CITY COUNCIL MEETING
July 6, 2016
The meeting will be called to order at 7:30 P.M.

PLEDGE OF ALLEGIANCE & PRAYER

ROLL CALL

Curran, Chieffalo, M. Esposito, Levy, Seabury, Wetmore, Fox, Priola, DiGilio, Cavo, Saadi, Visconti, Palma, Arconti, J. Esposito, Perkins, Chianese, Rotello, Cammisa and Scozzafava

______________PRESENT ______________ABSENT

PUBLIC SPEAKING

MINUTES - Minutes of the Council Meeting held June 7, 2016

CONSENT CALENDAR

AGENDA

1. COMMUNICATION – Appointment to the City Council
2. COMMUNICATION - Bond-Public Improvement Projects 2016
3. COMMUNICATION - Appointment to the Commission on Persons with Disabilities
4. COMMUNICATION - Request for Appropriation – Candlewood Lake Authority
5. COMMUNICATION - Donation to Permit and Zoning Department – Mel Powers Industries
6. COMMUNICATION - Donation to Fire Department – Omega Granite and Kitchen Warehouse
7. COMMUNICATION - Donation to Police Department – Ridgefield & Leir Foundations
8. COMMUNICATION - Certification of Funds – Shelter Rock School Temporary Classrooms
9. COMMUNICATION - Appropriations to the Ambulance Fund
10. COMMUNICATION - Library Café - Bagelman
11. COMMUNICATION - Proposed MOA & Operational Agreement for Danbury ATCT
12. DEPARTMENT REPORTS – Police, Fire, Health-Housing & Welfare, Dream Homes, Public Works, Permit Center, UNIT, Elderly, Library

ADJOURNMENT
Mayor Mark D. Boughton  
City Council Members  
City Hall  
155 Deer Hill Avenue  
Danbury CT  06810  

Dear Mayor Boughton and Council Members:

The Republican Town Committee at a special meeting voted to recommend Colleen Stanley, 60 East Lake Road, Danbury to fill the vacancy of Jack Knapp on the City Council.

Colleen is an active member of the Danbury Community. She is an owner of American Paving and has served on the City Council with distinction.

We are confident that Colleen Stanley will make a great addition to the Council.

Sincerely,

Jack Knapp  
Chairman
June 28, 2016

Honorable Members of the City Council
City of Danbury
Danbury, Connecticut 06810

Dear City Council Members:

Attached for your consideration is the Public Improvement Projects 2016 (PIP 2016) Bond narrative which will summarize two separate proposed ordinances:

Danbury Waste Water Treatment Plant: $10,000,000
Public Improvement Projects: $10,000,000

Please note that the Waste Water Treatment Plant project may be eligible for certain State grants/funding and reimbursements from participating communities.

I am requesting that these ordinances be referred directly to an ad hoc to allow for plenty of discussion and public input while leaving adequate time to ensure these two questions are on the ballot for the November 1, 2016 Election. Bond Counsel will contemporaneously be forwarding a timeline and processing information packet together with resolution, ordinance documents and project summary, in furtherance hereof.

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

Sincerely,

Mark D. Boughton
Mayor
CITY OF DANBURY

Public Improvement Projects 2016
“PIP 2016” Bond

Proposed Bond Authorization

November 2016 Referendum (v1 June 30, 2016)
BOND AUTHORIZATIONS IMPACTING FUTURE SEWER FUND BUDGETS

Public Utilities – Sewer

Question 1: Public Utilities Bond $10,000,000

This bond would fund the design and engineering costs for the rehabilitation of the Danbury Waste Water Treatment Plant as required by the State of Connecticut to meet the requirements of the Clean Water Act. Compliance actions will be implemented in phases with the design and engineering portion being considered as the first phase. It is anticipated the activities of this phase, while funded separately than later construction phases, will be included in the total costs eligible for reimbursement upon project completion.

The City is expected to receive approximately 50% grant funding and approximately 12% in reimbursements from participating communities on all eligible construction costs and 20 year bonds will be issued for the remaining costs.

BOND AUTHORIZATIONS IMPACTING FUTURE GENERAL FUND BUDGETS

Question 2: Danbury 2016 Livable improvements Bond $10,000,000

We are the stewards of our infrastructure. To maintain a strong foundation for continued economic growth and sustainable living, we must persistently invest in a wide array of infrastructure projects to strengthen the substructure of the City of Danbury. Funding infrastructure improvements will pay off economically in private sector investment in our community and continued job growth while creating a healthier environment and enhancing the attractiveness of Danbury as a more desirable community to live, work and play.

This bond would fund several public improvements aimed at strengthening our infrastructure, upgrading and or creating facilities that improve the quality of life for the citizens of Danbury. Improvements to existing infrastructure include: sidewalk repair and replacement in strategic downtown locations to enhance pedestrian experience and economic investment; additional funds for street paving, drainage and bridge repairs; repairs and replacement to much utilized recreational playing courts and fields at existing city parks; continued investment in recreational and historic resources including capital improvements to the Richter House mansion and to the City’s public golf course; implementation of a previously proposed concept for a walled garden at the Hearthstone Castle within Tarrywile Park; and the construction of a new animal control facility.

Street Infrastructure Improvements ($1,100,000)
Sidewalk repair and replacement at strategic locations within the downtown.
Downtown Danbury is characterized by pedestrian-scaled streets. The safe and efficient movement of pedestrians and enhancement of the pedestrian experience is critical to the continued economic growth and success of the downtown and its feeder
streets and neighborhoods. Being able to enjoy a safe and attractive pedestrian environment will both keep businesses, residents and visitors downtown as well as attract them to it. Programs are required to encourage a mix of complimentary uses and activities and must be supported by the commensurate public investment in infrastructure to sustain downtown as walkable. Establishment of a sidewalk policy within downtown and the Downtown Revitalization Zone is a recommendation of the 2010 Downtown Danbury Issues & Recommendations Report of the Main Street Renaissance Task Force. These funds will be used to repair and replace sidewalks consistent with the recommendations pursuant to the downtown sidewalk repair/replacement program.

**Street paving, drainage and bridge repairs**  ($4,350,000)
These funds will be appropriated for use for the continued Road Reconstruction Program. Activities include the planning, design, acquisition and construction of the rebuilding, paving, drainage remediation, easement acquisition, cross culvert repair and replacement, curbing, guardrail, resurfacing, lighting, installation of sprinklers in median and islands, thoroughfare beautification and significant repairs to City streets, parking lots, and bridges and within associated easements. Bond funds for this particular issue will be exclusive of grant funding. Any grant funding received for bridges will be reallocated back into the Bridge Repair/Replacement Program.

**Recreational Improvements**  ($1,050,000)
The City’s playing fields and courts (basketball, tennis, etc) offer various recreational opportunities and are tremendously popular among the residents of Danbury. The use of these facilities have increased significantly as Danbury’s population has grown. The provision of playing fields and courts with updated and improved surfaces, fencing and associated amenities is required for the continued and safe use of these facilities. Funds appropriated will be utilized for required enhancements/upgrades to selected playing fields and courts including, but not limited to, Westerner’s Baseball Field and Rogers Park Tennis Courts.

**Richter Park Improvements**  ($950,000)
Richter Park is a place for Danbury residents and visitors to enjoy recreation opportunities through golf, performing arts and other passive and active activities. Richter Park golf course is recognized as one of the best public golf courses in the country. To maintain its standing and desirability for play by golf enthusiasts, the aging course must be maintained and improved. A portion of this funding allocation will be utilized for general repairs to the golf course. In addition to the golf course, The Stanley L. Richter Memorial Park includes the historic Richter House mansion. Funding is included to supplement the state grant recently awarded for much-needed rehabilitation and renovations to the mansion structure and its environs to ameliorate structural, environmental, utility and code-related issues to ensure future use. It is critical to support the recreational and cultural programs and facilities available at Richter Park.

**Tarrywile Park Improvements**  ($1,600,000)
Funds will be used for the preparation of detailed design and construction plans for the creation of a walled garden at Hearthstone Castle. This concept was originally proposed in 2013 in a report prepared by City consultants and requested to be considered by City Council. Upon completion, it will preserve the stone walls of this
National Register historic structure. Design and construction plans will include removal of all contaminated debris within the structure and selective stone removal to create a natural and open walled garden environment. Some stabilization of adjacent rock retaining walls may be required. This is the most cost effective use of this site and will provide an additional event venue for use by the Tarrywile Park Authority. It will also provide a link to existing trails both internal and external to the Park for hikers and recreation enthusiasts. Once the project is completed, any remaining funds may be utilized to promote the use of Tarrywile Park for increased tourism, economic development and will provide opportunities to meet community health objectives.

**New Animal Control Facility ($ 950,000)**

Funds will utilized for the planning, design and construction of a new building and associated site improvements for the Animal Control facility at its current location on Plumtrees Road. The existing facility is out of date and inappropriate to meet the mission, objectives and delivery of services of Animal Control. After this project is completed, any remaining funds may be utilize for other current/future capital needs related to Animal Control operations including but not limited to vehicle replacements.
# City of Danbury
## PIP 2016 Bond Authorization

### November 2016

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<th>PROJECT</th>
<th>AMOUNT</th>
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<td><strong>Question #1 - Public Utilities Bond</strong></td>
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<td>SEWER FUND</td>
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**Question 2 - Danbury 2016 Livable Improvements Bond**

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Please note that 16% of each project will be set aside to cover debt issue costs. Any unused amounts will be reallocated to the projects.

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June 9, 2016

Honorable Members of the City Council
City of Danbury, Connecticut

Dear Council Members,

I hereby submit for your confirmation the appointment of the following individual as an alternate member of the Commission on Persons with Disabilities with a term to expire July 1, 2019 to fill a vacancy.

Laura Brothers (R)
84 West Wooster St. Apt 11-J
Danbury, CT 06810

Ms. Brothers is very dedicated and focused on how best to serve the residents of Danbury. She is committed to the needs of persons with disabilities and would be a great addition to the commission.

Sincerely,

Mark D. Boughton
Mayor
June 23, 2016

Honorable Members of the City Council
City of Danbury, Connecticut

Dear City Council Members:

I am writing to you to request an appropriation of $9,905 from the contingency fund for fiscal year 2015/2016 for the replacement of a Lake Safety Patrol Boat to the Candlewood Lake Authority. The replacement of this boat is necessary for the Candlewood Lake Marine Patrol in order to maintain public safety and boating law enforcement.

Contingent on our funding, the Candlewood Lake Authority is eligible for the Municipal 5 Town I.C.E Grant. If awarded the grant, the City of Danbury would be reimbursed the amount of $4,487.

Sincerely,

Mark D. Boughton
Mayor
MEMORANDUM

TO: Mayor Mark D. Boughton via the City Council
FROM: David St. Hilaire, Director of Finance
DATE: June 23, 2016

SUBJECT: Certification of Funds – Candlewood Lake Authority

Pursuant to the attached request from the Candlewood Lake Authority, I hereby certify the availability of funds.

These appropriations will come from the Contingency account 002.9300-5855.

The status of the Contingency account is as follows:

Budgeted Amount: $475,000
Previous Certifications:
  Charles Ives Authority: 55,404
  Holiday Lights: 65,000
  Hat City Monument 50,000
  Zoom Foundation Fellowship 5,000
  State Lobbying Services 20,000
  OPM Transit Grant 25,000
  Registrar of Voters 30,300
  Volunteer Firefighter Pagers 40,000

This Request 9,905
Balance: $174,391

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

Attachment
Candlewood Lake Authority
Member Municipalities: Brookfield • Danbury • New Fairfield • New Milford • Sherman
PO BOX 37 • SHERMAN, CT 06784 • P (860) 354-6928 • F (860) 359-5611

April 15, 2016

Dear Chief Elected Officials of Candlewood Lake Municipalities:

This is an urgent follow-up in regards to the need originally brought before you in our correspondence of November 17, 2015 for emergency funding to facilitate the replacement of a Lake Patrol boat (copy of original letter is attached).

While progress has been made in the application for an I.C.E. Grant, which if successful, will reimburse 60% of the Lake Safety Patrol Boat purchase, we have not received required funding from some of the member towns to move forward with the necessary order. **We need to receive each participating Member Municipality’s funding this month, before we initiate the Patrol Boat purchase.** We cannot continue to delay this order and purchase, and respectfully request your financial support at this time.

**URGENT CONCERN**- This is a public safety issue and a crucial service provided by the CLA for our residents who recreate and boat on Candlewood Lake. **We need to place the order this month to have a Patrol boat available for use this summer.** Boat purchases and delivery dates are now being estimated at 2 months from date of order. We at present time have only one functional patrol boat which is older than the boat taken out of service. The extra workload placed on this remaining boat will most certainly affect its operational life, and this boat does **NOT** have any boat towing capabilities.

**DEEP CUTBACKS** – With continued budget cuts by the State we have been advised that there will be only **one DEEP patrol boat with limited hours available on Candlewood Lake this season... if at all.** This further compounds the critical nature of this boat to the Candlewood Lake Marine Patrol and the coverage required for maintaining public safety and boating law enforcement. The CLA operates two Patrol Boats on Candlewood Lake... and cannot provide coverage and support properly with only one operating Patrol Boat.

Again, as you know our Patrol Boats are used on Candlewood Lake to provide for:

- Providing 1100 hours per season of on the water Lake Patrol May to September.
- Emergency response to boating accidents, medical emergencies
- Enforce State Boating Law Safety, Marine Sanitation Regulations & Invasive Species laws
- Enforce of Boating Under Influence control
- Emergency towing service for stranded boaters (50+ tows per year). Assist disabled vessels.
- Provide Public Safety presence during lake events (Clean-up, Dragon Boat Race, Fireworks, Fishing Tournaments)
- Check activity at public launches, Down the Hatch, Chicken Rock, respond to concerns of public called into CLA office
• Provide lost boater assistance, guidance & directions, out of fuel assistance, removal of boating hazards, floating logs & large debris.
• Resolve domestic disputes, and inappropriate boating behaviors, conduct Safety checks to ensure compliance of registration, proper boating license, life vest etc. on boats.

**Funding & I.C.E Grant Details** - The I.C.E. Grant coordinator has indicated that a pre-order would NOT adversely affect the grant award... in fact an invoice is required for payment. The grant application is still in process and we have been advised that the documents we have presented and quotes submitted all comply with requirements.

• **Next step is for the grant application to go before the Bonding Commission for approval** and release of funds, however we must also provide them with a signed Municipal Equipment Sharing Agreement approved by the State (a draft version has already been submitted to the State for mark-up) which will be sent to all member municipalities for signature before funds will be disbursed, if approved.

• **Our original November 17, 2015 correspondence had the following request:**

  "If each of the 5 towns could provide $9,905 from their capital reserve towards the purchase of this critical piece of our Patrol operation equipment by December, we could place the order in time to have the boat in the water by next spring. If we are successful in obtaining the I.C.E. Grant and additional private donations we can reduce the municipal funding request to approx. $5,418 per town and refund any excess contribution. Time is of the essence as the Boat purchase order would need to be placed by December 17th to ensure timely delivery and in the water in time for the start of the April - May 2016 boating season."

• **Town Agreement** - There was agreement from all 5 member towns to apply for possible grant funding to assist in the purchase of the Lake Safety Patrol Boat

• **Current Financial Position** - We have already received funding from the Town of Brookfield for $9,905.00; Approval from the Town of Sherman via Town Meeting for Funds not to exceed $9,990.00 for patrol Boat purchase, and firm commitment from the Town of New Milford for required funds, The CLA has committed $18,500 from our capital reserve for this purchase.

I respectfully ask for your help to accomplish this and provide for sufficient CLAMP Public Safety Presence THIS SEASON on Candlewood Lake.

Sincerely,

CANDLEWOOD LAKE AUTHORITY

Phyllis Schaefer
Candlewood Lake Authority / Chairman

PS/ff

**Enclosures:** Letter November 17, 2015
Dear fellow Mayors and First Selectmen,

I would like to provide you with a quick status update on the issues at hand relating to the completion of the purchase of the replacement CLA Marine Patrol Boat.

The Town of Sherman has issued and paid the required $7,000 deposit for the 2016 R222 Robalo Center Console Boat to Atlantic Outboard.

1. Payment in full of the remaining balance IS REQUIRED by the dealer BEFORE any prep work, or required Patrol electronics installation will be started.
2. The Town of Sherman requests Danbury’s outstanding payment at this time of $9,905 to complete the purchase.
3. The Town Sherman Requests New Fairfield’s outstanding payment at this time of $9,905 to complete the purchase.
4. The ICE Grant requires purchase of the boat BEFORE funds are released if approved by Bond Commission.
5. Reimbursement of any overpayment to Danbury would be made by the Town of Sherman upon Grant funding award.
6. The Bond Commission has not yet placed the request on their agenda and we cannot continue to delay this purchase based on their scheduling.

Your cooperation and support is appreciated!

Clay Cope,
First Selectman
June 27, 2016

Honorable Members of the City Council
City of Danbury, Connecticut

Dear Council Members,

I hereby submit for your approval a donation from Mel J. Powers Industries to the Permit and Zoning Department of seven (7) lateral filing cabinets with a total estimated value of $1,890. The cabinets were left by a former tenant of Powers Industries.

Thank you for your consideration of this matter.

Sincerely,

Mark D. Boughton
Mayor
June 6, 2016

City of Danbury
Permit and Zoning
Deer Hill Avenue
Danbury, CT 06810

Please be advised that one of our Tenants moved from 6 Commerce Drive and left us with a surplus of office filing cabinets.

We are pleased to donate seven (7) lateral file cabinets to the Permit and Zoning Dept.

Any questions please call.

Very truly yours,

Mel J. Powers
CITY OF DANBURY
FIRE DEPARTMENT
19 NEW STREET
DANBURY, CONNECTICUT 06810

DATE: JUNE 27, 2016

TO: MAYOR MARK D. BOUGHTON & MEMBERS OF THE CITY COUNCIL

FROM: T. J. WIEDL, FIRE CHIEF

RE: DONATION TO THE FIRE DEPARTMENT

CC: D. ST. HILAIRE, FINANCE DIRECTOR
    J. NATALE, LEGISLATIVE ASSISTANT

Dear Mayor Boughton & Members of the City Council:

The Fire Department has been offered a generous donation by Omega Granite and Kitchen Warehouse, for kitchen cabinets valued at $6,500 and granite countertops with stainless steel sink valued at $3,625 for Engine #26. The donation letter is attached for your reference.

I would ask that this generous donation be accepted at the July 2016 meeting of the City Council.

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

Respectfully submitted,

T. J. Wiedl
Fire Chief
Omega Granite & Kitchen Warehouse

4 Mill Plain Road
Danbury, CT 06811
203-778-1500

Omega Granite and Kitchen Warehouse is pleased to donate to Danbury Fire Department Engine 26 kitchen cabinets valued at $6500 and granite countertops with stainless steel sink valued at $3625

[Signature]
Leo Lachowicz, Owner
MEMORANDUM

To: Members of the City Council
   Mayor Mark D. Boughton

From: Alan D. Baker, Chief of Police

Subject: Request to Accept Donation

Permission is requested to accept a donation of $10,000.00 from The Ridgefield & Leir Foundations, Inc. in memory of Henry J & Erna D. Leir. The funds will be placed in the Donations Account #6000.2000 with possible uses including Dive Team equipment, police mountain bikes, building security upgrades or a police canine, which are not funded through our Department’s budget. Usage will be at the discretion of Chief Ridenhour.

Alan D. Baker
Chief of Police

ADB:mrl
Attach.

Cc: David St. Hilaire – Director of Finance
MEMORANDUM

TO: Mayor Mark D. Boughton via City Council
FROM: David W. St. Hilaire, Director of Finance
DATE: June 23, 2016
SUBJECT: Certification of Funds – Shelter Rock School Temporary Classrooms

Pursuant to June’s resolution (Item #12) authorizing the Board of Education to submit a grant application for Shelter Rock School Temporary Classrooms which included language to authorize funding, I hereby certify the availability of up to $490,000 for the Shelter Rock School Temporary Classrooms. These funds are available will be transferred from:

- VIS2020PI.9999-5855 Contingency 370,765
- VIS2020PI.9999-5880.3410 Interest on Notes 119,235
- Transfer to: Shelter Rock Temporary Classrooms 490,000
- VIS2020PI.9999-7000.047301

I respectfully request Council approval of the above budget transfer. Should you have any questions, please call me at 797-4652.
June 21, 2016  
To: Robert Ficeto, Office of School Facilities Contacts for Grant Process  
From: David St Hilarie, City of Danbury Finance Director  
Re: Project Shelter Rock Portable Classrooms

Robert,

The City of Danbury allocated $490,000 for the temporary portables at Shelter Rock School which was voted on by the city council as part of the overall bonding package. The funding will be allocated by the city finance department. Please let me know if you need additional information.

Sincerely,
May 19, 2016

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

Dear Mayor Boughton and City Council Members:

In order to be eligible for partial State funding for the Shelter Rock School Temporary Classrooms project, the City is required to submit a resolution to the State Department of Administrative Services that include the three following items:

1. Establishes a School Building committee for Shelter Rock School Temporary Classrooms
2. The City Council authorizes the preparation of schematic and final drawings and specifications for the following proposed project: Shelter Rock School Temporary Classrooms.
3. That the City Council authorizes the City of Danbury Board of Education to submit a grant application with related documents to the State of Connecticut and to accept a grant for State reimbursement funding for the Shelter Rock School Temporary Classrooms.

Sincerely,

[Signature]

Joseph D. Martino
Danbury Board of Education
Director of Finance
MEMORANDUM

TO: Hon. Mark D. Boughton via the City Council
FROM: David W. St Hilaire, Director of Finance
DATE: June 20, 2016
SUBJECT: Appropriation to the Ambulance Fund

The City of Danbury has a contractual relationship with The Western Connecticut Health Network (Danbury Hospital) for the delivery of ambulance services and Intermedix Inc. for billing services.

The total number of calls (responses) and related collection fees for the ambulance services are expected to exceed the budget for the fiscal year. Consequently, “volume driven expenses” and the billing collection fees budgetary lines will need to be increased accordingly.

I am respectfully requesting that the City Council approve an additional appropriation of $158,000 to the Ambulance Fund budget and do hereby certify the availability of funds from the increased revenue generated from ambulance user fees.

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

DST/sb

CC: Matthew Cassavechia
June 20, 2016

David St Hilaire,
Director of Finance – City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810.

Volume Driven Ambulance Appropriation Request

Dear Mr. St Hilaire:

As we conclude the fiscal year, analysis of Danbury EMS call volume and transport activity has once again exceeded prior year activity. Specifically our monthly financial report through May 2016 shows that volume driven reimbursements for Danbury EMS total $131,030. This variance represents the total budget overage for 11 operating months of the fiscal year.

When annualized over 12 months, the amount requested for reimbursement to WCHNA for FY 2016 is $142,940.

Thank you for your consideration of the aforementioned ambulance appropriation and please contact me directly should you have any questions.

Sincerely,

Matthew Cassavechia
Director, Emergency Medical Services

Attachment
To City Council,

I would like to put forth for consideration Bagelman to take space in the Library Café for a trial period of 6 months. At that time, we will re-evaluate to see if the space is working for both parties. I believe Bagelman will have great success at the library and in the downtown area. The company is highly regarded by patrons and staff of the city. This would be a wonderful asset to the downtown area. Thank you for your consideration.

Sincerely,

Katie Ventura
Library Director
June 24, 2016

Bagelman (Brookfield and Padanaram locations) accepts the Danbury Library's offer to open a café on the premises for a six-month trial period. After this trial, Bagelman and Katie Verntura will evaluate the volume of business and discuss a plan going forward. The initial cafe hours will be 9a-5p but can be adjusted based on trends and customer feedback. The menu will include bagels, cream cheese, deli sandwiches (including an assortment of bread and rolls), salads, paninis, and wraps. In addition, the café will offer hot coffee, Snapple and Tropicana juices.

Bagelman will maintain a clean space and abide by all Health Department regulations.

Thank you,

Marc Froehlich
President
June 22, 2016

Mayor Mark D Boughton
Honorable Members of the City Council
City of Danbury

Honorable Mayor Boughton & City Council Members,

Attached for your consideration is a Proposed MOA DTFAEN-16-L-00055 & Operational Agreement for Danbury ATCT from the United States of America, Department of Transportation Federal Aviation Administration on the MOA renewal of the Air Traffic Control Tower Location. This Memorandum of Agreement has been going on since 1973 between the City and the Federal Aviation Administration and I recommend approval of the MOA.

If you have any questions concerning this MOA please feel free to contact me.

Sincerely,

[Signature]
Paul D Estefan
Airport Administrator

Cc: FAA MOA
Air Traffic Control Tower

Land Site

Memorandum of Agreement

MOA No: DTFAEN-16-L-00055

Geographical Location: Danbury, CT

This agreement is made and entered into by the City of Danbury, hereinafter referred to as the Airport, for itself, its successors and assigns, and the Federal Aviation Administration, hereinafter referred to as the FAA.

WITNESSETH

WHEREAS, the parties listed above have entered into an Airport Improvement Grant Agreement; and

WHEREAS, the parties listed above have entered into an agreement providing for the construction, operation, and maintenance of FAA owned navigation, communication and weather aids for the support of Air Traffic Operations; and

WHEREAS, the parties consider it desirable to work in cooperation with each other in the technical installation and operation of air navigational aids; and

WHEREAS, both parties agreed the establishment, operation, and maintenance of systems for air traffic control, navigation, communication, and weather reporting is in the primary interest of safety and direct support of the ongoing operation of the Danbury Municipal Airport.

NOW, THEREFORE, the parties mutually agree as follows: the Lessor hereby grants the Government the right to use the property described in Exhibit "A", attached hereto and made a part hereof.

A. Together with a right-of-way for ingress to and egress from the premises; a right-of-way for establishing and maintaining pole lines or under ground lines for extending electrical power and/or telecommunications lines to the premises; including a right-of-way for subsurface power, communication and/or water lines to the premises; all right-of-ways to be over the area referred to as Danbury Municipal Airport, and unless herein described to be over routes reasonably determined to be the most convenient to the FAA and as not to interfere with Airport operations. The Airport shall have the right to review and comment on plans covering access and utility rights-of-way under this paragraph.

1.3.3.1 Air Traffic Control Tower Land Site Memorandum of Agreement
July 2010
OMB Control No. 2120-0595
B. Together with the right to grade, condition, and install drainage facilities, and seeding the soil of the premises, and the removal of all obstructions from the premises which may constitute a hindrance to the establishment and maintenance of navigational aid systems. The Airport shall have the right to review and comment on plans covering work permitted under this paragraph.

C. Together with the right to make alterations attach fixtures, and erect additions, structures or signs, in direct support of the Airport. The Airport shall have the right to review and comment on plans covering work permitted under this paragraph.

D. Together with the right to park, without cost, all official and privately owned vehicles used for the maintenance and operation of the air navigational facilities. Parking shall be provided adjacent to the navigational aid facility or as near as possible without interfering with the operation of the Airport.

1. TERMS AND CONDITIONS (July -10):

It is mutually understood and agreed that the Airport requires an FAA Air Traffic Control Tower (ATCT) in order to operate its business and that the FAA requires an ATCT facility at the Airport in order to support Air Traffic Operations. Thus, in the interest of both parties it is hereby agreed that the Airport will allow the FAA to lease and construct, operate, and maintain FAA ATCT facility in areas on the Airport that have been mutually determined and agreed upon for the term commencing on October 1, 2016 and continuing through September 30, 2036. The FAA can terminate this agreement, in whole or part at any time by giving at least (60) day’s notice in writing. Said notice shall be sent by certified or registered mail.

2. PREMISES (JUL-10)

The Airport hereby leases to the GOVERNMENT the following described property, hereinafter referred to as the premises: as shown in Exhibit “A” along with a right of way described in Exhibit “B” attached hereto and made a part hereof.

3. CONSIDERATION (NO-COST) (Aug- 02):

The FAA shall pay the Airport no monetary consideration, it is mutually agreed that the rights extended to the FAA herein are in consideration of the obligations assumed by the FAA in its establishment, operation, and maintenance of navigational aid facilities upon the premises.

4. TITLE TO IMPROVEMENTS (Apr-05):

Title to the improvements constructed for use by the FAA during the life of this agreement shall be in the name of the FAA.

1.3.3.1 Air Traffic Control Tower Land Site Memorandum of Agreement
July 2010
OMB Control No. 2120-0595
5. **HAZARDOUS SUBSTANCE CONTAMINATION (May-00):**

The FAA agrees to remediate, at its sole cost, all hazardous substance contamination on the FAA facility premises that is found to have occurred as a direct result of the installation, operation and/or maintenance of the FAA’s facilities covered by this agreement. The Airport agrees to remediate or have remediated at its sole cost, any and all other hazardous substance contamination found on the FAA facility premises. The Airport also agrees to save and hold the U. S. Government harmless for any and all costs, liabilities and/or claims by third parties that arise out of hazardous contamination found on the FAA facility premises that are not directly attributable to the installation, operation and/or maintenance of the facilities on the attached FAA “List of Facilities.”

6. **INTERFERENCE WITH FAA OPERATIONS (Oct-96):**

The Airport agrees not to erect or allow to be erected any structure or obstruction of whatsoever kind or nature within the Airport’s boundaries that may interfere with the proper operation of the Air Traffic Control Tower facility, as it is not in the best interest of the Airport or the FAA.

7. **FUNDING RESPONSIBILITY FOR FAA FACILITIES (Oct-96):**

The Airport agrees that any relocation, replacement, or modification of Air Traffic Control Tower made necessary by Airport improvements or changes, which interferes with the technical and/or operational characteristics of the facility, will be at the expense of the Airport, with the exception of any such improvements or changes which are made at the request of the FAA. In the event such relocations, replacements, or modifications are necessary due to causes not attributable to either the Airport or the FAA, funding responsibility shall be determined by mutual agreement between the parties.

8. **RESTORATION (APR-10):**

The FAA shall surrender possession of the Premises upon the date of expiration or termination of this MOA. Before such expiration or termination, the FAA shall if requested by the owner and determined by the Real Estate Contracting Officer to be in the best interest of the Government, restore the Premises to as good condition as that at the time of the FAA’s initial entry upon the Premises under this MOA or a previous agreement or lease, except for ordinary wear and tear or damage by natural elements. The FAA may also elect to offer abandonment of installed real property improvements in lieu of restoration or some combination of abandonment and restoration as determined by mutual agreement with the owner, so long as determined by the Real Estate Contracting Officer to be in the best interests of the Government.
No Implied Obligations:

Any obligation of the FAA under this MOA that requires the expenditure or obligation of funds is subject to the availability of funds. The FAA shall incur no liability under the MOA until funds that may be used for the purpose are appropriated. No provision in this MOA shall be interpreted to require an expenditure of obligation in violation of the Anti-Deficiency ACT, 31 U. S. C. 1341.

9. UTILITY LINES AND CONSUMPTION (JUL-10):

The Airport agrees to maintain the necessary water and sanitary sewer lines to the ATCT facility and to install necessary meters to the Government’s lines without cost to the Government. The Government shall pay for all of its utility consumption at no more than prevailing rates charged the general public for such similar utility services under a separately negotiated custodial and janitorial contract.

10. NOTICES (Oct-96):

All notices/correspondence shall be in writing, reference the Agreement number, and be addressed as follows:

AIRPORT:

City of Danbury, Town Hall, 155 Deer Hill Avenue, Danbury, CT 06810

FEDERAL AVIATION ADMINISTRATION:

Federal Aviation Administration, Attention: Real Estate Contracting Officer, ALO620-BOS, 1200 District Avenue, Burlington, MA 01803

11. PREVIOUS LEASE(S)/AGREEMENT(S)

This agreement supersedes Land Lease number DTFA12-96-L-R3189, which is hereby terminated.

12. OFFICIALS NOT TO BENEFIT (10/96) – No member of or delegate to Congress or resident commissioner, shall be admitted to any share or part of this contract, or to any benefit arising from it. However, this clause does not apply to this contract to the extent that this contract is made with a corporation for the corporation’s general benefit.
13. COVENANT AGAINST CONTINGENT FEES (8/02) - The Lessor Warrants that no person or agency has been employed or retained to solicit or obtain this contract upon an agreement or understanding for a contingent fee, except a bona fide employee or agency. For breach or violation of this warranty, the GOVERNMENT shall have the right to annul this contract without liability or, in its discretion, to deduct from the contract price or consideration, or otherwise recover the full amount of the contingent fee.


A. Providing or attempting to provide or offering to provide any kickback;

B. Soliciting, accepting, or attempting to accept any kickback; or

C. Including, directly or indirectly, the amount of any kickback in the lease price charged by a prime Lessor to the United States Government or in the lease price charged by a sublessor to a prime Lessor or higher tier sublessor.

15. QUIET ENJOYMENT (OCT-96) - The Lessor warrants that they have good and valid title to the premises, and rights of ingress and egress and warrants and covenants to defend the Government's use and enjoyment of said premises against third party claims.

16. SUBORDINATION, NONDISTURBANCE AND ATTORNMENT (7/14) -

A. Lessor warrants that it holds such title to or other interest in the premises and other property as is necessary to the Government's access to the premises and full use and enjoyment thereof in accordance with the provisions of this lease. Government agrees, in consideration of the warranties and conditions set forth in this clause, that this lease is subject and subordinate to any and all recorded mortgages, deeds of trust and other liens now or hereafter existing or imposed upon the premises, and to any renewal, modification or extension thereof. It is the intention of the parties that this provision shall be self-operative and that no further instrument shall be required to effect the present or subsequent subordination of this lease. Government agrees, however, within twenty (20) business days next following the Contracting Officer's receipt of a written demand, to execute such instruments as Lessor may reasonably request to evidence further the subordination of this lease to any existing
or future mortgage, deed of trust or other security interest pertaining to the
premises, and to any water, sewer or access easement necessary or
desirable to serve the premises or adjoining property owned in whole or in
part by Lessor if such easement does not interfere with the full enjoyment
of any right granted the Government under this lease.

B. No such subordination, to either existing or future mortgages, deeds of
trust or other lien or security instrument shall operate to affect adversely
any right of the Government under this lease so long as the Government is
not in default under this lease. Lessor will include in any future mortgage,
deed of trust or other security instrument to which this lease becomes
subordinate, or in a separate non-disturbance agreement, a provision to the
foregoing effect. Lessor warrants that the holders of all notes or other
obligations secured by existing mortgages, deeds of trust or other security
instruments have consented to the provisions of this clause, and agrees to
provide true copies of all such consents to the Contracting Officer
promptly upon demand.

C. In the event of any sale of the premises or any portion thereof by
foreclosure of the lien of any such mortgage, deed of trust or other security
instrument, or the giving of a deed in lieu of foreclosure, the Government
will be deemed to have attorned to any purchaser, purchasers, transferee or
transferees of the premises or any portion thereof and its or their
successors and assigns, and any such purchasers and transferees will be
deemed to have assumed all obligations of the Lessor under this lease, so
as to establish direct privity of estate and contract between Government
and such purchasers or transferees, with the same force, effect and relative
priority in time and right as if the lease had initially been entered into
between such purchasers or transferees and the Government; provided,
further, that the Contracting Officer and such purchasers or transferees
shall, with reasonable promptness following any such sale or deed
delivery in lieu of foreclosure, execute all such revisions to this lease, or
other writings, as shall be necessary to document the foregoing
relationship.

D. None of the foregoing provisions may be deemed or construed to imply a
waiver of the Government's rights as a sovereign.

17. NOTIFICATION OF CHANGE OF LAND TITLE (AUG-02) – If the Lessor
sells or otherwise conveys to another party or parties any interest in the aforesaid
land, rights of way thereto and any areas affecting said demised premises, they shall
immediately notify the Government, in writing, of any such transfer or conveyance
affecting the demised premises within 30 calendar days after completion of the
"change in property rights". Concurrent with written notification, the Lessor shall
provide the Government copies of the legal documents(s) (acceptable to local
authorities) for transferring and or conveying the property rights.

1.3.3.1 Air Traffic Control Tower Land Site Memorandum of Agreement
July 2010
OMB Control No. 2120-0595
EXHIBIT A

From a concrete monument located between property corners 14 and 15 of the Danbury Municipal Airport, Fairfield County, Connecticut, proceed S 48° 01' E, 598.7 feet to a point marked by an iron pipe; thence N 26° 18' W, 75.0 feet to a point; thence N 63° 42' E, 150.0 feet to a point; thence S 26° 18' E, 175.0 feet to a point; thence S 63° 42' W, 150.0 feet to a point; thence N 26° 18' W, 100.0 feet to the point of beginning, containing in all 0.60 acres, more or less, all being situated in Danbury Municipal Airport, Town of Danbury, County of Fairfield, State of Connecticut. All bearings are true.

EXHIBIT B

Right-of-way:

From the airport property line to the leased plot, the centerline of which is described as follows: From a spike at the intersection of the center of Kanosia Avenue and the airport property line, said point being the point of beginning of the herein described right-of-way centerline; thence S 33° 46' E, 148.3 feet to a point; thence S 57° 03' E, 475.0 feet to a point marked by a stake at the leased plot, all being situated in Danbury Municipal Airport, City of Danbury, County of Fairfield, State of Connecticut. All bearings are true.
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

OPERATION AGREEMENT FOR AIRPORT TRAFFIC CONTROL TOWER

I. THIS AGREEMENT is hereby attached to and made a part of ATCT MOA (MOA) by and between the United States of America, acting by and through the Federal Aviation Administration, hereinafter called the Government and the City Of Danbury operating its airport known as Danbury Municipal Airport located in Danbury, CT hereinafter called the Airport. This Agreement shall be executed by the parties hereto independently of said MOA to which it is a part.

II. WHEREAS, an Airport Traffic Control Tower (ATCT) will be or has been erected on the plot described in the ATCT MOA by and at the expense of the Government; and

III. WHEREAS, it is in the public interest that the above described ATCT be operated by the Government, subject to the availability of funds, in accordance with standards established by the Government;

IV. NOW, THEREFORE, the Airport agrees to the following conditions:

1. The Airport shall, at no expense to the Government, provide the lighting control panels in the said Tower and shall provide all electrical circuits and current, on a continuing basis, necessary for the operation of boundary, flood and obstruction lights, including those which may be operated by the Government; all airport lighting which the Government determines is essential to aircraft operations, including the foregoing, and all such air traffic control devices which are designed to be directly or remotely controlled from the Airport Traffic Control Tower and the Airport shall be responsible for the proper and continued functioning of any locally installed lights or other device placed under the Government’s control.

2. The Airport shall be responsible for the proper and continued functioning of all equipment and devices which the Government determines are necessary for air traffic control, but which cannot be placed in operation or controlled from said Tower, or are not otherwise operated by or under the control of the Government.

3. The Airport shall promptly advise the Government’s duly authorized representative(s) in said Tower of any conditions which render all, or any, area(s) of the Airport unsafe for normal utilization by aircraft and will, upon demand, appropriately mark any such conditions.
area(s) in a manner approved by the Government which properly indicates the existing condition(s); the Lessor shall promptly give notice to the Government’s Tower representative(s) prior to the time any maintenance or construction is begun on the airport landing area unless such action is in accordance with a schedule which has been previously coordinated with the said Tower; said notice shall be given not less than thirty (30) days prior to the scheduled date from beginning the first item of construction and/or maintenance on the schedule.

4. The Government shall have absolute control of the operation of said Tower and its associated facilities at all times and shall not be subject to direction from the Airport in this regard. In accordance with and subject to the conditions, limitations and exceptions set forth in the Federal Tort Claims Act of 1948, as amended (28 U.S.C. 2671, et. seq.), hereafter termed “The Act,” the government will be liable to persons damaged by any personal injury, death or injury to or loss of property, which is caused by a negligent or wrongful act or omission of any employees of the Government while acting within the scope of his office or employment under the same circumstances where a private person would be liable in accordance with the law of the place where the Act or omission occurred. The foregoing shall not be deemed to extend the Government’s liability beyond that existing under the Act at the time of such act or omission or to preclude the Government from using any defense available in law or equity.

5. The Airport, upon request from the Government, agrees to provide two-way ground control communication equipment in its maintenance and emergency vehicles scheduled to regularly operate in the airport landing area, and such equipment shall be capable of maintaining radio communications with the Government’s Tower.

6. The Airport, agrees to pay (and the Government shall not pay any part of such costs other than those provided by any existing Federal Aid to Airports Programs) for the relocation of said Tower and its associated facilities if such relocation is made necessary by Airport improvement or changes which impair the technical and/or operational characteristics of said Tower and its associated facilities.

7. The Airport shall, as a protection to the proper operation of the ATCT by the Government, prohibit and refrain from the erection or construction of any structures or improvements which may interfere with the visibility of the Air Traffic Controllers’ line of sight to all traffic patterns, approaches, runways, taxiways, operational portions of the aprons and other operational areas necessary for the control of ground and air traffic.

8. In accordance with the provisions of paragraph 2 of the ATCT MOA, the Government shall have the right and privilege to maintain the ATCT on the airport premises and to install and maintain antennas and antenna wires and appurtenances for Air Traffic operating facilities at the MOA site and other locations on the airport where deemed necessary, together with the right to install, operate and maintain necessary connecting cables and wires where needed to perform the necessary linking of facilities. The Government shall have the right to install, operate and maintain such cables, conduits and wiring necessary to link and connect its facilities located on airport property;
IN WITNESS WHEREOF, the parties hereto have subscribed their names hereunder as of the __________ of __________, 20___.

CITY OF DANBURY

By __________________________

Title __________________________

Date: __________________________

THE UNITED STATES OF AMERICA

FEDERAL AVIATION ADMINISTRATION

By __________________________

Title __________________________

Date: __________________________
June 23, 2016

MEMORANDUM

To: Mayor Mark D. Boughton
               Members of the City Council

From: Alan D. Baker, Chief of Police

Subject: Police Department Monthly Report
          June 2016

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

Personnel
Department Strength:

Sworn Personnel  148

Injury Leave  2
Light Duty – Non-Job Related  2
Military Leave  1
Training Academy  6
Field Training  4

Effective strength (w/e 06/18/16)  133

Community Services (See attached)

Training
6/7              EST 2016-1 – Various Officers
6/13, 17, 21, 22, 24 & 29 COLLECT Training – All Personnel
6/14-15          Social Media Training – Det. J. Williams
6/16-19          EMT Recertification – Sgt. Mable
6/23             Gas Pipeline Safety Awareness Training – P.O. Pederson
All Month        Handgun Qualifications – Various Officers
Chief Baker’s Significant Meetings

6/1   Community Relations Board – FCI
6/6   9-1-1 Oversight Board
6/7   City Council Meeting
6/9   DPD Staff Meeting
6/9   CT DOT Meeting
6/13  IT Meeting
6/14  CPCA Meeting
6/15  Fairfield County Chiefs of Police Meeting
6/16  Planning & Zoning Meeting
6/16  Dispatch/IXP Meeting – Mayor’s Office
6/20  9-1-1 Oversight Board
6/20  Hatter’s Monument Dedication
6/20  Veterans Council Meeting
6/22  Board of Awards – Purchasing
6/23  DPD Staff Meeting
6/24  Army Reserve Center
6/30  Police Explorers Meeting

***$200.00 donation received from Hat City Cyclists to be used towards the purchase of bicycle lights.

***$100.00 donation received from The Smith Family to be used towards purchasing K-9 vests or another need in the program.

***Basic office supplies donated by Praxair.

Respectfully submitted,

Alan D. Baker
Chief of Police

ADB:mrl
Attach.
To: Alan D. Baker – Chief of Police
From: Vincent P. Daniello – Lieutenant
Re: Community Services Division – Activity Reports & Staffing Levels
May 15 – June 15, 2016

Date: June 21, 2016

**Community Conditions Unit:**
(Sgt. Antonelli, Officers T. Zalenski, S. Cameron, M. Morrill, R. Anderson)
-See attached report - *Sensitive Information*

**Community Affairs Unit:** No officer assigned
(-1 Officer) Responsibilities divided amongst Lt. Daniello and CSD
-No report attached

**GTF/UNIT:**
(P.O. K. Utter)
See attached report – *Sensitive Information*

**City Center Liaison:**
(P.O. R. Perun)
-See attached report – *Sensitive Information*

**Police Activities League:**
(No police personnel assigned)
No Report

**School Based Officers:**
(P.O. S. O’Brien, P.O. M. Martinez, P.O. B. Hayes, P.O. R. Morlock)
No Report

***Current Staffing Levels***

1  Lieutenant
1  Sergeant
10 Patrol Officers (-1)
MEMORANDUM

To: Chief Alan D. Baker
From: Lt. Matthew McNally
Subject: Police Explorer Monthly Activity Report – May 2016

As usual the month of May was very busy for the Explorer Post. It started on the first Saturday of the month the annual Stations Day Competition being held at the State Police Academy and culminated on the 29th with the Danbury Fair Mall’s annual carnival event, Power’s Great American Midway.

On May 7th, 18 explorers and 5 advisors attended the 25th Annual Northeast Regional Law Enforcement Education Association’s Station’s Day competition held at the Connecticut Police Academy in Meriden. This program was established in 1991 to promote training and competition between law enforcement explorers. Even though this is competition event, the day focuses first on training and for the youth to have a positive fun experience. Right now they average about 35 police departments from as many as eight different states, with as many as 450 cadets and advisors in attendance. The event has both "random" events and "individual" events. The difference is the random events are randomly selected on the day of the event for your explorer cadets to participate in. The individual events are mainly individual skill type events and the post decides who participates in those events.

Large posts, like ours, are allowed to enter more than one team, but they compete against each other and the scores are not combined. This year we did enter two teams of nine explorers in the random competitions. The events that they competed in are broken down as:

**Random Events**

Building Search, Crisis Intervention, Domestic Disturbance, DUI Enforcement, Felony Stop, First Aid, High Stress Situations, MV Stop, Reported Assault, Search & Control, Shots Fired, Suspicious Persons, Unknown Response

**Individual Events**

Firearms, Judgmental Driving, Leadership Reaction, Mountain Bike, Obstacle Course (Physical Agility).

This year the group of competitors that we brought to compete was based on who could afford the $35 individual entry fee. Also, this was the first year that the advisors also had to pay $10 to offset the cost of the lunch meal that was served. These costs and prom event conflicts clearly changed the dynamics of our competitive team, as we had many first year “rookie” explorer cadets in the competitions. The day went pretty well and as could be expected with no competition experienced explorers representing our program. The
advisors in attendance were all assigned to the pistol shooting range as either Range Officer instructors and as the Shooting Range Director (PO Antedomenico, PO Cameron, Civilian Associate Advisor Cohn and I are all long time NRA certified Pistol Instructors and Range Safety Officers.)

During the awards presentation, PO Antedomenico was honored for his annual role in setting up the Station’s Day Shooting Range and Competition, a position he has held for about a decade.

Also on May 7th, Danbury Youth Soccer League began its 2016 Spring Season and once again the Post provided parking assistance, traffic duty and general security duty at their weekly program. The matches are held on soccer fields off of Old Ridgebury Road at the old Union Carbide property and each week a squad (10-15) of explorers with an Advisor spend their Saturday mornings at the fields conducting traffic and parking control. Each Advisor is assigned to cover one Saturday session for each week of the soccer season. Rain-outs get tacked on at the end of the regular season.
Soccer Details

On May 14th, a contingent of explorers was detached from the weekly soccer detail to assist with providing crosswalk duty at the Danbury Town Park for the Danbury Fish and Game Kids Fishing Derby.

Also, during this month on Wednesday, the 18th, PO Antedomenico, PO Cameron, and I attended the monthly Cadet Police Academy Executive Board meeting at the police academy. Discussion was on the upcoming 2016 Cadet Police Academy, registration deadlines, and confirmation of duty assignments. PO. Antedomenico will once again be the Shooting Range Director, PO Cameron is the Co-Director of the IPMBA Mountain Bike program, and I will be pulling multiple duties as the Director Emeritus; Range Instructor; Advanced Program Instructor; and heading up the Visiting Dignitary Day event. The Cadet Police Academy is fast approaching in July from the 23rd through the 31st. The early registration price is $460 per person. The Post is supplementing the cost with $50 from fundraising funds, for up to 30 explorers so the cost to each explorer cadet is $410 if they early register. We currently have 27 explorers attending from our Post.

Friday the 20th of May began the Powers Great American Midway carnival held for their fifth year at the Danbury Fair Mall. The police explorers were requested to assist with this carnival as they have done for over a decade at the mall. Explorer squads were present every weekend through the run of the show, culminating on May 29th. On average, between 20-25 Explorers responded to assist with crowd control, security and general visible physical crime deterrence, providing basic first aid, etc. on the weekends at the carnival. Their activities generally were assisting with missing children and parents; lost and found property complaints; and other requests. The explorer program continues to enjoy an excellent relationship with the PGAM management team which is beneficial to both. Especially this year, as the carnival promoters tried to hire DPD private duty officers, but none signed up for any hours during the run of the carnival. Each night the explorers were deployed, PO’s Antedomenico and Cameron, Sgt. Krupinsky, or myself covered the event with the cadets,
along with several of our civilian adult advisors. There were only two disturbances that took place throughout the two week run, which required police intervention. Both of those occurred while I was there; one on the first night and I was with PO Antedomenico and another when PO Cameron and I were there the last Friday night of the carnival run. Each time we called for assistance from the shift to help disperse the crowds while we ejected the unruly youthful participants.

Scenes from the 2016 Danbury City Fair carnival at the Danbury Fair Mall, 7 Backus Avenue

On May 22nd, Explorer FTO/Corporal Emily Perna was honored at the Aqua Turf, in Southington with a Connecticut Association of Schools “Scholar Leader Award” plaque presentation. Emily attends Broadview Middle School and is in the 8th grade.
Tuesday, May 24th, saw a squad of explorers assisting with traffic and parking at Broadview Middle School by request from School Resource Officer, PO Hayes. The school was holding a BMS History Fair and it was a night where parents and the community could come and see what the students had made to represent different points in history. It was well received with a very large turnout, much like a science fair competition.

BMS History Fair Explorer Detail

During the month we had promotions of a new Post command Staff. Promotions are made on written and oral testing, attendance, tenure, community service hours completed, leadership training and school academics. For the first time in approximately 25 years (since we have been keeping records) the explorer post command staff are all attending college. This represents the importance that our program places on strong academic achievement that is expected of all of our explorer cadets. Promoted to the command staff are:

Matthew McNally V- Explorer Chief
Edisson Yunga- Explorer Deputy Chief
Felix Escobar- Explorer Captain

Henry Peralta- Explorer Deputy Chief
Kevin Posadas- Explorer Deputy Chief
Johnny Quinde- Explorer Captain

(R to L) Felix Escobar, Johnny Quinde, Henry Peralta, Kevin Posadas, Matthew McNally V
Additional promotions were made to replace two Explorer Sergeants. Promoted were Gabriella Espinal and Joshua Hibbard.

Beginning with the May 5th meeting, we began conducting our Twelfth Basic Essential Skills Training (BEST) for all new explorers who have come into the Post and have not completed 1 year of service or completed the Cadet Police Academy. For five consecutive Thursday evenings, the classroom is divided with the explorer recruits in one classroom attending the various training sections and specifically going over the Law Enforcement Explorer Manual. They also learned some very basic military style commands and movements, such as standing at attention and facing movements when marching. They were given a class on RESPECT which is part of our “total acceptance” approach to exploring. There will be an all day skills practicum, date to be determined in January, culminating with a graduation ceremony scheduled at police headquarters. This has become mandatory training for all new explorers in the Post and gives them a small sampling of what is required to be a Danbury Police Explorer. We have started out with 17 potential explorers.

Also, during the month, the oldest van in the Explorer Post fleet, our 1991 Ford Econoline Van had a transmission problem that required it to be towed in to public works. It was determined that the transmission needed major repair and that it was not likely that the city mechanics would be able to get to it. Faced with heading into the busy season down our main towing vehicle, it was decided by the advisory board to send the vehicle out for a second opinion, as we really need the three vehicles to meet all the events that the Explorer Post participates in. The van was towed to Jerry’s Transmission where the transmission was rebuilt. The vehicle was repaired in three days and the cost to the Post was $2990.00 which was covered by Post funds. It is inevitable that the Post will need to look to replace the aging vans that we use just about weekly. The two oldest vans were donated to the Post quite a few years ago. The newest van was purchased by the Post pre-owned and then donated to the city for the exclusive use of the Explorer program. With numbers fluctuating between 75-100 youth members, it would be advantageous to look into a donated bus in the future.

In other news, the competition travel team is gearing up, holding drill and training practices for the National Law Enforcement Explorer Conference being held at Northern Arizona State University in Flagstaff. Our Post
is one of four programs that will be providing around-the-clock security, as well as attending classes, training sessions, and the most important part of the week….the National Competitions. We have 16 explorers making the trek and that breaks down to four competitive teams for the group events. This travel competition team is spending many days preparing for the competitions, as well as fundraising to offset the $1200 per person costs of attending.

I was asked to present during the Advisor workshops and will be speaking on the success of the Northeast Regional Law Enforcement Education Association that is the premier Explorer Cadet Advisor organization, and how that came to be. Danbury was a founding member, and continues to play a leadership role in the NERLEEA program. I will also speak about the annual Cadet Police Academy that is sponsored by NERLEEA. This is the second time I have been asked by the National Law Enforcement Exploring Association to present to the hundreds of Law Enforcement Exploring Advisors/Police Officers from across the country, having presented in Indiana two years ago about the successes of our local Post program.

The Post ended the month with 80 Explorer/Cadets and 16 Advisor/Associate Advisors registered. Although we have attempted to limit the size of the Post, youth continue to show up with their parents to join. We are telling them to return for the next Open House night, which is scheduled for Thursday, September 8th, 2016. The thirteenth BEST class will begin the following Thursday, September 15th.

Respectfully submitted,

Lt. Matt McNally
Lt. Matthew McNally
Post Advisor/Program Coordinator

<table>
<thead>
<tr>
<th>I. Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td># of Explorers Enrolled</td>
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<tr>
<td># of Advisors Enrolled</td>
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<td>Total Explorer Hours</td>
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## 2016 UNIFORM CRIME REPORT
### CITY OF DANBURY

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## 2015 UNIFORM CRIME REPORT
### CITY OF DANBURY

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<th>Dec.</th>
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# 2016 DANBURY POLICE DEPARTMENT STATISTICS

## CALLS FOR SERVICE

### 2016

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<th>Feb</th>
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<th>April</th>
<th>May</th>
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<th>Nov</th>
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<th>Nov</th>
<th>Dec.</th>
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## TRAFFIC ACCIDENTS

### 2016

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<th>May</th>
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### 2015

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## TRAFFIC ENFORCEMENT

### 2016

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<th>Oct</th>
<th>Nov</th>
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<tr>
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### 2015

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<td>2,595</td>
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</tbody>
</table>

*Traffic Enforcement Grant(s)
I hereby submit my report as Fire Chief of the Danbury Fire Department, which covers the period of May 21st, 2016 through June 21st, 2016 and details activities of the Department.

We are pleased to welcome our six new firefighter recruits to our crews. Jason Birosca, Ernie LeClerq, Sean Peltier, Jeffrey Perkins, Mickey Sweeny, and Sean Witoshynsky graduated from the 3 month training program with Recruit Class #57 at the CT Fire Academy on May 25th.

Out of twenty-nine new firefighters in the State, Danbury’s own Sean Peltier was chosen as the class spokesperson and Jeffrey Perkins was honored to receive the Michael C. Reilly Memorial Hard Charger Award. We are proud to add these fine men to our ranks, with all of them receiving outstanding marks during their training.
Public Education / Prevention / Public Relations

E22 attended Mrs. Singer’s kindergarten class “last day of school” celebration. E22 and E25 each provided a ride for two children from Chelsea Drive to Immanuel Lutheran School. HQ crews presented a tour to 60 first graders from Morris St. School.

E22 responded to two Public Assist calls this period; one to retrieve a citizen’s keys from a storm drain on Main Street, and another challenging one to rescue 10 ducklings from a storm drain.

E24 identified standpipe locations in their district. E23 and E22 toured the new Primark retail store at the Mall.

Suppression / Response Activities of Note

Crews responded to a difficult extrication accessed off the Route 7 North Exit 11 ramp. The accident occurred when the driver of a Chevy Colorado pickup truck departed the highway just North of the exit, went over the guardrail and down a thickly treed embankment, coming to rest on the passenger side of the truck with the roof up against two trees. The driver ended up at the passenger side door with his head outside the truck against the ground. Crews used a rescue jack and a variety of cutting and prying tools to stabilize the vehicle and remove the occupant, who, miraculously, did not appear to have life-threatening injuries. E24, E23, Truck 2, Squad 1, C30, E10, SPD and Brookfield PD handled the incident.

A land search was conducted for a lost hiker at Tarrywile Park who had become disoriented when darkness set in and called 911 for assistance. Dispatch was able to get his latitude and longitude coordinates, and placed a marker on our iPads. E26 entered with their iPad, Sq1 crew and off-duty DFD Lt. Daly constituted the DFD search contingent. C30 had assumed command and was updated by DPD officer.
Weber regarding PD resources on the trails, looking at the same time. The hiker was located uninjured and exited the park with DFD crews at Terre Haute. Truck 2 assisted at the command post.

Crews were also called to a vehicle fire at Windsor Gardens. The vehicle was locked and no operator could be located. E24 and E23 responded to extinguish the fire which had fully involved the passenger compartment. DFM Osborne and DPD Detective Yakacki investigated. The cause remains undetermined.

Another incident this month was a response for an odor of gas in a residence. The gas was determined to be sewer gas from a broken drain line in a closet. While E23 was investigating, Truck crew was metering the street, as the caller expressed concerns due to Eversource having worked in the area. Truck Co. metered 90% Lower Explosive Level at one of the test bores in the street. Eversource was notified. E23 remained on scene for Eversource arrival.

Command and Staff Activities

- Graduation of firefighter recruits at CCSU
- Volunteer Fire Council meeting
- ICS review meeting with Deputy Chiefs & Training Officer
- Vehicle purchase meeting
- DHS graduation meeting
- Board of Awards
- Swearing-in of firefighter recruits at Fire School
- FCI Community Relations Board
- Promotional swearing-in ceremony for Communication Coordinator
  Jamie Gagliardo and Lieutenant Kevin Lunnie
- Hiring Rules meeting with Union officers
- Civil Service appeal hearing
- Annual Danbury Westerners breakfast at the Amber Room
- Citizens Hose dinner to honor 50 year members
- State of CT Joint Training Council meeting
- State of CT EMS Plan meeting with Corp. Counsel
- Dispatch meeting with Mayor and Chief Baker
- DFD IV Program meeting with Hospital
- One Innocent Life 5k run in Woodbridge
- Monthly Staff meeting
- City Council meeting
- Dispatch oversight meetings with IXP and the PD
- Monthly EMS/Dispatch steering committee
Emergency Medical / HazMat – Coordinator Rey Rodriguez

Bi-annual EMS Certification Audit
The June in-house audit of our EMS First Responders’ files ensures that all of our EMS providers’ certifications remain current and the proper information is on file and submitted to the State of CT for the City Of Danbury EMS Division of Danbury Fire Department Certificate of Operations annual renewal, which must be submitted to the state by June 30, 2016.

EMS Wednesday
The continuing on duty training program, EMS Wednesday, continues to provide and maintain the Emergency Medical certification training needed by our First Responders. This month’s topic, Firefighter Emergency Rehabilitation following the standard NFPA 1584, addresses the needs of Emergency Responders including updating the SOP, classroom presentation of the roles and responsibilities of the Incident Commander, Company Officer and the Rehab Officer, and finally familiarization of the Rehab Equipment on Squad II.

Advanced EMT Test
Nine of our firefighters took and passed their Advanced EMT Certification test with our sponsor hospital, Danbury Hospital.

Communications/911 – Provisional Communications Coord. Jamie Gagliardo

- Attended an Emergency Medical Dispatch training course taught by the International Academy of Emergency Dispatch. This course instructed on the program software we use for triaging emergency medical calls when they come into our 911 center. Now we have three additional IXP dispatchers and two fire department members added to the list of certified Emergency Medical Dispatchers.

- Assisted the Training Division with the weeklong orientation for our recently hired probationary firefighters.
• Installed a “demo” mobile radio at Headquarters for members to familiarize themselves with the new equipment arriving shortly and being installed in all the fire department vehicles.

• Made a site visit to the Spruce Mountain radio tower to check all of the fire department owned radio equipment along with the temperature control devices built in to the facility ensuring proper operations.

• Attended the June City Council meeting to support the purchase of Motorola Pagers for the Volunteer Division. These pagers are imperative to alert our volunteer responders of emergencies in their response areas. The purchase of the pagers was approved at the meeting and the order has been placed.

• Worked at the new fire training facility as the Incident Safety Officer while with Brookfield Fire Department and the State of Connecticut Fire Academy ran the national certification examination for Firefighter 1.

• Participated in a webinar with Kaplan. Kaplan is our online training forum where we can use our computer technology for training firefighters 24/7/365. Kaplan is migrating to a new website with many new features that we will be using starting next month. Communications will be assisting the Training and EMS/Hazmat divisions with the migration of data and training courses for the transfer into this new system.

• Attended the Fire Officer 1 Course taught by the Connecticut Fire Academy at the new fire training facility. This course will run on Tuesdays and Thursdays throughout the next two months.

• Attended a meeting with the Chief Officers at fire school to discuss Standard Operating Procedure updates.

• Responded as the Communications Officer to a structure fire at 25 Newtown Road.

• Attended a pipeline emergencies exercise hosted by New England Pipelines Safety Programs. Our Local Distribution Companies and Pipeline Operators were in attendance to discuss the following topics:
  • Our local operator contact information
  • Products, hazards & characteristics
  • Types of pipeline systems (products) in our area
  • Emergency response plans
  • Average emergency response time / type
  • Pipe location, size & operating pressure(s)

• Attended a marine rescue boat drill with “B” shift at the Town Park on Candlewood Lake. Communications assisted with radio communications and resource management while units operated at the drill.
• Ongoing projects:
  
  o Radio system infrastructure upgrades including replacement mobile and portable radios for all fire department members and apparatus with assistance from Northeastern Communications.
  
  o The Communications division and the Training division are in the process of updating many of the Danbury Fire Department Standard Operating Procedures. Once updates and additions are drafted they go through a review process prior to being placed in the live version.

Meetings and events for the Communication Coordinator:

  • May 23\textsuperscript{rd} - 25\textsuperscript{th} – Attended the EMD certification training
  • May 31\textsuperscript{st} - June 3\textsuperscript{rd} – Assisted with Probationary Firefighter Orientation
  • June 7\textsuperscript{th} – Common Council meeting
  • June 8\textsuperscript{th} – Swearing-in Ceremony
  • June 9\textsuperscript{th} – Hike to Spruce Mountain radio site
  • June 11\textsuperscript{th} – Incident Safety Officer at Fire School
  • June 14\textsuperscript{th} – Fire Officer 1 Class
  • June 15\textsuperscript{th} – Kaplan Webinar
  • June 16\textsuperscript{th} – Fire Officer 1 Class
  • June 18\textsuperscript{th} – Repair of Engine 26 paging system
  • June 20\textsuperscript{th} – SOP meeting with Training Division
  • June 21\textsuperscript{st} – Fire Officer 1 Class
  • June 21\textsuperscript{st} – Response to Structure Fire at 25 Newtown Road
  • June 22\textsuperscript{nd} – Attended the Chief Officer Meeting
  • June 23\textsuperscript{rd} – Fire Officer 1 Class
  • June 23\textsuperscript{rd} – Pipeline Emergencies Exercise
  • June 24\textsuperscript{th} – Radio Infrastructure meeting
  • June 24\textsuperscript{th} – Boat training B-group

Training – Training Officer Steve Rogers

Volunteer Division

• Coordinating second quarter training bloodborne/Hazmat make-ups for appropriate volunteers.

Career Division

Fire Class Room

• ICS meeting with 4 Deputy Chiefs, Assistant Chief, Chief Wiedl and Training Officer Rogers.

• Recruit orientation for our six new career firefighters.

Burn Building
• Ridgefield, Brookfield, Stony Hill, and Danbury PD Dog Warden division made use of our burn building.

Hydrant Program
• Hydrant testing has begun for approximately 2,200 hydrants located throughout the city.

ICS Career
• Training is ongoing.

Meetings/Events for the Training Officer:

• May 21 – Instructor Development Seminar at CFA
• May 22 – Ridgefield Firefighter-2 practical
• May 25 – Recruit Class Graduation
• May 26 – ICS review at Fire School
• May 31 through June 3 – Recruit Orientation at the Fire School
• June 4 – Hosted animal control at Fire School
• June 8 – Swearing-in for CC Gagliardo and Lt Lunnie
• June 11 – Fire Service Instructor 3 class at CFA
• June 14 – Hosted Fire Officer 1 at Fire School
• June 16 – Hosted Fire Officer 1 at Fire School
• June 20 – A/C repairs at Fire School
• June 20 – Live burn – Candlewood Fire Department

Apparatus / Equipment – Superintendent Joe Cavo
The Weddle tool from the Truck Company has returned from repair and has been placed back in service. This month we had a service technician here from Hurst to perform the annual service of all our tools including pressure testing of tools, hoses and reels. The Edraulic cutter failed its pressure test and had to be returned to the factory for repair. Truck-1 went to Rocky Hill to have the radiator replaced. We had a service technician here from Scott to perform the required annual flow testing of all our SCBA’s. We did a fleet-wide transmission inspection and service to our eight newest pieces of Apparatus including filters and oil. We would like to thank the Deputy Chiefs
and their crews for working with us on these large projects as the logistics of moving all the apparatus and equipment around while staying in service is no easy task. 10PA1 broke a unique bellowed pipe in the exhaust system. Pierce did not stock this pipe but will have one made and shipped here direct as soon as possible.

Other repairs completed:

- Replaced on board battery charger in 09FX
- Replaced front brakes in 10PA1 and serviced
- Replaced left rear modulating valve in E-23
- Replaced defective batteries in 10PA2
- Replaced Mass Air Flow Sensor 13FT
- Replaced 4 tires on 09FX
- Serviced 06F5, replaced lower ball joints, 4 tires and alignment
- Replaced rear chambers and slack adjusters 10PA1
- Repaired Outrigger toggle switch and serviced outriggers on Truck-2

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<tr>
<th>Public Safety Answering Point</th>
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<tr>
<td>Total 911 calls</td>
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<tr>
<td>Cellular 911 calls</td>
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<tr>
<td>Abandoned 911 calls</td>
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<tr>
<td>Admin calls received</td>
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June 23, 2016

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

Re: Health & Human Services Department Monthly Report

Dear Mayor Boughton and Members of the City Council:

The May 2016 Health & Human Services Department monthly report is provided for your review. Detailed reports are attached for each Service, including the Housing, Food Service, Lead Poisoning Prevention, Social Services transition, Seasonal Work, School Based Health Centers operations and Environmental Health which identify specific inspections, tasks and hours provided by our staff.

Main Topics:

The Department also continues to work on the computer systems to test and update our inspector’s programs to produce reports so the public may have access to inspection results and improve partnerships with the Hospital and other medical clinics to improve services have continued as well. Continued work and preparation for Grant Funding, Public Health Emergency Response plans, CTDP Epidemiology Program follow-up, Mosquito Control, Water Sampling, Health Care facilities, Regional Partners and EMS.

You are encouraged to review all the information for each Division, as it provides details concerning ongoing activities. Also, I thank you for giving the Health & Human Services Department the opportunity to serve the Citizens of Danbury and feel free to contact us with any questions you may have.

Sincerely,

Scott T. LeRoy, MPH, MS
Director of Health & Human Service
TO: Mayor Boughton and City Council

FR: Social Services

RE: Activities during May 2016

**Mission Statement:** Our Social Services seek to provide the community and its residents with access to municipal and community social services in an expeditious, cost effective and comprehensive manner. Efforts are focused on improving access to housing and emergency shelters; improving access to medical care and coverage and improving social conditions for residents via collaboration and advocacy at the local, state and federal level by identifying and working to create systems of resources that are inclusive of all residents/clients in need.

The following are the highlights from our Social Services activities for May, 2016:

1. Our Housing Caseworker managed approximately 40 active cases.
2. The Day Center, located at the Emergency Shelter, had approximately 575 visits from homeless individuals or those at risk of becoming homeless (this includes weekend service meetings).

   The breakdown of visits include the following:

   a. Initial Assessments(new clients): 9
   b. Action Plan Development: 0
   c. Veteran Referrals: 2
   d. Referrals to Cash Assistance: 0
   e. Bus Tickets: 0
   f. Housing Related Issues: 3
   g. Housing Placement: 1
   h. Job Searches: 1**
   i. Employment inquiries: 0
   j. Case Management Services: 8
   k. Showers: 88
   l. Lunch: 356
   m. Mental Health Referrals/Case Management: 11*
   n. Adult Medical Referrals: 2
   o. Phone Usage: 4
   p. Substance Abuse Referrals/Case Management: 45*
   q. Clothing Vouchers: 0
   r. Other: 66
MCCA counseling services have **RESUMED** on Saturday and Sunday from the hours of 9:00am – 3:00pm. In- house counseling referral and case management services at the Day Center are also provided Monday through Friday.

** Providing computer access in Emergency Shelter for job placement and availability.

1. Receiving weekly food donations from arrangement with Community Plates.
2. Attended one (1) meeting of the Community Food Collaborative meeting at United Way.
3. Updating VA Grant per diem for VA representative to discuss summary reports, discharge amendments and plan of action reports for each veteran stay regarding the per diem veterans grant.
4. Meeting with Shelter Coordinator to discuss changes and new required documentation intake forms, vulnerability reports/intakes for Coordinated Access and updating VA forms.
5. The local community CoC has gone “live” for Coordinated Access at the Emergency Shelter on October 27, 2014. 3 appointments will be conducted Monday-Friday at the Emergency Shelter at 8:30am, 9:30am and 10:15am. Interviews with families will be conducted at 11:30am at the Women’s Center, Monday, Tuesday and Thursday. Ongoing appointments made with all local homeless clients staying at all 4 shelters in the community.
6. Attended one (1) meeting of the Continuum of Care.
7. Community Health Clinic has been conducting two clinics per week; medical and behavior clinics at the Emergency Shelter.
8. Attended three (1) meetings of the Community Care Team (CCT) of all community agencies, services and emergency services (Danbury Hospital, Danbury Police, Danbury EMT), to discuss chronic homeless clients in the community.
9. Attended Housing Placement Committee meeting. Catholic Charities has received 10 vouchers for re-entry of chronic homeless individuals with long records of incarceration (the old FUSE program). Initiating meetings with landlords for housing opportunities.
10. Attended Danbury Food Collaborative meeting.
11. Attended one (1) meeting of the Housing First Committee. Planning a round table discussion meeting with local agencies and organizations to discuss homeless youths in the community. Meeting to be held at the Harambee Youth Center on May 17th at 10:30am.
12. Attended meeting with Director of Project Excellence (Mr. Nocera), Carrie Amos from Jericho and Sean from the Unit to continue discussion on the plans for hiring homeless clients to do work within the community. Project stared after City Clean-up Day on May 11th.
School Based Health Centers (SBHCs)

May 2016

**Brief Program Description:** The School Based Health Centers (SBHCs) are freestanding medical centers, located on the grounds of Broadview and Rogers Park Middle Schools and Danbury High School.

The SBHCs promote the physical and mental health of children and youth and ensure their access to comprehensive primary and preventive health care. SBHCs emphasize early identification of physical and mental health concerns and the prevention of more serious problems through early intervention.

**Mission:** Through improved access to care, children and adolescents will know and adopt behaviors that promote their health and well-being and experience reduced morbidity and mortality through early identification intervention.

**Patient Utilization Data for Period May 1, 2016 – May 31, 2016:**
(Note: Data is for all sites combined and cumulative through noted period)

<table>
<thead>
<tr>
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<th>DHS, BMS, RPMS (DPH Funded)</th>
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<tbody>
<tr>
<td>Total # of Students Enrolled in all Schools</td>
<td>4,990</td>
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<tr>
<td>Total # of Patients Enrolled in the SBHCs</td>
<td>4,447</td>
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<tr>
<td>% of Total School Population Enrolled</td>
<td>89%</td>
</tr>
<tr>
<td>Total # of Patient Visits</td>
<td>5,238</td>
</tr>
<tr>
<td>Total # of Medical Visits</td>
<td>2,704</td>
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<tr>
<td>Total # of Behavioral Health Visits</td>
<td>1,906</td>
</tr>
<tr>
<td>Total # Dental Visits</td>
<td>628</td>
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</tbody>
</table>

**Program Snapshot: Activities/Meetings held May 1, 2016 – May 31, 2016:**

M. Bonjour - SBHC Manager
05/02/16 – Joined Claudine Constant, AmeriCorps Supervisor, in a mid-year review of Ally Cafferty, 2015-16 AmeriCorps Member.
05/03/16 – Participated in the monthly CIFC Senior Management meeting.
05/03/16 – Met with Kim Doan, DPS Dental Coordinator to discuss the possibility of applying for a DPH SEALs! Dental sealant grant. Funding would support a part-time hygienist to apply dental sealants to students in grades 2/3 and 7/8.
05/03/16 – Participated in a CHCACT conference call regarding the possible ending of the national AmeriCorps program due to lack of contract renewal.
05/03/16 – Attended a meeting of the State DPH Mental Health & Substance Abuse Action Team meeting, DMHAS, 5 Hartford. Final revisions to the SHIP Mental Health Action Plan were discussed.

05/08/16 & 05/26/16 – Participated in two monthly COIIN pilot project update webinars. State team progress in achieving data collection measures was the featured topic of discussion.

05/09/16 & 05/18/16 – Participated in the GDCHC QI/QA meeting at 57 North Street.

05/13/16 – Joined all SBHC staff at the annual CT Association of SBHC convention held at the Heritage Conference Center, Southbury. The keynote speaker was Dr. Marc Brackett from the Yale Center for Emotional Intelligence.

05/19/16 – Chaired the monthly meeting of the CT Association of School Based Health Center Board of Directors, Quinnipiac Valley Health District, and North Haven. Conference debriefing and Board nominations were discussed.

05/23/16 – Convened the monthly SBHC staff meeting at OST. Reporting requirements and eCW data entry were discussed.

05/24/16 – Participated in a SBHC Advisory Committee meeting at the Hospital for Special Health Care, New Britain, CT. An update of the progress in developing DPH SBHC standards were presented by Mark Keenan, DPH SBHC Program Specialist.

05/24/16 – Joined SBHC staff at an A-SBIRT training sponsored by CHCACT and held in CHCACT Cheshire offices.

05/25/16 – Met with Elizabeth Martucci, incoming CIFC Finance Director to provide an overview of SBHC services including funding streams.

05/31/16 – Participated in the monthly Senior Management meeting, OST.

**SBHC Clinical Staff**

All SBHC staff completed and are current with required Relias training courses.

All staff continue with the transition to electronic health records (EHR). To date, all SBHC have “gone live” on the medical component of the EHR. Behavioral health staff will enter visit codes and move to full use of EHR as soon as the system is cloud based to assure operational efficiency and record safety, and continue to meet as a team to provider peer training on use of the system until a more formal, targeted training is held.

During the month of May CIFC received approval of its Medicaid re-enrollment application which added behavioral health services to the range of services offered through the GDCHC. This new designation enables CIFC to obtain a higher rate of reimbursement for behavioral health services, both at the GDCHC and SBHCs. As part of the process, a new behavioral health Medicaid number and NPI number was issued. This resulted in a need for the SBHC providers to re-create new behavioral health authorization requests for ALL students insured through Medicaid which was a time consuming process.

4/27/16 - 5/27/16 - Distribution of Student Satisfaction Surveys was continued at all sites. Survey results will be collated and reported to DPH with year-end reporting documents.

05/06/16 & 05/20/16 – N. Munn, APRN attended Danbury Hospital Grand Rounds. Topics: Autism and Risk Reduction.

05/05/16 – K. London, LCSW and C. Cunningham, LPC attended a day-long training titled “Calming the Brain through Mindfulness: Rewire Emotions with the Power of Neuroplasticity”

05/11/16 – C. Cunningham, LPC attended a day-long training for behavioral health providers on “Working with Sexually Abused Boys and Men and Trauma and Counter-trauma, Resilience and Counter-resilience” held at the Leir Retreat Center, Ridgefield.

05/12/16 – J. Casey, LCSW attended the Broadview United Student Recognition Night, an awards ceremony for the Leadership Council and Unified Sports Students.

05/16/15 - J. Casey, LCSW, participated in the Broadview Clean-up, an annual event to beautify the school grounds.

05/17/16 – All SBHC medical providers convened for a monthly medical provider supervision meeting with Dr. Golenbock, MD. Topic: allergies and treatment options.

05/18/16 - C. Cunningham, LPC attended a meeting of the Drug Free Schools committee of the Housatonic Valley Council on Alcohol and Substance Abuse (HVCASA) as a middle school/SBHC representative.
05/20/16 - J. Casey, LCSW, participated in a special assembly at which the BMS Leadership Council received an award of $10,000 from the Sandy Hook Promise for outstanding work done with the Say Something and Start with Hello programs. These funds will be utilized in the 2016-2017 school year.

05/24/16 – All SBHC staff attended an Adolescent Screening, Brief Intervention, and Referral to Treatment (A-SBIRT) training sponsored by CHCACT. The intention of the day-long training was to introduce tools to screen for alcohol and/or substance abuse and to increase capacity of youth SBIRT interventions by SBHC nurse practitioners.

05/26/16 – K. White, APRN presented skin cancer educational sessions in the DHS student cafeteria during all lunch period. The awareness activity focused on skin cancer prevention measures.

05/26/16 – All SBHC behavioral health providers met for monthly peer supervision and to conduct provider chart reviews.

**SBHC Outcome Measures**

**07/01/15 – 06/30/16**

During FY 2015-16, SBHC staff will collect patient data and report on the following DPH required outcome measures listed below. Outcome data results will be updated cumulatively and presented in the CIFC monthly BOD reports. Additionally, data will be utilized to prepare an annual SBHC RBA Report Card and compared to 2014-15 data, noting trends in reasons for visit or patient outcomes.

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Measures</th>
<th>Achievement of Outcome</th>
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<tbody>
<tr>
<td>Improve access to and utilization of primary and preventive health care and other essential public health services.</td>
<td>a. There will be at least 70% percent (40% for the NMS site) of the school’s student population enrolled in the SBHC. Enrolled means that a signed parent consent form for the student is on file. b. At least 45% of students enrolled in the SBHC will receive one or more visits. c. At least 80% percent of the student population will receive an outreach contact regarding services available at the SBHC (through distribution of literature, invitation to an open house or event, participation in an educational forum, social media, or other contact).</td>
<td>a. DHS has 96% enrollment as of 05/31/16 b. 15% of DHS enrolled students rec. 1 or more visit as of 05/31/16 c. 100% DHS students received outreach contacts as of 05/31/16 a. BMS has 75% enrollment as of 05/31/16 b. 11% of BMS enrolled students rec. 1 or more visits as of 04/30/16 c. 100% BMS students received outreach contacts as of 05/31/16 a. RPMS has 80% enrollment as of 05/31/16 b. 37% of RPMS enrolled students rec. 1 or more visits as of 05/31/16 c. 100% students received outreach as of 05/31/16</td>
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DHS SBHC –

96% of school population is enrolled in SBHC. New registrants continue to be verified in PowerSchool and entered. The DHS SBHC staff continue efforts to collect new CIFC registration forms from students. 100% of school population has received outreach contact.

Staff continued to distribute Student Satisfaction surveys during the month. One Hundred (100) Parent Satisfaction Surveys were mailed to a randomly selected pool of DHS parents/guardians.

Outreach measures conducted during the month are noted below:

The bulletin board display for May was on texting and driving. Students stopped at the board frequently to read the stories behind each picture. (See photo center below)

The “Dine and Discover with the SBHC” topic for May was skin cancer. Students were asked to take a pre-test and a post-test to evaluate their general knowledge of skin cancer before and after they read our trifold board. Each student that participated received a brochure, a twizzler, SPF-15 Chap Stick and sunscreen.

BMS SBHC –

Geri Alpert, Office Manager continues to review incoming registration forms and refer all uninsured students to the GDCHC Eligibility Specialists for assistance with Husky Applications through Access Health.

Updated CIFC SBHC registration forms are being distributed to all BMS students who currently have COD forms on file to update student records and bring enrollment records into compliance.

School RN and Guidance Department continue to give out registration forms to any students without registration forms whom they think would benefit from SBHC services.

GDCHC contact information is included with every letter sent home to SBHC members who need immunizations and/or physical exams.

90% of parents are called by APRN after seeing their child, with the hope that a personal phone conversation will lend towards the establishment of a therapeutic relationship and in turn, increase word of mouth positive feedback regarding the SBHC with other parents.

Broadview SBHC Birthday Program - once a month (for the previous month) students who celebrated a birthday were invited to drop by the SBHC for a treat (pencils and stickers), and if not currently registered, a registration form was given as well.

Year to date = Eleven (11) referrals to local PCPs for a medical home (9 GDCHC). Of note, 3 of these referrals to GDCHC did follow-through and are now patients. Year to date referrals to Access Health for Husky Insurance = 8.

Broadview is participating in the School Health Services National Quality Initiative (SHS NQI). The mission of this initiative is to build the capacity of SBHCs to adopt and report standardized performance measures to improve quality of care. The five performance measures are as follows: annual well-child visit; annual risk assessments; BMI assessment and nutrition/physical activity counseling; depression screening, and chlamydia screening. This is a 15 month project with monthly data collection.
On 04/08/16, the BMS SBHC staff and M. Bonjour traveled to the CT Association of SBHC headquarters in New Haven for an initial meeting to discuss a new project entitled “Patient-Centered School Based Health Care (PC SBHC).” Broadview applied for the honor to participate in this pilot and was selected along with the Branford SBHC team. As follow-up to the initial meeting, on 05/31/16, a group conference call with the Project Coordinator, Maia Bhirud, was held and all assessment data for the project was collected.

C. Nespoli, APRN drafted the “SBHC Documentation Guidelines” for all SBHC medical providers. The list was distributed and discussed on 05/23/16 at the monthly staff meeting. As a result, a follow-up meeting was scheduled for 06/09/16 with Diana Trumbley and Denise Kentala to finalize data sets.

On 05/19/16 & 05/20/16, Clare Nespoli, APRN educated two (20) gym classes of 90+ students each, as well as, four (4) health classes of 20+ students each about the dangers of skin cancer. A pre and post-test were performed and scores improved across all grade levels on the post test. The educational sessions provide the students with accurate health information so that they are armed with the necessary information to make positive health choices as well as serve as outreach to students promoting the availability of the SBHC services.

RPMS SBHC –
The RPMS SBHC MA completed distributing and collecting annual student satisfaction surveys. Results will be calculated and prepared for the SBHC End of Year Report, to be completed in June.

The MA reported to the APRN her concern about the student/patient’s privacy while waiting to be seen by either the medical and/or behavioral health provider. It was discussed that a privacy curtain would be a beneficial addition to the waiting area that is directly visible by the students walking by in the hall. This was installed by the school janitor and student feedback has been very positive.

The MA has been in contact with Susan Gwiazda, CT Dept. of Social Service, SNAP Division, regarding the End Hunger CT program for the Danbury area. MA expressed concern about getting the information about the Free Summer Meal locations prior to the Danbury schools dismissing for the summer on June 9. Susan attempted to get the information, however, was unable to get the locations or the start dates for the program. MA asked Susan if she had a way to provide feedback to whomever was working on the dates and locations. MA asked Susan to forward the information about the missed opportunity to provide this resource information to 960+ children and their families. Susan did forward a general flyer about Summer Meals for MA. A notation was necessary on the flyer stating that the dates and locations would not be available until after June 20. MA made copies and sent an email to all homeroom teachers to let them know that this information would be in their mailbox for distribution to the students.

The “Fun Club” afterschool program run by the MA and the School Nurse met once during the month of May. At the meeting, the girls washed, cut and mashed strawberries to make strawberry jam. The strawberries were cooked and jarred during the meeting. Each girl was able to take a jar of jam home! Also, the girls followed the recipe to make biscuits to each with the jam. There were over 70 biscuits made and eaten at the meeting. The students very much enjoyed themselves and worked together at various stations to complete all the tasks of the recipes contributing to great team building.

*Selected as a DPH reportable outcome by the RPMS SBHC site only this program year.

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<th>Measures</th>
<th>Achievement of Outcome</th>
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<tr>
<td>2. Reduce the occurrence of preventable disease among SBHC enrollees.</td>
<td>a. Enrolled students will be immunized with vaccines recommended by Advisory Committee on Immunization Practices (ACIP) that are required by the State of CT. Annually the number of clinic users who received immunizations and the percentage of students behind in recommended intervals for immunizations who are brought</td>
<td>a. Two (2) required vaccine given in May – Menactra and MMR. There were four (4) HPV recommended vaccines given in May.</td>
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</table>
b. The percentage of clinic users offered as well as the number who received Influenza Vaccine will be reported to the Department.

c. The percentage of clinic users who received influenza prevention teaching will be reported to the Department.

b. informed 100% of all health classes of the flu vaccine availability for qualified students. Zero (0) influenza vaccine given in May.

c. 100% of all RPMS students participating in reproductive and skin cancer classes conducted in May received influenza and flu vaccine information.

HATS SBHC – On May 19th, Irene Litwak from the Greater Danbury IAP, came to the school to conduct the Connecticut Vaccine Program evaluation. The site visit went very well and it was recommended that HATS consider offering the Meningococcal B vaccine. Staff will research if the GDCHC sites are administering the vaccine.

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<tr>
<td>SBHC enrollees will utilize mental health services to improve their psychosocial functioning through assessment, intervention and referral.</td>
<td>a. 90% of school staff receives information about the mental health services offered through the SBHC.</td>
<td>a.100% of BMS school staff were reached with SBHC information via direct contact and/or school mailings</td>
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<td>b. 85% of clinic users identified with a mental health concern through risk assessment screening receive a mental health assessment administered by the SBHC mental health clinician or are referred for appropriate assessment.</td>
<td>b. 100% of BMS students seen by MH clinician received a risk assessment through use of a DPH approved screening tool</td>
</tr>
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<td>c. 50% of clinic users receiving mental health services through the SBHC for at least three months or regular therapy demonstrate improved psychosocial functioning.</td>
<td>c. 89% of BMS students receiving MH services 3mth or &gt; demonstrated improved psychosocial functioning</td>
</tr>
<tr>
<td></td>
<td>d. 90% of clinic users identified as having mental health needs that exceed the scope of service provided by through the SBHC are referred to an outside mental health specialty service.</td>
<td>d. 100% of BMS students requiring additional intervention by community-based provider received referral</td>
</tr>
<tr>
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<td></td>
<td>a.100% of DHS school staff were reached with SBHC information via direct contact and/or school mailings</td>
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<td>b. 99% of DHS students seen by MH clinician received a risk assessment through use of a DPH approved screening tool</td>
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<td>c. 90% of DHS students receiving MH services 3mth or &gt; demonstrated improved psychosocial functioning (LOF/GAF scores)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>d. Zero (0) DHS students required additional intervention by community-based provider during May</td>
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</table>
a. 100% of RPMS staff were reached with 10 SBHC information via direct contact and/or school mailings

b. 100% of RPMS students seen by MH clinician received a risk assessment through use of a DPH approved screening tool

c. 94% of RPMS SBHC users receiving mental health services for therapy for 3 mths or > showed improved psychosocial functioning. Of the 40 unduplicated users seen in May, 31 had been seen in the SBHC for 3 mths or longer. All but two (2) showed improved or maintained stable psychosocial functioning; both students were dealing with life circumstances that impacted stability. One family lost their housing and was staying with relatives on a temporary basis; one was dealing with significant marital discord.

d. In the month of May zero (0) RPMS students were identified as having mental health needs that exceed the scope of services provided by the SBHC and was referred to a community provider.

DHS SBHC –

During the month of May the DHS behavioral health provider worked with patients to develop a transition plan for the summer month while school is not in session. This relates not only to clinical issues but also to medical, social, and educational issues. For example, the DHS clinician had contact with Dr. Obre of DHS and Escape to the Arts as well as Bill McNamara, also of Escape to the Arts regarding helping students obtain volunteer positions there during the Summer months and perhaps beyond. Getting students involved in activities such as this as well as athletics or other programs has shown to be helpful in reducing anxiety, depression, and social isolation.

Coordination with school staff such as guidance counselors especially but also with a school psychologist, for example, as well as parents has been pivotal to meeting the many biopsychosocial needs that teenagers experience.

DHS clinician also spent some time during the month of May following up on DSS referrals relating to the student who was discussed in last month's report. A city worker has been very supportive and informative in getting the student coverage. In addition, school staff (in particular his level administrator) has worked with the DHS clinician to make sure that this student is supported academically.

BMS SBHC –

J. Casey, LCSW had 79 student visits in the month of May, with 24 group appointments and 55 individual appointments, including three (3) new intakes. This month, all Husky authorizations had to be redone to reflect a new NPI number.
The Family Issues group and the 7th grade Girl Power group did not meet in May due to conflicts with school schedule and workshops or conferences the SBHC staff attended. Termination for groups was begun towards the end of May. Both the Growing Up Female group, (GUF) and the 8th grade Girl’s Lunch group met 3x in May.

On 05/04/16, 05/11/16 and 05/18/16, J. Casey, LCSW co-facilitated the BMS Leadership Council meeting with C. Miller, BMS Social Skills Counselor.

RPMS SBHC –

The RPMS SBHC behavioral health provider participated one cluster meeting for an at-risk student in May. Additionally, the provider has been working with a parent of a student going through a difficult time, including losing their home and temporarily staying with relatives. Mom and daughter already have a conflicted relationship.

4. Reduce the severity and frequency of asthma symptoms among students with asthma who utilize the SBHC.

*Selected as a 2015-16 outcome measure for BMS SBHC only.

<table>
<thead>
<tr>
<th>Outcomes</th>
<th>Measures</th>
<th>Achievement of Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Reduce the occurrence of STDs among student SBHC enrollees</td>
<td>a. 85% of sexually active students are screened for STDs.</td>
<td>32 DHS students as of 05/31/16 were screened for GC/CT which was 100% of those reporting sexual activity</td>
</tr>
</tbody>
</table>
During the month of May, all students who report sexual activity will be screened for chlamydia/ gonorrhea using urine 12 based testing method unless they report screening elsewhere in the last 90 days. The SBHC collaborates with the CT DPH STD Division and the State Lab to screen sexually active students. Students will be referred to the Dr. Foye, MD at GDCHC, Planned Parenthood, the AIDS Project of Greater Danbury, the Danbury STI clinic and local GYN offices for additional services as needed.

RPMS SBHC –
Seven (7) reproductive classes were given to two (2) new eighth grade health classes in May reaching forty-nine (49) total students.

7. Increase access to and utilization of primary and preventive oral health care and other essential oral public health services to improve the health status of SBHC enrollees.
(Not selected as a measure this program year)

News/Case Studies from the Field:
*A 14 year old female student who was seen for a medical complaint disclosed a history of sexual assault at age 9. The student reported that she still felt traumatized by the event. The SBHC confirmed with the school police officer that the case was appropriately investigated. The APRN communicated the history of sexual assault to the PCP to facilitate counseling for the patient.
*A 15 year old female was referred to the SBHC by the school RN for evaluation of an injury. The student was inadvertently stabbed in the hand with 2 pencils. The wounds were assessed and as pencil graphite leaves permanent tattooing, the APRN consulted with Dr. Golenbock, MD in regards to a Plastics referral. The mother was made aware of options for treatment.
*A 16 year old male presented to the SBHC reporting red discoloration to his urine on 3 to 4 occasions after strenuous running. The APRN submitted urine specimens to the lab, reassured the student and advised the student and his mother to follow-up with his PCP for evaluation and possible urology referral.
*A middle school student diagnosed in April with ADHD consistently refused to take his medication and was in ISS repeatedly due to behavior issues. Student resumed taking prescribed medication in May. He will be going to the high school and there is a plan in place to continue to give his 11am dose at nurses at the high school. The DHS SBHC has a plan to continue prescribing medication in the Fall. This student’s medication had been paid for by Valley Presbyterian Church, but the mother states she will pay for it at the high school.
*A middle school student who was doing well on ADHD medication told his family that he didn’t want to take it any longer and they discontinued giving it to him without notifying the SBHC APRN. His grades improved and his teachers reported a very positive response on the medication.
*A middle school student identified as having ADD and not been taking his medication during the school year, resumed taking it in the mornings via the nurses and his grades and teachers report his behavior is wonderful in school. Student has plan in place for high school to receive his medication at nurses every morning to improve compliance. DHS SBHC may be prescribing for him in the Fall.
*There will be one student who will continue ADD medication in the Fall through the SBHC unless the mother changes to have the medication px through her pediatrician. This student’s grades and homework completion in a reasonable amount of time has greatly improved since increasing her dosage slightly.
Three female middle school students were referred to the SBHC behavioral health provider to discuss conflict that they had been having with a teacher whom they shared. Several sessions were held to discuss their concerns, responses to it and future strategies that they should implement to cope with the difficulty. These sessions occurred intermittently. Two of the girls had been friends since Kindergarten. The third girl had befriended them at the beginning of the school year. In early April, the girls requested help with a new conflict that had developed. One of the students had become distressed because she felt that the newest addition to this “friend group” was trying to “steal the friendship” of her long-time friend. As a result of this she separated from the other two students. She became friendly with other students, stopped talking with her two previous friends, started making faces at them and spoke poorly about them on multiple occasions on Instagram. The two students became extremely upset about the behavior, did not understand why their friend had altered their behavior and agreed that their individual and respective behavior did not warrant such a response from their former friend. They were tearful on several occasions as they reviewed their feelings. They both agreed that they would be happy to meet together with the third student to address the conflict. The SBHC provider spoke via telephone with all parents to discuss the situation and met individually with the third girl who expressed that she felt hurt by her feeling that she had been rejected by the two previous friends. She refused to agree to a meeting with this clinician and the girls to attempt to resolve the disagreement. She reported that she no longer wished to meet individually with this clinician, as she “no longer needed to”. She promised to refrain from continuous harassment toward the girls, physically, verbally and in writing. The two girls continued to report individually that no change in behavior had been made by their previous friend and that they now hated school, and could not wait until the school year was over. A joint session between the three girls was held in the Assistant Principal’s office. They were each asked to discuss their individual feelings. The third girl was told that she must cease the harassment she had been exhibiting. The two girls expressed that the conflict had not been resolved, but that they felt better. They promised that they would have no more communication with the third girl for the foreseeable future. The SBHC provider will continue to meet individually with these two students to discuss their individual sources of distress and to assist them to develop better coping mechanisms.

DHS update on a student discussed last month who had been hospitalized relates to the delay in getting her treatment in the community: Clinician was able to coordinate through school staff and Family and Children's Aid to see that this client received services

BMI: Since the start of 2015-16 school year, 327 RPMS students had their BMI recorded. Of those, 56% were between the 5-85th percentile, with 19% overweight and 24% obese. One student is underweight-1%. Students are informed of their BMI status and what is means and ways to eat healthy and exercise. (See attached graph print-out)
Summary of Children's BMI-for-Age

<table>
<thead>
<tr>
<th></th>
<th>Boys</th>
<th>Girls</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of children assessed:</td>
<td>144</td>
<td>183</td>
<td>327</td>
</tr>
<tr>
<td>Underweight (&lt; 5th %ile)</td>
<td>1%</td>
<td>1%</td>
<td>1%</td>
</tr>
<tr>
<td>Normal BMI (5th - 85th %ile)</td>
<td>54%</td>
<td>57%</td>
<td>56%</td>
</tr>
<tr>
<td>Overweight or obese (≥85th %ile)*</td>
<td>44%</td>
<td>43%</td>
<td>43%</td>
</tr>
<tr>
<td>Obese (≥95th %ile)</td>
<td>28%</td>
<td>21%</td>
<td>24%</td>
</tr>
</tbody>
</table>


Prevalence of Overweight and Obesity

Prevalence of Overweight and Obesity, by Sex
To: Mayor Mark Boughton and the City Council  
From: Elke Sweeney, LCSW, Housing Advocate  
Re: May 2016 Monthly Report  
CC: ARC Executive Director & ARC Board of Directors

I. Program Synopsis

Per the proposal endorsed by Mayor Boughton and the City Council, Dream Homes Community Center (DHCC) was established at ARC to serve as the Point of Entry for people who are homeless or low-income renters, and to facilitate first-time home ownership for people with hard-to-serve backgrounds.

Program Updates

Dream Homes Community Center continues to persevere in the efforts to assist Danbury’s “Ten Year Plan to End Homelessness”. Through our Coordinated Access Services, Dream Homes Community Center has served 380 people in the city of Danbury alone since July 1, 2015.

Point of Entry

Since July 1, 2015, DHCC has provided services to 542 people through the Point of Entry at ARC. The following is a breakdown by town:

<table>
<thead>
<tr>
<th>Town</th>
<th>This Month (May 1 – May 31, 2016)</th>
<th>Year to Date (July 1, 2015 – May 31, 2016)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Danbury</td>
<td>41 (18 households)</td>
<td>380</td>
</tr>
<tr>
<td>Bethel</td>
<td>0</td>
<td>32</td>
</tr>
<tr>
<td>Brookfield</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>New Fairfield</td>
<td>3 (1 households)</td>
<td>9</td>
</tr>
<tr>
<td>New Milford</td>
<td>2 (1 households)</td>
<td>66</td>
</tr>
<tr>
<td>Newtown</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Redding</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Ridgefield</td>
<td>1 (1 households)</td>
<td>5</td>
</tr>
<tr>
<td>Sherman</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Other Towns</td>
<td>3 (1 households)</td>
<td>40</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>50 (22 households)</strong></td>
<td><strong>542 ppl</strong></td>
</tr>
</tbody>
</table>

Continued on Next Page
**May 2016 Outreach Highlights:** Dream Homes Housing Advocates attended the following:

1. Met with landlords & performed inspections for clients’ potential homes.

2. *Continuum of Care (COC)* meeting to discuss prioritization of **Permanent Supportive Housing (PSH) Vouchers** to be used for housing chronically homeless individuals with a disability in Danbury.

3. **Housing First Collaborative** to discuss how clients’ chronicity of homelessness and VI-SPDAT scores will be used to select individuals for PSH and learn about program model designed to support newly housed clients.

4. **Housing Placement Committee (HPC)** to collaborate with other housing providers in order to determine which clients will receive the PSH Vouchers.

5. Statewide Coordinated Access Network to collaborate with providers from other counties on service models to best fit client needs.

6. **Housing sub-committee** for the **Danbury Housing Partnership** assisting with planning Landlord Coalition breakfast.

7. ARC’s **Housing Advocate** Collaborate with DARA (*Danbury Area Refugee Assistance Program*) to provide Housing Advocacy for Syrian Refugee family of six.

8. Rapid Rehousing Program renewed for three years.

9. Youth Advocacy Meeting Sponsored by ARC. Housing advocates congregated to discuss needs of homeless and at-risk homeless youth. In attendance were agencies: DCF, DYS, Supportive Housing, Arms Acres, Four Winds Hospital, Danbury Public School Social Workers, DHA, City of Danbury, Catholic Charities, Harambee Youth and Community Center.

II. Because of the **City Grant**, the Point of Entry was able to leverage and renew additional funds to help end and prevent homelessness, including:

1. **Homeless Educational Grants**: Provides costs toward tuition, child care, school supplies, transportation, and/or uniforms while participants are attending school. Clients must meet HUDs definition of homelessness or have proof of homelessness within the last 18 months. Case management is provided for 3 months to implement budgeting & financial planning.

2. **Vouchers 1**: Provides rent for chronically homeless, one of which has one member of the household with a disability.

3. **Vouchers 2**: Provides rent for veterans who were chronically homeless & one of which the majority of rent is paid for a family with a veteran who was chronically homeless per DMHAS contract.
III. Program Highlights—Story of one family/individual served by DHCC this month

A Point of Entry and Coordinated Access Success Story
(Names changed to maintain confidentiality)

Roger and his family were connected to ARC through 211 phone system. Roger and his family were at imminent risk of homelessness and were in process of being evicted. Roger and his family came to ARC to seek assistance with housing, and accessing social service programs. ARC’s Housing Advocate served as a guide and support system in finding safe, secure, and sanitary housing, and connected Roger and his family of four to local landlords. ARC’s Housing Advocate also facilitated budgeting and rent readiness guidance. During budgeting assessment, Roger and his wife realized areas where they could reduce spending and save money towards rental and transportation costs.

With ARC’s assistance and guidance, Roger and his wife found an apartment suitable for their family’s needs. Roger and his family are now housed. Their apartment met all requirements for safe, secure, and sanitary housing, and the apartment was within the rent-reasonable amount as determined by program guidelines.

ARC’s Housing Advocate set-up a care plan for his housing and case-management needs. ARC’s Housing Advocate also served as a referral source by connecting Roger and his family of four to programs such as CAAWC for energy assistance, ARC’s EAN Program, and YMCA Summer program for their children.

A week after Roger and his family were housed, ARC’s Housing Advocate stopped by for a home visit and delivered a welcome basket ($125 donation of kitchen and bathroom supplies) to the family. Roger’s wife Irene smiled with joy. Roger and his family are grateful for the support, assistance, and advocacy ARC was able to provide. ARC’s Housing Advocate continues to follow-through with Roger and his family.
June 27, 2016

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

RE: Monthly Report for May 2016

Dear Mayor Boughton and Members of the City Council:

I am pleased to present the Public Works Department report for the month of May.

May is always a busy month for the Public Works Department. The crews get the Memorial Day Parade route cleaned, mulched and planted to make sure Main Street was perfect for the event. The flower beds in Rogers Park were given special attention for the ceremonies that were scheduled to be held in the beautiful Rose Garden. Candlewood and Kenosia Parks beaches and the spray parks were readied for opening on Memorial Day.

Once again, Clean City Danbury Day was a great success with 128 tons of material collected. We appreciate the efforts of the residents to help reduce litter and keep Danbury the beautiful city that it is. Special thanks go to the members of the City Council and all of the volunteers for contributing to the success of the program.

The Ninth Annual Public Works Day was held on May 18th at the Complex on Newtown Road. Second grade students from the Magnet School, Immanuel Lutheran School and St. Joseph School visited the complex to learn about some of the work performed by the department personnel. The students enjoyed looking at the trucks and equipment, traffic light demonstration and hands-on marking activity. The students especially liked the hayride around the complex and watching a member of the Forestry Division climb a tree.

During the month of May, 27,270 pounds of e-waste was collected. This service is at no cost to the residents of the City. I strongly urge everyone to take advantage of this program.

Please take a few moments to review the Division reports for a full scope of the many activities and projects in which the Public Works Department are engaged.
Should you have any questions regarding any of the separately submitted division reports, please call me at 203-797-4537.

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

**Mill Ridge:** The project is in the final close-out phase with Rizzo Corporation. The Mechanical & Electrical retainage has been reduced to 2% which will be held to August 2016 per the contract documents.

**Stadley Rough School:** The project is in the final close-out phase with Rizzo Corporation; the Mechanical & Electrical retainage was reduced to 2% which will be held to August 2016 per the contract documents.

**Shelter Rock School:** The project is in the final closeout phase with Rizzo Corporation. The Mechanical & Electrical retainage has been reduced to 2% which will be held to August 2016 per the contract documents.

**Park Avenue School:** The City of Danbury received the closeout documents from Worth Construction and released the retainage as per the contract documents. The Mechanical & Electrical retainage has been reduced to 2% which will be held to August 2016 per the contract documents.

We awarded the two bids to replace the boilers & the remaining 4,000 square feet of existing roof (existing Media Center & Half of the Cafeteria). Action Air & United Roofing and Sheet Metal were the low bidders. The partial roof replacement has been completed and accepted by the architect of record. The boiler replacement has also started. The demo phase is complete. The new boiler/burner shop drawings have been approved. The boilers/burners have been delivered and assembled. We are on schedule for a late July early August completion.

**Foster Street Sidewalks, Drainage & Paving:** The contractor, GEG Construction, has completed the punch list. We are in the process of the project close-out. The retainage has been reduced to 2% and will be held till August of 2016.

**Mill Ridge Artificial Field:** The field is substantially complete the ribbon cutting ceremony was held on 8/25/15. The project was completed on schedule and within budget. We are processing a change order for additional landscape screening on the westerly end of the field. The retainage has been reduced to 2% and will be held till August of 2016.

**Kenosia Park Spray Park:** We received the final permits in August from the CT Department of Health and City of Danbury Inland Wetlands approval. The contractor has mobilized. A ground breaking ceremony was held on August 24, 2015. The contractor has installed the equipment and prepared the sub-grade. Public Utilities installed a 2” water line to the building. The project was completed on schedule and within budget. The ribbon cutting ceremony was held on June 18, 2016 and the spray park is now open.

**Danbury High School Addition & Alteration Project:** Construction Services worked with the design team and the Construction Manager to develop the project designs and bid packages. Phases One, Two and Three have been awarded. Phase Four (Freshman Academy Building) is presently out to bid. On June 13th we started construction on Phase’s One, Two & Three, which are scheduled for a summer completion.

**Backus Avenue Bridge over Miry Brook:** Construction Services has been working with the Engineering Division to identify the scope of work to repair / replace the bridge concrete fascia and curbing of the bridge structure. Temporary concrete barriers have been set to protect the traveling public. The repairs have started. The work was to be performed in two phases, and has been completed.

**Kenosia Avenue Bridge:** ConnDot has notified the City of Danbury that the structure is need of immediate repair. Construction Services has assisted the Engineering Department with posting the bridge and setting
temporary warning devices for protection of the traveling public along the bridge structure and approaches. Construction Services Division is developing a scope of work to repair the concrete fascia on the upstream and downstream sides of the bridge structure. RHS Consultants has been awarded the repair design. RHS Consultants is a structural engineering firm on our City on-call bid list.

**City of Danbury Dog Park:** Construction Services is acting as the general contractor for this project using our in-house resources. The project is currently under construction. The Dog Park was designed by the City of Danbury Engineering Division.

**City Hall Monument:** Construction Services is working with the City Planner, Office of Project Excellence and the Mayor’s Office in regards to the project planning and execution of erecting the Hatters Monument located in front of City Hall.

**Engineering Report Submitted by Farid L. Khouri, P.E., City Engineer:**

The following assessment projects are the only projects pending on the list based on residents’ petitions. Our office will evaluate these projects and will notify benefitted property owners.

1. Butternut Lane, Bayberry Lane and Boxwood Lane Sanitary Sewer Extension: Working on preliminary design and cost estimate.
2. Hawley Road Extension Sanitary Sewer Extension: Working on preliminary design and cost estimate.

**Crosby Street Bridge:** Contracts specifications, design and permits for the bridge have been completed. Our office obtained wage rates for bidding. The Bridge was bid out and awarded to Dayton Construction Company. Work on the bridge has started and is expected to be completed this spring. The project is approximately 99% completed. A final walk-through with the State of Connecticut and Contractor will be conducted next month and final punch list items have been established. City is waiting on one punch list item to be resolved prior to complete sign-off.

**Westville Avenue Neighborhood Improvements:**
In house design and survey to Westville Avenue from Hakim Street to Lake Avenue is complete and will be funded by CDBG. Work will include new sidewalks, drainage and intersection modifications and alignment to Westville Avenue and Highland Avenue. We are waiting on all releases from property owners. Project to be bid when all documents have been secured. Waiting on utility work to be completed.

**Expansion of Danbury High School:** The City hired one of our On-Call Architects to develop a master plan and facilities study for reorganizing/constructing an addition to the freshman quadrant at Danbury High School and developing improvements on various components to the building. City officials met with the Board of Education to discuss the scope of the project. The project was presented to City Council and referred to an Ad Hoc committee. Ad Hoc met and voted in favor of the expansion and will be presented to City Council for a vote. Our office is assisting in preparing the necessary documents for State applications and bonding information. The City Council voted on the funds and referred it to a referendum which was passed. The City applied for the State grant and solicited proposals from On-Call Architects for the work. The Architects proposals were submitted and reviewed. Interviews with prospective architects were completed and two architects were selected for the work and contracts have been signed. The RFQ for Construction Manager was bid out and qualifications have been received and reviewed.

Our office reviewed the qualifications and proposals. Interviews were conducted to select the most qualified Construction Manager. Schematic design has started for various parts of the building. Phase I (roof replacement) has been reviewed by the State and is out to bid. Phases II and III have been
presented and received State approval and are out to bid. Phases IV and V plans have received site plan approvals, and Phase IV has been approved by the State.

**Various School Roofs:**

1. Broadview Middle School: under design.

This roof will be designed by the City’s On-Call Contractor.

**Dog Park:**

Our office prepared the necessary civil design and survey required for site plan approval along with filing all permits to construct the park. Public Hearing was held to approve revised ordinance for a dog park. City Council voted for the ordinance to go to a public vote. Site plan has been approved and final documents were completed. We are obtaining cost of project from one of the City On-Call Contractors. Construction has begun on the park and should be completed this summer.

**Various Bridges:**

The scope of work to replace Reservoir Street Bridge and rehabilitate Jefferson Avenue Bridge has been prepared and submitted to our On-Call Bridge Engineers for design. Projects were awarded and we will work on in-house survey for the Bridge Engineers to design replacement bridges. Other bridges are still in permitting and design phases. Construction on the Backus Avenue Bridge near Miry Brook Road was completed and the road is open to traffic. The City hired one of our on-call consultants to design the necessary repairs for the Kenosia Avenue Bridge over Lake Kenosia. The analysis for the Kenosia Avenue Bridge has been completed and the consultant is working on the design for the parts that need to be replaced. Reservoir Street Bridge construction is proceeding and permitting underway. Jefferson Avenue Bridge is under design and working on contract specifications.

**Danbury Memorial Park:**

The City hired a Landscape Architect to design the park which will be located next to the Police Station Building. All survey work was done in-house. Plans and specifications are 100% complete. Our office reviewed the documents and the project will be bid out soon.

**Danbury Hatting Sculpture and Walk of Nations Path:**

Our office is assisting the Planning Department on the concept plans to place the Hatting Sculpture in front of City Hall along with the Walk of Nations Path of Monuments. All survey work and site plan will be completed in-house. The City’s Park & Rec crew is assisting in preparing the site. Foundation and slab will start this month. Hatting sculpture and base are completed. Sculpture will be unveiled this month.

**Still River Channel from Patriot Street to Jansen Street:**

Our office has been working with our on-call consultant, the Army Corp of Engineers and the CT State DEEP to secure the necessary approvals to start Phase II of the maintenance to the Still River Channel.

**Still River Channel at the West Street Bridge:**

The City hired a consultant to prepare the necessary plans and submit the required permits to reduce the flooding on West Street near the existing overhead railroad bridge on West Street. The project will involve removing sediment from the channel and under the bridge and look into protecting the channel embankment from further deterioration. The City’s consultant is working on securing the permits warranted for the project.

**Traffic Engineer and his Technicians:** are reviewing several road improvement projects with the State of Connecticut D.O.T. and are working on various land-use development plans. They are also handling public complaints and routine repairs and maintenance of traffic control signal devices and pavement markings.
Staff Engineers: are reviewing various site plans, water and sewer applications, special exception applications, and subdivision applications for various land-use approvals of on-going development projects throughout the City. Field inspections of sanitary sewer, water mains and new roads are performed regularly on various developments. The Staff Engineers also review various drainage problems which may include site visits, analysis and design.

Survey Crew verifies various R.O.W., and prepares surveys and easements for in-house design of City Projects, and assists other divisions in locating utilities in the field.

Should you have any questions regarding this report or any other issues related to our Engineering Division, please do not hesitate to contact me at (203) 797-4641.

Highway Division Report submitted by Tim Nolan, Superintendent of Public Services:

The month of May is typically very busy for the Highway Division. The annual Clean City Danbury Day was held on May 7th. The event was a great success with 128 tons of material collected. Residents expressed their appreciation for the event and the opportunity to dispose of unwanted items.

The Ninth Annual Public Works Awareness Day was held on May 18th at the complex on Newtown Road. The crews always look forward to showcasing the trucks and equipment and escorting students around the complex. This year, once again, the students went on a hayride around the complex, took a look in the sand and salt dome, signed a snow plow and heard about some of the tasks performed by the Highway Division personnel and how Public Works affects their everyday lives. The students are always very enthusiastic listeners and tell us that they loved coming to the complex.

The construction crews made catch basin and drainage repairs on Bragdon Avenue, Round Hill Drive, Stone Gate Court, Mill Ridge Road, Rolf Drive and Judith Drive. Judith Drive, Bragdon Avenue, Stone Gate Court, Kilian Drive, Round Hill Drive and Westminster Road were prepped and paved. The sign crew installed fourteen (14) new signs, replaced nineteen (19) and repaired numerous signs due to accidents and vandalism. Two crews are dispatched on a daily basis to fill and patch potholes.

Routine dredging was performed in a few locations to increase water flow in the brooks and streams. Beaver dams were cleared on Miry Brook Road, Old Mill Plain Road and Starrs Plain Road. The Spring Leaf Bag and Bundled Brush Pick-up Program continued to the end of the month. Roadside mowing was started this month to improve sight lines. The sweeping crew has been out daily cleaning winter debris and wash-outs after rainstorms from the roads.

Trash cans are emptied and litter and illegal dumping collected on a daily basis in the downtown area. The recycling truck remains a popular destination for the residents.

Should you have any questions regarding this report, please feel free to contact me at 203-797-4605.

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

May is always a very busy month for the Parks Maintenance Division. With the start of the spring sports programs, the crews are out seven day a week working on the various playing fields for all of the baseball, softball, lacrosse and soccer games. All of the fields that are used have to be maintained on a daily basis. The crews take great pride in providing all of these organizations a good field on which to play, every day.

The springtime planting and mulching was completed in preparation of the Memorial Day Parade, memorial events and park openings. We appreciate the team effort put forth by the Highway and Forestry Divisions to partner with us for these very important tasks.
All of the school lawns, along with all of the lawns in the inner city and parks, continue to be mowed on schedule. Personnel are dispatched to collect trash and litter at the parks in order to provide a clean, picturesque setting for the many recreational activities throughout the city.

Should you have any questions regarding this report, please feel free to contact me at 203-796-1558.

**Forestry Division Report submitted by Mark Miller, Foreman:**

The Forestry Division performed tree removals at the following locations: Indian Head Road, East Lake Road, Hospital Avenue, Deer Run Trail, Stadley Rough Road, Bear Mountain Road, Hoyt St. and Pleasant St. Dead trees were also removed in Kennedy Park. Four locations on the north side of the city were affected by storm damage. The trees were removed from the roadway and the debris removed.

The crew performed cut-backs in preparation for paving projects by the Highway Division. In preparation for the Memorial Day Parade, pruning and mulching was done on Main St. and Rogers Park. The crew takes great pride in providing a beautiful backdrop for the parade and ceremonial events for Memorial Day.

The crew enjoyed showing the students our tools and trucks performing various tasks at the Public Works Awareness Day. One of the crew members did a tree climbing demonstration, which is always very popular with the students and adults. The students were eager to learn about the Forestry Division and proved to be a great audience.

Should you have any questions regarding this report, please contact me at 203-797-4609.

**Public Buildings Report submitted by Sean Hanley, Superintendent of Public Buildings Division:**

**City Hall:** Contractor to start redoing office and conference rooms on 1st and 2nd floors. Working on carpet replacement schedule.

**Police Station:** Continuing to investigate and resolve hot water issue.

**Danbury Public Schools:** Currently working on projects with the BOE to be funded by a grant received by them. Contract awarded for boiler replacement at ACE school. Old boiler being replaced with new gas condensing boiler.

**Octagon House:** Continuing to interview firms for the Feasibility study/Condition assessment for building.

**Old Library:** Waiting on new cooling tower to replace failed unit.

**Library:** Began painting of main floor area, repainted café area.

Working on camera install details for additional outside security.

**General:** The majority of time the Maintenance Mechanics spent this month was associated with cooling related issues, lighting / electrical and plumbing repairs.

**Requests for Maintenance Service:** Attached please find the statistical report of repairs and maintenance work that the Public Buildings Mechanics engaged in during the month of April 2016.

In the month of April we received 160 new work requests and completed 161 work requests. In reviewing this report, you will find the repair time that was expended in major work categories. Also listed is the total number of work order hours completed.
Public Building mechanics were engaged in Mechanical work/repairs with a total of 139.00 person-hours dedicated to this service. The next largest area of concentration was in general Plumbing work, utilizing 115.50 person-hours of labor. Electrical repairs came in as the third highest category with 106.00 person-hours.

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

**Public Utilities Report submitted by David Day, PE, Superintendent of Public Utilities:**

Enclosed is the monthly report to the Common Council for activities that took place in March 2016. Also attached is the Public Utilities Vehicle Maintenance Report.

As of April 18, 2016 there are 62 hydrants out of service. I will be happy to review the information with you.

Sincerely,

*Antonio Iadarola, P.E.*

Director of Public Works
## Work Requests received this month

- **160**

## Work Requests Completed this month

- **161**

### Total Labor Hours

<table>
<thead>
<tr>
<th>Category</th>
<th>Total Labor Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alarms</td>
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</tr>
<tr>
<td>Carpentry</td>
<td>26.00</td>
</tr>
<tr>
<td>Electrical</td>
<td>106.00</td>
</tr>
<tr>
<td>HVAC</td>
<td>27.00</td>
</tr>
<tr>
<td>Locksmith</td>
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<tr>
<td>Maintenance</td>
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<tr>
<td>Mechanical</td>
<td>139.00</td>
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<tr>
<td>Plumbing</td>
<td>115.50</td>
</tr>
<tr>
<td>Roofing</td>
<td>16.00</td>
</tr>
<tr>
<td>Snow Plowing</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Labor Hours City Buildings**: 300.50

**Labor Hours School Buildings**: 186.00
DATE: June 16, 2016

TO: City of Danbury, Common Council

FROM: David M. Day, P.E., Superintendent

RE: Sanitary Sewer Collection System Maintenance—May 2016

Complaints: 0 Bypasses 9 Slow Running

4 Loose Manholes 2 Odor Calls

Number Received: 15

Number Completed: 15

Pipe Cleaned: 6,000 LFT

Gallons of Water Used: 8,000 Gal

Pipe Inspected: 6,000 LFT

COMMENTS:
TO: City Council - City of Danbury

FROM: David Day, Superintendent of Public Utilities

DATE: June 16, 2016

RE: WATER DEPARTMENT REPORT: MAY 2016

I. WATER PRODUCTION:

A) Margerie Water Treatment Facility: 88.1 MG.

B) West Lake Water Treatment Facility: 104.7 MG.

C) Kenosia Well Field: 0 MG.

D) Osborne Street Well Field: 0 MG.

E) Other: 0 MG.

( MG. = Million Gallons )

II. RAINFALL:

A) Month: 4.67 inches

B) Past 12 Months (running total): 41.67 inches

C) Current Year (Jan.- Current Mo.): 16.90 inches

III. WATER STORAGE:

<table>
<thead>
<tr>
<th>Water Reservoir</th>
<th>Current Reading</th>
<th>Historical Average</th>
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</thead>
<tbody>
<tr>
<td>East Lake Reservoir</td>
<td>100.0%</td>
<td>94.8%</td>
</tr>
<tr>
<td>Margerie Lake Reservoir</td>
<td>98.1%</td>
<td>95.7%</td>
</tr>
<tr>
<td>West Lake Reservoir</td>
<td>94.3%</td>
<td>96.9%</td>
</tr>
<tr>
<td>Total</td>
<td>96.7%</td>
<td>96.2%</td>
</tr>
</tbody>
</table>

IV. WATER PUMPED:

A) Park Avenue Pump Station: 0 MG.

B) Padanaram (High School) Pump Station: 4.42 MG.

C) Shelter Rock Pump Station: 2.86 MG.

D) WestConn Pump Station: 1.47 MG.
<table>
<thead>
<tr>
<th>Location</th>
<th>Water Pumped (MG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>E) Margerie Pump Station</td>
<td>1.62</td>
</tr>
<tr>
<td>F) Pleasant Acres</td>
<td>1.73</td>
</tr>
<tr>
<td>G) Nabby Road</td>
<td>2.42</td>
</tr>
<tr>
<td>H) Harvest Hill</td>
<td>1.95</td>
</tr>
<tr>
<td>I) Woodland Road (Reserve)</td>
<td>4.05</td>
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<tr>
<td>J) West Lake High Service</td>
<td>48.2</td>
</tr>
<tr>
<td>K) Total Water Pumped (A-J)</td>
<td>68.7</td>
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</table>

( MG. = Million Gallons )

V. WATER TRANSFERRED:

<table>
<thead>
<tr>
<th>Transfer</th>
<th>Water Transferred (MG)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) East Lake to Margerie Reservoir</td>
<td>0</td>
</tr>
<tr>
<td>B) Padanaram to Margerie Reservoir</td>
<td>0</td>
</tr>
<tr>
<td>C) Kohanza to West Lake Reservoir</td>
<td>0</td>
</tr>
<tr>
<td>D) Kenosia Diversion to West Lake Reservoir</td>
<td>0</td>
</tr>
<tr>
<td>E) Kenosia Wells to West Lake Reservoir</td>
<td>0</td>
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<tr>
<td>F) Total Water Transferred (A-E)</td>
<td>0</td>
</tr>
</tbody>
</table>

( MG. = Million Gallons )

VI. ALGAE CONTROL:

A) None

VII. SURVEY OF WATER SOURCES:

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

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

From: Walter Royals, Project Manager

Subject: WPCP Report For Month of: May '16

Date: 6/10/2016

I. Wastewater Treatment:

<table>
<thead>
<tr>
<th>A) Sewage Processed:</th>
<th>8.2 MGD (Daily Avg)</th>
<th>255.7 Million Gallons Total</th>
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</thead>
<tbody>
<tr>
<td>B) Septic Waste Processed:</td>
<td></td>
<td>798,900 Gallons Total</td>
</tr>
<tr>
<td>C) Sludge Pumped To Digesters:</td>
<td></td>
<td>455,357 Pounds Total</td>
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</table>

II. Wastewater Quality

<table>
<thead>
<tr>
<th>Influent</th>
<th>Effluent</th>
<th>% Removal</th>
<th>Effluent Limit</th>
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<tbody>
<tr>
<td>A) BOD (mg/l):</td>
<td>225</td>
<td>5</td>
<td>98</td>
</tr>
<tr>
<td>B) Total Suspended Solids (mg/l):</td>
<td>285</td>
<td>4</td>
<td>98.7</td>
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<tr>
<td>C) Total Phosphorus (mg/l):</td>
<td>6.0</td>
<td>0.5</td>
<td>92</td>
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<tr>
<td>D) Ammonia (mg/l):</td>
<td>27.4</td>
<td>0.26</td>
<td>99</td>
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<tr>
<td>E) Total Nitrogen (lbs/Day):</td>
<td>3,734</td>
<td>324</td>
<td>91</td>
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</table>

Note: Phosphorus limits apply April - October. Nitrogen limit for credit trading only.

III. Pump Station Operation:

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<tr>
<th>Hours Run</th>
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<tbody>
<tr>
<td>Beaver Brook:</td>
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<tr>
<td>Southfield:</td>
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<tr>
<td>Mill Plain:</td>
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<tr>
<td>Backus:</td>
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<tr>
<td>Tarrywile:</td>
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<tr>
<td>Turner Road:</td>
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<tr>
<td>Ford Avenue:</td>
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<tr>
<td>Indian Glen:</td>
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<tr>
<td>Delay Street:</td>
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<tr>
<td>Hayestown Road:</td>
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<tr>
<td>Kenosia Avenue:</td>
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<tr>
<td>Larson Drive:</td>
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<tr>
<td>Landfill:</td>
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<tr>
<td>Thrope Street:</td>
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<tr>
<td>Poets Landing:</td>
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<td>Rogers Park:</td>
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<td>West Side:</td>
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<td>East Franklin Street:</td>
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Total Station Alarms: 7
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<td>AIRPORT</td>
<td>SERVICE HEADLIGHT ASSEMBLYS</td>
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<td>5/3/2016</td>
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<td>TIRES</td>
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<td>POLICE</td>
<td>SERVICE</td>
</tr>
<tr>
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<td>POLICE</td>
<td>CONTROL ARM BUSHINGS STARTER</td>
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<td>DET</td>
<td>POLICE</td>
<td>WATER LEAK IN TRUNK</td>
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<td>SERVICE</td>
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<td>113DA</td>
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<td>WATERPUMP POWERTAKEOFF SERVICE</td>
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<td>271DA</td>
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### EQUIPMENT MAINTENANCE

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<td>Tire</td>
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<tr>
<td>5/26/2016</td>
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<td>S/Broom</td>
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<tr>
<td></td>
<td>42DA</td>
<td>RR Spider</td>
<td>Highway</td>
</tr>
</tbody>
</table>
DATE: June 27, 2016
TO: City Council
C: Mayor Mark Boughton

Re: City Council Report for Permit Center and Building Department

On behalf of the Permit Center and Building Department the following report is submitted for your review. This report is for the period of May 1st to the 31st 2016. The report consists of statistical data on applications with their associated permits. These data reports will compare this month’s statistics with the previous year.

Report Outline:

Permit type = Type of subject permit.

Valuation = is the cost of construction for permit type.

Issued = Number of permits issued of that permit type

Fees = Amount of monies collected for permit type.

Sean P. Hearty                         David Newland
DIRECTOR                               BUILDING OFFICIAL
<table>
<thead>
<tr>
<th>PERMIT TYPE</th>
<th>CURRENT PERIOD</th>
<th>YTD</th>
<th>SAME PERIOD</th>
<th>PREV YEAR</th>
<th>FEES</th>
<th>TOT.</th>
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<tr>
<td>Airport Permit</td>
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**Totals:** 8559879 4833577.15 5297 2843597.85 427 399546.70 5100 2611654.30

**Squares Footage Total:** 464

Fees listed are fees collected.

* - Not counted in total issued.
### APPLICATION TYPE

<table>
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<tr>
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<th>THIS PERIOD</th>
<th>SAME PERIOD PREV YEAR</th>
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<td>ACP ACCESSORY APARTMENT</td>
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<td>RACD RESIDENTIAL ADDITION</td>
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<td>RAAD RESIDENTIAL ALTERATION</td>
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<td>ROOF ROOFING PERMIT</td>
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<td>SIDE SIDING PERMIT</td>
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<td>SOL SOLAR APPLICATION</td>
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<td>TEST TEST</td>
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<td>101 RES SINGLE FAMILY HOME</td>
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<tr>
<td>102 UND FIVE PLUS FAMILY DWELLING</td>
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</table>

**TOTALS:**

- **Permits:** 87
- **PMT Valuation:** 96745.00
- **Fees:** 5223761.00
- **Total Square Footage:** 0

---

### APPLICATION TYPE

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<tr>
<th>Permit Type</th>
<th>THIS PERIOD</th>
<th>SAME PERIOD PREV YEAR</th>
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<td>CALT COMMERCIAL ALTERATION</td>
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<td>CELT CELL TOWER NEW CONSTRUCTION</td>
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<td>CHEF COMMERCIAL FOUNDATION ONLY</td>
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<td>CONW COMMERCIAL NEW CONSTRUCTION</td>
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<tr>
<td>637 COMMERCIAL ADDITION</td>
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**TOTALS:**

- **Permits:** 21
- **PMT Valuation:** 344808.00
- **Fees:** 2643160.00
- **Total Square Footage:** 0
CITY OF DANBURY
OFFICE OF NEIGHBORHOOD ASSISTANCE

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

Livable Neighborhoods 2016
“Building a Better Danbury”

June 2016

June 27, 2016, 2016

Honorable Mayor Boughton and City Council Members:

Below is a table highlighting UNIT activity from the time of last month’s City Council report. This does not include any UNIT activity regarding follow up and re-inspection work from previously noted issues. The UNIT works to ensure that each and every issue is resolved as quickly as possible.

<table>
<thead>
<tr>
<th>Time Period</th>
<th>May 26th – June 27th, 2016</th>
</tr>
</thead>
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<tr>
<td>Number of Quality of Life Issues</td>
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<tr>
<td>Year to Date - 2016</td>
<td>509</td>
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</table>

The top issues addressed by the UNIT were:
- Blighted properties (25)
- Garbage/Debris (20)
- Overcrowding/Illegal Apartments and Construction (15)
- Miscellaneous (12)
- Abandoned/Unregistered vehicles (12)
- Exterior Blight Orders/Notice of Violation (7)

Our department continues to be busy this season as we respond to resident complaints and attempt to resolve them in a quick and efficient manner. In addition to complaint response, the UNIT continues to proactively identify issues within the community and address them as well. Thirty percent (30%) of UNIT activity this last month has been the result of ACTION (Active Commitment Toward Improving Our Neighborhood). This includes the removal of any graffiti around town. Unwanted tags on street signs, bridges, structures, etc are removed at a rapid pace by our department. (see photo below)
The UNIT is currently working with an elderly resident on Saddle Rock Road. His house and property is in disrepair and he doesn’t have the means to be able to upkeep his property accordingly. In speaking to him, he is a Vietnam veteran who may be eligible for much assistance that he wasn’t aware of. He needs help and our department has teamed with the Welfare Department to see how this gentleman can receive assistance on many fronts, including the improvement of his house and property. The property has been deteriorating for a while, so hopefully, improvements can soon begin.

CLEAN START (update):

The Clean Start Program has been active for a month now and it has been a success. Dozens of bags of litter have been picked up each week, the city parking garages have been cleaned, railings and flower pots downtown have been painted, etc. The UNIT continues to assign tasks for the work crews, while Jericho Partnership has done an outstanding job managing and overseeing them each day.

EXTERIOR AND STRUCTURAL BLIGHT CITATIONS:

Orders written by UNIT (YTD): 55 (Includes Notice of Violations)

Below is a review of the Exterior Blight Citations sent this past period:

Exterior Blight Citations:

- **15 Crofut Street**: Issued order vacant and foreclosed property to get cleaned up. The grass is high and there is rubbish/garbage in the driveway and around the property. This home is on the corner and is very visible within the neighborhood. Cleanup work has already begun.

- **3 Victor Street**: Issued order for the removal of a small pile of furniture/couches discarded in the back yard. Property was cleaned up within a short amount of time thereafter.
• **26 Filmore Avenue**: Issued order for the care and upkeep of this recently vacant home and foreclosed home. The grass is high, minor rubbish around the exterior of the property, very large tree down in the backyard and an abandoned camper left in the driveway. This house has had issues in the neighborhood over the last few years, so its recent vacancy gives optimism of new and better changes.

• **1 Precision Road**: Issued order for the grass to be mowed and routinely maintained at the vacant business on the corner of Precision and Kenosia. This same problem occurred last year as well.

• **12 Hillside Avenue**: Issued order for the grass to be mowed and routinely maintained. The cleanup of minor rubbish in the rear and the removal of a commercial vehicle from this vacant property.

**Notice of Violation letters:**

• **8 Crofut Place**: Issued NOV to property owner to mow the rear of the property as the property extends from Lake Avenue to Crofut Place, with the expectation of routinely maintaining as well.

• **44 Miry Brook Road**: Issued order for the property owner to repair and/or replace various sections of broken fencing along the property border. Pieces are missing or are fallen down on both sides of the property and it is an eyesore, prompting neighbor complaints.

If we can be of any assistance to you or residents in your ward please contact us at 796-8026 or 311.

Sincerely,

Shawn Stillman
Coordinator, Office of Neighborhood Assistance
DATE: June 27, 2016

TO: Honorable Mayor Mark D. Boughton
    Members of the City Council

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

RE: Department Report City Council Meeting Reporting Period:(5/24/16 – 6/27/16)

________________________________________________________________________

**Department of Elderly Services** - 834 - Call Center (Categories – Health/Wellness, Leisure Time Activities, Lifelong Learning, Benefits/Support, Special Events, Transportation, Membership, Miscellaneous)

**Elmwood Hall Senior Center** – 315 seniors, 2,739 visits / services

**Special Programs:** Storytelling: Tricksters, Heroes, and Scoundrels: Stories Heard at the General Store, What is Care at Home? (National Family Caregiver Program, Alzheimer’s Respite Care Program), What is Normal Aging Part 2, Housing Forum in partnership with the Danbury Commission on Aging, Eat Smart Live Strong: Danbury Farmer’s Market Gift Certificates, Summer Concert: Elmwood’s Finest: Senior Center Chorus, Name That Tune!, Happy Feet Program with Dr. Richard Gosnay, Historical Presentation: The Grand Canyon National Park

**Offered Daily, Bi-Weekly, Weekly, Bi-Monthly or Monthly:**

**Leisure Time Activities:** Mah Jongg, Bridge, Pinochle, Quilt Club, Knit and Crochet Club, Ceramics, Art, Sports Talk, Woodcarving, Ukulele Club, BINGO, Timeless Trivia, Page Turner’s Book Club, Band/Chorus, Poker, Your Point of View, Set Back, Name That Tune!, Coloring Circle

**Benefits/Support:** Congregate Meals(Lunch), Nursing Home Visitors, SNAP Assistance, Lion’s Club Low Vision Program, AARP Safe Drivers Program, Yolanda’s Hair Boutique

**Wellness Programs:** Tai Chi, Strength Training, Zumba Gold, Aerobics, Line Dancing, Freestyle Dance, Chair Massage, Blood Pressure Screening, Chair Yoga, Happy Feet Program, Exercise with Video
**Municipal Agent** – 40 clients / 72 services

**Services by Category:**
- CHOICES-21, Medicare Part D-4, Medicare-4, Housing-5, Medicare Savings Program-11, CT Home Care for Elders-2, Transportation-1, Medicare Advantage-3, Medigap-2, Rent Rebate-1, SNAP-1, Home Companion/Nursing Home-5, Assisted Living-1 Legal-2, Protective Services-1, Social Security-1, Other-7

**Rent Rebate Program 2016, runs April 1 – October 1 (Program Year 2015)** – 684 applications processed to date.

**Van Transportation Program** – 455 one way rides (SweetHART Bus assisted on June 3 and June 17, 16 rides in total)

Please refer to our website for all the latest news, information and community events for Danbury seniors – [www.danburyseniors.org](http://www.danburyseniors.org)
### DANBURY LIBRARY STATISTICS

**Mayor and City Council**

**2015-2016**

#### DAYS OPEN PER MONTH

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<tbody>
<tr>
<td></td>
<td>25</td>
<td>26</td>
<td>28</td>
<td>30</td>
<td>27</td>
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<td>29</td>
<td>29</td>
<td>30</td>
<td>29</td>
<td>30</td>
<td>165</td>
<td>141</td>
<td>85%</td>
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#### NUMBER OF PEOPLE ENTERING LIBRARY

|          | 28,245  | 33,846 | 25,168 | 32,471 | 26,230 | 25,768 | 23,675 | 26,857 | 29,199 | 28,143 | 22,991 | 301,892   | 189,219   | 112,682 60%|

#### AVERAGE NUMBER OF PEOPLE PER DAY OPEN

|          | 1,130   | 1,271  | 800    | 1,082  | 975    | 889    | 875    | 1,033  | 1,067  | 938    | 753    | 978       | 1,117      | 140        |

#### REGISTERED CUSTOMERS WITH ACTIVE LIBRARY CARD

|          | 27,675  | 28,001 | 28,347 | 28,780 | 27,924 | 28,173 | 28,577 | 26,916 | 27,456 | 27,276 | 27,567 | 28,173   | 29,820 (1,647) | 6% |

#### USE OF LIBRARY MATERIALS & SERVICES - IN LIBRARY

- Total circulation transactions (check-out, check-in, renewals, hold)
- Total items checked out & renewed
- Items checked out per library customer
- Average number of items checked out per day
- Ebook circulation
- Ebook circulation as a percentage of total book circulation
- Items checked out with self-check machines
- % of total checked out via self-check machines
- General adult circulating materials
- 14-day books
- Print Language Center
- Music CDs
- DVDs and Blu-rays
- Books on CD and Playaways
- AV Language Center
- Total junior circulating materials
- Items loaned to other libraries
- Items borrowed from other libraries
- Questions answered (in person, phone)
- Library program attendance
- Average program attendance
- Summer Reading participants - children
- Computer usage

#### USE OF LIBRARY MATERIALS & SERVICES - REMOTE & ELECTRONIC

- Use of Danbury Library databases
- Use of Language Center databases
- Use of iComm databases
- Total use of databases
- Questions answered (email, IM, feedback, Library Anywhere)

#### VOLUNTEER HOURS

|          | 93      | 88     | 92     | 122    | 102    | 78     | 129    | 92     | 122    | 97     | 81     | 1,094    | 673       | 421        |

**COMMENTS FOR THE CURRENT MONTH**

- Used average daily attendance from Aug. 2014 to estimate total because
- Danbury Library did not have a building in 2014.

- This year began with the new building.

- Book Circulation Transactions - total from August 2014 to June 2015.

- Questions answered via email, IM, and feedback for June 2015.

- New volunteers for orientation.

- Recommended change to the volunteer schedule.

- A 3% increase in the number of registered customers with active library cards.

- A 10% increase in the number of people entering the library.

- A 2% increase in the number of people entering the library.

- The number of items checked out has increased by 2%.

- The number of items loaned to other libraries has increased by 3%.

- The number of questions answered has increased by 3%.

- The number of computer usage has increased by 5%.

- The number of Print Language Center usage has increased by 8%.

- The number of music CD usage has increased by 7%.

- The number of DVD usage has increased by 4%.

- The number of Books on CD and Playaways usage has increased by 5%.

- The number of AV Language Center usage has increased by 10%.

- The number of 14-day books usage has increased by 2%.

- The number of items borrowed from other libraries has increased by 3%.

- The number of questions answered has increased by 4%.

- The number of library program attendance has increased by 15%.

- The number of average program attendance has increased by 1%.

- The number of Summer Reading participants - children has increased by 2%.

- The number of computer usage has increased by 3%.

- The number of Print Language Center usage has increased by 8%.

- The number of music CD usage has increased by 7%.

- The number of DVD usage has increased by 4%.

- The number of Books on CD and Playaways usage has increased by 5%.

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- The number of average program attendance has increased by 1%.

- The number of Summer Reading participants - children has increased by 2%.

- The number of computer usage has increased by 3%.