



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

**DAVID W. ST. HILAIRE**  
DIRECTOR OF FINANCE

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

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

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**DATE:** 10/26/09  
**TO:** HON. MARK D. BOUGHTON VIA THE COMMON COUNCIL  
**FROM:** DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DST*  
**RE:** 2010 COMPREHENSIVE DUI ENFORCEMENT PROGRAM

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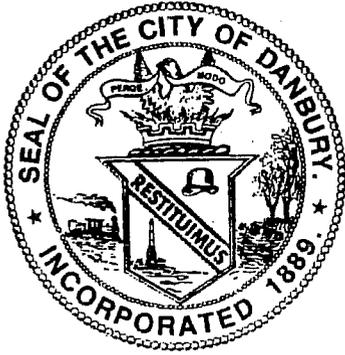
Attached for your review is a resolution that will allow the City of Danbury Police Department to accept funding from the State of Connecticut, Department of Transportation for the "2010 Comprehensive DUI Enforcement Program". The City is responsible for 25% of the total cost of the program, which is available in the Police Department 09/10 budget. The total projected cost of this program is \$55,000, with the State contributing \$41,250 and the City contributing \$13,750 from account 2000.5030.

The Common Council is respectfully requested to consider this resolution at its next meeting. If you have any questions or require any additional information, please contact my office at 203-797-4652.

DWS/sk

cc: Chief A. Baker

Captain T. Wendel



# RESOLUTION

**CITY OF DANBURY, STATE OF CONNECTICUT**

\_\_\_\_\_ **A. D., 200**\_\_

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

**WHEREAS**, the State of Connecticut Department of Transportation, Division of Highway Safety has made available Federal funding for the 2010 Comprehensive Driving Under the Influence Enforcement Program; and

**WHEREAS**, the total project amount is not to exceed \$55,000, with a State commitment of 75%, or \$41,250 and the required 25% City match of \$13,750; and

**WHEREAS**, the project period is November 19, 2009 through September 12, 2010.

**NOW, THEREFORE BE IT RESOLVED THAT**, Mayor Mark D. Boughton, or Chief Alan D. Baker, as his designee, is hereby authorized to accept these grant funds and sign all contracts necessary to effectuate the purposes thereof.



**STATE OF CONNECTICUT**  
**DEPARTMENT OF TRANSPORTATION**

2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546

Phone:



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September 11, 2009

Dear Chief of Police/Resident Trooper:

**Subject: Highway Safety Project Application**  
**FY 2010 Comprehensive DUI Enforcement Program**

The Department of Transportation (Department) is anticipating the availability of FY 2010 federal safety funds for the support of driving under the influence (DUI) enforcement initiatives. The Highway Safety Program will provide these federal funds to awarded law enforcement agencies on a reimbursement basis for 75 percent of allowable operational expenses.

This enforcement program will address holiday enforcement periods as well as instances where drinking and driving may be greater than normal in your specific municipality. Eligible expenses for this activity are limited to overtime wages and overtime fringe benefits for police officers/state troopers. This project is designed for specialized Driving Under the Influence (DUI) Enforcement operations above and beyond your agencies routine patrol activities and to address "special events" your municipality is hosting. Operational parameters including core hours, designated locations and the number of officers are designated in the application and must be strictly adhered to.

If you wish to participate in this DUI Enforcement effort, please complete and sign the Highway Safety Project application and return it to the Transportation Safety Section. The application is available, in digital form, on the Department's web site: <http://www.ct.gov/dot/site> under Programs and Services, Transportation Safety Programs. Application instructions and procedures are also available to assist you. Please return the signed application to:

Connecticut Department of Transportation  
Transportation Safety Section  
P.O. Box 317546  
2800 Berlin Turnpike, Newington, CT 06131-7546

Please note that federal enforcement initiatives encourage the operation of DUI checkpoints which are supported by high profile media coverage. Applications that contain these components may be given higher priority.

It is essential to Connecticut's highway safety initiatives that all investigating police agencies comply with Fatality Analysis Reporting System (FARS) reporting guidelines. FARS is a national program, administered by the National Highway Traffic Safety Administration (NHTSA). To comply with FARS reporting objectives, the Department requests that copies of fatal police accident reports be forwarded to the Department within 60 days of the occurrence of the accident.

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Chief of Police/Resident Trooper

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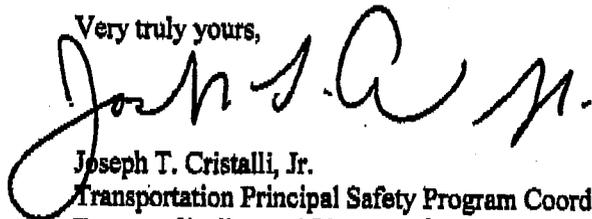
September 11, 2009

Please be aware that the timely and accurate reporting of fatal accidents to the Department is required to qualify for federal funding. Non-compliance with the FARS reporting guidelines could affect the ability of the non-compliant agency to qualify for NHTSA grants.

The Highway Safety Program has established financial operating procedures. Since funding under the Comprehensive DUI Enforcement Program is on a reimbursable basis, all initial allowable expenses must be provided by your municipality. The required backup documentation must accompany each claim reimbursement in order for the claim to be processed. In addition, please submit photocopies of any local or regional news articles that publicized your enforcement activity. All documentation must be submitted no later than 30 days from the project completion date.

If you have any questions or require additional information regarding these projects, please contact Ms. Kathryn Barnabei, Impaired Driving Program Coordinator, at (860) 594-2364.

Very truly yours,



Joseph T. Cristalli, Jr.  
Transportation Principal Safety Program Coordinator  
Bureau of Policy and Planning



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# CITY OF DANBURY

DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE  
375 MAIN STREET

ALAN D. BAKER, CHIEF  
TERENCE M. SHANAHAN, DEPUTY CHIEF  
(203) 797-4614

October 20, 2009

## MEMORANDUM

To: David St. Hilaire, Director of Finance

From: Alan D. Baker, Chief of Police

Subject: **State of Connecticut – Department of Transportation  
FY 2010 Comprehensive DUI Enforcement Program Grant**

This Department requests that the Common Council act on and approve the attached State of Connecticut DOT Comprehensive DUI Enforcement Program Grant, in that the City agrees to share its contribution responsibility (25% = \$13,750.00) of the total \$55,000.00.

Attached is a letter from Capt. Thomas Wendel, Administrative Division Captain explaining this grant in greater detail.

A handwritten signature in black ink, appearing to read "Alan D. Baker".

Alan D. Baker  
Chief of Police

ADB:mrl  
Attach.

Cc: Capt. Wendel



**CITY OF DANBURY**  
DANBURY, CONNECTICUT 06810

**Alan D. Baker, Chief**  
**Department of Police**

**Thomas Wendel, Captain**  
**Administrative Division**

October 20, 2009

**MEMORANDUM**

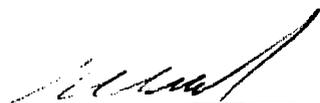
**To: Chief Alan Baker**  
**From: Thomas Wendel, Administrative Captain**  
**Subject: State of Connecticut Department of Transportation**  
**FY 2010 Comprehensive DUI Enforcement Program Application**

I am requesting that your office and the Common Act on and approve the attached State of Connecticut, Department of Transportation FY 2010 Comprehensive DUI Enforcement Program Grant. This grant has been offered to the Police Department to aid in the identification and apprehension of alcohol and drug impaired drivers within our city limits.

As the start date is November 19, 2009, I am requesting placement on the upcoming Common council Agenda.

The total cost of the funding opportunity is \$55,000 if approved by the DOT, they will pay 75% or \$41,250.00 thus making the city's financial responsibility \$13,750.00

Respectfully submitted for your approval,

  
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Captain Thomas Wendel