



John L. Salomone  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: John L. Salomone, Town Manager  
Date: August 13, 2007  
Re: Monthly Report – July 2007

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#### GENERAL ADMINISTRATION

During the month, the Town Manager focused on a number of matters including working with department heads, the Mayor and members of the Town Council on various issues as well as on a number of personnel matters. Items of interest included:

- Conducting final interviews for the positions of Town Engineer, Director of Facilities Management and Administrative Aide II for the Parks and Recreation Department.
- Holding initial evaluations for department heads and Town Manager's Office staff members.
- An exit interview with retiring Public Safety Dispatcher Roger Nelson.
- Participating in the Chamber of Commerce's Networking Breakfast at Stew Leonard's.
- Meeting with Labor Attorney Ken Plumb and a department head regarding a personnel issue.
- Meeting with Town Attorney Steve Nassau, Town Clerk Tanya Lane, and Executive Assistant Lori Verreault regarding the initial stages of the re-codification of the Town's Code of Ordinances.
- Meeting with several staff members and Val Ginn, Chairperson of the Waterfall Festival Committee, regarding ways in which the Town can be of assistance.
- Meeting with CRCOG representatives and Frank Sanzo, Highway Superintendent, regarding the Public Works Mutual Aid Program.
- Receiving a "Champion Certificate of Excellence" from the Capitol Region Council of Governments for advancing the Public Works Mutual Aid Pilot Program and Shared Services throughout the Capitol Region.

Paid overtime for the month of July 2007 was as follows:

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	26.80	\$ 1,137.87
Weekend Stand-by and Call-in	16.00	644.32
Road Maintenance	61.80	2,708.31
Stonehedge Drive Reconstruction	16.00	628.76
Traffic Division	4.00	161.08
Total	124.60	\$ 5,280.34

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<b>PARKS AND GROUNDS DIVISION</b>		
Extravaganza	157.00	\$ 5,553.00
Weekend Duty	32.00	1,132.00
Herbicide Application	172.00	6,084.00
Pool Operation	84.50	2,989.00
Total	445.50	\$ 15,758.00
	<b>2007-08 Budget Overtime Appr.</b>	<b>Overtime Expended Fiscal Year to Date</b>
<b>POLICE DEPARTMENT</b>		
Administration	\$ 4,167.00	\$ 462.75
Patrol	727,443.00	29,069.85
Investigation	76,000.00	1,864.06
Communication	104,486.00	5,965.75
Education/Training	66,026.00	1,011.64
Support Services	22,247.00	1,214.72
School Resources Officer Grant	14,580.00	0
Animal Control	11,706.00	532.60
Total	\$1,022,488.00	\$40,121.37

## **PERSONNEL**

- Evaluations of all Administrative and AFSCME personnel continued during July.
- The position of Town Engineer was awarded to Anthony Ferraro, former Town Engineer in Berlin and currently Acting Town Engineer for the Town of Newington. He will begin full-time duties on August 13.
- The position of Director of Facilities Management was offered to Robert Korpak of Elmira, NY, who is also scheduled to begin on August 13.
- Karen Gallicchio was hired as Administrative Aide II in the Parks and Recreation Department effective July 30.
- A written examination for the Equipment Mechanic Foreperson position was administered on July 9 and an oral interview panel convened on July 26. Final interviews will be conducted during August.
- Applications were received for the position of Police Dispatcher through July 16; qualified candidates will take a written examination in August.
- The recruitment process for Police Officer continued with several candidates being given conditional offers. Interviews with the Chief and the Town Manager will be conducted in August.

## **Professional Development**

- Scott Hoagland, Information Systems and Technology, attended a week long Microsoft™ SQL 2005 Database training class.

## **RISK MANAGEMENT**

The 2006-2007 Blue Cross/Blue Shield plan year produced a combined paid claim total that was lower than the estimates that were developed at renewal. The total claims for the 2006-07 plan year were estimated at \$8,143,644; the total paid claims were \$7,603,785. Based on the unaudited paid claims total, the plan year ended with an estimated surplus of \$539,859.

## **INFORMATION SYSTEMS AND TECHNOLOGY**

- Completed 70 help desk work orders.
- Blocked 97,156 SPAM/ unsolicited emails from reaching Town employees and blocked/ quarantined 6,546 viruses from entering the Town's network.
- The Town's web site saw a major increase in traffic with more than 70,000 visits exclusive of search engines robots. Again, the recreation and other program-oriented calendar sections attracted the most traffic.

- New firewalls were installed at Fire Headquarters, Company 2, Company 3, Company 4 and the Parks & Grounds office.
- The State of Connecticut, Department of Public, conducted a site survey of E911 equipment.
- Connecticut Educational Network hardware was upgraded.
- Gregg Breton, GIS Coordinator, worked on building topology layers for pavement and driveway assets.

## **FINANCE**

### **Accounting and Administration**

- The 2006-07 year-end audit began with the audit team from Blum Shapiro conducting entrance interviews, completing risk assessment questionnaires and testing payroll, assessment, tax and accounts payable records.
- The Town's 2006-07 collection rate was 99.2%. This is the highest percentage in over 30 years and certainly will rank in the top 20% of all towns statewide. Of particular note, it was achieved during a property revaluation year as well as a transition year with our Revenue Collector, Corinne Aldinger.
- Financial arrangements were coordinated with financial institutions and the Fire Department for the sale of old Truck 1. The Town received \$75,000 for the truck.
- Meetings were held with the Town's Agent of Record for the marketing of the life insurance policy for Town employees.
- Data gathering was completed and forwarded to the Town's actuaries, Milliman USA, for other post employment benefits (OPEB) in order to determine the liability for health care costs for current, retired and future employees.
- There were no major grants received during the month.

The Town received the following interest rates on investments. This list includes outstanding investments that are under the control of the Finance Department and includes the General Fund and other Town Funds.

#### **INVESTMENTS, BY ACCOUNTING TYPE**

(Unaudited)

7/31/07

General Fund	\$42,907,856
Special Revenue Funds	2,240,509
Capital Projects Funds	622,460
Internal Service Fund	3,372,326
Trust and Agency Funds	1,413,535
<b>TOTAL, ESTIMATED BY FUND</b>	<b>\$50,556,687</b>

#### **INVESTMENTS, BY INSTITUTION TYPE**

(Unaudited)

7/31/07

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
<i>Ave. Monthly Yield, Annualized</i>	Current Month	Last Month	Current Month	Last Month	
STIF	5.47	5.48	58,788	41,522	23,584,892
Banknorth	5.22	5.22	26,924	33,487	8,662,149
CLASS PLUS	5.02	5.50	33,467	13,865	5,401,112
Sovereign Bank MM	5.17	5.17	39,639	33,731	9,199,143
Financial Investor Trust	5.12	5.11	14,963	28,220	3,709,389
Total Outstanding Investments					50,556,687

## Assessor

- Real estate transfers were read and entered in the Assessor database through the end of July 2007.
- Seventeen newly constructed real estate properties with Certificates of Occupancy were inspected.
- July is the busiest month for motor vehicle bill adjustments. These adjustments were made for vehicles that were sold, stolen, totaled, or registered in another state. There were 435 changes made to the October 1, 2006 motor vehicle grand list during the month of July.
- Work also continued on the new Assessor system in order to make it available to the public via the Internet.

## Revenue Collector

- The Tax Collector's report for 2006-07 was finalized and a collection rate of 99.2% was achieved, the highest in over 30 years.
- The Tax Office staff processed over \$29,320,506 in current collections for the 2006 Grand List during the month of July.
- Some technical equipment problems emerged that took away valuable time in assisting taxpayers in person and on the telephone were resolved.
- Numerous daily deposits were made to guarantee the funds would be available for the Town of Newington as quickly as possible.

## PURCHASING

### BID NO. 1, 2007-08, PARKS GARAGE REROOFING AND RELATED WORK

Opening Date: July 12, 2007

Bidder	Location	Base Bid	Alt. 1 (Sheathing)	Alt. 2 (Rakes/Fascia)
AVT Construction	Meriden	\$ 43,440	\$ 4,913	\$17,465
New Britain Roofing	New Britain	\$ 55,880	\$ 8,700	\$19,800
P. O. Roofing	Oxford, MA	\$ 81,770	\$15,120	\$17,900
Capeway Roofing	Westport, MA	\$ 88,800	\$12,900	\$17,900
Greenwood Industries	Worcester, MA	\$113,630	\$38,032	\$ 5,570

The bid was awarded to AVT Construction for their low base bid plus alternate 1.

### BID NO. 2, 2007-08, BASEBALL FIELD PREPARATION MACHINE

Opening Date: July 31, 2007

Bidder	Location	Base Bid
Bacher Corp.	E. Windsor	\$12,929
Steven Willand, Inc.	Brookfield	\$15,096

The bids are under review.

## TOWN CLERK

- 578 documents were filed on the land records; \$70,799.00 was collected in state conveyance tax and \$33,150.00 was collected in town conveyance tax.
- 56 Fenn Road sold for \$900,000 from the Grody Company to 56 Fenn Road LLC, and 70 Waverly Drive sold for \$510,000. Fifteen residential properties transferred ownership--12 sold for over \$300,000 each, and three properties on Chaplin Street each sold for over \$400,000.
- Public Act 7-133 became effective on July 1<sup>st</sup> increasing fees for vital records from \$5 to \$10 per copy. The registration of birth (wallet size) still remains at \$5. During July, the office issued 79 certified copies of vital records, 4 cremation permits and 8 burial permits.
- 12 Trade Names were registered and 7 Notary Public commissions were filed.
- 183 mortgages, 228 releases and 25 assignments were filed. 16 liens were recorded; 9 survey maps were catalogued; 23 Quit Claim deeds and 52 Warranty Deeds were filed.
- Endorsements for municipal candidates for the November election were submitted in a timely fashion.

### Data Summary--July 2007

	<u>July 2007</u>	<u>July 2006</u>	<u>FY 2007-08 to Date</u>	<u>FY 2006/07 to Date</u>
Land Record Documents	578	562	578	562
Dog Licenses Sold	266	170	266	170
Game Licenses Sold	179	31	179	31
Vital Statistics				
Marriages	29	23	29	23
Civil Unions	1	0	1	0
Death Certificates	20	16	20	16
Birth Certificates	14	25	14	25
Total General Fund Revenue	\$ 51,796.31	\$ 51,440.65	\$ 51,796.31	\$ 51,440.65
Town Document Preservation	\$ 1,078.00	\$ 1,091.00	\$ 1,078.00	\$ 1,091.00
State Document Preservation	\$ 1,086.00	\$ 1,098.00	\$ 1,086.00	\$ 1,098.00
State Treasurer (\$26 fee)	\$ 13,910.00	\$ 14,092.00	\$ 13,910.00	\$ 14,092.00
Locip	\$ 1,605.00	\$ 1,626.00	\$ 1,605.00	\$ 1,626.00
State Game Licenses	\$ 3,676.00	\$ 480.00	\$ 3,676.00	\$ 480.00
State Dog Licenses	\$ 1,715.50	\$ 1,185.00	\$ 1,715.50	\$ 1,185.00
Dog Licenses Surcharge	\$ 634.00	\$ 469.00	\$ 634.00	\$ 469.00
Marriage & CU Surcharge	\$ 323.00	\$ 304.00	\$ 323.00	\$ 304.00
<b>Grand Total</b>	<b>\$ 75,823.81</b>	<b>\$ 71,785.65</b>	<b>\$ 75,823.81</b>	<b>\$ 71,785.65</b>

### POLICE DEPARTMENT

- The Certified Police Officer hiring process continued with two applicants receiving conditional offers of employment. If they pass the final testing exams, it is anticipated that they will be hired and sworn-in in mid-August.
- Two entry-level police officer candidates also received conditional offers of employment. If they pass the final testing exams, it is anticipated that one will enter the Police Academy in August. The second will be placed on a list in anticipation of future retirements.
- One hundred applications were received for the Public Safety Dispatch position. Twenty-four applicants were invited to test in early August. Oral Interviews will be conducted in mid-August for those applicants that pass the practical test.
- The Community Service Unit provided a tour of the Police Department for over 40 children who were enrolled in the summer reading program at the Newington Library. In addition to the tour, each child was given a DARE Safety activity book, pencils, stickers, and a child ID card.
- The Community Service Officer (CSO) visited the Parks & Recreation day camp at John Wallace Middle School with approximately 60 youths in attendance from grades 6 through 8.
- Several complaints of traffic violations in neighborhoods and various intersections were received; three areas that received attention in July were Connecticut Avenue, Stoddard Avenue and Culver Street.
- On July 19<sup>th</sup>, 2007, the Community Service Unit spearheaded a picnic attended by over 100 senior citizens at the Senior and Disabled Center. A number of Newington Police Officers, including Chief Mulhall, cooked over a barbeque grill in appreciation to the seniors for their contribution to the community. Following lunch, the seniors were given two demonstrations of police tactics. Officer Wagner and his K-9 "Archie" provided an exciting and dynamic demonstration of drug detection, canine obedience and officer protection. Sgt. Sutton gave a presentation on the Taser, under what circumstances a Taser is used, and how it works.
- Educational literature on the DARE program as well as numerous items including DARE pencils, stickers, Frisbees, and backpacks were handed out at the Extravaganza.

- The CSO Unit continues to work with its community partners such as the Chamber of Commerce and the Kiwanis. The Chamber has been helpful in supplying area businesses with prevention tips and information offered by the Police Department. The local Kiwanis Chapter has been instrumental in providing Child ID kits, home safety kits and bicycle safety information at no cost to the Police Department.
- Sixty-four offenses were the subject of investigation by Detective Division personnel in July.

**Patrol Calls for July**

Alarm Burglary	133	Fire Alarm	27	MVA Property	88
Alarm Hold-up	8	Fire CO	2	MV Assist	63
Animal	32	Fire Hazmat	3	MV Complaint	60
Assault IP	5	Fire Other	12	Neighbor Dispute	10
Assault Report	7	Fire Rescue	1	Noise Complaint	29
Assist other PD	25	Fire Structure	3	Notification	4
Bad Check NSF	5	Fire Vehicle	3	Open Door / Window	4
BOLO	7	Fingerprint	31	Parking Violation	14
Breach IP	12	Fireworks	48	Property Found	22
Breach Report	4	Follow Up	44	Property Lost	9
Burglary IP	3	Harassment	21	Robbery IP	1
Burglary Report	19	Hazard	43	Serve Subpoena	1
Car Seat	10	Illegal Dumping	6	Serve Warrant	35
Check the Welfare	77	Intoxicated	8	Special Detail	46
Clear Lot	14	Juvenile Complaint	37	Stolen MV	7
Court	24	K 9 Call	8	Sudden Death	3
Criminal Mischief IP	2	Larceny From MV	16	Suicide Attempt	1
Criminal Mischief Rep	43	Larceny IP	19	Suspicious Person	135
Community Service	5	Larceny Report	42	Suspicious MV Occ	32
Customer Dispute IP	10	Liquor Violation	1	Suspicious MV UnOcc	10
Customer Dispute Rep	4	Location-Directed Patrol	53	Threatening Report	2
Dog Complaint	48	Lockout MV	2	Town Ordinance Viol	1
Domestic IP	36	Lockout Residence	2	Traffic Stop	558
Domestic Report	6	Medical	157	Trespass IP	9
Drug Investigation	1	Missing Person	4	Trespass Report	2
DUI	2	MV Abandoned	11		
Emotionally Disturbed	9	MVA Evading	17		
Escort	44	MVA Injury	19	<b>TOTAL FOR NPD</b>	<b>2,381</b>

**UCR/NIBRS Selected Crimes**

June 2007

June 2006

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	-0-	-0-	-0-	-0-
Forcible Rape	-0-	-0-	1	\$278
Robbery	1	\$413	1	\$161
Assault	16	-0-	4	-0-
Burglary	9	\$9,942	13	\$29,792
Larceny Theft	45	\$37,307	68	\$30,451
Auto Theft	6	\$30,607	3	\$9,725
Totals	77	\$78,269	90	\$70,407

**Emergency Response Times Averages - for "In Progress" Calls**

Description of Event	<u>June</u>		<u>July</u>	
	# Calls	Aver	# Calls	Aver
Alarm – Burglary	151	9.37	133	7.85
Alarm – Holdup	4	3.29	8	4.35
Assault in Progress	9	10.13	5	3.90
Bomb	0		0	
Breach of Peace	10	7.59	12	4.18
Burglary	2	4.55	3	5.72
Criminal Mischief	8	7.04	2	6.28
Customer Issue	15	6.82	10	6.28
Domestic	26	4.00	36	4.21
Emot Distur Person	5	8.47	9	7.70
Fire Alarm	21	3.84	27	5.85
Fire Structure	7	4.70	3	4.19
Fire Vehicle	2	1.79	3	2.27
Hazard General	35	8.98	43	10.54
Indecent Exposure	1	5.93	0	
Larceny	10	6.27	19	6.71
Medical	170	5.10	158	4.99
MV Acc w/Injury	14	3.32	19	3.95
Robbery	0		1	1.58
Shots Fired	0		0	
Sudden Death	4	4.38	3	4.87
Suicide	0		0	
Suicide Attempt	1	1.80	1	5.27
Susp Person	101	8.51	136	5.79
Susp Motor Vehicle	21	4.44	32	3.77
Threatening	0		0	
	617		664	

**FIRE DEPARTMENT**

The Fire Department responded to 60 alarms/emergencies as follows:

	<u>July 2007</u>	<u>1 month Cum.</u>
Residential	16	16
Commercial, Industrial, Office	5	5
Hospital, School	1	1
Vehicle	4	4
Rescue, Police Assistance	1	1
Dumpster, Rubbish, Grass, Brush, Leaves	1	1
Hazardous Materials/Clean up	4	4
Investigative Alarm	23	23
False Alarm	0	0
Mutual Aid/Standby	3	3
Carbon Monoxide Investigation	2	2
Water Related Incidents/Pump-Outs	0	0
Total	60	60

## Training Summary:

		Members	Hours
Rotation Safety Officer Training		1	40
HazMat Training	HazMat Operations Certification	40	200
	Firefighter 1	2	280
EMT Certification		1	240
Multi-Company Training	Hydrant Hook-Ups and Hose Streams	5	20
Fire Service Instructor 1		2	44
Training Tower Drill	Advancing Hose Lines	58	174
ISO Training		8	24
Total Training Hours			998

## **FIRE MARSHAL**

The Fire Marshal's Office completed the following activities during the month:

Inspections	18
Inspection Follow-Ups	39
Plan Review	10
Job Site Inspections	7
Underground Tank Removal	1
Fire Investigations	1
Fire Alarm Trouble	1
Complaints	3
Haz/Mat	1
Bomb Threats	0
Blasting	6

Fire Marshals were on site at the annual Mill Pond Extravaganza. All tents, electrical devices and propane gas cooking equipment were inspected prior to use at the event. Inspectors also reviewed the fireworks display set up and maintained site security throughout the event.

## **HIGHWAY DEPARTMENT**

- Stonehedge Drive was paved after grading and compacting of the road base. Nearly 1,800 tons of bituminous concrete was required to maintain a three inch thickness on this 2,500 foot roadway. Curbing will be installed and driveway aprons paved.
- The Town sanitation and recycling operations were moved to the Highway Department effective July 2, 2007. Town residents can renew their landfill permits or replace broken recycling bins by visiting the Highway Department at 281 Milk Lane. Residents may also call to schedule a bulk pick-up or ask questions about the recycling program by calling (860) 667-5874. Hours of operation are Monday through Friday, 7:00 a.m. to 3:30 p.m.
- Highway personnel attended a Department of Environmental Protection sponsored Solid Waste Landfill and Transfer Station class. Certificates are issued once attendees successfully complete the class and examination. Certificate holders are taught about the rules and regulations governing the operation of a Connecticut Solid Waste Facility.
- During the month of July mechanics performed routine preventative maintenance along with emergency repairs to all Town vehicles and equipment.

## **ENGINEERING DEPARTMENT**

- Submitted to the Department of Transportation (DOT) a supplemental application for the reconstruction of the Garfield Street Bridge. The supplemental application was necessitated by the delays encountered by the Department of Environmental Protection in reviewing the project plans. The supplemental application will extend the project completion date to the fall of 2008 and also update the project's cost from \$532,000 to \$586,000.



- Anthony Ferraro, Acting Town Engineer, met with DOT representatives and reviewed their requirements for pursuing the grant agreement for the resurfacing of Kelsey Street and Christian Lane. Our original application for the \$700,000 grant consisted of grinding these roadways to a depth of 2 inches and repaving them with 3 inches of asphalt. Church Street (from Kelsey Street to Revere Drive) was also originally included in the grant request. Based on the pavement conditions, DOT staff has increased the depth of grinding to 3 inches and has also increased the depth of repaving to 4 inches of asphalt. These changes, coupled with the increased cost of asphalt, have necessitated the elimination of Church Street from the project, as the overall project cost is over the \$700,000 grant. This project, therefore, will proceed as per the DOT's direction.
- A cease and desist letter was issued by the Engineering Department to a property owner who had been performing tree clearing activities on his property but within the established wetlands limits. The property owner was very cooperative and took the necessary measures of corrective action requested by staff.
- Engineering staff received several calls from concerned citizens who saw the pond located on the westerly side of Stew Leonard's drained down altogether. This pond will be partially filled in as part of the Sam's Club development currently in progress. The contractor was authorized to perform the draining of the pond as part of the approved project. Fish and turtles living in the pond were caught with nets and relocated to the upper pond.

## **TOWN PLANNER**

Town Center Streetscape Phase III - The notice to proceed was issued July 24<sup>th</sup>. This award requires 90 days for substantial completion (all work except decorative lights) and 120 days for final completion. DECD has reviewed the Town's bid procedures, construction documents and award of the project and found it in compliance with STEAP grant requirements. The first task of the contractor will be to secure a ConnDOT permit to work in the State Right of Way, which should take about two weeks.

690 Cedar Street National Welding Phase III Environmental Assessment - Access onto 690 Cedar Street has been held up pending court approval to re-enter the property to complete Phase III soil sampling, monitor wells and assessment of the building's materials. The Town Planner has been working with the Town Attorney's office to get the Superior Court to approve a motion filed July 18<sup>th</sup> for access. A decision is expected the first week of August.

Cedar Mountain Ridgeline Open Space Grant - The Town Planner assisted our two fee appraisers in collecting the data needed for their evaluation estimates as required by DEP grant requirements. The time needed to prepare these two separate reports was very limited because of DEP's tight 30 day submission deadline. It is expected it will take about two months for DEP to review all the applications submitted for the 2007 round of open space grants.

Affordable, Age Restricted Housing Study Committee - The Committee met July 30<sup>th</sup> and reviewed three concept layouts prepared by the Town Planner for New Meadow Phase II property. The Committee also discussed potential sites in the Town Center such as the municipal parking lot and Hartford Hospital property along the north side of Genova Drive. The Committee is disappointed that the Hospital has not responded to requests to meet to discuss the possible use of some of their property for senior housing.

## **Development Projects – July**

- Newington Business Park – Schuco Technologies approved for occupancy of 60,000 sq. ft.
- OFI Furniture – 28 Garfield Street approved for reuse of 12,528 sq. ft. for office and display space.
- Commerce Court and Hollow Tree Lane – subdivision performance bonds approved by the TPZ for release.
- Aldi Foods – approved plan submitted for signing by TPZ Chairman; once JDC Trucking vacates, property site redevelopment will begin.
- Holiday Inn Express – Revised architectural plan submitted to TPZ to change approved hotel use at 2553 Berlin Turnpike from Comfort Suite Inn to Holiday Inn Express.
- Toll Brothers – Newington Ridge site bond submitted to permit Certificate of Occupancy issuance for Phase I – 26 townhouse units.

## **BUILDING DEPARTMENT**

- Twelve permits were issued for new residential houses (4 Bogart Lane, 8 Bogart Lane, 10 Bogart Lane, 12 Bogart Lane, 14 Bogart Lane, 2 Harlow Drive, 6 Harlow Drive, 10 Harlow Drive, 12 Harlow Drive, 14 Harlow Drive, 16 Harlow Drive, and 18 Harlow Drive)
- Permits issued for the Town of Newington were:
  - Building Permit to infill the connecting corridor at Elizabeth Green School.
  - Building Permit for renovations at the Volunteer Ambulance Corps building.
  - Electrical Permit to replace HID metal halide with T-5 HO fluorescent lights at Martin Kellogg School.
  - Electrical Permit to replace HID lights with T-5 fluorescent fixtures at John Paterson School.
  - Electrical Permit for temporary wiring for "Extravaganza" Event at the Mill Pond Park.
  - Electrical Permit to replace HID metal halide lights with T-5 HO fluorescent lights at the Newington High School.
- Four Certificates of Occupancy were issued in July, three for single family houses (58 Barkledge Drive, 52 Barkledge Drive and 7 Bogart Lane) and one for a commercial building - Goodwill Super Store at 45 Costello Road.

Building Department Inspectors completed a total of 494 inspections: Alarm (6), Boiler (3), Chimney (2), CO (40), Code (8), Decks (15), Drains (6), Electrical (109), Final (2), Footings (32), Foundation (8), Framing (54), Gas Line (13), Gypsum (16), Hatchway (1), Insulation (16), Jacuzzi (1), Mechanical (48), Piers (1), Plumbing (39), Pool Bonding (1), Pools (7), Rafters (1), Rebars (1), Roofing (11), Rough (31), Sheathing (4), Sheds (1), Siding (1), Sill (2), Site (1), Slab (3), Sprinkler (3), Tank (1), Water Proof (6).

### **Building/Renovation Permit Statistics**

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	21	\$ 947,122
Deck	3	10,150
Demolition	1	3,000
Electrical	48	141,750
Fence	0	0
Fire Suppression/Sprinkler	2	6,800
Footing/Foundation	0	0
Fuel Tank	3	4,700
Garage/Shed	10	27,045
Mechanical	45	658,925
New Commercial	0	0
New Residential	12	2,942,445
Plumbing	8	39,800
Pool	4	57,900
Roofing/Siding	20	125,427
Sign	0	0
Tent	0	0
Trailer	0	0
Total	177	\$4,965,064

### Permit Value Comparison for July:

	<u>2007</u>	<u>2006</u>
Value of Permits Issued	\$4,965,064	\$4,525,711
Building Permit Fees Received	\$53,038	\$52,551
Other Income Fees	\$1,608	\$2,388
Building Permits Issued	177	164

Total Value of Permits and Permit Fees:

2007-2008		2006-2007	
Value	Permit Fee	Value	Permit Fee
\$4,965,964	\$53,038	\$4,525,711	\$52,551

**HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)**

Newington's staff representatives:

- Conducted a preoperational daycare inspection at Kids Count Daycare Center. The inspection was of two new rooms being added to the existing daycare space.
- Continued to work on plans with the owner of "Rice n' Things," a new restaurant being constructed on New Britain Avenue. The restaurant is anticipating an opening in mid-August.
- Provided West Nile Virus information to Newington Parks and Grounds staff including pamphlets, brochures and other printed material. Staff became concerned when they started noticing an increase in the number of dead birds found while conducting their daily maintenance work.
- A new food service license was issued to "Americas Favorite Hot Dog," a food service vendor operating a cart that is actually in the shape of a hot dog.
- Attended a meeting with Town officials to discuss the use and plans for renovations at the historic Deming/Young farm house located on Church Street. Current plans are to add public bathrooms and make the house into a museum.
- Attended a meeting with Town officials to plan for the Extravaganza; also inspected food booths.
- Received a complaint of illegal dumping at the Asia Market food store on West Hill Road. Worked with the Newington Police Department and the store owner to find the person responsible for the dumping and ensured the area was cleaned and maintained.
- Conducted a full lead inspection with Wethersfield Sanitarian Rebecca Drew at the Church of Christ Congregational. The inspection was conducted for the Newington Parks and Recreation Department as part of the licensing requirements for a new daycare they will be operating in the lower level of the church.
- Attended the Connecticut Environmental Health Association summer meeting held at Hammonasset State Park in Clinton, CT. Topics of discussion included shellfish and their proper labeling and handling.
- Collaborated with representatives of the Connecticut Agricultural Station and the Department of Public Health (DPH) to address community concerns regarding bird deaths in the towns of Newington and Wethersfield. The DPH advised that they will increase the mosquito trapping frequency as needed to test for West Nile Virus.
- Attended training session with DPH to review and discuss particulars of food service inspection and DPH "Focused Food Service Inspection Reports."
- Met with the CCHD Emergency Preparedness Coordinator to prepare "After Action Report" on Newington food-borne outbreak event. Processes and outcomes were evaluated and preparedness strategies were developed for future events.
- Provided on site training and "CCHD Food Establishment Handbooks" to class III and IV food service establishments in Newington. Discussed Qualified Food Operator responsibilities to include: food worker training on hand washing and glove use, Norovirus alert, cleaning and sanitizing, and recognizing foods most associated with food allergies.
- Inspected Newington Lion's Club Carnival food service booths.

**Statistical Summary**

Food Service Inspections	39
Pool Inspections	1
Motel Inspections	1
Complaints	15

## **HUMAN SERVICES**

- Clinical Casework Coordinator Christina Salvio, MKMS Principal Jason Lambert and Human Services Director Ken Freidenberg interviewed and selected Christina Stoloff as the part-time contracted Student Assistance Counselor for the middle schools. She will begin in September.
- Director Freidenberg was involved with several statewide and regional initiatives including mental health and positive youth development. He is also investigating two new grant initiatives, one offered by the Connecticut Health Foundation and the other by the State Department of Education for after-school programming.
- The Youth-Adult Council has been actively following up on the April 30 Town Meeting and is planning a Town Meeting II on October 25 to address "Bullying and Violence Prevention."
- The following positive youth development activities and programs were provided.
  - The Summer Youth Adventure Program was in full swing with a wide variety of activities.
  - Summer activities included hiking, backpacking, rock climbing, canoeing, rafting, roller-skating, Friends and Animals Week, Survivor and Beach, Boats and Bikes Week.
  - A meeting was held to discuss the upcoming year and how to integrate 7<sup>th</sup> grade challenge days into the fall schedule at the middle schools.
  - The ROPE program schedule was completed and will continue to be implemented with all sixth-grade students.
  - Planning for the fall SCORE after-school program for middle school students was undertaken with the brochure scheduled to be distributed the first week of school.
- The Youth and Family Counseling Program handled 5 new referrals with an active caseload of 34. There were 14 inactive and 13 closed cases. Staff and contractors conducted 61 clinical therapy sessions and made 64 contacts with families and other agencies. There were two referrals made to the State Department of Children and Families Protective Services Unit for child abuse/neglect. The caseload is lower in the summer due to school and family vacations.
- There were 292 Information and Referral requests or walk-ins.
- The Social Casework Program had an active caseload of 67 with 21 new referrals. Presenting issues included housing, mental health, health, financial and basic need assistance, substance abuse, domestic conflict and elderly neglect.
- The Food Bank assisted 83 households and the monthly outdoor market co-sponsored with Food Share served 55 households. The Special Needs Fund approved 20 requests for basic need assistance, of which 9 were seniors. Primary needs were energy, medical and medication assistance and housing.

### **July 2007 Statistics**

Selected Programs	FY 07-08 Undp. Total This Month	FY 06-07 Undp. Total Last Month	FY 07-08 Cum. Undp. Total YTD	FY 06-07 Cum. Undp. Total YTD
Youth and Family Counseling	34	43	34	38
Positive Youth Development	543	739	543	794
Youth Works (Job Bank)	5	6	5	4
Information and Referral	292	250	292	194
Social Casework Cases Under 55 = 30 Over 55 = 37	67	85	67	68
Food Bank Participants	83	84	83	68
Special Needs	20	11	20	19

## **SENIOR AND DISABLED CENTER**

- The Annual Safety Picnic, attended by more than 100 older adults, was the highlight of the month. Members of the Newington Police Department flipped burgers and gave outstanding presentations including a demonstration of the use of tasers and the K-9 unit.

- Drama abounded at the Center this month as participants were treated to special performances of “Dear Edwina” by the Newington Children’s Theatre Company and “Everything’s Groovy” by the Parks and Recreation Department Summer Theatre program.
- Dr. Molly Brewer, Director of Gynecologic Oncology at the Neag Comprehensive Cancer Center, presented Ovarian Cancer Prevention: What You Need to Know to a group of 24. The program was sponsored by UConn Health Center’s Celebrate Women program.
- Shawna Markel from Alcohol and Drug Recovery Center (ADRC) presented Humor Your Stress on July 16<sup>th</sup>. This program featured a video of popular humorist Loretta LaRoche.
- State Representative Sandy Nafis was the guest at the Coffee Talk program and spoke about the recent legislative session.
- The Center currently has 3,670 registered members with 31 new members joining this month.
- Through a donation from the Jefferson House Good Samaritan Fund, the Center is developing a brain fitness program that will provide the tools and resources for participants to get a mental workout.
- Social Worker Teri Snyder carried an active caseload of 50 clients this month.
- Along with the regular Monday Wellness Clinics, Nurse Practitioner Stacie Zibel conducted the monthly diabetes support group meeting. She also completed six fall prevention screenings. These screenings are very comprehensive and were developed through an Administration on Aging grant by a team that included researchers from Yale and UConn and community organizations including the Senior and Disabled Center.

**Dial-A-Ride**

**Wellness Clinic**

**Senior Café**

Trips	Miles	On-site	Off-site	Meals Served
1,260	3,802	116	13	1,002

**Project Homeshare**

	Current Matches	Providers	Seekers	Counseling Calls
Newington	6	13	6	4
Other Comm.	12	52	73	19

**PARKS AND RECREATION**

**Administration**

- Parks and Recreation Superintendent Wendy Rubin, working with the Board of Parks & Recreation members, began reviewing the draft of the Master Plan for revisions.
- Superintendent Rubin presented a program to the Board of Soccer Club of Newington on parent and coaching education and plans to work with them to add several training sessions in the fall.
- Ms. Rubin and Frank Sanzo, Highway Superintendent, are in the process of setting up on-line safety training for the park maintainers and highway staff in order to meet OSHA requirements with Target Safety, the firm that the Fire Department uses.
- A meeting was held to review the project plan for the ballfield lights at Clem Lemire Recreation Area prior to commencing work.

**Recreation Division**

- The Creative Playtime Preschool Program submitted its application to the State of Connecticut to move the program to the lower level of the UCC Church on Main Street in order to house a permanent preschool program.
- The Summer Sunshine program for children ages 3 and 4 is filled for all summer sessions. The Playground Pals program for children ages 5 and 6 also began the last week in June; all sessions filled to capacity with a 40% increase in registration.
- The Summer Concert Series sponsored by Data Mail in conjunction with the Lions Club continues to draw crowds.
- This year’s new event “Party in the Park” was a great success with over 250 participants. Sponsors included Panera Bread, Radio Disney and AT&T. Mill Pond Pool lifeguards helped host the event.
- Summer Playgrounds went on field trips including bowling, Putters Paradise, and the movies. Special events included a cookout, water week, and paddleboats.

- Summer Music performed its annual concert, Wednesday, July 25, at John Wallace Middle School; 75 students performed.
- The Library held the annual Library Splash Party at Mill Pond Pool for 400+ people.
- The Mill Pond Park Extravaganza held on Saturday, July 21, was a tremendous success with great weather.

### Parks and Grounds

- The Extravaganza required substantial staff hours for preparation, conduct, and cleanup.
- Pruning continued during the month to remove overgrowth and re-mulch as required.
- Park Division staff members renovated a green median on Candlewyck Drive to remove overgrown bushes and replace with flowering trees.
- Early in the month Division groundskeepers applied summer fertilizer and grass treatments to sports fields and continued an organic fertilizer experiment on two Town properties.
- Weather conditions have created a banner year for bee's nests and poison ivy. Division personnel have been treating both conditions at a number of Town properties and roads.
- Division members completed planting of several cemetery rows with perennial plants in place of the insect damaged species. Re-mulching continues in other areas.
- Swimming pools operated daily through the period with only minor problems despite hot weather and above average use.
- There were 11 burials in Town cemeteries during July.

### LIBRARY

- GET A CLUE @ YOUR LIBRARY, the summer reading program for children, teens, and adults, is proving to be the driving force for the library as a destination for thousands of Newington residents this July. 936 children, a 25% increase over last July, 410 adults, an 8% increase over last July, and 85 teens actively participated during the month, earning paperback books, raffle tickets, and coupons from many generous local businesses.
- At 10PM on Friday, July 20, 130 people of various ages were greeted by Children's Room staff and led into the library for three hours of Harry Potter fun - debates, guessing games, potions, etc. Midnight brought the distribution of the long-awaited final book, *Harry Potter and the Deathly Hallows*, in this most popular and captivating series that the literary world has seen in many years. Everyone sat in rapt attention as the first chapter was read aloud.
- Children, their parents, and caregivers attended 37 (+9%) literature-based programs during July. Highlights included the Summer Splash Party, Mystery Dinner theatre, and *Birds of Mystery*, a wildlife demonstration. 1,851 children (+29%) were involved in these events. Also, the town-wide clue game was completed by 300 children, who searched around Newington for posters of their favorite librarians and teachers in order to solve a mystery.
- Topics of note that were researched this month included:
  - Islamic mosques in Connecticut.
  - Yeast-free cooking.
  - DVDs on quitting smoking.
  - Readable physics books.
- Eight programs were held for 309 adults and teens (+130). A concert for teens featuring *Draco and the Malfoys* was a big success. The Giacomo Gates Jazz Trio drew a SRO crowd, and the sun once again shone on the Friends' full bus trip to Block Island. Flower arranging, two *Brown Bag it with a Movie* programs, and book discussions rounded out the month.
- 5,712 reference questions were answered. Use of the Internet computers, games computers, and personal computer use was very active.
- In technology matters, staff continued working on the series of online training on topics pertaining to Web 2.0 that was devised by the technology librarians. Diane Durette, Head of Adult reference, created a WIKI for reference staff use. Part-time library staffer and library student Sue Schneider converted readers' advisory bookmarks into an electronic search tool. Teens who are involved in their own summer reading program here are blogging their comments on a site designated just for them, which can be accessed from the library's web page.
- Circulation of library materials continued to be high as 41,785 items were used (+2%). An average of 1,019 people used the building each day (+6%). 169 new library cards were issued (+40); 1,312

items were added to the collection, and almost 200 items were mended by volunteers who logged in 102 hours (+28%).

- Building issues involved vandalism to the front brick wall and the shed and a separate incident of disorderly conduct. The elevator sustained quite a bit of damage after a member of the cleaning crew became trapped and had to be rescued; it was repaired the following week.