City of Derby
Board of Aldermen / Alderwomen

First Ward	Second Ward	Third Ward
Barbara L. DeGennaro	Joseph L. DiMartino	Jim DiMartino
Thomas J. Donofrio	Evelyn Browning	Louis Oliwa
Bev Moran	Ronald M. Sill	Charles Sampson

Board of Aldermen/Alderwomen Meeting Minutes
Derby City Hall
1 Elizabeth Street, Derby, CT
August 9, 2018

1. **Call to Order.**
   Mayor Dziekan called the meeting to order at 7:00 PM.

2. **Pledge of Allegiance.**
   Mayor Dziekan led the Pledge of Allegiance.

3. **Roll Call.**
   The Board of Aldermen / Alderwomen members present were Barbara DeGennaro, Thomas Donofrio, Bev Moran, Joseph DiMartino, Evelyn Browning, Ronald Sill, and Charles Sampson. Jim DiMartino and Louis Oliwa were absent.

4. **Adoption of the Agenda**
   Mr. Sampson motioned to add Item 9.7.1 Move to request that the Capital Planning Commission meet with the Board of Apportionment and Taxation to address the Fire Marshal's new vehicle for fiscal year 18-19. Ms. DeGennaro seconded and the motion carried.

5. **Public Portion**
   Chief Narowski – addressed the Board and spoke regarding the Capital Plan and the purchase of police vehicles.

   Mr. Donofrio – Spoke regarding the parking lot being full with cars. Chief Narowski stated that they do not enforce parking on private property. He asked for an ordinance with some kind of permitting.

6. **Department Head Reports**
   - **6.1. Finance Director**
     Mr. Coppola spoke regarding the Aetna plan and stated that everything has been smoothed out.
   - **6.2. Board of Education**
     No report was received.
   - **6.3. Cultural Commission**
     No representative was present.

     Mr. Baklik spoke about the representatives of the commission who are unresponsive. Mr. Sampson asked how the Commission was formed. Ms. DeGennaro stated that the Board of Aldermen/Alderwomen finalize the appointments. The Board would like the members of the Cultural Commission to attend the next Community Relations meeting for further discussion.
   - **6.4. Public Works**
     Ms. DeGennaro asked to revisit the surplus after the road bond projects are completed.
   - **6.5. Building Department**
     Tenth Street – Mr. Cota said that a letter is going out. Mr. Donofrio asked if they could request that the bank secure the property.

6.6. Facilities Inspector
Ms. DeGennaro asked about 27 Academy Hill. Mr. Cota said that letters are going out.

6.7. Fire Marshal
Nothing was discussed.

6.8. Fire Department
Nothing was discussed.

6.9. Office of Emergency Management
Nothing was discussed.

6.10. Parking Division
Nothing was discussed.

6.11. Police Department
Chief Narowski stated he had nothing significant to report. Mayor Dziekan commended the department on their extra patrols in the Hawkins Street area.

6.12. Water Pollution Control Authority
Nothing was discussed.

6.13. Chief of Staff
Nothing was discussed.

6.14. Corporation Counsel – Including Planning and Zoning, Labor Counsel, and Outside Counsel
Nothing was discussed.

6.15. Storm Ambulance Corps
Nothing was discussed.

6.16. Parks and Recreation
Nothing was discussed.

6.17. Revolving Loan Fund
Nothing was discussed.

6.18. Website Report of tickets for the month
Nothing was discussed.

6.19. Economic Development Liaison
Nothing was discussed

6.20. Athletic Complex Building Committee
Mr. DiMartino asked about the softball field. Mr. McLiverty stated that the softball and baseball teams will be sharing fields and it is all turf. Mr. DiMartino stated that the fields are different for softball and baseball. Mr. Luke McCoy of Kaestle Boos spoke about the fields and said that the lines are painted on game days - it is similar to a chalk product and the mound will be movable. Bases will be sleeves and caps. The outfield will also have a movable fence.

6.21. Field House and Baseball Field Building Committee
Discussed under previous item.

7. Administrative & Appointments

7.1. Approval of Minutes

7.1.1. Move to approve minutes from Regular Meeting – July 12, 2018

Motioned by Mr. Sill, seconded by Mr. Joe DiMartino and the motion carried.

7.2. Move to approve tax refunds in the amount of $4,052.78

Motioned by Ms. DeGennaro, seconded by Mr. Sampson and the motion carried.

8. Committee Reports

8.1. Blight Committee

8.1.1. 273 Olivia Street

Move to add 273 Olivia Street to the Blight List.

Motioned by Mr. Joe DiMartino, seconded by Mr. Sampson and the motion carried.

8.1.2. 190 Seymour Avenue

Move to authorize the City of Derby to commence foreclosure on 190 Seymour Avenue.

Motioned by Mr. Joe DiMartino, seconded by Mr. Donofrio and the motion carried.

8.1.3. 30 Atwater Avenue

Move to remove 30 Atwater Avenue from the Blight List.

Motioned by Mr. Joe DiMartino, seconded by Mr. Donofrio and the motion carried.

8.1.4. Lot 7-10, 20 B Division Street

Move to remove Lot 7-10, 20 B Division Street from the Blight List.

Motioned by Mr. Joe DiMartino, seconded by Mr. Donofrio and the motion carried.

8.1.5. 188 Elizabeth Street

Move to remove 188 Elizabeth Street from the Blight List.

Motioned by Mr. Joe DiMartino, seconded by Mr. Donofrio and the motion carried.

188 Elizabeth Street

Move to add 188 Elizabeth Street to the Blight List

Motioned by Mr. Joe DiMartino, seconded by Mr. Donofrio and the motion carried.

8.2. Community Relations

Nothing to report.

8.3. Operations and Procedures

8.3.1. New Part-Time Records Clerk in Derby Police Department.

Move to approve the new part-time records clerk for the Derby Police Department as nunc pro tunc (applies retroactively to correct an earlier ruling).

Motioned by Mr. Sampson and seconded by Ms. Moran. Roll call was requested

Barbara L. DeGennaro: No	Joseph L. DiMartino No	~~Jim DiMartino~~
Thomas J. Donofrio: Recused	Evelyn Browning No	~~Louis Oliwa~~
Bev Moran: Yes	Ronald M. Sill No	Charles Sampson Yes

Motion failed.

8.3.2. Request by Leigh Margiano to use the Sterling Opera House for wedding photographs on Saturday, October 13, 2018.

Move to deny the request by Leigh Margiano to use the Sterling Opera House for wedding photographs on Sunday, October 13, 2018.

Motioned by Ms. DeGennaro, seconded by Mr. Sill and the motion carried.

8.3.3. Appointment of Assessment Officer per City of Derby Charter.

Move to approve the appointment of Betsy Quist as Assessment Officer for the City of Derby Charter.

Motioned by Ms. DeGennaro, Ms. Moran seconded and the motion carried.

8.3.4. Request from Urstadt/Biddle Properties, Inc. for interest waiver on 2018 Real Estate Property Tax List #5937, 76 Pershing Drive.

Move to approve the request from Urstadt/Biddle Properties, Inc. for interest waiver on 2018 Real Estate Property Tax List #5937 in the amount of $2,329.44.

Motioned by Ms. DeGennaro, Ms. Moran seconded and the motion carried.

8.3.5. Request to remove any and all remaining call boxes from the Derby Fire Department fire pull box alarm system located in or on commercial buildings and businesses within the City of Derby.

Motion to approve request to remove any and all remaining call boxes from the Derby Fire Department fire pull box alarm system located in or on commercial buildings and businesses within the City of Derby and to send letters via certified mail, return receipt requested indicating the same and that all will be disconnected as of December 31, 2018.

Motioned by Ms. DeGennaro, seconded by Mr. Sampson and the motion carried.

Mr. Sampson stated that letters will be sent advising these business that they will need to get their own fire monitoring service as the city will no longer be handling it.

8.4. Road Bond

8.4.1. Prindle Avenue
8.4.2. Academy Hill Road from Paugassett Road to Ridge Road
8.4.3. Marshall Lane from Ansonia line to Florence Avenue
8.4.4. David Humphrey Road from Kings Court to Sentinel Hill Road
8.4.5. East Ninth Street
8.4.6. Cemetery Avenue
8.4.7. Olivia Street from 6th to Main Street
8.4.8. Minerva Street between 3rd and 4th
8.4.9. Fourth Street

Move to have the above-mentioned roads placed out to bid for milling and paving, catch basins and manholes and to use the remaining road bond funds for payment of said project.
Motioned by Mr. Sill, seconded by Ms. Browning and the motion carried.

Ms. DeGennaro asked that if funds are available, they look into Gilbert at High to Monaco Circle. Mayor Dziekan asked about Indian Avenue and Ferrara Court. Mr. Armeno spoke about the asphalt on the Riverwalk. His recommendation would be to cap it rather than fix all the individual cracks as there are so many. He doesn't have a figure yet. A special BOA meeting will be held after the next sub-committee meeting.

9. New Business

9.1. Sec. 57. Procedure for making certain purchases-Sealed bid required - for emergency repair of Public Works Truck 65

Move to waive Sec. 57. Procedure for making certain purchases-Sealed bid required - for emergency repair of Public Works Truck 65
Motioned by Mr. Sampson and seconded by DeGennaro. Ms. DeGennaro asked how much this would cost. Mr. Armeno stated that it will be between $15,000 and $19,000 as the engine is no longer functioning. He also stated that this is a first line vehicle.

A roll call vote was requested:

Barbara L. DeGennaro Yes	Joseph L. DiMartino	Yes	~~Jim DiMartino~~
Thomas J. Donofrio Yes	Evelyn Browning	Yes	~~Louis Oliwa~~
Bev Moran Yes	Ronald M. Sill	Yes	Charles Sampson Yes

Motion carried.

9.2. Sec. 57. Procedure for making certain purchases-Sealed bid required – for retaining wall at Irving School along Caroline Street

Move to waive Sec. 57. Procedure for making certain purchases-Sealed bid required - for work related to the retaining wall along Caroline Street at Irving School.

Motioned by Mr. Sampson and seconded by Mr. Joe DiMartino. $4,000 was the initial estimate, but it will be more as it has to be repaired further up. Public works cannot handle a job this size. If it is less that $15,000 then three bids would be needed. Ms. DeGennaro stated that if it's under $15,000, three bids would be need and the waiver wouldn't apply. Mr. Sampson amend the motion to include that it is not to exceed $20,000. Mr. DiMartino seconded.

A roll call vote was requested:

Barbara L. DeGennaro Yes	Joseph L. DiMartino	Yes	~~Jim DiMartino~~
Thomas J. Donofrio Yes	Evelyn Browning	Yes	~~Louis Oliwa~~
Bev Moran Yes	Ronald M. Sill	Yes	Charles Sampson Yes

The motion carried.

9.3. Soil transfer from JR Payden Field
Move to transfer soil from the JR Payden Field site to the south side of Main Street.
Motioned by Mr. Sampson and seconded by Ms. Browning. Motion carried.

*Reopened at 8:06 PM.

Mr. McLiverty stated that Mr. McCoy lied to the Board regarding the transfer of the soil. He read the following excerpt from the last Athletic Committee minutes:

Mr. Barr said the soils typed as red will be removed and disposed of off-site. The soils typed as yellow and green they would like to relocate underneath the football field. There would be a liner system – a geo synthetic membrane – capped over the soils.

Mr. McCoy then discussed both projects. He said the other project (field house, baseball field) has more material on site than what is needed and they would like to move the excess soil to the football field (4,000-5,000 cubic yards.) which is needed for the football field and there will be no cost for the soil. The other benefit is the alternate that we discussed where we are ramping up to get the accessibility in the front of the bleachers would now be part of the project at no cost. Raising that section up and putting material under that asphalt ramp to get us up there is less expensive than paying to dispose of that green and yellow material off-site. This would also be capped with asphalt paving over it. Mr. McCoy again reviewed the three options:

1. Red – Have the ability to ship off-site. Extremely expensive process.
2. Put material on South Side of Main Street. This would affect the schedule (would need to go through permit approval process.) City would need to document and could also impact future sale of property.
3. Use it for the football field and bleachers. Material is needed and this is the most cost effective option.

Mr. Sampson and Ms. Browning rescinded their motions. This item will be address further at an upcoming special meeting.

9.4. New Beginnings Church of God Backpack Giveaway Event – Discussion and Possible Action
Move to approve request from Pastor Marroquin of New Beginnings Church of God to use the Derby Green from 12:00 pm to 4:00 pm on August 25, 2018 for their backpack giveaway event subject to the receipt of a current certificate of insurance and that they contact the police department, fire department and Storms Ambulance.
Motion to approve by Mr. Sampson, seconded by Mr. Sill and the motion carried.

9.5. Ed Strang Day Event – Discussion and Possible Action
Move to approve request from Boy Scout Troop 3 to use the Derby Green from 9:00 am to 3:00 pm on September 22, 2018 for their annual Ed Strang Day for kids subject to the receipt of a current certificate of insurance and that they contact the police department, fire department and Storms Ambulance.
Motion to approve by Mr. Sampson, seconded by Mr. Sill and the motion carried.

9.6. Waiver of Building Permit Fees for demolition of City owned properties

Move to waive the building permit fees for the demolition of 92-94 and 105 Hawkins Street.
Motioned by Mr. Sampson, seconded by Mr. DiMartino. Ms. DeGennaro asked to add "with exception of the State of CT fee" to the motion. Mr. Sampson and Mr. DiMartino accepted the amendment and the motion carried.

9.7. 2018-2019 Capital Plan - Move to adopt 2018-2019 Five Year Capital Plan as recommended by the Capital Planning Commission.
Motioned to approve by Mr. Sampson and seconded by Mr. DiMartino.

Ms. DeGennaro stated that she opposed the capital plan due to the fact that the fire marshal should get a new vehicle based on his importance to the city. She felt that the police department could get one vehicle and then use the funds to be utilized for the fire marshal. Mr. Donofrio stated that he feels the fire marshal does need a vehicle but the police department does need two vehicles. Mayor Dziekan appreciates what the fire marshal does and he feels he needs a vehicle as well.

Chief spoke regarding the Police Department fleet.

The motion carried.

9.7.1. Fire Marshal's New Vehicle
Motion to request that the Capital Planning Commission meet with the Board of Apportionment and Taxation to fund the new Fire Marshal's vehicle for fiscal year 18-19.
Motioned by Mr. Sampson, seconded by Ms. DeGennaro and the motion carried.

10. Old Business
10.1. No old business

11. Executive Session
11.1. Request from Lowe's for interest waiver on Personal Property Tax List #P51781.
Ms. DeGennaro motioned to table item 11.1 and 12.1, Mr. Sampson seconded and the motion carried.

Mr. DiMartino motioned to reopen Item 9.3 at 8:06 PM. Mr. Sill seconded and the motion carried.

12. Regular Session Action from Executive Session
12.1. Request from Lowe's for interest waiver on Personal Property Tax List #P51781. Discussion and Possible Action.

13. Adjournment
Mr. Sill motioned to adjourn, seconded by Ms. Browning and the motion carried at 8:19 PM.

Respectfully submitted,

Terri Kuskowski

These minutes are subject to the Board's approval at their next scheduled meeting.