

# City of Derby

## Board of Aldermen

### First Ward

Barbara L. DeGennaro  
Thomas J. Donofrio  
Stephen M. Iacuone

### Second Ward

Joseph L. DiMartino  
Arthur T. Gerckens  
Ronald M. Sill

### Third Ward

Carmen T. DiCenso, President  
Peter M. Olenoski, Jr.  
Tony Staffieri

**Board of Alderman Meeting Minutes**  
**Aldermanic Chambers, City Hall**  
**1 Elizabeth Street, Derby, CT**  
**May 25, 2017**

**1. Call to Order.**

Mayor Dugatto called the meeting to order at 7:00 PM.

**2. Pledge of Allegiance.**

Mayor Dugatto led the Pledge of Allegiance.

**3. Roll Call.**

Mayor Dugatto requested roll call.

The Board of Aldermen members present were Barbara DeGennaro, Thomas Donofrio, Stephen Iacuone, Joseph DiMartino, Arthur Gerckens, Ronald Sill, Carmen DiCenso, Peter Olenoski and Tony Staffieri.

**4. Additions, Deletions, Corrections and Adoption of Agenda**

No changes were made.

**5. Public Portion**

Joel DeSheen 22 New Haven Avenue thanked DPW, the auxiliary police, Mr. Gerckens and Mayor Dugatto for their participation in the Eco Fest. He also asked about the health risks involved in the remediation that is occurring across the street from his house. He thanked the board and Mayor for their work in receiving the grant.

Adam Pacheco – Spoke regarding Item 8.2.4 and stated that he is in favor of the basketball court.

Members of the American Legion placed flags on all the Veteran cemeteries in Derby

Jack Walsh – spoke regarding the Derby Hall of Fame and stated that three new members will be added on Derby Day: Dr. Beardsley, Orson Hyde, and Jeremiah “Jerry” Denny.

Laura Brezina – Spoke regarding the basketball court and that she is in favor of it as well.

Fred Picroski – Spoke regarding several issues: he asked when someone is going to do something about the traffic from Mount Pleasant Street and Derby Avenue; he stated that Derby Avenue has been paved but the white lines haven't been added; Derby Avenue at Main Street intersection is still being blocked; he spoke about development and adding small businesses; and he spoke regarding Griffin Hospital being taxed which he doesn't agree with.

**6. Approval of Minutes**

**6.1. Meeting – April 27, 2017**

Motioned to approve by Mr. Sill, seconded by Mr. Staffieri and the motion carried. Ms. DeGennaro and Mr. Donofrio abstained.

## **6.2. Special Meeting – May 9, 2017**

Motioned to approve by Mr. Sill, seconded by Mr. DiMartino and the motion carried. Mr. Staffieri abstained.

## **7. Administrative & Appointments**

### **7.1. Move to approve refund of excess taxes paid in the amount of \$1,953.52 as recommended by the Tax Collector Denise Cesaroni**

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

### **7.2. Move to approve Suspense List in the amount of \$76,672.28 as recommended by the Tax Collector Denise Cesaroni**

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

Mr. DiCenso said there are people we know and businesses that are still open and if the city is not going to attempt to collect the funds owned. Attorney Teodosio said they will still try to collect the funds.

### **7.3. Public Hearing – 2017 Neighborhood Assistance Act Program Applications**

No public hearing was held as no applications were received.

## **8. Committee Reports**

### **8.1. Blight Committee**

#### **8.1.1. Move to add 145-147 Mount Pleasant Street to the blight list.**

Motioned by Mr. DiCenso, seconded by Mr. DiMartino and the motion carried.

#### **8.1.2. Move to add the parcel on Assessor's tax map 8-5-213 (Owner – York Hill Tap Rock Quarry Company) on Division Street to the blight list.**

Motioned by Mr. DiCenso, seconded by Mr. Donofrio and the motion carried.

### **8.2. Community Relations**

#### **8.2.1. Waiver of Picnic Grove Fee**

##### **A. Move to waive the picnic grove fee for St. Mary's St. Michael's School on Thursday, June 8, 2017.**

Motioned by Mr. Sill, seconded by Mr. Staffieri and the motion carried.

##### **B. Move to waive the picnic grove fee for Hotchkiss Hose Co. No. 1 for their 180<sup>th</sup> anniversary family picnic on Saturday, June 10, 2017.**

Motioned by Mr. Sill, Mr. DiCenso seconded and the motion carried.

##### **C. Move to waive the picnic grove fee for Derby Middle School for their Field Day on Friday, June 9, 2017 and a possible rain date of Monday, June 12, 2017.**

Motioned by Mr. Sill, seconded by Mr. Staffieri and the motion carried.

#### **8.2.2. Use of Derby Green**

##### **A. Move to approve the use of Derby Green by Derby Lodge of Elks #571 on Sunday, June 11, 2017 from 10:00 am to 2:00 pm for their Annual Flag Day ceremony.**

Motioned by Mr. Sill, seconded by Mr. Staffieri and the motion carried.

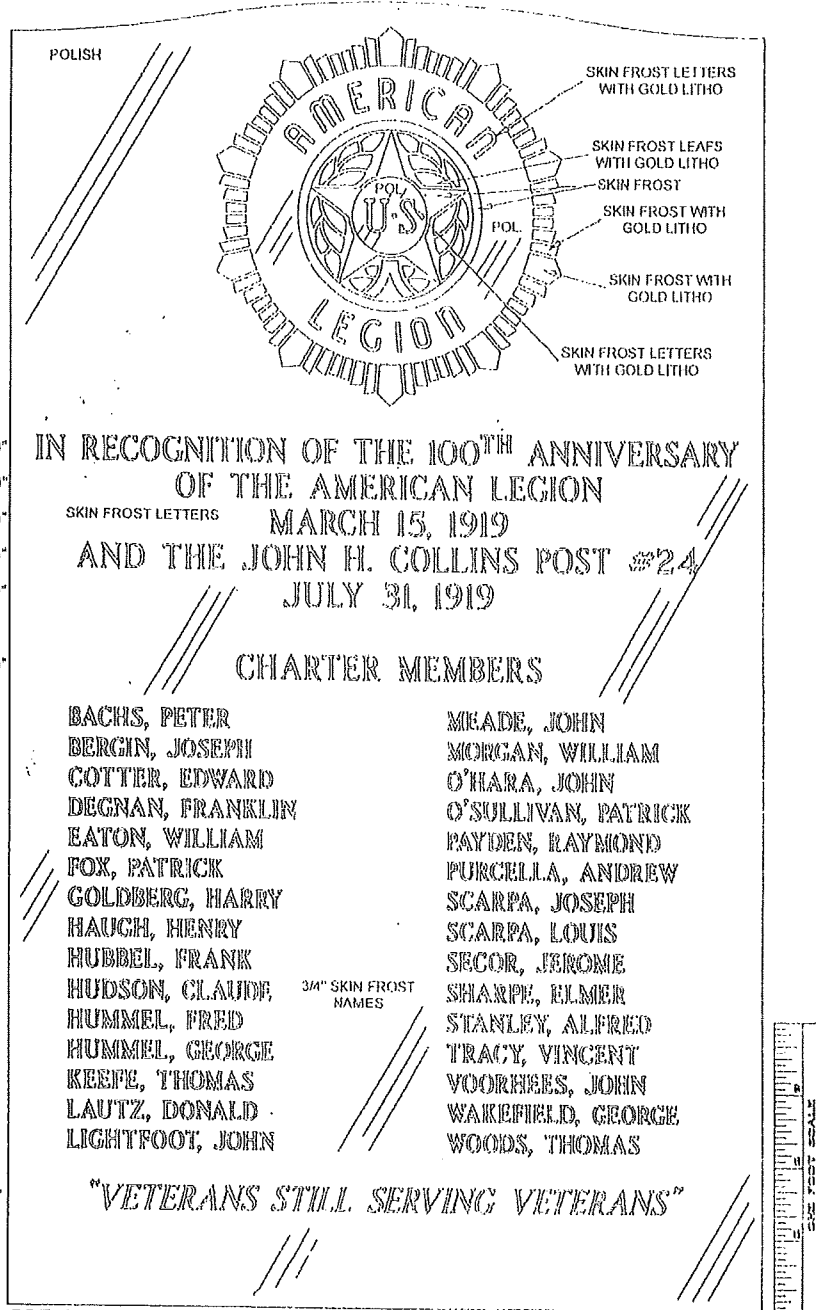
##### **B. Move to approve the use of the Derby Green by Derby Lodge of Elks #571 on the 1<sup>st</sup> Saturday of June, July, August, September, and October of 2017 from 6:00 pm to 11:00 pm for their Country Line Dance Nights and a possible rain date for the 2<sup>nd</sup> Saturday of each month.**

Motioned by Mr. Sill, Mr. DiCenso seconded and the motion carried.

#### **8.2.3. Move to approve the request of the John H. Collins Post #24 American Legion to erect a monument in honor of the 100<sup>th</sup> anniversary of the American Legion and of the John H. Collins Post #24 on Veterans Memorial Property at the corner of Seymour Avenue and Atwater Avenue as presented.**

Motioned by Mr. Sill, seconded by Mr. Staffieri and the motion carried.

8.2.3



PRE-SCALE FOR SECCOMBE BROS.  
 PREMIUM JET BLACK SERP TOP DIE  
 2-8 X 0-8 X 4-6  
 POLISH FACE  
 CARVED (I) & LETTERED (II)  
 KNM-05/04/17-REV-KNM-05/09/17  
 REV-KNM-05/15/17-REV-KNM-05/22/17

GLOBAL VALUES  
 KNM-IMPORTANT  
 A SIGNED FAX ORDER CONSTITUTES  
 YOUR FINAL APPROVAL. PLEASE CHECK  
 ALL ASPECTS OF THIS FAX ORDER  
 05/15/17  
 FAX BACK TO GLOBAL VALUES  
 866-907-6257

FAXED  
 PCS 24

**8.2.4. Move to approve 147 Caroline Street for use as a basketball court that would be under the supervision and jurisdiction of the Parks and Recreation Commission**

Motioned by Mr. Sill and seconded by Mr. Staffieri.

Ms. DeGennaro motioned to table and move it back to sub-committee. Mr. Olenoski seconded and the motion carried. Mr. Donofrio opposed.

Mr. DiCenso said he wants to buy the material for two new basketball hoops at Irving School. Mr. Iacuone has concerns regarding spending \$70,000 and there are drainage issues which may collapse it onto Water Street. Mayor Dugatto asked if he would like an engineered plan.

Mr. Sill and Mr. Staffieri withdrew their motions.

**8.2.5. Move to authorize the Director of Public Works to remove the Evergreen tree and fencing in the center of the Derby Green and to replace the same with a Balsam Fir.**

Motioned by Mr. Sill, seconded by Mr. Staffieri and the motion carried. Ms. DeGennaro said that Mr. DeFala was supposed to provide a cost for the fencing. Mr. Sill stated that he was unable to be here. Mr. Garofalo stated that the cost is not part of this motion.

82.5

**Derby public Works**

**To: Community Relations**

**Re: Spruce tree center of Derby Green. White plastic fence.**

The tree has over grown to perimeter of the white plastic fence enclosure. Difficult to maintain and the shape is unsightly.

White plastic fence was vandalized beyond repair, all posts are fractured and several horizontals are also fractured.

**Respectfully request to:**

- 1) Trim and possibly shape Spruce tree.
- 2) Remove Spruce tree.
- 3) Plant Balsam fir tree. (Commonly used for Christmas trees.)
- 4) Remove White plastic fence.

**Thank you: Commissioner.**

Anthony DeFala

**8.3. Operations & Procedures**

**8.3.1. Move to approve the revised monthly report list for the Board of Aldermen / Alderwomen meetings as presented.**

Motioned by Mr. Gerckens and seconded by Mr. Olenoski. Ms. DeGennaro asked why the finance director was on the list originally, but no longer is. Mr. Gerckens said it was never put back in during all the changes. Ms. DeGennaro asked to amend the motion to add the Finance Director. Mr. Gerckens and Mr. Olenoski approved the amendment and the motion carried.

Operations & Procedures subcommittee

Topic: "Monthly Department Head Reports for the Board of Aldermen/Alderwomen"

Date: May 9, 2017

Board of Aldermen/Alderwomen,

Affirming that many of the monthly written reports for the Board of Aldermen/Alderwomen are not submitted in a timely manner and sometimes not submitted at all,

Realizing the detail contained in the monthly reports sought by the Board of Aldermen/Alderwomen may not be entirely clear,

Notes the following reports are listed each month for discussion at Board of Aldermen/Alderwomen meetings and identifies requests heard over the past several months,

1. Board of Education - written report containing bullet points of accomplishments and concerns
2. Cultural Commission - written report containing debits and credits to bank statement
3. Public Works - use existing format
4. Building Department - written report including: date, time, types of, and location of each inspection
5. Facilities Inspectors - use existing format
6. Fire Marshal - use existing format
7. Fire Department - written report with bullet points that includes the number of calls
8. Office of Emergency Management - written report containing bullet points
9. Parking Division - financial reports and maintenance reports
10. Police Department - emailed report, available for verbal discussion at BOA meeting
11. Water Pollution Control Authority - written report containing bullet points
12. Chief of Staff - written report containing bullet points
13. Corporation Counsel - emailed report, available for verbal discussion at BOA meeting
14. Storm Ambulance Corp - written report with bullet points that includes the number of calls
15. Parks and Recreation - written report containing bullet points
16. Revolving Loan Fund - use existing format
17. Counsel to Planning and Zoning Commission - written report quarterly or as needed
18. Website Report of tickets for the month - written report
19. Finance Director - written report.

Supports department head reports shall be submitted to the Town/City Clerk by the first Thursday of the month that will contain the previous month's news;

Trusts department heads will make every effort to abide by this request;

Calls upon the Mayor to be able to discuss all reports at the monthly Board of Alderman/Alderwomen meetings;

Endorses a system in which reports are produced timely and as requested, that would allow department heads to appear before the Board of Aldermen/Alderwomen once per quarter (unless attendance is required beforehand) by the Board of Aldermen/Alderwomen.

**8.3.2. Move to approve the policy entitled Mobile Technology, Cell Phones and Distracted Driving.**

Motioned by Mr. Gerckens, Mr. Olenoski seconded and the motion carried.

8.3.2

**City of Derby**  
**POLICY**

**TITLE: MOBILE TECHNOLOGY, CELL PHONES AND DISTRACTED DRIVING**

**I. PURPOSE**

To help reduce the possibility of vehicle accidents in connection with the use of mobile technology by City of Derby employees whom operate City owned vehicles or private vehicles owned for City business.

**11. POLICY**

1. Drivers should comply <sup>with all</sup> federal, state and local laws and regulations regarding the use of mobile technology devices including cellular phones.
2. Drivers should not use hand held cellular phones while driving.
3. Cellular phone calls using hands-free technology while driving should be avoided. To minimize the distraction, calls, if any, should be brief. Extended conversations should not be made while driving.
4. Drivers should not send or read text messages or e-mails, dial cellular phones, view television, videos or DVDs; or input data into laptop computers, personal digital assistants or navigation systems while driving.
5. The foregoing shall not apply to those individuals or occurrences exempted pursuant to Connecticut General Statutes Section 14-296aa.



**8.3.3. Move to approve the Department of Public Works mailbox reimbursement policy as presented.**

Motioned by Mr. Gerckens, seconded by Mr. Olenoski and the motion carried.

<b>City of Derby</b> POLICY
TITLE: DERBY DPW MAILBOX DAMAGE POLICY

8.  
3.3

**I. PURPOSE**

To establish a uniform process to reimburse citizens for mailbox damage due to snow removal operations performed by the City of Derby Department of Public Works (DPW).

**11. POLICY**

The DPW's mandate during "Snow and Ice Season" is to ensure that its roadways are kept free of snow and ice. It is also understood that most mailboxes are located inside the public right of way, and therefore, damage to them is often unavoidable for various reasons. This policy assumes there is a shared responsibility between the town and homeowner when mailboxes are damaged during snow removal operations. All property owners are urged to inspect their posts and mailboxes at least yearly and replace any rotted or insecure post installations.

The U.S. Postal Service requires that customers maintain mailboxes in a manner that enables the carrier to deliver and collect mail. The customer is required to keep the approach to and the exit from the mailbox sufficiently cleared of snow for the carrier. This is not the responsibility of the DPW or its plow subcontractors. For additional information regarding the installation of residential mailboxes, refer to the United States Postal Service at the following website address: <https://www.usps.com/manage/mailboxes.htm>

Every winter, City plow trucks occasionally damage mailboxes while clearing the streets of snow and ice. While City crews do their best to avoid hitting mailboxes, especially when visibility is poor, a mailbox can be struck by accident. If a City or City contractor plow or truck damages a mailbox through direct contact, a reimbursement may be made in accordance with this policy. Mailboxes or posts damaged by the weight of the plow windrow (snow exiting the end of the plow) will not be covered under this policy and replacement/repair is the property owner's responsibility.

Any unauthorized structure or personal property which is in the right-of-way and is damaged by any snow plowing, sanding, or removal activity shall be the responsibility of the homeowners. These items include, but are not limited to: basketball hoops, bicycles, toys, fences and walls. Further, if such impediments are left in the right-of-way during the winter parking ban season, the City may remove it without notification and shall not be responsible for the outcome of its condition. We ask for your assistance in removing these objects from the right-of-way during winter months in order to protect your personal property and make the plow routes safer for our drivers.

It is the homeowner's responsibility to notify the DPW and file a Mailbox Reimbursement Request with the City through the DPW. Such requests shall be submitted in writing (on the attached form) and within 48 hours from the date of the alleged damage so it can be assessed and verified for any claim. Any claim presented after the 48-hour period will be subject to the discretion of the DPW. All damaged posts and mailboxes must be available for inspection. The City may authorize a reimbursement up to a maximum of \$50.00. This amount is intended to

cover any and all damages to the mailbox, post and brackets. No reimbursement in excess of \$50.00 shall be provided, regardless of the location, size, original cost or elaborateness of the mailbox and post.

Claims must include a receipt of the repairs and be sent to the City of Derby, Department of Public Works at 2 Coon Hollow Rd, Derby, CT 06418, (203) 736-1468

8.3  
3

CITY OF DERBY  
DEPARTMENT OF PUBLIC WORKS  
2 COON HOLLOW RD  
DERBY, CONNECTICUT 06418  
(203) 7361468

8.33

**MAILBOX REIMBURSEMENT REQUEST**

I \_\_\_\_\_ of \_\_\_\_\_ (address), Derby  
hereby request reimbursement for damages caused to my mailbox and related fixtures caused by snow  
removal operations on \_\_\_\_\_ (date).

Describe damages:

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I understand the City of Derby DPW has a right to review this claim, and may reimburse me up to \$50.00  
for damages to the mailbox, post and brackets. No reimbursement shall exceed \$50.00 regardless of the  
location, size, original cost or elaborateness of the mailbox, post and brackets. Claims must include a  
receipt of the repairs. The City of Derby is tax exempt and will not cover sales tax. This claim must be  
submitted within forty-eight (48) hours of the date of the alleged damage. Any claim presented after the  
48-hour period will not be accepted by the DPW.

*Submit to: City of Derby  
Department of Public Works  
2 Coon Hollow Rd, Derby, CT 064185*

I affirm the above statement is true to the best of my knowledge and belief.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

***For Town Use Only***

Date Received: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Recommended Action:

CC: Director of Public Works

**8.3.4. Move to approve the hardship request and provide two additional parking passes in order that the residents at 47 Gilbert Street will now have three parking passes.**

Motioned by Mr. Gerckens, seconded by Mr. Olenoski and the motion carried. Mr. Olenoski asked that they make sure the Gilbert Street parking pass list is up to date. Mr. Gerckens said he'd check with the town clerk and police chief to update their records.

**8.4. Road Bond**

**8.4.1.No Action Items.**

**9. Department Reports**

**9.1. Board of Education**

Nothing was discussed.

**9.2. Cultural Commission**

Nothing was discussed.

**9.3. Public Works**

Mr. Gerckens spoke regarding B Street flooding. Mr. DeFala and his crew did a fantastic job rerouting the water.

**9.4. Building Department**

Nothing was discussed.

**9.5. Facilities Inspector s**

Mr. DiCenso asked if Mr. Sarmiento had an update on 20 Clark Street. He stated that they are working on it and there is litigation ongoing with the health department.

**9.6. Fire Marshal**

Nothing was discussed.

**9.7. Fire Department**

Spoke regarding the FEMA grant and they were partially approved.

**9.8. Office of Emergency Management**

Nothing was discussed.

**9.9. Parking Division**

Nothing was discussed.

**9.10. Police Department**

Nothing was discussed.

**9.11. Water Pollution Control Authority**

Nothing was discussed.

**9.12. Chief of Staff**

Nothing was discussed.

**9.13. Corporation Counsel Update**

Ms. DeGennaro stated that Attorney Welch was nominated to become a judge and was wondering what the plans were in case that does happen. Attorney Teodosio stated that he cannot speak about it. Mr. Olenoski asked that if checks are received that the routing and account numbers be redacted.

**9.14. Storm Ambulance Corp**

Nothing was discussed.

**9.15. Parks and Recreation**

Nothing was discussed.

**9.16. Revolving Loan Fund**

Nothing was discussed.

**9.17. Counsel to Planning and Zoning Commission**

Nothing was discussed.

**10. Other Committee Reports**

**10.1. O'Sullivan Island Committee**

Nothing was discussed.

**10.2. Capital Planning Commission**

Nothing was discussed.

**10.3. School Building Committee for Roofs**

The committee will be removed from the agenda moving forward.

**10.4. Infrastructure Committee**

Nothing was discussed.

**10.5. High School Baseball Field Relocation Committee**

**10.6. Building Committee for Athletic Complex**

**10.7. Building Committee for Field House and Baseball Field**

Dr. Conway said they are in design mode. He also met with the Little League committee last night. June 7<sup>th</sup> is the joint meeting at the middle school.

**11. New Business**

**11.1. Move to approve the amendment to the contract by and between City Carting, Inc. and the City of Derby relative to the Transfer Station and authorize Mayor Anita Dugatto to execute same.**

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

11.1

AMENDMENT TO AGREEMENT  
TRANSFER STATION OPERATION

THIS AMENDMENT is made by and between the City of Derby, a municipal corporation, hereinafter referred to as "Derby" and City Carting, Inc., a Corporation operating under the Law of the State of Connecticut, hereinafter referred to as "Contractor" with a mailing address at P.O. Box 17250, Stamford, Connecticut 06907-7250.

WHEREAS,  
Derby and Contractor entered into a contract entitled Transfer Station Operation Agreement dated July 17, 2014 for the period commencing July 1, 2014 and ending on June 1, 2016.

WHEREAS,  
Pursuant to Section 1 of said agreement "the parties shall have the option to extend the agreement under like terms and conditions and mutually agreed upon pricing for two (2) additional three year periods.

WHEREAS,  
Derby and the Contractor wish to extend the term for an additional three years commencing July 1, 2017 and ending June 30, 2020.

NOW THEREFORE, for valuable consideration and mutual promises, covenants and agreements contained herein, it is agreed as follows:

1. Said agreement is hereby amended to extend the term of the Transfer Station Operation Agreement for an additional three year period commencing July 1, 2017 and ending on June 30, 2020.

2. The parties agree that the price set forth in Section 3 of the Transfer Station Operation Agreement shall be amended as follows:

A. Commencing July 1, 2017 and continuing to June 30, 2018, the amount of \$10,250.00, per month, or portion thereof, This amount shall be inclusive of all costs, dumping fees, labor and fuel.

B. Commencing July 1, 2017 and continuing to June 30, 2019 the amount of \$10,455.00 per month, or portion thereof, This amount shall be inclusive of all costs, dumping fees, labor and fuel.

C. Commencing July 1, 2019 and continuing to June 30, 2020 the amount of \$10,664.10 per month, or portion thereof, This amount shall be inclusive of all costs, dumping fees, labor and fuel.

11.7

It is further agreed and understood that all other terms and conditions of said transfer station operation agreement shall continue to remain in full force and effect and unchanged.

City of Derby

Contractor

By Anita Dugatto  
The Mayor

By: Robert G. Oxer  
Its: President

Date:

Date:

11.2. Move to approve the amendment to the contract by and between City Carting, Inc. and the City of Derby relative to trash and recyclable collection and disposal and authorize Mayor Anita Dugatto to execute same. Motioned by Mr. Sill, seconded by Ms. DeGennaro and the motion carried.

11.2

AMENDMENT TO TRASH AND RECYCLABLE COLLECTION AND DISPOSAL AGREEMENT

THIS AMENDMENT is made by and between the City of Derby, a municipal corporation, hereinafter referred to as "Derby" and City Carting, Inc., a Corporation operating under the Law of the State of Connecticut, hereinafter referred to as "Contractor" with a mailing address at P.O. Box 17250, Stamford, Connecticut 06907-7250.

WHEREAS, Derby and Contractor entered into a contract entitled Trash and Recyclable Collection and Disposal Agreement dated July 15, 2014. For the period commencing July 1, 2014 and ending June 30, 2017.

WHEREAS, Pursuant to Section 1 of said agreement: "the parties shall have the option to extend the trash and recyclable collection and disposal agreement under like terms and conditions and mutually agreed upon pricing for two (2) additional three year periods.

WHEREAS, Derby and the Contractor wish to extend the term for an additional three years commencing July 1, 2017 and ending June 30, 2020.

NOW THEREFORE, for valuable consideration and mutual promises, covenants and agreements contained herein, it is agreed as follows:

1. Said agreement is hereby amended to extend the term of the Trash and Recyclable Collection and Disposal Agreement for an additional three year period commencing July 1, 2017 and ending on June 30, 2020.

2. The parties agree that the price set forth in Section 3 of the Trash and Recyclable Collection and Disposal Agreement shall be amended as follows:

A. Commencing July 1, 2017 and continuing to June 30, 2018, the amount of \$91,129.00, per month, or portion thereof, This amount shall be inclusive of all costs, dumping fees, labor and fuel.

B. Commencing July 1, 2017 and continuing to June 30, 2019 the amount of \$92,951.58 per month, or portion thereof, This amount shall be inclusive of all costs, dumping fees, labor and fuel.

C. Commencing July 1, 2019 and continuing to June 30, 2020 the amount of \$94,810.61 per month, or portion thereof, This amount shall be inclusive of all costs, dumping fees, labor and fuel.

11.2

It is further agreed and understood that all other terms and conditions of said Trash and Recyclable Collection and Disposal Agreement shall continue to remain in full force and effect and unchanged.

City of Derby

City Carting, Inc. (Contractor)

\_\_\_\_\_  
By Anita Dugatto,  
The Mayor

\_\_\_\_\_  
By: Robert G. Oxer  
Its: President

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**11.3. Move to approve the State Public Library Construction Grant between the Connecticut State Library Board and the City of Derby and authorize Mayor Anita Dugatto to execute any and all documents necessary to effectuate same.**

Motioned by Mr. Sill, seconded by Mr. DiCenso and the motion carried.

**11.4. St. Mary St. Michael School Annual Duck Race – Signs will be placed in accordance with established City policy.**

No action needed.

**11.5. Move to approve the contract of design services for the Derby High School Athletic Facilities Renovation Project (Football Field, Track, and Softball Field) between Kaestle Boos Associates, Inc. and the City of Derby and authorize Mayor Anita Dugatto to execute any and all documents necessary to effectuate same.**

Motioned by Mr. Olenoski, seconded by Mr. DiCenso and the motion carried.

**11.6. Move to refer this matter to a Naming Committee included in the new Ordinance regarding the naming of public buildings that was adopted on April 27, 2017 as recommended by the Parks and Recreation Commission.**

Motioned by Mr. Sill, seconded by Mr. Olenoski and the motion carried.

Mr. Olenoski asked when the committee would be created. The mayor will be naming them as soon as possible.

Ms. DeGennaro asked why this wouldn't fall under the Recreation Department. Mr. Gerckens said the policy states they make the recommendation, but the Naming Committee makes the decision to present to the Board of Aldermen.

Mr. Garofalo stated that there is no application form, but Operations and Procedures will develop one.

**11.7. Move to authorize the use of the Witek Park Soccer Fields by the Walnut Hill Community Church to conduct a Summer Soccer Camp from Monday, June 26, 2017 to Friday, June 30, 2017 from 9:00 am to 12:00 noon provided that at least 80% of the participants be Derby children and that Walnut Hill Community Church provide the City of Derby with a Certificate of Insurance acceptable to Corporation Counsel and naming the City of Derby as an additional insured prior to the start of camp.**

Motioned by Mr. Sill, seconded by Mr. DiCenso and the motion carried.

**11.8. Move to amend the 2016-2017 Capital Plan of the City of Derby by adding the HVAC System at City Hall to the list of the 2016-2017 Fiscal Year in the amount of \$25,000.**

Motioned by Mr. Olenoski, seconded by Mr. DiMartino and the motion carried. Ms. DeGennaro abstained.

## **12. Old Business**

**12.1. No action items.**

## **13. Executive Session**

**13.1. McEvoy v. City of Derby – pending litigation**

**13.2. Proposed Property Acquisition Procedures Project & Serial Number 300-149-002 Property Acquisition**

Mr. Donofrio motioned to enter into executive session and invite Attorney Teodosio. Mr. Staffieri seconded and the motion carried at 7:50pm.

The meeting reopened to the public at 8:10 PM.

## **14. Regular Session Action from Executive Session**

**14.1. McEvoy v. City of Derby –Discussion and Possible Action**

Mr. DiCenso motioned to accept the stipulation as amended. Mr. DiMartino seconded.

**14.2. Proposed Property Acquisition Procedures Project & Serial Number 300-149-002 –Discussion and Possible Action**  
No action.

**15. Adjournment**

Mr. Sill motioned to adjourn at 8:10 PM, seconded by Mr. Staffieri and the motion carried.

Respectfully submitted,

Terri Kuskowski

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