Capital Plan Commission Regular Meeting
Meeting Minutes

Monday, August 26, 2024, at 6:06 p.m.

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1. Call to Order

The meeting was called to order at 6:06 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Roll call was taken. Present were Mayor DiMartino, Mr. Hyder, Mr. Kurtyka, Ms. Widomski, and Ms. Ezzo. Ms. Wabno and Mr. Gildea were not recorded as present. A quorum was declared with five members present.

4. Additions, Deletions, and Adoption of the Agenda

There were no additions or deletions to the agenda. The agenda was accepted as presented.

5. Public Portion

The public portion was opened. The following members of the public addressed the Commission:

Linda Fusco, 10 Platt Street, Derby, Connecticut, Chief of Staff, addressed the Commission regarding the request for additional cameras at the Board of Education building. Ms. Fusco explained that the request resulted from collaboration with Dennis O'Connell of Parks and Recreation and Chief Grogan due to safety concerns near the Parks and Recreation building and Board of Education area. She stated that only two cameras were currently in place and that six additional cameras were being requested to cover three sides of the building. Ms. Fusco stated that the estimated cost was $14,000 and respectfully requested the Commission's consideration.

Tom Leonard, 173 Hawthorne Avenue, Derby, Connecticut, addressed the Commission on behalf of Storm Ambulance regarding replacement of the rescue truck. Mr. Leonard stated that the existing rescue truck is aging and that replacement costs have increased from approximately $900,000 in 2019 to approximately $1.4 million. He requested any assistance the City and Commission may be able to provide.

Gary Parker, Fire Commissioner, addressed the Commission regarding fire apparatus and fire department building needs. Commissioner Parker stated that fire apparatus remains part of the capital plan and expressed hope that funding could be addressed sooner rather than later. He further discussed the condition of the five firehouse buildings and the fire alarm headquarters building, noting that the buildings are approximately fifty years old or older and have received limited substantive improvements beyond roofs and some HVAC work. Commissioner Parker requested that the fire alarm headquarters building be

prioritized because it houses primary radio communication infrastructure for the fire department, police department, public works, and ambulance corps. He stated that approximately $130,000 was requested to improve the building structurally, physically, aesthetically, and internally to support the required radio infrastructure.

Mark Garofalo, Town Clerk, addressed the Commission regarding capital requests associated with the Town Clerk's office and other City needs. Mr. Garofalo clarified that certain items listed under Town Clerk requests, including traffic lights and Board of Education cameras, were not directly Town Clerk requests. He stated that the annual preservation, maintenance, and access of permanent City records was directly related to the Town Clerk's office. Mr. Garofalo also discussed the need for a City Hall security system, including camera coverage for ballot return boxes as required by recent legislation, as well as security in the Tax Office, Town Clerk/Registrar area, vault, and hallways for the safety of employees, public records, and members of the public conducting business.

Karen Kemmesies, 25 John Street, addressed the Commission regarding capital priorities, fire department needs, and the City's financial condition. Ms. Kemmesies expressed support for the fire department and stated that the Cottage Street building and radio system should be revisited because of the condition of the building and the timing of the radio system project. She noted that departments such as the library and senior center were not reflected in the list and expressed concern that current projected available funding was insufficient for the capital needs identified. Ms. Kemmesies discussed the possibility of a referendum, the need to lock in pricing for equipment where appropriate, potential refinancing of bonds, and review of City regulations, charter provisions, and financial controls to prevent future fiscal issues.

There being no further public comment, the public portion was closed.

6. Review of Capital Requests and Capital Needs — Discussion Only

The Commission reviewed capital requests and capital needs. Discussion included the fire department's fleet plan, including Commissioner Parker's explanation that the plan reflects a reduction from five engines to four engines. The Commission discussed whether a combined rescue truck and engine, or squad-type apparatus with supplemental vehicle support, could be considered as an alternative to a separate rescue truck. Commissioner Parker explained that earlier discussions had occurred with the Ambulance Corps and that a squad-type apparatus could carry equipment for most calls, while certain specialized rescue equipment, such as trench rescue or collapse rescue materials, may require supplemental vehicle capacity. Members requested that potential costs and options be further explored.

The Commission further discussed the authority of the Fire Commissioner under the City Charter and expressed confidence in Commissioner Parker's ability to work with the fire chiefs and departments to determine appropriate fire department needs, specifications, and recommendations for future purchases.

7. Financing Options for Capital Needs — Discussion Only

Brian Hall, Finance Director, discussed potential financing options for capital needs. Mr. Hall stated that approximately $300,000 was available between LOCIP and capital funds and that those funds could be prioritized for the current year. Additional options discussed included potential proceeds from a WPCA sale, bond resolution, referendum, refinancing of existing debt, grants, and other funding sources. Mr. Hall stated that he was in the process of refinancing existing debt, which may help reduce overall debt in future years and potentially free up funding for City needs.

The Commission discussed the timeline for placing a referendum question on the ballot, noting that the deadline was approximately sixty days before the election. Members discussed whether a special election or future election could be considered if the current timeline could not be met.

Mr. Hall stated that he would prepare information identifying items that may be LOCIP eligible and help narrow the list of smaller-ticket capital items for consideration at a future meeting.

The Mayor stated that a current list of streets requiring paving had not yet been finalized but identified Silver Hill Road and Stelmack Road as examples of streets needing review. The Mayor stated that the Public Works Commissioner could review streets and develop a list.

The Commission also discussed potential federal and state funding opportunities, including clean water funding for wastewater treatment plant needs and matching grants for Board of Education items. Members emphasized the need to prioritize capital needs, seek grants where available, and remain mindful of the impact on taxpayers.

8. Adjournment

A motion was made by George Kurtyka to adjourn the meeting at 6:47 p.m. The motion was seconded by Sarah Widomski. The motion passed unanimously.

Respectfully Submitted,
Jennifer Desroches

RECEIVED
By Marc J Garofalo MPA, MMC, MCTC at 12:19 pm, Jun 25, 2026