



Tanya D. Lane  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

**MAYOR ROY ZARTARIAN**

## NEWINGTON TOWN COUNCIL

**Meeting Minutes**  
**May 9, 2017**

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### I. PLEDGE OF ALLEGIANCE

### II. ROLL CALL

Councilor Anest  
Councilor Budrejko  
Councilor DelBuono  
Councilor Klett  
Councilor Manke  
Councilor Marocchini  
Councilor Nagel  
Councilor Serra  
Mayor Zartarian

#### **Staff Attendees:**

Tanya Lane, Town Manager  
Jaime Trevethan, Assistant to the Town Manager  
Chris Greenlaw, Town Engineer  
Susan Gibbon, Council Clerk

### III. APPROVAL OF AGENDA

Councilor Anest moved to accept the agenda as written and was seconded by Councilor Manke.

Councilor DelBouno moved to change the order of the agenda so the Executive Session re: Contracts/Real Estate comes after Remarks by Councilors. Second by Councilor Manke. The motion to change the agenda passed 9-0.

### IV. AWARDS/PROCLAMATIONS

A. Chris Greenlaw – Town Engineer

Mayor Zartarian moved the following:

**WHEREAS, Christopher Greenlaw has served the Town of Newington in the Engineering Department since January, 2 2002; and**

Phone: (860) 665-8510 Fax: (860) 665-8507  
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**WHEREAS, Mr. Greenlaw has served as the Town Engineer since 2011, having previously served as an Engineering Technologist and Assistant Town Engineer for Newington; and**

**WHEREAS, Mr. Greenlaw received an Associate's Degree in Civil Engineering Technology from Hartford State Tech, a Bachelor's Degree in Natural Resources from the University of Connecticut and a Bachelor's Degree in Civil Engineering Technology from Central Connecticut State University; and**

**WHEREAS, during his 15 years of service Mr. Greenlaw served as an agent to the Inland Wetlands Commission and as a Town liaison to agencies such as CRCOG, DOT, DEEP & the MDC; and**

**WHEREAS, Mr. Greenlaw played an integral role in the Public Works Team and designed, estimated and assisted in project administration, prepared project estimates and long-range budgets for various projects such as the roadway construction & mill overlay program, drainage improvement, sidewalks and stone walls among many others; and**

**WHEREAS, through his skilled leadership and immense knowledge, Mr. Greenlaw has successfully accomplished the design and engineering of many successful projects, including drainage and flood control at Badger Field, Timber Lane, Connecticut Avenue, Brentwood Road, Howard Street and Eddy Lane; as well as the DEEP "Low Impact Development" (LID) project located at the Clem Lemire Field Parking Lot; and**

**WHEREAS, Mr. Greenlaw is resigning from his position of Town Engineer for the Town of Newington, effective May 12, 2017 in order to pursue other career opportunities;**

**NOW, THEREFORE BE IT RESOLVED, that the Newington Town Council hereby recognizes and extends its sincere appreciation to Mr. Christopher Greenlaw for his 15 years of exemplary service to the Town of Newington; wishes him many fruitful years of health and happiness and best wishes for his future endeavors.**

Councilor Marocchini thanked Mr. Greenlaw for his years of service and wished him good luck. Councilor Marocchini had the pleasure working with Mr. Greenlaw on several projects.

Councilor Anest stated that is has been a pleasure working with Mr. Greenlaw and will miss his knowledge and history of the town and wished Mr. Greenlaw the best of luck in his new employment.

Councilor Klett commented on Mr. Greenlaw's dedication and commitment to the town and stated that Mr. Greenlaw's leaving is a loss to the town. Councilor Klett wished Mr. Greenlaw well in his new position in Bloomfield.

Councilor Nagel offered his congratulations to Mr. Greenlaw and stated that he was sad to see Mr. Greenlaw leave. Councilor Nagel stated that Mr. Greenlaw will be sorely missed and that he appreciated all he has done for the town over the years.

Councilor Budrejko stated that she appreciated Mr. Greenlaw's temperament and the fact that he listened and was patient. She also stated that she enjoyed working with Mr. Greenlaw and that he will be missed.

Councilor Manke stated that he first started working with Mr. Greenlaw on the Conservation Wetlands Commission and appreciated the way Mr. Greenlaw took the time to explain things. He stated that he appreciated Mr. Greenlaw's stewardship of Newington and wished him success in the future.

Councilor DelBuono applauded Mr. Greenlaw for trying something new and wished him the best. She stated that Mr. Greenlaw will be missed and as will as his wealth of knowledge and history of the town.

Mayor Zartarian stated that he has known Mr. Greenlaw since 2002 and has always appreciated working with him.

Tanya Lane presented Mr. Greenlaw with a clock, a tradition at Town Hall. She stated that after 15 years of service and being a dedicated employee we would be remiss if this wasn't done. Ms. Lane also stated that his knowledge of engineering and understanding of politics in a municipal setting are two rare qualities and will be hard pressed replacing those. Ms. Lane thanked Mr. Greenlaw for his service and wished him God speed.

Rose Lyons, 46 Elton Drive. Ms. Lyons stated that as a member of the public she was often at the Conservation Commission meetings and she admired Mr. Greenlaw's patience with sitting through those meetings at times and his patience with her. She is wondering if she withdraws her request for the \_\_\_\_\_ at Elton Drive if he would withdraw his leaving. She will continue to try to get the lights back on Constance Leigh Drive. She hopes this isn't a trend, it is not easy training a new Town Clerk, a new Assessor and now a new Town Engineer. She also stated that she truly appreciated Mr. Greenlaw's patience and that Newington's loss is Bloomfield's gain. She wished Mr. Greenlaw good luck and the best of times in his career.

Dominic Pane offered Mr. Greenlaw congratulations and good luck in his future endeavors. He stated that Mr. Greenlaw's knowledge will be missed in town.

Motion by Councilor Manke; seconded by Councilor Marocchini. The motion passed 9-0.

Chris Greenlaw stated that this is a bittersweet moment. He wanted to acknowledge everyone and that is has been an honor to have been the Town Engineer for the Town of Newington. He hopes that when he leaves, he left the office better than he found it. He thanked his family for their support. In general he thanked department heads and their staff for their dedication as well. He mentioned the Howard and Eddy drainage projects and how it exemplifies how government works and that it is important and that it was a great project for the Town. He understands that during today's fiscal climate that this Council has to make tough decisions, and that the decisions they make today will yield dividends 20 years down the road. He thanked the council for volunteering and for allowing him to be the Town Engineer, it has been an honor. Mr. Greenlaw wished everyone best wishes and God bless.

V. PUBLIC PARTICIPATION – IN GENERAL (In Person/Via Telephone: 860-665-8736)  
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)

None.

VI. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION

None.

VII. CONSIDERATION OF OLD BUSINESS (Action May Be Taken)

A. Appointment of Auditor

Councilor Nagel moved the following.

**RESOLVED:**

**Per Section 610 of the Newington Town Charter, the firm of Blum Shapiro is hereby appointed as auditor for the Town of Newington for the fiscal year ending June 30, 2017; said firm agrees to file a complete report on or before December 15, 2017.**

Seconded by Councilor Serra. The motion passed 9-0.

B. Memorandum of Understanding (MOU): Digital Signs on Town Property

Councilor DelBuono moved the following.

**RESOLVED:**

**That the Newington Town Council hereby authorizes Mayor Roy Zartarian to execute the attached Memorandum of Understanding regarding digital signage on Town-owned property with the Town Plan and Zoning Commission.**

Seconded by Councilor Nagel.

Councilor Marocchini stated that the language at the end, at the last paragraph “without the prior consent of the TPZ” doesn’t sit right. He stated that the Town Council is the last governing body of the Town.

Mayor Zartarian stated that his understanding is that there is prohibition on digital signs in the zoning regulations and that his reading of the MOU is that TPZ has the authority.

Councilor Marocchini stated that we don’t need the TPZ consent and that those words should be removed from the MOU.

Councilor Budrejko stated that this is a MOU and it is not legally binding and it is just an agreement between the Council and the TPZ.

Councilor Marocchini stated that the paragraph should end at “Town-owned property.”

Councilor Anest stated that it should read “... any Town-owned property” period.

Councilor Klett stated that she felt the language “without the prior consent of the TPZ” makes it open and that the TPZ may decide to permit signage.

Motion (as amended) passed 9-0.

VIII. CONSIDERATION OF NEW BUSINESS (Action May Be Taken by Waiving the Rules)

A. Discussion: MDC

## 1. General Updates

General Updates were provided by Newington MDC Reps Bhupen Patel and Dominic Pane. Mr. Pane handed out information regarding House Bill 6008. Mr. Pane stated that water levels last year were at 75% capacity, which is 30 billion gallons of water in reserve, full capacity is 40 billion gallons. This year water levels are approximately 96% capacity. He also mentioned that the Cedar Street project is progressing and is currently scheduled, the easement issue has been resolved, DEEP approval has been received to advertise for early May, which has been completed, memorializing the hold harmless letter, the DOT to the Town and the noise waiver and any other final paperwork will be worked with the town during May and June (in progress), plan on advertising in June 2017, bid opening in July, MDC will send award recommendation to DEEP, likely response from DEEP in September, execution of process at MDC in October, Notice to Proceed will be in November which will allow all winter to do shop drawings and submittals, MDC is planning a public information meeting at the Town Hall in September 2018 with all stakeholders so that everyone is on the same page. He stated the bill he passed out, 6008, was passed by the House and Senate and is awaiting a signature from the Governor. The bill is effective upon the passage and it does the following: it establishes an independent consumer advocate to serve customers of the MDC at cost of \$70,000 for the first year, \$50,000 annually thereafter. This bill amends the MDC Charter to give the MDC additional tools to react to situations where a member town defaults, it allows the MDC to declare an emergency event of loss of revenue and budget for that loss of revenue within the fiscal year, it allows for spending money for emergency situations such as unanticipated water or sewer main break; it also extends the maximum term for tax anticipated notes from 6 months to 3 years. It allows the MDC to use those proceeds of notes for working capital purposes to address situations where a town defaults. It also corrects the problem where the towns had to put money aside for reserves, it directs the OPM to reduce a member's town state grant by the amount owed to the MDC and send that money to the MDC, so that corrects that problem. There is a resolution that MDC passed that is on the back page of the Bill and it says that if the governor signs this, then the towns don't have to set money aside any more. When the problem with Hartford came up, there was some talk about towns wanting to do a study to see if ad\_\_\_\_\_ was the best method or should there be a sewer usage tax. The MDC is looking in to that, they will go to each town to see if they want to proceed, the cost of the study for the eight towns is \$254,000, roughly \$31,000 per town, it has not been budgeted in the MDC budget. Mr. Pane stated that if anyone has any questions, they can reach him on his cell phone 860-478-0854 or via email at [dpane6083@gmail.com](mailto:dpane6083@gmail.com).

Councilor Klett asked if the commission members could introduce themselves, since not all members of the public know who they are.

Bhupen Patel stated that the MDC is doing a good job and that he has worked with the MDC for years and the TPZ for 17-18 years and that he is aware of needs for sewer and water supply. He also stated that there are issues and thinks that the towns are working together. His cell phone is 860-604-0401 and his email is [bhupen1964@yahoo.com](mailto:bhupen1964@yahoo.com).

Councilor Budrejko stated that she was happy that initiatives passed the legislature and asked if it was still awaiting signature by the governor. She mentioned that Hartford has guaranteed its payments through July, when will the governor sign this and what will happen if it is not signed by July.

Mr. Pane stated that the MDC anticipates that it will be signed before July and it is just waiting his signature since it already passed the House and Senate. It was proposed by the governor and he should be signing it and it will be effective upon his signature. If Hartford does default these will apply immediately.

Councilor Klett asked if they were sure that it was going to be effective this year.

Mr. Pane stated that once the governor signs it, it will immediately into effect.

Mayor Zartarian thanked the Commissioners for being here and look forward to seeing them on a periodic basis.

## 2. Monthly Billing

Also in attendance from the MDC was Mr. Robert Constable, Director of Finance. He stated that part of his job is to oversee treasury, budget, finance, as well as customer service. Mr. Constable stated that over the years the MDC has been trying to streamline their customer service process and make improvements. Bills now are much more transparent and easy to read. The MDC will begin sending bills monthly instead of quarterly starting in June 2017 for Newington residents. Monthly billing will help MDC manage receivables better. The MDC will be improving their meter reading capabilities and implement the technology available. The MDC would like to have summary bills for the Town of Newington, if that works. The MDC will be also offering e-billing so hard copies won't need to be mailed. Payments can be made online via credit cards, at CVS, Walmart, and other locations. There will also be kiosks throughout the area so people don't need to go into Hartford to pay their bill.

Councilor Anest asked when the MDC projected the Cedar Street project was to commence because Mr. Pane said an information session will be held September 2018.

Mr. Pane stated that it will the spring of 2018. He didn't say September, he said early spring they will do an information meeting and after that they will go into the project.

Mayor Zartarian asked that with the easement does this mean work at the intersection of Cedar and Willard will actually not need to be done in the middle of the intersection.

Mr. Pane stated that there is one section that will need to be done at night, but at a reduced time, a one week period that the town has allowed them. He stated that the work cannot be done during the day time.

Councilor DeBuono thanked the Commissioners for all the information they provided this evening.

## B. Discussion: Social Media Policy

Mayor Zartarian stated that this came up and it is something the town doesn't have. His concern is that at some point the town may end up at the wrong end of a lawsuit because of something posted in social media. He would like to get a committee going to work in consultation with the town attorney to come up with a policy.

Councilor Klett stated that she was not sure of what kind of legalities there are covering social media policies.

Mayor Zartarian stated a hypothetical situation where a member of a regulatory body makes a comment on Facebook that is that is applicable to an applicant, application or action and if the action were adverse to the applicant, the applicant can claim predetermination of this case.

Councilor DelBuono stated that we have to see who this applies to, town staff, commissioners, and councilors and whether that makes sense. She mentioned that is we should look to other towns to begin the process. She stated that at her job she has a policy that she has to read and sign and outlines expectations and it can just be policy.

Councilor Anest asked the town manager if town employees had a social media policy.

Ms. Lane stated that the town does not have a social media policy. She has had the town clerk contact other towns regarding their social media policies and has a folder she will hand over to whomever.

Councilor Anest stated that there is going to be a difference between a paid employee and volunteers or an elected official. She would like to pursue because she is concerned about any online comments.

Councilor Marocchini that it is good to have it outlined.

Councilor Manke stated that he sees no downside to looking at what other towns are doing and how they are applicable to us. We should form a committee to look at all these, not just commissioners, but town employees as well.

Councilor Klett suggested that the town manager reach out to CCM for other town policies regarding social media.

Mr. Lane stated that Jaime Trevethan had already reached out to CCM and received a one or two page informational piece with very little information.

Councilor Anest stated that this should be dealt with now, not keep putting this off.

Councilor Marocchini stated that the majority and minority leaders should head the committee.

Councilors DelBuono and Anest agreed to head committee.

### C. Discussion: Code of Ordinances

Mayor Zartarian stated that the council is not introducing or proposing any ordinances today. He just wanted update everyone on what the town attorney is working on. The town attorney is looking at an ordinance for Don't Block the Box, an ordinance on pan-handling, an ordinance on snow removal from hydrants on town property and at the request of the TPZ a revision blight ordinance which would empower the zoning enforcement officer to issues citation or tickets. Mayor Zartarian stated that the town attorney was unable to attend the meeting because he is working on matter for a client.

Councilor Budrejko stated that while the town attorney was doing his review, over the past months there seem to be an issue regarding solicitation at peoples houses and someone mentioned an ordinance that said they are allowed until 10 p.m. and was wondering if that should be reviewed. There has been an increase of complaints.

Councilor Anest wanted to know if solicitors need a permit from the police department. People are not aware they need a permit. She asked the mayor to explain Don't Block the Box.

Mayor Zartarian stated that Don't Block the Box is additional legislation that would penalize drivers who stop because of a red light in the middle to an intersection. The cross bars are painted at the beginning of an intersection and this would keep an intersection open. He stated one area of particular concern is the intersection of Myra Cohen Way and Fenn Road. He stated that they are looking into that area for economic development and it will not help the cause if cars cannot get in and out of there. He stated that there are other areas in town the Chief Clark has identified as well.

Councilor DelBuono stated that Don't Block the Box is only designed for certain intersections or areas of town and that there will be signage as well as painting of the street.

Councilor Serra stated the current town attorney is going over the blight ordinance. She stated that when they were in committee, Attorney Palermينو was the attorney that worked on the ordinance. She asked the changes to the ordinance come to the blight committee first.

Councilor DelBuono stated that she doesn't think it matters which attorney handles it, but Councilor Serra is correct that the committee should be part of the process and then come to the council.

Councilor Anest stated that it doesn't make sense to have the current town attorney work on the blight ordinance, and that it would be quicker to have the prior attorney work the changes.

**IX. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)**

None.

**X. TAX REFUNDS (Action Requested)**

Councilor Budrejko moved the following.

**RESOLVED:**

**That property tax refunds in the amount of \$3,815.71 are hereby approved in the individual amounts and for those named on the "Requests for Refund of an Overpayment of Taxes," certified by the Revenue Collector, a list of which is attached to this resolution.**

Seconded by Councilor Nagel. The motion passed 9-0.

**XI. MINUTES OF PREVIOUS MEETINGS**

- A. Regular Meeting, March 28, 2017
- B. Special Meeting, April 4, 2017
- C. Public Hearing, April 4, 2017
- D. Regular Meeting, April 4, 2017
- E. Special Meeting, April 18, 2017
- F. Regular Meeting, April 25, 2017

Motion of accept the meeting minutes as amended by Councilor DelBouno, seconded by Councilor Marocchini. Motion passed 9-0.

Councilor Nagel requested a spelling correction of his name in the April 25 minutes.



XII. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC

None.

XIII. COUNCIL LIAISON/COMMITTEE REPORTS

Councilor Nagel stated that he attended a CROG meeting and at that meeting they emphasized economic development and that CROG along with Metro Hartford were going to do an outreach to the towns concerning economic development. He stated that the CROC has put together a public participation plan regarding transportation; the town manger should have a copy of this. He recently attended an NCTV meeting; they have been tagging their equipment and materials in anticipation for renovation of the town hall. He also attended a library meeting where a discussion was held with a member of the Town Hall Renovation Committee and the architect where they presented the latest version of plans. They went to the library because the library has more of an input to the relationship to the town hall. They have specific concerns about parking for library guests during construction, suggestions as to where parking could take place, also concerned about access to the library during construction. He stated it was a helpful and lengthy discussion. The library is holding its Annual Relay race on May 21 and a final report of the library renovation feasibility study has been give to the library board.

Councilor Marocchini stated that the Town Hall Renovation Committee has come out with plan 3 which takes the town hall and pushes it further east towards the library, basically building it in the parking lot along Mazzoccoli Way, giving a campus feel and it works better with struggle with swing space. Will have information to Committee by May 25.

Councilor Nagel stated that there was discussion about storage in the latest plan and that has been addressed. NCTV will be extended to the side of the community center as previously proposed. He stated that he hopes that by the June 27 Council meeting the committee can present a plan so that a referendum can be held on Election Day.

Councilor Anest attended the Commission on Aging meeting. She stated that the Town of Newington volunteer dinner is going to be May 25 at 5 p.m. Councilor Anest also stated that she was impressed that Diane Stone was appointed Chairman to the Senior Center Task Force at the state level; which says a lot for Diane and what she has done for our town and senior center.

Councilor Serra talked about Parks & Rec., she was unable to attend the meeting last month because of a council meeting. She stated that there is a fundraiser for Life Be in It at Chipotle on May 22 from 4 to 9 p.m., 50% of the proceeds will go to the extravaganza. She also stated that on May 18 from 5 to 9 p.m. at Mill Pond is Motor Cycle Madness and she is looking forward to it. She hopes that they have a huge turn out this year like last year.

XIV. PUBLIC PARTICIPATION – IN GENERAL (In Person/Via Telephone: 860-665-8736)  
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)

Rose Lyons, 46 Elton Drive stated that she appreciated the MDC commissioner attending the meeting and bringing the information they brought to us tonight. She, like Councilor Anest, thought that she heard Commission Pane state that the information hearing would be held in September 2018. It was

very hard to follow the time line, would like to see something in the minutes of this meeting as to the time line, or on the town website and even their contact information. There is a lot of discussion with people on project with MDC she has communicated with the Town Engineer regarding a clean water project in the back of her property and knows that there is a woman over on Wells Drive North waiting for the MDC to do some work on the clean water project. The MDC comes here, gives the information sessions, last she heard there was a hold up with the easement and she has been asking and has received no answers from town staff other than it is looking in to it and tonight all of a sudden it is here and thinks it would be nice if the public is informed of it. Also, there was an information session regarding the exit ramp on Route 175 by the proposed defunct Amara property. There are certain projects, where they give their information and then you never hear back from them. Alumni Road has been discussed for years in past; Veterans Landing, the assisted living project for the Veterans Hospital has been discussed as well. She stated that in her opinion it would be nice to know what project is being discussed in the area you live in. As far as the town hall renovation, it's a long time in between meetings. Ms. Lyons was glad to hear that the Chair and the architect went to the library building committee, but those meetings, as far as she knew are not televised and she would like the library board to attend a council meeting to say that they agree with the town hall renovation. During the last round the library said yes and at the last minute said no. She would like see somebody from the library board show up at a town hall renovation meeting and she thinks it is important for communication between them, the committee and the public and to have informational meetings before the public hearings.

#### XV. REMARKS BY COUNCILORS

Councilor Budrejko stated that last year the hot topic was the cemetery clean up. This year she noticed the communication was much improved. Apparently there are still some issues where people are concerned and had comments. One of the things discussed last year was a cemetery sexton, and was wondering what the status was on that and that the council did tell the public that having a sexton could be a possible solution to some of the issues.

Ms. Lane stated that there still is not a sexton and for a variety of reasons it is not something that has been pursued. A major concern of Ms. Lane is who to appoint as the sexton. Ms. Lane stated that she will pursue it.

Councilor Nagel wanted to respond to Ms. Lyons and he hoped it wasn't implied to her or anyone else that the library approved or disapproved of the plans, it was merely a discussion and there will be more discussions in the future.

Councilor Serra wanted to get back to the cemetery discussion and noted that there are some concerns going on right now about eternal lights being removed from the stones and now people are concerned about what else it going to be taken off the stones. There is a picture on What's Happening on Facebook of lights on the back of one of the trucks being taken away. Very concerned about what is being removed.

Ms. Lane stated that she was not familiar with these complaints. Mayor Zartarian does have people come in and talk to him and he does forward them to her for answers. She stated that she is aware of one instance that she believes has been resolved.

Councilor DelBuono mentioned that the ordinance states something about glass and was wondering if that was why they were removed. She was also questioned why they were being removed and agrees that they should not have been.

XVI. EXECUTIVE SESSION RE: CONTRACTS/REAL ESTATE

Councilor Nagel moved to adjourn the meeting at 8:25 pm to go into Executive Session with the Town Manager and the Economic Development Director. Seconded by Councilor Marocchini. The motion passed 9-0.

Councilor Nagel moved to adjourn from Executive Session at 9:35 p.m. Motion seconded by Councilor Anest. Motion passed 9-0.

XVII. ADJOURNMENT

Councilor DelBuono moved to adjourn the meeting at 9:36 p.m. Seconded by Councilor Manke. The motion passed 9-0.

Respectfully submitted,

  
Susan Gibbon  
Council Clerk