AUGUST 2026 REFUNDS

Received
AUG 8 2026
Derby, CT Town Clerk's Office

6.2.1

BOWERS RAY K	TAXPAYER	269 SILVER HILL RD, DERBY, CT 06418-1036	516523	2024-03-51018	MV	OVERPAYMENT	($132.06)
COMA KUJTESA & FEIM	TAXPAYER	81 PARK AVE, DERBY, CT 06418-1682	268979	2025-03-51836	MV	OVERPAYMENT	($46.13)
DEFALA ANTHONY	TAXPAYER	214 HAWTHORNE AVE, DERBY, CT 06418	214 HAWTHORNE AVE	2025-01-1007	RE	OVERPAYMENT	($3,030.66)
DIANA ANTHONY P	TAXPAYER	148 SHAGBARK DR, DERBY, CT 06418-2618	038677	2024-03-52345	MV	OVERPAYMENT	($13.36)
DELGADO JOCELYNE	TAXPAYER	104 HOWARD AVE, #2, ANSONIA, CT 06401-2210	310107	2024-04-80242	MS	OVERPAYMENT	($22.54)
DELAROSA LOPEZ CARMEN E	TAXPAYER	26 7TH ST, DERBY, CT 06418-1202	200180	2024-03-52256	MV	OVERPAYMENT	($68.85)
FIORE CHRISTINA L	TAXPAYER	1897 HOWE AVE, APT 4, SHELTON, CT 06484	588059	2024-03-53027	MV	OVERPAYMENT	($57.48)
HONDA LEASE TRUST	LEASING COMPANY	11675 GREAT OAKS WAY, SUITE 200, ALPHARETTA, GA 30022	VARIOUS	2024/2025-03-VARIOUS	MV	OVERPAYMENT	($752.04)
HUQ MOHAMMAD	TAXPAYER	1334 SCIMITAR AVE, ELMONT, NY 11003	26 EIGHTH ST	2024-01-1835	RE	OVERPAYMENT	($69.55)
SCARPELLI NATALIE & & EMILIE L	TAXPAYER	300 BELLA HARBOR CT., UNIT 102, PALM COAST, FL 32137	15 ACADEMY HILL RD	2021-01-1985	RE	OVERPAYMENT	($3,545.02)
SHEEHY RONALD T	TAXPAYER	46 EMMETT AVE, DERBY, CT 06418	46 EMMETT AVE	2024-01-3619	RE	OVERPAYMENT	($50.56)
URBANO RACHEL E	TAXPAYER	80 BRITTIN AVE, BRIDGEPORT, CT 06605	206959	2017-03-14222	MV	OVERPAYMENT	($325.89)
CHEVERELLA RITA & ANTHONY P	TAXPAYER	18 SEVENTH ST, DERBY, CT 06418	18 SEVENTH ST	2025-17-2112	CF	OVERPAYMENT	($100.00)

6.2.1

6.2.1

DEMOTTE LAURA	TAXPAYER	154-156 HAWTHORNE AVE, DERBY, CT 06418	154 HAWTHORNE AVE	2025/07&17/894	SU&CF	OVERPAYMENT	($622.27)
HOUSING OPERATIONS MANAGEMENT ENT. INC.	TAXPAYER	560 WHALLEY AVE, NEW HAVEN, CT 06511	175 CAROLINE ST	2025-17-2602	CF	OVERPAYMENT	($68.26)
ROLDAN JUAN A	TAXPAYER	36 DERBYSHIRE, DERBY, CT 06418	36 DERBYSHIRE	2025-17-3168	CF	OVERPAYMENT	($59.57)
							($8,964.24)

Received
AUG 8 2026
Derby, CT Town Clerk's Office

6.2.1

7.3.1

Brian Hall 7/16/2026

Subject: Request for Use of Opioid Settlement Funds for Emergency Response Vehicle Replacement

Brian,

I recently learned that approximately $28,000 remains available through the City of Derby's Opioid Settlement Fund. Storm Ambulance is currently stocked with naloxone (Narcan) for public distribution through 2027 at the current distribution rate.

I respectfully request consideration for the use of these funds to replace our First Response ("Fly Car") vehicle, a 2003 Chevrolet pickup truck, which has reached the end of its reliable service life and is experiencing significant mechanical and safety issues.

The vehicle currently suffers from multiple deficiencies, including persistent airbag system faults that generate false warnings, extensive rust and deterioration of the right-rear fender and step, non-functioning heating and air conditioning systems, and ongoing engine performance problems. These issues affect both the safety of our personnel and the vehicle's reliability during emergency operations.

This vehicle plays a critical role in Derby's emergency medical response system. It is routinely deployed to provide advanced medical response when ambulances are committed to other incidents or when personnel must be rapidly reassigned between emergency scenes. It goes to cardiac arrests, priority medical calls, and drug overdoses, which figure prominently in the fast responses. An EMT/EMR can get into the vehicle and respond without moving a heavier vehicle (ambulance, rescue truck, etc.), move through traffic quickly, and arrive to render aid as soon as the vehicle arrives. One of its most important functions is responding to medical emergencies involving suspected opioid overdoses, where a single EMT or first responder can quickly initiate patient care, giving Narcan to reverse the effects of an opioid substance (Cocaine, Heroin, Fentanyl), including the administration of naloxone (Narcan), prior to the arrival of an ambulance.

In addition to its medical response responsibilities, the vehicle performs several specialized emergency support functions, including towing our rescue boats to water emergencies, transporting our hazardous materials response trailer, towing our confined space rescue trailer, and hauling our air compressor unit when required for technical rescue operations.

We recently had a call where a person attempted suicide, overdosed fell 50 feet down an embankment, the fly car got there, a member administered Narcan, while other crew members set up a rope system to remove the unconscious person up the bank and into the waiting ambulance.

Given the vehicle's direct involvement in opioid overdose response and emergency and medical care, I believe replacement of this apparatus aligns with the intended purpose of opioid settlement funding by enhancing the community's ability to rapidly respond to overdose

7.3.1

incidents and other medical emergencies. The other responsibilities are a plus by having this vehicle available.

The cost of a basic vehicle, which is all we are looking for, is approx. $60,000. We would pay the difference in the price of the vehicle from our operating funds, basically making the purchase less than a 50/50 split in the cost to the City.

I have attached photographs documenting the current condition of the vehicle for your review. I respectfully request favorable consideration of this proposal and appreciate your support of our emergency response capabilities.

Thank you for your time and consideration.

Thomas Lenart

Thomas Lenart

Chief

Storm Ambulance & Rescue Corps

203-751-3347

7.3.1

Marc Garofalo

From: Brian Hall
Sent: Friday, July 17, 2026 11:25 AM
To: Marc Garofalo
Cc: Mayor Joseph DiMartino
Subject: BOA Subcommittee Fly car request
Attachments: fly 1.JPG; fly 2.JPG; fly3.JPG; Fly Car fund request.docx

Per our conversation.

Brian Hall

Finance Director
City of Derby, Connecticut
1 Elizabeth Street, Derby, CT 06418
(203) 736-1453 ext. 1223
bhall@derbyct.gov

[redacted]
Sent: Thursday, July 16, 2026 8:36 PM
To: Brian Hall <bhall@derbyct.gov>
Subject: Fly car request

Brian, after weighing the two issues, replacing the fly car or the ATV. We feel that we can nurse the ATV more than the fly car (fewer responses, used for what it was designed for.) Therefore, we are hoping to use the funds for the car. It also aligns more with the drug funds purpose

Tom Lenart

I will be away next week with very limited cell service. If there are any questions please give David Lenart a call 203-751-3347.

7.3.2

Fund Transfer Request

A motion to transfer $1.89 million dollars in surplus funds from the General Fund into the Capital Planning Fund. The $1.89 million contains the unspent general fund budgeted capital along with the surplus funds of several revenue items detailed below. These revenue items are also shown in your budget adjustment requests as they would go to the Capital Planning Fund via a "Transfer Out"

Revenues

Item	Amount
Interest Earned	$ 199,312
Sale of City Property	$ 172,143
Cannabis Tax Revenue	$ 129,744
Rental Income	$ 121,732
Telephone Access Line Tax	$ 122,667
Police Outside Work	$ 324,519
MV Tax Revenue	$ 266,067
Revenue Total	$ 1,336,184

Expenses

Item	Amount
General Capital	$ 556,097
Total Transfer Amount	**$ 1,892,281**

This transfer will strengthen the City's ability to address current and future capital improvement needs without creating additional operating budget pressure in future fiscal years. By allocating these funds now, while they are available and while the City's fund balance remains within its targeted range, Derby can continue to proactively plan for and fund critical capital projects as needs arise.

Taking this action demonstrates prudent financial stewardship by preserving available resources for long-term infrastructure and facility investments, reducing the need for future borrowing or budgetary reallocations, and positioning the City to respond effectively to unforeseen capital expenditures. This strategic investment in the Capital Planning Fund will help ensure Derby remains financially stable while maintaining and improving its public assets for years to come.

Received
AUG 8 2026
Derby, CT Town Clerk's Office

Human Resources Director Salary Analysis				
Muni	**Employee Count**	**Salary**	**City/BOE/Both**	**As of Yr**
Seymour	392	$ 114,507.00	Both	2023
Plainville	319	$ 107,341.00	Both	2022
Darien	429	$ 157,604.00	Town	2024
South Windsor	551	$ 156,729.00	Town	2024
Milford		$ 127,649.00	Town	2024
Guilford	416	$ 127,641.00	Town	2024
Branford	534	$ 116,990.00	Town	2024
Ansonia		$ 130,000.00	Town/COO	2026
Dataset Mean	**440**	**$ 129,808**		
Reccomended Salary Range for Posting $105k - $115k				

Received
AUG 8 2026
Derby, CT Town Clerk's Office

Received
AUG 8 2026
Derby, CT Town Clerk's Office

2.3.2

7.3.4

Firefighter Tax Abatement Adjustment

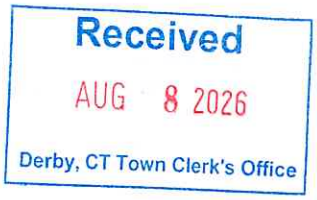
A proposal to increase in steps Deby's current ORDINANCE PROVIDING TAX ABATEMENT FOR VOLUNTEER FIREFIGHTERS AND STORM'S AMBULANCE CORPS up from its $1,000 maximum to the current state maximum of $2,000 under CGS 12-81w. This proposal includes an increase in the property tax abatement to $1,500 for the October 2026 Grand List and then to $2,000 for the October 2027 Grand List. All other languages in the current ordinance would carry over, and the new abatement schedules would look as seen below.

Current Setup		October 2026 Grand List		October 2027 Grand List	
Service Years	Max Abatement	Service Years	Max Abatement	Service Years	Max Abatement
1	$ 250	1	$ 375	1	$ 500
2	$ 500	2	$ 750	2	$ 1,000
3	$ 750	3	$ 1,125	3	$ 1,500
4 or More	$ 1,000	4 or More	$ 1,500	4 or More	$ 2,000

The total tax abatement amount over this period would adjust as shown below. The resulting costs would be an increase of $13,750 in YR 1 and an additional $13,750 increase in YR 2.

Abatements by Grand List Year				
Type	**2025**	**2026**	**2027**	**2028**
Property Tax	$ 27,500	$ 41,250	$ 55,000	$ 55,000
Year over Year Abatement Increase		$ 13,750	$ 13,750	$ -

There are currently 12 volunteers who receive the motor vehicle tax abatement. If these volunteers purchase a home in Derby, they would also be eligible for the additional property tax abatement increases.



8.1

Permit to construct or repair sidew...

In accordance with Section 172-8, Derby Code of Ordinances

Please print all Information below **Permit Date** _____ **Call before you Dig: # 81...**

Name of Property Owner: Christine Figueroa Phone Number 203-260-1179

Address of Property Owner: 194 Olivia Street

Location of Sidewalk: 194 olivia st. Derby, CT 06418

Sidewalk dimensions by Square Feet: 28 ft long X 12 ft wide 336 sq/ft

Sidewalk Material and thickness: Concrete X thickness 5" Asphalt _____ thickness _____

Contractors Name: Cornerstone Creations Precision Phone Number 203-275-9686

Contractors Address: 52 Fox Run Rd Naugatuck CT License Number HIC. 0705797

Sidewalk Cost $ 6863.45

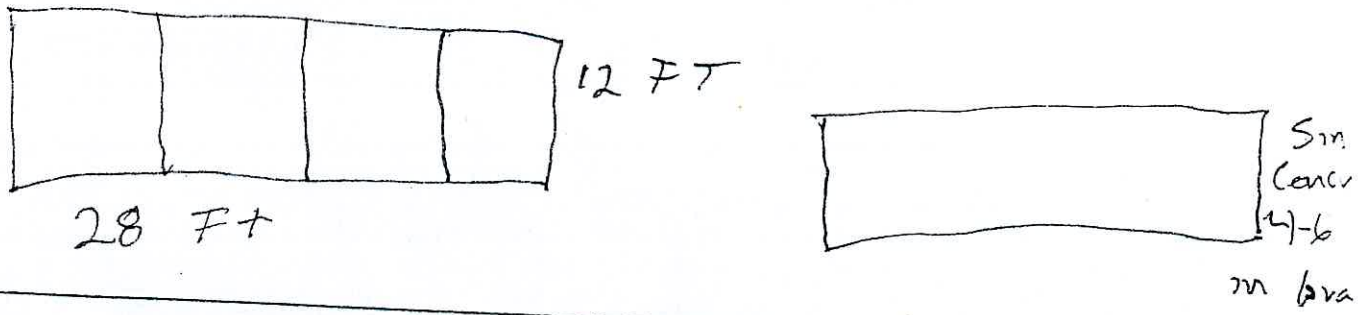
Total Job Cost: $ 6863.45

Property owner Signature: [signature]

Contractors Signature: Jose A. Zamar...

Prior to installation of Material all work must be inspected by Street Commissioner or designated agent.

Please draw diagram. of sidewalk not to scale with dimensions.



Prior to Request for Reimbursement pursuant to §172-8, completed work must be verified by Street Commissioner or designated agent. Reimbursement Requests shall be submitted on Form 172-8 B.

Reviewed prior to pour & after

7/12 mark Matto ok'd & conducted a visual inspection

Form 172-8 A

5" concrete
x $5/sq ft = $1680.00

8.2

City of Derby
Application for Vendor License

Type: ☒ **Annual License** $200.00 Submit to: Town/City Clerk ☐ **One Day Permit** $25.00 Police Department ☐ **Special Event** Cultural Commission

Vending Date: _____ Event: _____

Veteran: Select Date of Submission: 7/28/2026

Applicant Name Litzamara Rangel Business Name El 801 Deli LLC

Address of Business 253 Roosevelt Dr City Derby State CT Zip Code 06418

Home Phone: _____ Business Phone: _____ Cell Phone: (203) 887-7302

Email: litzamara@gmail.com Type of Stand/Cart: Select

Merchandise to be sold: Mexican food, _____, _____,

_____, _____, _____, _____

Location Requested: 253 Roosevelt Dr.
If location is on private property, a letter granting permission from the property owner must accompany this application.

Type of Insurance: General Liability Policy # CP1926539

Insurance Carrier Name: USLI Address: _____

Insurance Agent: _____ Telephone: (203) 517-4545

Date Approved by ~~Committee~~ ZEO: 7/31/2026 Date Approved by Board of Aldermen: _____

Date Approved by Chief of Police: 8/4/2026 Date Approved by Cultural Commission: _____

Date Permit issued by Chief of Police: n/a Date Permit Issued by Town / Clerk: _____

Permit Number _____

RECEIVED FOR RECORD Jul 31,2026 10:52:0
VOL: PAGE:
DERBY CT
RECORDED BY: Marc J. Garofalo
City Clerk

CERTIFICATE OF LIABILITY INSURANCE 8.2

DATE (MM/DD/YYYY)
07/27/2026

ICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS TE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED SENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

RTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. UBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on s certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

ODUCER Durango Insurance and Financial Services Inc 84 West Av Apt A1 Norwalk 06854	CONTACT NAME: Yanet Garmakani PHONE (A/C, No, Ext): (203) 517-4545 FAX (A/C, No): (203) 487-9626 E-MAIL ADDRESS: certificates@DurangoAgency.com
INSURED El Sol Deli LLC 631 MAIN ST MANCHESTER CT 06040	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : USLI INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	X		CP 1926539	07/16/2026	07/16/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Description of operations: Concessionaire / Restaurant. Mobile truck vendor - Food located at 253 Roosevelt DR, Derby, CT 06418. City of Derby is added as an additional insured to this policy on the address 1 Elizabeth Street, Hartford, CT 06105

RECEIVED FOR RECORD JUL 27,2026 3:57:57P
VOL: PAGE:
DERBY CT
RECORDED BY: Marc J. Garofalo
City Clerk

CERTIFICATE HOLDER

City Of Derby

1 Elizabeth Street
Hartford CT 06105

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Gabriela Rivera

© 1988-2025 ACORD CORPORATION. All rights reserved.
The ACORD name and logo are registered marks of ACORD

8.2

Food Service License

Naugatuck Valley Health District

El Sol Deli

253 Roosevlet Drive

Derby

OPERATOR

LITZAMARA RAGEL

EXPIRES: DECEMBER 31, 2026

THIS LICENSE EXPIRES ON THE EXPIRATION DATE ABOVE AND MAY BE REVOKED BY THE DIRECTOR OF HEALTH FOR FAILURE TO COMPLY WITH APPLICABLE DISTRICT AND STATE REGULATIONS.
THIS LICENSE IS NOT TRANSFERABLE BETWEEN PERSONS OR PLACES, FEE IS NOT REFUNDABLE .

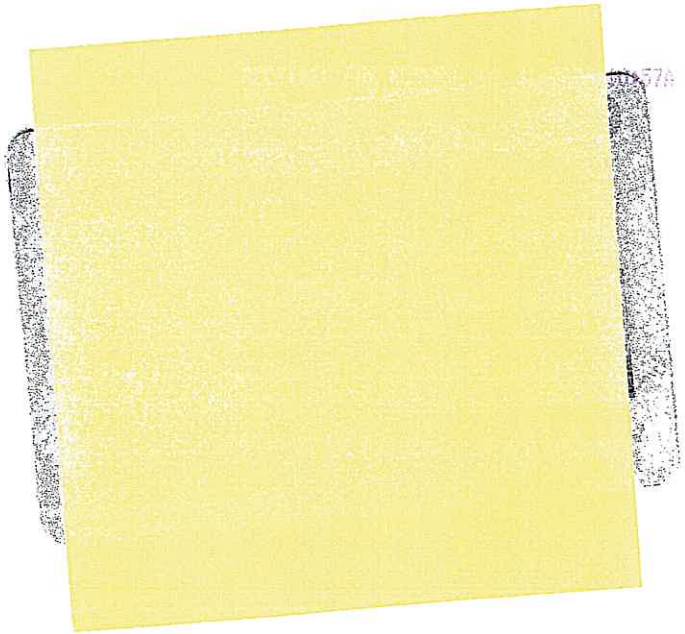
Class 3

VALID ONLY WHEN SIGNED BY THE DIRECTOR OF HEALTH OR AGENT

Jessica Kristy

Jessica Kristy, MPH
Director of Health

DISPLAY IN A PROMINENT PLACE



8.2

A name you can trust.
CIVITELLA & ASSOCIATES
Www.CivitellaGroup.com
MLS.

253 Roosevelt Drive Derby, CT 06418

Tel: (203) 736-CIVI (203) 736-2484 Fax: (203) 736-2400

Real Estate Investors -Real Estate Entrepreneurs- Real Estate Investments

July 16th 2025

To Whom It May Concern:

I have given permission to The El Sol Deli Trailer Owners to operate their business out of my property at 253 Roosevelt Dr. Derby, CT 06418.

Please call my office 203-736-2484 if you have any questions.

Thank you,

Pat Civitella

RECEIVED FOR RECORD Jul 31,2026 10:57A
VOL: PAGE:
DERBY CT
RECORDED BY: Marc A. Garofalo
City Clerk

8.3.

CITY OF DERBY
RESOLUTION TO APPROVE
COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY ("C-PACE") AGREEMENT

WHEREAS, Section 16a-40g, as amended, of the Connecticut General Statutes (the "Act") established a program, known as the Commercial Property Assessed Clean Energy (C-PACE) program, to facilitate loan financing for clean energy improvements to commercial properties by utilizing a state or local assessment mechanism to provide security for repayment of the loans; and

WHEREAS, the Act authorizes the Connecticut Green Bank (the "Green Bank"), a public instrumentality and political subdivision of the State charged with implementing the C-PACE program on behalf of the State, to enter into a written agreement with participating municipalities pursuant to which the municipality may agree to assess and assign benefit assessments to the Green Bank in return for financing for energy improvements for benefited property owners within the municipality; and

WHEREAS, the Commercial Property Assessed Clean Energy ("C-PACE") Agreement (the "C-PACE Agreement") between the City of Derby and the Green Bank, as attached hereto, constitutes the written agreement authorized by the Act.

NOW, THEREFORE, BE IT RESOLVED:

(a) that we, the Board of Aldermen/Alderwomen, constituting the legislative body of the City of Derby, hereby approve the C-PACE Agreement, and

(b) that Mayor Joseph DiMartino is hereby authorized and directed, on behalf of the City/Town, to execute and deliver the C-PACE Agreement, substantially in the form attached to this Resolution, for the purposes provided therein, together with such other documents as he or she may determine to be necessary and appropriate to evidence, secure and otherwise complete the C-PACE Agreement.

Received
AUG 9 2026
Derby, CT Town Clerk's Office

Received
AUG 9 2026
Derby, CT Town Clerk's Office

8.4

Sexual Abuse And Misconduct Prevention Policy

The City of Derby prohibits and does not tolerate sexual abuse or misconduct in the workplace or during any organization-related activity. The City of Derby provides procedures for employees, volunteers, board members or any other victims of sexual abuse or misconduct to report such acts. Those believed or found to have committed sexual abuse, or misconduct may be disciplined, up to and including termination of employment or membership. They may also be subject to criminal prosecution. No employee, volunteer, board member or other person, regardless of his or her title or position has the authority to commit or allow sexual abuse or misconduct.

Definitions and Examples

The following definitions or examples of sexual abuse, misconduct or harassment, may apply to any and/or all of the following persons – employees, volunteers or other third parties.
Sexual abuse or misconduct may include, but is not limited to:

- Child sexual abuse – any sexual activity, involvement, or attempt of sexual contact with a person who is a minor (under 18 years old) where consent is not or cannot be given.
- Sexual activity with another person who is legally incompetent or otherwise unable to give consent.
- Physical assaults or violence, such as rape, sexual battery, abuse, molestation or any attempt to commit such acts.
- Unwanted and intentional physical conduct that is sexual in nature, such as touching, pinching, patting, brushing, massaging someone's neck or shoulders, and/or pulling against another's body or clothes.
- Material such as pornographic or sexually explicit images, posters, calendars, or objects.
- Unwelcome and inappropriate sexual activities, advances, comments, innuendoes, bullying, jokes, gestures, electronic communications or messages (e.g., email, text, social media, voicemail), exploitation, exposure, leering, stalking or invasion of sexual privacy.
- A sexually hostile environment characterized as comments or conduct that unreasonably interferes with one's work performance or ability to do the job or creates an intimidating, hostile, or offensive environment.
- Direct or implied threats that submission to sexual advances will be a condition of employment or affiliation with the organization.

Reporting Procedure

Reports of suspected sexual abuse or misconduct must be brought to your Supervisor, Department Head, Chief of Staff, or Human Resources. It is not required to directly confront the person who is the source of the report, question or complaint before notifying any of the individuals listed. The City of Derby will take every reasonable measure to ensure that those named in complaint of misconduct (or those who are too closely associated with those involved in the complaint) will not be part of the investigative team.

8.4

Anti-retaliation and False Allegations

The City of Derby prohibits retaliation made against any employee, volunteer, board member, or other person who lodges a good faith complaint of sexual abuse or misconduct or who participates in any related investigation. Anyone who knowingly makes false or malicious accusations of sexual abuse or misconduct may face serious consequences. The City of Derby will not tolerate anyone making false or malicious sexual misconduct allegations, including any person who deliberately provides false or misleading information during an investigation. Anyone who violates this policy will be subject to disciplinary action, up to and including termination of employment or membership and may face criminal prosecution.

Investigation and Follow-up

The City of Derby will take all allegations of sexual abuse or misconduct seriously and will promptly, thoroughly, and equitably investigate those allegations of misconduct to the fullest extent possible. Additionally, we may utilize an outside third party to conduct an investigation of misconduct. The City of Derby is committed to fully cooperating with any investigation conducted by law enforcement or other regulatory/protective services agencies. The City of Derby will take reasonable measures to ensure that those named in a complaint of misconduct (or those who are too closely associated with those involved in the complaint) will not be part of the investigation team.

Reporting to Law Enforcement or Appropriate Child or Adult Protective Services

The City of Derby is committed to following the state and federal legal requirements for reporting allegations or incidents of sexual abuse or misconduct to appropriate law enforcement and child or adult protective services organizations. It is the policy of The City of Derby not to attempt to allow proper law enforcement authorities or protective services organizations to investigate or assess the validity or credibility of an allegation of sexual or physical abuse as a condition before reporting the allegation.

Claims of Sexual Harassment:

Child Abuse & Neglect Prevention & Response: DCF operates the Child Abuse and Neglect Careline (1-800-842-2288, TDD 1-800-624-5518) for 24/7 reporting of suspected abuse or neglect. Mandated reporters can file non-emergent reports via the Mandated Reporter Portal

In Connecticut, the Department of Social Services (DSS) handles reports of abuse, neglect, exploitation, and abandonment of adults aged sixty or older through its Protective Services for the Elderly (PSE) program. By phone – Toll-free: 1-888-385-4225 (Mon–Fri, 8:00 AM–4:30 PM).
After hours, weekends, or state holidays: call 2-1-1.

Employee and Worker Screening and Selection

As part of its sexual abuse and misconduct prevention program, The City of Derby is committed to maintaining a diligent screening program for prospective and existing employees, volunteers and others that may have interaction with those employed by, associating with or serviced by The City of Derby. The organization may utilize a variety of methods of screening and selection, including but not limited to applications, personal interviews, criminal background checks and personal and professional references.

Received
AUG - 9 2026
Derby, CT Town Clerk's Office

8.4

Supervision of Youth

To provide a safe environment for minors, The City of Derby requires that a minimum of two adult workers supervise or be in attendance with minors during organization-related activities. The purpose is to avoid one-on-one interactions between adults and minors that are not easily observable by others. If individual meetings with a minor must be held in an office, keep the door open. Only conduct closed door meetings when another adult is put on notice of the meeting and the door remains unlocked.

Acknowledgement Form: Sexual Abuse and Misconduct Prevention Policy

I acknowledge that I received and read the Sexual Abuse and Misconduct Prevention Policy and/or had it explained to me. I understand that it is my responsibility to abide by all regulations contained in the policy. I also understand how to report incidents of sexual abuse or misconduct as set forth in the policy, including, but not limited to retaliation against an employee or volunteer exercising his or her rights under the policy.

I acknowledge that I will be alerted when changes and updates are made to the Sexual Abuse and Misconduct Policy and will be responsible for reading and complying with these updates.

Employee/Volunteer's Printed Name: _____

Employee/Volunteer's Signature: _____

Witness's Signature: _____

Date of Annual Review: _____

Received
AUG 9 2026
Derby, CT Town Clerk's Office



Free outdoor concerts for the whole community
bring your family, friends, lawn chairs, and blankets!

☀ TUESDAY CONCERTS • 7:00 PM ☀

August 4 — Milford Concert Band • Pops and Patriotic

August 11 — The Proper Villains • 90's & Early 2000 Rock

August 18 — The Bernadettes • R&B, Funk, & Soul

August 25 — The Jolly Beggars • Irish Classics

September 1 — Silver Steel • Steel Drum Band

September 8 — Mark Lanzieri • Smooth Sinatra

★ FRIDAY CONCERTS • 7:00 PM ★

September 18 — Old School • Classic Rock and Roll

September 25 — AG3 Band • Rock and Roll Party

October 2 — Chris Coogan & Friends • Modern Jazz

All concerts take place on the Derby Green!

FREE ADMISSION!

Rain dates are Wednesday for Tuesday concerts only.

For more information: Call (203) 736-1462, Extension 0

Visit www.derbyct.gov or follow Derby updates on Facebook.

Facebook: Derby Town Clerk Marc J. Garofalo • Derby 350 • City of Derby