

**MINUTES
SPECIAL MEETING
BOARD OF MAYOR AND BURGESSES
DECEMBER 9, 2025**

The Borough of Naugatuck held the Board of Mayor and Burgesses meeting on a hybrid basis. Everyone was welcomed to attend in person, by Zoom Webinar or by phone.

1. Mayor “Pete” Hess called the special meeting to order at **7:01 p.m.** with the following in attendance:

BURGESSES:

R. Vitale	R. Neth, virtual
M. Bronko, left 9:11 p.m.	D. Neth-Kunin
K. Gallo, absent	J. Rosenblatt
K. Kimball	J. Velazquez
C. Marenghi	

PRESS:

None

RESIDENTS:

Unable to determine due to the format

DEPARTMENT HEADS:

J. Stewart, Public Works Director
E. Cornacchia, Controller
C. McAllister, Chief of Police

K. Hanks, Fire Chief, virtual
D. Norck, Deputy Chief of Police
J. Lawlor, Human Resources Director

OTHERS:

N. Grello, Borough Labor Attorney
J. Higgins, Board of Finance Chairman
J. Lennon, DPW Foreman
L. Passeck, Zoning Commission, virtual
M. McCabe, CT Main Street Center
B. Kryvonis, Valley Paw Partners
K. Steinfeld, Senior Center

K. Kelley, NAC Chief, virtual
L. Wehry, IT Assistant
J. Scully, Finance Department
D. Healy, Arts Commission
P. Munko, Munko Creative
R. Sagendorf, Valley Paw Partners

2. Burgess Dorothy Neth-Kunin led in the Pledge of Allegiance to the flag.
3. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve the minutes of the regular meeting of **November 5, 2025**. Each member received a copy for review.
4. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve the monthly reports of **November**. Each member received copies for review.
5. Mayor’s Opening Comments
Mayor Hess said the construction work downtown is over and we are now in the process of making the borough look nice. A portion of executive session will be held after agenda item #14 inviting in Borough Labor Attorney Nicholas Grello and Human Resources Director John Lawlor.
6. Public Comment – Open Topic – None

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7. NAC Chief Kyle Kelley gave an update on the **Naugatuck Ambulance Corps (NAC)**. He said they are working on a space issue regarding vehicles being kept out of the elements. A gentlemen went into cardiac arrest at Walmart. Due to the quick action by store personnel, the police department and EMS, he has since been released from the hospital. Chief Kelly said good job by all.
8. Mayor Hess said **CT Main Street Center** made a presentation at the Naugatuck Economic Development Corporation (NEDC) meeting. He invited them to make a presentation on their organization. Michelle McCabe, Executive Director of CT Main Street Center, discussed what the center is and how they help municipalities. They are a state-wide non-profit that works with communities to create or maintain vibrancy. They are working with over forty-five municipalities. They follow Main Street America's four-point approach which is Design, Economic Vitality, Organization and Promotion. Main Street is a group effort. Various town clubs and organizations have a roll to play in making downtown great. The role of Main Street is to provide structure, training and technical services. The cost is determined on population size. Based on 34,600 residents, it will cost us \$1,500 a year.
9. Paul Munko from Munko Creative LLC gave an update on the **Town Road Design Project**. The seal design has been revised to withstand the traffic on the road. He showed the updated version to the board showing a simplified detailed version. He is waiting for the new design to be approved by the manufacturer. Spring is the best time for installation.
10. Deputy Chief of Police Daniel Norck discussed the proposed **Municipal School Bus Violation Enforcement System**. He and Burgess Gallo met with school personnel who said they are happy with the camera system they have installed on the buses. The bus company has a very quick response time. They said a similar enforcement system was in the borough many years ago but the company withdrew because we didn't generate enough revenue. Deputy Chief Norck gave the contract to Borough Attorney Fitzpatrick to review. The company would charge \$250 per bus and van each month yielding a yearly cost of approximately \$125,000 plus \$65 per paid infraction.
11. Mayor Hess said the borough is offering up to \$25,000 for existing businesses or buildings in the downtown area who qualify for the **Facade Improvement Program**. There are six completed applications submitted so far. The committee will review the first application next week.

Mayor Hess appointed **Burgess Kaitlyn Kimball** to the **Facade Improvement Subcommittee**.

12. Mayor Hess said there are plans to build a **New Naugatuck Animal Control Facility**. This will be a regionalized facility. We have a site and are in the process of applying for a grant. A new facility will cost four to six million dollars. He introduced Valley Paw Partners President Robin Sagendorf and Vice President Brandi Kryvonis. They are a small nonprofit group of animal lovers who support the current animal control facility. They would like to fundraise to get a new shelter and are looking into available grants. He asked Ms. Sagendorf and Ms. Kryvonis to meet with Steven Rupsis at the police department. He made the following appointments to the current **Naugatuck Animal Shelter Subcommittee**.

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Mayor Hess appointed the following to the **Naugatuck Animal Shelter Subcommittee** with **Burgess Charley Marengi** and **Brittany Tooth**:

Burgess Kaitlyn Kimball
Brandi Kryvonis

Deputy Mayor Rocky Vitale
Robin Sagendorf

13. Mayor Hess introduced Senior Center Supplemental Program Director Kara Steinfeld. She previously worked at completely changing the Prospect VFW. She is considering holding a “Soup Cookoff” at the **Senior Center**. She started a Facebook page and created fliers to put around town. Ms. Steinfeld will be working on planning trips in the future. Burgess Rosenblatt said she saw a lot of different faces at the Christmas Party.
14. **Borough of Naugatuck Development Plans Update.** Mayor Hess said they will be finishing Rubber Avenue, Industrial Park III, Church Street and Maple Street. The infrastructure portion will be complete. Water Street to Old Firehouse Road will be paved in the spring. Tables will be put behind 30 Church Street with murals and lights in the trees and the alleyway. The Arts Commission, Garden Club, Historical Society and the high school will be involved beautifying downtown.
15. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses recess to Executive Session at **8:04 p.m.** for discussion on **Collective Bargaining** (Naugatuck Administrative Negotiating Association Agreement) inviting in Borough Labor Attorney Nicholas Grello and Human Resources Director John Lawlor.

Mayor Hess reconvened the meeting at **8:24 p.m.**

16. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses recess to the **Retirement Board** at **8:24 p.m.**

Mayor Hess reconvened the meeting at **8:26 p.m.**

17. Mayor Hess appointed **Melissa Cooney**, Superintendent of Schools, 497 Rubber Avenue, Naugatuck, CT 06770 as a member of the **Local Emergency Planning Committee (LEPC/NEMAC)**, filling the term of C. Montini, indefinite term.
18. Mayor N. Warren “Pete” Hess appointed Controller Eileen A. Cornacchia as a member to the **TIF (Tax Increment Financing) District Committee**.
19. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve the final three-year contract extension of Contract No. 19-20 to June 30, 2028 for **“Street and Park Light Maintenance”** to Turri-Masterson, Inc., 766 Riverside Avenue, Torrington, CT **as per bid** as recommended by Public Works Director James Stewart.

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20. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses authorize Mayor Hess to sign **Work Order No.1, Amendment 1** with Kleinfelder Northeast, Inc., 400 Capital Boulevard, Suite 104, Rocky Hill, CT 06067 in an amount not to exceed **\$213,086.00** for “**Additional Construction and Resident Engineering Services**” for the Parcel A&B Major Hub Development Project.
21. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve the request from Kleinfelder Northeast, Inc., 400 Capital Boulevard, Suite 104, Rocky Hill, CT 06067 for “**Out of Scope Construction Engineering Services on the Downtown Infrastructure Upgrade Parcel A&B and DOT Rail Coordination Projects**” in the amount of **\$66,986.00**.

For the record:

Mayor Hess: “We should note for the record that this will be paid from TIF . . . that’s outside the budget.”

22. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve an **increase in the Woodard & Curran Contract to \$172,000.00** due to the subsurface investigations and sampling identified during the initial remediation work at 889 New Haven Road. All costs will be reimbursed under the \$200,000.00 DECD Grant.
23. Motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses adopt the following municipal resolution in support of the **Naugatuck River Greenway Trail (Naugatuck – Waterbury Connector) Design Project**, as if read:

WHEREAS, the Connecticut Department of Energy & Environmental Protection has issued a Notice of Funding Opportunity under their Connecticut Recreational Trails Grant Program, and

WHEREAS, the Grant Program’s eligible uses include planning/design, trail corridor acquisition, construction, administration, maintenance equipment, amenities, and public outreach related to bikeways, multi-use trails, and water trails, and

WHEREAS, it is desirable and in the public interest that the Borough of Naugatuck make an application to the State of Connecticut Recreational Trails Grant Program to support the on-going design and construction work along the Naugatuck River Greenway – an officially designated Connecticut State Greenway that will run from Torrington to Derby upon final completion, and

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WHEREAS, the Borough received design funding to complete design of the Borough’s downtown portion of the NRG and such work is underway, the Borough finds it in the best public interest to focus grant funding on the NRG’s Naugatuck-Waterbury connection, which will provide multi-modal transportation opportunities for environmental justice communities, as well as link jobs, housing, and commercial opportunity.

WHEREAS, pursuant to the Borough of Naugatuck’s Code of Ordinances, the legislative power and authority of the Borough is vested in the Mayor and Board of Burgesses:

NOW, THEREFORE, BE IT RESOLVED THAT THE MAYOR AND THE BOARD OF BURGESSES OF THE BOROUGH OF NAUGATUCK HEREBY:

Approve the completion and filing of a Connecticut Recreational Trails Grant Application for the “Naugatuck-Waterbury NRG Design Connector Project” in an amount not to exceed \$500,000, and

Commit local funds to this project, as match, in an amount not to exceed 20% of the grant application request.

This project will leverage significant other Private, Federal, and Local funds, as detailed in the grant application.

ROLL CALL VOTE:

FOR

Mayor N.W. Hess
R. Vitale
M. Bronko
K. Kimball
C. Marenghi

R. Neth
D. Neth-Kunin
J. Rosenblatt
J. Velazquez

OPPOSE

None

ABSTAIN

None

Motion carried 9-0-0

24. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses provides the **Naugatuck Valley Council of Governments (NVCOG) with the Borough’s full support** to continue planning and/or implementation of Green Stormwater Infrastructure, aimed at reducing nonpoint source pollution in the Naugatuck River, by way of a letter of support. The NVCOG will be applying to the **Long Island Sound Ecosystems Grant Program** by way of a regional application and will identify potential green stormwater infrastructure areas throughout the Borough in their application.
25. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses authorize Mayor Hess to enter into a **Cell Tower Lease with TEGNA Broadcast Holdings LLC** for thirty-one months in an amount not to exceed **\$34,500.00**.

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26. Motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses authorize Mayor N. Warren “Pete” Hess to execute all contracts and related documents with **Pictometry International Corporation (Eagleview)** for **flyovers for a two-year period** as recommend by Assessor Shelby Jackson.
Motion withdrawn.

27. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve a change order to the contract with FieldTurf USA for an additional **\$86,000.00** for the “**High School Turf Field**”. Said funds will be paid from Capital Reserve.

28. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses **waive** the bid to the following vendors to provide goods and/or services for **Fiscal Year 2025/2026** and to authorize Mayor Hess to execute all contracts and related documents as recommended by Controller Eileen A. Cornacchia, as if read:

Discount Office Solutions LLC, 80 South Street, P.O. Box 503, Bristol, CT 06011
Waived bid not to exceed **\$15,000**

Water Training LLC, 6 Susan Drive, Wallingford, CT 06492
Waived bid not to exceed **\$8,000**

Target Enterprises, Inc., 277 Old Branch Road, Thomaston, CT 06787
Waived bid not to exceed **\$25,000**

29. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve the following vendors to continue to provide goods and/or services **upon passage and through June 30, 2026** and to authorize Mayor Hess to execute all contracts and related documents as recommended by Controller Eileen A. Cornacchia; as if read:

APPROVED VENDORS FY 2025-2026

Hotsy Clean, 45 Mayfair Place, Stratford, CT 06615

Infraware, 19 South Sixth Street, Suite 900, Terre Haute, IN 47807

30. Controller Eileen Cornacchia discussed the need for **New Proposed Purchasing Guidelines**. Modifications have not been made to the guidelines since the 1980s or 1990s. The thresholds were so low. The threshold that we had to bid was \$5,000. She said it is very rare things are purchased under \$5,000, especially for projects. Anything that is over \$5,000, and did not go out to bid or on a state contract, has to come before the board for a bid waiver. The auditor recommends raising the threshold to \$25,000. The guidelines will clarify what happens at each step. These are designed to create efficiencies.

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VOTED: Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses adopt the **New Proposed Purchasing Guidelines** presented by Controller Cornacchia as if read.

31. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses approve the following **updated list of tax abatements which were originally approved on May 6, 2025** as recommended by Tax Collector James Goggin, as if read:

Name	Address	Parcel	GL Years	Amount	Reason
Leonard McDermott	Porter Avenue	207-0068	2017-2024	\$ 1,643.08	Deceased
Chomp N Pit	423 N Main St	019-0056	2019	\$ 549.14	Business Closed
BON	Warren Avenue	003-9600	2020	\$ 171.80	Town Acquired
BON	Prospect St	058-3700	2020-2021	\$ 106.34	Foreclosure

32. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses authorize Controller Eileen A. Cornacchia to refund the following tax refunds approved by Tax Collector James Goggin; as if read:

Bill	Name	Address	City/State/Zip	Over Paid
2020-04-0085505	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-140.13
2021-03-0054295	CERPA, BRITTANEY M.	34 RIDGEWOOD DRIVE	MIDDLEBURY, CT 06762	-219.92
2021-03-0071612	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-331.10
2021-03-0071613	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-221.70
2021-03-0071614	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-599.22
2022-03-0055342	COURTNEY, ERMMA G.	19 HILLSIDE AVENUE, 1 FL.	NAUGATUCK, CT 06770	-155.16
2022-03-0071200	SANCHEZ, JONATHAN T.	17 JENNY LANE	WOLCOTT, CT 06716	-106.80
2022-03-0072243	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-240.20
2022-03-0072244	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-514.18
2022-04-0083811	SANCHEZ, JONATHAN T.	17 JENNY LANE	WOLCOTT, CT 06716	-313.00
2023-03-0051076	ARI FLEET LT LTD	4001 LEADENHALL ROAD	MOUNT LAUREL, NJ 08054	-191.68
2023-03-0055294	COURTNEY, ERMMA G.	19 HILLSIDE AVENUE, 1 FL.	NAUGATUCK, CT 06770	-110.36
2023-03-0067201	NISSAN MOTOR ACCEPTANCE CORP.	P.O. BOX 650214	DALLAS, TX 75265-9523	-244.90
2023-03-0067215	NISSAN MOTOR ACCEPTANCE CORP.	P.O. BOX 650214	DALLAS, TX 75265-9523	-387.54
2023-03-0070327	ROBERTSON ROBERT H	44 SPENCER STREET	NAUGATUCK, CT 06770	-90.89
2023-03-0072389	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-212.62
2023-03-0072390	SILVA-CHIRIBOGA, JEAN S.	10 WINTHROP AVENUE	NAUGATUCK, CT 06770	-402.18
2023-03-0074791	VAULT TRUST	P.O. BOX 23950	NASHVILLE, TN 37202	-466.80
2023-03-0075007	VILASBOAS, THAIS C.	53 WOODBINE STREET, APT. 2	NAUGATUCK, CT 06770	-287.38
2023-03-0075122	VW CREDIT LEASING LTD	1401 FRANKLIN BOULEVARD	LIBERTYVILLE, IL 60048	-263.90
2023-03-0076030	ZAMORA, GLORIA E.	2221 E MAIN ST., APT. 1E	WATERBURY, CT 06705	-399.26

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2024-03-0051032	ARI FLEET LT LTD	4001 LEADENHALL ROAD	MOUNT LAUREL, NJ 08054	-105.49
2024-03-0055177	COURTNEY, ERMMA G.	17 BLUE ORCHARD DRIVE	MIDDLETOWN, CT 06457	-79.04
2024-03-0057424	ENTERPRISE FM TRUST	2281 BALL DRIVE	SAINT LOUIS, MO 63146	-344.04
2024-03-0057428	ENTERPRISE FM TRUST	2281 BALL DRIVE	SAINT LOUIS, MO 63146	-584.28
2024-03-0057432	ENTERPRISE FM TRUST	2281 BALL DRIVE	SAINT LOUIS, MO 63146	-574.84
2024-03-0057630	FABIANI, MAUREEN E.	6 WINDVIEW DRIVE	NAUGATUCK, CT 06770	-47.88
2024-03-0060778	HONDA LEASE TRUST	11675 GREAT OAKS WAY SUITE 200	ALPHARETTA, GA 30022	-470.91
2024-03-0061079	HYUNDAI LEASE TITLING TRUST	3161 MICHELSON DR STE 1900	IRVINE, CA 92612-4418	-508.56
2024-03-0066836	NISSAN INFINITI LT LLC	P.O. BOX 650214	DALLAS, TX 75265	-177.41
2024-03-0070182	ROMAN, TANYA L.	503 SPRING STREET, APT. A	NAUGATUCK, CT 06770	-104.65
2024-03-0074216	VAULT TRUST	500 WOODWARD AVENUE	DETROIT, MI 48226	-439.29
2024-03-0074219	VAULT TRUST	500 WOODWARD AVENUE	DETROIT, MI 48226	-170.55
2024-03-0074222	VAULT TRUST	P.O. BOX 23950	NASHVILLE, TN 37202	-252.44
2024-03-0074224	VAULT TRUST	500 WOODWARD AVENUE	DETROIT, MI 48226	-359.51
2024-03-0074236	VAULT TRUST	500 WOODWARD AVENUE	DETROIT, MI 48226	-76.38
2024-03-0074238	VAULT TRUST	500 WOODWARD AVENUE	DETROIT, MI 48226	-554.91
			TOTAL	-10,749.10

33. Public Comment – Agenda Items – None

34. Mayor Hess made the following **Burgess Liaison** appointments as if read and shall make additional appointments upon request.

Deputy Mayor R. Vitale	Fire Commission, Park Commission, Police Commission
Burgess M. Bronko	LEPC/NEMAC
Burgess K. Gallo	BOE, Elderly Commission, Golf Commission
Burgess K. Kimball	Elderly Commission, Park Commission, Zoning Commission
Burgess C. Marengi	Arts Commission, Fair Rent Commission, Inland Wetlands Commission
Burgess R. Neth	Finance Board, Park Commission
Burgess D. Neth-Kunin	Arts Commission, BOE, Planning Commission, Police Commission
Burgess J. Rosenblatt	Day Care Board, Elderly Commission, Housing Authority
Burgess J. Velazquez	BOE, Planning Commission, Police Commission, Zoning Commission

35. Mayor and Burgess Comments/Sub-Committee Reports

Burgess Kimball attended the Senior Center Christmas Party and saw a lot of new faces. The “Light the Night” Event was wonderful. She attended a lot of meetings over the past month and observed that it is difficult to see what is being presented on the large screen in the Hall of Burgesses when you are in the audience. The microphone on the podium is not working making it difficult to hear presentations.

Burgess Velazquez said he echoes Burgess Kimball’s comments except he did not attend the Senior Center Party.

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Burgess Neth-Kunin said the “Festival of Trees” was great at Salem School. The Christmas tree lighting was also great. She handed out fiber optic lights to children that night.

Burgess Neth wished everyone a Merry Christmas and Happy Holidays.

Deputy Mayor Vitale wished everyone a Merry Christmas, Happy Holidays and Happy New Year.

Burgess Rosenblatt reported the Trades Program ended November 26th. They will continue to work on resume prep and interview prep. The program went well.

Burgess Bronko wished everyone a Merry Christmas.

Burgess Marengi said Rise Up gave an excellent presentation to the Arts Commission. The mural is not feasible on the wall under the train trellis because of the surface. He gave kudos to the Public Works Department for their work getting the green ready for the tree lighting. Compliments to the trades program at the high school because students who went through the program are now employed in that trade.

36. **VOTED:** Unanimously on a motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses recess to Executive Session at **9:11 p.m.** for discussion on the following: **Real Estate** (Parcels A, B, C, Y & Z, Naugatuck Industrial Park Section III, Freight Rail Discussion, Energy Park/Data Center, Hershey Property, Riverview Mobile Home Park), **Collective Bargaining** (UPSEU), **Personnel** (Assessor) and **Pending Litigation**. No one was invited into executive session.

Burgess Bronko left 9:11 p.m. and did not enter executive session.

Mayor Hess reconvened the meeting at **9:56 p.m.**

37. The following motion emanated from Executive Session.

Motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt that the Board of Mayor and Burgesses authorize Mayor Hess to enter into an employment agreement with **Abigail Silkowski as assistant assessor**, who is now certified, for a three-year term as discussed in executive session.

Burgess Bronko was not present for the vote.

38. Motion by Deputy Mayor Vitale and seconded by Burgess Rosenblatt to adjourn the special meeting at **9:57 p.m.**
Burgess Bronko was not present for the vote.

A digital recording of this meeting is available in the office of the Borough Clerk for further review.

Attest:

Nancy K. DiMeo
Borough Clerk