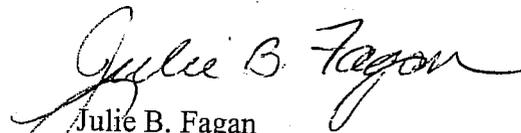
Enclosed are three copies of the Grant Agreement that constitutes the agreement between you and HUD. Please sign all three and return them to this office immediately. When the Grant Agreements are received, they will be executed by HUD, and one will be returned to you.

Also enclosed are Grantee Financial Instructions in which you will find information on completing the Direct Deposit Form, the Voice Response Access Authorization form, and the Special Needs Assistance Programs Voucher for Grant Payment, all of which are necessary to receive payments from HUD.

You are advised that your grant cannot begin and no funds can be disbursed to you for this project until the Grant Agreement is fully executed.

Thank you for your commitment to assisting homeless persons. We look forward to working with you to eliminate homelessness. If you have any questions, please contact Senior CPD Representative Gary Reisine on (860) 240-4800, extension 3070.

Sincerely,


Julie B. Fagan
Field Office Director

24
*
To Be used

Technical
Submission
(cont.)

Project Number CT 26B200001
 Project Identifier PIN CT 10000
 Exhibit 3: Real Property Leasing
 (all projects requesting leasing funds)

A. Leased Unit(s) or Structure(s) Configured for Housing and/or Services

If you proposed to lease units or structures in more than one metropolitan or non-metropolitan area, fill in the appropriate number of tables for each area with a different FMR or actual rent. Please reproduce this Exhibit as needed to accommodate projects using more than one FMR or actual rent.

Enter the number of unit(s)/structure(s) by the bedroom size to be leased and the lower of the actual rent or the FMR as published in the Federal Register on September 30, 2002. The space to be leased may be scattered-site (e.g., one-bedroom apartments in five different apartment complexes) or contained within a structure (e.g., a group home with six bedrooms).

Multiply the number of units/structures by the FMR or actual rent, whichever is lower, by 12 months (# of units x FMR or actual rent x 12) and enter the result in the Year 1 column and the total column. If you will have a multi-year lease (e.g., the grant term is for 2 or 3 years), enter the Years 2 and 3 costs, as applicable, and then total.

Please note that the FMR for a single room occupancy (SRO) unit is equal to 75% (0.75) of the 0-bedroom FMR. The FMRs for unit sizes larger than 4-bedrooms are calculated by adding 15% to the 4-bedroom FMR for each extra bedroom. For example, the FMR for a 5-bedroom unit is 1.15 times the 4-bedroom FMR, and the FMR for a 6-bedroom unit is 1.30 times the 4-bedroom FMR.

FMRs may be found at any of the following WEB site:

<http://www.huduser.org/datasets/fmr.html>

If your project has been approved for exception rents, use those amounts when completing this Exhibit and submit your approval letter with this document.

Chart A:

Name of metropolitan or non-metropolitan FMR area: Danbury CT

Address (if scattered site, indicate so):

Scattered site

Size of units	No. of units/structures	FMR or actual rent	No. of Mos.	Year 1 (a)	Year 2 (b)	Year 3 (c)	Total (d)
1. SRO	x	x	12 =				
2. 0 bdrm	x	x	12 =				
3. 1 bdrm	x	x	12 =				
4. 2 bdrm	4 x	1044 x	12 =	50112			
5. 3 bdrm	3 x	1378 x	12 =	49608			
6. 4 bdrm	x	x	12 =				
7. 5 bdrm	x	x	12 =				
8. 6 bdrm	x	x	12 =				
9. Other	x	x	12 =				
10. Totals	7	2422		\$ 99720	\$	\$	\$

**Technical
Submission**

Project Number CT 26B200001
Project Identifier PIN - CT 10000

Exhibit 1: Project Summary

A. Selectee and Project Sponsor Information - Fill in the information requested below. When the selectee is the same organization as the project sponsor, complete only the selectee information.

Selectee Name City of Danbury
 Contact Person Deborah A. MacKenzie
 Telephone Number (203) 796-1580
 FAX Number/e-Mail Address (203) 797-4566 d.mackenzie@ci.danbury.ct.us
 Selectee Address 155 Deer Hill Avenue
 (street, city, state, zip) Danbury, CT 06810
 Project Sponsor Name City of Danbury
 Contact Person Deborah A. MacKenzie
 Telephone Number (203) 796-1580
 FAX Number (203) 797-4566
 Project Sponsor Address 155 Deer Hill Avenue
 (street, city, state, zip) Danbury, CT 06810

B. Project Budget and Milestones - This section must be completed by all new selectees.

1. Chart 1 - Summary Project Budget

To complete Chart 1, Summary Project Budget, enter the amount of SHP funds requested by line-item in the first column. For leasing, supportive services, and operations, the amount entered should be for the SHP grant term selected (1, 2, or 3 years). In the second column, enter the amount of other cash that will be contributed to the project. This amount plus the SHP request must equal the total budget amount for the project. Note that match requirements for supportive services and operating costs apply to both new and renewal projects. The amounts you enter are for all structures in your project. Each line-item amount in this chart should match the amounts shown in Exhibits 2 through 6, as appropriate.

Requested grant term (1, 2, or 3 years): 1

Chart 1 - Summary Project Budget

	SHP Request	Applicant Cash	Total Project Budget
1. Acquisition			
2. Rehabilitation			
3. New Construction			
4. Subtotal (lines 1 thru 3)*			
5. Real Property Leasing	99720		99720
6. Supportive Services**	39905	11402	51307
7. Operations***			
8. SHP Request (subtotal lines 4 thru 7)	139625	11402	151027
9. Administration (up to 5% of line 8)	2375		2375
10. Total SHP Request (total lines 8 and 9)	142,000	11402	153402

* The SHP request for these activities cannot be more than 50% of the total acquisition, rehabilitation, and new construction budget.

** By law, SHP funds can be no more than 80% of the total supportive services budget.

***By law, SHP can pay no more than 75% of the total operating budget. Please note change in operating match

Project Number CJ26B20001
 Project Identifier PIN CT 10000
 Exhibit 4: Supportive Services

Technical
 Submission
 (cont.)

A. Supportive Services Budget

Please complete the chart below for your project's total supportive services budget. If you need additional space for more services, you may reproduce this chart and label it Exhibit 4A.

In the first column, fill in the supportive service expenses. For staff positions, please include the job title and quantity (or FTE-full time equivalent); for supportive services, such as transportation services, please include the type (e.g., bus tokens) and quantity. In the Year 1 column, enter the amount needed to pay for the service in the first year. If the grant is multi-year, enter the funds needed for Year 2, and if applicable, Year 3. In the last column, total the amount of funds needed for the full grant term. Please ensure that the total supportive services request on Line 5, column (d) below, matches the amount you entered in your project's Summary Budget in Exhibit 1.

Please note that the selectee's match for the first year of the grant term [i.e., Line 6, column (a)] must be documented as described in the introduction to this Exhibit on the previous page; for projects with grant terms exceeding one year, the certification at Section E of this Exhibit must be completed for Year 2 and Year 3 of the grant term.

Example:

Supportive Service Expense	Year 1 (a)	Year 2 (b)	Year 3 (c)	Total (d)
Service Activity: Mental Health Counseling Quantity: 0.25 FTE	\$10,000	\$10,300	\$10,609	\$30,909
Service Activity: Transportation (Bus Tokens) Quantity: 500/mo. @\$2.00 ea.	12,000	12,360	12,731	37,091
Total Supportive Services Budget	22,000	22,660	23,340	68,000
SHP Request	\$17,600	\$18,128	\$18,672	\$54,400

Chart 4A:

Supportive Service Expense	Year 1 (a)	Year 2 (b)	Year 3 (c)	Total (d)
1. Service Activity: <u>Case management</u> Quantity: <u>2.5 FTE</u>	<u>51307</u>			
2. Service Activity: Quantity:				
3. Service Activity: Quantity:				
4. Total Supportive Services Budget	51307			
5. SHP REQUEST*	39905			
6. Selectee's Match (Line 4 minus Line 5)	11402			

*The SHP request cannot be more than 80% of the total supportive services budget in Line 4.



10-061
17

CITY OF DANBURY
DANBURY, CONNECTICUT 06810

HEALTH AND HOUSING DEPARTMENT
155 DEER HILL AVENUE

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

October 27, 2003

Honorable Mayor Mark Boughton
Honorable Members Danbury Common Council
155 Deer Hill Avenue
Danbury, CT 06810

**RE: Danbury Hospital: Implementation of a Regional Primary and Elective
Angioplasty and Open Heart Surgery Program**

Dear Mayor Boughton and Common Council Members:

On July 16, 2003, Gerard D. Robilotti, Executive Vice President, Danbury Hospital, submitted a "Letter of Intent" concerning Danbury Hospital's Implementation of a Regional Primary and Elective Angioplasty and Open Heart Surgery Program to the State of Connecticut's Office of Health Care Access (copy attached). A Letter of Intent is required prior to the submission of a "Certificate of Need Application". The Certificate of Need Application is the basis on which their request will be evaluated.

A Certificate of Need application has not been submitted as of this date. Danbury Hospital has until November 16, 2003 to submit the application. Further, the hospital has the option of requesting a thirty-day extension of the time period in which to submit the application.

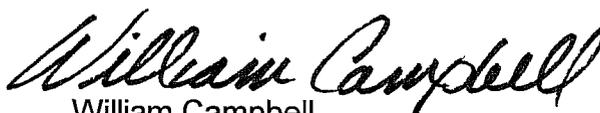
The Letter of Intent does provide a significant amount of information. The costs associated with the proposed services are listed on page 3 of their Letter of Intent. Items 2, 3 & 4 of the Project Description identify the services proposed, the population to be served, unmet needs and how Danbury Hospital's services will meet these needs. Items 5, 6 & 7 establish that there are no other similar service providers in the proposed geographic area, the effect of the proposed project on Connecticut's health care delivery system and the responsible parties for providing the service. Item 8, of the Project Description, provides estimates of the approximate payor mix.

Item 4, in Danbury Hospital's Project Description, identifies a lack of access to recommended care: "With travel time to the closest provider of interventional cardiology services exceeding one hour under ideal conditions, access and treatment fall outside of the accepted and recommended practices established by the American College of Cardiology and American Heart Association."

A recent column (copy attached), written by syndicated columnist Lee Grabar and published in the Waterbury Republican-American newspaper, provides a consumer's view of access to services. His last paragraph summarizes the frustration he experienced: "The impact in my case is paying two hospitals, paying for doctors' and nurses' services at two hospitals, paying for additional ambulance trips, and being compelled to make hour-long trips to be with my wife rather than the twenty-minute one for St. Mary's."

It is my recommendation, based on the lack of access to recommended care and in consideration of the impact on family members, that the Danbury Common Council proceed with the proposed resolution. I would suggest that the words "Certificate of Need" be replaced with "Letter of Intent" since no Certificate of Need application has yet been filed.

Sincerely yours,

A handwritten signature in cursive script that reads "William Campbell".

William Campbell
Director of Health

Enclosures (3)

RECEIVED

2003 JUL 16 PM 2:30

CONNECTICUT OFFICE OF
HEALTH CARE ACCESS

July 16, 2003

Commissioner Mary M. Heffernan
State of Connecticut
Office of Health Care Access
410 Capitol Avenue, MS #13HCA
Post Office Box 340308
Hartford, CT 06134-0308

RE: Danbury Hospital
Implementation of a Regional Primary and Elective Angioplasty and
Open Heart Surgery Program

Dear Commissioner Heffernan:

Enclosed please find a Letter of Intent for Danbury Hospital's Implementation of a
Regional Primary and Elective Angioplasty and Open Heart Surgery Program. Should
you or your staff have any questions, please direct them to my attention.

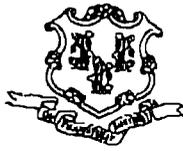
Yours truly,



Gerard D. Robilotti
Executive Vice President

GDR:dte
Enclosures

Cc: Frank J. Kelly, President and CEO, Danbury Hospital
Arthur N. Tedesco, Sr. Vice President and Treasurer, Danbury Hospital
Keith A. Hovan, Sr. Vice President Operations, Danbury Hospital
Paul B. Iannini, M.D., Chairman, Department of Medicine, Danbury Hospital
David L. Copen, M.D., Chief, Department of Cardiology, Danbury Hospital
Susan Cole, State of Connecticut, Office of Health Care Access
J. Michael Eisner, Esq., Wiggin & Dana



**State of Connecticut
Office of Health Care Access
Letter of Intent/Waiver Form
Form 2030**

All Applicants must complete a Letter of Intent (LOI) form prior to submitting a Certificate of Need application, pursuant to Sections 19a-638 and 19a-639 of the Connecticut General Statutes and Section 19a-643-79 of OHCA's Regulations. Please submit this form to the Commissioner of the Office of Health Care Access, 410 Capitol Avenue, MS# 13HCA, P.O. Box 340308, Hartford, Connecticut 06134-0308.

SECTION I. APPLICANT INFORMATION

If there are more than two Applicants, please attach a separate sheet of paper and provide additional information in the format below.

	Applicant One	Applicant Two
Full legal name	The Danbury Hospital	
Doing Business As	Danbury Hospital	
Name of Parent Corporation	Danbury Health Systems, Inc.	
Mailing Address, if Post Office Box, include a street mailing address for Certified Mail	24 Hospital Avenue Danbury, CT 06810	
Applicant type (e.g., profit/non-profit)	Not For Profit Voluntary Acute Care Hospital	
Contact person, including title or position	Gerard D. Roblotti Executive Vice President	
Contact person's street mailing address	24 Hospital Avenue Danbury, CT 06810	
Contact person's phone #, fax # and e-mail address	203-797-7414 203-830-2029 (Fax) Gerard.Roblotti@danhosp.org	

SECTION II. GENERAL APPLICATION INFORMATION

a. Proposal/Project Title: Implementation of a Regional Primary and Elective Coronary Angioplasty and Open Heart Surgery Program

Type of Proposal, please check all that apply:

- Change in Facility (F), Service (S) or Function (Fnc) pursuant to Section 19a-638, C.G.S.:
 - New (F, S) Fnc Replacement Additional (F, S, Fnc)
 - Expansion (F, S, Fnc) Relocation Service Termination
 - Bed Addition Bed Reduction Change in Ownership/Control

Capital Expenditure/Cost, pursuant to Section 19a-639, C.G.S.:

- Project expenditure/cost cost greater than \$ 1,000,000
- Equipment Acquisition greater than \$ 400,000
 - New Replacement Major Medical
 - Imaging Linear Accelerator

Change in ownership or control, pursuant to Section 19a-639 C.G.S., resulting in a capital expenditure over \$1,000,000

b. Location of proposal (Town including street address):
Danbury Hospital, 24 Hospital Avenue, Danbury, CT 06810

c. List all the municipalities this project is intended to serve:
See attached list of service areas

d. Estimated starting date for the project: July 2004

- e. Type of project: 1, 25 (Fill in the appropriate number(s) from page 7 of this form)

Number of Beds (to be completed if changes are proposed)

Type	Existing Staffed	Existing Licensed	Proposed Increase (Decrease)	Proposed Total Licensed
N/A	N/A	N/A	N/A	N/A

SECTION III. ESTIMATED CAPITAL EXPENDITURE INFORMATION

- a. Estimated Total Capital Expenditure: \$3,895,000
 b.
 c. Please provide the following breakdown as appropriate:

Construction/Renovations	\$ 1,494,000
Medical Equipment (Purchase)	795,000
Imaging Equipment (Purchase)	\$ 1,400,000
Non-Medical Equipment (Purchase)	\$ 206,000
Sales Tax	
Delivery & Installation	
Total Capital Expenditure	\$ 3,895,000
Fair Market Value of Leased Equipment	
Total Capital Cost	\$ 3,895,000

Major Medical and/or Imaging equipment acquisition:

Equipment Type	Name	Model	Number of Units	Cost per unit
Itegris Bi-Plane Cath	Allura	9/9 Bi-Plane		\$1,400,000

Note: Provide a copy of the contract with the vendor for major medical/imaging equipment.

d. Type of financing or funding source (more than one can be checked):

- Applicant's Equity
 Lease Financing
 Conventional Loan
 Charitable Contributions
 CHEFA Financing
 Grant Funding
 Funded Depreciation
 Other (specify): Lease Financing and/or a Bond might be considered as options.

SECTION IV. PROJECT DESCRIPTION

Please attach a separate 8.5" X 11" sheet(s) of paper and provide no more than a 2-page description of the proposed project, highlighting all the important aspects of the proposed project. Please be sure to address the following (if applicable):

1. Currently what types of services are being provided? If applicable, provide a copy of each Department of Public Health license held by the Petitioner.
2. What types of services are being proposed and what DPH licensure categories will be sought, if applicable?
3. Who is the current population served and who is the target population to be served?
4. Identify any unmet need and how this project will fulfill that need.
5. Are there any similar existing service providers in the proposed geographic area?
6. What is the effect of this project on the health care delivery system in the State of Connecticut?
7. Who will be responsible for providing the service?
8. Who are the payers of this service?

Currently, what types of services are being provided? If applicable, provide a copy of each Department of Health license held by the petitioner.

Danbury Hospital is a 371-bed not-for-profit regional teaching hospital serving over 380,000 residents of western Connecticut and eastern New York State. Danbury Hospital has 10 clinical departments, 9 of which are directed by full-time chairmen, and over 500 physicians on staff, 97 percent of whom are board certified in their specialty, representing all major specialties and sub-specialties. Danbury Health Systems maintains an affiliation agreement with the Danbury Office of Physician Services, P.C. (DOPS) which maintains a faculty practice plan with six full-time cardiologists and a total of over 133 physicians. Additional members of our cardiology service represent private practice cardiologists who practice in our primary and secondary service areas. DOPS maintains six primary care offices staffed by 34 physicians. Physicians who are members of the Danbury Hospital Medical Staff are involved in greater than 80 IRB-approved clinical research protocols. The Hospital maintains eight residency training programs and is affiliated with three medical schools: Yale, University of Connecticut, and New York Medical College.

The cardiology service is comprised of 14 Board Certified physicians, many of whom received training at institutions such as Yale, Massachusetts General, Brown, and Columbia. Members of the service perform invasive, diagnostic, nuclear cardiology, echocardiography, and pacemaker implant/management procedures in Danbury Hospitals' state-of-the-art cardiac cath lab.

Procedures and diagnostic testing currently performed at Danbury Hospital include:

- Stress ECG and Echocardiography
- Echo cardiology including Trans Esophageal Echocardiography
- Tilt table exams
- Cardiac MRI and PET scanning
- Super-fast CT exams for calcium scoring
- Nuclear cardiology
- Pacemaker/Automatic Implantable Cardiac Defibrillator clinic
- Coronary Catheterization
- Intra-aortic Balloon Pump placement
- CCU and Step-down inpatient cardiology services
- Outpatient diagnostic cardiology services

Members of the Cardiology division deliver clinical care using guidelines, which are evidence based, locally accepted, and adopted. These clinical guidelines are modified annually as needed. Care processes and outcomes are tracked and reported real-time as well as quarterly.

What types of services are being proposed and what DPH licensure categories will be sought, if applicable?

Danbury Hospital is seeking CON approval to implement a regional program to provide interventional cardiology services, both Percutaneous Coronary Interventional Services (emergent and elective) and open heart surgery, to the over 380,000 residents it serves in western Connecticut and also to residents of eastern New York State.

The services being requested would be included under Danbury Hospital's Acute Care License issued by the State of Connecticut, Department of Health Services.

Who is the current population served and who is the target population to be served?

The population that will benefit most from the proposed services is located in the primary and secondary service areas for Danbury Hospital. They include western Connecticut and Eastern New York State. The primary service area consists of the following towns in Connecticut: Danbury, Bethel, Brookfield, New Fairfield, Newtown, Redding and Ridgefield. Danbury Hospital's secondary service area consists of ten towns in Connecticut, Bridgewater, New Milford, Roxbury, Sherman, Southbury, Woodbury, Wilton, Washington, Kent and Monroe and eleven in New York State: Bedford, Brewster Village, Carmel, Golden's Bridge, Mahopac, North Salem, Patterson, Pawling, Pound Ridge, Somers and South Salem. In 2001, there were over 380,000 people residing in these towns and the area's population is expected to grow at a rate of 6% by 2006, twice the statewide rate. The 45 - 64 age group is projected to grow 16% over the same period, while the 65+ age group is projected to grow 10% by 2006.

Identify any unmet need and how this project will fulfill that need.

There has been an evolution in therapies for the treatment of cardiovascular disease during the past several years which creates an opportunity to provide improved access to care for the region which Danbury Hospital serves. Danbury Hospital is prepared to provide both Interventional Cardiology Services and Open-Heart Surgery in a manner which will promote the highest quality of patient care and safety, and will do so in a fiscally responsible manner.

Section IV. Project Description - Continued

Because Danbury Hospital does not now provide interventional cardiology services, residents needing these services do not have optimal access to these interventions. Currently, emergent cases presenting at the hospital are given thrombolytics or simply stabilized and transferred to one of seven angioplasty and open heart surgery providers in Connecticut, all of which are distantly located along the I95 and I84 corridors or to other cardiac care centers located in New York City. With travel time to the closest provider of interventional cardiology services exceeding one hour under ideal conditions, access and treatment fall outside of the accepted and recommended practices established by the American College of Cardiology and American Heart Association. The latest ACC/AHA guidelines recommend percutaneous coronary intervention, not thrombolytics, as the preferred intervention in myocardial infarction patients, as well as a maximum 'door-to-balloon' time of approximately 90 minutes. By not being able to provide the current standard of care for residents of western Connecticut and eastern New York State, Danbury Hospital is not able fully to carry out its mission of advancing the health and well being of the people it serves.

There is clear evidence documented in peer reviewed medical journals that Percutaneous Coronary Intervention (balloon angioplasty with or without stenting) produces clinical outcomes that are superior to treatment by thrombolysis in Acute Myocardial Infarction (AMI). These improved clinical outcomes require rapid access to PCI, optimally less than 60 minutes from door to balloon inflation in AMI.

Connecticut as a whole is not providing the level of access available in other neighboring states. Data related to the utilization of cardiovascular interventional and surgical services clearly illustrates the fact that the residents of Western Connecticut have less access to such care when compared to the remainder of Connecticut, which has less access than the United States as a whole. From 1988 through 1998, the number of deaths-per-thousand population from ischemic heart disease for Connecticut increased while nationally there was improvement resulting in rates which ended at levels below that of Connecticut for the reporting period.

Other factors also support the implementation of a combined PCI/OHS program at Danbury Hospital. These include geographic isolation and the aging of the population driving increased demand for the procedures, potentially requiring the expansion of services throughout Connecticut. Danbury Hospital needs to maintain highly qualified private and full-time staff in the subspecialty of cardiology to continue to provide excellent care. The mission of Danbury Hospital as a regional teaching hospital, with a strong training program in Medicine and Cardiology, requires state-of-the-art cardiac care be present. With our current approved levels of cardiovascular services and given the changes in contemporary cardiac care, this is no longer the case.

Are there similar existing service providers in the proposed geographic area?

There currently are no providers of Percutaneous Coronary Interventions or open-heart surgery in our geographic area.

What is the effect of this project on the health care delivery system in the State of Connecticut?

With the provision of interventional cardiology services at Danbury Hospital, the delivery of health care to residents of western Connecticut and eastern New York State would be positively impacted on many fronts: improved outcomes in terms of both morbidity and mortality from heart disease; cases of myocardial infarction presenting at the hospital would have access to state-of-the-art care within ACC/AHA recommended guidelines; long transfer delays and travel times will be avoided; patients will be able to be treated locally improving continuity of care, and allowing them to be near their families; valuable resources will not be tied up transferring patients from Danbury Hospital to other hospitals; introduction of interventional cardiology services at Danbury Hospital will help to bring Connecticut in line with the level of care available in other states; and the overall quality of care provided to the region of western Connecticut and eastern New York State will be enhanced. While all of western Connecticut will benefit from increased access and quality care, other Connecticut providers of open heart surgery and angioplasty services will be minimally impacted by the new services at Danbury Hospital. Danbury Hospital's primary service area accounts for a relatively small proportion of the open heart surgery cases at other Connecticut hospitals, and other current angioplasty programs in the state should be able to continue demonstrating growth.

Who will be responsible for providing the service?

Danbury Hospital will provide these services in conjunction with a world-class, complete multi-disciplinary team that is nationally recognized for providing excellent cardiovascular care. This team is currently assisting in the development of our program at Danbury Hospital.

8. Who are the payers of this service?

The majority of interventional cardiology services are performed for persons 45 years of age or older. Based on the recent payer mix for interventional cardiology cases for residents of Danbury Hospital's primary and secondary service areas, the following approximate payer mix can be expected for the proposed services:

Payer	Open Heart Surgery	Angioplasty
Medicare	54%	43%
Commercial and Managed Care	42%	53%
Medicaid	3%	2%
Self-pay and Other	1%	2%

Population for Danbury Hospital's Primary and Secondary Service Areas

Zip Code	Town	Total Population		Change 2001-2006
		2001	2006	
Primary Service Area Towns				
06801	BETHEL	18,081	18,485	2.2%
06804	BROOKFIELD	15,897	16,628	4.6%
06810	DANBURY	45,959	49,847	8.5%
06811	DANBURY	30,086	31,061	3.2%
06812	NEW FAIRFIELD	14,101	14,686	4.1%
06470	NEWTOWN	14,819	15,725	6.1%
06896	REDDING	8,341	8,628	3.4%
06877	RIDGEFIELD	23,972	25,307	5.6%
		171,256	180,367	5.3%
CT Secondary Service Area Towns				
06752	BRIDGEWATER	1,863	1,942	4.2%
06757	KENT	2,205	2,237	1.5%
06776	NEW MILFORD	26,314	27,622	5.0%
06468	MONROE	19,531	20,669	5.8%
06783	ROXBURY	2,156	2,306	7.0%
06784	SHERMAN	4,022	4,425	10.0%
06488	SOUTHBURY	18,864	20,296	7.6%
06784	WASHINGTON DEPOT	956	931	-2.6%
06897	WILTON	17,873	18,846	5.4%
06798	WOODBURY	9,329	9,773	4.8%
		103,113	109,047	5.8%
NY Secondary Service Area Towns				
10506	BEDFORD	5,164	5,270	2.1%
10509	BREWSTER	19,385	20,759	7.2%
10512	CARMEL	22,399	23,979	7.1%
10526	GOLDENS BRIDGE	1,480	1,618	9.3%
10541	MAHOPAC	27,514	29,154	6.0%
10560	NORTH SALEM	5,242	5,568	6.2%
12563	PATTERSON	8,308	9,173	10.4%
12564	PAWLING	6,527	7,146	9.5%
10576	POUND RIDGE	4,829	4,931	2.1%
10589	SOMERS	7,415	8,013	8.1%
10590	SOUTH SALEM	6,719	6,906	2.8%
		114,962	122,517	6.6%
	Connecticut	3,433,957	3,531,744	2.8%
Eastern New York Cardiovascular Referral Markets				
	Middletown	776,948	818,534	5.4%
	Putnam/Brewster	813,449	849,848	4.5%
	Peekskill	769,491	801,664	4.2%

If requesting a Waiver of a Certificate of Need, please complete Section V.

SECTION V. WAIVER OF CON FOR REPLACEMENT EQUIPMENT

I may be eligible for a waiver from the Certificate of Need process because of the following: (Please check all that apply)

- This request is for Replacement Equipment.
- The original equipment was authorized by the Commission/OHCA in Docket Number:
_____.
- The cost of the equipment is not to exceed \$2,000,000.
- The cost of the replacement equipment does not exceed the original cost increased by 10% per year.

Please complete the attached affidavit for Section V only.

AFFIDAVIT

Applicant: Danbury Hospital

Project Title: Implementation of a Regional Primary and Elective Angioplasty and Open Heart Surgery Program

I, Gerard D. Robilotti, Executive Vice President
(Name) (Position – CEO or CFO)

of Danbury Hospital being duly sworn, depose and state that the information provided in this CON Letter of Intent/Waiver Form (2030) is true and accurate to the best of my knowledge, and that Danbury Hospital complies with the appropriate and (Facility Name) applicable criteria as set forth in the Sections 19a-630, 19a-637, 19a-638, 19a-639, 19a-486 and/or 4-181 of the Connecticut General Statutes.

Gerald D. Robilotti
Signature: Gerald D. Robilotti

July 16, 2003
Date

Subscribed and sworn to before me on July 16, 2003

Susan M. Kraus
Notary Public/Commissioner of Superior Court

My commission expires: 9/30/04

Project Type Listing

Page 7

Please indicate the number or numbers of types of projects that apply to your request on the line provided on the Letter of Intent Form (Section II, page 2).

Inpatient

1. Cardiac Services
2. Hospice
3. Maternity
4. Med/ Surg.
5. Pediatrics
6. Rehabilitation Services
7. Transplantation Programs
8. Trauma Centers
9. Behavioral Health (Psychiatric and Substance Abuse Services)
10. Other Inpatient

Outpatient

11. Ambulatory Surgery Center
12. Birthing Centers
13. Oncology Services
14. Outpatient Rehabilitation Services
15. Paramedics Services
16. Primary Care Clinics
17. Urgent Care Units
18. Behavioral Health (Psychiatric and Substance Abuse Services)
19. MRI
20. CT Scanner
21. PET Scanner
22. Other Imaging Services
23. Lithotripsy
24. Mobile Services
25. Other Outpatient (Cardiovascular)
26. Central Services Facility

Non-Clinical

27. Facility Development
28. Non-Medical Equipment
29. Land and Building Acquisitions
30. Organizational Structure (Mergers, Acquisitions, Affiliations, and Changes in Ownership)
31. Renovations
32. Other Non-Clinical

LEE
GRABAR



'Politics' of hospital competition puts lives at risk daily

One wouldn't think that hospitals, whose purpose is to serve humanity by saving lives and restoring people to health, compete with each other in carrying out this noble mission, but indeed they do. The competition exists in various forms, one of which is for the major, more advanced hospitals to keep those with limited health-care facilities and procedures from improving their capabilities and moving to the next level.

This was evident two years ago when Waterbury and St. Mary's hospitals sought state approval for adding angioplasty and open-heart surgery to the services they provide.

An application for a certificate of need was submitted to the state Office of Health Care Access in June 2000, and a hearing was scheduled that September. Of 31 acute-care hospitals in Connecticut, and of an overall total of 48 hospitals, medical and special-care centers, a handful of elite have the approval to perform the life-saving cardiac procedures.

This group rose as one in opposition to the Waterbury/St. Mary's application. The interveners, as they are called on the OHCA hearing docket, were Yale-New Haven Hospital, Bridgeport Hospital, St. Vincent's Medical Center and Coronary Intervention Centers, which is run by a group of doctors.

Angioplasty and open-heart surgery are no longer experimental or highly specialized medical practices, and their use has risen over the years. Why would the select handful oppose granting other hospitals the right to perform the successful procedures?

To preserve a monopoly?

Whether it was the opposition or some other reason, Waterbury and St. Mary's withdrew their application in 2000, according to an OHCA spokesman, who said the hospitals did not have to specify why the action was taken.

However, both hospitals renewed their effort by filing a letter of intent with the OHCA in August indicating they are developing a joint cardiac program that will provide both treatment techniques. The hospitals have until Dec. 23 to file a detailed application.

OHCA came into being in 1995 to replace the former Commission on Hospitals and Health Care. It assumed the responsibilities of the former, but its powers were strengthened. A principal component of its mission is the certificate of need.

The agency describes the certificate as "a formal statement that a health care facility, medical equipment purchase, or a new medical or expanded service is needed." In past years, hospitals would spend millions on new machines, such as magnetic resonance imaging equipment, just to have the latest in diagnostic tools. Now they have to meet rigid criteria proving need before splurging.

It makes sense to have hospitals prove they really need more beds or expensive equipment, especially when the use at a particular facility may not justify the cost. To limit procedures such as angioplasty to a select few, however, is to ignore the time and travel it takes for many patients to reach Yale-New Haven, Bridgeport or St. Vincent's.

This was our experience when my wife was stricken with a heart problem.

My wife left the house one morning for her daily walk with a friend, but she was back in 15 minutes complaining of chest pains and breaking out in sweat. It was the beginning of a 10-day saga that was a worrisome experience for her, myself and the family.

A call to 911 brought police, EMTs and an ambulance. My wife was transported to St. Mary's where testing, especially a stress test, indicated she had suffered a heart attack. Our cardiologist recommended catherization and angioplasty.

For this, she needed transfer to Bridgeport Hospital. The next day, I followed the ambulance on the long ride to Bridgeport. The catherization showed constricted arteries to her heart, which were opened with angioplasty and included insertion of one stent.

After being home two days, she again experienced pain and other symptoms and the doctor's office instructed us to get her to emergency immediately. After being examined at St. Mary's, once again a trip to Bridgeport for catherization was undertaken. More ambulance rides. Doctors discovered a torn artery that had been obscured. Four stents were inserted in her arteries.

What made little sense about the time-consuming trips to Bridgeport Hospital is that the same doctors who performed the procedures treated her also at St. Mary's. Same doctors; only the locale was changed. I asked one of the doctors why the procedures couldn't be done at St. Mary's and his response was: "Politics." I assumed he was referring to the opposition of the elite group.

When OHCA takes up the new application by the two Waterbury hospitals, I suggest it give special consideration to two of the 13 requirements that have to be addressed: the impact on interests of consumers and the impact on payers for such services.

The impact in my case is paying two hospitals, paying for doctors' and nurses' services at two hospitals, paying for additional ambulance trips, and being compelled to make hour-long trips to be with my wife rather than the 20-minute one for St. Mary's.

Lee Grabar is a syndicated columnist.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

November 6, _____ A. D., 2003

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, Danbury Hospital currently provides high quality medical services to the citizens of Danbury and its surrounding communities; and

WHEREAS, Danbury Hospital has filed a Letter of Intent with the Office of Health Care Access, requesting the ability to provide advanced cardiac care services, including coronary angioplasty, and open heart surgery; and

WHEREAS, these additional services will further enhance the quality of life and the increase longevity of individuals in Danbury and the surrounding communities.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Danbury, that we do fully support this request to provide additional services by Danbury Hospital and encourage the Office of Health Care Access to act most favorably upon this request.

COMMON COUNCIL - CITY OF DANBURY

18

APPLICATION FOR EXTENSION OF SEWER/WATER

Sewer

Water

Name of Applicant: Richard Barkley
63 Lawrence Dr. Manahawkin, N.J 08050

Address: 1 Lyon St.
Danbury, Ct 06810

Telephone: cell 508-341-4854

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

Located at: 1 Lyon St.

Assessors's Lot No. 612010

Zone: RA8

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 1
Total Number of Units _____

Richard Barkley
SIGNATURE
10-7-03
DATE

19

JONES, DAMIA, KAUFMAN,
BOROFSKY & DEPAUL, LLC

A. PETER DAMIA
SANFORD DEAN KAUFMAN*
MARVIN BOROFSKY
GUY L. DEPAUL
MICHAEL R. KAUFMAN*

ATTORNEYS AT LAW
301 MAIN STREET
P.O. BOX 157
DANBURY, CT 06813-0157

OF COUNSEL
WILLIAM R. JONES
CHARLES F. STELLJES*
TELEPHONE (203) 744-1313
FAX (203) 797-8403
www.danburyattorneys.com

*ALSO ADMITTED IN NEW YORK

HAND DELIVERED

October 24, 2003

COMMON COUNCIL
CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CT 06810

RE: Record Owner: **YRB ASSOCIATES, LLC**
Property: 83 Sand Pit Road
Danbury, Connecticut 06810
Our File Number: 2003.02-131 PCL #1913-001

Dear Council Members:

Please be advised that the Danbury Planning Commission, as part of its site plan approval, has requested that **YRB ASSOCIATES, LLC**, the owner of the premises located at 83 Sand Pit Road, convey a strip of land along Sand Pit Road for road widening purposes. The proposed warranty deed conveying said premises has been reviewed by staff and meets with their approval. It now awaits council acceptance.

Enclosed please find a copy of said deed, together with a copy of the site plan. It would be appreciated if this matter could be placed on your agenda.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,
JONES DAMIA KAUFMAN
BOROFSKY & DEPAUL, LLC


A. Peter Damia

APD:wp
Enc.
cc: Corporation Counsel

COLLINS, HANNAFIN, GARAMELLA, JABER & TUOZZOLO
PROFESSIONAL CORPORATION

20

ATTORNEYS AT LAW

148 DEER HILL AVENUE, POST OFFICE BOX 440, DANBURY, CONNECTICUT 06813-0440

FRANCIS J. COLLINS
EDWARD J. HANNAFIN
JACK D. GARAMELLA
PAUL N. JABER
JOHN J. TUOZZOLO*
ROBERT M. OPOTZNER**
E. O'MALLEY SMITH
THOMAS W. BEECHER
EVA M. DEFranCO
CHRISTOPHER K. LEONARD
LAURA A. GOLDSTEIN
GAIL HAMATY MATTHEWS***
GREGG A. BRAUNEISEN**
BRYAN V. DOTO**

TELEPHONE (203) 744-2150
EXTENSION:
FACSIMILE (203) 791-1126

RIDGEFIELD OFFICE:
24 BAILEY AVENUE
RIDGEFIELD, CONNECTICUT 06877
TELEPHONE (203) 438-7403
FACSIMILE (203) 438-7425

October 8, 2003

INTERNET ADDRESS:
[HTTP://WWW.CHGJTLAW.COM](http://www.chgjtllaw.com)
PLEASE RESPOND TO DANBURY OFFICE

*OF COUNSEL

**ALSO ADMITTED IN NEW YORK

***ALSO ADMITTED IN PENNSYLVANIA

VIA HAND DELIVERY

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

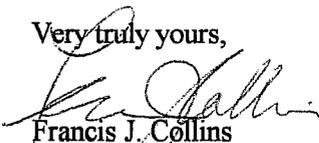
Dear Council Members:

The undersigned represents Alpha International, LLC who are the owners of Lots #101, 102 & 103 also known as 39, 41 and 42 Victor Street which front on an unimproved portion of Victor Street in the City of Danbury. My clients purchased the premises in 2000 and the deed description referred to an 1892 map recorded in 1898 which showed Victor Street extending from South Well Avenue to a dead end at the rear of property fronting on Concord Street.

My clients received council approval to extend the water and sewer lines on August 7, 2001. A question has been raised by the Corporation Counsel's Office as to whether the City owns the unimproved portion of Victor Street. No deed to the City of Victor Street has been found; however, there are minutes in 1914 of the Board of Councilmen which shows that a petition to the Common Council was filed to accept Victor Street and referral of that petition to the Public Works Committee. No other records were found. The City Engineer's Office show that the paved portion of Victor Street is and has been maintained by the City as a public Street. It would be impossible to locate the heirs of the 1898 property owners and as the City ownership of the unimproved section of Victor Street is vague, my client requests that the Council authorize a condemnation of a utility easement for sanitary sewer and water mains over the unimproved portion of Victor Street.

Thank you for your consideration of this matter.

Very truly yours,


Francis J. Collins

FJC/bjl

cc: W. Buckley/M. Zotos/E. Gottschalk

CHIPMAN, MAZZUCCO,
LAND & PENNAROLA, LLC
ATTORNEYS AT LAW

21

DAVID R. CHIPMAN
RICHARD S. LAND
WARD J. MAZZUCCO
FRANCIS G. PENNAROLA

CAMILLE DEGALAN
FRANCES CODD SLUSARZ

30 MAIN STREET, SUITE 204
DANBURY, CT 06810-3043

TEL (203) 744-1929
FAX (203) 790-5954
DANBURYLAW.COM

October 16, 2003

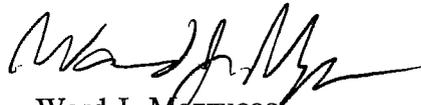
Common Council
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Re: Tobin's Farm - Crow's Nest Lane and Shelter Rock Road

Honorable Council Members:

The Planning Commission has approved a cluster development known as Tobins Farm at the corner of Crow's Nest Lane and Shelter Rock Road. One condition of approval is the dedication of certain road widening strips to the City of Danbury. On behalf of the property owner, I respectfully request the Council to accept these parcels. I have taken the liberty of submitting proposed deeds to the office of the Corporation Counsel for review.

Very truly yours,


Ward J. Mazzuco

WJM:sm

cc: Eric L. Gottschalk, Esq.
Mr. William J. Buckley, Jr., P.E.

October 6, 2003

22

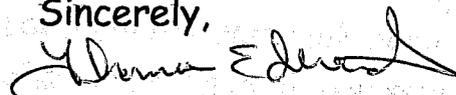
Thomas Edwards
14 Concord Rd.
Danbury, CT. 06810

Common Council
City of Danbury
155 Deer Hill Ave.
Danbury, CT. 06810

Dear Members of the Common Council,

I have been a resident of Danbury since 1999 and I have lived at 14 Concord Rd. since May 2003. The back of my house backs up to Lee Ave, there is no drainage, nor a curb at the end of this road. All the water from this road comes down my back lawn into my garage and my basement. The water has increased in volume since a fire hydrant was put in at the end of this road. **This water is causing permanent damage to my home.** My house should not be the drainage ditch for this road. I am extremely concerned because of the building (new condos and private road) going on behind my house. Something needs to be done by the city about this drainage problem now. I would like to discuss this issue with the proper people. Please contact me at 791-0440. I would be more than happy to set up an appointment to view my house and garage. Thank you for your help with this matter.

Sincerely,



Thomas Edwards



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Vincent P. Nolan, Jr.
Minority Legislative Leader/First Ward Councilman
Danbury Common Council

12 Hillendale Road ▪ Danbury ▪ CT ▪ 06811
Phone: 203 ▪ 744 ▪ 4918
e-mail: DanburyFirstWard@aol.com

October 28, 2003

Mayor Mark Boughton
Members of the Common Council
Danbury City Hall
155 Deer Hill Avenue
Danbury, CT 06810

Re: Drainage Problems Concerning Hillendale Road and Clapboard Ridge Road

Dear Mayor Boughton & Fellow Council Members:

I have been contacted by Mr. & Mrs. Patrick Waldron, constituents at 36 Hillendale Road, who have experienced ongoing drainage problems on their property for some time now. They believe the cause of the problem to be the rerouting of natural runoff water due to the development of property on Clapboard Ridge Road (Route 39). They have attempted to work these problems out with help from Senator Capiello through the State, and through the efforts of myself with City department officials.

Their problem is unresolved as of this date and their property is eroding constantly. I ask that a Common Council ad hoc committee be formed to look into this problem.

Regards,

Vincent P. Nolan, Jr.
First Ward Councilman

cc: Mr. & Mrs. Patrick Waldron



24

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

October 21, 2003

Honorable Mark D. Boughton
Common Council ✓
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton and Common Council Members:

Hawthorne Terrace Water System

At the April 1, 2003 Common Council meeting, the committee report relative to the January 25, 2003 joint request from the Hawthorne Terrace Association, LLC and the Hawthorne Terrace Water Company LLC that the City take over their private water system was received and approved (reference item 49 of the April 1, 2003 Common Council meeting minutes).

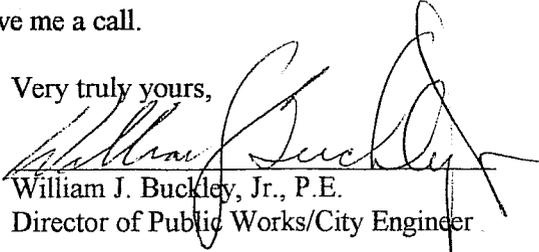
At the committee meeting, I stated that I would have an engineering evaluation of the system done and that if the project went forward the improvements to the water system determined to be required would be assessed to property owners.

The evaluation has been completed by the City's engineering consultant. A copy of the October 2003 evaluation is enclosed for your reference. Please note that the consultant is of the opinion that the system has a negative net worth and that required improvements are estimated to cost \$775,000.00

If you would like us to proceed with the acquisition of this water system and the assessment process for the improvements required on this system, please let us know.

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

Very truly yours,



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

Encl.

C: Mario Ricoszi, P.E.
Eric L. Gottschalk, Esq.
J. Clint Dally
Denise Groski

ROALD HAESTAD, INC.
Consulting Engineers

37 Brookside Road, Waterbury, Connecticut 06708
Telephone: (203) 753-9800 FAX: (203) 597-1488

ROALD HAESTAD, P.E., F-ASCE, DEE
RONALD G. LITKE, P.E., M-ASCE
DONALD L. SMITH, P.E., F-ASCE, DEE
SALVATORE LONGO, P.E., M-ASCE
DAVID J. LOMBARDO, P.E., M-ASCE
MICHAEL K. WILSON, P.E.

October 16, 2003

City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Attention: William Buckley Jr., P.E.
City Engineer
Public Works Director

Re: Evaluation of Hawthorne Terrace Water System

Gentlemen:

As per our Contract dated March 11, 2003, we have evaluated the Hawthorne Terrace Water System for compliance with the Connecticut Department of Public Health (DPH) regulations. The Connecticut DPH issued Consent Order No. WSS-00-034-064 identified the following deficiencies in the system:

1. Failure to have sufficient capacity to provide flows in excess of the maximum flows experienced in the system.
2. Failure to maintain essential water supply valves in operating condition.
3. Failure to file with the Department an integrated map of the system showing supply, treatment, pumping, and storage facilities and mains.
4. The tap water samples collected during the period from July 1, 1993 to December 31, 1993 exceed the action level for copper.
5. The tap water samples collected during the period from July 1, 1996 to December 31, 1996 exceed the action level for lead.
6. The tap water samples collected during the period from January 1, 1998 to June 30, 1998 exceed the action level for copper.

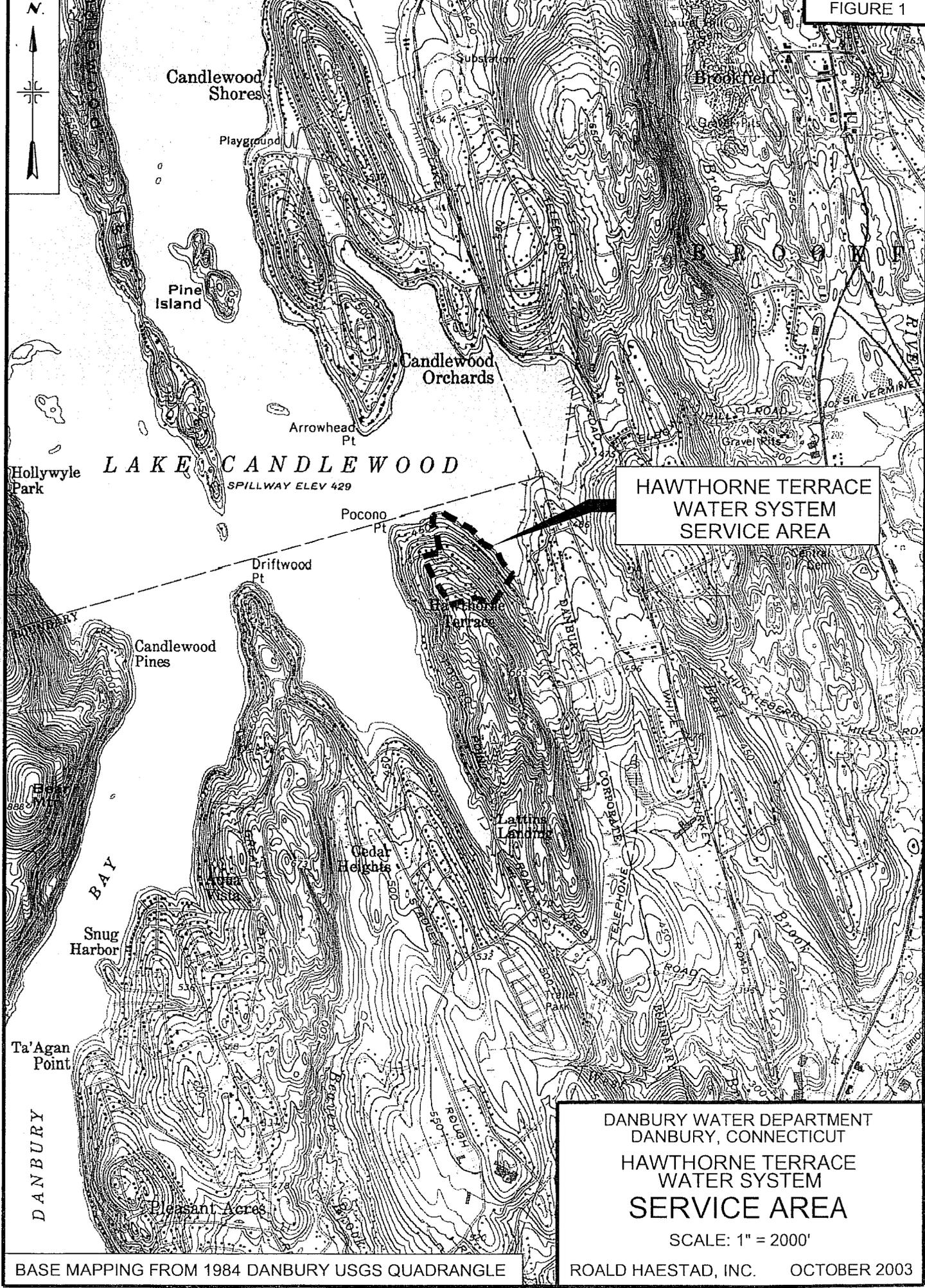
Evaluation of Hawthorne Terrace Water System
October 16, 2003

This report is intended to: evaluate the existing conditions of the system; determine the improvements needed to bring the system to the minimum standards of the Department of Public Utility Control (DPUC) or the Danbury Water Department (DWD), which ever is greater; and to evaluate the present worth of the system using DPUC procedures. If the City acquires the system, the final report will serve as an amendment to the City of Danbury Comprehensive Water Supply Plan.

SERVICE AREA

The Hawthorne Terrace Water System is located in the northeast corner of the City of Danbury along the Candlewood Lake shoreline. See Figures 1 and 2, pages 3 and 4, for Service Area delineation. The system was constructed in the 1950's or before. The system supplies water to 39 unmetered single family residential homes along Forty Acre Mountain Road, Evergreen Road, Hillcrest Road, and Shore Road. The area is almost two miles from the nearest portion of the Danbury Water System and will likely be operated as a satellite system.

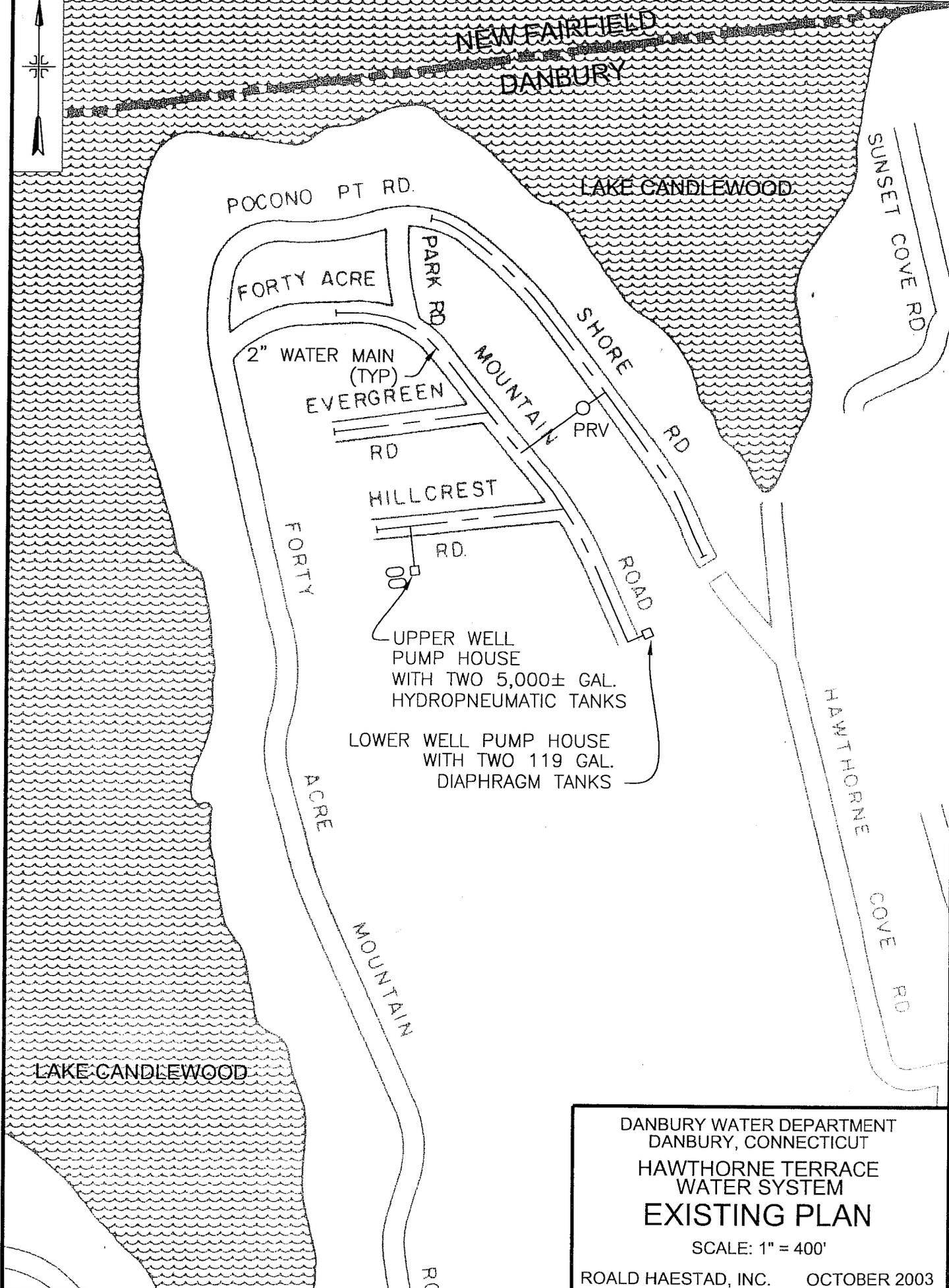
The Hawthorne Terrace Water System is served by two drilled rock wells. The "Upper Well" is near the end of Hillcrest Road and the "Lower Well" is near the end of Forty Acre Mountain Road. The system is divided into two pressure zones. The high pressure zone is supplied directly by the wells and serves Forty Acre Mountain Road, Evergreen Road, and Hillcrest Road. The low pressure zone is supplied through a pressure reducing valve and serves Shore Road. The existing distribution mains reportedly consist of about 4,500 linear feet of 2-inch galvanized steel pipe. The location and condition of line valves are unknown. Operating storage is provided by two 5,000 ± gallon hydropneumatic tanks at the "Upper Well" and two 119 gallon diaphragm tanks at the "Lower Well". The existing distribution system mains and facilities are shown on Figure 2, page 4.



**HAWTHORNE TERRACE
WATER SYSTEM
SERVICE AREA**

DANBURY WATER DEPARTMENT
DANBURY, CONNECTICUT
HAWTHORNE TERRACE
WATER SYSTEM
SERVICE AREA

SCALE: 1" = 2000'



DANBURY WATER DEPARTMENT
 DANBURY, CONNECTICUT
 HAWTHORNE TERRACE
 WATER SYSTEM
EXISTING PLAN
 SCALE: 1" = 400'
 ROALD HAESTAD, INC. OCTOBER 2003

DESCRIPTION OF EXISTING FACILITIES

The "Upper Well" is located at the end of Hillcrest Road in a rear lot behind an existing house. The well house is a wood framed structure that resembles a small house. The well is equipped with a 5 gpm pump driven by a 0.5 hp submersible electric motor. The rock well is reportedly 8-inches in diameter and about 320 feet deep with the pump set at a depth of 300 feet. A 3/4-inch water meter is present on the discharge side of the well head. The well pumps directly into two hydropneumatic tanks that are connected to the distribution system. The tanks are buried behind the well house and the ends extend through the wall and into the well house. Plans provided by the Hawthorne Terrace Association indicate that the tanks have a capacity of 10,000 gallons each. Based on field measurements, the capacity of each tank is estimated at about 5,000 to 6,000 gallons. The well is controlled by pressure switches installed on the hydropneumatic tanks that are set to turn the pump on at a pressure of 50 pounds per square inch (psi) and off at 70 psi. Currently the well pump is operated manually. The well is used as a backup for the lower well and is normally off line. When activated the well draws down rapidly, and is reported to pump dry. A small compressor maintains air in the tanks. Remote alarms are provided for AC and DC power failure, low pressure, unauthorized entry, and low temperature. There are no treatment facilities at the well.

The "Lower Well" is located at the end of Forty Acre Mountain Road in a lot east of the road. The well house is a wood framed and concrete block structure that resembles a tool shed. The well is equipped with a 25 gpm pump driven by a 3.0 hp submersible electric motor. The well has not been test pumped to determine the actual long term yield, but the operators, Foley Pump Service, estimate the yield to be about 18 gpm. The rock well is reportedly 6-inches in diameter and about 200 feet deep, with the pump set at a depth of 160 feet. A 2-inch water meter is present on the discharge side of the well head. The meter is read weekly. The well pumps directly into two 119 gallon diaphragm tanks installed in the well house. The well is controlled by a pressure switch installed on the diaphragm tanks that is set to turn the pump on at a pressure

Evaluation of Hawthorne Terrace Water System
October 16, 2003

of 65 psi and off at 85 psi. Water flows from the diaphragm tanks through neutralizing calcite filters to adjust the pH, and a sequestering agent is added to control corrosion before flowing into the distribution system.

A small hydropneumatic tank at the well house is no longer in service. Remote alarms are provided for AC and DC power failure, low pressure, unauthorized entry, and low temperature. A sketch of the Lower Well station is shown on Figure 3, page 7.

There are no chlorination facilities at either well.

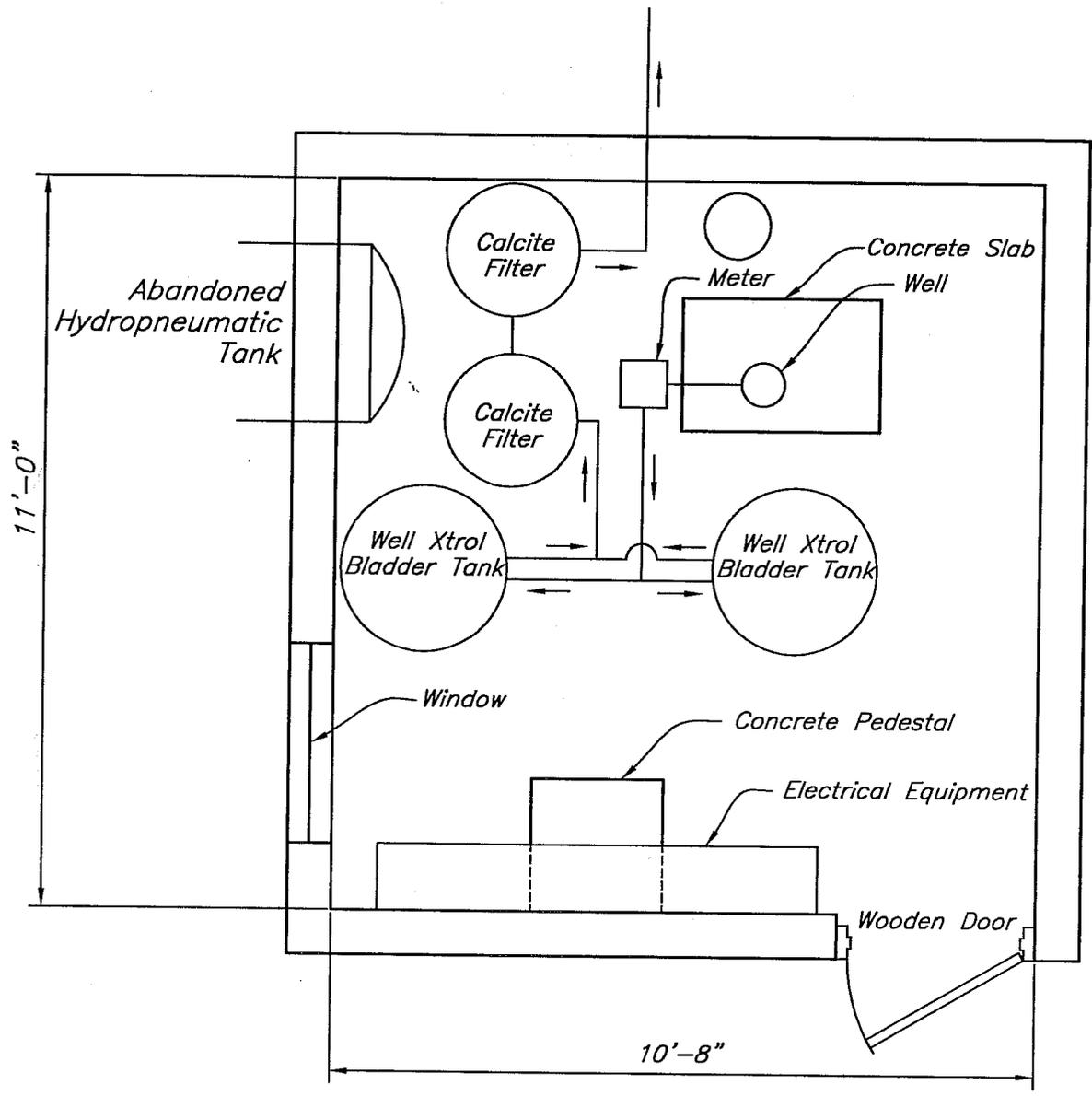
The pressure reducing valve is housed in a small concrete vault located on the water main in a passway between Forty Acre Mountain Road and Shore Road. The downstream pressure setting of the valve is not known.

The property owned by the Hawthorne Terrace Association associated with the water system, consists of a 0.27 acre lot K02080 and a 0.11 acre lot K02079 for the Lower Well, an unnumbered lot at the end of Hillcrest Road for the Upper Well, and a passway where the main and pressure reducing valve are located between Forty Acre Mountain Road and Shore Road. The subdivision map dated 1930, is shown on Figure 4, page 8.

SYSTEM EVALUATION

Design criteria included in the September 28, 1987 Department of Public Utility Control Regulations for Application and Criteria for Issuing Certificates of Public Convenience and Necessity for Small Water Companies (DPUC Criteria) was used as a guide in evaluating the system components. The DPUC Criteria is summarized in the following paragraph.

Average day demands are based on a design population of 4 people per single family dwelling and an average use of 75 gallons per person per day. Peak Hour demand is computed as 1/3 of the average daily demand. The safe yield for wells drilled in rock is 90 percent of the amount of water that can be delivered to the system from the sources in an 18 hour period, expressed as gallons per day. Community systems are to be designed with a 15% margin of



DANBURY WATER DEPARTMENT
Danbury, Connecticut

HAWTHORNE TERRACE
LOWER WELL STATION

Evaluation of Hawthorne Terrace Water System
October 16, 2003

safety between the system's safe yield and the average daily demand. If a system utilizes only groundwater supplies, a minimum of two wells are to be provided. The system is to be able to meet average daily demands with its largest well or pump out of service. Atmospheric storage tanks are to have a capacity equal to the average daily demand, or 200 gallons per residential customer, whichever is larger.

As Hawthorne Terrace is an existing water system, actual production and consumption data was used to evaluate the system. Population served was computed based on a 2002 population of 76,350 and 27,749 households for the City of Danbury, or 2.75 people per household. A summary of the system requirements follows.

Hawthorne Terrace Water System

Number of Customers:	39
Population:	107 (based on 2.75 people per single family dwelling)
Average Daily Demand:	8,000 gpd; 5.6 gpm (based on 75 gpcd)
Peak Hour Demand:	1,300 gph; 22 gpm (based on 4.0 x Ave. Daily Demand)
Instantaneous Demand:	125 gpm (3.2 gpm x 39 services)
Required Safe Yield:	9,200 gpd; 6.4 gpm (Ave. Daily Demand + 15%)
Required Well Capacity:	13,600 gpd; 9.5 gpm (Required Safe Yield/.90/.75)
Required Atmospheric Storage:	8,000 gallons (equal to Ave. Daily Demand)
Required Booster Pump Size:	65 gpm (1/2 of Instantaneous Demand)

Hydropneumatic Tank

Required Usable Volume:	325 gallons (Pump Size x 5 minutes)
Required Gross Volume:	1,300 gallons (25% usable storage)

As the "Upper Well" pumps dry during extended use, its safe yield is zero.

The safe yield for the "Lower Well", based on 90 percent of 18 hours pumping per day at 18 gpm, would be 17,496 gallons per day (gpd). The 17,496 gpd safe yield provides a margin of safety of about 2.2. With the "Lower Well" well out of service, the "Upper Well" cannot meet the 5.6 gpm average daily demand of the system. As the wells pump directly to the

hydropneumatic tanks, there is no atmospheric storage. The estimated 2,500-3,000 gallons of usable storage in the two existing hydropneumatic tanks provides adequate operating storage for the existing wells, but is only equal to about 30-38% of the average daily demand. The existing well pumps, in combination with the two hydropneumatic tanks, can deliver the 22 gpm peak hour demand. There are no provisions for standby power to supply electricity to the wells in the event of a power failure. The 2-inch galvanized steel distribution piping is reportedly in need of replacement. A number of breaks have occurred in the past, and the lack of sufficient operating line valves has not allowed the breaks to be isolated for repairs.

Although the system is not chlorinated, no coliform bacteria have been reported. Lead and copper have exceeded specified limits, as discussed under corrosion control. All other water quality parameters are well within the specified limits. See Appendix A. No tests for Radon are available.

CORROSION CONTROL

In 1997, corrosion control treatment consisting of a neutralizing filter utilizing a calcite medium was installed at the "Lower Well". This treatment process is used to adjust the pH of the water. Adjustment of pH is the most common method of reducing corrosion in water distribution systems. Acid waters are generally more corrosive, and materials used for distribution piping (such as lead, copper, and iron) dissolve more readily at a lower pH. In addition, "Sylyphos" corrosion inhibitor was added to the system beginning in November 2001. In accordance with the Consent Order, the action level for copper was exceeded for tap water samples during the period from January 1, 1998 to June 30, 1998. The Association provided results of water quality testing for the period August 2001 through July 2003. Selected results are shown in Appendix A. Even with the additional treatment, the lead action level is still being exceeded at one sampling location. The copper action level has not been exceeded since December 2002. Replacement of the existing galvanized steel pipes with cement lined ductile iron pipes will significantly reduce corrosion byproducts from distribution piping, but will not eliminate corrosion of service lines and piping within homes.

RECOMMENDATIONS

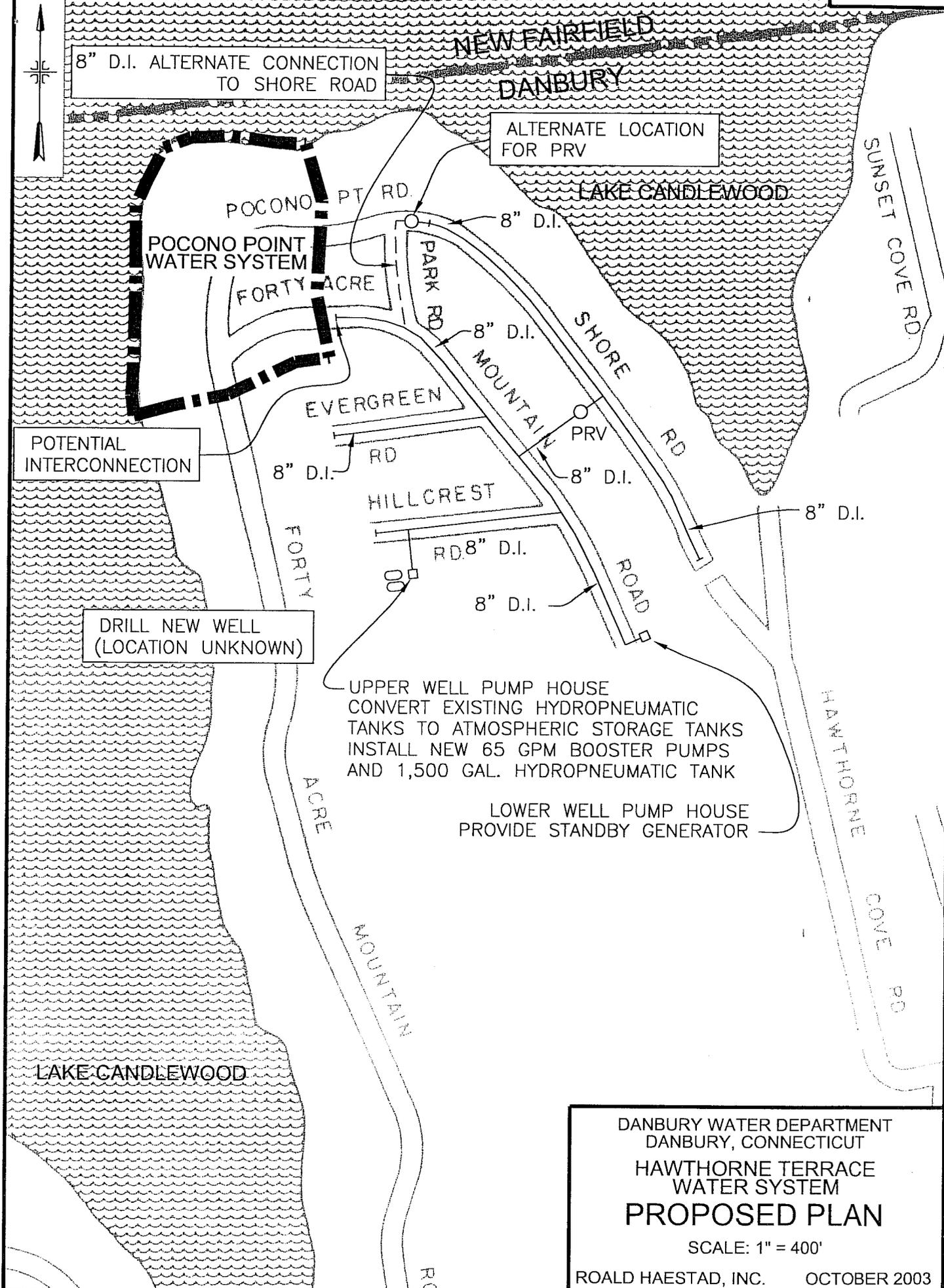
The existing hydropneumatic tanks at the "Upper Well" are at least 30 to 40 years old, and are probably approaching the end of their useful lives. A cold water hydrostatic test should be performed to confirm the integrity of the tanks. The usable volume of the tanks does not meet the requirement for storage equal to the average day demand of the system. Converting the hydropneumatic tanks to atmospheric storage tanks would meet this requirement, but would require the addition of a 1,500 gallon hydropneumatic tank and booster pumps at the "Upper Well". The "Upper Well" would pump directly to the atmospheric tanks and the booster pumps would pump from the tanks to the new hydropneumatic tank that would be connected to the distribution system. Pump controls and float operated valves would be required to allow the atmospheric tanks to be refilled from the "Lower Well".

With the "Lower Well" out of service, the "Upper Well" cannot meet the average day demands of the system. An alternate source of supply should be provided. An interconnection to the nearby Pocono Point water system, which reportedly has one well with significant yield, may be a benefit to both systems. A metered interconnection allowing flow in both directions should be provided. The operating pressures in both systems may have to be adjusted to allow the transfers.

The 2-inch galvanized steel distribution piping should be replaced with 8-inch cement line ductile iron piping equipped with an adequate number of line valves, as shown schematically on Figure 5, on page 12. All services should be metered.

In addition, the well water should be tested for radon, a standby generator should be installed at the "Lower Well" to provide electricity during power outages, and new chemical feed systems for chlorination and corrosion control should be installed.

The Hawthorne Terrace properties should be surveyed to verify that the Water Utilities are entirely located within the properties.



8" D.I. ALTERNATE CONNECTION TO SHORE ROAD

ALTERNATE LOCATION FOR PRV

POTENTIAL INTERCONNECTION

DRILL NEW WELL (LOCATION UNKNOWN)

UPPER WELL PUMP HOUSE
CONVERT EXISTING HYDROPNEUMATIC TANKS TO ATMOSPHERIC STORAGE TANKS
INSTALL NEW 65 GPM BOOSTER PUMPS AND 1,500 GAL. HYDROPNEUMATIC TANK

LOWER WELL PUMP HOUSE
PROVIDE STANDBY GENERATOR

DANBURY WATER DEPARTMENT
 DANBURY, CONNECTICUT
 HAWTHORNE TERRACE
 WATER SYSTEM
PROPOSED PLAN
 SCALE: 1" = 400'
 ROALD HAESTAD, INC. OCTOBER 2003

ROALD HAESTAD, INC.

Evaluation of Hawthorne Terrace Water System
October 16, 2003

PRELIMINARY OPINIONS OF PROBABLE COSTS

Preliminary opinions of probable costs for the above noted recommended improvements are provided, see page 14, and include a 35% allowance for contingencies and engineering.

PRESENT WORTH OF THE HAWTHORNE TERRACE SYSTEM

Information on the original construction cost of the system and cost of improvements was not available from the Hawthorne Terrace Association. Based on the age of the system, almost all of the value has been depreciated. The cost to upgrade the system exceeds the Net Utility Plant. The net worth of the system is negative.

MANPOWER REQUIREMENTS TO OPERATE THE SYSTEM

Assuming the Hawthorne Terrace System will be operated as a satellite system, the estimated manpower to operate the system would be one man on a part-time basis for 5 to 10 hours per week.

Very truly yours,

ROALD HAESTAD, INC.

By Donald F. Smith
Donald Smith, P.E.
Vice President

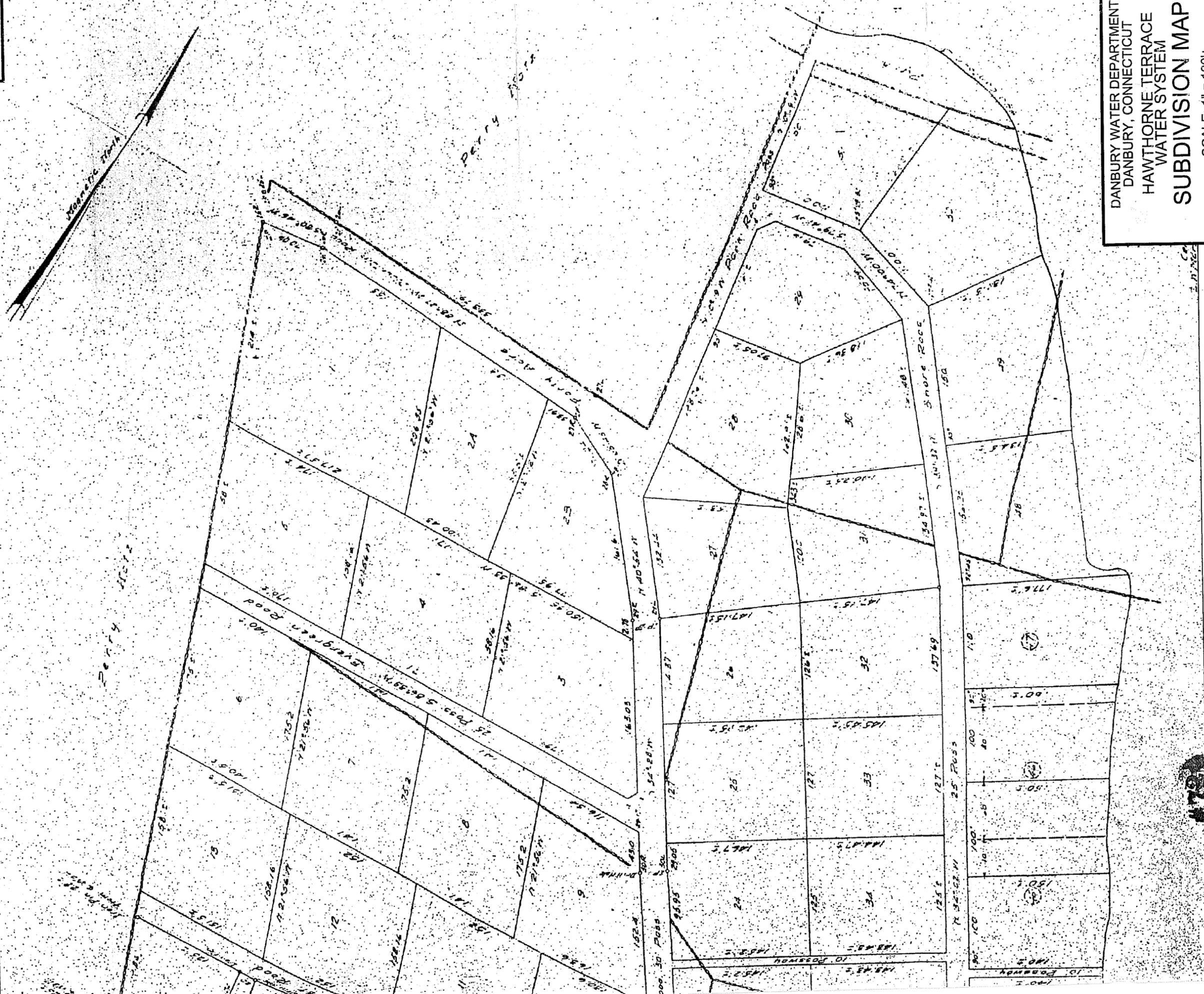
DLS/jen
cc: File 10-598

HAWTHORNE TERRACE WATER SYSTEM
PRELIMINARY OPINIONS OF PROBABLE COSTS

DESCRIPTION	QUANTITY	UNIT PRICE	COST
Standby Generator	Lump Sum		\$15,000
Additional Well or Interconnection	Lump Sum		20,000
1,500 gallon Hydropneumatic Tank	Lump Sum		10,000
Booster Pumps	Lump Sum		5,000
Pump Controls and Float Operated Valves	Lump Sum		10,000
Distribution System Piping			
8" CL DI	4,500	\$100	450,000
Transfer Service Connections	39 ea.	\$500	19,500
Pressure Reducing Facility	Lump Sum		25,000
Meters	39 ea.	\$225	8,775
New Chemical Feed System Including Hypochlorite	Lump Sum		10,000
Sub-Total			\$573,275
+35% Contingencies & Engineering			200,646
TOTAL			\$773,921
For Budget Purposes Use			<u>\$775,000</u>
2002 Net Utility Plant*			Minimal
Cost of Required Improvements			\$775,000
Net Worth of System			Negative

*Unknown, but less than cost of improvements.

FIGURE 4



DANBURY WATER DEPARTMENT
 DANBURY, CONNECTICUT
 HAWTHORNE TERRACE
 WATER SYSTEM
SUBDIVISION MAP

SCALE: 1" = 100'

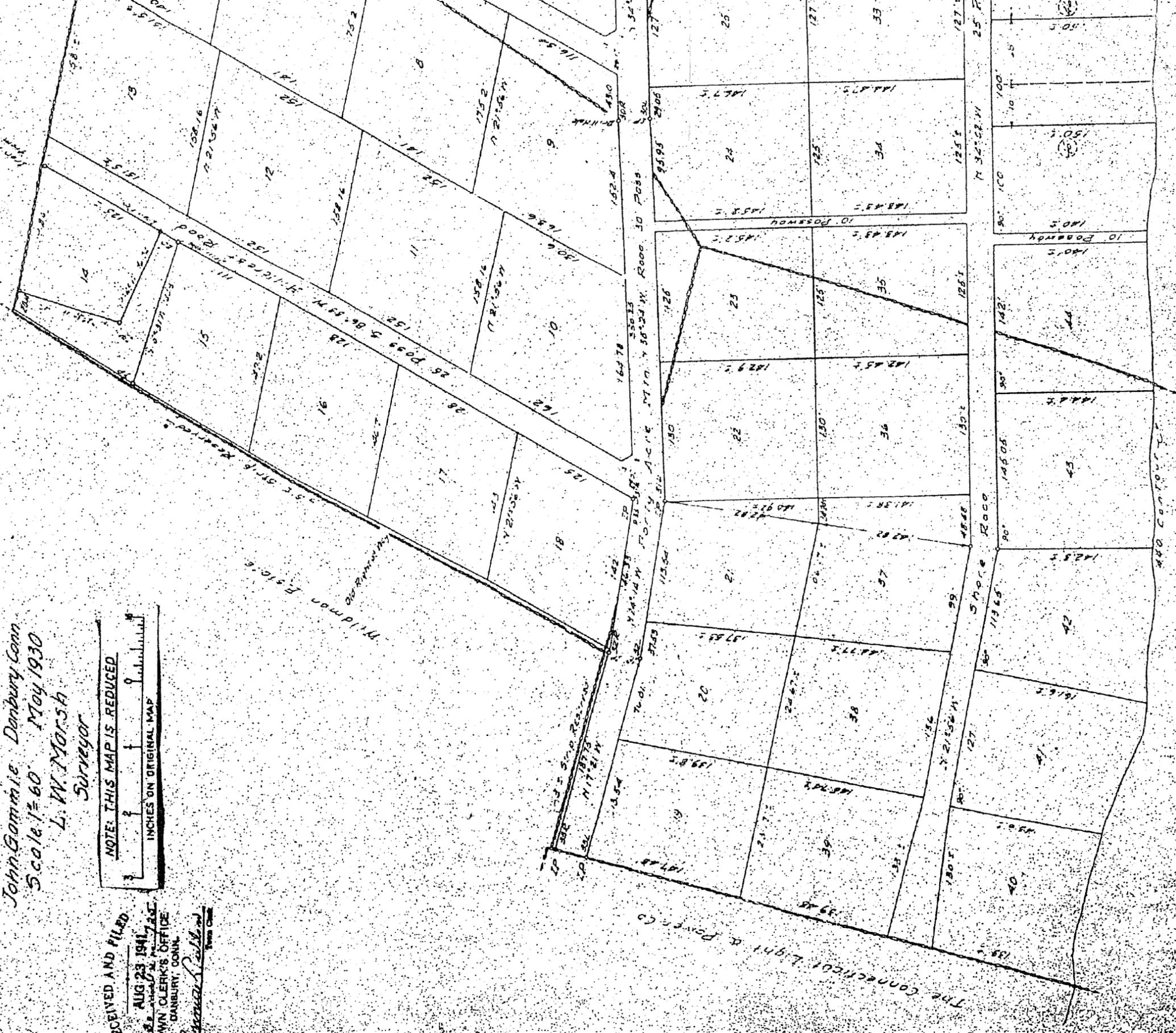
ROALD HAESTAD, INC. OCTOBER

Revised
 Map Showing
 New Plan of Lots
 Hawthorn Terrace
 John Gammale Danbury Conn
 Scale 1"=60' May 1930
 L. W. Marsh
 Surveyor

NOTE: THIS MAP IS REDUCED
 INCHES ON ORIGINAL MAP

RECEIVED AND FILED
 AUG 23 1941
 TOWN CLERK'S OFFICE
 DANBURY, CONN.

Richard S. Smith
 Town Clerk





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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

October 14, 2003

Honorable Mark D. Boughton
Common Council ✓
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton and Common Council Members:

West Wooster Street Bridge
Acquisition of Properties and Easements
Project No. 97-39

Enclosed please find copies of proposed property maps and related legal descriptions prepared by the City's engineering consultant for the easements required for the reconstruction of the above noted bridge.

The easements to be acquired are on the following lots:

<u>Lot No.</u>	<u>Street Address</u>	<u>Property Owner</u>
I15072	33 West Wooster Street	Eddy A. Uceta and Lourdes Montero
I15071	29 West Wooster Street	Donald G. Hottes, Jr. and Barbara A. Hottes
I15066	33 Lincoln Avenue	Pope John Paul II Center for Health Care Inc.

We would appreciate if you would authorize the Corporation Counsel's office to take the steps necessary to acquire the properties and easements noted above.

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

Very truly yours,

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

Encl.

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



Donald G. Hottes, Jr. and Barbara A. Hottes
West Wooster Street Bridge Permanent and Temporary Easements

Permanent Easements:

1. A permanent easement 80 square feet, more or less, in area to construct and maintain retaining walls, parapet and culvert, all as shown on the hereinafter referenced map.
2. A permanent easement 9 lineal feet, more or less, in length to install an 18 inch Class V R.C. pipe, all as shown on the hereinafter referenced map.

Temporary Easements:

1. A temporary easement 122 square feet, more or less, in area for the purpose of reconstructing retaining walls and constructing a parapet and culvert during the replacement of the West Wooster Street Bridge as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.
2. A temporary easement 29 square feet, more or less, in area to install sedimentation controls as well as for the restoration of the area after construction is completed, all as shown on the hereinafter referenced map.
3. A temporary easement 224 square feet, more or less, in area to reconstruct a portion of driveway, all as shown on the hereinafter referenced map.
4. Rights to grade an area 174 square feet, more or less, all as shown on the hereinafter referenced map.

Reference is made to a map entitled "City of Danbury Map Showing Easement Acquired from Donald G. Hottes, Jr. and Barbara A. Hottes by the City of Danbury Replacement of Bridge No. 034-041 West Wooster Street" scale: 1" = 20' certified substantially correct by Peter D. Flynn, L.S. #8792 on June 10, 2003 which map is to be filed in the Danbury Land Records.



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

November 6, 2003

Mayor Mark D. Boughton
Members of the Common Council

Re: **Request for Sewer Extension – Lot 1, DePalma Lane**

The Common Council Committee appointed to review the request for sewer extension at Lot 1, DePalma Lane met on October 14, 2003 in the Third Floor Caucus Room in City Hall. In attendance were committee members Neptune and Basso. Also in attendance were Director of Public Works William Buckley, the petitioners, Maria and George Pereira, Ralph Dohan and Ralph Gallagher.

Ms. Neptune noted the positive recommendation from the Planning Commission. Mr. Buckley said he would recommend approval subject to the required eight steps.

Mrs. Basso made a motion to recommend approval of the request for sewer extension subject to the required eight steps. Seconded by Ms. Neptune. Motion carried unanimously.

Respectfully submitted,

SHERRI NEPTUNE, Chairman

PAUL McALLISTER

PAULINE BASSO



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

November 6, 2003

Mayor Mark D. Boughton
Members of the Common Council

Re: **Request for Sewer Extension at 40 Clapboard Ridge Road**

The Common Council Committee appointed to review the request for sewer extension at 40 Clapboard Ridge Road met on October 14, 2003 in the Third Floor Caucus Room in City Hall. In attendance were committee members Neptune and Gogliettino. Also in attendance were Director of Public Works William Buckley and the petitioners Betty Lubus and Kathy Simone.

Ms. Neptune noted the positive recommendation from the Planning Commission. Mr. Buckley said he would recommend approval subject to the required eight steps. Mr. Buckley explained the eight steps to the petitioners.

Mr. Gogliettino made a motion to recommend approval of the request for sewer extension subject to the required eight steps. Seconded by Ms. Neptune. Motion carried unanimously.

Respectfully submitted,

SHERRI NEPTUNE, Chairman

JOHN GOGLIETTINO

JOSEPH SCOZZAFAVA



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

November 6, 2003

Mayor Mark D. Boughton
Members of the Common Council

Re: **Certified Local Government Program**

The Common Council Committee appointed to review the Certified Local Government Program met on October 29, 2003 at 7:00 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Moore, Buzaid and Nolan. Also in attendance were Director of Planning Dennis Elpern, Assistant Corporation Counsel Robin Edwards, Paul Lothar from the State Historic Preservation Program, Professor Laurie Weinstein from Western Connecticut State University, Council Members Basso and Esposito, ex-officio and members of the public.

Mr. Moore asked Mr. Lothar for an explanation of the program. Mr. Lothar stated that local governments could strengthen their historic preservation efforts by achieving certified local government status from the National Park Service. The National Park Service, through their State Historic Preservation Offices provide technical assistance and matching grants to local governments who are trying to preserve their community's past.

Mr. Lothar stated that most grants are leverage and matched on a 60-40 basis. They range from \$500 to \$1,000, but the largest has been \$44,000 and can be used for a variety of projects from historical to national nominations to general planning projects, educational projects, walking tours, etc. Grant money can also be used for planning and inventory. The key element is that the municipality must have an established local historic district. There are some criteria that must be met regarding those who serve on the board.

After further discussion, Mr. Buzaid made a motion to recommend authorization for the Mayor to proceed and do what is necessary to go forward with the certification program. Seconded by Mr. Nolan. Motion carried unanimously.

Respectfully submitted,

MICHAEL MOORE, Chairman

EMILE BUZAID

VINCENT NOLAN



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

November 6, 2003

Mayor Mark D. Boughton
Members of the Common Council

Re: Fire and Police Non-Emergency Lockout Response

The Common Council Committee appointed to review fire and police non-emergency lockout responses met twice, first on September 16, 2003 in the Third Floor Caucus Room in City Hall and again on October 14, 2003 in City Hall. In attendance at the September 16th meeting were committee members Gogliettino and Rotello, as well as Fire Chief Peter Sicienski, Assistant Corporation Counsel Les Pinter and Council Members Levy and McAllister, ex-officio. In attendance at the October 14th meeting were committee members Gogliettino and Rotello, as well as the Fire Chief and Council Member Pauline Basso, ex-officio.

Mr. Gogliettino stated that his reason for requesting this committee is that he is concerned that we may be using too much of the police and fire equipment and manpower on non-emergency calls for car and house lockouts. He expressed his concern about the wear and tear on running heavy equipment on these calls considering the recent request to bond a new ladder truck.

Fire Chief Sicienski stated that Fire Department responded to 400 calls from January 2000 through September 2003. He did not have records to indicate what percentage of calls were non-emergencies. The Police Chief was unable to attend the meeting but submitted a letter indicating that his department will respond to non-emergency calls on a non-priority basis. The committee wanted more information from the on the number of calls the Police Department responds to before coming to a conclusion.

At the October 14th meeting, Chief Sicienski submitted a run survey for the record. Ours is high compared to other municipalities in the State. The Police Chief did not attend the meeting, but told the Chairman that he does not keep records on breakdowns.

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

Respectfully submitted,

JOHN GOGLIETTINO, Chair

PAUL ROTELLO

CHRISTIAN DITTRICH

Honorable Mark D. Boughton
& Common Council
City of Danbury
155 Deer Hill Ave.
Danbury, CT 06810

October 23rd, 2003

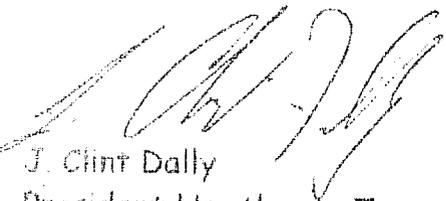
Dear Mayor Boughton and Common Council Members,

We received William Buckley's letter dated October 21st stating that he has completed the evaluation of the Hawthorne Terrace Association water system utilizing the City's engineering consultant and that the cost associated with improvements is estimated at \$775,000.

We had requested Mr. Buckley share the cost estimate for updating the water system with us prior to his detailed review and submission of the consultant's report so we could discuss this topic at our fall Hawthorne Terrace Association community meeting. As this is the most critical issue in our community, the \$775,000 cost estimate was discussed in detail. As the management team, Denise and I explained payment and term information with our community members. We explained that if the Town of Danbury were to move forward with taking over our water system, all homeowners would be assessed and a lien put on their homes for approximately 19 years to pay off the bond. After this was discussed at length, we asked the community to vote either for or against the \$775,000 expenditure. The result was the Hawthorne Terrace Association members unanimously voted in favor moving forward.

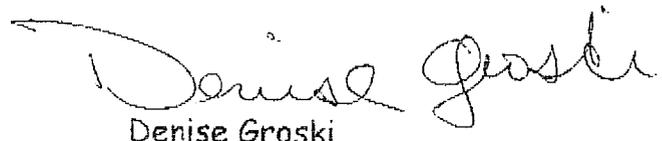
We felt it was important for you and the Common Council to understand the extremely positive feelings from our community for the city of City of Danbury to take over our water system. As the burden of cost would be fully placed on the Hawthorne Terrace Association community, there will be no incremental cost to the Town of Danbury. Please support moving this process forward.

Sincerely,



J. Clint Dally

President Hawthorne Terrace Water Company



Denise Groski

President Hawthorne Terrace Association

Cc: William Buckley