



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: September 12, 2008  
Re: Monthly Report – August 2008

#### GENERAL ADMINISTRATION

During the month, the Town Manager focused on a number of personnel matters, including interviews of candidates for the positions of part-time Assistant Town Clerk and Building Official. Other items of interest included:

- Attending an MDC budget workshop and a regional meeting regarding solid waste disposal.
- Attending the grand opening of Aldi's.
- Appearing before the Charter Revision Commission to discuss budget referendums.
- Meeting with representatives of Hartford Hospital and Mayor Wright regarding the Hospital's holdings in Newington and possible collaborative efforts.

Paid overtime for the month of August 2008 was as follows:

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
Vehicles and Equipment	115.30	\$ 4,887.50
Weekend Stand-by and Call-in	20.00	779.44
Road Maintenance	10.70	422.15
Hall Street Reconstruction	5.50	218.63
Martin Kellogg School*	411.90	16,373.03
Landfill	9.50	363.28
Traffic Division	<u>8.00</u>	<u>287.76</u>
Total	580.90	\$ 23,331.79
<b>PARKS AND GROUNDS DIVISION</b>		
Weekend Duty	36.00	\$ 1,553.76
Cemetery	26.50	1,011.75
Pool Maintenance	36.00	1,553.76
Herbicide Application	<u>26.00</u>	<u>1,122.26</u>
Total	124.50	\$ 5,241.43

\*Paid by the Board of Education

<b>POLICE DEPARTMENT</b>	<b>2008-09 Budget Overtime Appr.</b>	<b>Overtime Expended Fiscal Year to Date</b>
Administration	\$ 4,311.00	\$ 215.53
Patrol	600,000.00	87,689.99
Investigation	76,637.00	8,123.85
Communication	108,429.00	15,827.78
Education/Training	88,337.00	12,964.09
Support Services	38,137.00	2,639.89
Animal Control	12,070.00	809.46
Total	\$927,921.00	\$ 128,270.59

## **PERSONNEL**

- Nasim Vahidy was offered the position of part-time Assistant Town Clerk effective August 18.
- Art Hanke was appointed Acting Building Official upon the retirement of Pete Hobbs.
- An oral panel was convened on August 14 to conduct interviews for the position of Building Official. The top two candidates were subsequently interviewed by Town Planner Ed Meehan and me with an appointment anticipated in early September.
- The position of Recreation Supervisor was advertised with a closing date of August 8. Approximately 130 applications were received. A first oral panel was convened on August 28. Additional interviews are anticipated to take place in September.
- A written test was administered on August 20 for the Facilities Maintainer position to ten candidates from the public. Director of Facilities Management Robert Korpak will interview the top candidates and make a recommendation.
- Almost 30 applications were received for the new Assessment Technician II position; an oral panel will be held in September.
- Two new Police Recruits, Michael Karski and Reza Abbassi, were hired effective August 25. They will enter the Police Academy on September 2.
- A 19 hour Dial-A-Ride Driver position and vacancies for part-time/substitute children's library staff were also advertised during the month.

## **RISK MANAGEMENT**

- The first month of the 2008-2009 Blue Cross/Blue Shield plan year produced a combined paid claim total that was higher than the estimates that were developed at renewal. The total claims were estimated at \$718,448 per month; the initial number for July 2008 came in at \$736,445

### **Cumulative Claims through July 2008**

	Town	Board of Education	Total
Estimated Claims	\$171,600	\$546,858	\$718,448
Actual Claims	\$145,462	\$590,983	\$736,445

## **FACILITIES MANAGEMENT**

- Work has begun on the demolition phase of the boiler systems in the Town Hall and preliminary "Phase II" design and costs are being assembled for review by the building committee in September. At the current schedule, one of the two new boilers will be operational by October 15<sup>th</sup> to allow for heating with the second boiler scheduled to be on line by the end of November.
- The heating systems at the Senior and Disabled Center and the Library have been serviced and are ready for the winter season. The Town Hall system will be serviced as part of the boiler project.
- The Facilities group completed 41 formal work orders during the month in addition to scheduled maintenance and project work assignments.
- Carpeting pricing is in place and color selections will be confirmed for installation at the Senior and Disabled Center in September.

- Due to a water pipe rupture over a weekend, the Town Hall suffered damage in the Human Services office areas as well as the Town Clerk's office areas. Complete removal of the carpeting and underlying asbestos tile flooring was required as part of the cleanup efforts. Major portions of walls and insulating materials were removed as well as moisture remediation and monitoring undertaken to avoid the possibility of mold growth in the affected areas. All of the work was completed with the participation and approval of the Towns' insurance adjuster.

## **INFORMATION SYSTEMS AND TECHNOLOGY**

- The Town's Service Center logged 29 requests for service via the Internet.
- 11,017 unsolicited SPAM email messages and eight viruses were blocked.
- The Town's website had approximately 18,756 visits during the month, with 58,705 page views, an average of 3.13 pages viewed per visit. The Town Home Page, Lucy Robbins Welles Library, Board of Education links and Town employment opportunities were the most frequently visited.
- The process of building new computer images for deployment on new computers in the Police Department, Information Systems and Technology and various Town departments was initiated.
- The Police Department workstations build began.
- Worked with the Secretary of the State's Office (SOTS) and the Department of Information Technology (DOIT) to bring a new telecommunications circuit online for use by the Registrars of Voters and the Town Clerk's Office.

## **FINANCE**

### **Accounting and Administration**

- On August 8th, the Town was notified by the Government Finance Officers Association of the United States and Canada that our Comprehensive Annual Financial Report (CAFR) qualified for a Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2006-2007. This is the eighteenth consecutive year the Town has received this national recognition for its financial report.
- 2007-08 audit activities continued with 2007-08 fiscal year transactions reviewed and processed.
- Seven proposals for Pension Investment Advisor Services were submitted and are currently being reviewed.
- Finance Director Ann Harter prepared a report for the Charter Revision Commission.

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)  
8/31/2008

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget</u> <u>FY2008-09</u>	<u>Actual</u> <u>Year to Date</u>	
General Fund	\$900,000	\$152,241	\$47,693,203
Special Revenue Funds	\$53,000	\$6,845	2,213,092
Capital Projects Funds	\$6,100	\$1,309	646,241
Internal Service Fund	\$100,00	\$14,775	4,881,100
Trust and Agency Funds	\$38,000	\$4,643	1,381,793
TOTAL, ESTIMATED BY FUND			\$56,815,529

INVESTMENTS, BY INSTITUTION TYPE

Unaudited)  
8/31/2008

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current</u>	<u>Last</u>	<u>Current</u>	<u>Last</u>	
	<u>Month</u>	<u>Month</u>	<u>Month</u>	<u>Month</u>	
STIF	2.33	2.32	73,144	33,302	\$37,707,253
CLASS PLUS	2.02	2.02	13,130	12,666	9,293,454
Financial Investor Trust	2.05	2.04	6,984	6,648	3,845,945
Bank North	1.86	1.86	3,798	3,793	2,428,161
Sovereign Bank MM	2.37	2.46	12,281	14,019	3,240,616
Total Outstanding Investments					\$56,815,529

*Rates reflect avg. monthly yield, annualized*

**Assessor**

- Real estate deeds were read and entered in the computer assisted mass appraisal system through the end of August.
- Eight real estate properties that were issued Certificates of Occupancy were inspected and assessed. Pro-rated assessments were completed on new construction and given to the Tax Collector for additional tax billing.
- Building permits were organized for individual property inspections which will occur during the months of September and October.
- There were 188 changes made to the October 1, 2007 motor vehicle Grand List during the month of August resulting in a tax reduction of \$4,100.

**Revenue Collector**

- The Tax Office was busy the first week in August processing last minute tax payments mailed at the end of July. The overflow of current accounts and the processing of delinquent notices resulted in collections on the current levy totaling \$3,277,269.
- An increase in delinquent accounts was experienced in August in comparison to prior years. Real Estate, Personal Property and Motor Vehicle notices were mailed to those delinquent and as a result prior year taxes of \$71,382 were paid.
- The Revenue Collector attended the Northeast Regional Tax Collectors Conference in New York.

**PURCHASING**

BID NO. 1, 2008-09, Town Hall Heating System Replacement

Opening Date: July 30, 2008

Bidder	Location	Bid Amount
Modern Mechanical Systems	Farmington	\$359,800
Connecticut Boiler Repair & Mfg. Co.	West Hartford	\$693,085

The bid was awarded to Modern Mechanical for their low bid.

BID NO. 2, 2008-09, Stockpiled Vegetation Grinding Services

Opening Date: August 7, 2008

Bidder	Location	08/09	09/10	10/11
		08/09 OT	09/10 OT	10/11 OT
Northern Land Clearing, Inc.	Palmer, MA	700	740	760
		700	740	760
Green Cycle Landscape Prod.	Farmington, CT	440/540*	440/540*	440/540*
		440/540*	440/540*	440/540*
Enviro Cycle	Bloomfield, CT	450	500	550
		+25%	+25%	+25%

\*The first price applies if a transportation and disposal of vegetative waste grindings option is selected; the second figure applies if the Town keeps the chips.

The bids was awarded to Green Cycle for their low bid of \$440 for transportation and disposing of the wood chips.

RFP NO. 1, 2008-09, Pension Investment Advisor Services

Opening Date: August 20, 2008

Respondents

UBS Financial Services, Princeton, MJ  
 Punter Southall, Framingham, MA  
 Fiduciary Investment Advisors, Windsor  
 Bank of America, Charlotte, NC  
 Hooker and Holcombe Investment Advisors, West Hartford  
 The Bivona and Goldberg, Yolles & Lepore Consulting Group of Wachovia Securities, Hartford  
 The Beirne Group, New Haven

The proposals are under review.

RFP No. 2, 2008-09, Municipal Parking Lot Improvement Project Consulting Services

Opening Date: September 8, 2008

**TOWN CLERK**

- 514 documents were filed on the land records during August. \$41,948.09 was collected in State conveyance tax and \$22,008.04 was collected in Town conveyance tax. Nine residential properties each sold for over \$300,000.
- 145 mortgages were filed; 172 releases and 39 liens were recorded. 5 survey maps were catalogued and 9 notary public commissions were indexed. 4 burial permits and 3 cremation permits were prepared. 55 certified copies of vital statistic records were issued.
- Town Clerk Tanya Lane attended a Regional Luncheon Meeting with Rocky Hill and Wethersfield on August 5<sup>th</sup>.
- On August 25<sup>th</sup> the Town Clerk participated in the swear-in ceremony for two Police Officers.

**Data Summary--August 2008**

	<u>August 2008</u>	<u>August 2007</u>	<u>FY 2008-09 to Date</u>	<u>FY 2007-08 to Date</u>
Land Record Documents	514	664	1111	1242
Dog Licenses Sold	69	100	320	366
Game Licenses Sold	252	160	286	339
Vital Statistics				
Marriages	15	19	42	48
Civil Unions	0	0	1	1
Death Certificates	22	23	37	43
Birth Certificates	24	10	46	24
Total General Fund Revenue	\$ 35,708.29	\$ 71,625.79	\$ 91,865.29	\$ 123,421.79
Town Document Preservation	\$ 958.00	\$ 1,232.00	\$ 2,056.00	\$ 2,310.00
State Document Preservation	\$ 958.00	\$ 1,232.00	\$ 2,056.00	\$ 2,318.00
State Treasurer (\$26 fee)	\$ 12,454.00	\$ 16,016.00	\$ 26,728.00	\$ 29,926.00
Locip	\$ 1,437.00	\$ 1,848.00	\$ 3,084.00	\$ 3,453.00
State Game Licenses	\$ 4,499.50	\$ 3,011.50	\$ 5,189.50	\$ 6,687.50
State Dog Licenses	\$ 462.50	\$ 694.50	\$ 2,031.50	\$ 2,410.00
Dog Licenses Surcharge	\$ 166.00	\$ 246.00	\$ 744.00	\$ 880.00
Marriage & CU Surcharge	\$ 361.00	\$ 361.00	\$ 627.00	\$ 684.00
<b>Grand Total</b>	<b>\$ 57,004.29</b>	<b>\$ 96,266.79</b>	<b>\$ 134,381.29</b>	<b>\$ 172,090.29</b>

## POLICE DEPARTMENT

- On Friday, August 1, 2008, CSO Webster took part in a career day at Churchill Park for the Parks & Recreation Department summer camp program. Approximately 80 children were able to see a fire truck, an ambulance and a police car and ask questions from various personnel about their jobs in emergency services.
- A new curriculum called "Step Up!" will replace the DARE program at the middle schools this year. Through classroom lessons, workbook activities and role playing, the students are encouraged to examine who they are, what their strengths and weaknesses are and how they want to be treated by their peers and adults. Students are taught that they should be respected and treated fairly but they also have a responsibility to treat others, friend and foe alike, with respect and decency and how to be accountable to themselves, their parents, teachers, and peers. Internet Safety and cyber bullying will be main topics of the curriculum.
- Fifty-four offenses were the subject of investigation by Detective Division personnel in August.

### Patrol Calls for August

Alarm Burglary	134	F/Alarm	24	MVA Fatal	0
Alarm Hold-up	8	F/Hazmat	2	MVA Injury	17
Animal Complaint	31	Fingerprints	38	MVA Property	80
Arson	0	Fire/COnoSymptoms	0	Neighbor Dispute	15
Assault IP	3	Fire/COSymptoms	0	Noise Complaint	30
Assault Report	2	Fire/Other	9	Notification	3
Assist Other PD	44	Fire/Structure	6	Open Door/Window	6
Bad Check NSF	2	Fire/Vehicle	0	Parking Violation	6
Bike Found	0	Fire/Water	1	Property Found	4
Bike Lost	0	Fireworks Complaint	10	Property Lost	2
BOLO	1	Follow-up Investigation	32	Recovered MV	1
Breach of Peace IP	9	Gun Call	1	Robbery IP	0
Breach Of Peace Rpt	2	Harassment	22	Robbery Report	1
Burglary IP	2	Hazardous Condition	55	Serve Subpoena	0
Burglary Report	8	Illegal Dumping	2	Serve Warrant	37
Car Seat Install	2	Indecent Exposure	0	Sexual Assault Report	2
Check the Welfare	90	Intoxicated Person	11	Shots Fired	2
Clear Lot	6	Juvenile Complaint	49	Special Detail	61
Court Detail	22	K9	0	Stolen MV	9
Criminal Mischief Graffiti	5	K9 Other	0	Sudden Death	2
Criminal Mischief IP	3	Landlord/Tenant	1	Suicide	0
Criminal Mischief Report	20	Larceny from MV	30	Suicide Attempt	6
CSO Detail	2	Larceny IP	7	Suspicious MV Occ	21
Customer Dispute IP	15	Larceny Report	42	Suspicious MV Unocc	6
Customer Dispute Report	2	Liquor	0	Suspicious Person	124
Directed Patrol	183	Lockout MV	0	Test Police	5
Dog Complaint	41	Lockout Residence	3	Threatening IP	1
Domestic IP	33	Medical	172	Threatening Report	3
Domestic Report	7	Missing Person	8	Town Ordinance Violation	0
Drug Investigation	6	MV Assist	63	Traffic Stop	813
DUI	15	MV Complaint	59	Trespass IP	11
Emotionally Disturbed Person	14	MVA Abandoned	3	Trespass Report	3
Escort	36	MVA Evading	12	<b>Totals</b>	<b>2,681</b>

**UCR/NIBRS Selected Crimes**

**July 2008**

**July 2007**

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	0	-0-	0	-0-
Forcible Rape	0	-0-	0	-0-
Robbery	0	-0-	1	\$127
Assault	13	-0-	17	-0-
Burglary	8	\$24,299	25	\$66,728
Larceny Theft	65	\$32,675	60	\$20,187
Auto Theft	8	\$84,097	7	\$31,500
Totals	94	141,071	110	\$118,542

- During the month of July 2008 98 adults were arrested: 20 for assaults, 4 for fraud, 4 for vandalism, 1 for weapons violation, 8 for narcotic violations, 3 for offenses against family & children, 16 for DUI, 15 for larcenies, 3 for disorderly conduct, and 24 for miscellaneous offenses. 8 persons under the age of 18 were arrested or referred: 3 for assaults, 1 for robbery, 2 for larceny, 1 for liquor law violation, and 1 for stolen property violations.

**FIRE DEPARTMENT**

The Fire Department responded to 51 alarms/emergencies as follows:

	<u>August 2008</u>	<u>2 months Activity</u>
Residential	15	32
Commercial, Industrial, Office	3	10
Hospital, School	0	1
Vehicle	1	2
Rescue, Police Assistance	1	1
Dumpster, Rubbish, Grass, Brush, Leaves	2	5
Hazardous Materials/Clean up	4	4
Investigative Alarm	24	54
False Alarm	0	0
Mutual Aid/Standby	1	1
Carbon Monoxide Investigation	0	0
Water Related Incidents/Pump-Outs	<u>0</u>	<u>0</u>
Total	51	110

Training Summary:

		Members	Hours
Driver Training		8	80
Firefighter I	144 hour class	3	432
Multi-Company Training	Training Tower	52	156
Pump Training		8	<u>24</u>
Total			692

**FIRE MARSHAL**

The Fire Marshal's Office completed the following activities during the month of August.

Inspections	27
Inspection Follow-Ups	55
Plan Review	10
Job Site Inspections	15
Underground Tank Removal	0
Fire Investigations	1
Fire Alarm Trouble	3
Complaints	3
Haz/Mat	0
Bomb Threats	0
Blasting	3

Inspections:

- Fire Marshal Chris Schroeder and Deputy Fire Marshal Sherry Rusbarsky conducted inspections of all school buildings, both public and private, prior to the opening of school. All were found to be in reasonable compliance with the Connecticut Fire Safety Code.

**HIGHWAY DEPARTMENT**

- The second phase of milling and overlaying of Town roads was completed. A contractor milled approximately 10,583 linear feet of bituminous material and binder and topcoat were put in place. Town forces replaced driveway aprons and adjusted utility structures as needed.
- Highway personnel continued to work on school projects during summer recess. At Martin Kellogg Middle School, Highway crews expanded the rear parking lot to add spaces and reconfigured and re-striped the area to improve traffic flow.
- In preparation for the reconstruction of Hall Court, crews began saw cutting driveways and trimming limbs and brush. Asphalt was then removed and process stone added and graded as part of the reconstruction project.
- At the Highway Garage, Highway personnel began preparing the site (removing asphalt, placing grades, etc.) for the construction of a salt storage shed.
- Crews completed miscellaneous projects including repair of curbing and replacing topsoil which was damaged during winter snow plowing operations as well as patching of potholes on various Town roads.
- Traffic Division personnel continued with the scheduled replacement of street name signs to improve night visibility and reflectivity. Line painting continued on various roadways in Town.
- The Sanitation Division scheduled 707 residential bulky items, 38 metal items and 107 condo bulk items for weekly pick up during the month of August for a total of 852 items. A landfill permit is not required to dispose of metal items at the landfill; only verification of residency is required.
- During the month of August mechanics started vehicle preparation and setup on newly procured vehicles for the Parks, Highway, and Police Departments. Preventative maintenance and emergency repairs to all Town vehicles and equipment also took place.

**ENGINEERING DEPARTMENT**

- During the month of August, the department issued 12 driveway reconstruction permits, 5 gas line service excavation permits and 2 excavation permits for utilities and private contractors.
- The Reservoir Road Drainage project was substantially completed. The remaining punch list items are expected to be done on weekends when the Anna Reynolds School is not in session.
- Due to the rain periods experienced during the month, the contractor for the Garfield Street Bridge was not able to backfill the trenches. As a result, approaches to the bridge were not completed. On August 27, 2008, the bridge was opened for use by the school buses and emergency vehicles; it is expected to be opened to all traffic during the week of September 8, 2008.
- Engineering designed and oversaw the expansion of the parking lot at the Martin Kellogg Middle School. The expansion work was performed by Highway crews and several private contractors.



## **TOWN PLANNER**

- EPA Brownfield Grant Project - On August 11<sup>th</sup>, the Connecticut DECD Office of Brownfield Remediation and Development acknowledged receipt of our Municipal Pilot Grant application requesting \$500,000 to help with the clean up costs at the National Welding Property. The draft RFP for this property's remediation and redevelopment will be advertised once the foreclosure process is completed in early September. CRCOG has approved funding of a Remedial Action Plan for the National Welding property. The cost of this plan, estimated at \$15,000, will be paid from the Metro-Hartford Brownfield project. The Remedial Action Plan will evaluate alternatives for cleaning up the 4-acre site based on probable redevelopment uses. This information will be very useful to potential private sector investors when they prepare redevelopment cost estimates.
- Downtown Revitalization Committee - The Downtown Revitalization Committee met on August 12<sup>th</sup> and authorized the advertisement of RFP No. 2, 2008-09, Municipal Parking Lot Improvement Project. The Town Council also authorized the Town Manager to apply for the \$1,000,000 Urban Action Grant previously appropriated by the State Bond Commission on May 30<sup>th</sup>. Ed Meehan will prepare the application and project budget for submission to DECD.
- STEAP Town Center Streetscape Grant - G.E.G. Construction completed its tally of Phase III streetscape quantities and submitted a charge order for a final project budget cost of \$219,322, 5.87% above the original construction estimate of \$206,830. Cost increases were primarily due to higher charges for traffic control, the redesign of the Bonair Avenue intersection and the addition of one decorative street light.
- TPZ Commission – National Flood Insurance Program – The Town Planner's office submitted draft zoning and subdivision amendments to the Department of Environmental Protection's Flood Management Division on August 5<sup>th</sup> for their review and comments and held a public hearing on the proposed revisions on August 27<sup>th</sup>. The new Flood Insurance Rate Maps are shown on 1988 vertical datum, and flood hazard areas are overlaid on aerial photo base. This will provide users with more accurate and easier to read flood risk maps.

## **BUILDING DEPARTMENT**

- Chief Building Official B. Pete Hobbs retired on August 15<sup>th</sup> after 20 years of service.
- Ten permits were issued for new single family homes in August (50 Waverly Drive, 108 Waverly Drive, 218 Sterling Drive, 224 Sterling Drive, 230 Sterling Drive, 236 Sterling Drive, 160 Barkledge Drive, 166 Barkledge Drive, 154 Barkledge Drive, and 148 Barkledge Drive).
- Six permits were issued for commercial buildings (2368 Berlin Turnpike - Dunkin Donuts, 30 Fenn Road, Unit B - a Japanese Restaurant, 3243 Berlin Turnpike - AT&T, 76 Rowley Road - Temporary Trailer / storage combo for Sam's Club, 76 Rowley Road - new fuel station kiosk and canopy for Sam's Club, and 262 Brockett Street – one-story building).
- Permits issued for the Town of Newington were:
  - An electrical permit to install a conduit for light poles at the Martin Kellogg Middle School
  - An electrical permit to install ladder rack in the Police Department dispatch data room.
  - An electrical permit to install temporary power for the Waterfall Festival.
  - A mechanical permit for renovations and new installation of heating and ventilation systems for Newington High School
- A Building Permit was issued for the retrofit of an existing building to create a new sports club including a pool, spa, lockers, racquetball and basketball courts, aerobics and spinning rooms for L A Fitness at 3563 Berlin Turnpike
- A Demolition Permit was issued to demolish a house and factory building on 451 Russell Road to make way for the Hunter Development project.
- Twelve Certificates of Occupancy were issued in August, nine for residential single family homes (106 Barkledge Drive, 109 Barkledge Drive, 18 Bogart Lane, 20 Bogart Lane, 55 Waverly Drive, 115 Barkledge Drive, 85 Waverly Drive, 100 Barkledge Drive, and 121 Barkledge Drive) and three for commercial – 56 Costello Road - Knight's Quest, 2686 Berlin Turnpike – Hoffman's Gun (partial CO for retail space only), and 205 Kelsey Street, #105-106 – Community Residence.

Building Inspectors completed a total of 446 inspections: Above Ceiling (1), Alarm (4), Boiler (3), CO (26), Code (12), Decks (4), Drains (6), Electrical (107), Final (1), Fireplace Insert (6), Floor (5), Footings (11), Foundation (13), Framing (26), Gas Line (21), Gypsum (6), Hood (2), Hot Water Heaters (4),

Insulation (15), Mechanical (49), Piers (2), Plumbing (43), Pool (6), Rebars (1), Roofing (4), Rough (41), Sheds (1), Sill (6), Site Visit (9), Tank (1), Tent (1), Water Proof (6), Wood / Pellet Stove (3).

**Building/Renovation Permit Statistics**

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	15	\$5,730,404
Deck	9	43,183
Demolition	4	47,500
Electrical	52	461,396
Fence	0	0
Fire Suppression/Sprinkler	0	0
Footing/Foundation	0	0
Fuel Tank	1	2,450
Garage/Shed	3	4,850
Mechanical	40	981,136
New Commercial	6	2,324,905
New Residential	10	2,742,092
Plumbing	32	390,413
Pool	2	2,700
Roofing/Siding	14	268,036
Sign	2	15,522
Tent	1	500
Trailer	<u>0</u>	<u>0</u>
<b>Total</b>	<b>191</b>	<b>\$13,015,987</b>

Permit Value Comparison for August:

	<u>2008</u>	<u>2007</u>
Value of Permits Issued	\$13,015,087	\$2,591,892
Building Permit Fees Received	\$141,019	\$29,947
Other Income Fees	\$2,001	\$1,971
Building Permits Issued	191	175

Total Value of Permits and Permit Fees:

<u>2008-2009</u>		<u>2007-2008</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$17,480,168	\$184,514	\$7,556,956	\$82,985

**HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)**

- Performed final inspections and issued Food Service Licenses to Newington Starz Pizza and Deli located on 82 Pane Road and to Aldi Food Store, 2640 Berlin Turnpike.
- Performed an inspection and issued a Food Service License to Bubba the Hot Dog Man, an itinerant vendor selling hot dogs and soda.
- Inspected two new rooms at the Kids Count Day Care Center on West Hartford Road. The Daycare Center is expanding and has applied to the State of Connecticut Daycare Licensing Unit to increase its licensed capacity.
- Attended "Green Team" meeting to discuss strategies to address property maintenance issues in Newington to include blighted structures.

## **HUMAN SERVICES**

- Concern about the rising cost of heating, other basic needs and their impact on low-income residents, people with disabilities and seniors prompted Director Ken Freidenberg to appeal to the community for more food for the Food Bank and contributions to the Special Needs Fund.
- Additional State funds for Operation Fuel allocated by the Governor and Legislature will offer some assistance to residents in need during the heating season. There is still concern that the need may be greater than the assistance available.
- The Youth-Adult Council sent a communication to all school staff and community organizations and is accepting mini-grant applications to fund substance abuse prevention projects. Funded projects will involve youth as resources and contributors and promote the Six Feet of Influence program.
- Information and Referral, Food Bank, Clothing Closet, Energy Assistance and Special Need requests remained constant.
- The Outdoor Market for Food Bank recipients is now operating twice a month with assistance from volunteers. This month 145 eligible residents were served.
- The Social Casework Program had an active caseload of 88 with 16 new referrals.
- The part-time Resident Services Coordinator continued to provide services at all three complexes at the Housing Authority handling nine active cases and providing information and consultation with eight other tenants.
- The Youth and Family Counseling Program had an active caseload of 38 with 7 new referrals. There were 12 inactive and 8 closed cases. Staff and contractors provided 71 clinical therapy sessions and made 71 contacts with families and other agencies.
- The LINK (Ladies In Newington Konnect) program is opening up its membership to new members beginning in September. The group is composed of senior woman young at heart who feel isolated due to disabilities, financial or emotional stress and would like to connect with others for fun, education and sharing.
- A very successful Summer Youth Adventure Program wrapped up the month with a variety of activities including Whale Watch in Gloucester, Massachusetts; Envirolab Boat in Groton; Canoeing; Hiking; Horseback Riding; Whirly Ball; Beach Bum Days and Challenge Course.
- The following groups used the Newington Outdoor Challenge Ropes Course during the month: Connecticut Department of Education, Wethersfield High School, University of Connecticut, Central Connecticut State University, New Britain and Avon Football Teams and the Human Services Department Summer Youth Adventure Program.
- The fall 2008 SCORE brochure was finalized, printed and distributed to the middle schools. It is also available at Human Services, Library, Parks and Recreation and the Town website. A variety of activities are available for all middle school age youth and include: Adventure Bound Challenge, Climbing Club, Horsing Around, New England in the Fall, Haunted Graveyard, Team Maze, Apples and Pumpkins, Slurping Soda, Boling Lunch and Movie Days, Cartoon Creations, Adventures in Geo-caching and Discovery Days and December Vacation Adventures. There will also be two dances for 7<sup>th</sup> and 8<sup>th</sup> grade age youth co-sponsored with Parks and Recreation.

### **August 2008 Statistics**

Selected Programs	FY 08-09 Undp. Total This Month	FY 08-09 Undp. Total Last Month	FY 08-09 Cum. Undp. Total YTD	FY 07-08 Cum. Undp. Total YTD
Youth and Family Counseling	38	48	55	44
Positive Youth Development	334	663	997	935
Youth Works (Job Bank)	2	2	2	9
Information and Referral	288	337	625	510
Social Casework Cases	88	79	95	83
Under 55 = 37				
Over 55 = 51				
Food Bank Participants	100	106	206	166
Special Needs	12	15	27	42

**SENIOR AND DISABLED CENTER**

- The annual Ice Cream Social provided by the Newington Health Care Center was held on August 12<sup>th</sup> with more than 100 sundaes served.
- Almost 100 people enjoyed a fun program on “Coney Island Memories” on August 1<sup>st</sup>. Provided by NealthNet, the program featured music, a slide show and refreshments.
- Wii Bowling has been going strong and the top scorers from Newington will compete as a team against West Hartford, Wethersfield and Hartford in the quarter finals of a statewide tournament in September.
- Nurse Stacie Zibel presented a timely program on the importance of hydration on August 29<sup>th</sup>.
- Center Director Dianne Stone attended a planning meeting in Rocky Hill for Senator Doyle’s second annual health fair to be held in October. The Center’s own annual Expo will be held on September 26<sup>th</sup>.
- A press release seeking volunteers for the Meals on Wheels program was somewhat fruitful but the Center continues to seek new volunteers for this and other programs, including office volunteers with strong computer skills. The Meals on Wheels program served 55 individuals this month.
- The implementation of MySeniorCenter continued. Representatives from Glastonbury Senior Center came to Newington to view the program as well.
- Almost 1,000 people have received their new key tag cards.
- The most pressing issues for social work assistance continue to be financial. Residents are assisted through applications to various programs and through the Town’s special needs fund. At least 20% of the social worker’s clients are seen in their own homes.
- Center staff and Human Services staff held an ‘energy strategy session’. It is anticipated that the need for assistance will outstrip available resources this year.

**Dial-A-Ride**

**Wellness Clinic**

**Senior Café**

Trips	Miles	On-site	Off-site	Meals Served
1,474	4,450	113	16	1,351

**PARKS AND RECREATION**

**Recreation Division**

- The Creative Playtime Preschool Program passed the State of Connecticut inspection and will open on Tuesday, September 2, in the lower level of the UCC Church on Main Street.
- The Summer Concert Series, sponsored by Data Mail in conjunction with the Lions Club, concluded its season on August 14 with a total of six concerts.
- A total of 273 summer programs, sessions and classes were offered and approximately 3,400 individuals were registered. Programs increased slightly, but registration was lower, with the exception of the Summer Playground program.
- The 3<sup>rd</sup> Annual Dog Daze was held at Mill Pond Pool on August 19, after the pool was closed for the season. Approximately 62 dogs and owners attended.
- The “So Long Summer” Splash Party with Human Services and the Library was held at Mill Pond Pool on August 18. Although the Movie in the Park was not able to be shown that evening due to technical difficulties, the Splash Party was a huge success.
- The Frank O’Rourke Fun Runs were held on six Wednesday evenings with approximately 25-35 runners in each race.
- Mill Pond Pool was open to the public for eight weeks (June 23 – August 18), and Churchill Pool was open for nine weeks (June 23 – August 25). Churchill Pool was open for an additional four days (August 26 – 29) to accommodate Newington High School swim programs.
  - Approximately 559 children participated in the Learn to Swim Program. An additional 200 residents participated in specialty programs such as Recreation Swim Club, Junior Lifeguard, Little Swimmers, and Adult Swim Lessons.
  - Pool passes were issued for 331 families and 38 individuals, for a total 1,617 pool pass holders for the season--up from last year (1,564).

- Staff training was ongoing throughout the summer. Lifeguards at both pools participated in 15 surprise drills.
- The Summer Playground Program operated for eight weeks at seven sites. The program had an average of 483 participants each week, up from 401 last year.
- The Playground Pals program had a total of 280 registrations (the maximum number of registrations for this program due to space constraints).
- Extended Care was offered to 1<sup>st</sup> and 2<sup>nd</sup> graders to assist parents who were unable to pick up children by 4:30. An average of 10 families each week took advantage of Extended Care, so this program will be revisited next year.
- New camps began in August which included Co-ed Lacrosse, Cheerleading, Intermediate Skateboarding, Mad Science 3-2-1 Blast Off, and Camp Scene Investigators.
- A bus trip to Yankee Stadium was held on August 31.
- Upcoming bus trips scheduled for the fall: New York City On Your Own, Sunday Afternoon at the Breakers in Newport, Halloween in Salem, Christmas Show at Radio City Music Hall, Pennsylvania Holiday Shopping Extravaganza, and Noshing in New York City.

### **Parks and Grounds**

- Roadside and rough mowing continued daily throughout August.
- Baseball and softball programs continued through August.
- Fall sports set-up continued as soccer, football, and field hockey practice and scrimmages began.
- Over 4,400 square feet of sod was applied at Newington High School Alumni Field to restore the athletic surface.
- Fertilizer was applied to major fields for growth enhancement and seeding was done in various areas.
- Cemetery row trimming continued through August and grave seeding was underway.
- Four trees on Roseleah Avenue, a major school bus route, were removed by contract forces.
- There were eight interments in Town cemeteries during August.

### **LIBRARY**

- The “*Read on the Fly @ Your Library*” summer reading program for adults had 451 participants by the end of the summer, a 7% increase from that of last year. Participants read or listened to 3,653 books, filled out raffle tickets, and many won themed baskets and other great prizes, all compliments of the Friends.
- Almost 1,200 children read thousands of books, earned over 3,000 paperback books for their own collections, and 834 gift plates were affixed to new library books in honor of special reading goals that were met. The “*Catch the Reading Bug @ Your Library*” theme was carried through for all programs, as 1,536 children and caregivers attended 25 events. *Flow Circus* was a particular show stopper, as nearly 250 people filled the Council Chambers to witness this unique event. The Library Sleepover, the Splash Party, Skating Party, and Buddy Bake-off were popular annual events.
- Ten programs were held for a combined audience of 354 adults and teens. Highlights included the finale for the Teen Summer Reading program - an auction at which teens were able to “buy” items with the “book bucks” they earned through the summer months. A potpourri of classic films and a well-attended program on butterflies were other stand-outs of the month.
- Orientation for 30 new Newington teachers was held at the Library in August. Besides receiving packets and library card applications, they viewed and discussed many of the student resources on the website and toured the building. The Tutor Packet, which includes all policies for teachers who use the Library to tutor students, was revised in time for the start of the 2008-09 school year.
- The *Doing Business in Newington* brochure was sent to the appropriate Town departments for updated information. After changes are made, the brochure will be distributed to Town offices, the Chamber office, and the Library.
- Topics of note that were researched this month included:
  - Salary disparities between men and women.
  - Scrap metal yards in the Hartford area.
  - Schools in the area that teach Japanese.
  - The “harem” style of dress.
  - How to get rid of the trumpet vine.

- 6,405 reference questions were answered. In house computer use by patrons continued to be high as 3,203 hours of use were recorded for adult, teen, and children's public use computers.
- Traditional circulation of library materials was 35,329; 320 reference books were accessed remotely, and 426 online searches were completed in the Library. 46 books were read online from the Children's site *Tumblebooks* and 87 books were downloaded from the Library's website, for a total of 35,782 items checked out of the library. 1,219 items were added to the collection, and 621 items were mended by volunteers who logged in 189 hours.
- An average of 890 people visited the library each day during the month of August.
- Staff took advantage of the quieter month of August to do a myriad of maintenance projects on the library's integrated computer system - CONNECT. This technical work was performed in conjunction with consortium staff.
- Major building issues of the month were leaks in the roof and HVAC balancing problems.
- Staff that works on the Library's website continued to make changes and updates with fall information. Assistant Library Director Lisa Masten continued to work with QScend to finish online forms for the meeting room applications, teacher assignment alerts, interlibrary loan forms and forms for reading programs. Work continues on a resolution to the gaming computers. Procedures for the reporting of computer problems were tightened up so that follow-up could occur in a timely manner and problems could be better tracked.