

**BOARD OF ALDERMEN**  
**COMMUNITY RELATIONS SUBCOMMITTEE MEETING**  
**TUESDAY, AUGUST 8, 2017 – 6:30 P.M.**  
**JOAN WILLIAMSON ALDERMANIC CHAMBERS**

**MINUTES**

Barbara DeGennaro called the meeting to order at 6:35 p.m. All rose and pledged allegiance to the flag.

**Roll Call**

Present: Barbara L. DeGennaro, Carmen DiCenso

Absent: Ron Sill, Anthony Staffieri

Also Present: Anthony DeFala, Public Works Director  
Marc J. Garofalo, Town & City Clerk  
Francis Teodosio, Corporation Counsel

**ADDITIONS, DELETIONS, CORRECTIONS AND ADOPTION OF AGENDA**

**A MOTION** was made by Ms. DeGennaro with a second by Mr. DiCenso to adopt the agenda as posted. **Motion carried.**

**PUBLIC PORTION**

Ms. DeGennaro asked three times if anyone wished to address the committee. Hearing no requests...

**A MOTION** was made by Ms. DeGennaro with a second by Mr. DiCenso to close the public portion. **Motion carried.**

**APPROVAL OF MINUTES OF COMMUNITY RELATIONS MEETING DATED JUNE 13, 2017**

**A MOTION** was made by Mr. DiCenso with a second by Ms. DeGennaro to approve the Minutes of the June 13, 2017 meeting as presented. **Motion carried.**

**VENDOR LICENSE – UNITED ILLUMINATING – CANVASSING FOR ENERGY SAVINGS.**  
**DISCUSSION AND POSSIBLE RECOMMENDATION TO THE FULL BOARD OF**  
**ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said there are representatives from United Illuminating present this evening. Sherry Borelli, Community Outreach and Elizabeth Murphy introduced themselves to the committee. Ms. Borelli said they have been working with Marc Garofalo in order to get this project done. She said the employees at UI came up with the idea of a "Weatherization Week." Ms. Borelli said they were at Derby Day and have been at the Farmer's Market. They will be holding a light bulb exchange at Home Depot. Ms. Borelli said they have approximately ten vendors who will canvass to inform the public about the initiatives being offered by UI. She noted that Mayor Dugatto went through the process and she endorses it. The vendors have been through a

background check by UI and will all have photo identification badges. Ms. DeGennaro asked when they anticipate this starting. Ms. Murphy said it will be September 5 through September 29, Monday-Thursday from 3:30 p.m. to 6:30 p.m. Mr. Garofalo said he received the background information yesterday and he will forward to the Police Department. He said that he will ask Corporation Counsel to review the information to determine the type of vendor permit and fee.

Ms. Borelli said they will make sure that this is in the area newspaper so people will be aware that we are conducting the canvass. Ms. DeGennaro said we can also have it placed on the City's website. Ms. Murphy said UI has a media buy and it will be in various publications.

**A MOTION** was made by Ms. DeGennaro with a second by Mr. DiCenso to recommend to the full Board of Aldermen/Alderwomen the Vendor License for United Illuminating to canvass on September 5 through September 29, Monday through Thursday from 3:30 p.m. to 6:30 p.m. contingent on successful background checks with the type of vendor and exact fee to be determined at the Board of Aldermen/Alderwomen meeting.

**Motion carried.**

**VENDOR LICENSE – TABISH SYED OF VIVINT SOLAR – DISCUSSION AND POSSIBLE RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Mr. Garofalo said the background check was processed and approved by Chief Narowski today and he will have all the information for the full Board of Aldermen/Alderwomen meeting. Ms. DeGennaro said she recalls this company coming before us in the past.

**A MOTION** was made by Ms. DeGennaro with a second by Mr. DiCenso to recommend to the full Board of Aldermen/Alderwomen the Vendor License for Tabish Syed of Vivint Solar contingent on receiving the approved background check from the Derby Police Department. **Motion carried.**

**USE OF DERBY GREEN ON SATURDAY NOVEMBER 11, 2017 FOR VETERANS DAY CEREMONY HOSTED BY JOHN H. COLLINS POST 24 OF THE AMERICAN LEGION. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro noted that there is a letter in the packet this evening from Paul Varsanik of the John H. Collins Post 24 of the American Legion. They would like to use the Derby Green on Saturday, November 11, 2017 from 10:00 a.m. until 1:00 p.m. to conduct their annual Veterans Day Ceremony. Ms. DeGennaro stated that they would need to provide a certificate of liability insurance naming the City as an additional insured.

**A MOTION** was made by Ms. DeGennaro with a second by Mr. DiCenso to recommend to the full Board of Aldermen/Alderwomen to allow the John H. Collins Post 24 to use the Derby Green on Saturday, November 11, 2017 from approximately 10:00 a.m. to 1:00 p.m. to conduct their annual Veterans Day Ceremony pending Certificate of Liability Insurance naming the City as an additional insured. **Motion carried.**

**USE OF DERBY GREEN ON SATURDAY, SEPTEMBER 23, 2017 FOR ED STRANG DAY HOSTED BY TROOP 3 BOY SCOUTS OF AMERICA. DISCUSSION AND POSSIBLE RECOMMENDATION TO THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

Ms. DeGennaro said there is a letter from Randy Ritter requesting use of the Derby Green on September 23, 2017 for Ed Strang Day. Mr. Ritter will provide a copy of their insurance and also promotional lawn signs for Derby Public Works. Mr. Garofalo said the signs aren't for Public Works they're for the Building Official and they will be distributed to the four approved sites.

**A MOTION** was made by Mr. DiCenso with a second by Ms. DeGennaro to recommend to the full Board of Aldermen/Alderwomen to allow Troop 3 Boy Scouts of America to use the Derby Green on Saturday, September 23, 2017 to hold their annual Ed Strang Day pending Certificate of Liability Insurance naming the City as an additional insured. **Motion carried.**

**REFUND OF BUILDING PERMIT FEE TO GENNARINI CONSTRUCTION COMPANY, INC. FOR WINDOW REPLACEMENT AT BRADLEY SCHOOL. DISCUSSION AND POSSIBLE RECOMMENDATION OF THE FULL BOARD OF ALDERMEN/ALDERWOMEN**

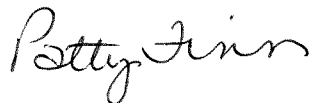
Ms. DeGennaro said there is a letter in the packet from Gennarini Construction requesting that the building permit fee for the installation of the windows at Bradley School be waived. Mr. Garofalo noted that at the last Board of Aldermen/Alderwomen meeting there was a vote to approve the waiving of the Building Permit fee for the window installation at Derby High School. Mr. DiCenso asked if Gennarini Construction is doing both projects. Mr. Garofalo said it is two different companies doing the work. The amount of the Building Permit fee was not known. Ms. DeGennaro noted that Gennarini would still be responsible to pay for the State Education fee, which is \$.26 per \$1,000.

**A MOTION** was made by Ms. DeGennaro with a second by Mr. DiCenso to recommend to the full Board of Aldermen/Alderwomen to refund the Building Permit fee to Gennarini Construction Company, Inc. for the window replacement project at Bradley School. **Motion carried.**

**ADJOURNMENT**

**A MOTION** was made by Ms. DeGennaro with a second by Mr. DiCenso to adjourn the meeting at 6:52 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.**