

COMMON COUNCIL MEETING – June 5, 2001

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

PLEDGE OF ALLEGIANCE AND PRAYER

ROLL CALL

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

16 PRESENT 5 ABSENT

PUBLIC SPEAKING

MINUTES – Minutes of the Common Council Meeting held May 1, 2001 and the Special
Common Council Meetings held May 2, 2001 and May 15, 2001

CONSENT CALENDAR

1 – RESOLUTION – Emergency Medical Services Equipment

2 – RESOLUTION – Official Intent to Reimburse Expenditures for Ice Rink

3 – RESOLUTION – Personal Services Agreement

4 – RESOLUTION – Occupant Protection Outreach Program

5 – RESOLUTION – Per Capita Grant

6 – RESOLUTION – Farmers Market Coupon Grant

7 – RESOLUTION – Community Development Block Grant – PY27

8 – RESOLUTION - Airport Reconstruction of Taxiway A

9 – RESOLUTION – Hillandale Road Storm Drainage Easements

10 – RESOLUTION – Fire Department Grant

11 – RESOLUTION – School Readiness Grant – Year 5

12 – RESOLUTION – Community Employment Incentive Program/Food Stamps

13 – RESOLUTION – WIC Supplemental Nutrition Program

14 – COMMUNICATION – Appointment of Police Officer

- 15 – COMMUNICATION – Request for Funds – Probate Court

- 16 – COMMUNICATION – Request for Funds for Military Museum

- 17 – COMMUNICATION – Agreement between the City and Danbury Police Union

- 18 – COMMUNICATION – Reappropriation of Donated Funds

- 19 – COMMUNICATION – Donation to the Police Department

- 20 – COMMUNICATION – Donation to the Still River Project

- 21 – COMMUNICATION – Donations to the Homeless Shelter

- 22 – COMMUNICATION – Donations to the Library

- 23 – COMMUNICATION – Donations to the Department of Elderly Services

- 24 – COMMUNICATION – Ice Rink Appropriation

- 25 – COMMUNICATION – Supplemental Appropriation for Reimbursement of E-Rate Funds

- 26 – COMMUNICATION – Request to Purchase City Property

- 27 – COMMUNICATION – Request to Sell Property on Old Post Road to the City

- 28 – COMMUNICATION – Request for Sewer Extension – 10 Alexander D Avenue

- 29 – COMMUNICATION – Proposed SNET Easement – Aunt Hack Road

- 30 – COMMUNICATION – Request for Waiver of Water/Sewer Bill – St. James Church

- 31 – COMMUNICATION – Request for Committee – Traffic concerns Wooster Heights

- 32 – COMMUNICATION – Request for Committee – Road Hazards – Aunt Hack Road

- 33 – COMMUNICATION – Request for Sewer Extension – 83 Newtown Road

- 34 – COMMUNICATION – Request for Water Extension – 461-463 Main Street

- 35 – COMMUNICATION – Request for Bond Reimbursement

- 36 – COMMUNICATION – Report regarding Surplus Computers

- 37 - COMMUNICATION – Reports regarding Request to Purchase Property on Hayestown Heights Road and Hayestown Road

- 38 – COMMUNICATION – Report regarding Exchange of Real Property at Airport

- 39 –COMMUNICATION – Report regarding Lease – Centerfield Wind Instrument

- 40 – REPORT – Request for Water Extension – 9 Old Shelter Rock Road

- 41 – REPORT – Request to Abate Tax Penalties

- 42 – REPORT – Request for Water Extension – 4 Elizabeth Road

- 43 – REPORT – Senior Center Project Change (Vision 21 Bond Project)

- 44 – REPORT – Grant Audits – Volunteer Fire Companies

- 45 – REPORT – Discontinuance of Union Avenue

- 46 – REPORT – Fire Department Grant

- 47 – REPORT – Neighborhood Assistance Act

- 48 – REPORT – Governmental Entities Review and Evaluation

- 49 – COMMUNICATION & RESOLUTION – Educational Specifications for Roberts Avenue School

- 50 – DEPARTMENT REPORT – Public Works, Health Department, Fire Chief, Police Chief, Fire Marshall, Department of Elderly Services

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

CONSENT CALENDAR – June 5, 2001

1 - Adopt the Resolution to allow the City to apply for and accept grant funding in the amount of \$1,362.90 from the State Department of Public Health

4 - Adopt the Resolution to apply for and accept grant funding in the amount of \$10,244 from the State Department of Labor

9 - Adopt the Resolution to authorize the acquisition of easements as described

12 – Adopt the Resolution to apply for and accept grant funding in the amount of \$29,835.45 from the State Department of Labor

13 – Adopt the Resolution to apply for and accept grant funding in the amount of \$803,022 from the State Department of Public Health Services

15 – Approve the request for funds for the Probate Court as described.

18 – Approve the request to transfer \$822 from the Elderly Services Donations account to the Commission on Aging budget

37 – Receive the report and deny the request to sell the parcels of land as described

38 – Receive the report and approve the exchange of property at Danbury Airport

39 – Receive the report and approve the lease with the FAA for the Centerfield Wind Instrument

40 – Receive the report and approve the recommendation for a water extension at 9 Old Shelter Rock Road

41 – Receive the report and direct the Corporation Counsel to notify the petitioner that the Common Council does not have the authority to waive the fees in this matter

42 – Receive the report and approve the recommendation for a water extension at 4 Elizabeth Road

45 – Receive the report and approve the recommendation to adopt the Resolution

46 – Receive the report and approve the recommendation to apply for the FEMA grant

47 – Receive the report and approve the recommendation to adopt the Neighborhood Assistance Act resolution

48 – Receive the report and approve the recommendations regarding the Government Entities Review and Evaluation

TO: Mayor Eriquez and Members of the Common Council

RE: Minutes of the Common Council Meeting held June 5, 2001

Council President Thomas Arconti called the meeting to order at 7:35 P.M. The Pledge of Allegiance and Prayer were recited. The members were recorded as:

PRESENT – Levy, Scalzo, McAllister, Smith, Dean Esposito, Machado, Shuler, Arconti, John Esposito, Abrantes, Pascuzzi, Basso, Manny Furtado, Gogliettino, Michael Moore, Martin Moore

ABSENT – Saadi, Buzaid, David Furtado, Gallagher, Saracino

16 Present – 5 Absent

Mr. Saadi, Mr. Gallagher and Mrs. Saracino were out of State
Mr. Buzaid was attending his daughter's graduation
David Furtado had a school commitment

PUBLIC SPEAKING

Susan Quimby, St. Joseph's Readiness Center – spoke regarding item 11.
Handed out a document detailing grant application

Bernard Gallo, 16 Jeanette Street – spoke regarding item 44, President of the Volunteer Firemen Council. Would like to see a committee appointed to study possible benefits for volunteer firefighters

Bill Duncan, Military Museum – he is the liaison between the museum and veterans organizations

Mary Lou Glad, Wellington Court – spoke on item 11, School Readiness Grant

Margaret Challis, Division Street – spoke on item 11, School Readiness Grant

Tisa Key, Town Hill Avenue – spoke on item 11, School Readiness Grant

Mariam Schacht, 15 Cedar Street – spoke on item 11, School Readiness Grant

Lynn Waller, 83 Highland Avenue – spoke on item 43, Senior Center Project.
Asked that the bidding not be waived.

Mary Reynolds, 15 Library Place – spoke on item 43, funds should have been found to purchase Mrs. Farrington's property. Mr. Rizzo is the worst sidewalk developer in Danbury.

MINUTES - Minutes of the Common Council held May 1, 2001 and the Special Common Council Meetings held May 2, 2001 and May 15, 2001. Mr. Gogliettino made a motion to adopt the minutes as presented and waive the reading as all members have copies which are on file in the Office of the City Clerk for public inspection. Seconded by Manny Furtado. Motion carried unanimously.

CONSENT CALENDAR – John Esposito submitted the following items for the Consent Calendar:

1 - Adopt the Resolution to allow the City to apply for and accept grant funding in the amount of \$1,362.90 from the State Department of Public Health

4 - Adopt the Resolution to apply for and accept grant funding in the amount of \$10,244 from the State Department of Labor

9 - Adopt the Resolution to authorize the acquisition of easements as described

12 – Adopt the Resolution to apply for and accept grant funding in the amount of \$29,835.45 from the State Department of Labor

- 13 – Adopt the Resolution to apply for and accept grant funding in the amount of \$803,022 from the State Department of Public Health Services
- 15 – Approve the request for funds for the Probate Court as described.
- 18 – Approve the request to transfer \$822 from the Elderly Services Donations account to the Commission on Aging budget
- 37 – Receive the report and deny the request to sell the parcels of land as described
- 38 – Receive the report and approve the exchange of property at Danbury Airport
- 39 – Receive the report and approve the lease with the FAA for the Centerfield Wind Instrument
- 40 – Receive the report and approve the recommendation for a water extension at 9 Old Shelter Rock Road
- 41 – Receive the report and direct the Corporation Counsel to notify the petitioner that the Common Council does not have the authority to waive the fees in this matter
- 42 – Receive the report and approve the recommendation for a water extension at 4 Elizabeth Road
- 45 – Receive the report and approve the recommendation to adopt the Resolution
- 46 – Receive the report and approve the recommendation to apply for the FEMA grant
- 47 – Receive the report and approve the recommendation to adopt the Neighborhood Assistance Act resolution
- 48 – Receive the report and approve the recommendations regarding the Government Entities Review and Evaluation

Mr. Levy made a motion to adopt the Consent Calendar as presented.
 Seconded by Mr. Scalzo. Motion carried unanimously.

John Esposito made a motion to move item 44 to the beginning of the agenda.
 Seconded by Mr. McAllister. Motion carried with Council Members Basso and Martin Moore voting in the negative.

44 – REPORT – Grant Audits – Volunteer Fire Companies

Dean Esposito submitted the following report:

The Common Council Committee appointed to review grant audits for the volunteer fire companies met on February 22, 2001 at 7:35 P.M. In attendance were committee members Dean Esposito and Mary Saracino. Val Machado was absent. Also in attendance were Corporation Counsel Eric Gottschalk, Fire Chief Carmen Oliver, President of the Volunteers Bernard Gallo, Deputy Fire Chief Peter Siecienski, Council Members Manny Furtado, David Furtado, Pauline Basso, Mickey Pascuzzi, Tom Saadi, Mary Smith, Tom Arconti, John Esposito and Warren Levy, ex-officio, Airport Administrator Paul Estefan and several members of the volunteers.

Dean Esposito began the meeting by stating why he requested the committee. He was Chairman of the Public Safety Budget Committee last year when this issue was first brought up. He reviewed sections of the budget in-depth and found that the volunteers did not have to account for expenditures. He is trying to establish annual reporting so that any taxpayer can refer to it.

Mr. Gallo stated that the volunteers he polled do not have a problem with showing how City money is spent. He stated that he feels the volunteers are being singled out. Dean Esposito stated that any agency receiving funds over \$10,000 has to submit an accounting. Mr. Gallo asked if this would be done on a standard form and how it would be done. Mr. Setaro stated that any accountant would automatically know what to do. Mr. Gallo asked if only City money would have to be accounted for, or would it be all funds. Mr. Setaro said that there would be a full agency audit. Mr. Gallo said there might be a problem with this, as his company has two parties a year for their

members but they use funds they raise themselves. Dean Esposito asked if this would be indicated on the form. Mr. Setaro said not necessarily. A space would have to be reserved to show this. Mr. Esposito asked if this would be a line item situation. Mr. Setaro stated that it could be shown as entertainment expenses. A policy could be established to show that the annual dinner is not paid for from City funds.

After many questions and comments by the volunteers, Mr. Gallo stated that although volunteers he polled did not have a problem with explaining their expenditures, he did not ask if they would be willing to submit a formal audit. He would have to go before the Volunteers Council and ask them how they feel. A certified statement would not be a problem, but a formal audit would be.

Andrew Ueberoth stated that the firehouse treasurer submits line item documentation. It is easy to supply this kind of information. He has five years he can submit. Dean Esposito stated that he hit the nail on the head. This would be exactly what he is looking for. Mr. Saadi stated that the Common Council would not interfere with the internal function of fire companies. The courts recognize their independence. It is quasi-governmental regarding some documents. Captain Ueberoth's suggestion is a good one. An audit is expensive. Information available to the taxpayers should be available for the Common Council. Dean Esposito asked if this would be permissible. Attorney Gottschalk said that you can draw some conclusion that could describe expenditures in preceding years so that the Common Council could forecast that public funds were going to legitimate fire fighting expenditures. Mr. Arconti stated that he is worried about individual line items. Certain activities can be taken out.

Mrs. Saracino made a motion to continue the committee to allow Mr. Gallo to go to the Volunteer Council and give feedback to the committee. Seconded by Dean Esposito. Motion carried unanimously.

The committee reconvened on May 22, 2001 at 7:07 P.M. In attendance were committee members Dean Esposito and Mary Saracino. Mr. Machado was absent. Also in attendance were Director of Finance Dominic Setaro, Fire Chief Carmen Oliver, Volunteer Council President Bernard Gallo, Council Members Pascuzzi, Arconti, David Furtado, Levy, McAllister, John Esposito and Basso, ex-officio as well as members of the volunteers.

Dean Esposito gave a brief overview of the previous meeting. He restated his intentions on this issue. He stated that he would entertain questions from those present be requested that everyone focus on the financial issue.

Mr. Gallo stated that it was his understanding that the committee would agree to a financial statement signed by the treasurer of the firehouse. He did not realize that the committee wanted a full audit. Dean Esposito stated that this committee is focused on how City money is spent, not on individual agencies. Mrs. Saracino asked Mr. Gallo about the results of his meeting with the volunteer council. Mr. Gallo said it was the feeling of the council that the volunteers are being singled out.

Mr. Setaro stated that the cost of an audit would be approximately \$20,000 if one firm did all the audits. Dean Esposito stated that the money would come either from the Contingency Account or from the Fire Department's budget. Mr. Gallo asked if Mr. Setaro had a problem with just a financial statement or does he require a full audit. Mr. Setaro stated that it is the committee's choice. Mr. Gallo asked if Mr. Setaro could come up with a uniform spreadsheet or would that be a problem. Mr. Setaro said he could come up with a spreadsheet if that is what the committee wants.

Mr. Arconti stated that he would hate to see the City expend further dollars on an audit when these dollars could go to the firefighters. A common form would be a good approach. John Esposito said that he is not sure of the City's interpretation of an audit.

After further discussion, Ms. Saracino made a motion to have the Finance Department prepare a uniform financial statement to be filed by all volunteer fire companies. Seconded by Dean Esposito. Motion carried unanimously.

Mr. Gogliettino made a motion to receive the report and take no action at this time. Seconded by Mr. McAllister.

Mr. Arconti stated that there is still an open committee regarding tax abatements for volunteers and this report could be referred to that committee. Martin Moore asked

what the motion to take no action was made. Mr. Gogliettino stated that there is a standing committee to study these issues. Manny Furtado asked if taking no action would interfere with the financial status of the volunteers. Mr. Arconti said it would not.

Dean Esposito asked Mr. Arconti to educate him on the outstanding committee. Mr. Arconti stated that the tax abatement issue is still open. Mr. Esposito asked if this was being referred to that committee. Mr. Arconti said no; there is no recommendation at this time. Mr. Esposito stated that the committee put a lot of time and effort into this issue. It was not to focus on the volunteers. Every other agency receiving a grant has to provide documentation. His intention was a good one. If Council Members did not agree with it they should have attended the committee meetings.

Mr. Levy stated that this was a reasonable request. Taxpayers have the right to have this information. He will vote against anything that mandates more administrative costs to the volunteers. Volunteers are not trying to hide anything.

Mr. Pascuzzi asked the Fire Chief what the amount of his budget is. Chief Oliver said it was 8 million dollars. Mr. Pascuzzi asked if he had to account for that money. Chief Oliver said he did.

Mrs. Smith stated that she understands the concerns about the paperwork but feels that the report addresses concerns about auditing costs. The compromise was a reasonable one. It does not seem too difficult. She feels badly that discussion has reached this level. Everyone has the same goal. It is just a simple form. Dean Esposito stated that he agrees with Mr. Levy's statement, but the issue had been clouded. He has nothing but praise for the volunteers. They do an outstanding job. He understands Mr. Levy's commitment to the volunteers since he is one. He had a job as Chairman to evaluate expenditures. The name of the agency is not his concern.

Mrs. Basso stated that she attended both meetings. Taxpayers had asked for an accounting of tax dollars. Discussion has gotten off track. Other grant agencies do provide audits. It is the responsibility of the Common Council to have audits. To take no action is a waste of time. Martin Moore stated that he is uncomfortable with this issue. Committees facing tough issues often never meet. To send this to another committee is irresponsible. Should not be a rubber stamp.

Motion to take no action carried with Council Members Levy, Scalzo, McAllister, Machado, Shuler, Arconti, John Esposito, Abrantes, Gogliettino voting in the affirmative and Council Members Smith, Dean Esposito, Pascuzzi, Basso, Manny Furtado, Michael Moore and Martin Moore voting in the negative.

1 – RESOLUTION – Emergency Medical Services Equipment

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Public Health will make grant funds available to municipalities through the Emergency Medical Services Equipment Grant; and

WHEREAS, the State of Connecticut Department of Labor will award these funds to the City of Danbury Emergency Medical Services for the purchase of three (3) Pulse Oximeters; and

WHEREAS, the City of Danbury Emergency Medical Services is eligible to receive funds in the amount of \$1,362.90 for the period of July 1, 2001 through June 30, 2002.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury is hereby authorized to apply for said funds, to accept the grant if approved and the Mayor is further authorized to execute any contracts therefor and to do all things necessary to effectuate the purposes of the grant award.

The resolution to allow the City to apply for and accept grant funding in the amount of \$1,362.90 from the State Department of Public Health was adopted on the Consent Calendar.

2 – RESOLUTION – Official Intent to Reimburse Expenditures for Ice Rink

RESOLVED by the Common Council of the City of Danbury:

The City of Danbury hereby expresses its official intent pursuant to 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of \$992,000 for the ice rink (the "project") with the proceeds of bonds, notes or other obligations ("Bonds") authorized to be issued by the City. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

Mr. Levy made a motion to receive the communication and adopt the Resolution. Seconded by Mr. Shuler.

Mr. Levy asked if this was a commitment of any funds. Mr. Setaro said no.

Mr. Gottschalk stated that there was a type in the fifth line from the bottom, after the word project, the words or such later date as the should be inserted.

Motion carried with Council Members Smith, Basso and Martin Moore voting in the negative.

3 – RESOLUTION – Personal Services Agreement

RESOLVED that Gene F. Eriquez, Mayor of the City of Danbury be and hereby is authorized to execute on behalf of the City of Danbury a Personal Services Agreement (PSA) with the State of Connecticut for financial assistance to undertake a noise abatement study to identify alternatives, recommend options for implementation and develop preliminary cost estimates for measures to mitigate noise emanating from the Wooster Mountain Shooting Range.

IN ADDITION, that Gene F. Eriquez, Mayor is hereby authorized to enter into such agreements, contracts and execute all documents necessary to said grant with the State of Connecticut.

Mrs. Abrantes made a motion to receive the communication and adopt the Resolution. Seconded by Michael Moore. Motion carried unanimously.

4 – RESOLUTION – Occupant Protection Outreach Program

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Transportation will make grant funds available to the municipalities through an Occupant Protection Outreach Program; and

WHEREAS, the State of Connecticut Department of Labor will award these funds to the City of Danbury acting by the Danbury Police Department to assist in the education and training of its population on passenger safety; and

WHEREAS, the City of Danbury through the Danbury Police Department is eligible to receive funds of \$10,244.00 for the period of June 1, 2001 to September 30, 2001; and

WHEREAS, no local cash match is required.

NOW THEREFORE BE IT RESOLVED THAT Gene F. Eriquez, as Mayor of the City of Danbury, is hereby authorized to apply for said grant funds and to sign all documents necessary and do all things necessary to effectuate the purposes of said program.

The Resolution to apply for and accept grant funding in the amount of \$10,244 from the State Department of Labor was adopted on the Consent Calendar.

5 – RESOLUTION – Per Capita Grant

RESOLVED, by the Common Council of the City of Danbury:

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

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

WHEREAS, a continuation grant award application for \$68,304.30 with no local match requirement will be processed by the Danbury Health and Housing Department for a grant term of July 1, 2001 through June 30, 2002.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor of the City of Danbury, Gene F. Eriquez, is hereby authorized to apply for and accept said per capita grant funds of \$68,304.30 to execute all contracts or amendments thereof concerning said grant and to take all necessary actions to effectuate the purposes thereof.

Mr. Gogliettino made a motion to receive the correspondence and adopt the Resolution. Seconded by Mr. McAllister.

Mrs. Basso asked if a needle exchange program was involved in this grant. Mr. Setaro said he did not think so but he could not be 100% sure. Motion carried unanimously.

6 – RESOLUTION – Farmers Market Coupon Grant

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the City of Danbury's Women, Infants and Children's Program (WIC) wishes to enter into an agreement with the State of Connecticut Department of Agriculture for funds in the amount of \$575.00 to be used for supplemental staffing during the Farmer's Market Program; and

WHEREAS, said funds are to be used to administer the issuance of farmer's market coupons to enable WIC participants to purchase fresh fruits and vegetables at the local Farmer's Market during the summer of 2001; and

WHEREAS, the period for the availability of this grant is June 2001 through September 2001; and

WHEREAS, no local match is required.

NOW, THEREFORE, BE IT RESOLVED THAT the Danbury WIC Office is authorized to sign an agreement with the State of Connecticut Department of Agriculture for this amount and to do all things necessary to administer the 2001 summer Farmer's Market Coupon Program to its clients.

Mr. Scalzo made a motion to receive the communication and adopt the Resolution. Seconded by Mr. Shuler. Motion carried with Council Members Basso and Martin Moore voting in the negative.

7 – RESOLUTION – Community Development Block Grant – PY27

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the United States Department of Housing and Urban Development has allocated funds under Title 1 of the Housing and Community Development Act of 1987, as amended, which authorized the Community Development Block Grant Program; and

WHEREAS, it is in the best interests of the City of Danbury to apply for a grant under such Act; and

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, is hereby authorized to make application on behalf of the City of

Danbury to the United States Department of Housing and Urban Development for grant funds for the Community Development Program Year commencing August 1, 2001 through July 31, 2002 for the Twenty-Seventh Year Funding in accordance with all pertinent laws and regulations and the Statement of Community Development Objectives and Projected Use of Funds proposed by the Mayor's Community Development Program Policy Committee.

BE IT FURTHER RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, is hereby authorized to execute all contracts and take all necessary actions to effectuate the purposes of this grant application.

Manny Furtado made a motion to receive the communication and adopt the Resolution. Seconded by Mrs. Abrantes. Motion carried unanimously.

8 – RESOLUTION – Airport Reconstruction of Taxiway A

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, The Federal Aviation Administration of the United States Department of Transportation and the Bureau of Aeronautics of the Connecticut Department of Transportation make funds available through the Airport Improvement Act of 1987; and

WHEREAS, the City of Danbury intends to reconstruct, mark and light taxiway "A" at the Danbury Municipal Airport which will improve the safety and efficiency of airport operations; and

WHEREAS, the City of Danbury will make an amended application for a federal and state grant in an amount not to exceed \$2,612,976.00 with a local match of two and one-half percent (2 ½%) equaling an amount not to exceed \$66,999.00.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor of the City of Danbury, Gene F. Eriquez, is hereby authorized to make application for said grant, and that any and all additional acts necessary to effectuate said program be and hereby are authorized.

Mr. Gogliettino made a motion to receive the communication and adopt the Resolution. Seconded Manny Furtado. Motion carried with Council Members Basso voting in the negative.

9 – RESOLUTION – Hillendale Road Storm Drainage Easements

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, storm drainage from Clapboard Ridge Road adversely affects property owners on Hillendale Road; and

WHEREAS, the City of Danbury has hired an engineering consultant to design a plan to alleviate the problem; and,

WHEREAS, the designed solution will require the acquisition of drainage easements from certain property owners; and

WHEREAS, the acquisition of said easements is in the best interests of the City of Danbury; and,

WHEREAS, eminent domain proceedings will be necessary in the event that the City of Danbury cannot agree with the owners named in Schedules A, B and C upon the amount to be paid for the interests to be taken in and to the real property described in said schedules;

NOW, THEREFORE, BE IT RESOLVED, THAT the Corporation Counsel of the City of Danbury be and hereby is authorized to acquire the property interests as set forth in Schedules A, B and C attached hereto, either by negotiation or by eminent domain, through the institution of suit within six months of the date hereof, against the named property owners, their heirs, executors, successors and assigns and their mortgage holders and encumbrancers, if any.

The Resolution to authorize the acquisition of easements as described was adopted on the Consent Calendar.

10 – RESOLUTION – Fire Department Grant

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Federal Emergency Management Agency has made funds available to the Danbury Fire Department for Training; and

WHEREAS, the total amount of said funding for such purposes is \$133,546.00 of which \$93,482.00 is FEMA funds and the balance of \$40,064.00 is the required local share; and

WHEREAS, the Danbury Fire Department would like to apply for and accept said grant and, together, with the local share, obtain the needed equipment and material.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, or his designee, Danbury Fire Chief Carmen Oliver, be and hereby is authorized to apply for and accept said grant and to execute such additional documents as may be required to effectuate the purposes thereof.

Michael Moore made a motion to receive the communication and adopt the Resolution. Seconded by Mrs. Abrantes. Motion carried unanimously.

11 – RESOLUTION – School Readiness Grant – Year 5

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut, through the State Board of Education is making available a grant, in the amount of \$1,532,901.00, to priority school districts a School Readiness and Child Day Care Grant Program pursuant to Public Act 97-259; and

WHEREAS, the purpose of this program would expand and enhance school readiness and child day care programs in the priority municipalities; and

WHEREAS, this grant requires no local cash match however, the in kind match will be provided by the sub grantees and the Board of Education; and

WHEREAS, the City of Danbury and its Board of Education are desirous of participating in this grant program;

NOW, THEREFORE, BE IT RESOLVED THAT Mayor Gene F. Eriquez and Schools Superintendent Timothy Connors be and hereby are authorized to accept said grant, and execute such documents as are necessary for the accomplishment of the purposes hereof.

Mrs. Abrantes made a motion to receive the communication and adopt the Resolution. Seconded by Mrs. Basso.

Dean Esposito asked how allocations are made to individual readiness centers. Mayor Eriquez explained the program. Mrs. Abrantes asked what the difference in funding would be. Mr. Connors said it was approximately \$80,000.00. Martin Moore asked what the State considers in-kind contributions. Mayor Eriquez stated that there is a host of ways we provide in-kind services. Mr. Scalzo stated that use of facilities and the time of volunteers are some services.

Motion carried unanimously.

12 – RESOLUTION – Community Employment Incentive Program/Food Stamps

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Labor will make performance based funds available to municipalities under its FSE & T/State FSTE Program (CEIP) to fund employment placement projects for recipients of food stamps; and

WHEREAS, the State of Connecticut Department of Labor and municipal Welfare Departments are working together to advance their mutual goal of assisting recipients to secure employment and attain economic self sufficiency; and

WHEREAS, the City of Danbury Welfare Department will be eligible to receive up to \$331.84 in State funds and up to \$29,835.45 in Federal funds based upon the performance based criteria for the period of October 1, 2000 to September 30, 2001; and

WHEREAS, there is no local cash match required.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury is hereby authorized to apply for said funds, to accept the grant if approved and the Mayor is further authorized to execute any contracts therefor and to do all things necessary to effectuate the purposes of the grant award.

The Resolution to apply for and accept grant funding in the amount of \$29,835.45 from the State Department of Public Health Services was adopted on the Consent Calendar.

13 – RESOLUTION – WIC Supplemental Nutrition Program

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Public Health Services has notified the City of Danbury Health and Housing Department of its eligibility to apply for a renewal grant for its Women, Infants and Children's (WIC) Supplemental Nutrition Program; and

WHEREAS, the Danbury Health and Housing Department's WIC Program for Danbury area residents provides nutrition education and supplemental foods to pregnant women, nursing mothers and children up to age five; and

WHEREAS, the Supplemental Nutrition Grant will be in an amount not to exceed \$803,022.00 and will cover the grant term from October 1, 2001 through September 30, 2004 and requires no matching funds from the City of Danbury; and

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury and William J. Campbell, Director of Health, are hereby authorized to apply for said grant on behalf of the Danbury Health and Housing Department, and

BE IT FURTHER RESOLVED THAT to accomplish the purposes of said program, Gene F. Eriquez, Mayor of the City of Danbury, is hereby empowered to make, execute and approve on behalf of the City of Danbury any and all contracts or amendments thereof with the State of Connecticut Department of Public Health Services and to accept said grant funds, if offered.

The Resolution to apply for and accept grant funding in the amount of \$803,022 from the State Department of Public Health Services.

14 – COMMUNICATION – Appointment of Police Officer

Letter from Mayor Eriquez requesting confirmation of Thomas H. Schretzenmayer as a Police Officer in the Danbury Police Department, under the lateral entry program. Mr. McAllister made a motion to receive the communication and confirm the appointment. Seconded by Mr. Pascuzzi. Motion carried unanimously.

15 – COMMUNICATION – Request for Funds – Probate Court

Request from Judge of Probate Dianne Yamin requesting funds in the amount of \$1,528 for the Printing & Binding line item. A certification of funds was attached. The transfer of funds was authorized on the Consent Calendar.

16 – COMMUNICATION – Request for Funds for Military Museum

Letter from W. J. Duncan requesting financial support from the City for the military museum. Mr. Levy asked that this be referred to the Director of Finance to explain the grant application process. Mayor Eriquez so ordered.

17 – COMMUNICATION – Agreement between the City of Danbury and Danbury Police Union

Agreement between the City of Danbury and the Danbury Police Union, Local 891, AFSCME Council #15, for a contract period of July 1, 2000 through June 30, 2003. No certification of funds is necessary.

18 – COMMUNICATION – Reappropriation of Donated Funds

Request from Director of Elderly Services Leo McIlrath requesting that the sum of \$822 from the Elderly Services donations account to the Commission on Aging budget. A certification of funds was attached. The reappropriation of funds was approved on the Consent Calendar.

19 – COMMUNICATION – Donation to the Police Department

Request from Police Chief Robert Paquette for permission to accept funding in the amount of \$1,908 from the State Department of Transportation for the attendance of Officer Edward Lopes at the International Child Passenger Safety Technical Conference. Mr. McAllister made a motion to receive the communication, accept the donation, credit the appropriate line item and send a letter of thanks. Seconded by Dean Esposito. Motion carried unanimously.

20 – COMMUNICATION – Donation to the Still River Project

Request from the Health Department for permission to accept a donation in the amount of \$500 from the Lillinonah Audubon Society to be used for the Still River Project. Mr. Gogliettino made a motion to receive the communication, accept the donation, credit the appropriate line item and send a letter of thanks. Seconded by Mrs. Basso. Motion carried unanimously.

21 – COMMUNICATION – Donations to the Homeless Shelter

Request from Director of Welfare Deborah MacKenzie for permission to accept equipment from MCCA for the homeless shelter. Michael Moore made a motion to receive the communication, accept the donations and send a letter of thanks. Seconded by Mrs. Abrantes. Motion carried unanimously.

22 – COMMUNICATION – Donations to the Library

Request from Library Director Betsy McDonough requesting permission to accept donations in the total amount of \$114.66 for the BOOKS line item. Mr. McAllister made a motion to receive the communication, accept the donations, credit the appropriate line items and send letters of thanks. Seconded by Mrs. Abrantes. Motion carried unanimously.

23 – COMMUNICATION – Donations to the Department of Elderly Services

Letter from Director of Elderly Services Leo McIlrath requesting permission to accept donations in the amount of \$150 to the Department of Elderly Services. Manny Furtado made a motion to receive the communication, accept the donations, credit the proper line items and send letters of thanks. Seconded by Mr. Shuler. Motion carried unanimously.

24 – COMMUNICATION – Ice Rink Appropriation

Request from Director of Finance Dominic Setaro requesting that the sum of \$396,827 be reappropriated to the Ice Rink Capital Improvements line item.

Mr. Levy made a motion to rescind the April 4th Resolution and reappropriate \$396,827 as outlined. Seconded by Mr. Scalzo.

Mr. McAllister asked why this amount would be put into the line item and will there be additional costs now or later. Mr. Setaro explained that the \$250,000 previously appropriated for a skywalk and other sums were in the line item. They may have to come back for additional monies. Mr. McAllister stating that we will soon be closing out our fiscal year. Will there be any surplus to offset these costs. Mr. Setaro stated that the

fund balance is very close to three percent. We like to stay between three and five percent, preferably four. Bonding would include replenishing the fund balance.

Mrs. Basso asked, not including the escrow, approximately what amount of City dollars has, or will, go into the ice rink. Mr. Setaro outlined the numbers.

Michael Moore asked which State agency the City works with on this. Mayor Eriquez stated none; they work with bond counsel. Martin Moore asked if this bonding would go to a public referendum. Mayor Eriquez stated that it is not required. Martin Moore stated that he is uncomfortable with that. Mr. Gogliettino asked when the credit rating gets reviewed. Mayor Eriquez stated usually after a significant sale.

Motion carried with Council Members Levy, Scalzo, McAllister, Dean Esposito, Machado, Shuler, Arconti, John Esposito, Pascuzzi, Manny Furtado, and Gogliettino voting in the affirmative and Council Members Smith, Abrantes, Basso, Michael Moore and Martin Moore voting in the negative.

25 – COMMUNICATION – Supplemental Appropriation for Reimbursement of E-Rate Funds

Request from Superintendent of Schools Timothy Connors requesting a supplemental appropriation in the amount of \$81,131 as he has been notified from the Schools and Libraries Division of the USAC that he will be receiving a reimbursement of E-Rate funds. We are expecting payment during the month of June and will turn the check over to the City when received.

Mr. Gogliettino made a motion to receive the communication and authorize the transfer of funds. Seconded by Mr. Shuler. Motion carried unanimously.

26 – COMMUNICATION – Request to Purchase City Property

Request from Paul DeFabritis to purchase City owned property Lot #BO9001, consisting of two or more acres. Mr. Arconti asked that this be referred to the Planning Director, the Director of Finance, the Corporation Counsel, and the City Engineer for reports back within thirty days. Mayor Eriquez so ordered.

27 – COMMUNICATION – Request to Sell Property on Old Post Road to the City

Offer from Wilbur Schofield, Jr. of 12 acres of land on Old Post Road for purchase by the City. Dean Esposito asked that this be referred to the Director of Planning, the Director of Finance, the Corporation Counsel and the City Engineer for reports back within thirty days. Mayor Eriquez so ordered.

28 – COMMUNICATION – Request for Sewer Extension – 10 Alexander D Avenue

Petition from homeowners of 10 Alexander D Avenue for sewer extension from Richmond Avenue. Manny Furtado asked that this be referred to the City Engineer for a report. Mayor Eriquez so ordered.

29 – COMMUNICATION – Proposed SNET Easement, Aunt Hack Road

Request from SNET for an easement with the City for the placement of telecommunications cabinets on Aunt Hack Road. Mr. McAllister asked that this be referred to an ad hoc committee, the Corporation Counsel and the City Engineer. Mayor Eriquez so ordered and appointed Council Members Levy, Manny Furtado and Martin Moore to the committee.

30 – COMMUNICATION – Request for Waiver of Water/Sewer Bill at St. James Church

Request from The Rev. Dr. Laura J. Ahrens of St. James Church requesting a review and a possible waiver of part of their water/sewer bill for the 1st and 2nd quarter of 2001. Mr. Scalzo asked that this be referred to the Superintendent of Public Utilities for a report back within thirty days. Mayor Eriquez so ordered.

31 – COMMUNICATION – Request for Committee – Traffic concerns on Wooster Heights

Request from Council Member Michael Moore for an ad hoc committee to address traffic concerns on Wooster Heights. Dean Esposito asked that this be referred to an ad hoc committee, the Chief of Police, and the Director of Public Works. Mayor Eriquez so ordered and appointed Council Members Dean Esposito, Machado and Martin Moore to the committee.

32 – COMMUNICATION – Request for Committee – Road Hazards – Aunt Hack Road

Request from Council Members Michael Pascuzzi for an ad hoc committee to review road hazards on Aunt Hack Road. Mr. McAllister asked that this be referred to an ad hoc committee, the Chief of Police and the Director of Public Works. Mayor Eriquez so ordered and appointed Council Members Pascuzzi, David Furtado and Basso to the committee.

33 – COMMUNICATION – Request for Sewer Extension – 83 Newtown Road

Dean Esposito asked that this be referred to an ad hoc committee, the Director of Public Works and the Planning Commission. Mayor Eriquez so ordered and appointed Council Members Gallagher, John Esposito and Saracino to the committee.

34 – COMMUNICATION – Request for Water Extension – 461-463 Main Street

Dean Esposito asked that this be referred to an ad hoc committee, the Director of Public Works and the Planning Commission. Mayor Eriquez so ordered and appointed Council Members Gogliettino, Scalzo and Basso to the committee.

35 – COMMUNICATION – Request for Bond Reimbursement – WITHDRAWN

36 – COMMUNICATION – Report regarding Surplus Computers

Reports recommending that if the surplus computers are not needed by the Board of Education or other City department then they be turned over to the William J. Knight Foundation and the Association of Religious Communities as requested.

Mr. Levy made a motion to receive the communication and approve the recommendation with the stipulation that this intended as a one-time donation and not setting procedure. Seconded by Mr. Shuler. Motion carried unanimously.

37 – COMMUNICATION – Request to Purchase Properties on Hayestown Heights Road and Hayestown Road

Reports from the Director of Public Works, the Assistant Corporation Counsel, the Planning Commission and the Director of Finance recommending that the properties not be sold. The reports were received and the request to sell parcels of land as described denied on the Consent Calendar.

38 – COMMUNICATION – Report regarding Exchange of Real Property at Airport

Report from the Planning Commission giving a positive recommendation for the real property exchange at Danbury Airport for the reason that it will correct the boundary lines between the properties of Assad A. Taylor and City of Danbury Airport. The report was received and the exchange of property at Danbury Airport approved on the Consent Calendar.

39 – COMMUNICATION – Report regarding Lease - Centerfield Wind Instrument

Report from the Planning Commission issuing a positive recommendation for the Lease of the Centerfield Wind Instrument to the FAA at the Danbury Airport. The report was received and the lease with the FAA for the Centerfield Wind Instrument approved on the Consent Calendar.

40 – REPORT – Request for Water Extension – 9 Old Shelter Rock Road

John Esposito submitted the following report:

The Common Council Committee appointed to review the request for water extension at 9 Old Shelter Rock Road met in City Hall on May 16, 2001 at 7:00 P.M. In attendance were committee members John Esposito, Thomas Saadi and Martin Moore. Also in attendance was City Engineer William Buckley.

Mr. Buckley explained that this petition is in conformance with the City's plan of sewer and water development and voiced his approval of the petition. Mr. Esposito explained that the petitioner has the sewer approval from a previous meeting, with a positive recommendation from the Planning Commission for both.

Martin Moore made a motion to approve the petition with the usual eight steps. Seconded by Mr. Saadi. Motion carried unanimously.

The report was received and the recommendation for a water extension at 9 Old Shelter Rock Road approved on the Consent Calendar.

41 – REPORT – Request to Abate Tax Penalties

Mr. Levy submitted the following report:

The Common Council Committee appointed to review a request to abate tax penalties met on May 14, 2001 at 7:00 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Levy, David Furtado and Saracino. Also in attendance were Director of Finance Dominic Setaro, the petitioner R. J. Bowen and Council Members Scalzo and Arconti, ex-officio.

Mr. Levy asked Mr. Bowen if he would like to make any comments in addition to his letter. He said he was satisfied that his letter covered the issue completely. The substance of Mr. Bowen's letter was that he moved to Danbury in 1999. He made all the necessary address changes with the City tax offices and the State DMV in a very timely way. He went to the Danbury tax office and requested a tax bill before Danbury had the information in its system to produce one. He claimed that when he finally received the tax bill it caused a late charge penalty that was not his fault. Mr. Setaro said that he checked the tax collector's log and the tax bill was prepared at the same time many other tax bills were prepared. No errors could be found on the part of the tax office that could justify an abatement of the penalty. The committee felt very sympathetic to Mr. Bowen's very unique situation. The committee then discussed its questionable statutory authority to abate the tax penalties.

Mr. Furtado made a motion to recommend the abatement of Mr. Bowen's tax penalties, subject to Corporation Counsel's determination of the Common Council's authority to do so. Seconded by Ms. Saracino and passed unanimously.

The report was received on the Consent Calendar and the Corporation Counsel directed to notify the petitioner that the Common Council does not have the authority to waive the fees in this matter.

42 – REPORT – Request for Water Extension – 4 Elizabeth Road

David Furtado submitted the following report:

The Common Council Committee appointed to review the request for water extension at 4 Elizabeth Road met on May 21, 2001 at 7:30 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members David Furtado and Pauline Basso. Also in attendance were City Engineer William Buckley, Ralph Gallagher and Vincent and Julia DeLuca.

After discussion, Mrs. Basso made a motion to approve the request for water extension subject to approval of the design by the Engineering Department and subject to the normal eight steps. Seconded by Mr. Furtado. Motion carried unanimously.

The report was received and the recommendation for a water extension at 4 Elizabeth Road was approved on the Consent Calendar.

43 – REPORT – Senior Center Project Change (Vision 21 Bond Project)

Mr. Levy submitted the following report:

The Common Council Committee appointed to review a request for a change in the Senior Center project met on May 14, 2001 at 7:40 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Levy, Gallagher and Saracino. Also in attendance were Director of Finance Dominic Setaro and Council Members Scalzo and Arconti, ex-officio.

Mr. Levy noted that the Planning Commission gave a positive recommendation on the exchange of properties. The committee reviewed a map showing the properties. Mr. Setaro explained that this approach is much better than the original plan. There would be more parking available and there is room for future expansion. Mr. Gallagher asked who sets the fair market value on property. Mr. Setaro said that the City Tax Assessor does. Ms. Saracino asked about financing. Mr. Setaro said that \$800,000 was approved in the Vision 21 bond issue. Additional bond money is available due to the lower interest rates and the fact that we did not purchase the West Side natural area that was included in the bond issue.

Mr. Gallagher made a motion to recommend the exchange of property as outlined in the request. Seconded by Ms. Saracino and passed unanimously.

The second issue under consideration was the request to waive the bidding procedure. The committee asked for justification. Mr. Setaro said that Mr. Rizzo and Mr. Zurlo have been very involved in the changes in the plan and would be best qualified for the project. The Rizzo Company would be construction manager of the project, but would not be paid any more than the City has paid on other recent construction projects. All other work on the project would be bid and the Rizzo Corporation would not be one of the construction companies on the project.

Mr. Gallagher made the following motion: "With the condition that the fee charged is not any more than the City has paid on other recent projects, we recommend the waiving of bids for the direct selection of Mr. Lewis Zurlo as the architect and Mr. Rizzo's company as the construction manager. Seconded by Ms. Saracino and passed unanimously.

Mr. Scalzo made a motion to receive the report and adopt its recommendations. Seconded by Mr. Gogliettino.

Mrs. Basso asked how much land is involved and is the Old City Jail involved. Mayor Eriquez stated that no City land would be exchanged. Mrs. Basso asked what piece of land are we giving to Mr. Rizzo. Mayor Eriquez stated that it is towards the back of the parking lot by the Old Jail to be used to expand the Health Center. The Old Jail will be used primarily by SeniorNet. Mrs. Basso asked if the Old Jail is on the Historic Register and the Mayor said that it is.

Martin Moore for an explanation concerning the fee charged is not more than the City has paid on other projects. Mayor Eriquez stated that it is the normal percentage of any construction project.

Motion carried unanimously.

44 – REPORT – See beginning of minutes

45 – REPORT & RESOLUTION – Discontinuance of Union Avenue

Manny Furtado submitted the following report:

The Common Council Committee appointed to review the Resolution regarding the discontinuance of Union Avenue met on May 31, 2001 at 7:05 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Manny Furtado and Mary Saracino. Also in attendance were Corporation Counsel Eric Gottschalk and Assistant City Engineer Patricia Ellsworth.

Attorney Gottschalk stated that he prepared the resolution because in 1998 when the Common Council voted to convey this City owned parcel to Joseph DaSilva, the discussion of the committee was to retain rights to existing and future utilities including sewer, water and drainage. This language was not reflected in the minutes. The resolution clarifies this.

Mrs. Saracino made a motion to receive the communication and adopt the resolution. Seconded by Manny Furtado. Motion carried unanimously.

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, in the fall of 1998 Maple & Union LLC requested that the City of Danbury discontinue Union Avenue and convey a parcel of city-owned property to it as part of a proposal to construct an affordable housing complex on adjacent property; and

WHEREAS, at its meetings held on January 5, 1999 and February 2, 1999 the Common Council voted to discontinue Union Avenue, subject to conditions relating to deadlines for commencement and completion of the project, in accordance with the recommendations of the Common Council committee charged with reviewing the request; and

WHEREAS, Maple & Union has commenced the project within the time frame established by the Common Council and now wishes to conclude the transaction, subject to the remaining condition regarding timely completion of the project; and

WHEREAS, clarification of the status of existing municipal utilities within Union Avenue would serve the best interests of Maple & Union LLC and the City of Danbury; and

WHEREAS, it was the intention of the City, as discussed during Common Council committee deliberations, to retain rights to said municipal utilities;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF DANBURY THAT, in connection with the discontinuance of Union Avenue, the City of Danbury reserves the perpetual right, privilege, authority and easement for the purpose of maintaining, repairing, replacing and improving existing utilities within said Union Avenue.

The report was received and the resolution adopted on the Consent Calendar.

46 – REPORT & RESOLUTION – Fire Department Grant

Manny Furtado submitted the following report:

The Common Council Committee appointed to review a Fire Department Grant and the 911 Emergency System met on May 31, 2001 at 7:35 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Manny Furtado, Helena Abrantes and Mary Saracino. Also in attendance were Corporation Counsel Eric Gottschalk, Civil Preparedness Director Paul Estefan, Fire Chief Carmen Oliver, Police Chief Robert Paquette, Director of Finance Dominic Setaro and Council Member Paul McAllister, ex-officio.

Mr. Furtado stated that the committee would only address the Fire Department grant at this meeting since it is still waiting for information on the 911 Emergency System. Mr. Furtado asked Chief Oliver if these are new or replacement radios. Chief Oliver said they are both. There are 125 through the grant. Mr. Furtado asked if any of them would be given to the volunteers. The Chief said they would.

Mrs. Abrantes asked if there was a local cash match. Chief Oliver said that it is a 70-30 split; the City's portion would come from his budget. Chief Oliver also stated that due to the large number of applications, chances were slim that they would receive this grant, but he still has some money in his budget for new radios.

Mrs. Abrantes made a motion to recommend to the Common Council adoption of the resolution authorizing the Fire Chief to apply for a grant available from FEMA in the amount of \$73,182, along with the City's share in the amount of \$31,364. Seconded by Mrs. Saracino. The motion carried unanimously.

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Federal Emergency Management Agency has made funds available to the Danbury Fire Department for the acquisition of various pieces of the communication equipment; and

WHEREAS, the total amount of said funding for such purposes is \$104,546.00 of which \$73,182 is FEMA funds and the balance of \$31,364 is the required local share;

WHEREAS, the Danbury Fire Company would like to apply for and accept said grant and, together with the local share, obtain the needed equipment and material.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury or his designee, Danbury Fire Chief Carmen Oliver, be and hereby is authorized to apply for and accept said grant and to execute such additional documents as may be required to effectuate the purposes thereof.

The report was received and the resolution to apply for the FEMA grant adopted on the Consent Calendar.

47 – REPORT & RESOLUTION – Neighborhood Assistance Act

Mr. Arconti submitted the following report:

The Common Council met as a committee of the whole on June 4, 2001 immediately following a public hearing.

Mr. Gogliettino made a motion to approve the items and adopt the Resolution. Seconded by Mrs. Abrantes. Motion carried unanimously.

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Connecticut Neighborhood Assistance Act Program is available for area non profits to submit applications for funding; and

WHEREAS, the Act provides tax credits for businesses which contribute to community programs having received both municipal and state approval; and

WHEREAS, certain local and area organizations are seeking to apply through Danbury for such tax credits; and

WHEREAS, no local matching funds are required; and

WHEREAS, said organizations and their requests are as set forth on the attached schedule;

NOW, THEREFORE, BE IT RESOLVED THAT the City of Danbury through its Common Council, hereby approves, subject to a public hearing as required by law, those organizations set forth in the schedule, for participation in the Neighborhood Assistance Program and authorize Gene F. Eriquez, Mayor of the City of Danbury to take such actions as may be necessary for the accomplishment of the purposes hereof.

The report was received and the resolution adopted on the Consent Calendar.

48 – REPORT – Government Entities Review and Evaluation

Mr. Arconti submitted the following report:

The Common Council met as a committee of the whole on June 4, 2001 immediately following a public hearing.

Mr. McAllister stated that some of these boards and commissions are not being utilized. The Common Council could refer some issues to them. Mr. Gogliettino agreed saying that if some boards and commissions are inactive, let's sunset them. They could be restarted in the future. John Esposito stated that he thinks it should be the other way around. If the board or commission has a problem they should come to the Common Council.

Mr. Scalzo made a motion to accept the report and adopt its recommendations. Seconded by Mr. McAllister. Mr. Scalzo noted that the motion stated that appointments will be forthcoming and this will bring the boards and commissions up to full complement. Mr. Arconti stated that the message is we do need to activate these boards and commissions. Motion carried unanimously.

The report was received and the resolution adopted on the Consent Calendar.

49 – COMMUNICATION & RESOLUTION – Educational Specifications for Roberts Avenue School

RESOLVED by the Common Council of the City of Danbury:

THAT the Common Council hereby authorizes the Board of Education to direct the Superintendent of Schools to file an application for State funding for the construction of an elementary school to replace Roberts Avenue School to be built on the Broadview Middle School campus.

Mr. Scalzo made a motion to receive the communication and adopt the Resolution. Seconded by Mr. Gogliettino. Motion carried unanimously.

50 – DEPARTMENT REPORTS – Public Works, Health & Housing, Fire Chief, Police Chief, Fire Marshall, Department of Elderly Services

Mr. Arconti made a motion to accept the department reports as presented and waive the reading as all members have copies which are on file in the Office of the City Clerk for public inspection. Seconded by Dean Esposito.

Mr. McAllister asked that under the Engineering Department report an ad hoc committee be appointed to investigate sub-contracted projects for sewer and water. Mayor Eriquez so ordered and appointed Council Members Arconti, McAllister and Saracino, as well as the City Engineer and the Corporation Counsel to the committee.

51 – REPORT – Request for Sewer Extension on Miry Brook Road

Mr. Arconti made a motion that this be added as item 51. Seconded by Mr. McAllister. Motion carried with Mrs. Basso voting in the negative.

Mr. Shuler submitted the following report:

The Common Council Committee appointed to review the request for a sewer extension on Miry Brook Road. The committee met on May 14, 2001 at 7:10 P.M. in the Caucus Room in City Hall. The committee was Shuler, Gallagher and Martin Moore.

Mr. Shuler said that he got a positive recommendation from the Planning Commission.

Neil Marcus of Miry Brook LLC wants to build a building on an empty lot, but needs to extend the city sewer. The sewer would also potentially serve an existing building. He explained that the extension would need a pumping station and sewer line that was not yet in existence.

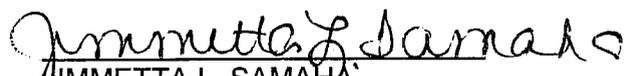
Buckley recommended approval including a pump station and a proposed easement to Miry Brook Road, including the usual eight steps. Mr. Gallagher moved to recommend approval of the sewer extension, which includes the said easement and the usual eight steps. The motion was seconded by Martin Moore and passed unanimously.

Mr. Levy made a motion to receive the report and adopt its recommendations. Seconded by Mr. McAllister. Motion carried unanimously.

The Mayor extended all committees.

There being no further business to come before the Common Council a motion was made by Manny Furtado for the meeting to be adjourned at 10:20 P.M.

Respectfully submitted,


JIMMETTA L. SAMAHA
Assistant City Clerk

ATTEST:


Elizabeth Crudginton, City Clerk

***St. Joseph Readiness Center
370 Main St.
Danbury, Ct. 06810
203-797-0080***

June 5th, 2001

Ladies and Gentlemen of the Common Council,

I am addressing you this evening asking for your help for my children. I am Susan Quimby, director of St. Joseph Readiness Center. The Readiness Center is a state licensed, non-profit early care and education center on Main St. here in Danbury. We are over 30 years old, and have taught many of Danbury's children. We are proud of our reputation and the fact that many of Danbury's public school teachers remark on how well prepared our children are when they enter kindergarten.

Four years ago the opportunity arose for our school to participate in the School Readiness Initiative granted to the city of Danbury, as a priority school district, from the state of Connecticut. I was eager and enthusiastic to join this initiative because we as a school have long believed that all children are entitled to a quality preschool education, and we have worked hard to provide that education. Little did I know that something potentially so great could turn into such a nightmare for myself and the families who needed that service.

I, either fortunately, or unfortunately, am a pretty basic person. What you see with me is what you get, and when I state something that is what I mean. Foolishly, I thought that children's welfare and the promise of supporting families to attain their goals would be above politics. Unfortunately I have learned it is not. I have learned through these past four years that it is apparently more important to play a political game than to do what is both morally and professionally in the best interests of children and their families.

A key component to life is understanding and embracing the diversity among us. We stress to our children and families that they are unique and entitled to maintain that uniqueness, while still meeting the standards of our

society. Unfortunately others do not universally see this concept. St. Joseph Readiness Center is a unique program. We have never represented ourselves as any different. However we have been continually harassed and expected to conform to a "cookie cutter" format without having the outcome of our effort being acknowledged. Please understand that I expect to adhere to standards. There must be some guidelines to ensure that goals are met. However as long as the goals are being met freedom in the way you choose to meet these goals should exist. A very basic example would be choosing where to shop. You might choose to go to Stop and Shop or to Big Y. Neither is a bad choice, they are just different choices. It shouldn't matter which one you choose as long as you end up with the food you need. To extend this correlation, as long as the children are ending up with the same school readiness skills, as long as the component requirements of the grant are being met, and as long as the program is developmentally appropriate the format should be up to us, and our format has been successful for the past 30 years. Although I have made compromises in good faith, compromises that I did not wish to make but did in order to try to be cooperative, I keep being asked to bend further and further. This year I found that when I could not be attacked one way, I was attacked another. At some point I have to say enough.

I have thought long and hard about whether to continue to undergo the harassment and unfair treatment that our program has received over the past four years. Our program certainly does not deserve it. However my reputation as well as the reputation of our school has been impugned, and neither is deserved. I can not allow that to continue. Even more importantly than that is the fact that children's and families lives are involved in this. They are entitled to the quality preschool that we can provide them. Many of these families cannot speak for themselves. I must speak for them to request your help. Please do not let my children down. I have a time line here for you, which describes some of the issues that have come up regarding school readiness and the inconsistencies and inaccuracies about the way the system has worked. Please help me prove to my families that indeed the system can work for them. They deserve nothing less. I would like the timeline as well as this statement entered into the public record in its entirety. I also have additional documentation at school of all the events that have happened. You are welcome to visit our school at any time to see us in action. We are proud of our children and proud of ourselves.

Timeline for Events Regarding School Readiness Grant Funding

I went back in this time line for a period of about 12 months. I have a timeline created that is longer than that, however in the interest of brevity did not include it all. I would be happy to forward that to you. Additionally all documents referred to in this timeline are available at your convenience in our office, and I have here a packet of what was sent to the Governor and legislators for your records. I have no reason not to fully disclose to the best of my ability any information requested..

*****6/05/01** Education Connection called at 3 p.m. to state the information I had requested was ready. Our school secretary went to pick it up. I have not yet had time to evaluate it.

*****6/1/01** Sent a packet to Governor Rowland, State Attorney General, Joyce Staples, Paul Flinter and all local representatives asking for their help. This packet included all letters sent to above, a copy of the erroneous ECERS report, a copy of observations made and a copy of the grievance filed with the Freedom of Information Commission. I had delayed sending this until a week after I delivered the mayor's packet because I felt the mayor deserved the courtesy of time to read the packet and respond to me prior to sending the rest out. I have not yet heard from him.

Filed a grievance with the Freedom of Information Commission due to a lack of compliance with regulations regarding access to public information.

*****5/24/01** Hand delivered a request for information about the grant reviews to Education Connections.

*****5/23/01** Hand delivered a letter to Mayor Eriquez's office concerning the inaccurate evaluation and other School Readiness issues and asking for a meeting.

*****5/14/01** I received notification that we were only to be funded for our preschool program for the school year 2001-2002. This meant that our 12 full time children would be allowed to attrition out, but would no longer be able to attend as of September 1, 2001. This notification was received the same time I received a copy of the ECERS report, which was a primary tool in determining funding. This, too, was the scheduled date of a School Readiness Council meeting. Over the past few years the grant review committee makes their recommendation to the school readiness council. The council voted as to whether to accept their recommendations or not and then forwarded them to the mayor's office. This year the recommendations bypassed the general School Readiness Council meeting and went directly to the mayor's office, allowing no time for open discussion or debate at the council meeting.

*****4/01** I called the mayor's office approximately once a week all month to try to set up a meeting with the mayor to discuss transitions and the compromise that I had made for the current year.

*****Spring/01** Application submitted for funding for the 2001-2002 school year. We requested the same funding that we had received for this year, 12 full time slots and 11 part time slots for a total of \$133,500.

*****3/08/01** ECERS evaluation conducted at St. Joseph Readiness Center. This evaluation was conducted by Cynthia Rzasas-Bess. She was hired by the council to be an independent evaluator. Cindy also does teacher trainings for the council and is paid for through enhancement grant funds.

*****3/01** Began to call the mayor's office to try to set up a meeting.

*****2/22/01** Wrote a letter to Superintendent Connors expressing dismay at a visit from Eileen Costello. This particular visit followed two visits that she had made the previous week finding no problems, and after I had written her a letter stating that I would not be at school on that specific date. There was no apparent need for her visit, it felt as if she was just out to "catch" something going on, and knew that I would not be there to answer questions. In that letter I requested a meeting with him. In my position as monitor and facilitator I find do not find it helpful to go in as an adversary instead of colleague. I was never given a meeting, but got a one-line memo back stating that he expected me to live up to the terms of our agreement.

*****2/21/01** An unexpected visit from Eileen Costello, our grant facilitator. Items contained in her evaluation were misrepresented or false.

*****2/16/01** Wrote a letter to Eileen Costello telling her I would be out of school the following week but that she was welcome to contact me at home should the need arise. I also questioned why she had come on 2/9/01 for her observation with a written non-compliance report already filled out.

*****2/12/01** Observation by Eileen Costello- no major concerns documented in her observations

*****2/9/01** Observation by Eileen Costello- no major concerns documented. Eileen came with a written non-compliance report filled out prior to her observation.

*****9/00-2/01** Assorted observations by Eileen Costello, meeting with her to discuss program and bookkeeping procedures. No major problems documented.

*****9/00** Contract signing for grant-the agreement that I was asked to sign had more stringent requirements than the superintendent and I had discussed.

*****7/00** Met with Superintendent Connors to discuss a compromise for our impasse on transitioning. A compromise was agreed on that St. Joseph Readiness Center would decrease the transitions made to two a day, one at 8:45 when some children leave, and one at 3:30 when they return. At the time the superintendent stated that it should be the

goal to work towards no transitions at all in the program. In reaching this agreement the superintendent also indicated that he was not unreasonable and that this could be opened for discussion in the future.

***6/26/00 received copy of information requested 5/14/00 under FOI I chose not to pursue a grievance because I was trying to work with the system.

***6/15/00 Approximately 30 parents attended the School Readiness Council meeting- Not all parents were given opportunity to share- much discussion and dissent about maintaining the 20 minute open forum period, even though quite a few parents were present to express their concerns. I again expressed the fact that I wanted to appeal their decision. Packets were presented to all involved

Second request for information via FOI act- this one by Attorney Sullivan

***5/16/00 Written request for information under FOI act given to Eileen Costello.

***5/14/00 School Readiness Council meeting- I addressed the council appealing the decision.

***05/08/00 Funding denied unless transitions were removed for those children who are non-funded. I had a major problem with this. The format, not the content of the program was what was in dispute. Logistics were the concern not educational, social-emotional or physical goals.



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

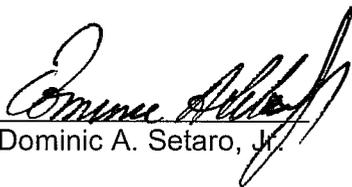
(203) 797-4652
FAX: (203) 796-1526

M E M O R A N D U M

DATE: May 25, 2001
TO: Hon Gene F. Eriquez,
via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **Resolution – Emergency Medical Services Equipment**

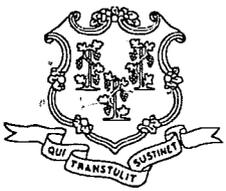
Attached for your review is a resolution that will allow the City of Danbury Emergency Medical Services to accept a grant award from the Department of Public Health, Emergency Medical Services to purchase 3 pulse oximeters. This grant is in the amount of \$1,362.90; no local cash match is required.

I have also included a copy of the award letter. The Common Council is requested to consider this resolution at its next meeting.



Dominic A. Setaro, Jr.

Attach.



STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

May 9, 2001

Dominic A. Setaro, Jr., Director of Finance
Matthew Cassavechia, Manager of EMS
City of Danbury Emergency Medical Services
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mr. Setaro and Mr. Cassavechia,

Congratulations, City of Danbury Emergency Medical Services has been approved for a grant award in the amount of \$1,362.90 from the Emergency Medical Services Equipment Grant to purchase 3 Pulse Oximeters. The response to this program was overwhelming with approximately \$1.5 million dollars in grant requests received. Because of the large disparity between the funds requested and the funds available (\$300,000), many proposals were not approved for funding and many that were approved had the funding level reduced.

The monies that you will be awarded must be expended prior to 06/30/02, and can only be used for the purchase of the item(s) mentioned above. A Personal Service Agreement contract will have to be completed prior to the transfer of funds. The contract development and approval process will take approximately five weeks and, when completed, the contract and all necessary forms will be sent to you to sign and date. After the signed contract and forms are returned to the Office of Emergency Medical Services you will receive a copy of the contract and the grant funds. Please contact me if you have any questions or concerns.

Sincerely,

Sean Anderson
Office of Emergency Medical Services

RECEIVED
FINANCE DEPT.

MAY 22 2001



Phone: _____

Telephone Device for the Deaf (860) 509-7191

410 Capitol Avenue - MS # _____

P.O. Box 340308 Hartford, CT 06134

An Equal Opportunity Employer



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Public Health will make grant funds available to municipalities through the Emergency Medical Services Equipment Grant; and

WHEREAS, the State of Connecticut Department of Labor will award these funds to the City of Danbury Emergency Medical Services for the purchase of three (3) Pulse Oximeters; and

WHEREAS, the City of Danbury Emergency Medical Services is eligible to receive funds in the amount of \$1,362.90 for the period of July 1, 2001 through June 30, 2002.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury is hereby authorized to apply for said funds, to accept the grant if approved and the Mayor is further authorized to execute any contracts therefor and to do all things necessary to effectuate the purposes of the grant award.



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

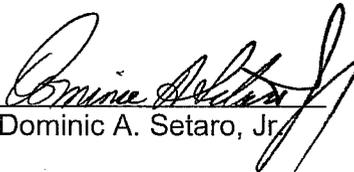
(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: Resolution – Official Intent to Reimburse Expenditures for Ice Rink
DATE: May 25, 2001

Attached you will find a letter from the City's Bond Counsel, S. Frank D'Ercole of Robinson & Cole. As you can see, he is recommending that because of Internal Revenue Service regulations, the attached resolution be adopted in order for the City to reimburse itself for prior ice rink expenditures if the City chooses to issue any tax exempt financing. This is similar to the resolution that was adopted for our Landfill a few years ago. This resolution does not commit the City to any borrowings and is being done for the purpose of protecting our initial investment.

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


Dominic A. Setaro, Jr.

DAS/jgb

Attach.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

The City of Danbury hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of \$992,000 for the ice rink (the "project") with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the City. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

The City of Danbury hereby expresses its official intent pursuant to §1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of \$992,000 for the ice rink (the "project") with the proceeds of bonds, notes, or other obligations ("Bonds") authorized to be issued by the City. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the project, or such later the Regulations may authorize. The City hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay project expenses in accordance herewith pending the issuance of reimbursement bonds, and to amend this declaration.

ROBINSON & COLE LLP

HARTFORD • STAMFORD • GREENWICH • NEW YORK • BOSTON

LAW OFFICES
www.rc.com

280 Trumbull Street
Hartford, CT 06103-3597
860-275-8200
Fax 860-275-8299

S. Frank D'Ercole
860-275-8246
sdercole@rc.com

May 17, 2001

Dominic A. Setaro
Director of Finance
City of Danbury
City Hall
155 Deer Hill Avenue
Danbury, CT 06810

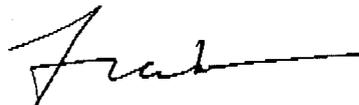
Re: Resolution of Official Intent To Reimburse Expenditures

Dear Mr. Setaro:

Enclosed is a resolution of official intent with respect to the ice rink to be adopted by the common council on June 5. This resolution does not commit the city to any particular course of action. Its sole purpose is to allow the city to reimburse the general fund from the proceeds of tax-exempt borrowings, if such borrowings should later be authorized, for expenditures made by the city to complete the ice rink.

Please call me if you have any questions concerning the enclosed.

Very truly yours,



S. Frank D'Ercole

rjb

cc: Gene F. Eriquez, Mayor (via facsimile)



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

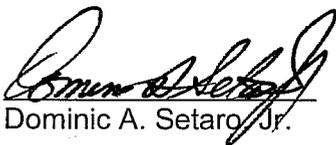
(203) 797-4652
FAX: (203) 796-1526

M E M O R A N D U M

DATE: May 25, 2001
TO: Hon Gene F. Eriquez,
via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **Resolution – Personal Services Agreement**
CC: K. Barry

Attached for your review is a resolution that will allow the City of Danbury to accept funding from the State of Connecticut Department of Environmental Protection, Bureau of Natural Resources to undertake a noise abatement study of the Wooster Mountain shooting range. This grant is in the amount of \$45,000; no local cash match is required.

I have also included a copy of a sample agreement. The Common Council is requested to consider this resolution at its next meeting.


Dominic A. Setaro, Jr.

Attach.



CITY OF DANBURY

OFFICE OF THE MAYOR
DANBURY, CONNECTICUT 06810

GENE F. ERIQUEZ
MAYOR

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

May 24, 2001

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

Dear Council Members:

The City of Danbury has been awarded a grant in the form of a Personal Service Agreement for \$45,000, from the Connecticut Department of Environmental Protection, Bureau of Natural Resources.

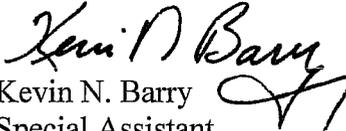
This agreement allows the City of Danbury to contract for a noise abatement study to identify alternatives, recommend options for the implementation and develop preliminary costs estimates to mitigate noise from the Wooster Mountain Gun Club. This noise has been the basis for numerous complaints to various City agencies over the past several years. The grant resulted from a meeting with residents and State Representative Robert Godfrey and Senator David Cappiello.

Since State Bond Commission is the source of the funds for this undertaking, the grant had to be passed through a city or town.

There is no City match required by this agreement. The Mayor has directed the Department of Parks, Recreation and Forestry and the City's Engineering Department to manage this grant.

Thank you for your consideration of this matter.

Sincerely,


Kevin N. Barry
Special Assistant

- 1. PREPARE IN QUINTUPLICATE.
- 2. THE STATE AGENCY AND THE CONTRACTOR AS LISTED BELOW HEREBY ENTER INTO AN AGREEMENT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN AND/OR ATTACHED HERETO AND SUBJECT TO THE PROVISIONS OF SECTION 4-98 OF THE CONNECTICUT GENERAL STATUTES AS APPLICABLE.

3. ACCEPTANCE OF THIS CONTRACT IMPLIES CONFORMANCE WITH TERMS AND CONDITIONS STATED ON THE REVERSE SIDE OF THIS SHEET.

(1) ORIGINAL AMENDMENT	(2) IDENTIFICATION NO. P.S.
------------------------------	--------------------------------

(3) CONTRACTOR NAME CITY OF DANBURY	(4) ARE YOU PRESENTLY A STATE EMPLOYEE? YES NO
CONTRACTOR ADDRESS 155 DEER HILL AVENUE, DANBURY, CONNECTICUT 06810	
CONTRACTOR FEIN/SSN	

(5) AGENCY NAME AND ADDRESS DEP - BUREAU OF NATURAL RESOURCES, 79 ELM ST., HARTFORD, CT 06106	(6) AGENCY # 3100
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CONTRACT PERIOD	(7) DATE (FROM) D.O.A.	THROUGH (TO) 12-31-2001	(8) INDICATE MASTER AGREEMENT CONTRACT AWARD NO. _____ NEITHER
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CANCELLATION CLAUSE THIS AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT FOR THE ENTIRE TERM OF THE CONTRACT PERIOD STATED ABOVE UNLESS CANCELED BY THE STATE AGENCY, BY GIVING THE CONTRACTOR WRITTEN NOTICE OF SUCH INTENTION (REQUIRED DAYS NOTICE SPECIFIED AT RIGHT).	(9) REQUIRED # OF DAYS WRITTEN NOTICE: <u>30</u>
---	--

COMPLETE DESCRIPTION OF SERVICE	(10) CONTRACTOR AGREES TO: (Include special provisions - Attach additional blank sheets if necessary.) The contractor, the City of Danbury, hereinafter referred to as "Municipality" or "Contractor" agrees to utilize the grant funding provided under this agreement to undertake a noise abatement study to identify alternatives, recommend options for implementation and develop preliminary cost estimates for measures to mitigate noise emanating from the Wooster Mountain Shooting Range. Additional terms and conditions relating to this agreement are identified on Attachment A which is attached hereto and made a part hereof this agreement.
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COST AND SCHEDULE OF PAYMENTS	(11) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES. Payment of any and all funds from this grant-in-aid will be made based on invoices submitted by the Municipality subject to approval of such requests for payment by the Commissioner, in his sole discretion. The contractor/municipality is responsible to supply appropriate documentation of costs relating to the project to the administering agency.
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(12) ACT CD	(13) DOC TYP	(14) COM. TYP	(15) LSE. TYP	(16) ORIG. AGCY 3100	(17) DOCUMENT NO.	(18) COMMIT. AGCY	(19) COMMIT. #	(20) VENDOR FEIN/SSN-SUFFIX
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(21) COMMITTED AMOUNT \$ 45,000.00	(22) OBLIGATED AMOUNT \$	(23) CONTRACT PERIOD (FROM / TO) D.O.A. to 12-31-2002
--	------------------------------------	--

(24) ACT CD	(25) COMM LINE NO.	(26) COMMITTED AMOUNT	(27) COMM. AGCY.	(28) COST CENTER		(29) OBJECT	(30) AGENCY TAIL			(31) F.Y.
				FUND	SID		30) FUNCTION	(31) ACTIVITY	(32) EXTENSION	
		\$45,000.00	3100	1873	158	05330	0320	244810113		2001

An individual entering into a Personal Service Agreement with the State of Connecticut is contracting under a work-for-hire arrangement. As such, the individual is an independent contractor, and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship of Internal Revenue Code section 3121(d)(2). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible themselves for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

ACCEPTANCES AND APPROVALS	(34) STATUTORY AUTHORITY CGS Sec. 22a-6(a)(2)	
(35) CONTRACTOR (OWNER OR AUTH. SIGNATURE)	TITLE Gene F. Eriquez, Mayor	DATE
(36) AGENCY (AUTHORIZED OFFICIAL)	TITLE David K. Leff, Deputy Commissioner	DATE
(37) OFFICE OF POLICY & MGT./DEPT. OF ADMIN. SERV.	TITLE	DATE
(38) ATTORNEY GENERAL (APPROVED AS TO FORM)		DATE

DISTRIBUTION: CONTRACTOR COMPTROLLER OPM/DAS ATTORNEY GENERAL AGENCY

EXECUTIVE ORDERS

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 18, 1971, and, as such, this contract may be canceled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any state or federal law concerning nondiscrimination, notwithstanding that the Labor Commissioner is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to nondiscrimination until the contract is completed or terminated prior to completion. The contractor, agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that he will not discriminate in his employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner. This contract is also subject to provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such, this contract may be canceled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the contracting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to contract performance in regard to posting all employment openings with the Connecticut State Employment Service.

NON-DISCRIMINATION CLAUSE

PURSUANT TO C.G.S. SEC. 46-60

For purposes of this Section, "Commission" means the Commission on Human Rights and Opportunities.

For the purposes of this section, "Public works contract" means any agreement between any individual, firm or corporation and the state or any political subdivision of the state other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property or which is financed wholly or in part by the state, including but not limited to matching expenditures, grants, loans, insurance or guarantees.

The contractor agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

(a) (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to section 46-56, 46a-68e and 46a-68f; (5) the contractor agrees to provide the commission on human rights and opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as it relates to the provisions of this section and section 46a-56. If the contractor is for a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project.

(b) For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

(c) Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: The contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The contractor shall develop and maintain adequate documentation, in a manner prescribed by the commission, of its good faith efforts.

(e) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56. Provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

PURSUANT TO C.G.S. SEC. 46-60a

The contractor agrees to the following provisions:

(a) (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to Section 46a-56; (4) the contractor agrees to provide the commission on human rights and opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-58.

(b) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commissioner may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-58; provided, if such contractor becomes involved in, or is threatened with, litigation a subcontractor or vendor as a result of such direction by the commission, the contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

INSURANCE

The contractor agrees that while performing services specified in this agreement that he shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service to be performed so as to save harmless the State of Connecticut from any insurable cause whatsoever. If requested, certificates of such insurance shall be filed with the contracting State agency prior to the performance of services.

STATE LIABILITY

The State of Connecticut shall assume no liability for payment for services under the terms of this agreement until the contractor is notified that this agreement has been accepted by the contracting agency and, if applicable, approved by the Office of Policy and Management (OPM) or the Department of Administrative Services (DAS) and by the Attorney General of the State of Connecticut.

ATTACHMENT A

The contractor, the City of Danbury, hereinafter referred to as "Municipality" or "Contractor" agrees to utilize the grant funding to undertake a noise abatement study to identify alternatives, recommend options and develop cost estimates for measures to mitigate noise emanating from the Wooster Mountain Shooting Range.

1. The Municipality agrees to retain a qualified technical consultant to undertake a noise abatement study to identify alternatives for mitigation of noise emanating from the Wooster Mountain Shooting Range. Such study shall include: evaluation of the volume and character of sounds emanating from the range under all common conditions and patterns of use; identification of options for mitigation of the noise; evaluation of the potential effectiveness and costs of such options; recommendation of an option or group of options for implementation; and conceptual design and detailed cost analysis of the recommended option(s).
2. The Municipality agrees to utilize a Qualifications-Based Selection process in the recruitment and selection of a technical consultant to carry out the required studies, conceptual design and cost analysis.
3. The Municipality agrees to work with the DEP in the recruitment and selection process, including consultation with the Department on selection criteria and process, and obtaining DEP approval prior to finalizing the selection of a specific consultant.
4. The Municipality agrees to obtain DEP approval of the scope of services for the project and the contract which the Municipality proposes to execute for the project.
5. The Municipality agrees to carry out the project in accordance with the approved contract and scope of services and the approved timeframe.
6. The Municipality agrees to submit periodic progress reports to DEP that identify the progress of the project and to include DEP in meetings with the consultant.
7. The Municipality agrees to obtain DEP approval of the recommended option or group of options prior to finalizing the recommendations and to obtain DEP approval of the final report.
8. The Municipality agrees that any change relating to the scope of the project must be requested in writing with appropriate justification. Approval of proposed changes to any item or issue listed in this agreement remains at the discretion of the Commissioner.
9. The Municipality agrees to have its financial records audited at the close of the City's fiscal year and provide that audit to the Commissioner, all in accordance with Connecticut General Statutes Section 7-396a and Sections 4-230 through 4-236 and any applicable Regulations, which are or may be promulgated.
10. This agreement is subject to the provisions of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999, and as such, this contract may be canceled, terminated or suspended by the state for violation of or non compliance with said Executive Order No. 16, which is attached hereto and incorporated as Attachment B. The parties to this contract, as part of the consideration hereof, agree that a requirement for compliance with Executive Order No. 16 shall be included in any subcontracts or other agreements that may result from the contract. The parties agree to abide by such executive order.

THE COMMISSIONER AND THE MUNICIPALITY FURTHER AGREE:

1. That if the total eligible cost as finally determined by the COMMISSIONER is less than the estimated cost herein contained, the amount of the grant as now estimated shall be reduced accordingly and the MUNICIPALITY shall reimburse the COMMISSIONER in the amount of any overpayment.
2. That the MUNICIPALITY's obligation under this contract shall remain in effect until the results of the study and final report have been approved by the Commissioner and until all funds provided under this grant have been disbursed for approved expenses under the approved scope of services and contract or have been returned to the Commissioner.

THE COMMISSIONER AGREES:

1. To make periodic grant payments to the MUNICIPALITY based on submission and approval by the Commissioner, at his sole discretion, of invoices submitted by the Municipality.

ATTACHMENT B

Executive Order No. Sixteen

WHEREAS, the State of Connecticut recognizes that workplace violence is a growing problem that must be addressed; and

WHEREAS, the State of Connecticut is committed to providing its employees a reasonable safe and healthy working environment, free from intimidation, harassment, threats, and/or violent acts; and

WHEREAS, violence or the threat of violence by or against any employee of the State of Connecticut or member of the public in the workplace is unacceptable and will subject the perpetrator to serious disciplinary action up to and including discharge and criminal penalties.

NOW, THEREFORE, I, John G. Roland, Governor of the State of Connecticut, acting by virtue of the authority vested in me by the Constitution and by the statutes of this state, do hereby **ORDER** and **DIRECT**

1. That all state agency personnel, contractors, subcontractors and vendors comply with the following **Violence in the Workplace Prevention Policy**:

The State of Connecticut adopts a statewide zero tolerance policy for workplace violence.

Therefore, except as may be required as a condition of employment;

- No employee shall bring into any state worksite any weapon or dangerous instrument as defined herein.
- No employee shall use, attempt to use, or threaten to use any such weapon or dangerous instrument in a state worksite.
- No employee shall cause or threaten to cause death or physical injury to any individual in a state worksite.

Weapon means any firearm, including a BB gun, whether loaded or unloaded, any knife (excluding a small pen or pocket knife), including switchblade or other knife having an automatic spring release device, a stiletto, any police baton or nightstick or any martial arts weapon or electronic defense weapon.

Dangerous instrument means any instrument, article, or substance that, under the circumstances, is capable of causing death or serious injury.

Violation of the above reasonable work rules shall subject the employee to disciplinary action up to and including discharge.

2. That each agency must prominently post this policy and that all managers and supervisors must clearly communicate this policy to all state employees.
3. That all managers and supervisors are expected to enforce this policy fairly and uniformly.
4. That any employee who feels subject to or witnesses violent, threatening, harassing or intimidating behavior in the workplace immediately report the incident or statement to their supervisor, manager, or human resources office.
5. That any employee who believes that there is a serious threat to their safety or the safety of others that requires immediate attention notify proper law enforcement authorities and his or her manager or supervisor.
6. That any manager or supervisor receiving such a report shall immediately contact their human resources office to evaluate, investigate and take appropriate action.
7. That all parties must cooperate fully when questioned regarding violations of this policy.
8. That all parties be advised that any weapon or dangerous instrument at the worksite will be confiscated and that there is no reasonable expectation of privacy with respect to such items in the workplace.
9. That this order applies to all state employees in the executive branch.
10. That each agency will monitor the affective implementation of this policy.
11. That this order shall take place immediately.

Dated August 4, 1999



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

BE IT RESOLVED, that GENE F. ERIQUEZ, MAYOR of the City of Danbury, be and hereby is authorized to execute on behalf of the City of Danbury a Personal Services Agreement (PSA) with the State of Connecticut for financial assistance to undertake a noise abatement study to identify alternatives, recommend options for implementation and develop preliminary cost estimates for measures to mitigate noise emanating from the Wooster Mountain Shooting Range.

IN ADDITION, that GENE F. ERIQUEZ, MAYOR is hereby authorized to enter into such agreements, contracts and execute all documents necessary to said grant with the State of Connecticut.



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

M E M O R A N D U M

DATE: May 25, 2001
TO: Hon Gene F. Eriquez,
via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **Resolution – Occupant Protection Outreach Program**
CC: R. Paquette

Attached for your review is a resolution that will allow the City of Danbury through the Danbury Police Department to apply for and accept funding from the State of Connecticut Department of Labor, to establish an outreach program promoting safety in the use of motor vehicles. This grant is in the amount of \$10,244; no local cash match is required.

I have also included a copy of the application. The Common Council is requested to consider this resolution at its next meeting.


Dominic A. Setaro, Jr.

Attach.



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
120 MAIN STREET

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

May 25, 2001

MEMORANDUM

To: Dominic A. Setaro, Jr.
Director of Personnel

From: Chief Robert L. Paquette

Subject: **Department of Transportation Grant**

RECEIVED
FINANCE DEPT.

MAY 29 2001

Officer Edward Lopes, Community Relations Officer, Community Services Division, has developed an important and valuable relationship with the Connecticut Department of Transportation. This relationship centers around his participation in a variety of occupant protection programs including child passenger safety/occupant restraints, etc.

This participation has resulted in the qualification of this Department to be eligible for a number of grant programs. This initial grant offered includes potential reimbursement in the amount of \$10,244 to cover the costs of personnel, operations and equipment.

This Department seeks permission to accept the funds offered under this grant by the Connecticut Department of Transportation in the amount of \$10,244.

Robert L. Paquette
Chief of Police

RLP:ks

STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAY SAFETY	SHADED AREA FOR DHS USE ONLY	
	PROJECT NO.	
	PROGRAM AREA/STANDARD #	PSP
	DATE RECEIVED	DATE APPROVED

HIGHWAY SAFETY PROJECT APPLICATION

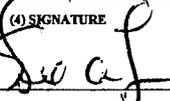
ACCEPTANCE—IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH DHS POLICY. COPY OF POLICY OBTAINED UPON REQUEST.

1. PROJECT TITLE Occupant Protection Outreach Program	
2. GOVERNMENTAL UNIT City of Danbury	3. ADDRESS OF GOVERNMENTAL UNIT (W/ZIP CODE) 120 Main Street, Danbury, CT 06810
4. APPLICANT Danbury Police Department	5. ADDRESS OF APPLICANT (W/ZIP CODE) 120 Main Street, Danbury, CT 06810
6. FEDERAL IDENTIFICATION NO. 06-600-1868	7. ANTICIPATED PROJECT START-UP DATE June 1, 2001

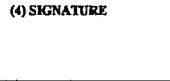
APPROVED PROJECT PERIOD (MO./DAY/YR.) FOR DHS USE ONLY

FROM: June 1, 2001	THROUGH: September 30, 2001
---------------------------	------------------------------------

A. PROJECT DIRECTOR

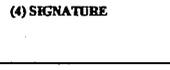
(1) NAME (FIRST, MIDDLE INITIAL, LAST) Edward A. Lopes	(2) TITLE Community Affairs P.O.	(3) TELEPHONE NO. 797-4644 (203)
(4) SIGNATURE 	(5) ADDRESS AND ZIP CODE 120 Main Street Danbury, CT 06810	

B. FINANCIAL OFFICER

(1) NAME (FIRST, MIDDLE INITIAL, LAST) Dominic A. Setaro, Jr.	(2) TITLE Director of Finance	(3) TELEPHONE NO. 203-797-4538
(4) SIGNATURE 	(5) ADDRESS AND ZIP CODE 155 Deer Hill Ave., Danbury, CT 06810	

SIGN HERE

C. AUTHORIZING OFFICIAL OF GOVERNMENTAL UNIT

(1) NAME (FIRST, MIDDLE INITIAL, LAST) Gene F. Enriquez	(2) TITLE Mayor	(3) TELEPHONE NO. (203) 797-4511
(4) SIGNATURE 	(5) ADDRESS AND ZIP CODE 155 Deer Hill Avenue, Danbury, CT 06810	

APPROVAL—(FOR DHS USE ONLY)

A. DHS STAFF EVALUATION RECOMMEND APPROVAL _____	B. FISCAL REVIEW COMPLETED BY:	C. DATE
RECOMMEND DENIAL _____	D. PROGRAM REVIEW COMPLETE BY:	E. DATE
F. OBLIGATED FEDERAL FUNDS FY: 2001	G. NAME Susan C. Maloney	H. TITLE Governor's Highway Safety Representative
	I. SIGNATURE	J. DATE

THIS ACTION: \$ ____
PREVIOUS: \$ 0
TOTAL: \$ ____ 0

PROJECT TITLE	APPLICANT
Occupant Protection Outreach Program	Danbury Police Department

9. Statement of the Problem and Background Information

Unintentional injuries are the leading cause of childhood deaths. Automobile crashes are the number one killer of young children. These crashes cause more deaths and injuries than all childhood illnesses combined. Nationally, about 40% of these children are under the age of 5 years old.

In Connecticut, the number of crash-related childhood deaths varies from year to year. In 1995, there were 7 children between the ages of birth and 15 killed; In 1996, there were 10 killed; in 1997, 8 killed; in 1998, 5 children were killed and in 1999, eleven children died as a result of automobile crashes.

There is a need for outreach in the City of Danbury for occupant safety and protection to the population that lack awareness or misunderstandings regarding the police departments' goal in this area. Specifically the outreach to low income, inner-city and non-English speaking persons is an area that currently needs vast improvement. This area has been a great concern to the Danbury P.D. for the adult population as well as the younger children that are transported every day on our highways.

The entire region has an incredible diversity to it. The project coordinator, Officer Ed lopes, will become a TOPS instructor which will allow him to spread the message in another way as well by entering a classroom setting where other police officers, community groups, public housing residents/staff to become more versed in the area of total occupant safety.

Numerous organizations will assist in initiatives such as but not limited to The Hispanic Center of Danbury, Danbury Housing Authority, Danbury Children First, Danbury Youth Services, and the NAACP.

PROJECT TITLE	APPLICANT
Occupant Protection Outreach Program	Danbury Police Department

10. Objectives

- The objective with this proposal is to begin a program in the Danbury region that can operate and eventually spread throughout the state to address the growing concerns of total occupant protection programs within the lower income and minorities. This program would, with the help of State of Connecticut Department of Transportation funding allow Danbury P.D. to reach residents of all income levels and cultures with the information necessary to operate and transport others safely in a motor vehicle. The overall Outreach Program will consist of the buckling up message delivered in languages other than English. This specific component of the project will be to purchase a 7' X 14' trailer to assist in transporting training supplies used for the education of other law enforcement officers. The trailer will also allow personnel to reach out to minority residences in inner cities such as New Haven, Bridgeport, Norwalk and Stamford to assist in educating about cps and occupant restraint issues. The other major component of the program, to be carried out next fiscal year, will be the spreading of the "Buckle Up" message in to the city schools.
- To emphasize the value and potential lifesaving and injury reducing effects of occupant restraints in order to increase compliance with the mandatory restraint law.
- To reduce the number of injuries and fatalities in automobile crashes.
- To promote accurate information relating to the installation of child restraints along with providing information regarding recalls of various child restraints from the manufacturers to the motoring public.
- To improve correct usage of child safety seats.
- The subject of occupant Protection is continually being updated. It is an objective of this project to ensure that the Danbury Police Department continues to be a focus resource to the public, law enforcement agencies, and health departments in western CT on the subject of child passenger safety/occupant restraints. Through workshops, conferences and training, the Danbury P.D. will have access to the latest information and data as it becomes available.
- The long-term intent of this project is to reduce the number of fatalities and raise awareness (to include education) and increase enforcement efforts.

PROJECT TITLE	APPLICANT
Occupant Protection Outreach Program	Danbury Police Department

11. Activities and Procedures

- The trailer will be the responsibility of the City of Danbury and will be used by the surrounding communities in an innovative approach in reaching out to persons of all ages regarding the proper transportation of persons, especially children, in all vehicles. This program is intended to foster community involvement and community awareness to the needs and factors regarding occupant protection programs. This program will stress the outreach to those in areas that traditionally fall below in the specific areas such as public housing, inner city areas, with targeting the lower income and others who speak English as a second language. Some of the focal locations include, but not limited to the following: Bethel, Brookfield, New Milford, Ridgefield, Wilton, and New Fairfield Police Departments, the Danbury Hospital, The New Milford Hospital, the Greater Danbury Hispanic Center, Equardorian Center, Greater Danbury Brazilian Society, Portuguese American clubs of Danbury, Danbury Youth Service and the Danbury Children First.
- The trailer will used at child passenger safety seat clinics throughout New Haven and Fairfield County and other towns surrounding Danbury.

PROJECT TITLE	APPLICANT
Occupant Protection Outreach Program	Danbury Police Department

12. Continuation and Cost Assumption

Federal Funds
(Division of Highway Safety)

Corporate Donations/
Private "In-Kind"

- 1.) Donation of Child Safety Seats from Fairfield County Safe Kids - \$1,000
- 2.) The use of the Danbury Police 1998 Chevy Blazer for transportation to and from presentations, classes, training and other outreach. This is to cover mileage and fuel costs of the City of Danbury vehicle.

PROJECT TITLE	APPLICANT
Occupant Protection Outreach Program	Danbury Police Department

13. BUDGET DETAIL

A. PERSONNEL COSTS	\$ 600.00
<ul style="list-style-type: none"> • Travel expenses (to RI, MA only) for Officer Lopes to attend TOPS course (i.e., lodging, meals, mileage) 	
B. CONTRACTUAL SERVICES	\$ 0
C. OPERATING COSTS	
<ul style="list-style-type: none"> • Educational materials targeting minority populations (subject to DHS approval prior) 	\$2,500.00
<ul style="list-style-type: none"> • Classroom Training materials (may include ez-on vest, retractors, handbooks, duplicating, videos, materials related to trainings) 	
D. EQUIPMENT	
<ul style="list-style-type: none"> • One-time purchase of 7'X14' enclosed trailer 	\$ 5,644.00
	\$ 1,500.00
E. INDIRECT COSTS	\$ 0
TOTAL PROJECT COSTS	\$ 10,244.00

PROJECT TITLE	APPLICANT
Occupant Protection Outreach Program	Danbury Police Department

14. BUDGET SUMMARY

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	TOTAL
PERSONNEL SERVICES	\$ 600.00	FEDERAL FUNDS	\$ 10,244.00
CONTRACTUAL SERVICES	\$ 0	NON-FEDERAL	\$ 0
OPERATING COSTS	\$ 2,500.00	TOTAL FUNDS	\$ 10,244.00
EQUIPMENT	\$ 7,144.00		
INDIRECT COSTS	\$ 0		
TOTAL BUDGETED	\$ 10,244.00		

BUDGET SUMMARY APPROVAL (DHS USE ONLY)

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	TOTAL
PERSONNEL SERVICES	\$ 600.00	FEDERAL FUNDS	\$ 10,244.00
CONTRACTUAL SERVICES	\$ 0	NON-FEDERAL	\$ 0
OPERATING COSTS	\$ 2,500.00	TOTAL FUNDS	\$ 10,244.00
EQUIPMENT	\$ 7,144.00		
INDIRECT COSTS	\$ 0		
TOTAL APPROVED	\$ 10,244.00		



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Transportation will make grant funds available to the municipalities through an Occupant Protection Outreach Program; and

WHEREAS, the State of Connecticut Department of Labor will award these funds to the City of Danbury acting by the Danbury Police Department to assist in the education and training of its population on passenger safety; and

WHEREAS, the City of Danbury through the Danbury Police Department is eligible to receive funds of \$10, 244.00 for the period of June 1, 2001 to September 30, 2001; and

WHEREAS, no local cash match is required.

NOW THEREFORE BE IT RESOLVED THAT Gene F. Eriquez, as Mayor of the City of Danbury, is hereby authorized to apply for said grant funds and to sign all documents necessary and do all things necessary to effectuate the purposes of said program.



5

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

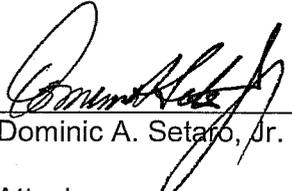
(203) 797-4652
FAX: (203) 796-1526

M E M O R A N D U M

DATE: May 7, 2001
TO: Hon Gene F. Eriquez,
via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **Resolution – Per Capita Grant**
CC: W. Campbell

Attached for your review is a resolution that will allow the City of Danbury Department of Health and Housing to apply for and accept funding in the amount of \$68,304.30 from the State of Connecticut Department of Public Health. There is no local cash match.

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



Dominic A. Setaro, Jr.

Attach.



Keeping Connecticut Healthy

STATE OF CONNECTICUT DEPARTMENT OF PUBLIC HEALTH



SFY 2002 PER CAPITA FUNDING APPLICATION FOR:

Danbury Health Department
155 Deer Hill Avenue
Darien, CT 06820-5397

SFY 2002 Per Capita Allocation \$68,304.30 Population (1999) 66,965

This application certifies that Danbury Health Department is in compliance with the following terms of the State Aid to Full-time Health Department Program:

1. The city/town employs a duly authorized full-time Director of Health as defined in Section 19a-200 C.G.S. We understand that we may become ineligible to receive this Grant-in-Aid if the Director of Health position is either vacant or filled with an acting Director of Health for more than (3) months.
2. The city/town expends at least \$1.00 per capita per fiscal year from annual local tax receipts for health department services.
3. If this grant application is approved, monies granted will not be used to substitute for funds budgeted for the local health department under the normal budgetary process.
4. The information provided on behalf of the health department in this application and attachments is true and correct.

**Name of Individual
Completing the Application:**

William Campbell
(Please print or type)

Signature: _____

Director of Health:

William Campbell
(Please print or type)

Signature: _____

**Chief Elected
Official:**

Gene F. Eriquez, Mayor
(Please print or type)

Signature: _____

PROPOSED USE OF PER CAPITA FUNDS

Briefly describe how your department intends to use the per capita funds. Please identify which of the 8 core program functions you are addressing with this proposal (Section 19a-76-1). Include your reasons for choosing this program(s).

Objective 1. This objective provides partial payment for medical assistant services at our communicable disease clinic. It primarily addresses Core Program #5 (Communicable Disease), but also contributes to Core Program #1 (Public Health Statistics) and Core Program #2 (Health Education). This objective was chosen due to the need for a full time medical assistant at the clinic. Without full time staffing, we would not be able meet the demand for services.

Objective 2. This objective provides pagers and cell phones. It primarily addresses Core Program #6 (Environmental Health) in that their main benefit is for Environmental field staff, but it also supports Core Program #5 (Communicable Disease) in that our Community Health Nurse has a pager. This objective was chosen due to the need to maintain our emergency response capability. Further, it enables us to make better use of staff time, which is our greatest cost factor.

Objective 3. This objective provides significant support to our School Based Health Centers. It primarily addresses Core Program #4 (Maternal/Child Health), but also supports Core Programs #2, #3 and #5 (Health Education, Nutritional Services and Communicable Disease). Without Per Capita support, the clinics would be severely reduced in scope and less able to meet the level of student need.

Objective 4. This objective provides maintenance services, updated hardware and updated software. This objective addresses all eight core programs in that computers have become essential to all of our programs. This objective will also provide Internet access to staff. Again, all core programs are addressed. This objective was chosen due to the increasing importance and value of computer support to programs (as evidenced by the HAN Grant's provision of computers and Internet access.)

Objective 5. This objective pays for a mandatory grant audit fee, as allowed by funding guidelines.

Objective 6. This objective provides reference books, which can apply to any of the core objectives. This objective was chosen due to the value of current reference books.

Objective 7. This objective provides for community health assessment activities. It primarily addresses Core Program #1 (Public Health Statistics), but has implications for the remaining core objectives. This objective was chosen to enable our department to conduct planning, identify unmet needs and provide a resource to community based health organizations.

Objective 8. This objective provides educational programs to food service and pool operators. It addresses Core Program #6 (Environmental Health). This objective was chosen to help meet the needs of food service operators. It also enables us to establish a helping role in conjunction with our food service regulatory activities. Further it used as a "carrot" to gain attendance at additional code compliance training for food service personnel.

When completing page 3 (next page), please be sure that the objectives are specific and include time limited measurable outcomes. Identify how you expect to measure the outcome of the goal, (i.e. the number of people served, screened, treated, referred, number of inspections made as a result of this funding).

If funds are used to support a staff position, include the salary detail for that position (hourly rate x hours per week). If the department is subcontracting out services or using a consultant, indicate rate of pay and/or funding detail for these services.

OFFICE OF LOCAL HEALTH ADMINISTRATION
 PER CAPITA APPLICATION

DATE April 30, 2001

NAME OF DIRECTOR OF HEALTH William Campbell

POPULATION (1999) 66,965

SIGNATURE OF DIRECTOR OF HEALTH _____

ALLOCATION(2002) \$68,304.3

GRANT PROPOSAL FOR SFY 2002

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

OFFICE OF LOCAL HEALTH ADMINISTRATION
 PER CAPITA APPLICATION

DATE April 30, 2001

NAME OF DIRECTOR OF HEALTH William Campbell

POPULATION (1999) 66,965

SIGNATURE OF DIRECTOR OF HEALTH _____

ALLOCATION(2002) \$68,304.3

GRANT PROPOSAL FOR SFY 2002

BUDGET ITEM/OBJECTIVE (1)	PROPOSED OUTCOME MEASURE (2)	SFY 2002 ALLOCATION (4)
4. Computer hardware, software and support services necessary to maintain and/or update Department applications.	4. A. Provide support services, as needed. B. Provide software, hardware and related equipment, as needed. C. Provide Internet access	\$ 5,500.00
5. Audit Fee	5. To be deducted, as per city policy.	\$ 683.04
6. Purchase reference books	6. Provide access to current information.	\$ 310.00
7. Initiate components of second and third phase of community health assessment in conjunction with 2000 Census, based on a Request for Proposal prepared during FY 2001.	7. Complete objectives established in bid specifications for the second and third phase of Danbury's community health assessment.	\$ 16,011.26
8. Provide Qualified Food Operator training and swimming pool operation training.	8. Provide a QFO training to a minimum of 50 participants with at least 80% of participants achieving certification; provide swimming pool operation training to a minimum of 15 participants.	\$ 6,000.00
TOTAL		\$ 68,304.30

PUBLIC HEALTH
MONTHLY STATISTICS

PUBLIC HEALTH	OCT 99	NOV 99	DEC 99	JAN 2000	FEB 2000	MAR 2000	APR 2000	MAY 2000	JUN 2000	JUL 2000	AUG 2000	SEPT 2000	YR TO DATE 2000	FISCAL YEAR 99
TB CLINIC	126	117	163	123	151	170	128	155	143	94	124	106	1600	1499
STD CLINIC	47	51	57	59	39	98	65	86	56	93	82	58	791	622
HIV TESTING	17	19	20	19	17	31	22	26	6	25	24	21	247	276
HEPATITIS B VACCINATION	0	0	1	0	0	0	1	0	0	0	0	0	2	14
TUBERCULOSIS TESTING	42	56	25	49	32	44	36	47	39	21	40	48	479	663
LEAD TESTING	0	0	0	0	0	0	0	2	1	0	1	2	6	13
MISCELLANEOUS TESTING	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2000/2001 School-Based Health Center Per Capita Grant Budget*

Line Item Breakdown

Total Amount Allocated to SBHC Activities	\$40,000
--	-----------------

Salary/Wages	Social Worker #3 (To Be Appointed)	
Calculation	25 hrs/wk @ \$24.59/hr x 44 wks	\$27,049
Fringe Benefit	FICA 7.65% x \$27,049 = \$2,069 W/C 4.13/100 * \$27,049 * .425034 = \$475 (x 20% anticipated rate increase during FY 2000/2001) = \$95.99	\$2,544
Biohazard Waste Removal	5 pickups/site @ \$55/pickup	\$550
Medical Supplies	Miscellaneous Expendable Medical Supplies (i.e. topical ointments, dressings, pharmaceuticals)	\$1,000
Misc. Med. Diagnostic Tests/ Procedures	Misc. patient lab testing, x-rays, consultative exams, etc.	\$1,000
Misc. Prescriptive Medications	Misc. prescriptive patient medications	\$500
Medical Equipment Inspection/Repair	Inspection, calibration, & repair of medical equipment (approximately 10 pcs. equip. per site)	\$500
Office Equipment Service/Repair	Service/Repair of Office Equipment as needed; to include typewriter, printer, copier, computers	\$700
Office Equipment & Supplies	Misc. office equipment & supplies (i.e. xerox paper, pens, diskettes, etc.)	\$500
Staff Training	Registration Fees for staff workshops, trainings	\$1,232
Dues/Subscriptions	Annual dues for professional organizations; subscriptions to professional journals, texts, etc.	\$500
Postage	50 rolls/100 \$.33 cent stamps	\$1,650
Travel/Mileage	3,000 miles @ \$.325/mile	\$975
Professional Fees/Services	Interactive Theatre Group 2 violence prevention student assemblies @ \$650/session	
Health Center Renovations	Cabinets, sink, plumbing supplies, countertop for SBHC at Broadview Middle School	\$1,300

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

DATE April 18, 2001

NAME OF HEALTH DIRECTOR William Campbell

POPULATION(1998) 65,829

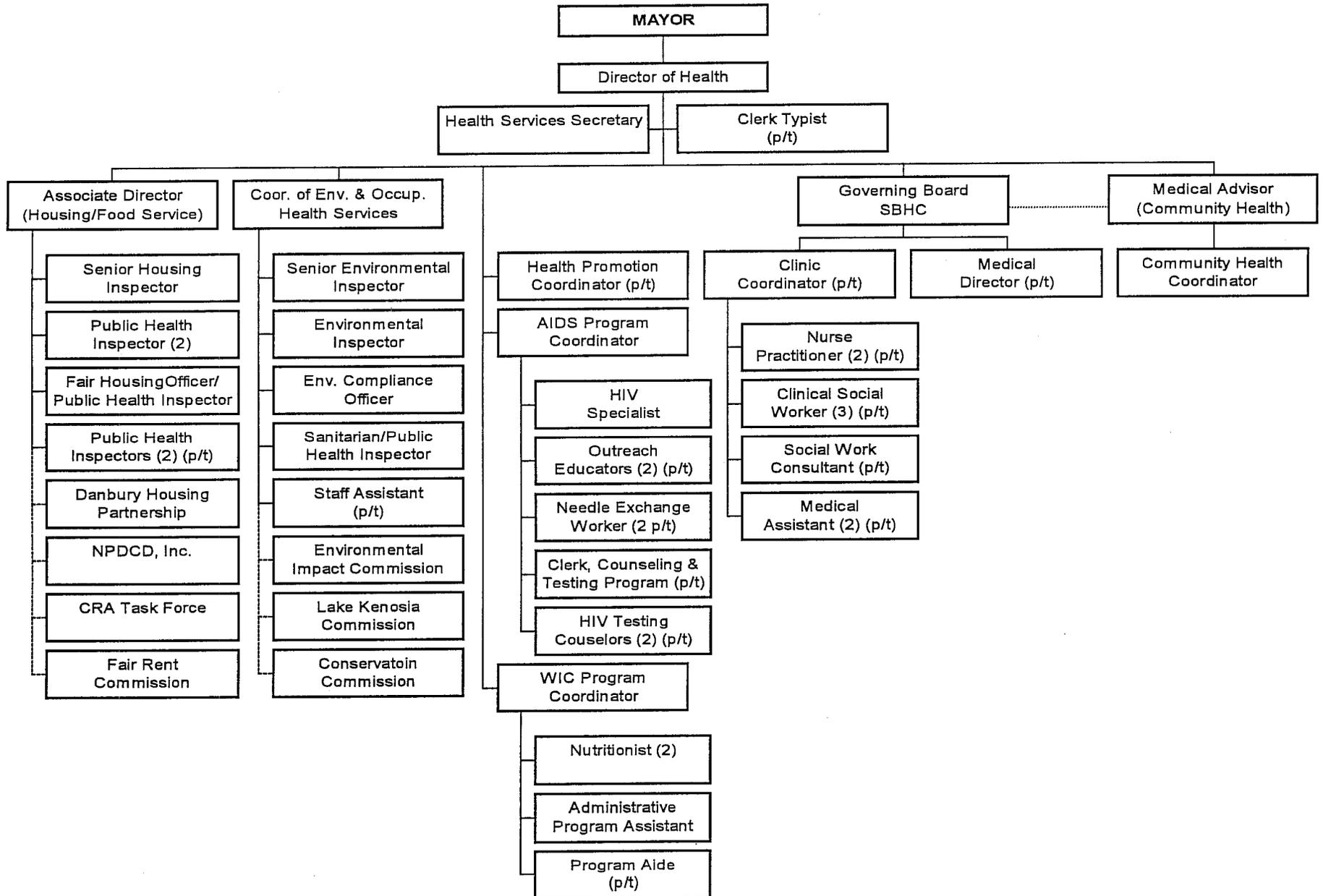
SIGNATURE OF HEALTH DIRECTOR _____

ALLOCATION(2001) \$74,386.77

BUDGET ITEMS	CARRY OVER FROM PRIOR FISCAL YEARS	ALLOCATION FISCAL YEAR 2001	TOTAL ALLOCATION	EXPENDITURES THRU MARCH 31, 2001	ESTIMATED EXPENDITURES THRU 6/30/01	PROJECTED CARRY OVER FY 2002
1. Medical Assistant	\$ 7,500.00	\$ 7,500.00	\$ 15,000.00	\$ 13,125.00	\$ 15,000.00	\$ -0-
2. Pagers/Mobile Phones	\$ 185.16	\$ 1,800.00	\$ 1,985.16	\$ 1,038.96	\$ 1,550.00	\$ 435.16
3. School Based Health Centers	\$ 11,000.00	\$ 29,000.00	\$ 40,000.00	\$ 16,859.54	\$ 37,500.00	\$ 2,500.00
4. Computer Support	\$ -0-	\$ 7,000.00	\$ 7,000.00	\$ 3,574.02	\$ 6,074.02	\$ 925.98
5. Audit Fee	\$ -0-	\$ 743.87	\$ 743.87	\$ 371.81	\$ 743.87	\$ -0-
6. Books	\$ -0-	\$ 350.00	\$ 350.00	\$ -0-	\$ 310.00	\$ 40.00
7. Community Health Assessment	\$ 16,707.18	\$ 19,592.90	\$ 36,300.08	\$ 10,367.50	\$ 15,367.50	\$20,932.58
8. Typewriter	\$ -0-	\$ 400.00	\$ 400.00	\$ -0-	\$ -0-	\$ 400.00
9. Food Safety Training	\$ -0-	\$ 6,000.00	\$ 6,000.00	\$ 4,209.84	\$ 6,000.00	\$ -0-
10. Nutritionist – WIC	\$ -0-	\$ 2,000.00	\$ 2,000.00	\$ -0-	\$ 2,000.00	\$ -0-
11. Mammography Services	\$ 2,500.00	\$ -0-	\$ 2,500.00	\$ -0-	\$ -0-	\$ 2,500.00
	\$ 37,892.34	\$ 74,386.77	\$112,279.11	\$ 49,546.67	\$ 84,545.39	\$ 27,733.72

*Please provide an explanation of why you anticipate carryover funding – (i.e. could not fill vacant position, conference was cancelled, equipment estimates were less than expected, etc) Obj. #2: Call volume less than expected. Additionally, no repair costs or lost equipment costs were experienced to date. Obj. #4: The need for software maintenance was limited. Smaller amount of equipment maintenance expense than in prior years. Obj. #6: Negligible carryover. Obj. #7: Completed phase one activities. Preparing specifications for second and third phases of community health assessment has been difficult & consultants are slow. Expect to be issuing a Request For Proposal before the end of FY2001 with implementation in 2002. This will allow for the addition of FY 2002 funds so as to have enough money for the RFP. Obj. #8: Unable to obtain desired typewriter. Obj. #11: Per Capita funds were intended as "payor of last resort". Third party payors other than the Per Capita Grant turned out to be sufficient.

Danbury Department of Health and Housing Table of Organization



Danbury Health Systems

Job Description

Title: **Medical Assistant**
 Department: **Outpatient Community Health**
 Company: **Danbury Hospital**
 Reports To:

Job Code: 000
 Department #: 7227
 Date Prepared: 1/14/99

Position Summary: To provide assistance to the Office of Community Medicine (Nurse Coordinator and Physician) within specific areas of responsibility, including patient care and clerical support.

Major Accountabilities:

1. Provides clerical support to the Office of Community Medicine by performing the details associated with general office operations such as reading and routing incoming mail to expedite the flow of departmental correspondence; filing correspondence and other records to maintain an accessible and confidential system for the office.
2. Registers patients who arrive in the office and directs them to Radiology and/or Lab for tests to ensure efficiency of operations.
3. Contacts patients by telephone regarding appointments, test results, medication refills and test procedures under the guidance of a physician and nurse or coordinator.
4. Organizes records for appropriate review and action particularly in reference to tuberculosis, AIDS, sexually transmitted disease, hepatitis B, and evaluated blood lead.
5. Answers telephone, gives information to callers or routes calls appropriately to ensure that effective communication occurs. Maintains clean, organized, well stocked work areas, including ordering and restocking office supplies as needed.
6. Assists Nurse Coordinator and Physician with patient exams as needed including pelvic, IBRC, and tuberculin reading.
7. Assists in epidemiologic investigations of communicable disease outbreaks, including tracing of contacts and sources of infectious disease. Investigates exposure to lead and other toxic substances.
8. Prepares necessary reports for responsible government agencies, referring health agencies and physicians.
9. Achieves the organization's established expectations with regard to team work, quality service and self-development. Meets department standards for attendance, tardiness, uniform, breaks and telephone communication.
10. Performs other related duties as assigned.

Formal Education and Job-Related Experience

This position requires a minimum formal education of High School Diploma and minimum of 1 year but less than 3 years job-related experience.

License, Registration, Certification Requirements: None

Desired (not required) criteria include: Graduate of Medical Assistant training program or equivalent work experience. Fluency in written and spoken Spanish required. Portugese is helpful.

Customer Definition and Level of Contact

Contact Amount & Type: This job constantly negotiates with or motivates:

Patients

Patients Family

This job constantly provides/delivers a service to:

Community at Large

Other Mgrs/Directors Inside the Department

This job constantly receives, provides, clarifies, or exchanges information with:

Other Employees/Volunteers Within the Department

Physicians

Other Staff

1/14/99

DANBURY HEALTH AND HOUSING DEPARTMENT
SCHOOL BASED HEALTH CENTER

SOCIAL WORKER

SUPERVISION:

Works under the administrative supervision of the Clinic Coordinator. Receives professional supervision from the Consultant for Social Work Supervision.

SUPERVISION EXERCISED:

May provide supervision to other social service staff, as assigned.

EXAMPLES OF DUTIES:

Conducts in-depth interviews with clients, their families, medical and psychiatric professionals and other resource individuals in order to obtain complete client histories; assesses psycho-social needs and strengthens and develops treatment plans to address them; provides referrals to assist in the treatment of client problems; provides case management services; conducts individual, group and family counseling and therapy; provides consultation to colleagues, school staff, families and community organizations; prepares evaluations and reports; performs related duties as required.

QUALIFICATIONS:

Must possess a graduate degree from a school of social work accredited by the CSWE with a concentration in case work or group work. Regular supervision and consultation as per NASW must be available. Must hold or be eligible for certification by the State of Connecticut, Department of Health Services.

SKILL AND ABILITY:

Knowledge of the social, psychological, economic and medical factors that influence the behavior of individuals; knowledge of group dynamics; knowledge of casework and ground work methods; knowledge of community resources available to individuals and families; oral and written communication skills; interpersonal skills; ability to plan service programs that meet identified client needs; supervisory experience is an additional asset.

OTHER:

1. May be required to travel within the community in the course of their daily work. Must be licensed to drive in the State of Connecticut within 30 days after employment.

**CITY OF DANBURY, CONNECTICUT
GENERAL FUND
2001-2002 OFFICIAL BUDGET**

EXPENSE CODE	DEPARTMENT	ACTUAL 1999-00	BUDGET AS OF 02/28/01	EXPENDITURES AS OF 02/28/01	PROPOSED BY DEPT 2001-02	PROPOSED BY MAYOR 2001-02
3040.5612	CLOTHING-DRY GOODS-LINENS	493	150	0	595	595
3040.5624	MINOR SUPPLIES-HAND TOOLS	221	225	0	225	225
3040.5701	OFFICE EQUIPMENT	2,209	1,810	109	1,200	0
3040.5713	PUBLIC SAFETY EQ	0	150	76	150	0
3040.5715	EQUIPMENT OTHER	5,463	550	0	250	250
3040.5855	CONTRIBUTIONS-GRANTS	0	18,885	0	0	0
	SUBTOTAL	780,480	912,463	474,991	991,118	988,194
	TOTAL BY DEPARTMENT	5,379,926	5,469,986	3,289,613	5,772,963	5,630,581
4000	HEALTH & HOUSING DEPT					
4000.5020	SALARIES REGULAR	664,989	672,546	429,431	672,546	709,479
4000.5030	OVERTIME SALARIES	5,166	2,500	1,580	2,800	2,500
4000.5040	PART-TIME SALARIES	32,251	41,413	18,422	48,028	48,353
4000.5311	PROFESSIONAL SERVICES	30,523	31,237	20,568	28,642	28,642
4000.5315	COMMUNICATION SERVICES	184	182	152	200	182
4000.5318	POSTAGE	3,200	3,400	2,039	3,400	3,400
4000.5319	TRAVEL/MILEAGE	306	325	286	350	250
4000.5320	TRAINING COURSES	838	800	600	1,000	800
4000.5322	CONFERENCES	92	150	35	350	150
4000.5323	SUBSCRIPTIONS-MEMBERSHIPS	335	340	340	300	275
4000.5324	PRINTING & BINDING	817	400	160	450	400
4000.5325	LEGAL & PUBLIC NOTICES	0	150	0	200	150
4000.5326	UTILITY SERVICE	569	0	0	0	0
4000.5328	OFFICE SERVICES	279	200	155	220	200
4000.5329	RENTAL REAL ESTATE	2,166	0	0	0	0
4000.5330	LEASED EQUIPMENT	391	5,333	1,940	6,580	6,580
4000.5334	OUTSIDE SERVICES	0	785	430	28,450	28,450
4000.5507	MAINTAIN OFFICE EQ-FRNTUR	2,103	464	329	450	450
4000.5508	MAINTAIN TOOLS-INSTRUMENT	4,865	310	250	2,415	2,415
4000.5601	OFFICE SUPPLIES	3,259	2,476	2,383	2,400	2,200
4000.5604	COM HEALTH SUPPLIES	175	121	111	150	150
4000.5612	CLOTHING-DRY GOODS-LINENS	161	300	95	250	250
4000.5615	HEATING FUEL	29	0	0	0	0
4000.5624	MINOR SUPPLIES-HAND TOOLS	1,097	440	357	400	400
4000.5626	INDUSTRIAL CHEMICAL-SUPLS	284	350	0	350	350
4000.5661	BOOKS	66	100	0	100	100
4000.5679	MATERIALS-SUPPLIES OTHER	12,462	195	181	0	0
4000.5701	OFFICE EQUIPMENT	5,894	0	0	0	0
4000.8023	LABORATORY EQUIPMENT	178	150	0	150	150
	SUBTOTAL	772,675	764,667	479,844	800,181	836,276
	TOTAL BY DEPARTMENT	772,675	764,667	479,844	800,181	836,276



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

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

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

WHEREAS, a continuation grant award application for \$68,304.30 with no local match requirement will be processed by the Danbury Health and Housing Department for a grant term of July 1, 2001 through June 30, 2002.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor of the City of Danbury, Gene F. Eriquez, is hereby authorized to apply for and accept said per capita grant funds of \$68,304.30, to execute all contracts or amendments thereof concerning said grant and to take all necessary actions to effectuate the purposes thereof.



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

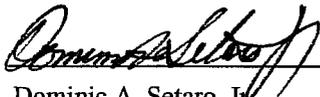
(203) 797-4652
FAX: (203) 796-1526

Memorandum

To: Hon. Gene F. Eriquez, via the Common Council
CC: Martha Montana, WIC Program Director
From: Dominic A. Setaro, Director of Finance
Date: 05/02/01
Re: Resolution – Farmers Market Coupon Grant

Attached for your review is a resolution that will enable the City of Danbury Women, Infants, and Children's (WIC) Program to enter into an agreement with the State Department of Agriculture. The funds, in the amount of \$575.00, are to be used for the supplemental staffing of the WIC program during the City's yearly Farmers Market. The WIC Staff will issue Farmers Market Checks to eligible participants only. The Common Council is requested to consider this resolution at its next meeting.

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



Dominic A. Setaro, Jr.

Attach.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the City of Danbury's Women, Infants, and Children's Program (WIC) wishes to enter into an agreement with the State of Connecticut Department of Agriculture for funds in the amount of \$575.00 to be used for supplemental staffing during the Farmer's Market Program; and

WHEREAS, said funds are to be used to administer the issuance of farmer's market coupons to enable WIC participants to purchase fresh fruits and vegetables at the local Farmer's Market during the summer of 2001; and

WHEREAS, the period for the availability of this grant is June 2001 through September 2001; and

WHEREAS, no local match is required.

NOW, THEREFORE, BE IT RESOLVED THAT, the Danbury WIC Office is authorized to sign an agreement with the State of Connecticut Department of Agriculture for this amount and to do all things necessary to administer the 2001 summer Farmer's Market Coupon Program to its clients.



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

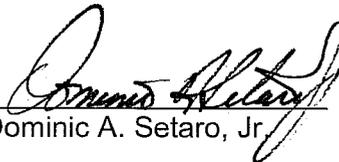
(203) 797-4652
FAX: (203) 796-1526

M E M O R A N D U M

DATE: May 14, 2001
TO: Hon Gene F. Eriquez,
via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **Resolution – Community Development Block Grant – PY 27**

Attached for your review is a resolution that will allow the City of Danbury to apply for and accept funding from the U.S. Department of Housing and Urban Development for the Community Development Block Grant Program (CDBG). This funding for the time period August 1, 2001 through July 31, 2002 is in the amount of \$684,000.00. This amount will be supplemented by an additional \$94,000.00 of reprogrammed funds from prior years for a total distribution of \$778,000.00. No local cash match is required. A listing of the Policy Committee's recommended recipients is attached.

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


Dominic A. Setaro, Jr.

Attach.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the United States Department of Housing and Urban Development has allocated funds under Title I of the Housing and Community Development Act of 1987, as amended, which authorized the Community Development Block Grant Program; and

WHEREAS, it is in the best interests of the City of Danbury to apply for a grant under such Act; and

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, is hereby authorized to make application on behalf of the City of Danbury to the United States Department of Housing and Urban Development for grant funds for the Community Development Program Year commencing August 1, 2001 through July 31, 2002 for the Twenty-Seventh Year Funding in accordance with all pertinent laws and regulations and the Statement of Community Development Objectives and Projected Use of Funds proposed by the Mayor's Community Development Program Policy Committee.

BE IT FURTHER RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, is hereby authorized to execute all contracts and take all necessary actions to effectuate the purposes of this grant application.

**COMMUNITY DEVELOPMENT BLOCK GRANTS
PY 27 – SUB-RECIPIENTS**

<u>Organizations</u>	<u>2001-2002 Funding</u>
Administration	\$ 40,000
Palace View, Section 108	125,000
Catholic Charities-Thresholds	55,000
Cherry Street	5,400
Interfaith AIDS	10,000
Harambee	24,306
Shelter of the Cross	8,500
CAT/Board of Education	15,000
Interlude-Hope Chest	7,000
City of Danbury, Welfare Dept., Homeless Shelter	25,000
ADA Improvements to War Memorial Building	75,000
City of Danbury – Highway Dept., Rebuild/Repave Highways	75,000
City of Danbury – Planning Dept., Streetscape Improvements	200,000
Amos House	11,000
City of Danbury, Parks & Recreation	64,000
Datahr Renovations	12,500
Housing Rehab, JAM Associates	<u>25,294</u>
TOTAL	<u>\$778,000</u>



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the United States Department of Housing and Urban Development has allocated funds under Title I of the Housing and Community Development Act of 1987, as amended, which authorized the Community Development Block Grant Program; and

WHEREAS, it is in the best interests of the City of Danbury to apply for a grant under such Act; and

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, is hereby authorized to make application on behalf of the City of Danbury to the United States Department of Housing and Urban Development for grant funds for the Community Development Program Year commencing August 1, 2001 through July 31, 2002 for the Twenty-Seventh Year Funding in accordance with all pertinent laws and regulations and the Statement of Community Development Objectives and Projected Use of Funds proposed by the Mayor's Community Development Program Policy Committee.

BE IT FURTHER RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, is hereby authorized to execute all contracts and take all necessary actions to effectuate the purposes of this grant application.



8

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: AIRPORT RECONSTRUCTION OF TAXIWAY A
DATE: May 30, 2001
CC: Paul Estefan

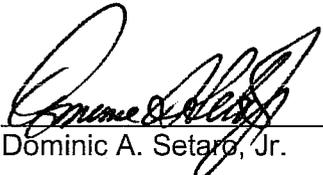
CERTIFICATION #1

Attached you will find a request from Airport Administrator Paul Estefan to amend the previously approved resolution to reflect the actual bids which were received for the reconstruction of Taxiway A. The City's share for this project has increased from \$55,805 to \$66,999, a difference of \$11,194.

I would ask that the Common Council approved the attached revised resolution and authorize the transfer of \$11,194 (to a new Capital line item entitled, "Airport Taxiway A") from the 2001-2002 Contingency Fund since these funds will not be used until after July 1, 2001.

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

Balance of Contingency	\$490,000
Less this request	<u>11,194</u>
Balance	\$478,806



Dominic A. Setaro, Jr.

DAS/jgb

Attach.



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DANBURY MUNICIPAL AIRPORT
P. O. BOX 2299
WIBLING ROAD

AIRPORT ADMINISTRATOR
PAUL D. ESTEFAN
(203) 797-4624

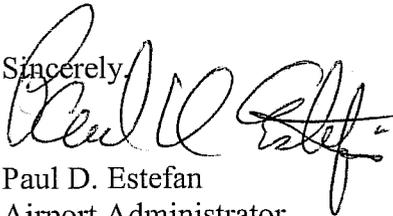
May 29, 2001

Mayor Gene F. Eriquez &
Members of the Common Council
City of Danbury
155 Deer Hill Avenue
Danbury, Connecticut

Dear Mayor & Council Members;

On Tuesday May 22, 2001 the bids for the reconstruction of Taxiway "A" were opened. The low bidder for the reconstruction project was Bourgeois & Shaw, Inc at \$2,434,175. The negotiated Hoyle Tanner & Associates engineering fee is \$244,800.00 and the sponsor administration is \$1,000.00. The total grant amount is \$2,679,975.00 and I am requesting that the City of Danbury resolution be amended as follows:
Federal and State Share be increased from \$2,176,406.00 to \$2,612,976.00
City of Danbury's share be increased from \$55,805.00 to \$66,999.00

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

Sincerely,

Paul D. Estefan
Airport Administrator

CC: Finance Director Setaro
File/mayor11



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, The Federal Aviation Administration of the United States Department of Transportation and the Bureau of Aeronautics of the Connecticut Department of Transportation make funds available through the Airport Improvement Act of 1987; and

WHEREAS, the City of Danbury intends to reconstruct, mark and light taxiway "A" at the Danbury Municipal Airport which will improve the safety and efficiency of airport operations; and

WHEREAS, the City of Danbury will make an amended application for a federal and state grant in an amount not to exceed \$2,612,976.00 with a local match of two and one-half percent (2 1/2%) equaling an amount not to exceed \$66,999.00.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor of the City of Danbury, Gene F. Eriquez, is hereby authorized to make application for said grant, and that any and all additional acts necessary to effectuate said program be and hereby are authorized.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, The Federal Aviation Administration of the United States Department of Transportation and the Bureau of Aeronautics of the Connecticut Department of Transportation make funds available through the Airport Improvement Act of 1987; and

WHEREAS, the City of Danbury intends to reconstruct, mark and light taxiway "A" at the Danbury Municipal Airport which will improve the safety and efficiency of airport operations; and

WHEREAS, the City of Danbury will make an amended application for a federal and state grant in an amount not to exceed \$2,612,976.00 with a local match of two and one-half percent (2 1/2%) equaling an amount not to exceed \$66,999.00.

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor of the City of Danbury, Gene F. Eriquez, is hereby authorized to make application for said grant, and that any and all additional acts necessary to effectuate said program be and hereby are authorized.



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

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

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

May 21, 2001

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

Dear Mayor Eriquez and Common Council Members:

Hillandale Road
Storm Drainage easements

In response to complaints relative to a drainage problem on Hillandale Road, the City of Danbury hired an engineering consultant to design a plan to alleviate the problem.

Easements from a number of property owners are required for this drainage project.

We hereby request that the Common Council authorize the Corporation Counsel's office to acquire permanent and temporary construction easements from:

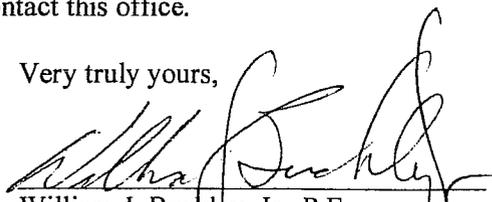
Jamie Walker and Howard Bonfield
139 Clapboard Ridge Road
Tax Assessor's Lot F08165

Germaine d'Evegne, Trustee
137 Clapboard Ridge Road
Tax Assessor's Lot F08164

Patrick R. and Barbara A. Waldron
Hillandale Road
Tax Assessor's Lot F07017

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

Very truly yours,



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



C: Eric L. Gottschalk, Esq.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, storm drainage from Clapboard Ridge Road adversely affects property owners on Hillandale Road; and,

WHEREAS, the City of Danbury has hired an engineering consultant to design a plan to alleviate the problem; and,

WHEREAS, the designed solution will require the acquisition of drainage easements from certain property owners; and,

WHEREAS, the acquisition of said easements is in the best interests of the City of Danbury; and,

WHEREAS, eminent domain proceedings will be necessary in the event that the City of Danbury cannot agree with the owners named in Schedules A, B and C upon the amount to be paid for the interests to be taken in and to the real property described in said schedules;

NOW, THEREFORE, BE IT RESOLVED, THAT the Corporation Counsel of the City of Danbury be and hereby is authorized to acquire the property interests as set forth in Schedules A, B and C attached hereto, either by negotiation or by eminent domain, through the institution of suit within six months of the date hereof, against the named property owners, their heirs, executors, successors and assigns and their mortgage holders and encumbrancers, if any.

SCHEDULE A

STORM DRAINAGE EASEMENT

KNOW ALL MEN BY THESE PRESENTS that Jamie Walker and Howard Bonfield of Danbury, Connecticut, (hereinafter the "Grantors"), for the consideration of ONE DOLLAR (\$1.00) and other valuable consideration, received to their full satisfaction of the CITY OF DANBURY, a municipal corporation located in the County of Fairfield and organized and existing under and by virtue of the laws of the State of Connecticut (hereinafter the "Grantee"), do hereby give, grant, bargain, sell and confirm unto the said Grantee, its successors and assigns, forever, the right, privilege, authority and easement to perpetually maintain storm drainage facilities together with any appurtenant facilities, upon property of the Grantors as further described herein, including the right to lay, maintain, operate, construct, alter, repair and replace the same and to enter upon the said land of the Grantors to undertake said work.

The land affected by said easement is more particularly described as follows:

A 5,426 square foot drainage easement, commencing at a point on the easterly street line of Clapboard Ridge Road at the southwest corner of the Grantors' property, thence running North 19° 02' 30" West a distance of 10.00 feet along the easterly street line of Clapboard Ridge Road to a point, thence running North 70° 57' 30" East a distance of 473.49 feet to a point, thence running North 22° 12' 20" West a distance of 23.88 feet to a point, thence running North 67° 47' 40" East a distance of 20.00 feet all through land of the Grantors to a point on the property line of land now or formerly of Patrick R. Waldron and Barbara A. Waldron, thence running South 22° 12' 20" East a distance of 35.00 feet along said property line to the southeast corner of the Grantors' property, and thence running South 70° 57' 30" West a distance of 494.07 feet along land now or formerly of Germaine d'Evegne, Trustee to the point of beginning.

For a more particular description of the storm drainage easement, reference is made to Drainage Easement "A", shown on a map prepared by Surveying Associates, P.C. entitled, "Easement Map Showing Proposed Easements To Be Acquired By the City of Danbury Clapboard Ridge Road and Hillendale Road Danbury, Connecticut Scale: 1"=30' Zone: RA-40 Date: April 11, 2001" declared substantially correct by Sydney A. Rapp, Jr., L.S. No. 7400, which is to be filed in the Danbury Land Records.

It is hereby agreed that the Grantee, its successors and assigns, shall, subsequent to any repair, replacement or maintenance, restore the bituminous paved surfaces or any unpaved surfaces overlying said land to substantially the same condition as existing immediately prior to any such work, provided, however, that said restoration shall not include any structures, other improvements (except for said bituminous surfaces), or plantings (except ground sod) made by the Grantors, their heirs, successors or assigns.

The Grantors herein reserve the right to themselves, their heirs, successors and assigns, to continue to use the land within which the aforesaid easement has been granted for any uses and purposes which do not materially interfere with the use thereof by the Grantee, its successors and assigns, in fulfilling the purposes for which this easement is granted.

TO HAVE AND TO HOLD the above granted rights, privileges and authority unto the said Grantee, its successors and assigns forever, to its own proper use and behoof.

IN WITNESS WHEREOF, Jamie Walker and Howard Bonfield have hereunto set their hands and seals, this ____ day of _____, 2001.

Signed, Sealed and Delivered
in the presence of:

Jamie Walker

Howard Bonfield

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

On this the ____ day of _____, 2001, before me, _____, the undersigned officer, personally appeared Jamie Walker, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same for the purposes therein contained as his free act and deed.

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

Commissioner of the Superior Court
Notary Public

(SEAL)

My Commission expires _____

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

On this the ____ day of _____, 2001, before me, _____, the undersigned officer, personally appeared Howard Bonfield, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that she executed the same for the purposes therein contained as her free act and deed.

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

Commissioner of the Superior Court
Notary Public

(SEAL)

My Commission expires _____

SCHEDULE B

STORM DRAINAGE & CONSTRUCTION EASEMENTS

KNOW ALL MEN BY THESE PRESENTS that Germaine d'Evegne, Trustee of Danbury, Connecticut, (hereinafter the "Grantor"), for the consideration of ONE DOLLAR (\$1.00) and other valuable consideration, received to her full satisfaction of the CITY OF DANBURY, a municipal corporation located in the County of Fairfield and organized and existing under and by virtue of the laws of the State of Connecticut (hereinafter the "Grantee"), does hereby give, grant, bargain, sell and confirm unto the said Grantee, its successors and assigns, forever, the right, privilege, authority and easement to perpetually maintain storm drainage facilities together with any appurtenant facilities, upon property of the Grantor as further described herein, including the right to lay, maintain, operate, construct, alter, repair and replace the same and to enter upon the said land of the Grantor to undertake said work.

The land affected by said easement is more particularly described as follows:

A 10,167 square foot drainage easement, commencing at a point on the easterly street line of Clapboard Ridge Road at the northwest corner of the Grantor's property, thence running North 70° 57' 30" East a distance of 494.07 feet along land now or formerly of Jamie Walker and Howard Bonfield to a point on the property line of land now or formerly of Patrick R. Waldron and Barbara A. Waldron, thence running South 22° 12' 20" East a distance of 52.274 feet along said property line to a point, thence running North 49° 17' 50" West a distance of 37.27 feet to a point, and South 70° 57' 30" West a distance of 478.18 feet all through land of the Grantor to a point on the easterly street line of Clapboard Ridge Road, and thence running North 19° 02' 30" West a distance of 20.00 feet along said street line to the point of beginning.

A 6,957 square foot construction easement, commencing at a point on the southerly boundary of Drainage Easement "B", said point being a distance of 207.18 feet from the easterly street line of Clapboard Ridge Road, thence running North 70° 57' 30" East a distance of 271.00 feet and South 49° 17' 50" East a distance of 28.94 feet all along said drainage easement, thence running South 70° 57' 30" West a distance of 285.58 feet and North 19° 02' 30" West a distance of 25.00 feet all through land of the Grantor to the point of beginning.

For a more particular description of the storm drainage and construction easements, reference is made to Drainage Easement "B", and Construction Easement "D", shown on a map prepared by Surveying Associates, P.C. entitled, "Easement Map Showing Proposed Easements To Be Acquired By the City of Danbury Clapboard Ridge Road and Hillandale Road Danbury, Connecticut Scale: 1"=30' Zone: RA-40 Date: April 11, 2001" declared substantially correct by Sydney A. Rapp, Jr., L.S. No. 7400, which is to be filed in the Danbury Land Records.

It is hereby agreed that the Grantee, its successors and assigns, shall, subsequent to any repair, replacement or maintenance, restore the bituminous paved surfaces or any unpaved surfaces overlying said land to substantially the same condition as existing immediately prior to any such work, provided, however, that said restoration shall not include any structures, other improvements (except for said bituminous surfaces), or plantings (except ground sod) made by the Grantor, her heirs, successors or assigns.

The Grantor herein reserves the right to herself, her heirs, successors and assigns, to continue to use the land within which the aforesaid easement has been granted for any uses and purposes which do not materially interfere with the use thereof by the Grantee, its successors and assigns, in fulfilling the purposes for which this easement is granted.

TO HAVE AND TO HOLD the above granted rights, privileges and authority unto the said Grantee, its successors and assigns forever, to its own proper use and behoof.

IN WITNESS WHEREOF, Germaine d'Evegnée has hereunto set her hand and seal as Trustee, this ____ day of _____, 2001.

Signed, Sealed and Delivered
in the presence of:

Germaine d'Evegnée, Trustee

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

On this the ____ day of _____, 2001, before me, _____, the undersigned officer, personally appeared Germaine d'Evegnée, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same as Trustee for the purposes therein contained as her free act and deed.

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

Commissioner of the Superior Court
Notary Public

(SEAL)

My Commission expires _____

SCHEDULE C

STORM DRAINAGE EASEMENT

KNOW ALL MEN BY THESE PRESENTS that Patrick R. Waldron and Barbara A. Waldron of Danbury, Connecticut, (hereinafter the "Grantors"), for the consideration of ONE DOLLAR (\$1.00) and other valuable consideration, received to their full satisfaction of the CITY OF DANBURY, a municipal corporation located in the County of Fairfield and organized and existing under and by virtue of the laws of the State of Connecticut (hereinafter the "Grantee"), do hereby give, grant, bargain, sell and confirm unto the said Grantee, its successors and assigns, forever, the right, privilege, authority and easement to perpetually maintain storm drainage facilities together with any appurtenant facilities, upon property of the Grantors as further described herein, including the right to lay, maintain, operate, construct, alter, repair and replace the same and to enter upon the said land of the Grantors to undertake said work.

The land affected by said easement is more particularly described as follows:

A 4,721 square foot drainage easement, commencing at a point on the Grantors' westerly property line, said point being a distance of 32.71 feet from the Grantors' northwest property corner, thence running North 67° 47' 40" East a distance of 10.00 feet to a point, thence running South 22° 12' 20" East a distance of 40.95 feet to a point, thence running South 49° 17' 50" East a distance of 39.09 feet to a point, thence running North 64° 35' 40" East a distance of 97.28 feet all through land of the Grantors to a point on the on the westerly street line of Hillandale Road, thence running along said street line on a curve to the right with a radius of 565.47 feet a distance of 30.18 feet to the Grantors' southeast property corner, thence running South 64° 35' 40" West a distance of 113.49 feet along land now or formerly of Michael E. Troetti and Maria D. Troetti, thence running North 49° 17' 50" West a distance of 21.93 feet through land of the Grantors to a point on the property line of land now or formerly of Germaine d'Evegnée, Trustee, thence running North 22° 12' 20" West a distance of 87.274 feet along said property line and along land now or formerly of Jamie Walker and Howard Bonfield to the point of beginning.

For a more particular description of the storm drainage easement, reference is made to Drainage Easement "C", shown on a map prepared by Surveying Associates, P.C. entitled, "Easement Map Showing Proposed Easements To Be Acquired By the City of Danbury Clapboard Ridge Road and Hillandale Road Danbury, Connecticut Scale: 1"=30' Zone: RA-40 Date: April 11, 2001" declared substantially correct by Sydney A. Rapp, Jr., L.S. No. 7400, which is to be filed in the Danbury Land Records.

It is hereby agreed that the Grantee, its successors and assigns, shall, subsequent to any repair, replacement or maintenance, restore the bituminous paved surfaces or any unpaved surfaces overlying said land to substantially the same condition as existing immediately prior to any such work, provided, however, that said restoration shall not include any structures, other improvements (except for said bituminous surfaces), or plantings (except ground sod) made by the Grantors, their heirs, successors or assigns.

The Grantors herein reserve the right to themselves, their heirs, successors and assigns, to continue to use the land within which the aforesaid easement has been granted for any uses and purposes which do not materially interfere with the use thereof by the Grantee, its successors and assigns, in fulfilling the purposes for which this easement is granted.

TO HAVE AND TO HOLD the above granted rights, privileges and authority unto the said Grantee, its successors and assigns forever, to its own proper use and behoof.

IN WITNESS WHEREOF, Patrick R. Waldron and Barbara A. Waldron have hereunto set their hands and seals, this ____ day of _____, 2001.

Signed, Sealed and Delivered
in the presence of:

Patrick R. Waldron

Barbara A. Waldron

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

On this the ____ day of _____, 2001, before me, _____, the undersigned officer, personally appeared Patrick R. Waldron, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same for the purposes therein contained as his free act and deed.

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

Commissioner of the Superior Court
Notary Public

(SEAL)

My Commission expires _____

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

On this the ____ day of _____, 2001, before me, _____, the undersigned officer, personally appeared Barbara A. Waldron, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that she executed the same for the purposes therein contained as her free act and deed.

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

Commissioner of the Superior Court
Notary Public

(SEAL)

My Commission expires _____



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, storm drainage from Clapboard Ridge Road adversely affects property owners on Hillandale Road; and,

WHEREAS, the City of Danbury has hired an engineering consultant to design a plan to alleviate the problem; and,

WHEREAS, the designed solution will require the acquisition of drainage easements from certain property owners; and,

WHEREAS, the acquisition of said easements is in the best interests of the City of Danbury; and,

WHEREAS, eminent domain proceedings will be necessary in the event that the City of Danbury cannot agree with the owners named in Schedules A, B and C upon the amount to be paid for the interests to be taken in and to the real property described in said schedules;

NOW, THEREFORE, BE IT RESOLVED, THAT the Corporation Counsel of the City of Danbury be and hereby is authorized to acquire the property interests as set forth in Schedules A, B and C attached hereto, either by negotiation or by eminent domain, through the institution of suit within six months of the date hereof, against the named property owners, their heirs, executors, successors and assigns and their mortgage holders and encumbrancers, if any.



CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **FIRE DEPARTMENT GRANT**
DATE: June 4, 2001
CC: Carmen Oliver

REVISED

Attached you will find a resolution that will allow the City of Danbury Fire Department to apply for and accept funding from the Federal Emergency Management Agency for various training. The FEMA share will be \$93,482 and the City share will be \$40,064. It would be my recommendation that the Common Council approve the attached resolution.

If this grant is approved, we will then make a request from the 2001-2002 Contingency Fund to cover the City's share after July 1, 2001. If you need any additional information, feel free to give me a call.

Dominic A. Setaro, Jr.

DAS/jgb

Attach.



CITY OF DANBURY

DANBURY, CONNECTICUT 06810 -6511

Fire Department
19 New Street

Carmen J. Oliver, Chief
(203) 796-1550
Fax (203) 796-1533

Federal Emergency Management Agency
USFA Grant Program Technical Assistance Center
16825 South Seton Avenue
Emmitsburg, MD 21727-8898

April 25, 2001

Dear Sir or Madam:

Attached please find all required forms (Standard Form 424, FEMA Form 20-20 and FEMA form 20-16) for our submission of a grant for Fire Department Training under the guidelines of the Firefighters Investment and Response Enhancement Act of 2001.

If there are additional questions, I can be reached at the above numbers or e-mail at olivercj@aol.com.

I thank you for your time and effort in reviewing this application and hope we are successful in our endeavors.

Respectfully,

Carmen J. Oliver
Fire Chief

CJO/ft
attach.

Questions for Training Program Category

Questions	For FEMA Use Only
<p>1. List the training activities you plan to conduct with this grant:</p> <p style="text-align: center;"><u>EMS PROGRAMS</u></p> <hr style="width: 50%; margin: auto;"/> <p style="text-align: center;"><u>BASIC AND SOME ADVANCED CLASSROOM</u></p> <hr style="width: 50%; margin: auto;"/> <p style="text-align: center;"><u>IN SAFETY/ROPE RESCUE/SCBA</u></p>	
<p>2. Generally, the training activities outlined above are (circle one):</p> <p style="margin-left: 20px;"> <input checked="" type="radio"/> a) Direct-delivery training. <input type="radio"/> b) Off-site training. </p>	
<p>3. Generally, the training you will conduct under this grant can best be categorized as (circle one):</p> <p style="margin-left: 20px;"> <input checked="" type="radio"/> a) Basic training for firefighters (i.e., training in basic firefighting duties or vehicle operations). <input type="radio"/> b) Officer training (either supervisory or safety officer training). <input type="radio"/> c) Specialized training. <input type="radio"/> d) Other, specify = <u>BASIC</u> </p>	
<p>4. Generally, the training provided under this grant (circle one):</p> <p style="margin-left: 20px;"> <input checked="" type="radio"/> a) Will fulfill a statutory requirement. <input type="radio"/> b) Will achieve voluntary compliance with a national standard. <input type="radio"/> c) Does not have any statutory basis. </p>	
<p>5. What is the percentage of applicable staff within your department that this program will train?</p> <p style="margin-left: 20px;"><u>100%</u> = Percent of trained personnel.</p>	

General Questions for All Applicants

Questions, page 1 of 2	For FEMA Use Only
<p>1. Are you a Fire Department or the authorized representative of a fire department? (circle one)</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> a) Yes. <input type="radio"/> b) No. </p>	
<p>2. Are you a Federal Fire Department or contracted by the Federal government and solely responsible for suppression of fires on Federal property?</p> <p style="margin-left: 40px;"> <input type="radio"/> a) Yes. <input checked="" type="radio"/> b) No. </p>	
<p>3. Is your active firefighting staff (circle one):</p> <p style="margin-left: 40px;"> <input type="radio"/> a) all paid/career? <input checked="" type="radio"/> b) all volunteer or combination volunteer and career? </p>	
<p>4. Is your department located in (circle one):</p> <p style="margin-left: 40px;"> <input type="radio"/> a) an urban community (population over 250,000)? <input checked="" type="radio"/> b) a suburban community (population between 20,000 and 250,000)? <input type="radio"/> c) a rural community (population under 20,000)? </p>	
<p>5. How many active firefighters are in the operations/- EMS divisions of you department?</p> <p style="margin-left: 40px;"> <u>311</u> = Number of active firefighters. </p>	

General Questions for All Applicants

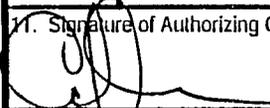
Questions, page 2 of 2	For FEMA Use Only
<p>6. What is the permanent resident population of your primary/first-response area or jurisdiction served?</p> <p style="margin-left: 40px;"><u>74,848</u> = Population of response area.</p>	
<p>7. What category (or categories) of assistance are you applying for with this application and how much is the total Federal share of the cost of the project that you are seeking in each category?</p> <p>Category #1: <u>TRAINING</u> \$ <u>133,546.40</u></p> <p>Category #2: _____ \$ _____</p>	
<p>8. If the population you protect is 50,000 or less, you are required to provide a non-Federal cost-share equal to 10 percent of the total project cost. If the population you protect is over 50,000, you are required to provide a non-Federal cost-share equal to 30 percent of the total project cost. Are you willing to comply with this requirement? (circle one)</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> a) Yes. <input type="radio"/> b) No. </p>	
<p>9. It is also a requirement that departments receiving funding under this grant program agree to provide information to the national fire incident reporting system (NFIRS). If you receive an award, do you agree to provide information to this national system? (circle one)</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> a) Yes. <input type="radio"/> b) No. </p>	

FEDERAL EMERGENCY MANAGEMENT AGENCY
BUDGET INFORMATION--NONCONSTRUCTION PROGRAMS

See reverse for Paperwork
Burden Disclosure Notice

Page 1 of 1 pages

OMB No. 3067-0206
Expires February 29, 2004

1. PROGRAM AGENCY AND ORGANIZATION ELEMENT TO WHICH REPORT IS SUBMITTED		2. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED		3. RECIPIENT ORGANIZATION (Name and complete address, including zip code) DANBURY FIRE DEPARTMENT 19 NEW STREET DANBURY, CT. 06810-6511		
4. EMPLOYER IDENTIFICATION 06-6001868		5. RECIPIENT ACCOUNT NUMBER OR I.D. NO.		6. BUDGET PERIOD (Month, Day, Year) Beginning Date: Ending Date:		7. Mark "X" in Appropriate Box <input type="checkbox"/> New Budget <input type="checkbox"/> Revised Budget. Enter Grant Number in Box 2 above Date of Budget Revision:
8. FEDERAL RATE SHARING (%)		70/30 (%)		Total (%)		Total
9. PROGRAM ACRONYM CFDA NUMBER		TRAINING				
10. Object Class	a. Personnel					
	b. Fringe Benefits					
	c. Travel					
	d. Equipment					
	e. Supplies					
	f. Contractual	128,410.00				
	g. Construction					
	h. Other					
	i. Total Direct Charges (10a to 10h)	128,410.00				
	j. Indirect Charges	5,136.40				
	k. Total (Sum of 10i & 10j)	133,546.40				
Source	l. Federal Share	93,482.48				
	<i>Non-Federal Resources:</i>					
	m. Applicant	40,063.92				
	n. State					
	o. Local					
	p. Other Sources					
q. Total (Sum of 10l to 10p)	133,546.40					
Income	r. Program Income					
Indirect Cost	s. Detail on Indirect Cost Type of Rate (mark "X" in one box) <input type="checkbox"/> Provisional-Final <input checked="" type="checkbox"/> Predetermined <input type="checkbox"/> Fixed with Carry-Forward					
	Rate: 4 %		Total Amount of Indirect Cost: 5,136.40		Base:	
11. Signature of Authorizing Official 		12. Name and Title (Type or print) CARMEN J. OLIVER, FIRE CHIEF		13. Telephone Number (Area code, Number and Extension) (203) 796-1550		Date Report Submitted 4/25/01

FEDERAL EMERGENCY MANAGEMENT AGENCY
SUMMARY SHEET FOR ASSURANCES AND CERTIFICATIONS

O.M.B. No. 3067-0206
Expires February 29, 2004

FOR
FY 2001

CA FOR (Name of Applicant)
DANBURY FIRE DEPARTMENT

This summary sheet includes Assurances and Certifications that must be read, signed, and submitted as a part of the Application for Federal Assistance.

An applicant must check each item that they are certifying to:

- Part I FEMA Form 20-16A, Assurances-Nonconstruction Programs
- Part II FEMA Form 20-16B, Assurances-Construction Programs
- Part III FEMA Form 20-16C, Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Part IV SF LLL, Disclosure of Lobbying Activities (If applicable)

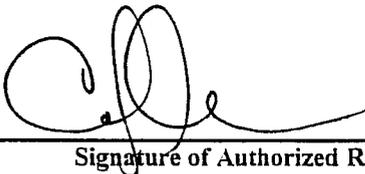
As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the identified attached assurances and certifications.

CARMEN J. OLIVER

FIRE CHIEF

Typed Name of Authorized Representative

Title



4/25/01

Signature of Authorized Representative

Date Signed

NOTE: By signing the certification regarding debarment, suspension, and other responsibility matters for primary covered transaction, the applicant agrees that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by FEMA entering into this transaction.

The applicant further agrees by submitting this application that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the FEMA Regional Office entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (Refer to 44 CFR Part 17.)

Paperwork Burden Disclosure Notice

"Public reporting burden for this form is estimated to average 1.7 hours per response. Burden means the time, effort and financial resources expended by persons to generate, maintain, retain, disclose, or to provide information to us. You may send comments regarding the burden estimate or any aspect of the form, including suggestions for reducing the burden to: Information Collections Management, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (3067-0206). You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right corner of this form. Please do not send your completed form to the above address.

**Fire Department, Danbury, Ct
Grant Narrative
Training Programs**

TRAINING PROGRAMS FIRE SUPPRESSION

The City of Danbury, Connecticut is seeking assistance in federal funding for the Fire Department training programs for the 111 Career and 200 Volunteer members of the department. We are seeking your assistance since our fire training school has been closed due to the requirement of major repairs, and the City has been committing most available funding for vehicle replacement of our fleet. The major reason for this request is to provide training that will improve the safety of our personnel and the life saving techniques for the people we serve.

Scope of Project

This training will be presented to all firefighters from the Chief Officers to the newest Firefighters. The training will take place mostly in our City to make it as cost effective and convenient as possible for all individuals.

Funding Use Descriptions

Funding would be used to bring in outside instructors from the State of Connecticut Fire Academy and their mobile equipment to our site. The classes to be delivered are one to three day programs that must be given multiple times to accommodate all personnel. Classes would be on Firefighter safety and survival, SCBA Maze training, and basic/advanced rope rescue.

Benefit to the Community and Department

This training will greatly increase our ability to serve the public and will add greatly to the safety of all our firefighters.

Local Funding Options

The City of Danbury continues to attempt to fund improvements in the fire department and its training programs. Recently, the City has been subjected to immense population growth; the 2000 census has placed Danbury as the seventh largest city in the State of Connecticut. Unfortunately, the population growth has not increased the tax base remarkable. The drain on City taxpayers, combined with greater unfounded mandates on the State level has forced the City to prioritize initiatives. The City and department is committed to Firefighter

training and this grant and the 30% match are further endorsements of the commitment and serious attitude the City has taken to this issue.

TRAINING PROGRAMS – EMS

The City of Danbury, Connecticut is seeking assistance in federal funding for the Fire Department training programs for the 111 Career and 200 Volunteer members of the department in EMS certifications.. Delivered by existing fire department personnel with fire apparatus, firefighter first response is without question a tremendous life saving service provided by the local government. The Danbury Fire Department utilizes Emergency Medical Services certified dual purpose firefighters as a rapid deployment force to provide quality pre-hospital care to the citizens of the City of Danbury.

Scope of Project

This training will be presented to additional firefighters in both the career and volunteer divisions to the level of EMT-MRT. The training will take place mostly in our City to make it as cost effective and convenient as possible for all individuals.

Funding Use Descriptions

Funding would be used to provide training locally by Naugatuck Community College.

Benefit to the Community and Department

This training will greatly increase our ability to serve the public and will add greatly to the pre-hospital care to our citizens.

Local Funding Options

The City of Danbury continues to attempt to fund improvements in the fire department and its EMS programs. Recently, the City has been subjected to immense population growth; the 2000 census has placed Danbury as the seventh largest city in the State of Connecticut. Unfortunately, the population growth has not increased the tax base remarkable. The drain on City taxpayers, combined with greater unfounded mandates on the State level has forced the City to prioritize initiatives. The City and department is committed to EMS training and this grant and the 30% match are further endorsements of the commitment and serious attitude the City has taken to this issue.

TRAINING PROGRAM COSTS				
Fire Department, City of Danbury, Ct.				
Training Type	Quantity		Tuition Cost	Total
EMT-D	11		\$450.00	\$4,950.00
MRT-D	20		\$250.00	\$5,000.00
FF Safety & Survival	12	Classes	\$2,150.00	\$25,800.00
SCBA Maze	20	Days	\$850.00	\$17,000.00
Basic Rope Rescue	12	Classes	\$2,550.00	\$30,600.00
Advanced Rope	12	Classes	\$3,755.00	\$45,060.00
Training Request				\$128,410.00
City of Danbury Administration Costs 2%				\$2,568.20
City of Danbury Audit Fee Costs 2%				\$2,568.20
Total Grant Request				\$133,546.40



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Federal Emergency Management Agency has made funds available to the Danbury Fire Department for Training; and

WHEREAS, the total amount of said funding for such purposes is \$133,546.00 of which \$93,482.00 is FEMA funds and the balance of \$40,064.00 is the required local share; and

WHEREAS, the Danbury Fire Department would like to apply for and accept said grant and, together with the local share, obtain the needed equipment and material.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, or his designee, Danbury Fire Chief Carmen Oliver, be and hereby is authorized to apply for and accept said grant and to execute such additional documents as may be required to effectuate the purposes thereof.



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

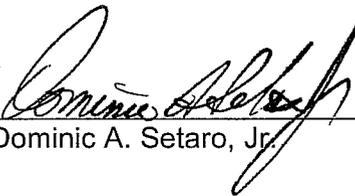
(203) 797-4652
FAX: (203) 796-1526

M E M O R A N D U M

DATE: May 21, 2001
TO: Hon Gene F. Eriquez,
via the Common Council
FROM: Dominic A. Setaro, Jr.
RE: **Resolution – School Readiness Grant – Year 5**

Attached for your review is a resolution that will allow the City of Danbury to apply for and accept funding from the State of Connecticut, Department of Education and Department of Social Service for the School Readiness Grant in the amount of \$1,532,901. This grant, for the time period July 1, 2001 to June 30, 2002 requires no local cash match. The in-kind match will be provided by the sub-grantees and Board of Education.

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



Dominic A. Setaro, Jr.

Attach.

GRANTEE NAME:	City of Danbury	TOWN CODE:	
GRANT TITLE:	Quality Enhancement Grant Program		
PROJECT TITLE:	Priority School Municipality: Quality Enhancement Grant		
ACCOUNTING CLASSIFICATION:	FUND 0000	SPID 332	ACTIVITY: 200000037
GRANT PERIOD: 07/01/01 – 06/30/02	AUTHORIZED AMOUNT: \$72,401		
AUTHORIZED AMOUNT BY SOURCE:	CURRENT DUE:		
LOCAL BALANCE:	CARRY-OVER DUE:		

CODES	DESCRIPTIONS	BUDGET AMOUNT
111A	Administrators / Supervisors Salaries	
111B	Teachers	
112A	Education Aides	
112B	Clerical	
119	Other	
200	Personal Services – Employees Benefits	
322	Inservice (Professional Development)	13,500
323	Pupil Services	
324	Field Trips	
325	Parent Activities	
330	Other Professional Technical Services	30,700
331	Audit	
400	Purchased Property Services	
510	Pupil Transportation	
530	Communications	3,001
580	Travel	1200
590	Other Purchased Services	
611	Instructional Supplies	24,000
612	Administrative Supplies	
690	Other Supplies	
700	Property	
890	Other Objects	
	TOTAL	\$72,410

____ Original Request Date

____ Revised Request Date

*State Department of Education
 Program Manager Authorization*

 Date of Approval

Budget Justification

1. Use this page to justify the use of proposed line item expenditures to implement the Quality Enhancement Grant Program.

Quality Enhancement Budget

Line Item	Activity	Projected Expense
322	Workshops and Seminars, including Infant Toddler, School Age, Director training, college courses, First Aid and CPR and all related expenses. Proposed topics include anti-bias curriculum, violence in the classroom, character development, inclusion, working with families, working with challenging children	13,500
330	Coaches, Mentors, Mental Health/Behaviorist Mentors and Coaches are available to funded and non funded programs. It is a requirement of the mini-grant to have a program/home visit. A Mental Health/Behaviorist consultant has been requested by all providers. This consultant will hold workshops and forums as well as do center/home visits	30,700
530	Printing, Postage, copying, advertising, public relations campaign	3,001
580	Mileage for speakers, mentors, coaches	1,200
611	Mini grants to non SR providers (including center based, licensed family childcare providers, and kith and kin care)	24,000
Total		\$72,401

14 BUDGET FORM: FISCAL YEAR 2002

GRANTEE NAME:	City of Danbury	TOWN / AGENCY CODE:	
GRANT TITLE:	School Readiness and Child Day Care Grant Program		
PROJECT TITLE:	Priority School District Municipalities: SRDC Grant		
ACCOUNTING CLASSIFICATION:	FUND: 0000	SPID: 016	ACTIVITY: 00000101
GRANT PERIOD: 07/01/2001 -06/30/2002	AUTHORIZED AMOUNT:		
AUTHORIZED AMOUNT BY SOURCE:	CURRENT DUE:		
LOCAL BALANCE:	CARRY-OVER DUE:		

CODES	DESCRIPTIONS	BUDGET AMOUNT
111A	Administrators / Supervisors Salaries	
111B	Teachers	
112A	Education Aides	
112B	Clerical	
119	Other	
200	Personal Services - Employees Benefits	
322	In-service (Professional Development)	50,000
330	Other Professional Technical Services	3,000
331	Audit	
400	Purchased Property Services	
530	Communications	
580	Travel	1,407,500
590	Other Purchased Services	
611	Instructional Supplies	
612	Administrative Supplies	
700	Property	
	TOTAL	\$1,460,500
Original Request Date		
Revised Request Date		State Department of Education Program Manager Authorization

SECTION V

SCHOOL READINESS AND CHILD DAY CARE GRANT PROGRAM School Readiness and Child Day Care Programs PROGRAM GRID FOR FY 2001-2002

Name and Address of Agency	No. of Slots for 2001-2002				Start Date(s) of Program	Annualized Pro-Rated Cost of Each Type of Slots	TOTAL Awarded for Slots - 2001-2002	Start-up Costs \$	Type of Accreditation A=Accreditation P=In Process N=Not Accredited				
	Full Day Total	Part Day Total	Ext. Day Total	TOTALS					NAEYC #	Head Start Date of Approval	Montessori	NEASC	
ABC Day Care 6-8 Federal Road Danbury, CT 06810	9			9	7-1-01 - 8-31 -01	7,000	10,500		Pre- accreditati on support				
CACD 57 North Street Danbury, CT 06810	32			3 2	9-1-01	7,000	186,667		no				
Children's Center of Danbury 41 E. Pembroke Road Danbury, CT 06811	11			1 1	7-1-01 - 8-31-01	7,000	12,833		In process				
Danbury Head Start 7 Old Sherman Turnpike Danbury, CT 06810			30	3 0	7-1-01 - 8-31-01	2500	12,500		no	No			
TOTALS:	52		30	8 2			222,500						

SECTION V

SCHOOL READINESS AND CHILD DAY CARE GRANT PROGRAM School Readiness and Child Day Care Programs PROGRAM GRID FOR FY 2001-2002

Name and Address of Agency	No. of Slots for 2001-2002				Start Date(s) of Program	Annualized Pro-Rated Cost of Each Type of Slots	TOTAL Awarded for Slots - 2001-2002	Start-up Costs \$	Type of Accreditation A=Accreditation P=In Process N=Not Accredited				
	Full Day Total	Part Day Total	Ext. Day Total	TOTALS					NAEYC #	Head Start Date of Approval	Montessori	NEASC	
Danbury Public Schools Mill Ridge 1 Mill Ridge Road Danbury, CT 06811	20			20	7-1-01	7,000	140,000		yes				
Danbury Public Schools Morris Street 28 Morris Street Danbury, CT 06810	20			20	7-1-01	7,000	140,000		Visit completed Pending decision				
First Steps Heritage Plaza 28 State Road-39 New Fairfield, CT 06812	4			4	7-1-01	7,000	28,000		Pending visit				
Hudson Country Montessori 44A Shelter Rock Road Danbury, CT 06810	24			24	7-1-01	7,000	168,000		yes				
TOTALS:	68			68			476,000						

SECTION V

SCHOOL READINESS AND CHILD DAY CARE GRANT PROGRAM School Readiness and Child Day Care Programs PROGRAM GRID FOR FY 2001-2002

Name and Address of Agency	No. of Slots for 2001-2002				Start Date(s) of Program	Annualized Pro-Rated Cost of Each Type of Slots	TOTAL Awarded for Slots - 2001-2002	Start-up Costs \$	Type of Accreditation A=Accreditation P=In Process N=Not Accredited			
	Full Day Total	Part Day Total	Ext. Day Total	T O T A L S					NAEYC #	Head Start Date of Approval	Montessori	NEASC
Interfaith Early Learning Center 117 Osborne Street Danbury, CT 06810	9			9	7-1-01	7,000	63,000		yes			
Salvation Army 15 Foster Street Danbury, CT 06810	30			30	7-1-01	7,000	210,000		yes			
St. Joseph's Readiness Center 370 Main Street Danbury, CT 06810		11		11	9-4-01	4,500	49,500		Pending visit			
	12			12	7-1-01 - 8-31-01	7,000	14,000					
WCSU Child Care 2 Roberts Avenue Danbury, CT 06810	10			10	7-1-01	7,000	70,000		yes			
TOTALS:	61	11		70			406,500					

SCHOOL READINESS AND CHILD DAY CARE GRANT PROGRAM
School Readiness and Child Day Care Programs
PROGRAM GRID FOR FY 2001-2002

Name and Address of Agency	No. of Slots for 2001-2002				Start Date(s) of Program	Annualized Pro-Rated Cost of Each Type of Slots	TOTAL Awarded for Slots - 2001-2002	Start-up Costs \$	Type of Accreditation A=Accreditation P=In Process N=Not Accredited			
	Full Day Total	Part Day Total	Ext. Day Total	TOTALS					NAEYC #	Head Start Date of Approval	Montessori	NEASC
Wee Wisdom FCI Danbury Route 37 Danbury, Ct. 06811	6			6	7-1-01	7,000	42,000		Yes			
YMCA Children's Center Grassy Plain Street Rte 53 Bethel, CT 06801	10			10	7-1-01	7,000	70,000		yes			
		3		3	9-4-01	4,500	13,500					
YMCA Boughton Street 12 Boughton Street Danbury, CT 06810		30		30	9-4-01	4,500	135,000		Yes			
YMCA Greenknoll Children's Center 2 Huckleberry Hill Road Brookfield, CT 06804	6			6	7-1-01	7,000	42,000		Yes			
TOTALS:	22	33		55			302,500					
GRAND TOTAL	203*	44	30				1,407,500					

* annualized to 171 full time slots



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut, through the State Board of Education is making available a grant, in the amount of \$1,532,901.00, to priority school districts a School Readiness and Child Day Care Grant Program pursuant to Public Act 97-259; and

WHEREAS, the purpose of this program would expand and enhance school readiness and child day care programs in the priority municipalities; and

WHEREAS, this grant requires no local cash match however, the in kind match will be provided by the sub grantees and the Board of Education; and

WHEREAS, the City of Danbury and its Board of Education are desirous of participating in this grant program;

NOW, THEREFORE, BE IT RESOLVED THAT Mayor Gene F. Eriquez and Schools Superintendent Timothy Connors be and hereby are authorized to accept said grant, and execute such documents as are necessary for the accomplishment of the purposes hereof.



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

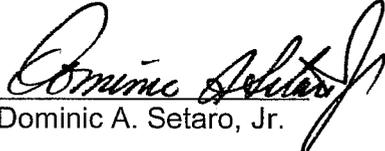
(203) 797-4652
FAX: (203) 796-1526

M E M O R A N D U M

DATE: May 23, 2001
TO: Hon Gene F. Eriquez,
via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **Resolution – Community Employment Incentive Program/Food Stamps**
CC: D. MacKenzie

Attached for your review is a resolution that will allow the City of Danbury Department of Welfare to apply for and accept funding in the amount of \$29,835.45 from the State of Connecticut Department of Labor. There is no local cash match.

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


Dominic A. Setaro, Jr.

Attach.

ANNUAL PROJECT BUDGET SUMMARY FOR FY 2000-2001
 COMMUNITY EMPLOYMENT INCENTIVE PROGRAM (CEIP)/FOOD STAMP EMPLOYMENT & TRAINING PROGRAM (FSE&T)

CONTRACTOR _____

CONTRACT #CE234000311 4843

1 BUDGET LINE ITEM	2 CEIP SID 031 Contract Start Date: 7/1/00 Contract End Date: 6/30/01	3 STATE FOOD STAMPS SID 601 Contract Start Date: 7/1/00 Contract End Date: 6/30/01	4 FEDERAL FOOD STAMPS SID _____ Contract Start Date: 10/1/00 Contract End Date: 9/30/01	5 TOTAL BUDGET (sum of Columns 2+3+4)
A. ADMINISTRATION				
1. Staff Salaries	3643.00			3643
2. Staff Fringe				
3. Travel	50.00			50
4. Rent				
5. Equipment				
6. Other Admin Costs	1962.00			1962
7. Admin Staff Training				
B. DIRECT SERVICES COSTS				
1. Staff Salaries	22922.00			22922
2. Staff Fringe				
3. Staff Travel				
4. Rent	750.00			750.00
5. Equipment				
6. Other Direct Client Services	10437.00	331.84	48.00	10816.84
7. Cash Incentives	1800.00			1,800
8. Employer Wage Subsidy/OJT				
9. Federal FSE&T Participation Benchmarks			29,787.45	29,787.45
TOTAL PROGRAM COSTS	41564.00	331.84	29,835.45	71,731.29
# OF CLIENTS PROJECTED TO BE SERVED	110	4	137	156

CERTIFICATION: I certify that the budget reflected above will be expended for the purpose of, and in accordance with applicable grant terms and conditions. Actual expenditures for individual budget line items may vary by the lesser of ten percent (10%) or \$10,000 without prior approval from the Department of Labor. Unless amended, at no time will these changes affect the total dollar amount stated on the budget sheet. No new line items can be added or purchases made without prior written approval from DOL.

Dmackenzie
PREPARER'S NAME

Dir. Welfare & Social Services
PREPARER'S TITLE

Dominic Setaro
MUNICIPAL FINANCIAL OFFICER'S NAME

Director of Finance
TITLE

Dmackenzie
PREPARER'S SIGNATURE

City of Danbury
PREPARER'S AGENCY NAME

[Signature]
MUNICIPAL FINANCIAL OFFICER'S SIGNATURE

City of Danbury
MUNICIPAL FINANCIAL OFFICER'S AGENCY NAME

203 796-1580

4/14/01

203 797-4652

DATE



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Labor will make performance based funds available to municipalities under its FSE & T/State FSTE Program (CEIP) to fund employment placement projects for recipients of food stamps; and

WHEREAS, the State of Connecticut Department of Labor and municipal Welfare Departments are working together to advance their mutual goal of assisting recipients to secure employment and attain economic self sufficiency; and

WHEREAS, the City of Danbury Welfare Department will be eligible to receive up to \$331.84 in State funds and up to \$29,835.45 in Federal funds based upon the performance based criteria for the period of October 1, 2000 to September 30, 2001; and

WHEREAS, there is no local cash match required.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury is hereby authorized to apply for said funds, to accept the grant if approved and the Mayor is further authorized to execute any contracts therefor and to do all things necessary to effectuate the purposes of the grant award.



13

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

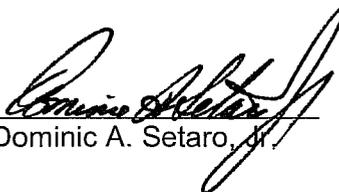
(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Hon. Gene F. Eriquez via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **RESOLUTION – WIC SUPPLEMENTAL NUTRITION PROGRAM**
DATE: May 24, 2001
CC: M. Montana

Attached for your review is a resolution which would provide funding for Danbury's WIC Supplemental Nutrition Program for three years. Acceptance of this resolution will allow the City of Danbury Health and Housing Department to apply for and accept funding from the State of Connecticut Department of Public Health Services. The time period of this grant is October 1, 2001 through September 30, 2004. No local cash match is required. An impact statement and budget is attached for your review.

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



Dominic A. Setaro, Jr.

DAS/jgb

Attach.

IMPACT STATEMENT WIC GRANT

PROGRAM IMPACT:

The Special Supplemental Food Program for Women, Infants and Children (WIC) is a preventive nutrition program for low-income pregnant women, new mothers, infants and children under the age of five. WIC provides nutrition education, breastfeeding guidance, supplemental foods and access to health care to nutritionally at-risk participants. An estimated 1650 participants are currently enrolled in the Danbury WIC Program. WIC plays an important role in eliminating many of the preventable prenatal conditions that lead to premature births, low birth weights, and infant fatalities. In addition, WIC ensures that children are properly nourished and receive adequate health care and timely immunizations during the early years of life – a critical time for brain development. In this way, WIC is helping meet the challenge of guaranteeing every child enters school ready to learn.

The Program's objectives are to improve the nutritional status of every eligible participant by providing education, nutritional assessment, breastfeeding counseling and access to other health and social programs. WIC also provides supplemental foods, which supply significant amounts of protein, iron, vitamins A & C, calcium and other nutrients that are important during periods of growth. These foods are purchased with vouchers at participating local grocers.

FISCAL IMPACT:

There are no direct City personnel, benefit, equipment or other costs associated with this grant. No future costs are anticipated with the exception of a decrease in funding. Should levels decrease ... the City may be responsible for severance costs to the staff. This is unlikely based on the history of the WIC Program and its proven success rate. WIC is also a cost saver. Every dollar in WIC benefits produces up to \$4.21 in Medicaid savings.

ANTICIPATED GRANT LIFETIME:

This grant period reflects the 24th year of funding for the City.

WIC RFP # BCH 2001-08

10/1/2001 - 9/30/2004

SALARIES		181,773
FRINGE		61,086
SHELTER		9,500
SUPPLIES		2,000
POSTAGE		250
TELEPHONE		785
Printing & Repro		100
TRAVEL		1,400
OTHER	ADMIN	5,353
	AUDIT	2,677
	Copier Maint.	250
	Conferences	1,500
	Advertising	1,000
		<u>267,674</u>

267,674

803,022

for one year period
 for 3 year period {if each
 year stays the same}
 or... please refer to cover letter.

Budget justification
 attached.

Salaries: 181,773

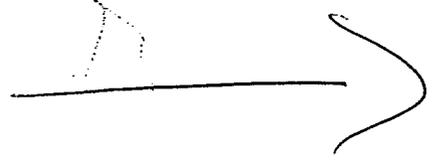
Current salaries for 4 F/T employees = 158,086

Anticipating a 3% raise for FY 2002 - 162,829
 $158,086 \times 3\% = 4,743$

P/T position (vacant) current rate = 11.79/hr.

Anticipating a 3% raise for FY 2002 } - 18,944
 $(11.79 \times 3\%) = 12.14/hr \times 30 hrs \times 52 weeks$

162,829	(4 F/T)
<u>18,944</u>	(1 P/T)
181,773	



FRINGE 61,086

FICA (181,773)	13,905	
Occ Days (1 wk/each F/T EE)	3,131	
0%)* Health (2974/mo x 12)	35,688	* { 162,829 - .52 }
5%)* Dental (241/mo x 12)	2,892	* { 2586 + 15% }
0%)* Life (84/mo x 12)	1,008	* { 2974/mo }
Disability (38 ⁵⁰ /mo x 12)	462	* { 209 x 15% }
WC/PL (1000/3 mo x 4 1/4's)	4,000	* { 241/mo }
	<u>61,086</u>	* { 76 x 10% }
		* { 84/mo }

* Per. T. Fabiano. 'guesstimate' 15% increase in Health & Dental; 10% increase in Life.

Shelter 9,500

Based on rent of 620⁷⁵/mo x 12 = 7449
 Oil + CLP last yr = 1562²⁵ * 2000^{util}
 x 25% est. increase
 * 1952⁸¹ - rd. up to 2000

7449 rent
2000 utilities
 9449 → 9500

Supplies 2,000

Based on last yr's & current yr's needs.

Postage 250

Based on past & current year's needs.

Telephone 785

Based on current cash flow reports.

Print/Repro 100

To cover any "Emergency" printing needs - ie required forms / educational materials

TRAVEL 1400

Based on previous years expenses plus increase due to gas/prices ↑

<u>OTHER:</u> (10,786)	Admin	5353	(% of grant)
	AUDIT	2677	(% of grant)
	* Cop Maint	250	
	* Conferences	1500	
	Advertising	<u>1,000</u>	} Required to publish on "outreach" add

* includes sending Nutritionists to BREASTFEEDING workshops/certifications
5/18/01



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Public Health Services has notified the City of Danbury Health and Housing Department of its eligibility to apply for a renewal grant for its Women, Infants and Children's (WIC) Supplemental Nutrition Program; and

WHEREAS, the Danbury Health and Housing Department's WIC Program for Danbury area residents provides nutrition education and supplemental foods to pregnant women, nursing mothers and children up to age five; and

WHEREAS, the Supplemental Nutrition Grant will be in an amount not to exceed \$803,022.00 and will cover the grant term from October 1, 2001 through September 30, 2004 and requires no matching funds from the City of Danbury; and

NOW, THEREFORE BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury and William J. Campbell, Director of Health, are hereby authorized to apply for said grant on behalf of the Danbury Health and Housing Department, and

BE IT FURTHER RESOLVED THAT to accomplish the purposes of said program, Gene F. Eriquez, Mayor of the City of Danbury, is hereby empowered to make, execute and approve on behalf of the City of Danbury any and all contracts or amendments thereof with the State of Connecticut Department of Public Health Services and to accept said grant funds, if offered.



14

CITY OF DANBURY

OFFICE OF THE MAYOR

DANBURY, CONNECTICUT 06810

GENE F. ERIQUEZ
MAYOR

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

May 30, 2001

Honorable Members of the Common Council
City of Danbury

Dear Council Members:

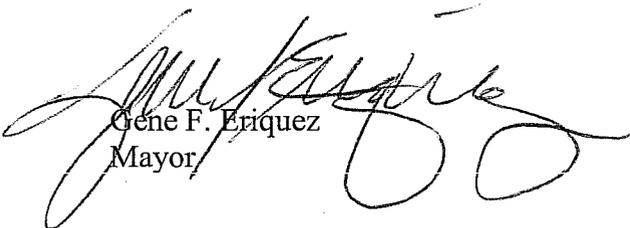
I hereby submit for your consideration the appointment of the following individual to the position of Police Officer in the Danbury Police Department. This candidate is being considered for appointment as a result of the lateral entry program. He is presently a certified police officer in Connecticut. He has satisfactorily completed the requirements of the Civil Service process.

Thomas H. Schretzenmayer
348 Route 39
New Fairfield, CT 06812

Mr. Schretzenmayer has been an officer in the New Fairfield Police Department since November 1980 currently employed as a Detective in the New Fairfield Police Department. Mr. Schretzenmayer is a member of the Fairfield County Detectives Conferences, Narcotic Enforcement Officers Association, D.A.N. Divers Alert Network, and P.A.D.I. Dive Master.

This appointment shall become effective upon the administration of the oath for this position.

Sincerely,


Gene F. Enriquez
Mayor



CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
120 MAIN STREET

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

April 10, 2001

MEMORANDUM

To: Lynne Beardsley, Director of Personnel
From: Chief Robert L. Paquette
Subject: **Police Hire/Thomas Schretzenmayer**

As you are aware, on April 2, 2001 the above subject officer currently employed by the New Fairfield Police Department was interviewed pertaining to potential employment by this Department under the Lateral Transfer Program.

I found this individual to be very impressive from many aspects. His experience, training and maturity in particular spoke volumes.

I believe he is an excellent candidate for employment under the Lateral Transfer policy and would be a significant addition to this Department. I strongly recommend that the City of Danbury pursue this officer for employment.

Robert L. Paquette
Chief of Police

RLP:ks

RECEIVED

APR 10 2001

DANBURY
PERSONNEL DEPT.



15

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

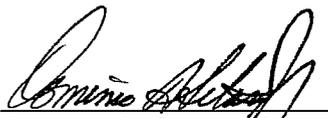
MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: REQUEST FOR FUNDS – PROBATE COURT
DATE: April 27, 2001
CC: Judge Dianne E. Yamin

CERTIFICATION

Attached you will find a request for funds for \$1,528 from the Judge of Probate, Dianne Yamin. I hereby certify the availability of \$1,528 to be transferred from the Fund Balance to the Probate Court line item for Printing & Binding, Account #1040.5324

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



Dominic A. Setaro, Jr.

DAS/jgb



Judge
DIANNE E. YAMIN

PROBATE COURT
DISTRICT OF DANBURY

155 Deer Hill Avenue
Danbury, Connecticut 06810
(203) 797-4521

Asst. Clerks
PATRICIA E. SAVIANO
SANDRA J. SCALZO
GRETCHEN G. HYDE

Clerk
MARJORIE L. CERVENISKI

District No. 034

April 26, 2001

Hand Delivered

Mr. Dominic Setaro
Director of Finance
City of Danbury
155 Deer Hill Ave.
Danbury, CT. 06810

RECEIVED
FINANCE DEPT.

APR 26 2001

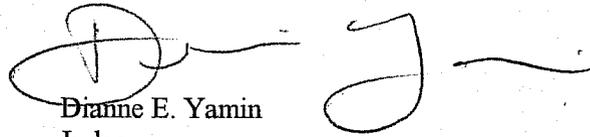
Dear Dom:

The Probate Court will require additional funds to cover mandatory/statutory Printing and Binding expenses through the end of this fiscal year.

Currently bills in the amount of \$728.00 to Adkins are outstanding, and I estimate expenditures of \$400.00 per month for May and June 2001. Hence, I respectfully request the amount of \$1,528.00 for Printing and Binding. I do not have money available from other line items.

Thank you.

Very Truly Yours,


Dianne E. Yamin
Judge

April 25, 2001

City of Danbury
Office of the Mayor and all City Council Members
Attn.: Mayor Gene Eriquez
155 Deer Hill Avenue
Danbury, CT 06810

Dear Honorable Mayor,

This letter is an appeal to the City of Danbury for financial support for the Military Museum of Southern New England. The museum, founded in 1985, has become recognized as a significant contributor to tourism, cultural, historical, and educational segments of Danbury, as well as the region.

A not for profit 501 (c)(3) organization, the success of this museum has been achieved primarily through private donations and the dedication of volunteers. While the State of Connecticut has given the museum some \$60,000 in matching grants the museum still needs in excess of \$125,000 to complete the second floor. While the museum has maintained a high level of services, the reality is that income from admissions and gift shop sales cannot cover operating expenses. Completion of the second floor will afford many functions, activities, lectures, and rotational exhibits necessary for continued growth. Without these additional activities the ability to increase attendance is severely handicapped.

Additionally, the severe winter weather this year has reduced attendance while utility costs have drastically increased. Without financial support the situation will continue to exacerbate. For such an asset to the community to be allowed to demise would be regrettable. Not to support this organization would undermine the honor and recognition so justly deserving to "those" who made the "ultimate sacrifice" to protect our freedom, as well as diminish the educational opportunities for our younger generations to become informed on the historic values of our country.

As a veteran and supporter of a great cause I urge the City of Danbury to make a positive impact now.

Very Sincerely Yours,



W.J. Duncan

Life Member of the VFW
Life Member of the American Legion
Appointed National Aide-de-Camp VFW
President, New England Chapter of the 10 Mountain Division Association
Commander VFW Post 10190 (1993-1997)

MILITARY MUSEUM OF SOUTHERN NEW ENGLAND
125 Park Avenue - Danbury, CT 06810

Plan to visit us soon and bring history to life for you and your students.

- **Largest collection of major military items in the region**
- **Open year-round**
- **Easy to get to - within one mile of Exit 3 from I-84**
- **Topical exhibits changing periodically**
- **Permanent life-size interior dioramas with major items**
- **World War II permanent exhibit, "The World in Flames". (This has been called, by several educators, a thorough, concise semester's course in World War II.)**
 - **New special exhibit, "10th Mountain Division": photographs, models, uniforms, maps, weapons, and other memorabilia telling the story of the only U. S. ski/mountain division in World War II.**

You can preview us on the web site at
[HTTP://www.danbury.org/org/military](http://www.danbury.org/org/military)

We can set up a tour for you with a knowledgeable guide to our inside and outside displays. *And, at no extra cost, we can provide an on-site lesson and "quiz" for your students.*

Call (203) 790-9277 or Fax (203) 790-0420.

Open Tuesday-Saturday, 10 a. m. to 5 p. m.
Sunday noon to 5 p. M.

Adults: \$4.00; children 6-18 & seniors: \$2.00



CITY OF DANBURY

PERSONNEL/CIVIL SERVICE
DANBURY, CONNECTICUT 06810

LYNNE A. BEARDSLEY
PERSONNEL DIRECTOR

(203) 797-4598
FAX (203) 796-1611

TO: Mayor Gene F. Eriquez
Members of the Common Council

FROM: Lynne A. Beardsley, Personnel Director *LAB*

DATE: 5/30/01

RE: Police Union, Local 891, AFSCME Council #15 Contract: 7/1/00 – 6/30/03

Please include the following item on the agenda of the Common Council Meeting scheduled for: June 5, 2001.

Agreement between the City Of Danbury and the Danbury Police Union, Local 891, AFSCME Council #15, Contract Period: 7/1/00 – 6/30/2003

CITY OF DANBURY
-and-
DANBURY POLICE UNION, LOCAL 891, AFSCME Council #15

EXECUTIVE SUMMARY OF TENTATIVE AGREEMENT

CONTRACT ARTICLE-SECTION	TOPIC	TENTATIVE AGREEMENT
7.3.1 (b)	Vacation for Detached Services Police Officers	1 Police Officer on day shift, 2 Police Officers on evening shift, and 1 Police Officer on the mid-night shift will be allowed off-duty on vacation at the same time for 52 weeks per calendar year.
13.1	Uniforms and Clothing	Increase Clothing Allowance from \$1100 to: \$1200 Second Year \$1300 Third Year
16	Wages	Wage Increases as Follows: 7/1/2000: 3% 7/1/2001: 3% 7/1/2002: 4%
19 & 43.2 (Animal Control)	Hospitalization & Insurance	Increase the cap on the employee's share of costs from \$400 to \$550 in the second year of the contact and \$600 in the third year. The cap sunsets at the end of the contract (6/30/2003).
21.1	Education Incentive Pay	Clarification that credits must be earned in an accredited college or university, by attendance at college or university classes, and not by "mail order" or correspondence courses.

23.8	Direct deposit	Give employees the option of direct deposit of wages and other payments
41.1	Wages – Animal Control Officers	Wages Increases as Follows: 7/1/2000: 3% 7/1/2001: 3% 7/1/2002: 4%
48.3	Benefits for Special Police Officer assigned to Danbury Public Library, Full Time	Benefits will include: medical, dental and life insurance; payment for Holidays on which Library is closed; vacation on same schedule as applies to Animal Control Officer; Sick Leave at the rate of 1 ½ days/month.
49.1	Wages: Special Police Officers	Wages shall be: \$13.00/hr : 7/1/00 \$ 14.50/hr: 7/1/01 4% Increase: 7/1/02
49.5	Clothing Allowance – Special Police Officers	Increase clothing allowance from \$100/year, to \$200 for Special Police Officers who work in excess of 240 hours/year.
Appendix A: Detached Services & Dispatching	Detached Services Officers Required to be Trained Dispatchers	Officers in detached services, will be required to be trained dispatchers; except for the 3 "grandfathered" employees.
Appendix A: Post 1983 Pension Plan	Pension COLA for Post-83 Plan	The City agrees that further study of potential changes to the pension plan, including means of funding such changes, will take place in conjunction with preparation for negotiations over successor to the 2000-03 Contract. The City shall reimburse the Union for up to \$15,000 in actuarial costs in connection with its review of this issue.

cc.
Dominic Setaro, Finance Director



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

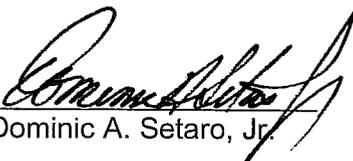
DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **POLICE UNION CONTRACT**
DATE: May 30, 2001
CC: Lynne Beardsley

Please be advised that funds currently exist in the Police Department budget to cover the cost of the new collective bargaining agreement. Therefore, no certification is necessary


Dominic A. Setaro, Jr.

DAS/jgb



CITY OF DANBURY

DANBURY, CONNECTICUT 06810
DEPARTMENT OF ELDERLY SERVICES
COMMISSION ON AGING

RECEIVED
FINANCE DEPT
MAY 25 2001

18

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

Municipal Agent
80 Main Street
(203) 797-4687

Date:05/25/01

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

FROM: Leo McIlrath, Director
Elderly Services

RE: Reappropriation of Donated Funds

I hereby request a transfer of funds in the amount of \$822.00 from the Elderly Services donations account to the Commission on Aging budget for the following accounts:

Professional Service Fees -- 5002.5331	500.00
Printing & Binding - 5002.5324	322.00

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


Leo McIlrath

LM/jg

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



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

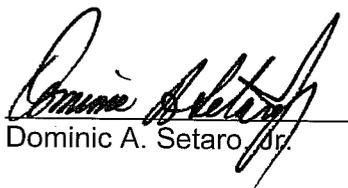
M E M O R A N D U M

DATE: May 29, 2001
TO: Hon. Gene F. Eriquez via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: Commission on Aging

CERTIFICATION

I hereby certify the availability of \$822.00 to be transferred from the Elderly Services Donations Revenue Account to the Commission on Aging budget to the following accounts:

Professional Services/Fees	5002.5331	\$500.00
Printing & Binding	5002.5324	322.00



Dominic A. Setaro, Jr.

/jgb



19

CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
120 MAIN STREET

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

May 11, 2001

MEMORANDUM

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

From: Chief Robert L. Paquette

Subject: **Request to Accept Donation**

The State of Connecticut, Department of Transportation, has approved the funding of \$1,908.00 for the attendance of Officer Edward Lopes at the International Child Passenger Safety Technical Conference in Indianapolis, Indiana from June 2nd to 6th.

I request the acceptance of this donation from the State.

Robert L. Paquette
Chief of Police

RLP:ks
Attach.



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
Phone: (860) 594-2370

May 7, 2001

Chief Robert L. Paquette
Danbury Police Department
120 Main Street
Danbury, CT 06810

Dear Chief Paquette:

Subject: International Child Passenger Safety Technical Conference

The funding request for Officer Edward A. Lopes to attend the subject conference in Indianapolis, Indiana from June 2-6, 2001 is approved. Eligible costs will include:

Conference Registration	\$275.00
Lodging	\$925.00
Meals	\$300.00
Transportation	<u>\$408.00</u>
TOTAL REQUEST	\$1908.00

Documentation of expenses must be submitted with all claims for reimbursement.

When claiming reimbursement, all charges are to be coded to State Number 35.320-1021-0183-5180-304.

Should you have any questions regarding this matter, you may contact Richard Squeglia at (860) 594-2367.

Very truly yours,

Susan C. Maloney
Governor's Highway Safety Representative

cc: Off. E. Lopes

Kathy
for 1 Council for
reception of donation for
PK



20

CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

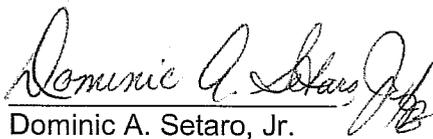
DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: DONATION – LILLINONAH AUDUBON SOCIETY
DATE: May 9, 2001
CC: Jack Kozuchowski

Attached you will find a letter from the Lillinonah Audubon Society regarding a \$500 donation to be used for the Still River project. I would ask that the Common Council authorize the acceptance of this donation and the reappropriation of the \$500 to the appropriate line item in the Health Department budget.


Dominic A. Setaro, Jr.

DAS/jgb



Lillinonah Audubon Society

A Chapter of the National Audubon Society

April 27, 2001

Mr. Jack Kozuchowski
Coordinator of Environmental and Occupational Health Services
Danbury Health and Housing Department
20 West St.
Danbury, CT 06810

Dear Mr. Kozuchowski,

A \$500.00 donation to be used for the Still River Project (originally awarded in January, 1996), remains available from the Lillinonah Audubon Society, a local chapter of National Audubon Society. This donation is to be used for the purchase of native plantings, in the development of a wild bird sanctuary, and in the purchase of appropriate signage designating it to be a project of Lillinonah Audubon. Lillinonah will bestow the donation upon receiving an invoice from the City of Danbury itemizing the purchases. Once the plants have been ordered, and a date determined for the planting to take place, a group of volunteers will be organized to assist with this project.

Sincerely,

A handwritten signature in cursive script that reads "Barbara Starr".

Barbara Starr
Vice President
Lillinonah Audubon Society



21

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

Welfare Department
797-4569

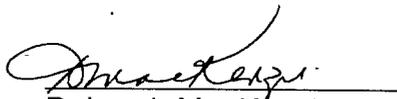
To: Mayor Eriquez, members of the Common Council
Fr: Deborah MacKenzie
Re: **Donations to the Shelter**
Date: 5/21/01

The State of CT made grant funds available to MCCA for a weekend program for the Community's homeless mentally ill and those homeless who are in alcohol or drug recovery. The weekend program takes place at the City's Shelter on 41 New Street. MCCA purchased equipment for the program and they have donated it to the City.

Please accept the following items as a donation to the City's Shelter:

- 3 - 60" round folding tables
- 24 - folding chairs
- 1 - Brother plain paper fax machine
serial no. L070402682

Thank you,


Deborah MacKenzie

c.c. Dom Setaro
Chick Volpe (attachments)



May 29, 2001

Mayor Gene F. Eriquez
Danbury City Hall

Dear Mayor Eriquez:

We have received the following donations:

<u>DONOR</u>	<u>AMOUNT</u>
1. Ms. Edyce D. Hornig, 6 Hillandale Road, Danbury 06811	\$24.71
2. A. A. U. W., Danbury Area Branch, c/o Ms. Libby Kasimer, 88 Hillandale Rd., Danbury 06811-3611	89.95
3. Womens Club of Danbury-New Fairfield, c/o Donna Geck, 28 Topfield Rd., Danbury, 06811-4437	104.75

These all need to be credited \$16.40 into the BOOKS line-item #7000. Please place these items on the agenda for the June Common Council meeting.

Sincerely,



E. McDonough
Director

c: D. Setaro - Director of Finance



23

CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF ELDERLY SERVICES

COMMISSION ON AGING

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

Municipal Agent
80 Main Street
(203) 797-4687

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

May 21, 2001

The following donations of \$ 150.00 have been sent to the Department of Elderly Services for the use of the Danbury Senior Center. Kindly approve of these donations and transfer them into the line items indicated on the accompanying form:

Filosa Convalesent Home	25.00
Brook Village	25.00
Butter Brook Community Fund	50.00
Jerry Martin	50.00 <i>cash</i>
Total:	150.00

Respectfully,

Leo Mellrath
Leo Mellrath

RECEIVED
FINANCE

MAY 22 2001



24

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

MEMORANDUM

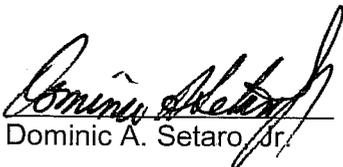
TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: ICE RINK REAPPROPRIATION
DATE: May 30, 2001

CERTIFICATION

On April 4, the Common Council approved the reappropriation of \$4,271,827 from the expected \$5.5 million sale of the ice rink. It is now necessary for the Common Council to rescind that previous action since the source of funding for the appropriation was the revenue that would have been achieved from the sale. I would, therefore, ask that at its June meeting this action be rescinded and that \$396,827 be reappropriated to the Ice Rink Capital Improvements line item.

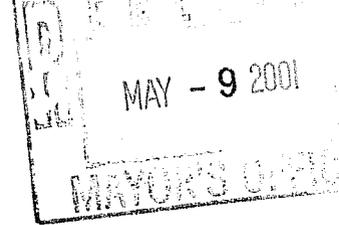
This figure was arrived at by taking the \$4,271,827 appropriation and subtracting the \$3,875,000 payment due to GMAC. The new appropriation, which is coming from the City's Fund Balance, will be replenished upon the issuance of bonds or other financing or the future sale of the ice rink.

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


Dominic A. Setaro, Jr.

DAS/jgb

DANBURY PUBLIC SCHOOLS
Administrative Center
63 Beaver Brook Road
Danbury, Connecticut 06810-6211
Email: schrom@danbury.k12.ct.us



25

Melanie C. Schroeder
Assistant Business Manager

(203) 797-4715
Fax: (203) 790-2875

May 7, 2001

To: Mayor Gene Eriquez
Common Council

From: Timothy P. Connors

Subject: Supplemental Appropriation for reimbursement of E-Rate Funds

We are requesting a supplemental appropriation in the amount of \$81,131 as we have received notification from the Schools and Libraries Division of the USAC that we will be receiving a reimbursement of E-Rate funds.

We are being reimbursed for the 1999-2000 funding year. Therefore, the check will be turned over to the City when received. We are expecting payment during the month of June. We have provided sufficient documentation to Mr. Setaro in order to make this request prior to receipt of the check.

Having planned to have these dollars included in our 2000-2001 budget, we would appreciate that the supplemental appropriation be done prior to the end of the current fiscal year. Your support of this request is appreciated.

Please consider this as our request to have this matter brought before the Common Council on the June agenda.


Timothy P. Connors

c: D. Setaro

26

APR 30 2001

April 23.2001

The Honorable Gene Enriquez, Mayor
And
The Board of Councilmen:

Gentlemen:

I am interested in purchasing a piece of land repossessed by The City of Danbury many years ago.
By The City of Danbury. It is on the Tax Assessor's Map, City of Danbury, Sheet No. B9, being
Lot #B09001.,consisting of two or more acres.

If this is possible,please inform me of the proper procedures and costs.

Thank you for your kind attention to this matter.

Sincerely yours,



Paul DeFabritis

7el-791-1409

WILBUR W. SCHOFIELD JR.
180 WALNUT HILL RD.
BETHEL, CT. 06801
203-744-1777-HOME
203-730-1380-CELLULAR

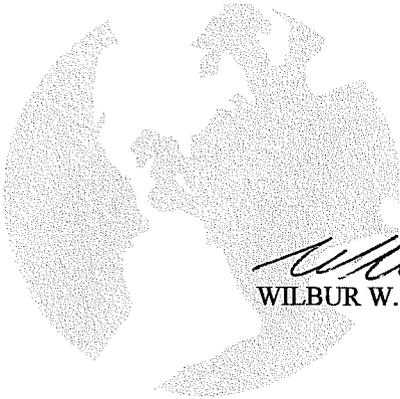
.....
April 30, 2001

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ATT: TOM ARCONTI C/O CITY OF DANBURY

TO: COMMON COUNCIL,

THE REASON FOR WRITING YOU IS THAT I WOULD LIKE TO KNOW IF THE CITY OF DANBURY WOULD BE INTERESTED IN PURCHASING 12 ACRES LOCATED OFF OLD POST ROAD LOT # I-20003, MAPS I-20 & I-21. WOULD YOU PLEASE BRING THIS ITEM UP AT YOUR NEXT MEETING OF THE COMMON COUNCIL? IF ANY OTHER INFORMATION IS NEEDED PLEASE CALL ME AT YOUR CONVENIENCE.



Wilbur W. Schofield Jr.
WILBUR W. SCHOFIELD JR.

.....

To Whom It May Concern:

We the home owners of 10 Alexander D, Ave petition the Common Council for Sewer extension from Richmond Ave.

Thank you,

Frederick ~~and~~ ~~Randy~~ Antons 4-30-01 (748 0383) 10 Alexander

Randy Antons 748 0383 - 10 Alexander D, ave

Betty Antons 743 7277 13 ALEXANDER D AVE

~~Frank~~ Antons 743 7277 13 ALEXANDER D. Ave

CHRIS Andrade 748 2467 12 ALEXANDER D. AVE.

Lois P. Bonucci 748-8011 11 Alexander D. Ave

Ellen M Brandt 798 2248 15 Alexander D ave

Mary Kotkowski 748-3141 7 Alexander D. Ave

Morena Campanelli 743-5082 6 Alexander Ave

Pietro Romano 743 9148 2 Alexander D. Ave

Albert Silvestri 791 0660 1 Alexander D ave

Maryann D. J. Silvestri 778-3982 1 Alexander D. Ave.

Robert Woodhouse 798-0635 3 Alexander D. Ave

J Woodhouse 798-0635 3 Alexander D ave

Pete + Pat 792-5277 4 Alexander D. Av.



Right-of-Way & Site Acquisition
1441 North Colony Road
Meriden, CT 06450

29

May 16, 2001

Mr. Warren Levy
City of Danbury
Office of City Clerk
155 Deer Hill Avenue
Danbury, CT 06810

Re: Proposed *SNET* Easement, Property of City of Danbury, Aunt Hack Road

Dear Mr. Levy:

Last year *SNET* was in the process of obtaining an easement with the City of Danbury for the placement of telecommunications cabinets on Aunt Hack Road. Due to time constraints we found it necessary to pursue an alternative plan in order to provide service to this area of Danbury in a timely manner.

Demand for *SNET* lines and services in this area has not diminished. Therefore, I am writing to request that you please consider re-opening your file on this project. I would like to continue to work with you and the City of Danbury to obtain the easement on Aunt Hack Road. I have enclosed, for your review, the last revision of the site plan for this project.

Please include this letter for discussion at the next meeting of the Common Council scheduled for Tuesday, June 5, 2001. If you should have any questions or need additional information, please contact me at (203) 238-5160.

Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Amy Louen".

Amy Louen
Site Acquisition Agent

Enclosure



saint james' church

30

May 17, 2001

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

Dear Members of the Common Council,

I am writing on behalf of St. James' Episcopal Church in Danbury to request a review and a possible waiver of part of our water/sewer bill for the 1st and 2nd quarter of 2001. The history of our account is as follows:

	2000		2001
Q1	20,000 gallons	Q1	331,000 gallons
Q2	48,000 gallons	Q2	85,000 gallons
Q3	35,000 gallons		
Q4	61,000 gallons		

We never received our Q1 bill (which is for October – December 2000) until the end of February 2001. We immediately contacted the water department and explained that we thought an error had been made. Upon them coming back out to our property they tested and said we must have a leak. We immediately had a plumber come in and fix the problem. At no time were we trying to be negligent in remedying the situation but clearly did not know of it. The bill for Q1 for 2001 is more than our annual budget for water and sewer. We also have yet to receive the Q2 bill but realize it too will be rather large.

As a non-profit organization, you understand that we will need to cut other programs to make up for this unexpected expenditure.

Any consideration you might be able to give to this matter would be greatly appreciated. I can be contacted at the Church at 748-3561.

Respectfully submitted,

The Rev. Dr. Laura J. Ahrens
Rector, St. James' Episcopal Church

The Honorable Tom Arconti, President
Danbury Common Council
City Hall
155 Deer Hill Avenue
Danbury, CT 06810

Dear Councilman Arconti:

I respectfully request the assignment of an ad-hoc committee to consider traffic concerns in the vicinity of Wooster Heights and Harvard Road.

Sincerely,


Councilman Michael Moore

Michael R. Pascuzzi

32

55 Mill Plain Rd. #1-3
Danbury, CT. 06811
203-748-0203...203-748-6598
MRP2153@AOL.COM

May 28, 2001

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

Dear Tom,

I have been contacted by the residents of 11, 13, 15 and 17 Aunt Hack Road concerning road hazards in front of their homes. Their letter, which I have enclosed, contains seven items they feel should be addressed.

Therefore I request that an Ad Hoc Committee of the Common Council be formed to address these issues.

Sincerely yours,



Michael R. Pascuzzi

May 10, 2001

Mr. Michael Pascuzzi
7th Ward Councilman
55 Mill Plain Road
Danbury, CT 06811

Subject: Serious road conditions along 11-13,15,17 Aunt Hack Road

Dear Mr. Pascuzzi:

We the undersigned homeowners of 11,13,15,17 Aunt Hack Road would like to outline below the following hazards that exist along our portion of Aunt Hack Road and seek your support in having them fixed.

1. Five years ago trees were cut down to insure that power lines were not interfered with during storms. Since then, there has been a great deal of soil erosion along the hillside that has loosened many large rocks that fall onto Aunt Hack Road posing a threat to vehicles and motorists.
2. The soil erosion has started to undermine our road that parallels Aunt Hack. The four driveways connect to this road that exits onto Aunt Hack.
3. Currently there are twenty or more very large boulders, hanging by a thread, which could drop onto the road at anytime and cause a serious accident. The highway department has cleared many of these rocks over the years from the roadway.
4. Aunt Hack Road is too narrow for the speed conditions and the amount of traffic now using it. This road has now become a major artery for people in New Fairfield traveling to route 84 and 684.
5. Traveling down Aunt Hack Road past Canterbury Court there are severe drop-offs with no guardrails to prevent vehicles from cascading down the hillside.
6. Large tracker trailers and school buses use this narrow road and have had near misses with cars as they go up and down the hill. Also, the speed at which these large trucks, school buses and cars travel endangers all concerned.
7. There is a CL&P pole situated on the side of the hill with erosion at its base with lines starting to be exposed.

Mr. Pascuzzi could you please visit this section of Aunt Hack Road and take some photos of the areas mentioned above and submit them to the Public Works Department. We feel that sooner or latter there will be a fatal accident on this hill involving a school bus, large truck or a passenger car causing serious injuries. These conditions become worse in the winter with snow and ice on the road.

We would like to have a study done by the Highway Department. The outcome of which would be a plan to widened the road on the right side going up the hill with some type of retaining wall to hold back the dirt and rocks and to have a guardrail installed on the right side going down the hill.

Thank you,

Al & Helen Hammerle, 11 Aunt Hack Rd. Al & Helen Hammerle

William & Phyllis Bodnar, 13 Aunt Hack Rd. William Bodnar

Mike & Noreen Cotter, 15 Aunt Hack Rd. Michael Cotter

Emilio & Luisa Collar, 17 Aunt Hack Rd. Emilio Collar

COLLINS, HANNAFIN, GARAMELLA, JABER & TUOZZOLO
PROFESSIONAL CORPORATION
ATTORNEYS AT LAW
148 DEER HILL AVENUE, POST OFFICE BOX 440, DANBURY, CONNECTICUT 06813-0440

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

TELEPHONE (203) 744-2150
EXTENSION: 3304
FACSIMILE (203) 791-1126

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

May 18, 2001

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

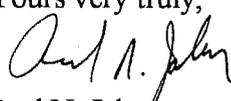
*OF COUNSEL
**ALSO ADMITTED IN NEW YORK
***ALSO ADMITTED IN PENNSYLVANIA

The Honorable Thomas Arconti
President of Common Council
City of Danbury
City Hall, 155 Deer Hill Avenue
Danbury, CT 06810

**RE: Request to extend Sewer Line to
83 Newtown Road, Danbury**

Dear Mr. Arconti:

Please be advised that I represent Powers Construction Company, developer of the above referenced site. I am enclosing herewith, an application for the extension of the sewer line to said site. I am also enclosing herewith, 4 copies of the sanitary sewer plan and profile. Please advise me of any committee meetings in connection with the site.

Yours very truly,

Paul N. Jaber

PNJ:dr
CC: Melvin Powers

Enclosure

APPLICATION FOR EXTENSION OF SEWER/WATER

Sewer X

Water

Name of Applicant: Powers Construction Company

Address: 6 Finance Drive
 Danbury, CT 06810

Telephone: 203-744-5436

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

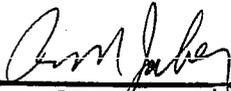
Located at: 83 Newtown Road

Assessors's Lot No. M11005

Zone: CG-20

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

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


SIGNATURE
 5/21/01
DATE

COLLINS, HANNAFIN, GARAMELLA, JABER & TUOZZOLO 34
PROFESSIONAL CORPORATION

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

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

TELEPHONE (203)744-2150
EXTENSION: 3305
FACSIMILE (203)791-1126

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

INTERNET ADDRESS:
[HTTP://WWW.CHGJTLLAW.COM](http://www.chgjtllaw.com)

PLEASE RESPOND TO DANBURY OFFICE

*OF COUNSEL
**ALSO ADMITTED IN NEW YORK
***ALSO ADMITTED IN PENNSYLVANIA

May 22, 2001

HAND DELIVERED

Honorable Thomas Arconti
Chairman, Common Council
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Re: Application for Extension of Water Main
461-463 Main Street, Danbury, Connecticut
Our File Number: 00-16055-1-K

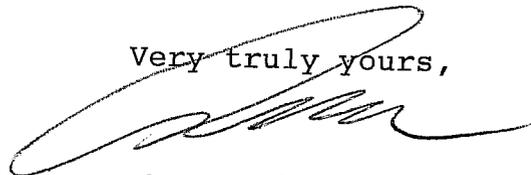
Dear Council Members:

Enclosed please find the application of The Champ Corporation for an extension of the water main up Clapboard Ridge Road from its point of intersection with Cowperthwaite Street. The map of the proposed extension is shown on the enclosed map from Benjamin V. Doto III, P.E.

The extension request is in connection with an application for site plan approval presently pending with the Planning Department. Please take up the request at the next available meeting for the Common Council.

If you require any additional information, please feel free to contact me at any time.

Very truly yours,



Christopher K. Leonard

CKL/man
Enclosure

cc: Kal Patel
Benjamin V. Doto III, P.E.
Ann W. Klebacha, Assoc. Planner
City of Danbury

COMMON COUNCIL - CITY OF DANBURY

APPLICATION FOR EXTENSION OF SEWER/WATER

Sewer _____

Water X

Name of Applicant: The Champ Corporation
 c/o Christopher K. Leonard, Esq., Its Attorney

Address: 148 Deer Hill Avenue
 Danbury, CT 06810

Telephone: (203) 744-2150

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

Located at: 461-463 Main Street, Danbury, CT 06811

Assessors's Lot No. H12008 and H12010

Zone: CL-10

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

Existing Motel Units 18 New Proposed Motel Units 19 Total 37

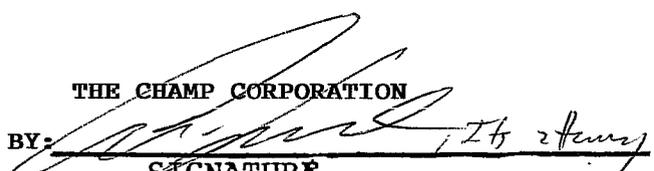
Number of Efficiency Units _____

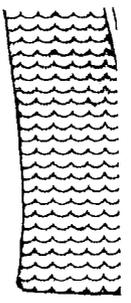
Number of 1 Bedroom Units _____

Number of 2 Bedroom Units _____

Number of 3 Bedroom Units _____

Total Number of Units _____

THE CHAMP CORPORATION
BY: 
SIGNATURE
Christopher K. Leonard, Its Attorney
 5/21/01
DATE



LAKE
WACKAWANA

GOLDEN HILL AVF

RD

12"

7H374

GOLDEN HILL LA.

6" A.C.

6" A.C.

6" A.C.

FORD LA VENTURA

7H375

CLAPBOARD

7H222

7H221

6" A.C.

8" A.C.

AIKEN

6" LOIS ST.

6"

7H376

RIDGE

8"

7H220

6" A.C.

GRACE ST.

AVE

7H220

MARGERIE ST.

7H219

7H218

8"

BENHAM ST.

HILLSIDE

AVE.

PUMP

STATION

7H217

6"

6"

6"

HILL SIDE

MADISON

JUNIPER RIV

PROPOSED 270 L.F. - 8"
WATER MAIN EXTENSION
W/ FIRE HYDRANT

SITE

7H216

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35

CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

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

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

May 24, 2001

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

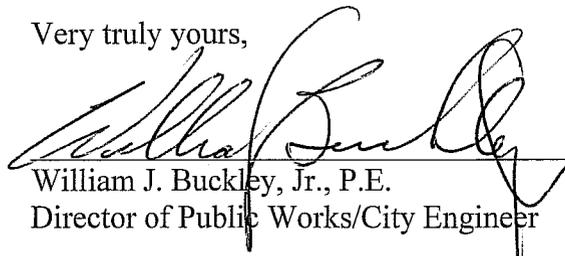
Dear Mayor Eriquez:

Andrew Halpert
Permit #98-160

Sometime ago Mr. Andrew Halpert took out a permit for work in the City right of way (permit #98-160) and paid the appropriate \$500 bond. Upon completion of the work we mistakenly returned the \$500 bond to his contractor. The contractor has now refused to forward that money to Mr. Halpert and this has created an unfair situation for Mr. Halpert, as I see it.

This is to request that you forward this matter to the Common Council for their review and their authorization to pay Mr. Halpert the \$500 that we mistakenly returned to his contractor. Further, we would like to have the Corporation Counsel's office pursue legal action against Mr. Halpert's contractor in order to recover these expenses. I have discussed this matter with Mr. Gottschalk and he has advised me to proceed in this manner. Should you have any questions, please do not hesitate to contact me.

Very truly yours,



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

WJB/sd
Enclosure
C: Frank Cavagna
Eric L. Gottschalk, Esq.
Dominic A. Setaro





CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

RECEIVED

MAY 23 2001

ENGINEERING DEPT.

HIGHWAY DEPARTMENT
(203) 797-4605

FRANK L. CAVAGNA
SUPERINTENDENT OF HIGHWAYS

TO: Wm. Buckley, Public Works Director
FROM: Fran Lollie, Permit Inspector
RE: Andrew Halpert/Permit #98-160
DATE: May 21, 2001

Please be advised that, to this date, Mr. Andrew Halpert has yet to receive his bond money that was mistakenly returned to the contractor. I would like to request that the Common Council appropriate \$500 to reimburse Mr. Halpert and, by copy of this letter, request that Corporation Counsel seek to have the City reimbursed through legal means for its additional expenses.

Thank you for your anticipated cooperation.

FL

:f
cc Frank Cavagna, Highway Superintendent
Eric Gottschalk, Corporation Counsel
Dominic Setaro, Finance Director

Department of Public Works
City of Danbury

PERMIT

CALL BEFORE
YOU DIG
Toll Free, Statewide
1-800-922-4455

Shaded areas to be filled in by office	
Permit No.	98-160
Permit Fee	\$ 25.00
Date issued	8-27-98
Expiration Date	8-27-99

REQUEST NO.
98-3500155

MUST BE OBTAINED BEFORE PERMIT
CAN BE ISSUED

Location of Work 9th Ave. Danbury Ct.

Applicant All Star Welding & Demolition Address 29 Great Plain Rd. Danbury Phone 744-5884

Contractor All Star Welding & Demolition Address 29 Great Plain Rd Danbury 24 hour Phone 703-744-5884

Owner of Land Amerson Halpern Address 35 North Ave Phone 790-4194

Nature of Work: Water Sewer Gas Electric Drainage Telephone Sidewalk Driveway

Other _____

Purpose repair water line

Size of Work Area _____

Irrevocable Letter of Credit Certified Check \$ 500.00

Passbook

Certificate of Insurance MONTICELLO INS. Expiration Date 5-12-99

The conditions of this permit are that every person acting under the same shall at all time, and in every respect, carefully and truly observe the rules, regulations and specifications required in the Ordinances of the City of Danbury.
Permit may be revoked at any time:

- Note:
1. Authorization is required from City Forester if any trees located on City property are to be removed or disturbed by proposed construction.
 2. Permittee shall notify the Police and Fire Departments of any expected traffic interference and or layout of any detour. The Police Department will be the sole judge of the need for protection.

Applicant understands and agrees to the required conditions on back of application:

Applicants signature John Paparone Date 8/27/98

NOTE: VOID AFTER ABOVE EXPIRATION DATE *
Extensions may be granted by the Superintendent of Highways

Special Conditions:
* PLUMB TO BE RETURNED TO HOME OWNERS

F. Grayson TB
Superintendent of Highways

RELEASE OF DEPOSIT

TO: FINANCE RELEASE NO.: #1276

FROM: PERMIT INSPECTOR DATE: 8-3-00

Work performed under Permit # 98-160 has been completed and restoration of the street located at

NINTH AVE

has been accomplished to the satisfaction of this department.

A. J. Carvagna
Superintendent of Highways

Check Payable To: ALL STAR WELDING & DEMOLITION

Address: 29 GREAT PLAIN ROAD, DANBURY, CT 06811.

Amount: \$500.⁰⁰ Bank Ch

(FOR COMPTROLLER'S OFFICE USE ONLY)

DATE OF CHECK: _____ CHECK NO.: _____

AMOUNT: \$ _____

REMARKS: _____

ANDREW HALPERT

790-4194

83 STABLEY ROUGH
ROAD SHOULD HAVE BEEN

SENT TO HIM

AS STATED ON PERMIT

JAN 2, 2001



36

CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

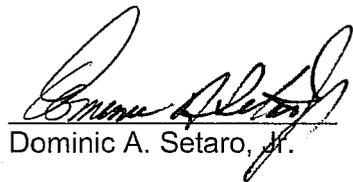
(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **ITEM #29, MAY COMMON COUNCIL MEETING**
DATE: May 14, 2001
CC: Elizabeth McDonough

Regarding a request from the William J. Knight Foundation, please be advised that in the past, whenever surplus computers became available, they would first be offered to other City departments or the Board of Education. According to the attached memo from Library Director Elizabeth McDonough, there are currently 26 available surplus computers.

It would be my recommendation that if these computers are not needed by the Board of Education or other City departments, then we turn them over to the William J. Knight Foundation and the Association of Religious Communities as requested.



Dominic A. Setaro, Jr.

DAS/jgb

Attach.

Date: 05/10/2001

To: Dominic Setaro, Director of Finance

From: Betsy McDonough *Betsy*

RE: SURPLUS COMPUTERS

Attached is the history of surplus computers for the Danbury Library. Currently, we have 25 surplus computers that we have been raiding for repair parts to keep other computers operational. These surplus computers are no longer functional, but potentially could be used for additional repair parts. In addition, we have 26 surplus computers in working condition. These are surplus due to the fact that we have initiated a computer lease program. In March we began a three-year plan to upgrade all library computers through a lease plan, rather than continuing to purchase computers. In addition to these 26 surplus computers, we will have approximately 30 surplus computers in 2002 and 2003 as we upgrade our purchased computers with leased computers.

However, once we have all computers leased, there will be no more surplus computers, as every leased computer that is three years old will be returned to the leasing company for a credit. If for any reason there is occasion to declare a computer surplus we will file the appropriate paperwork with the City's Purchasing Department. If you would like any additional information, please let me know.

McDonough, Elizabeth

From: Sharkey, Dan
Sent: Wednesday, May 02, 2001 1:36 PM
To: McDonough, Elizabeth
Cc: Booth, Tony
Subject: Computer Transfers To City Hall (Updated)

Betsy,

Paperwork submitted to Purchasing Department, City Hall.

<u>When</u>	<u>What</u>	<u>Transferred to</u>
1 July 1998	- 3 Computers (Everex) (working condition)	- City Hall
8 January 1999	- 6 Computers (Apple) (working condition)	- Public Schools
9 February 2000	- 10 Computers (Everex) (working condition)	- Public Schools
18 February 2000	- 10 Computers (Everex) (working condition)	- Public Schools
28 June 2000	- 10 Computers (Everex) (working condition)	- Public Schools
23 February 2001	- 25 Computers (23 Everex, 1 Dell, 1 Absolute) (parts)	- Pending Transfer or Landfill

Paperwork NOT yet submitted to Purchasing, City Hall.

- 26 Computers (Gateway) (working condition)

Dan



35-1104
37

CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

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

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

May 8, 2001

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

Dear Mayor Eriquez and Common Council Members:

Request to Purchase Properties
Hayestown Heights Road and
Hayestown Road

At the May 1, 2001 Common Council meeting, a letter from Irfan Quresi requesting that the City sell property at the above noted locations was referred to this office for a thirty day report (reference Item 35 of the meeting minutes).

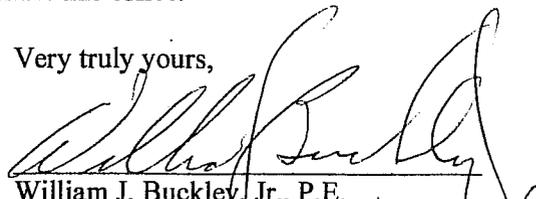
We were unable to locate the two lots in question from the information provided in Mr. Irfan's letter. We contacted him by telephone. The two lots he is interested in purchasing are Tax Assessor's Lot No. H09189 (0.19 Ac.) on Hayestown Heights Road and Lot No. I08100 (0.33 Ac.) on Hayestown Road.

Lot No. H09189 is a long narrow road widening parcel deeded to the City in 1989 when the adjacent land was subdivided. This parcel of land should be retained by the City for future road improvement purposes. It should not be sold.

Lot No. I08100 is a parcel of land acquired by the City from CL&P in 1997 for the construction of the Pleasant Acres water pumping station. This pumping station presently serves the Pleasant Acres area. This parcel of land should not be sold.

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

Very truly yours,



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

WJB/PAE/pe

C: Eric L. Gottschalk, Esq.
Dennis Elpern
Dominic A. Setaro, Jr.





CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DOMINIC A. SETARO, JR.
DIRECTOR OF FINANCE

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

MEMORANDUM

TO: Hon. Gene F. Eriquez, via the Common Council
FROM: Dominic A. Setaro, Jr., Director of Finance
RE: **ITEM #35 – APRIL COMMON COUNCIL MEETING**
DATE: May 11, 2001

Please be advised that I have reviewed the request to purchase properties on Hayestown Heights Road and Hayestown Road, and I concur with Mr. Buckley's recommendation in his May 8, 2001 letter.


Dominic A. Setaro, Jr.

DAS/jgb



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

OFFICE OF THE CORPORATION COUNSEL

PLEASE REPLY TO:

May 15, 2001

DANBURY, CT 06810

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

Re: May Agenda Item No. 35
Request to Purchase City Property/Hayestown Heights Road

Dear Mayor and Council:

The above request to purchase what the petitioner states is City property was referred to this office, the Planning Commission, the City Engineer and the Director of Finance for reports.

Assuming that the other reports are favorable, and assuming further that you are interested in transferring title to the property or properties the petitioner (Mr. Irfan Qureshi) seeks to buy, you may wish to forward this matter to the Tax Assessor for a determination of value. In the event you decide to agree to sell this property or properties, you must first declare it (them) surplus and then must elect to convey it (them) to the petitioner, or to offer it (them) for sale, through the Purchasing Agent, to the general public. Bear in mind that any proposal to dispose of an interest in municipally owned property requires a two-thirds vote of all of the members of the Common Council (See Sec. 3-17 of the Danbury Municipal Charter).

In the event you have any questions regarding this, please feel free to call.

Very truly yours,

Laszlo L. Pinter,
Assistant Corporation Counsel

Llp/hayheights



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

PLANNING COMMISSION

(203) 797-4525

(203) 797-4586 (FAX)

May 25, 2001

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

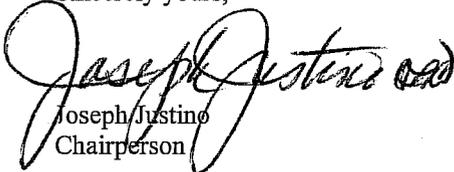
8-24 Referral – 35 – Request to purchase land on Hayestown Heights.

Dear Council Members:

The Planning Commission at its meeting May 16, 2001, motioned for a negative recommendation for the request to purchase land on Hayestown Heights for the reason the land has been set aside for road widening and a pump station if and when it is ever needed.

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

Sincerely yours,


Joseph Justino
Chairperson

JJ/jlc



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

38

PLANNING COMMISSION

(203) 797-4525

(203) 797-4586 (FAX)

May 25, 2001

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

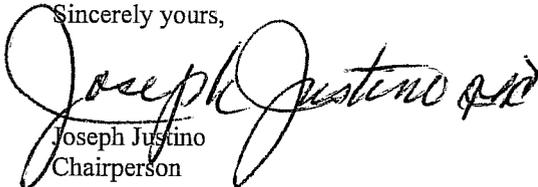
Re: 8-24 Referral – 17 – Real Property Exchange – Danbury Airport.

Dear Council Members:

The Planning Commission at its meeting May 16, 2001, motioned for a positive recommendation for the real property exchange at Danbury Airport, for the reason it will correct the boundary lines between the properties of Assad A. Taylor and the City of Danbury Airport.

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

Sincerely yours,


Joseph Justino
Chairperson

JJ/jlc



CITY OF DANBURY

39

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

PLANNING COMMISSION

(203) 797-4525

(203) 797-4586 (FAX)

May 25, 2001

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

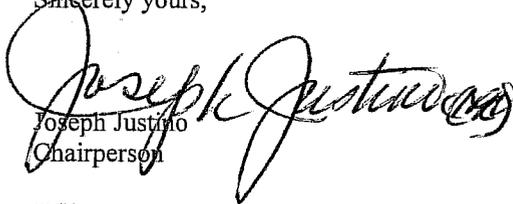
Re: 8-24 Referral – 18 – Lease – Centerfield Wind Instrument.

Dear Council Members:

The Planning Commission at its meeting May 16, 2001, motioned for a positive recommendation for the Lease of the Centerfield Wind Instrument to the FAA at the Danbury Municipal Airport.

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

Sincerely yours,


Joseph Justino
Chairperson

JJ/jlc



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

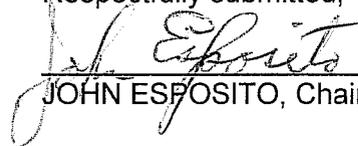
Re: Request for Water Extension – 9 Old Shelter Rock Road

The Common Council Committee appointed to review the request for water extension at 9 Old Shelter Rock Road met in City Hall on May 16, 2001 at 7:00 P.M. In attendance were committee members John Esposito, Thomas Saadi and Martin Moore. Also in attendance was City Engineer William Buckley.

Mr. Buckley explained that this petition is in conformance with the City's plan of sewer and water development and voiced his approval of the petition. Mr. Esposito explained that the petitioner has the sewer approval from a previous meeting, with a positive recommendation from the Planning Commission for both.

Martin Moore made a motion to approve the petition with the usual eight steps. Seconded by Mr. Saadi. Motion carried unanimously.

Respectfully submitted,



JOHN ESPOSITO, Chairman

THOMAS SAADI



MARTIN MOORE



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

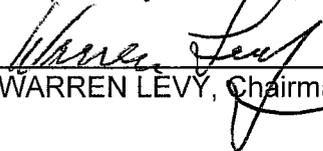
Re: Request to Abate Tax Penalties

The Common Council Committee appointed to review a request to abate tax penalties met on May 14, 2001 at 7:00 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Levy, David Furtado and Saracino. Also in attendance were Director of Finance Dominic Setaro, the petitioner R. J. Bowen and Council Members Scalzo and Arconti, ex-officio.

Mr. Levy asked Mr. Bowen if he would like to make any comments in addition to his letter. He said he was satisfied that his letter covered the issue completely. The substance of Mr. Bowen's letter was that he moved to Danbury in 1999. He made all the necessary address changes with the City tax offices and the State DMV in a very timely way. He went to the Danbury tax office and requested a tax bill before Danbury had the information in its system to produce one. He claimed that when he finally received the tax bill it caused a late charge penalty that was not his fault. Mr. Setaro said that he checked the tax collector's log and the tax bill was prepared at the same time many other tax bills were prepared. No errors could be found on the part of the tax office that could justify an abatement of the penalty. The committee felt very sympathetic to Mr. Bowen's very unique situation. The committee then discussed its questionable statutory authority to abate the tax penalties.

Mr. Furtado made a motion to recommend the abatement of Mr. Bowen's tax penalties, subject to Corporation Counsel's determination of the Common Council's authority to do so. Seconded by Ms. Saracino and passed unanimously.

Respectfully submitted,


WARREN LEVY, Chairman

DAVID FURTADO

MARY SARACINO



CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

Re: Request for Water Extension – 4 Elizabeth Road

The Common Council Committee appointed to review the request for water extension at 4 Elizabeth Road met on May 21, 2001 at 7:30 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members David Furtado and Pauline Basso. Also in attendance were City Engineer William Buckley, Ralph Gallagher and Vincent and Julia DeLuca.

After discussion, Mrs. Basso made a motion to approve the request for water extension subject to approval of the design by the Engineering Department and subject to the normal eight steps. Seconded by Mr. Furtado. Motion carried unanimously.

Meeting adjourned at 7:40 P.M.

Respectfully submitted,

MARY SMITH, Chairman

DAVID FURTADO

PAULINE BASSO



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

Re: **Senior Center Project Change (Vision 21 Bond Project)**

The Common Council Committee appointed to review a request for a change in the Senior Center project met on May 14, 2001 at 7:40 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Levy, Gallagher and Saracino. Also in attendance were Director of Finance Dominic Setaro and Council Members Scalzo and Arconti, ex-officio.

Mr. Levy noted that the Planning Commission gave a positive recommendation on the exchange of properties. The committee reviewed a map showing the properties. Mr. Setaro explained that this approach is a much better than the original plan. There would be more parking available and there is room for future expansion. Mr. Gallagher asked who sets the fair market value on property. Mr. Setaro said that the City Tax Assessor does. Ms. Saracino asked about financing. Mr. Setaro said that \$800,000 was approved in the Vision 21 bond issue. Additional bond money is available due to the lower interest rates and the fact that we did not purchase the West Side natural area that was included in the bond issue.

Mr. Gallagher made a motion to recommend the exchange of property as outlined in the request. Seconded by Ms. Saracino and passed unanimously.

The second issue under consideration was the request to waive the bidding procedure. The committee asked for justification. Mr. Setaro said that Mr. Rizzo and Mr. Zurlo have been very involved in the changes in the plan and would be best qualified for the project. The Rizzo Company would be construction manager of the project, but would not be paid any more than the City has paid on other recent construction projects. All other work on the project would be bid and the Rizzo Corporation would not be one of the construction companies on the project.

Mr. Gallagher made the following motion: "With the condition that the fee charged is not any more than the City has paid on other recent projects, we recommend the waiving of bids for the direct selection of Mr. Lewis Zurlo as the architect and Mr. Rizzo's company as the construction manager. Seconded by Ms. Saracino and passed unanimously.

Respectfully submitted,


WARREN LEVY, Chairman

MATTHEW GALLAGHER

MARY SARACINO



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

Re: Grant Audits – Volunteer Fire Companies

The Common Council Committee appointed to review grant audits for the volunteer fire companies met on February 22, 2001 at 7:35 P.M. In attendance were committee members Dean Esposito and Mary Saracino. Val Machado was absent. Also in attendance were Corporation Counsel Eric Gottschalk, Fire Chief Carmen Oliver, President of the Volunteers Bernard Gallo, Deputy Fire Chief Peter Siecienski, Council Members Manny Furtado, David Furtado, Pauline Basso, Mickey Pascuzzi, Tom Saadi, Mary Smith, Tom Arconti, John Esposito and Warren Levy, ex-officio, Airport Administrator Paul Estefan and several members of the volunteers.

Dean Esposito began the meeting by stating why he requested the committee. He was Chairman of the Public Safety Budget Committee last year when this issue was first brought up. He reviewed sections of the budget in-depth and found that the volunteers did not have to account for expenditures. He is trying to establish annual reporting so that any taxpayer can refer to it.

Mr. Gallo stated that the volunteers he polled do not have a problem with showing how City money is spent. He stated that he feels the volunteers are being singled out. Dean Esposito stated that any agency receiving funds over \$10,000 has to submit an accounting. Mr. Gallo asked if this would be done on a standard form and how it would be done. Mr. Setaro that any accountant would automatically know what to do. Mr. Gallo asked if only City money would have to be accounted for, or would it be all funds. Mr. Setaro said that there would be a full agency audit. Mr. Gallo said there might be a problem with this, as his company has two parties a year for their members but they use funds they raise themselves. Dean Esposito asked if this would be indicated on the form. Mr. Setaro said not necessarily. A space would have to be reserved to show this. Mr. Esposito asked if this would be a line item situation. Mr. Setaro stated that it could be shown as entertainment expenses. A policy could be established to show that the annual dinner is not paid for from City funds.

After many questions and comments by the volunteers, Mr. Gallo stated that although volunteers he polled did not have a problem with explaining their expenditures, he did not ask if they would be willing to submit a formal audit. He would have to go

before the Volunteers Council and ask them how they feel. A certified statement would not be a problem, but a formal audit would be.

Andrew Ueberoth stated that the firehouse treasurer submits line item documentation. It is easy to supply this kind of information. He has five years he can submit. Dean Esposito stated that he hit the nail on the head. This would be exactly what he is looking for. Mr. Saadi stated that the Common Council would not interfere with the internal function of fire companies. The courts recognize their independence. It is quasi-governmental regarding some documents. Captain Ueberoth's suggestion is a good one. An audit is expensive. Information available to the taxpayers should be available for the Common Council. Dean Esposito asked if this would be permissible. Attorney Gottschalk said that you can draw some conclusion that could describe expenditures in preceding years so that the Common Council could forecast that public funds were going to legitimate fire fighting expenditures. Mr. Arconti stated that he is worried about individual line items. Certain activities can be taken out.

Mrs. Saracino made a motion to continue the committee to allow Mr. Gallo to go to the Volunteer Council and give feedback to the committee. Seconded by Dean Esposito. Motion carried unanimously.

The committee reconvened on May 22, 2001 at 7:07 P.M. In attendance were committee members Dean Esposito and Mary Saracino. Mr. Machado was absent. Also in attendance were Fire Chief Carmen Oliver, Volunteer Council President Bernard Gallo, Council Members Pascuzzi, Arconti, David Furtado, Levy, McAllister, John Esposito and Basso, ex-officio as well as members of the volunteers.

Dean Esposito gave a brief overview of the previous meeting. He restated his intentions on this issue. He stated that he would entertain questions from those present be requested that everyone focus on the financial issue.

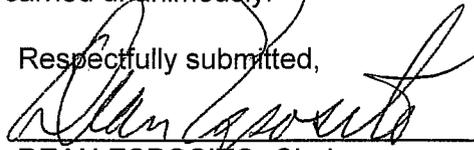
Mr. Gallo stated that it was his understanding that the committee would agree to a financial statement signed by the treasurer of the firehouse. He did not realize that the committee wanted a full audit. Dean Esposito stated that this committee is focused on how City money is spent, but on individual agencies. Mrs. Saracino asked Mr. Gallo about the results of his meeting with the volunteer council. Mr. Gallo said it was the feeling of the council that the volunteers are being singled out.

Mr. Setaro stated that the cost of an audit would be approximately \$20,000 if one firm did all the audits. Dean Esposito stated that the money would come either from the Contingency Account or from the Fire Department's budget. Mr. Gallo asked if Mr. Setaro had a problem with just a financial statement or does he require a full audit. Mr. Setaro stated that it is the committee's choice. Mr. Gallo asked if Mr. Setaro could come up with a uniform spreadsheet or would that be a problem. Mr. Setaro said he could come up with a spreadsheet if that is what the committee wants.

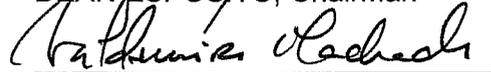
Mr. Arconti stated that he would hate to see the City expend further dollars on an audit when these dollars could go to the firefighters. A common form would be a good approach. John Esposito said that he is not sure of the City's interpretation of an audit.

After further discussion, Ms. Saracino made a motion to have the Finance Department prepare a uniform financial statement to be filed by all volunteer fire companies. Seconded by Dean Esposito. Motion carried unanimously.

Respectfully submitted,



DEAN ESPOSITO, Chairman



VALDEMIRO MACHADO

MARY SARACINO



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

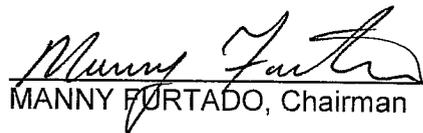
Re: Union Avenue Discontinuance

The Common Council Committee appointed to review the Resolution regarding the discontinuance of Union Avenue met on May 31, 2001 at 7:05 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Manny Furtado and Mary Saracino. Also in attendance were Corporation Counsel Eric Gottschalk and Assistant City Engineer Patricia Ellsworth.

Attorney Gottschalk stated that he prepared the resolution because in 1998 when the Common Council voted to convey this City owned parcel to Joseph DaSilva, the discussion of the committee was to retain rights to existing and future utilities including sewer, water and drainage. This language was not reflected in the minutes. The resolution clarifies this.

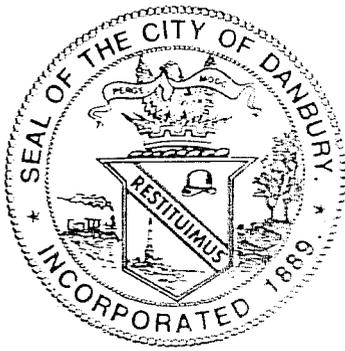
Mrs. Saracino made a motion to receive the communication and adopt the resolution. Seconded by Manny Furtado. Motion carried unanimously.

Respectfully submitted,


MANNY FURTADO, Chairman

EMILE BUZAID

MARY SARACINO



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, in the fall of 1998 Maple & Union LLC requested that the City of Danbury discontinue Union Avenue and convey a parcel of city-owned property to it as part of a proposal to construct an affordable housing complex on adjacent property; and,

WHEREAS, at its meetings held on January 5, 1999 and February 2, 1999 the Common Council voted to discontinue Union Avenue, subject to conditions relating to deadlines for commencement and completion of the project, in accordance with the recommendations of the Common Council committee charged with reviewing the request; and,

WHEREAS, Maple & Union has commenced the project within the time frame established by the Common Council and now wishes to conclude the transaction, subject to the remaining condition regarding timely completion of the project; and,

WHEREAS, clarification of the status of existing municipal utilities within Union Avenue would serve the best interests of Maple & Union LLC and the City of Danbury; and,

WHEREAS, it was the intention of the city, as discussed during Common Council committee deliberations, to retain rights to said municipal utilities;

NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF DANBURY THAT, in connection with the discontinuance of Union Avenue, the City of Danbury reserves the perpetual right, privilege, authority and easement for the purpose of maintaining, repairing, replacing and improving existing utilities within said Union Avenue.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, in the fall of 1998 Maple & Union LLC requested that the City of Danbury discontinue Union Avenue and convey a parcel of city-owned property to it as part of a proposal to construct an affordable housing complex on adjacent property; and,

WHEREAS, at its meetings held on January 5, 1999 and February 2, 1999 the Common Council voted to discontinue Union Avenue, subject to conditions relating to deadlines for commencement and completion of the project, in accordance with the recommendations of the Common Council committee charged with reviewing the request; and,

WHEREAS, Maple & Union has commenced the project within the time frame established by the Common Council and now wishes to conclude the transaction, subject to the remaining condition regarding timely completion of the project; and,

WHEREAS, clarification of the status of existing municipal utilities within Union Avenue would serve the best interests of Maple & Union LLC and the City of Danbury; and,

WHEREAS, it was the intention of the city, as discussed during Common Council committee deliberations, to retain rights to said municipal utilities;

NOW THEREFORE BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF DANBURY THAT, in connection with the discontinuance of Union Avenue, the City of Danbury reserves the perpetual right, privilege, authority and easement for the purpose of maintaining, repairing, replacing and improving existing utilities within said Union Avenue.



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

Re: **Fire Department Grant**

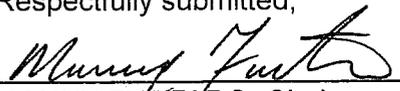
The Common Council Committee appointed to review a Fire Department Grant and the 911 Emergency System met on May 31, 2001 at 7:35 P.M. in the Third Floor Caucus Room in City Hall. In attendance were committee members Manny Furtado, Helena Abrantes and Mary Saracino. Also in attendance were Corporation Counsel Eric Gottschalk, Civil Preparedness Director Paul Estefan, Fire Chief Carmen Oliver, Police Chief Robert Paquette, Director of Finance Dominic Setaro and Council Member Paul McAllister, ex-officio.

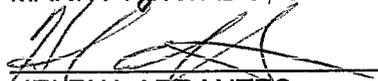
Mr. Furtado stated that the committee would only address the Fire Department grant at this meeting since it is still waiting for information on the 911 Emergency System. Mr. Furtado asked Chief Oliver if these are new or replacement radios. Chief Oliver said they are both. There are 125 through the grant. Mr. Furtado asked if any of them would be given to the volunteers. The Chief said they would.

Mrs. Abrantes asked if there was a local cash match. Chief Oliver said that it is a 70-30 split; the City's portion would come from his budget. Chief Oliver also stated that due to the large number of applications, chances were slim that they would receive this grant, but he still has some money in his budget for new radios.

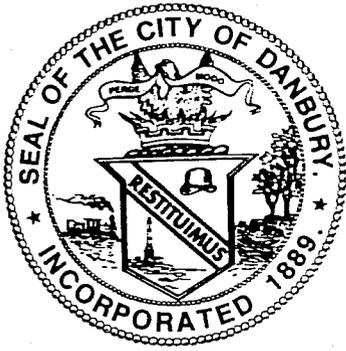
Mrs. Abrantes made a motion to recommend to the Common Council adoption of the resolution authorizing the Fire Chief to apply for a grant available from FEMA in the amount of \$73,182, along with the City's share in the amount of \$31,364. Seconded by Mrs. Saracino. The motion carried unanimously.

Respectfully submitted,


MANNY FURTADO, Chairman


HELENA ABRANTES

MARY SARACINO



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Federal Emergency Management Agency has made funds available to the Danbury Fire Department for the acquisition of various pieces of fire communications equipment; and

WHEREAS, the total amount of said funding for such purposes is \$104,546.00 of which \$73,182 is FEMA funds and the balance of \$31,364.00 is the required local share; and

WHEREAS, the Danbury Fire Department would like to apply for and accept said grant and, together with the local share, obtain the needed equipment and material.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, or his designee, Danbury Fire Chief Carmen Oliver, be and hereby is authorized to apply for and accept said grant and to execute such additional documents as may be required to effectuate the purposes thereof.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Federal Emergency Management Agency has made funds available to the Danbury Fire Department for the acquisition of various pieces of fire communications equipment; and

WHEREAS, the total amount of said funding for such purposes is \$104,546.00 of which \$73,182 is FEMA funds and the balance of \$31,364.00 is the required local share; and

WHEREAS, the Danbury Fire Department would like to apply for and accept said grant and, together with the local share, obtain the needed equipment and material.

NOW, THEREFORE, BE IT RESOLVED THAT Gene F. Eriquez, Mayor of the City of Danbury, or his designee, Danbury Fire Chief Carmen Oliver, be and hereby is authorized to apply for and accept said grant and to execute such additional documents as may be required to effectuate the purposes thereof.



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

Re: Neighborhood Assistance Act

The Common Council met as a committee of the whole on June 4, 2001 immediately following a public hearing.

Mr. Gogliettino made a motion to approve the items and adopt the Resolution. Seconded by Mrs. Abrantes. Motion carried unanimously.

Respectfully submitted,



THOMAS J. ARCONTI
Chairman



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Connecticut Neighborhood Assistance Act Program is available for area non profits to submit applications for funding; and

WHEREAS, the Act provides tax credits for businesses which contribute to community programs having received both municipal and state approval; and

WHEREAS, certain local and area organizations are seeking to apply through Danbury for such tax credits; and

WHEREAS, no local matching funds are required; and

WHEREAS, said organizations and their requests are as set forth on the attached schedule;

NOW, THEREFORE, BE IT RESOLVED THAT the City of Danbury through its Common Council, hereby approves, subject to a public hearing as required by law, those organizations set forth in the schedule, for participation in the Neighborhood Assistance Program, and authorize Gene F. Eriquez, Mayor of the City of Danbury to take such actions as may be necessary for the accomplishment of the purposes hereof.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the Connecticut Neighborhood Assistance Act Program is available for area non profits to submit applications for funding; and

WHEREAS, the Act provides tax credits for businesses which contribute to community programs having received both municipal and state approval; and

WHEREAS, certain local and area organizations are seeking to apply through Danbury for such tax credits; and

WHEREAS, no local matching funds are required; and

WHEREAS, said organizations and their requests are as set forth on the attached schedule;

NOW, THEREFORE, BE IT RESOLVED THAT the City of Danbury through its Common Council, hereby approves, subject to a public hearing as required by law, those organizations set forth in the schedule, for participation in the Neighborhood Assistance Program, and authorize Gene F. Eriquez, Mayor of the City of Danbury to take such actions as may be necessary for the accomplishment of the purposes hereof.

**CITY OF DANBURY
2001 CONNECTICUT
NEIGHBORHOOD ASSISTANCE ACT PROGRAM**

AGENCY	AMOUNT	PROGRAM
Danbury Police Athletic League	\$100,000	Youth Center
Regional YMCA of Western CT	50,000	Escape to the Arts
Danbury Youth Services	20,000	Youth & Family Counseling
Harambee Center	150,000	Youth & Community Services
Harambee Center	23,600	Youth Tutoring Youth Program
Harambee Center	2,652	Basic Sewing Fundamentals
Harambee Center	25,880	Seven to Eleven Teen Education & Recreation
Harambee Center	11,500	Cultural/Educational Enrichment Travel Series
Harambee Center	4,880	Harambee Youth Theater Group
Harambee Center	4,880	Computer Literacy for Adults
United Way of Northern Fairfield County	150,000	Help for the Needy



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

June 5, 2001

Mayor Gene F. Eriquez
Members of the Common Council

Re: **Government Entities Review and Evaluation**

The Common Council met as a committee of the whole on June 4, 2001 immediately following a public hearing.

Mr. McAllister stated that some of these boards and commissions are not being utilized. The Common Council could refer some issues to them. Mr. Gogliettino agreed saying that if some boards and commissions are inactive, let's sunset them. They could be restarted in the future. John Esposito stated that he thinks it should be the other way around. If the board or commission has a problem they should come to the Common Council.

Mr. Scalzo made a motion to accept the report and adopt its recommendations. Seconded by Mr. McAllister. Mr. Scalzo noted that the motion stated that appointments will be forthcoming and this will bring the boards and commissions up to full complement. Mr. Arconti stated that the message is we do need to activate these boards and commissions. Motion carried unanimously.

Respectfully submitted,


THOMAS J. ARCONTI
Chairman



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CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

REPORT

April 3, 2001

Mayor Gene F. Eriquez
Members of the Common Council

Re: **Governmental Entities Review and Evaluation**

The Governmental Entities Review and Evaluation Committee met on March 13, 2001 at 7:05 P.M. in Conference Room 3C in City Hall. In attendance were committee members Warren Levy, Manny Furtado, Martin Moore and C. Richard Hale. Also in attendance were Council Members Paul McAllister and John Gogliettino, ex-officio.

Chairman Levy explained that the function of this committee was to review various boards and commissions scheduled for termination to see if they are still functioning and serving the needs of the community. He also read a letter from Mayor Gene F. Eriquez, attached hereto and made a part hereof.

Economic Development Commission – Mr. Levy stated that this Board is inactive, but the Mayor would like to have it reactivated so that it can work with the Director of Planning to meet the goals of the new Plan of Development. Mr. Furtado made a motion to re-establish the Economic Development Commission for a period of two years. Seconded by Mr. Moore. Motion carried unanimously.

Parks and Recreation Commission – Mr. Levy stated that this is an advisory commission charged with evaluation recreational needs in the City. They have had trouble having meetings due to a lack of a quorum. It was suggested that this commission might be more active if the Common Council referred appropriate agenda items to it. Mr. Furtado made a motion to re-establish the Parks and Recreation Commission for a period of five years. Seconded by Mr. Moore. Motion carried unanimously.

Aviation Commission – Mr. Levy stated that Airport Administrator Paul Estefan submitted a report on behalf of the Commission. This discussion was tabled until Mr. Estefan could join the meeting. When he joined the meeting, he gave an overview of the responsibilities of the Aviation Commission and spoke about the Plan of Development. Mr. Furtado made a motion to re-establish the Aviation Commission for a period of five years. Seconded by Mr. Moore. Motion carried unanimously.

Youth Commission – Committee members felt that many issues could be referred to this commission if it were an active one. Mr. Furtado made a motion to re-establish the Youth Commission for a term of two years. Seconded by Mr. Moore. Motion carried unanimously.

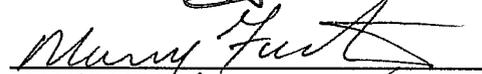
Commission on the Status of Women – Mr. Levy stated that it is his understanding that Congressman Jim Maloney has some issues he would like to refer to this commission. Mr. Furtado made a motion to re-establish the Commission on the Status of Women for a five year term. Seconded by Mr. Hale and passed unanimously.

Danbury Housing Partnership – Mr. Levy stated that Paul Schierloh submitted a comprehensive summary of the committee's activities. Mr. Moore made a motion to continue this committee for a five year period. Seconded by Mr. Furtado. Motion carried unanimously.

Mr. Furtado made a motion to recommend that all appointments to the boards and commissions being reviewed be submitted to the Common Council within the next three months, commencing with the April 3, 2001 Common Council meeting; also, the Committee recommends that Common Council agenda items be referred to these boards and commissions as appropriate. Seconded by Martin Moore. Motion carried unanimously.

Respectfully submitted,


WARREN LEVY, Chairman


MANNY FURTADO


MARTIN MOORE

C. RICHARD HALE

JAMES LaCLAIR

DANBURY PUBLIC SCHOOLS

Administrative Center
63 Beaver Brook Road
Danbury, Connecticut 06810-6211
(203) 797-4701
FAX (203) 790-2875
FAX (203) 830-6560

Timothy P. Connors
Superintendent of Schools

May 10, 2001

MAYOR GENE ERIQUEZ

Dear Mayor:

At a Board of Education meeting held on Wednesday, May 9th, the Board voted to authorize the Superintendent of Schools to file a Grant Application and Executive Summary of Educational Specifications (ED049) for Roberts Avenue School.

Would you please asked the Common Council at their meeting on June 5th to adopt a resolution in support of constructing a new elementary school to replace Roberts Avenue in anticipation of the legislators approving Proposed Bill No. 5600 - An Act Facilitating the Establishment of an Interdistrict Magnet School in Danbury.

The resolution should read as follows:

MOTION - that the Common Council hereby authorizes the Board of Education to direct the Superintendent of Schools to file an application for State funding for the construction of an elementary school to replace Roberts Avenue School to be built on the Broadview Middle School campus.

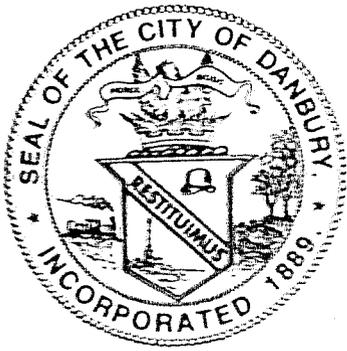
Thank you for your support.

Sincerely,


Timothy P. Connors

TPC/fm

Attachments: Proposed Bill No. 5600
Educational Specifications - Roberts Avenue Elementary School



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

THAT the Common Council hereby authorizes the Board of Education to direct the Superintendent of Schools to file an application for State funding for the construction of an elementary school to replace Roberts Avenue School to be built on the Broadview Middle School campus.



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A. D., 19

RESOLVED by the Common Council of the City of Danbury:

THAT the Common Council hereby authorizes the Board of Education to direct the Superintendent of Schools to file an application for State funding for the construction of an elementary school to replace Roberts Avenue School to be built on the Broadview Middle School campus.



General
Assembly

January Session,
2001

**Proposed Bill No.
5600**

LCO No. 2044

Referred to Committee on Government Administration
and Elections

Introduced by:

REP. GODFREY, 110th Dist.

REP. BOUGHTON, 138th Dist.

REP. WALLACE, 109th Dist.

SEN. CAPPIELLO, 24th Dist.

**AN ACT FACILITATING THE ESTABLISHMENT OF AN INTERDISTRICT MAGNET
SCHOOL IN DANBURY.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

That the general statutes be amended to facilitate the Connecticut State University System transfer of property at Western Connecticut State University to the city of Danbury for construction of the interdistrict magnet school; to permit the cost of constructing a new access road through Western Connecticut State University's campus to be reimbursed by the state under the school construction program; to facilitate the transfer of Roberts Avenue Elementary School and related property from the city of Danbury to the Connecticut State University system in return for payment of the appraised value and related acquisition costs of the Roberts Avenue School; and to permit the city of Danbury to use the Roberts Avenue Elementary School for public school purposes until a set date at no cost other than the payment of utility, insurance, and maintenance expenses.

Statement of Purpose:

To facilitate the Connecticut State University System's assistance to the city of Danbury in establishing the new regional magnet school, and to authorize WCSU to make certain improvements for the enhancement of its campuses.

Bill Status Report for H.B. No. 5600

AN ACT FACILITATING THE ESTABLISHMENT OF AN INTERDISTRICT MAGNET SCHOOL IN DANBURY.

To facilitate the Connecticut State University System's assistance to the city of Danbury in establishing the new regional magnet school, and to authorize Western Connecticut State University to make certain improvements for the enhancement of its campuses.

Introduced by: Education Committee

Bill History

<i>Date</i>	<i>Action Taken</i>
3/15/01	Referred to Joint Committee on Education
3/14/01	Drafted by Committee
2/7/01 (ED)	Vote to Draft
2/1/01	Change of Reference, Senate to Committee on Education
2/1/01	Change of Reference, House to Committee on Education
1/31/01 (GAE)	Change of Reference to Education
1/12/01	Referred to Joint Committee on Government Administration and Elections

Co-sponsors of HB-5600

Rep. Bob Godfrey, 110th Dist.
Rep. Mark D. Boughton, 138th Dist.
Rep. Lewis J. Wallace, 109th Dist.
Sen. David J. Capiello, 24th Dist.

Report printed on 3/21/01 3:14:05 PM. Please direct all inquiries regarding the status of bills to the House and Senate Clerks' Offices.

EDUCATIONAL SPECIFICATIONS

Roberts Avenue
Elementary School

Roberts Avenue
Danbury, Connecticut

PROGRESS PRINT

Prepared by:
THE DANBURY BOARD OF EDUCATION
63 Beaver Brook Road
Danbury, Connecticut

Bobby J. Poole, Chairperson
Timothy P. Connors, Superintendent

EXHIBIT # 01-108

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PROJECT NARRATIVE

It is the intent of the Danbury Board of Education and the City of Danbury to build a new Elementary School to replace the existing Roberts Avenue Elementary School.

Currently, the City of Danbury is redistricting the school boundaries and anticipates an increase in enrollment based upon this redistricting. Another factor increasing the enrollment is the rise in local residential property development. A new larger, accessible, and technologically advanced school facility would fulfill this advancing need.

Following are the educational specifications for the development of such a facility. This educational specification represents the basic requirements for a facility required to educate the anticipated student population. It is anticipated that all programmatic items are identified in this specification. However, some non-programmatic items may have been omitted for purposes of clarity.

The City of Danbury considers technology part of student's core learning. The Technology needs identified herein will integrate with the City's curricula and are consistent with both the State's and the City of Danbury's Technology Plan.

The following program represents the needs of the City of Danbury for this school project.

The school will serve students in the following grades:

Pre-Kindergarten, Kindergarten, Grades 1 to 5, inclusive.

The proposed elementary building will be designed to accommodate the projected enrollment in a physical environment that promotes education and satisfies the projected curriculum and program needs of the City of Danbury.

Increasingly, Danbury public schools are also being opened to serve the community in many non-traditional ways. A large number of Danbury schools are serving as after-school community learning centers for students. Some schools also offer evening and weekend recreation. The new facility will include well-equipped gyms; well-stocked library and expanded computer access opportunities for students and parents for extended day, weekend and year-round use.

ENROLLMENT PROJECTIONS

<u>Grade</u>	<u>Rooms</u>	<u>Number of Students</u>
Pre-Kindergarten	4	48
Kindergarten	3	54
Grade 1	3	54
Grade 2	3	54
Grade 3	3	54
Grade 4	3	54
Grade 5	3	54
Special Education	<u>2</u>	<u>19</u>
Total	24	391

SPACE PLANNING

The school will serve students in Kindergarten, Grades 1 through 3, each of which grade will consist of three classrooms of 18 students each. Grades 4 and 5 will consist of three classrooms of 18 students each. Pre-Kindergarten level will consist of four classrooms. There will be 12 students in each classroom.

All classrooms and administrative areas shall be prepared for voice, data, and video connection to the City-wide infrastructure program, as well as the local and wide area network systems.

The following guidelines should be used in determining building layout:

- Similar grades should be adjacent to one another.
- Support classrooms (i.e., art, music, English as a second language, etc.) should be located for easy access by all students.
- Music room should be located away from study areas so as not to cause distractions.
- The media center, multi-purpose room, and cafeteria should be easily accessible to all students.
- The Principal's office and reception area should be located close to the main entry to ensure accessibility and also to provide a control point for entry into the school.

CLASSROOM SPACES

PRE-KINDERGARTEN/KINDERGARTEN THROUGH GRADE 3 CLASSROOM

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 15 students in Pre-K and up to 20 students in K-3.
- Seating and workstation for the teacher, including space for filing cabinets.
- Area for 12-foot diameter carpet for group activities on the floor.
- Space for technology center consisting of three computers and one printer and assuming four students per computer.
- A main presentation area consisting of space for a 16 foot long chalkboard, projection screen, overhead projector, VCR, and TV.
- Lockable storage space (6'h x 3'w x 18"d minimum) for supplies and the teacher's personal items.
- Shelves for storage of books and other teaching materials (36 l.f. minimum of shelf space).
- Coat racks with a capacity for 15 to 20 coats if school building does not have lockers.
- Storage space (cubbies) for student use.
- In addition to wall space for the large chalkboard, wall space should be provided for at least two 12 foot long tackboards. If there is inadequate wall space, self-standing chalk and tackboards should be used.

The classroom should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front wall will have a large (16 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, mounts for "pull-down" charts, power and cable connection for a VCR and TV. Additional power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electrical equipment. A category 5 cable drop and telephone line should also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

The space provided for seating and student workstations should have clear, unobstructed visibility to the "front" of the classroom and the teacher workstation.

The technology center should be located away from the main presentation area so that a small group of students can do computer work without interrupting instruction for the rest of the class. Consideration should also be given to glare from natural light through the windows and heat and dust from mechanical systems. At least two quad outlets and one network port must be provided. Consideration should be given to locating the technology center in an area that would minimize the length of cable and wire runs.

Classrooms serving as Pre-Kindergarten and Kindergarten rooms should contain their own toilet facility.

GRADE 4 AND 5 CLASSROOM

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 20 students.
- Seating and workstation for the teacher, including space for filing cabinets.
- Space for technology center consisting of three computers and one printer and assuming four students per computer.
- A main presentation area consisting of space for a 16 foot long chalkboard, projection screen, overhead projector, VCR, and TV.
- Lockable storage space (6'h x 3'w x 18"d minimum) for supplies and the teacher's personal items.
- Shelves for storage of books and other teaching materials (36 l.f. minimum of shelf space).
- Coat racks with a capacity for 25 coats if school building does not have lockers.

- In addition to wall space for the large chalkboard, wall space should be provided for at least two 12 foot long tackboards. If there is inadequate wall space, self-standing chalk and tackboards should be used.

The classrooms should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front wall will have a large (16 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, mounts for "pull-down" charts, power and cable connection for a VCR and TV. Additional power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electronic equipment. A category 5 cable drop and telephone line should also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

The space provided for seating and student workstations should have a clear, unobstructed visibility to the "front" of the classroom and the teacher workstation.

The technology center should be located away from the main presentation area so that a small group of students can do computer work without interrupting instruction for the rest of the class. Consideration should also be given to glare from natural light through the windows and heat and dust from mechanical systems. At least two quad outlets and one network port must be provided. Consideration should be given to locating the technology center in an area that would minimize the length of cable and wire runs.

SPECIAL EDUCATION MULTI-GRADE CLASSROOM

The classroom should be large enough to accommodate the following:

- Seating and workstations for up to 12 students.
- Seating and workstation for the teacher, including space for filing cabinets.
- Space for technology center consisting of three computers and three printers and assuming four students per computer.

- A main presentation area consisting of space for an 12 foot long chalkboard, projection screen, overhead projector, VCR, and TV.
- Lockable storage space (6'h x 3' w x 18" d minimum) for supplies and the teacher's personal items.
- Coat racks with a capacity for 15 coats if school building does not have lockers.
- In addition to wall space for the large chalkboard, wall space should be provided for at least two 8 foot long tackboards. If there is inadequate wall space, self-standing chalk and tackboards should be used.

The classroom should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front wall will have a large (12 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, mounts for "pull-down" charts, power and cable connection for a VCR and TV. Additional power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electronic equipment. A category 5 cable drop and telephone line should also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

The space provided for seating and student workstations should have a clear, unobstructed visibility to the "front" of the classroom and the teacher workstation.

The technology center should be located away from the main presentation area so that a small group of students can do computer work without interrupting instruction for the rest of the class. Consideration should also be given to glare from natural light through the windows and heat and dust from mechanical systems. At least two quad outlets and one network port must be provided. Consideration should be given to locating the technology center in an area that would minimize the length of cable and wire runs.

ENRICHMENT PROGRAMS

MATHEMATICS TUTORIAL ROOM

This classroom should be approximately 24' x 25' and be large enough to accommodate the following:

- Seating and workstations for up to 15 students.
- Seating and workstation for the teacher, including space for filing cabinets.
- Space for technology center consisting of 3 student computer stations and 1 teacher station networked into a printer.
- A main presentation area consisting of space for a 12 foot long chalkboard, projection screen, overhead projector, VCR, and TV.
- Lockable storage space (6'h x 3' w x 18" d minimum) for supplies and the teacher's personal items.
- In addition to wall space for the large chalkboard, wall space should be provided for at least two 8 foot long tackboards.

The classroom should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front will have a large (12 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, mounts for "pull-down" charts, power and cable connection for a VCR and TV. Additional power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in front of the room. At least one quad outlet should be provided for electronic equipment. A category 5 cable drop and telephone line should also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

READING TUTORIAL ROOM

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 15 students.
- Seating and workstation for the teacher including space for filing cabinets.
- A main presentation area consisting of space for a 12 foot long chalkboard.
- Shelves for storage of books and other teaching materials (25 l.f. minimum) of shelf space.

This classroom should be oriented in order to establish a “front” of the room. This “front” of the rooms should serve as the main presentation area. The front wall will have a minimum 12 foot long chalkboard.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electrical equipment. A category 5 cable drop and telephone line should also be provided.

The space provided for seating and workstations for 15 students should have clear, unobstructed visibility to the “front” of the classroom and the teacher workstation.

LEARNING CENTER

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 15 students.
- Seating and workstation for the teacher including space for filing cabinets.
- A main presentation area consisting of space for a 12 foot long chalkboard.
- Shelves for storage of books and other teaching materials (25 l.f. minimum) of shelf space.

This classroom should be oriented in order to establish a “front” of the room. This “front” of the room should serve as the main presentation area. The front wall will have a minimum 8 foot long chalkboard.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electrical equipment. A category 5 cable drop and telephone line should also be provided.

The space provided for seating and workstations for 15 students should have clear, unobstructed visibility to the "front" of the classroom and the teacher workstation.

BILINGUAL EDUCATION - ENGLISH LANGUAGE CLASSROOM

- Seating and workstations for up to 20 students.
- Seating and workstation for the teacher, including space for filing cabinets.
- Space for technology center consisting of two computers and one printer and assuming four students per computer.
- Space for audio system with a capacity for six students.
- A main presentation area consisting of space for a 16 foot long chalkboard, projection screen, overhead projector, VCR and TV.
- Lockable storage space (6'h x 3'w x 18"d minimum) for supplies and the teacher's personal items.
- Shelves for storage of books and other teaching materials (36 l.f. minimum of shelf space).

This room should be carpeted if possible and located away from music rooms or other noisy spaces.

The classroom should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front wall will have a large (16 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, mounts for "pull-down" charts, power and cable connection for a VCR and TV. Additional power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electronic equipment. A category 5 cable drop and telephone line should also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

The space provided for seating and student workstations should have a clear, unobstructed visibility to the "front" of the classroom and the teacher workstation.

The technology center should be located away from the main presentation area so that a small group of students can do computer work without interrupting instruction for the rest of the class. Consideration should also be given to glare from natural light through the windows and heat and dust from mechanical systems. At least two quad outlets and one network port must be provided. Consideration should be given to locating the technology center in an area that would minimize the length of cable and wire runs.

The space for the audio system should be located away from the main presentation area so that a small group of students can work independently without interrupting instruction for the rest of the class. Classroom furnishings (i.e., bookshelves, cabinets, etc.) should be used to form buffers, isolating this space. At least one duplex outlet is required for the audio system.

SPECIAL EDUCATION RESOURCE ROOM

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 8 students.
- Seating and workstation for the teacher.

A teacher workstation should be provided. At least one duplex outlet should be provided for electrical equipment. A category 5 cable drop and telephone line should also be provided.

ART EDUCATION

ART CLASSROOM

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 24 students.
- Seating and workstation for the teacher including space for filing cabinets.
- Space for technology center consisting of one computer and one printer, and assuming four students per computer.
- A minimum of three large sinks for clean up.
- A main presentation area consisting of space for a 16 foot long chalkboard, projection screen, overhead projector, VCR, and TV.
- Lockable storage closet (36 square feet minimum) for supplies and the teacher's personal items.
- Shelves for storage of art materials, books, and other teaching materials (60 l.f. minimum of shelf space).
- Lockable storage room for the storage of bulk art supplies (100 square feet).
- In addition to wall space for the large chalk board, wall space should be provided for a minimum of eight 8'h x 4'w tackable panels.
- A non-flammable storage cabinet.

This room should have floor tile or a flooring that is easy to clean.

The classroom should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front wall will have a large (16 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, mounts for "pull-down" charts, power and cable connection for a VCR and TV. Additional power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electronic equipment. A category 5 cable drop and telephone line should also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

The space provided for seating and workstations for 24 students should have a clear, unobstructed visibility to the "front" of the classroom and the teacher workstation.

The technology center should be located away from the main presentation area so that a small group of students can do computer work without interrupting instruction for the rest of the class. Consideration should also be given to glare from natural light through the windows and heat and dust from mechanical systems. At least two quad outlets and one network port must be provided. Consideration should be given to locating the technology center in an area that would minimize the length of cable and wire runs. A minimum of five computer stations shall be provided.

A separated properly vented room for kiln and storage of clay must be provided. Natural lighting shall be provided by exterior fenestration.

MUSIC EDUCATION

MUSIC CLASSROOM

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 24 students.
- Seating and workstation for the teacher, including space for filing cabinets.
- Space for technology center consisting of one computer and one printer and assuming four students per computer.
- Space for audio system with a capacity for six students.
- A main presentation area consisting of space for a 16 foot long chalkboard, projection screen, overhead projector, VCR, and TV.
- Shelves for storage of books and other teaching materials (36 l.f. minimum) of shelf space.
- In addition to wall space for the large chalkboard, wall space should be provided for at least two 12 foot long tackboards. If there is inadequate wall space, self-standing chalk and tackboards should be used.
- A minimum of five computer hookups should be in the music room and the band room. A transparent wall should separate the computers from the hands-on music program. This room should be carpeted, treated acoustically, and located away from quiet areas in the school.

The classroom should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front wall will have a large (16 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, mounts for "pull-down" charts, power and cable connection for a VCR and TV. Additional power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electronic equipment. A category 5 cable drop and telephone line should

also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

The space provided for seating and student workstations should have a clear, unobstructed visibility to the "front" of the classroom and the teacher workstation.

The technology center should be located away from the main presentation area so that a small group of students can do computer work without interrupting instruction for the rest of the class. Consideration should also be given to glare from natural light through the windows and heat and dust from mechanical systems. At least two quad outlets and one network port must be provided. Consideration should be given to locating the technology center in an area that would minimize the length of cable and wire runs.

MUSIC INSTRUMENT CLASSROOM

This classroom should be large enough to accommodate the following:

- Seating and workstations for up to 24 students.
- Seating and workstation for the teacher, including space for filing cabinets.
- Space for technology center consisting of one computer and one printer and assuming four students per computer.
- Space for audio system with a capacity for six students.
- A main presentation area consisting of space for a 16 foot long chalkboard, projection screen, overhead projector, VCR, and TV.
- Lockable storage space (250 square feet minimum) for supplies and the instruments.
- Shelves for storage of books and other teaching materials (36 l.f. minimum) of shelf space.
- In addition to wall space for the large chalkboard, wall space should be provided for at least two 12 foot long tackboards. If there is inadequate wall space, self-standing chalk and tackboards should be used.

This room should be carpeted, treated acoustically, and located away from quiet areas in the school.

The classroom should be oriented in order to establish a "front" of the room. This "front" of the room should serve as the main presentation area. The front wall will have a large (16 foot long minimum) chalkboard, a tackboard or tackable surfaces, a projection screen, power outlets should be provided for electronic teaching aids such as an overhead projector, CD player, etc.

The teacher workstation should be located in the front of the room. At least one quad outlet should be provided for electronic equipment. A category 5 cable drop and telephone line should also be provided. Where possible, for economy, consideration should be given to locating the teacher workstation close to the VCR and TV.

The space provided for seating and student workstations should have a clear, unobstructed visibility of the "front" of the classroom and the teacher workstation.

The technology center should be located away from the main presentation area so that a small group of students can do computer work without interrupting instruction for the rest of the class. Consideration should also be given to glare from natural light through the window and heat and dust from mechanical systems. At least two quad outlets and one network port must be provided. Consideration should be given to locating the technology center in an area that would minimize the length of cable and wire runs.

LIBRARY/MEDIA CENTER

The Media Center consists of two primary spaces: Library and Computer Area. Ideally, these two functions should be located in the same space.

Recommendations

<u>Space Function</u>	<u>Square Footage</u>
Library	
Browsing, Stack, and Reading Area (Including Circulation Desk)	10% of enrollment x 50 s.f. per student
Enclosed Administrative Space	300
Library Storage	500
Computer Area	1000
Computer Storage	500

This room should be carpeted.

The Stack Area should have adequate shelving for books.

The Student Browsing Area must accommodate at least three computers and one printer. Consideration should be given to locating the browsing area away from the glare of natural light, heat, and dust from the mechanical systems. At least two quad outlets and five network ports must be provided.

The Reading Area should be able to accommodate tables and chairs for 30 students. If separate from the computer lab, a TV and VCR should be located so that viewing can take place from this area. A quad outlet and video line must be provided for the TV and VCR.

The Circulation Desk Area needs to have a counter surface for book check-out and return and a computer and telephone. At least two data lines, one telephone line, and one quad outlet must be provided.

The Administration space must be able to accommodate two people/workstations. Each workstation should be provided with one quad outlet, one data line, and one telephone line.

The Storage Area must be locked and secure.

- The enclosed administrative space should have a clear view of the student area.
- The library should be air conditioned and have blinds on the windows.
- The Stack area should be approximately 1,000 sf. That allows for 25 books per student x the anticipated enrollment divided by 10 (formula from ALA). Other room dimensions given are approximate.
- There should be a minimum of 26 drop-lines for computers in the library computer labs.
- ADA recommends aisle width at 42". Headroom shall be at least 80 inches in the aisles.
- The reading area should also be wired - drop-lines for laptops. (4/table)

The reading tutorial area is appropriate for departmental needs.

RESOURCE AREAS

COMPUTER LABS

There should be two computer labs - one for Pre-K through Grade 3 and one for Grades 4 and 5.

The Pre-K - Grade 3 lab should include:

- 20 computers (1 teacher and 19 student computers)
- 2 printers
- 24 data lines
- 1 telephone line
- 2 video lines
- dedicated electrical service for the above.

The Grade 4-5 lab should include:

- 25 computers (1 teacher and 24 student computers)
- 2 printers
- 31 data lines
- 1 telephone line
- 2 video lines
- dedicated electrical service for the above.

A furniture and equipment layout should be generated and approved in order to determine the best locations for these services. The room should be approximately 1,000 square feet and be air-conditioned.

SCIENCE LAB

The new construction of Pre-K to 5 schools should include at least one fully equipped science lab and one science resource/storage room per school. This will support inquiry-based science instruction for the anticipated enrollment.

- The minimum size requirement for the lab is 60 square feet per student multiplied by 24 students per class (grades 4 and 5), for a total of approximately 1,400 square feet.

- Water, electricity, gas, lab sinks, and outlets for power should be provided inside the labs.
- Data, voice and telephone line should be included. Also, computer space and Internet connection should be provided in the labs.
- Lab furniture in triad or octagonal configuration appropriate for the age group should be installed.
- Cabinets, closets and white boards should be included in the design. Eyewash stations and a fire extinguisher should be provided in this area.
- For students to view a large TV a video drop must be installed.
- New regulations for science construction may require a fume hood and sprinkler system
- A combination science resource and storage room should be located near the science labs and be 300 square feet. This room should include a separate section to store kits, equipment, probes and other supplies. The resource section should be equipped with a sink, water, electricity, gas, large science tables, chairs, cabinets, white boards, etc.

PHYSICAL EDUCATION

MULTI-PURPOSE ROOM

Size of Multi-Purpose Room is based on the anticipated student population.

Each of the two stations should accommodate 48 students each. There should be a physical separation between the stations (movable or folding partitions.)

The height from floor to ceiling should be 25'-0" minimum.

The Multi-Purpose Room floor should have lines for a basketball court. If the court boundaries are close to the walls, consideration should be given to padding (vertical mats.)

The room should have six basketball stations.

A space should be allocated for a data, voice and telephone line. A quad outlet for power should also be provided in this area.

The Multi-Purpose Room should be located in an area of the school that is easily accessible to all, including the public. Consideration should be given to locating it in an area so that the rest of the building can be secured while the gym is open. That would be for after-hours and weekend activities.

The gym teacher's office should be located in close proximity to the Multi-Purpose Room.

There should be lockable storage space of at least 300 square feet for equipment.

An auxiliary room should be adjacent to the Multi-Purpose Room and made available and easily accessible for students, staff and public, for the purpose of cardiovascular and strength training. The room should be fully equipped with computerized machines, such as treadmills, exercise bikes, stair climbers, rowers, and strength development equipment.

CAFETERIA

The minimum size of the Cafeteria is 18 square feet per student multiplied by 1/3 of the planned enrollment, for a total of approximately 2,500 square feet.

Since cooking is to be done within the school, a fully operational kitchen of approximately 1,300 square feet is required. Two hundred square feet of refrigeration, 100 square feet of freezer and 100 square feet dry secure storage space is required. A hood with a make up air and fire control system with ovens. The floor needs to be of quarry tile with hand and 3-compartment sinks.

The Cafeteria and service area should have data, voice and a telephone line. Additionally a quad outlet for power and video drop should be provided for both areas.

Storage space needs to be provided for rolling lunch tables. Additional storage space is needed for other equipment.

The Cafeteria should be located in an area of the school that is easily accessible to all, including the public. Consideration should also be given to locating it so that the rest of the building can be secured while the Cafeteria is open. This would be for after hours and weekend activities. There should be a janitorial closet with mop sink accessibility when the kitchen is secured.

ADMINISTRATION

Principal's Office/Reception Area

At a minimum, this area should be large enough to accommodate the following:

- A Principal's office of at least 200 square feet. This space needs to accommodate a large desk and chair, two visitor chairs, credenza, and bookcase. Depending on the furniture layout, a data and video link, and two phone lines must be provided.
- An area with workstations for two secretaries. This space must have clear visibility to the reception/waiting area. Each workstation must be provided with a data and telephone line.
- A remotely located Assistant Principal's office of roughly the same size and requirements with an area for one secretary and similar equipment requirements.
- A reception/waiting area with a capacity to accommodate six people.
- A space and data line for a laser printer.
- A space and fax line for a fax machine.
- A space for a direct emergency line.
- A space for a TV with a video line and power. The TV should be located to permit easy viewing by all occupants of this space.
- A space for a photocopier machine. Refer to the photocopier specifications for power and space clearance requirements.
- A space for mail distribution.
- A space for filing and storage.
- One large (200 square foot) and one smaller (150 square foot) conference room.

STUDENT SERVICES

GUIDANCE

Guidance services areas will consist of the following:

- Guidance Counselor
- Social Worker
- Psychologist
- Speech & Hearing

Each space shall be separated from each other by means of full height walls and sound barriers. Each office shall accommodate one desk, one credenza, one file cabinet, two guest chairs, data, telephone, and power connections.

HEALTH CENTER

All new facilities should have a health center to include:

- Dental Office
- Nurse's Office
- Reception Area
- Boys Rest Area
- Girls Rest Area
- Toilet
- Small Conference Room
- Medical Room/Nurse Practitioner
- Outreach Worker's Room

FACULTY SUPPORT

TEACHER PREPARATION AREA

The function of this space is to provide a quiet, private place outside the classroom where the teachers can work, have private phone conversations, or hold small staff meetings. The size and design of this space may vary, i.e., private offices or open landscape. At a minimum, each individual work space should have a desk and chair, two visitor chairs, a data and phone line, and a quad outlet for power.

WORKROOM

This space shall include a copy/storage supply area and space for the preparation and collation of classroom materials.

FACULTY DINING ROOM

This room should be large enough to accommodate the following:

An eating/work area consisting of a table and sixteen chairs. A sitting area including a sofa. A refrigerator, microwave, stove, sink and vending machines.

Space should be allocated for a data, voice, and telephone line with a quad outlet for power and video drop.

PARENT/TEACHER CONFERENCE ROOMS

There will be two conference rooms, one at 300 square feet and one at 150 square feet. Spaces should be large enough to accommodate the following:

- Space for a conference table and chairs.
- Space for a storage cabinet.
- Space for a data, video, and phone line and sufficient outlets for electronic equipment.
- Space for a pull-down screen and whiteboard.

COMMUNITY SUPPORT

- The room should be at least 200 sq. ft. in size and should include a secure storage room of at least 60 sq. ft. and a lavatory. In addition, the room should be carpeted and equipped with a sink and cabinets and built in book shelves with at least 60 linear feet of shelf space.
- The Parent Room should be equipped with electrical receptacles and a line for both phone and Internet access. A chalkboard should be mounted to the wall.

BUILDING SUPPORT

Building Support Service areas shall be designed based on the need of the anticipated total student population and total anticipated building area. Support Services shall consist of the following rooms:

- Custodial Office
- Custodial Workroom and Closets
- General Large Area Storage Room
- Office and Classroom Supply Storage Room
- Book Supply Storage Room
- Outdoor Equipment Storage Area
- Mechanical/Boiler Room
- Electrical Closets and Main Distribution Room
- Boys/Girls Toilet Facilities
- Staff Toilet Facilities

Toilet Rooms shall be sized on student/staff population and shall have low maintenance finishes.

COMMUNICATIONS/SERVER ROOM(S)

The number and location of Communications/Server room(s) need to be identified by a network design firm. The longest allowable cable run from any datadrop to a communications/server room is 300 feet. Communication/Server rooms should be interconnected with a fiber backbone. The room(s) should be air conditioned and large enough (approximately 100 square feet) to accommodate the following:

- The central network for data hubs and patch panel.
- The video distribution rack and patch panels.
- The telephone switch, backboard, and punch down blocks.
- Network file services with space for at least two workstations with a file cabinet and 10 LF of shelving for manuals.
- Modems.
- Router and CSU/DSUs

This space must be clean, dust free and secure. Enough electrical service should be provided to run the above equipment. Minimum requirement: one 30-amp circuit and two 15-amp circuits.

SITE IMPROVEMENTS

Parking

Parking requirements shall be based on a staff/visitor calculation and will include accessible parking spaces and drop-off zones.

Play Areas - Paved/Grass

Paved play areas shall be based on a minimum of 7.5 square feet per student for a total of approximately 3,000 square feet.

Grass play areas shall be based on a minimum of 15 square feet per student for a total of approximately 6,000 square feet. Consideration should be given to a baseball diamond layout and areas separated for Kindergarten and Pre-Kindergarten classes.

The entire site shall have fencing for security purposes.

BUILDING SYSTEMS

The building systems will utilize the latest in technology and energy conservation features. The school will have a facility-wide clock and public address system as well as a fire alarm and security system.

The facility will be designed for an HVAC system to meet the future needs for year-round education functions. The entire school will be air-conditioned.

ROBERTS AVENUE ELEMENTARY SCHOOL
SPACE REQUIREMENTS WORKSHEET

PROGRESS PRINT

SUMMARY

	No. of Rooms	Total Area	Area by Dept.	Provided Area	Provided by Dept.
NET	90	54,460	54,460	54,460	54,460
CIRCULATION/WALL CONSTRUCTION			27%	14,704	
ACTUAL GROSS				69,164	

	Description	Students	No. of Rooms	Area each Room	Total Area	Area by Dept.	Provided Area	Provided by Dept.
1	General Classrooms Pre-Kindergarten	15	4	1,116	4,464		4,464	-
2	General Classrooms Kindergarten	20	3	900	2,700		2,700	-
3	No Entry				-		-	-
4	General Classrooms Grades 1 to 5	20	14	786	11,004	18,168	11,004	18,168
5	Special Education Special Ed/Multi Grade	12	2	906	1,812	1,812	1,812	1,812
6	Enrichment Programs Math Tutorial	15	1	606	606		606	-
7	Enrichment Programs Reading Tutorial	15	1	606	606		606	-
8	Enrichment Programs Learning Center	15	1	606	606		606	-
9	Enrichment Programs English/Second Language	20	1	786	786	2,604	786	2,604
10	Special Education Resource Room	8	1	426	426	426	426	426
11	Art Education Art Classroom	24	1	1,920	1,920	1,920	1,920	1,920
12	Music Education Music Classroom	24	1	1,205	1,205		1,205	-
13	Music Education Music Instrument Classroom	24	1	1,105	1,105		1,105	-
14	Music Education Music Instrument Storage		1	250	250	2,560	250	2,560
15	Media Center Library Stack Area	80	1	2,000	2,000		2,000	-
16	Media Center Library Office/Workroom		1	300	300		300	-
17	Media Center Library Storage		1	1,000	1,000		1,000	-
18	Media Center Computer Area		1	1,000	1,000		1,000	-
19	Media Center Server Room		6	100	600	4,900	600	4,900
20	Resource Computer Lab		1	820	820		820	-
21	Resource Computer Lab		1	1,000	1,000		1,000	-
22	Resource Science Labs 4 to 5	24	1	1,080	1,080	2,900	1,080	2,900
23	No Entry							-
24	No Entry							-
25	No Entry							-
26	No Entry							-
27	No Entry							-
Subtotal this page			45		35,290	35,290	35,290	35,290

	Description	Students	No. of Rooms	Area each Room	Total Area	Area by Dept.	Provided Area	Provided by Dept.
28 Physical Education	Multi-Purpose Room	390	1	3,580	3,580		3,580	-
29 Physical Education								-
30 Physical Education	Physical Education Office		1	120	120		120	-
31 Physical Education	Gymnasium Storage		1	300	300		300	-
32 Physical Education						4,000	-	4,000
33 Cafeteria	Cafeteria	130	1	2,520	2,520		2,520	-
34 Cafeteria	Food Preparation/Storage		1	1,260	1,260		1,260	-
35 Cafeteria	Chair and Table Storage		1	300	300		300	-
36 Cafeteria	Faculty Dining Room		1	300	300	4,380	300	4,380
37 Administration	Principal's Office		1	200	200		200	-
38 Administration	Reception/Waiting		1	200	200		200	-
39 Administration	Assistant Principal		1	180	180		180	-
40 Administration	Reception/Waiting		1	200	200		200	-
41 Administration	Workroom		1	300	300		300	-
42 Administration	Storage		1	100	100		100	-
43 Administration	Large Conference Room		1	200	200		200	-
44 Administration	Small Conference Room		1	150	150	1,530	150	1,530
45 Student Services	Guidance Counselor		1	120	120		120	-
46 No Entry							-	-
47 Student Services	Social Worker		1	120	120		120	-
48 Student Services	Psychologist		1	120	120		120	-
49 Student Services	Speech and Hearing		1	120	120		120	-
50 Student Services						480	-	480
51 Health Clinic	Dental Office		1	160	160		160	-
52 Health Clinic	Nurse's Office		1	210	210		210	-
53 Health Clinic	Reception/Waiting		1	230	230		230	-
54 Health Clinic	Boy's Rest Area		1	175	175		175	-
55 Health Clinic	Girl's Rest Area		1	175	175		175	-
56 Health Clinic	Toilet		1	50	50		50	-
57 Health Clinic	Small Conference Room		1	120	120		120	-
58 Health Clinic	Medical Room		1	160	160		160	-
59 Health Clinic	Outreach Worker's		1	100	100	1,380	100	1,380
Subtotal this page			28		11,770	11,770	11,770	11,770

	Description	Students	No. of Rooms	Area each Room	Total Area	Area by Dept.	Provided Area	Provided by Dept.
60 Faculty Support	Teacher's Prep Room		1	250	250		250	-
61 Faculty Support	Copy/Workroom		1	200	200		200	-
62 Faculty Support	No Entry						-	-
63 Faculty Support	Parent Teacher Conference		1	300	300		300	-
64 Faculty Support	Parent Teacher Conference		1	150	150	900	150	900
65 Community Support	Parent's Room		1	200	200		200	-
66 Community Support	Storage		1	60	60		60	-
67 Community Support	Toilet		1	50	50		50	-
68 Community Support						310		310
69 Building Support	Custodial Office		1	120	120		120	-
70 Building Support	Custodial Workroom		1	250	250		250	-
71 Building Support	Custodial Closet		4	30	120		120	-
72 Building Support	General Storage		2	200	400		400	-
73 Building Support	Supply Storage		2	400	800		800	-
74 Building Support	Book Storage		1	200	200		200	-
75 Building Support	Outdoor Equipment Storage		1	250	250		250	-
76 Building Support	Mechanical Boiler Room		1	1,200	1,200		1,200	-
77 Building Support	Electrical Room		1	250	250		250	-
78 Building Support	Boy's Toilet room		3	300	900		900	-
79 Building Support	Girl's Toilet Room		3	300	900		900	-
80 Building Support	Staff Toilet		6	50	300		300	-
81 Building Support	Security Room		1	500	500	6,190	500	6,190
	Subtotal this page		34		7,400	7,400	7,400	7,400

44
St. Clair

COMMON COUNCIL ROLL CALL

<u>NAME</u>	<u>YES</u>	<u>NO</u>
WARREN LEVY	✓	
HARRY SCALZO	✓	
PAUL McALLISTER	✓	
MARY SMITH		✓
THOMAS SAADI		
EMILE BUZAIID		
DEAN ESPOSITO		✓
VALDEMIRO MACHADO	✓	
CONNIE SHULER	✓	
DAVID FURTADO		
THOMAS ARCONTI	✓	
JOHN ESPOSITO	✓	
HELENA ABRANTES	✓	
MICHAEL PASCUZZI		✓
PAULINE BASSO		✓
MANNY FURTADO		✓
MATTHEW GALLAGHER		
JOHN GOGLIETTINO	✓	
MICHAEL MOORE		✓
MARTIN MOORE		✓
MARY SARACINO	9	7

9
NO

24 ice Rink

COMMON COUNCIL ROLL CALL

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

7

COMMON COUNCIL ROLL CALL

<u>NAME</u>	<u>YES</u>	<u>NO</u>
WARREN LEVY	✓	
HARRY SCALZO	✓	
PAUL McALLISTER	✓	
MARY SMITH	✓	
THOMAS SAADI		
EMILE BUZAID		
DEAN ESPOSITO	✓	
VALDEMIRO MACHADO	✓	
CONNIE SHULER	✓	
DAVID FURTADO		
THOMAS ARCONTI	✓	
JOHN ESPOSITO	✓	
HELENA ABRANTES	✓	
MICHAEL PASCUZZI	✓	
PAULINE BASSO		✓
MANNY FURTADO	✓	
MATTHEW GALLAGHER		
JOHN GOLIETTINO	✓	
MICHAEL MOORE	✓	
MARTIN MOORE		✓
MARY SARACINO	14 yes	2 no



CITY OF DANBURY

155 DEER HILL AVENUE

DANBURY, CONNECTICUT 06810

COMMON COUNCIL

Common Council Committee Minutes / Report

May 14, 2001 Time: 7:10

Common Council Mandate: Shuler, Gallagher, Martin Moore

Committee Attendance: Shuler, Gallagher, Martin Moore,

also in attendance were Neil Marcus-Attorney for the applicant

B.J. Pampuch-Executive Assistance for Duncan N. Dayton Miry Brook LLC

Paul Estefan-City of Danbury

Ron George-CCA for Applicant Engineer

Dept. Head: Bill Buckley-City of Danbury

The Common Council Committee appointed to review the request for a sewer extension on Miry Brook Road. The committee met on May 14, 2001 at 7:10 p.m. in the Caucus Room in City Hall. The committee was Shuler, Gallagher, and Martin Moore.

Mr. Shuler said that he got a positive recommendation from the Planning Commission.

Neil Marcus of Miry Brook LLC wants to build a building on an empty lot, but needs to extend the city sewer. The sewer would also potentially serve an existing building. He explained that the extension would need a pumping station and sewer line that was not yet in existence.

Buckley recommended approval including a pump station and a proposed easement to Miry Brook Road, including the usual eight steps. Mr. Gallagher moved to recommend approval of the sewer extension which includes the said easement and the usual eight steps. This motion was seconded by Martin Moore and passed unanimously.

The meeting adjourned at 7:25pm on May 14, 2001.

Respectfully submitted,

Connie Shuler

Matt Gallagher

Martin Moore