

**BOARD OF ALDERMEN  
COMMUNITY RELATIONS SUBCOMMITTEE MEETING**

**TUESDAY, MARCH 10, 2015 – 6:30 P.M.**

**JOAN WILLIAMSON ALDERMANIC CHAMBERS**

**MINUTES**

Chairman Arthur T. Gerckens called the meeting to order at 6:30 p.m. All rose and pledged allegiance to the flag.

**Roll Call**

Present: Arthur T. Gerckens, Ronald M. Sill, Peter M. Olenoski, Carmen DiCenso

Also Present: The Honorable Mayor Anita Dugatto  
Keith A. McLiverty, City Treasurer  
Anthony DeFala, Street Commissioner  
Dr. Matthew Conway, Superintendent of Schools  
Marc J. Garofalo, Town & City Clerk  
Thomas Welch, Corporation Counsel

**ADDITIONS, DELETIONS, CORRECTIONS TO AGENDA**

**A MOTION** was made by Mr. Sill with a second by Mr. Olenoski to adopt the agenda as posted.  
**Motion carried.**

**PUBLIC PORTION**

Mr. Gerckens asked three times if anyone else wished to speak during public portion. Hearing no one wishing to speak...

**A MOTION** was made by Mr. Gerckens with a second by Mr. Sill to close the Public Portion. **Motion carried.**

**APPROVAL OF COMMUNITY RELATIONS SUBCOMMITTEE MINUTES OF FEBRUARY 10, 2015**

**A MOTION** was made by Mr. Sill with a second by Mr. Olenoski to approve the Minutes of the February 10, 2015 minutes as presented. **Mr. Gerckens abstained from voting as he was not present at the February 10, 2015 meeting. Motion carried.**

**DHS POST PROM FOOD TRUCK FESTIVAL. RECOMMENDATION TO THE FULL BOARD OF ALDERMEN TO WAIVE BACKGROUND CHECKS FOR THEIR FOOD TRUCK/CRAFT TABLE VENDORS**

Mr. Gerckens said we received a request from the DHS Post Prom committee to hold a food truck festival. He noted this would fall under the new Peddling & Solicitation Ordinance – classified as a Special Event. The Board of Aldermen has approved the Ordinance and this will waive the general licensing requirements provided that we receive a list of vendors.

**A MOTION** was made by Mr. Gerckens with a second by Mr. Olenoski to recommend to the full Board of Aldermen the request of the Derby Post Prom Committee to hold a food truck festival on Saturday, October 17, 2015 from 11:00 a.m. to 6:00 p.m. at the Derby High School campus. **Motion carried.**

**ORDINANCE THAT WILL REQUIRE NON-RESIDENT LANDLORDS TO REGISTER AND PROVIDE CONTACT INFORMATION TO THE PLANNING AND ZONING OFFICE. DISCUSSION/POSSIBLE ACTION**

Mr. Gerckens noted that he was not present at last month's meeting where this item was briefly discussed. Atty. Welch said that the way he has drafted this Ordinance it's within the Fire Marshal's domain. He said if we were to adopt we would need to provide a certain amount of time for people to reply – 180 days would be given once it is approved. Atty. Welch said it would need to be published in the paper, etc... He noted this is a very large administrative task. Mr. DiCenso said he feels it is definitely a necessity. Mr. Sarmiento said that it is great to get this done and he also believes it would aid the Board of Education. Mr. Sill noted that we could bring this to the full Board of Aldermen. Atty. Welch suggested that perhaps it should go to Operations & Procedures first.

**A MOTION** was made by Mr. Sill with a second by Mr. Olenoski to forward the draft ordinance to the Operation & Procedures Committee for their review. **Motion carried.**

**DERBY CARES. WE WOULD LIKE TO PROMOTE AND IDENTIFY VOLUNTEER ORGANIZATIONS WITHIN THE COMMUNITY WHO WOULD BE WILLING TO HELP THOSE WHO ARE TRYING TO GET OFF THE BLIGHT LIST. THIS GROUP WOULD BE OUTSIDE OF THE UMBRELLA OF THE CITY. DISCUSSION**

Mr. Gerckens noted that he has named this based on the AmeriCares program. He said rather than place properties on the Blight List – outside the umbrella of the City – reach out to volunteer organizations to assist those who either don't have the means, age issues, etc... to work on their property. Mr. Sarmiento said that neighboring towns, and he worked on this in Milford, have done this and it does work. Mr. DiCenso questioned how would the properties be selected – are we helping those in need or the three family house with an absentee landlord. Mr. Sarmiento said he feels it would depend on how aggressive the volunteers would be. Mr. Gerckens said we could help steer the volunteers to those properties that can benefit from a program of this type. Mr. Sarmiento said that he, the Mayor and Anthony DeFala are all ready to assist. There was also a discussion of the possibility of getting students involved, which could benefit them with their outreach work for college applications.

**BUILDING DEPARTMENT FEE SCHEDULE. DISCUSSION/POSSIBLE ACTION**

Mr. Sarmiento stated that we have one of the lowest building fees in the State – it is definitely the lowest of the neighboring towns. Mr. Gerckens agreed that it is time to update the books. Mr. Sarmiento said there is also a notation of fining those projects that are started without a permit.

**A MOTION** was made by Mr. Sill with a second by Mr. Olenoski to bring the Building Department Fee Schedule to the full Board of Aldermen. **Motion carried.**

**PERMISSION TO USE THE DERBY GREENWAY FOR THE SPOONER HOUSE 18<sup>TH</sup> ANNUAL "WALK FOR THE HUNGRY AND HOMELESS" ON SATURDAY, MAY 16, 2015 FROM 7:00 A.M. – 1:00 P.M. DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN**

Mr. Gerckens said we received a request from the Spooner House to use the Derby Greenway on Saturday May 16, 2015 from 7:00 a.m. to 1:00 p.m. for their annual "Walk for the Hungry and Homeless." Mr. Sill said they have done this in the past and he sees no problem as long as there is no conflict. Mr. DiCenso said he would recommend that they contact the Police and Storm Ambulance of the event.

**A MOTION** was made by Mr. DiCenso with a second by Mr. Olenoski to bring this to the full Board of Aldermen with the recommendation for approval as long as the proper insurance is filed and that they are informed to contact the Derby Police and Storm Ambulance of the event. **Motion carried.**

**LOCATION VENDOR PERMIT (RENEWAL) - GRANATO CATERING D/B/A DAD'S FOOD TRUCK –  
DISCUSSION/POSSIBLE ACTION AND RECOMMENDATION TO THE FULL BOARD OF ALDERMEN**

Mr. Gerckens stated under location it reads "4<sup>th</sup> July Fireworks." Marc Garofalo said the location last year was B Street – he believes he's been up in that area for a couple of years. Mr. Gerckens said that's the only red flag he sees on the application – we would need to contact the vendor prior to the Board of Aldermen to really lock in where the location is going to be.

**A MOTION** was made by Mr. Sill with a second by Mr. Olenoski to recommend to the full Board of Aldermen to approve the Vendor Permit Application for Granato Catering d/b/a Dad's Food Truck only if clarification is received regarding the location. **Motion carried.**

**FEASIBILITY STUDY REGARDING THE CITY'S ATHLETIC FIELDS – SUPERINTENDENT OF SCHOOLS DR. MATTHEW CONWAY – DISCUSSION/POSSIBLE ACTION**

Dr. Conway informed the committee that a few months ago the Board of Education stated looking at Bond funding for a new turf field and associated improvements to the sports complex. He said they have met with Rep. Conroy and things look very positive to go forward with the plan. Dr. Conway said timing is crucial for the Bond Committee. He said it is basically at a standstill since they are City fields, which require full Board of Aldermen input. Barry Blades has been retained to prepare the Feasibility Study.

Dr. Conway and Mr. Blades reviewed the proposed plan with the committee. Dr. Conway said the track is not useable for track meets since it does not meet the CIAC requirements. He said they would need to relocate the baseball field. The existing softball field would require a great amount of excavation. If the field would have to be relocated the other location would be behind Bradley School. Dr. Conway said they really want to keep everything under one complex. He noted that an eight lane track would require 69' x 100' which would infringe on property owners. They would completely rebuild the Field House. They would also have a new building for a fully equipped snack bar.

Dr. Conway said there are many questions to answer and we would need input for everyone involved – coaches, parents...Mr. McLiverty said the money will be on the BOAT agenda for the feasibility study. Mr. Sill asked if a formal presentation would be given at the Board of Aldermen meeting. Dr. Conway said it definitely would be presented.

**A MOTION** was made by Mr. Gerckens with a second by Mr. Sill to recommend to the full Board of Aldermen to endorse the Feasibility Study. **Motion carried.**

**ADJOURNMENT**

**A MOTION** was made by Mr. Sill with a second by Mr. Gerckens to adjourn the meeting at 7:06 p.m. **Motion carried.**

Respectfully submitted,

Patty Finn  
Recording Secretary

**THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF ALDERMEN COMMUNITY RELATIONS  
SUBCOMMITTEE AT THEIR NEXT MEETING.**