



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR STEPHEN WOODS

NEWINGTON TOWN COUNCIL

**Conf. Room L-101 (Lower Level) – Town Hall
131 Cedar Street**

AGENDA

January 13, 2015

7:00 P.M.

-
- I. PLEDGE OF ALLEGIANCE
 - II. ROLL CALL
 - III. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone: 860-665-8736**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
 - IV. CONSIDERATION OF OLD BUSINESS (**Action May Be Taken**)
 - A. Street Naming – “Myra Cohen Way”
 - B. Update: Police Chief Selection Process
 - C. CCM Prescription Card Program for Residents
 - D. Town Council 2015 Regular Meeting Schedule
 - V. CONSIDERATION OF NEW BUSINESS (**Action May be Taken by Waiving the Rules**)
 - A. Discussion: Library Board of Directors - Town Hall Renovations Plan
 - B. 2015 Revaluation Contract
 - C. Trash/Recycling Contract Renewals
 - D. John Wallace Middle School STEM Academy Project (**Action Requested**)
 1. Accept Final Plans and Specifications
 2. Authorize Project to go to Bid
 - E. Town Council Goal Setting Session – January 31, 2015
 - VI. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
 - A. Zoning Board of Appeals
 1. Accept the Resignation of Neal Forte
 2. Appoint a Replacement (TBD)
 - B. Appointments to Boards and Commissions
 1. Affordable Housing Monitoring Agency
 2. Commission on Aging and Disabled
 - 3. Balf-Town Committee**
 4. Board of Education Roof Replacement Project Building Committee
 - 5. Capitol Region Council of Governments**
 6. Central Connecticut Health District Board of Directors

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@newingtonct.gov
www.newingtonct.gov

7. Committee on Community Safety
8. Conservation Commission
9. Development Commission
10. Downtown Revitalization Committee
11. Employee Insurance & Pension Benefits Committee
12. Environmental Quality Commission
13. Board of Ethics
14. Fair Rent Commission
15. Newington Housing Authority
16. Human Rights Commission
17. Newington School Career Technical Program Renovation Project Building Committee
18. Open Space Committee
19. Board of Parks and Recreation
20. School Improvements Project Building Committee
21. STEM Academy PBC
22. Senior & Disabled Center Roof Replacement Project Building Committee
23. Standing Insurance Committee
24. Town Hall Renovations Project Building Committee
25. Town Plan & Zoning Commission
26. Tri-Town Community Cable Access
27. Vehicle Appeals Board
28. West Meadow Cemetery Expansion Project Building Committee
29. Zoning Board of Appeals

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

VIII. MINUTES OF PREVIOUS MEETINGS (**Action Requested**)

- A. Regular Meeting 12-9-14

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

X. COUNCIL LIAISON/COMMITTEE REPORTS

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

XII. REMARKS BY COUNCILORS

XIII. ADJOURNMENT

AGENDA ITEM: IV.A.

DATE: 1-13-15

RESOLUTION NO.: _____

WHEREAS, Councilor Myra Cohen was born in New York City, graduated from high school at the age of 16, married her husband Al in 1954 and settled in Newington in 1956; and

WHEREAS, Councilor Cohen became active in government as a citizen during the highly publicized issue of closing Kimberley Road and fought as a member of the "Keep Kimberley Road Open" organization; and

WHEREAS, Councilor Cohen continued to be active in governmental affairs through her involvement with the Senior and Disabled Center and by keeping a watchful eye on Town Council actions; and

WHEREAS, in 1991 Councilor Cohen was elected to the Newington Town Council and has served on the Council continuously since then; and

WHEREAS, Councilor Cohen is well known for her expansive knowledge of Newington and its history as well as her fair and balanced approach to her responsibilities as a Councilor; and

WHEREAS, Councilor Cohen has served on numerous project building committees and has served as a liaison to various boards and commissions including the Conservation Commission, the Youth-Adult Council and the Commission on Aging and Disabled and has been a member of the Committee on Community Safety, the Affordable Age-Restricted Housing Study Committee and the Facilities Naming Committee among many others; and

WHEREAS, Councilor Cohen was a valuable resource for information and advice to the recent Charter Revision Commission; and

WHEREAS, Councilor Cohen has tirelessly championed the causes of the taxpayers, the elderly and the youth with a particular interest in public transportation; and

WHEREAS, Councilor Cohen's colleagues and friends on the Town Council wish to recognize her invaluable contributions and many years of dedicated service;

NOW, THEREFORE BE IT RESOLVED: that the Newington Town Council hereby designates the newly constructed access road from Fenn Road to the Busway as "Myra Cohen Way" in honor of Councilor Cohen and her countless achievements for the Town of Newington.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: January 09, 2015
Re: Police Chief Selection Process

As you are aware, Lt. Nick Miano has been appointed Acting Chief of the Newington Police Department, pending the appointment of a permanent Chief. There will be an item on the January 13 Town Council agenda to update the Council on the Police Chief selection process, including the selection of a consultant, steps in the recruiting and hiring process and anticipated timeline.

CT Conference of Municipalities
Prescription Discount Card Program Information

The FREE prescription discount card program now has 119 municipalities enrolled since the launch of the program in September 2012. To date, we have saved CT residents over \$4,500,000 in prescription claims. Please click <http://programs.ccm-ct.org/Plugs/discount-prescription-cards-munis.aspx> to see all participating towns/cities.

As a member of CCM, your town can offer residents a FREE prescription discount card that provides average savings of 45% off the retail price of prescription medication, at no cost to your municipality.

Attached as the first pdf is the enrollment agreement for your signature. I advise all of the municipalities to pass it by their city/town attorney. I will be happy to answer any questions you, or they, may have. Other materials, including a mock-up of one of the other municipality's cards, are also attached as .pdfs.

Here are some key highlights of the program:

It's FREE

- No cost to the town, no cost to taxpayers. The discounts are negotiated directly with participating pharmacies.

Valuable discounts for all family members and no limits on use

- Average savings of 45% and even some pet prescriptions are covered for medications that also treat a human condition.

Easy access

- Residents obtain their card, either electronically or printed, and can use it immediately at any participating pharmacy. The discount cards are widely accepted at all national chain pharmacies and most local independent pharmacies.

It's simple

- Program start-up is easy and administration is simple.
- Program marketing materials are provided at no cost to the city offices.

There are also 3 other programs that are offered:

Vision Discounts

Participants can receive the following discounts on eye exams, frames, and contact lenses.

- Eye Exams Up to 20% off the usual and customary fee
- Frames Up to 50% off the retail price
- Lenses Up to 50% off the retail price
- Online Lenses Everyday low pricing and free standard shipping

For participating providers, visit www.EyeBenefits.com.

LASIK Discounts

Program Features:

- Save 40-50% off the National Average
- Over 600 locations nationwide
- Credentialed physicians

Hearing Products & Services

Program Features:

- Savings of 35-65%
- National network of local ear physicians and audiologists
- Brand name hearing aids and products

The program is administered by ProAct, Inc (dba ProAct Pharmacy Services, Inc in CT), an experienced discount card provider. This program is facilitated and endorsed by the Connecticut Conference of Municipalities, the Statewide association of towns and cities.

The Discount Card is branded for your city. Once the agreement is signed, please send 2 copies to my attention at 900 Chapel Street, New Haven, CT 06510. I will then send a contact sheet (who will be responsible for working on the postcard design, etc). The mailing goes out to ALL city residents in about 6-7 weeks. In that time, CCM will also supply Newington with posters and display materials and a press release. Pharmacies will also be contacted in that time period.

AGENDA ITEM: IV.C.

DATE: 1-13-15

RESOLUTION NO. _____

RESOLVED:

That the Newington Town Council hereby authorizes the Town Manager to enter into an agreement with Pro Act, Inc. for participation in the Connecticut Conference of Municipalities Prescription Discount Card Program for Town residents, a copy of which is attached to this resolution.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

PROACT, INC. SERVICE AGREEMENT

THIS SERVICE AGREEMENT, hereinafter referred to as the "Agreement," is entered into this ____ day of _____, 2014, and shall be effective on _____ (the "Effective Date"), between ProAct Inc., (ProAct, Inc dba ProAct Pharmacy Services, Inc. in the State of CT) with offices located at 6333 Route 298 – Suite 210, East Syracuse, NY 13057, hereinafter referred to as "ProAct," and City/Town of _____, hereinafter referred to as "Client," with offices located at _____.

WHEREAS, Client is a municipality organized under the laws of the State of Connecticut and desires to offer a pharmacy prescription drug discount card program providing for the dispensing of prescription drugs to Covered Persons at discount prices, and Client desires to engage ProAct to perform services relating to such a prescription Discount Card Program; and

WHEREAS, CLIENT is a current member in good standing, of the Connecticut Conference of Municipalities (CCM), the Marketing Agent for this program; and

WHEREAS, Covered Persons may obtain discount services through the ProAct Pharmacy Network at negotiated prescription drug prices; and

WHEREAS, ProAct will also provide additional discount price programs, including, but not limited to, Vision, LASIK, and Hearing.

NOW THEREFORE, in consideration of the mutual promises and agreement herein contained, Client and ProAct hereby agree as follows:

ARTICLE I DEFINITIONS

- 1.1 Covered Person.
"Covered Person" shall refer to those individuals and their dependents who participate in the prescription discount card services through the Discount Card Program.
- 1.2 Discount Card Program.
The term "Discount Card Program" shall mean a discount program administered by ProAct where a Covered Person is entitled to pay for cash prescriptions at a discounted rate at pharmacies participating in the ProAct Pharmacy Network.
- 1.3 Implementation Date.
The Implementation Date shall be the date on which the Discount Card Program becomes effective.
- 1.4 ProAct Pharmacy Network.
The "ProAct Pharmacy Network" consists of a pharmacy network established by ProAct to provide covered prescription drugs and other products under the Discount Card Program.

ARTICLE II

DUTIES TO BE PERFORMED BY CLIENT

- 2.1 Covered Persons. ProAct will provide Discount Cards to all persons within the City/Town of _____ that are eligible to participate in the Discount Card Program. Client understands that the Discount Card Program will be exclusively offered through the ProAct Pharmacy Network.
- 2.2 Transaction Charges. The ProAct Pharmacy Network is responsible for any applicable transaction charges associated with the submission of claims. Such charges are to be deducted from the claim reimbursements to the ProAct Pharmacy Network.
- 2.3 Pharmacy Network Administration. The ProAct Pharmacy Network and contracting pharmacies are responsible for all Pharmacy Network Administration fees. Such charges are to be deducted by ProAct from the claim reimbursements due to the ProAct Pharmacy Network as determined by ProAct.

ARTICLE III

DUTIES TO BE PERFORMED BY PROACT

- 3.1 Hours of Service. ProAct shall provide an 800 Help Line which shall be available to Client and the ProAct Pharmacy Network during ProAct's regular hours of business. These hours shall be Monday through Friday, 7:00 am to 7:00 pm and Saturday, 8am to 4:30pm Eastern Standard Time (EST) and Eastern Daylight Time (EDT). These hours do not include national holidays, and may be altered at any time. It is agreed, however, that Client and the ProAct Pharmacy Network shall be notified of any changes to schedule of business hours.
- 3.2 Confidential Covered Persons Information. All Covered Persons information relating to covered drugs prescribed by a physician, and other records identifying Covered Persons, shall be treated as confidential except to the extent that disclosure may be required pursuant to state or federal laws or regulations.
- 3.3 HIPAA Compliance. For the purposes of this Agreement, ProAct agrees that ProAct is deemed to be Client's "Business Associate/Clearinghouse" as the terms are defined in the Privacy Standard of the Federal Register, published on December 28, 2000. ProAct agrees to comply with all applicable regulations published pursuant to the Health Insurance Portability and Accountability Act of 1996, Subtitle F – Administrative Simplification, (referred to in this Agreement as "HIPAA"), prior to the effective enforcement date of each standard. In addition, without limiting any other provision of this Agreement:
 - a. all services provided by ProAct under this Agreement will be provided in such a manner as to enable Client to remain at all times in compliance with all HIPAA regulations applicable to Client, to the extent that Client's compliance depends upon the manner in which such services are performed by ProAct; and
 - b. In the event any amendment to this Agreement is necessary for Client to comply with the HIPAA regulations as they relate to this Agreement or its subject matter,

including, but not limited to, requirements pertaining to Business Associate agreements, Client and ProAct will negotiate in good faith to amend, and will amend, this Agreement accordingly, such amendment to be effective prior to the date compliance is required under each standard of the HIPAA regulations.

- 3.4 Vision, Hearing, and LASIK. Above and beyond the Discount Card Program, ProAct, Inc. will provide access to discounted vision, hearing and LASIK services. These services and any future discount services will be provided at no cost to the Client.

ARTICLE IV RECORDS

- 4.1 Maintenance of Claim Records. ProAct shall maintain, in the original form or other media, information received from the ProAct Pharmacy Network.
- 4.2 Ownership of Claim Records. All information obtained by ProAct shall be the property of ProAct.

ARTICLE V ASSIGNMENT

- 5.1 Assignment by Client. Client may not assign this Agreement or any portion thereof to any service or organization without first having obtained prior written consent of ProAct, which consent shall not be unreasonably withheld.
- 5.2 Assignment by ProAct. ProAct may not assign this Agreement or any portion thereof to any service or organization without first having obtained prior written consent of Client, which consent shall not be unreasonably withheld.

ARTICLE VI HOLD HARMLESS

- 6.1 Indemnity by ProAct. ProAct shall indemnify and hold harmless Client, and its employees and other agents, from and against any claims, liabilities, damages, judgments or other losses (including attorneys' fees) imposed upon or incurred by them arising out of or as a result of any acts or omissions of ProAct, or its officers, directors, employees or other agents, in connection with the performance of any of their respective obligations under this Agreement.

ARTICLE VII REBATE ADMINISTRATION

- 7.1 Rebate Disclosure. As constituted, the Discount Card Program will not qualify for rebates from drug manufacturers.

ARTICLE VIII GENERAL PROVISIONS

Agreement. Nothing in this Agreement is intended to be construed, or be deemed to create, any rights or remedies in any third party, including but not limited to an Eligible Member.

- 8.9 Consent to Amend. This Agreement or any part or section of it may be amended at any time during the term of the Agreement by mutual written consent of duly authorized representatives of ProAct and Client.
- 8.10 Headings. The headings of articles and sections contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement.
- 8.11 Compliance with Laws and Regulations. This Agreement will be in compliance with all pertinent federal and state statutes and regulations. If this Agreement or any part hereof, is found not to be in compliance with any pertinent federal or state statute or regulation, then the parties shall renegotiate the Agreement for the sole purpose of correcting the non-compliance.
- 8.12 Use of Software. Client acknowledges that ProAct asserts ownership of the entire software system used by ProAct in processing Claims and preparing reports including computer programs, system and program documentation, and in other documentation relating thereto, and that such software system is the exclusive and sole property of ProAct. Unless otherwise provided by law, Client disclaims any rights to the system, reports, procedures or forms developed by ProAct.
- 8.13 Protection of Confidentiality and Programs. ProAct agrees to ensure the confidentiality of all information obtained from Client including, but not limited to: financial, utilization, or any other information related to the delivery of health care.

ARTICLE IX EXCLUSIVITY

- 9.1 Client agrees that, during the term hereof, ProAct shall be the sole and exclusive agent for the purpose of administration of Client's discount pharmacy services program to its Covered Persons, as described herein.

ARTICLE X TERM AND TERMINATION

- 10.1 Term. This Agreement shall become effective on the Implementation Date for a term of one (1) year and thereafter shall continue in effect for additional one (1) year terms unless terminated on its anniversary date by either party by certified or registered mail at least sixty (60) days prior to such date. Termination shall have no effect upon the rights and obligations of the parties arising out of any transactions occurring prior to the effective date of such termination.
- 10.2 Termination. This Agreement may be terminated at any time by either party for failure to comply with any terms or conditions herein stated or for any other just and sufficient

cause provided, however, that sixty (60) days' written notice of such failure shall be given to the offending party and such party shall have the opportunity to cure such noncompliance during such sixty (60) day notice period.

10.3 Immediate Termination. This Agreement may be terminated by either party upon written notice to the other party in the event: the other party makes an assignment for the benefit of creditors, files a petition of bankruptcy, is adjudicated insolvent or bankrupt, has a receiver or trustee appointed for a substantial part of its property, change of ownership, membership in CCM is terminated, or has a proceeding commenced against it which will substantially impair its ability to perform hereunder.

The provisions of this Agreement shall bind and inure to the benefit of the parties hereto and their heirs, legal representatives, successors and assignees. This Agreement constitutes the entire understanding between the parties hereto.

PROACT, INC.

MUNICIPALITY:

TITLE

SIGNATURE

TITLE

DATE

DATE



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: January 8, 2015
Re: Town Council Meeting Schedule - 2015

Attached is a proposed schedule of Town Council meeting dates for 2015. This proposed calendar is presented for Council consideration and can be adjusted however the Council determines. The Council may also cancel, reschedule or add special meetings within Freedom of Information regulations as it sees fit.

Please note that Yom Kippur is on Wednesday, September 23, 2015 but traditionally begins at sundown the evening before the holiday.

A proposed schedule for special meetings pertaining to the Council's review of the Town Manager's budget will be presented when available.

A resolution approving the 2015 schedule is attached.

Attach.

AGENDA ITEM: IV.D. _____

DATE: 1-13-15 _____

RESOLUTION NO. _____

RESOLVED:

The Newington Town Council, in compliance with the Freedom of Information act, hereby approves the 2015 Town Council regular meeting schedule as indicated on the attached document.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

In compliance with the Freedom of Information Act, the following is a list of meeting dates of the Town Council for 2015.

All meeting times are 7:00 PM unless otherwise indicated

<u>Date</u>	<u>Date</u>
January 13, 2015	August 11, 2015
January 27, 2015	August 25, 2015
February 10, 2015	September 8, 2015
February 24, 2015	September 22, 2015
March 10, 2015	October 13, 2015
March 24, 2015	October 27, 2015
April 14, 2015	November 10, 2015*
April 28, 2015	November 24, 2015
May 12, 2015	December 8, 2015
May 26, 2015	December 22, 2015
June 9, 2015	January 12, 2016
June 23, 2015	January 26, 2016
July 14, 2015	
July 28, 2015	

*Organizational meeting – will be held at 8:00 p.m.

cc: Facilities Department
IT Department
Superintendent's Office, Board of Education



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: January 09, 2015
Re: Library Board Presentation/Town Hall Renovations Plan

Members from the Library Board of Directors will be in attendance at the January 13 Council meeting to make a presentation regarding the Library's needs related to the current Town Hall renovations project. Members of the Town Hall Renovations Project Building Committee have also been invited to attend the presentation.



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Assessor's Office

S. Steven Juda
Town Assessor

Memorandum

To: Newington Town Council
From: S. Steven Juda
Date: January 13, 2015
Re: 2015 Revaluation

Revaluation Requirement

Current Connecticut law requires municipalities to revalue all real estate every five years. The last revaluation for The Town of Newington was done in 2011, which would suggest that the next revaluation would be 2016. However a letter dated September 6, 2013 from W. David LeVasseur, Acting Undersecretary at Office of Policy and Management of the State of Connecticut directed Newington to conduct the next revaluation for the October 1, 2015 grand list. Newington Town Council took advantage of the opportunity to delay the revaluation from 2010 until 2011 and therefore must now catch up to get back to the regular schedule. The next revaluation after this one will occur in 2020.

The 2011 revaluation required a full field inspection including a software conversion with a cost of \$258,000. That project was done with the assistance of the revaluation firm of Tyler Technologies/CLT Division. The 2015 revaluation requirement is for a statistical update revaluation.

Revaluation Summary

A Revaluation is the process of performing all of the necessary Market Analysis and Valuation steps to determine accurate and equitable values for all properties within a municipality. The equalization of the values within a City or Town creates a fair distribution of the tax burden. The purpose of a Revaluation is not to raise taxes. The purpose is to create an equitable distribution of the tax load.

The values to be determined shall be the full fair market value as defined in Section 12-63 of the Connecticut General Statutes and shall be based upon recognized methods of appraisal and conform to Uniform Standards of Professional Appraisal Practices, as required by Connecticut General Statutes for the licensing and certification of all individuals involved in the appraisal of real estate.

Effective Date

The effective date of this statistical revaluation project shall be for the October 1, 2015 Grand List and the pricing and valuation shall reflect the fair market value as of October 1, 2015.

Phone: (860) 665-8530 Fax: (860) 665-8531
sjuda@newingtonct.gov

The Request for Proposal (RFP)

The Assessor's office and the Town Manager's office prepared an RFP for statistical update for the 2015 revaluation. We received bids from four competent revaluation companies in response to the RFP as presented below.

Municipal Valuation Services, LLC	\$362,000
Tyler Technologies	\$209,400
Vision Government Solutions, Inc.	\$203,300
eQuality Valuation Services llc.	\$180,900

Recommendation

Based on the responses to the RFP and our review of those responses we are recommending that the Town of Newington award the October 1, 2015 revaluation contract in the amount of \$180,900 to eQuality Valuation Services, llc.

The combined cost for the 2015 revaluation would be \$180,900. The bids have been reduced by \$30,000 because the Assessor has agreed to take all photos and inspect all properties with building permits. Those two functions are routinely performed by revaluation companies during revaluation. If these duties were not excluded the total cost from the low bidder would have been \$210,900.

Scope of Reappraisal and Revaluation

This project includes the complete "statistical" revaluation of all real property within the corporate limits of Newington, Connecticut effective as of October 1, 2015 to include the following:

1. Fully operational and integrated CAMA system
2. Complete integration with Town of Newington GIS database
3. Complete internet interface with CAMA and GIS systems
4. Drive by field review of all real estate parcels to determine accuracy of data
5. Data Mailers to all real estate parcels
6. Sales verification forms for the 2 years preceding the revaluation
7. Income & Expense Statements to all non owner occupied commercial parcels
8. Use of internet realty sites and map sites
9. Inspections as needed when field review discovers inaccurate data
10. Assessment notices

Time Frame of Revaluation

Data Mailer	02/01/2015
Integration with QDS Tested	03/30/2015
Residential Data Verification	04/01/2015
Commercial/Industrial Data Verification	05/29/2015
Land Study and Value	06/01/2015
Complete Drive By and Field Review	07/01/2015
Market Rent, Expense, and CAP Analysis	08/31/2015
I & E Entry and Analysis	09/01/2015
Complete Valuation Cost Tables	10/01/2015
CAMA Online Property Field Cards	10/01/2015
Complete Cost Manuals	10/30/2015
Pricing Review & Final Valuation	11/01/2015
Assessment Notices	11/06/2015
Informal Hearings Start	11/16/2015
Informal Hearings End	12/12/2015
2 nd Valuation Notices/Changed Properties	12/30/2015
Project Completion (excluding BAA)	12/30/2015
Impact on Real Estate Tax Bill	07/01/2016

Town Data

TOWN OF NEWINGTON 2013 REAL ESTATE ACCOUNTS			
CODE	# OF ACCTS	DESCRIPTION	GROSS ASSESSMENT
100	11,249	RESIDENTIAL	\$1,628,724,461
200	321	COMMERCIAL	\$366,589,296
300	214	INDUSTRIAL	\$122,526,298
400	0	PUBLIC UTILITY	\$0
500	422	VACANT LAND	\$22,548,430
600	6	USE ASSESSMENT	\$75,805
800	<u>29</u>	APARTMENTS	<u>\$64,381,957</u>
	12,241		\$2,204,846,247
	232	REAL ESTATE EXEMPT	<u>\$350,524,414</u>
TOTAL	12,412		\$2,555,370,661



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Highway Department

Tom Molloy
Highway Superintendent

Memorandum

To: John Salomone
From: Tom Molloy
Date: January 06, 2015
Re: Trash and Recycling Collection Contract Extensions

As you are aware, the original three year contracts for trash and recycling collection with Trash Away Inc. and HQ Dumpsters effective July 1, 2012 will expire June 30, 2015. The original contracts provide for three year extensions. We have been pleased with the level of service provided by both contractors.

Several meetings have been held with both contractors who have expressed interest in contract extensions resulting in our recommendation of your approval of a two percent (2%) increase for each of the three years beginning July 1, 2015.

Please contact me with any questions or concerns.

January council agenda

Trash Away 2% increase

Trash collection	Dwelling count	Current unit cost	Total current cost	Proposed unit cost increase	Total	Increase from 14-15	% increase
Curbside collection	9236	\$70.00	\$ 646,520.00	\$ 71.40	\$ 659,450.40	\$ 12,930.40	2%
Town Building (dumpsters)	12	\$ 1,658.00	\$ 19,896.00	\$ 1,691.16	\$ 20,293.92	\$ 397.92	2%
Bulk Collection Town/Condo	5700	\$ 10.50	\$ 59,850.00	\$ 10.71	\$ 61,047.00	\$ 1,197.00	2%
Litter Barrels	12	\$ 216.67	\$ 2,600.04	\$ 221.00	\$ 2,652.04	\$ 52.00	2%
TV collection	500	\$ 11.00	\$ 5,500.00	\$ 11.22	\$ 5,610.00	\$ 110.00	2%
Total increase 14-15			\$ 734,366.04		\$ 749,053.36	\$ 14,687.32	2%

Recycling collection	Dwelling count	Current unit cost	Total current cost	Proposed unit cost increase	Total	Increase from 14-15	% increase
Curbside collection	9724	\$ 27.06	\$ 263,131.44	\$ 27.60	\$ 268,394.07	\$ 5,262.63	2%
Condo collection	44	\$ 780.00	\$ 34,320.00	\$ 795.60	\$ 35,006.40	\$ 686.40	2%
Town building	5	\$ 780.00	\$ 3,900.00	\$ 795.60	\$ 3,978.00	\$ 78.00	2%
Metal collection	450	\$ 11.00	\$ 4,950.00	\$ 11.22	\$ 5,049.00	\$ 99.00	2%
Total increase 14-15			\$ 306,301.44		\$ 312,427.47	\$ 6,126.03	2%

HQ Dumpster							
Condo Collection	Dwelling count	Current unit cost	Total current cost	Proposed increase	Total	Increase from 14-15	% increase
Dumpster Collection	12	\$ 6,195.89	\$ 74,350.68	\$ 6,319.81	\$ 75,837.69	\$ 1,487.01	2%

Covanta	Tip fee per ton	Current		Proposed		Increase	% increase	
		Tons	Total	Tip fee per ton	Tons			
Tip fee July 15- Nov 15	\$ 59.65	3860	\$ 230,249.00	\$ 60.55	3860	\$ 233,723.00	\$ 3,474.00	1.50%
Tip fee Nov 15- June 15	\$ 60.55	5440	\$ 329,392.00	\$ 63.50	5440	\$ 345,440.00	\$ 16,048.00	4.60%
Total increase						\$ 19,522.00		



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: John Salomone, Town Manager
From: Jeff Baron, Director of Administrative Services
Date: January 06, 2015
Re: Wallace Middle School Projects

This is to request action on the two projects for the John Wallace Middle School related to the STEM Academy improvements. This work was divided into two projects in order to maximize the funding the Town would receive from the State of Connecticut. It consists of demolition of one wing of the school in order to effectively abate hazardous materials, followed by reconstruction of the wing to include the STEM Academy renovations. The renovations will allow the Board of Education to offer a STEM aerospace program. The Project Building Committee approved the plans and specifications for both sections of the project at their August 6th meeting. The plans and specifications were then sent off to the State for review. The Board of Education received notice last week that the State's review is now complete. The Town's Building Committee ordinance requires the Town Council to take action to authorize the Committee to go out to bid.

This project is expected to be completed for the opening of school in August. In order to achieve that goal, prompt action by the Town Council is requested. Please ask that the Town Council place the approval of the plans, specifications, cost estimate and project budget for both the John Wallace Code Compliance Project and the John Wallace STEM Academy Renovations Project, on their January 13th meeting agenda for both consideration and action. The Building Committee's minutes, budget and cost estimates are attached. Arrangements to view the plans and specifications can be made through the Board of Education Business Office.

Date: January 8, 2015

Memo to: All Newington Town Council Members

Memo from: Lou Jachimowicz
Chief Finance and Operations Officer
Newington Board of Education

Subject: Request – Waiver of Town Council Rules – Authorization of John Wallace STEM Academy Projects to Go to Bid

On Tuesday, January 5th, the Newington Board of Education received notification from the State Department of Construction Services that the John Wallace PCB Abatement/STEM Academy Renovation Projects can go out to bid. The state technical review process took over one year to complete. With approval now in hand, the next step is for the Town Council to take formal action to start the bidding process and move the projects forward. Because of the lengthy delays incurred during the state review process, the projects are now approximately two months behind the original construction schedule. The original timeline had the projects going out to bid in November with an expected completion date in early July. This original schedule had ample time built in to address any potential problems that could negatively impact the time line. The difficulty of obtaining State approval for these projects could not be anticipated. The time contingency that was built into the original project schedule is now essentially gone. Every day now matters. A basic timeline of project milestones is illustrated below for your review.

Project Timeline (Based on a January 13th Starting Point) – 31 Weeks until the Planned Opening Date of the STEM Academy (August 24th)

Bidding Phase	6 Weeks
Contract Award/Mobilization/HAZMAT Notification	4 Weeks
Abatement	8 Weeks
Exterior Reconstruction	6 Weeks
Interior Build Out	6 Weeks
Move In and Readiness for the Opening of School	1 Week
Total Time Needed to Complete Projects	31 Weeks

As of this writing, the target dates for construction completion on August 17th and the opening of the STEM Academy on August 24th are still achievable. This assumes that the construction schedule can be maintained and no further delays are incurred. Town Council taking action at their meeting on Tuesday, January 13th authorizing the projects to go to bid will go a long way towards keeping the projects on schedule and meeting the planned opening date of the STEM Academy on August 24th.

Thank you in advance for your consideration of this request and support of this project.

cc: William C. Collins, Superintendent of Schools
All Newington Board of Education Members
John Salomone, Town Manager

TOWN OF NEWINGTON

SCHOOL CAREER TECHNICAL PROGRAM RENOVATION
PROJECT BUILDING COMMITTEE

JOHN WALLACE MIDDLE SCHOOL STEM ACADEMY RENOVATIONS
AND CODE COMPLIANCE/PCB ABATEMENT

PROJECT BUDGET

AUGUST 6, 2014

Appropriation

Public Building Fund, John Wallace Middle School PCB/STEM

Account No. 31190- 88307-0102: \$1,853,194

School CIP Fund, John Wallace Middle School PCB Remediation

Account No. 31193-88556: \$ 250,000

Total Appropriations \$ 2,103,194

Anticipated STEM Renovation Expenditures

Construction Estimate \$491,970

Contingency ($\approx 7.75\%$) \$ 39,280

Design, Testing and Permits \$ 18,750

Total Estimated Project Cost \$550,000

Anticipated Code Compliance/PCB Abatement

Construction Estimate \$1,404,432

Contingency ($\approx 5.3\%$) \$ 75,000

Design, Testing and Permits \$ 73,762

Total Estimated Project Cost \$1,553,194

John Wallace MIDDLE SCHOOL - Aerospace Engineering STEM Academy				
NEWINGTON, CONNECTICUT				
SCHEMATIC DESIGN BUDGET SUMMARY				
Summary Date:	October 25, 2013			
Client:	Town of Newington			
Prepared by:	QA Architects			
<i>Renovations STEM Lab</i>	<i>5,000</i>	<i>GSF</i>		
<i>Renovations Art</i>	<i>4,928</i>	<i>GSF</i>		
<i>Addition</i>	<i>0</i>	<i>GSF</i>		
<i>Total</i>	<i>9,928</i>	<i>GSF</i>		
				8/20/2013
Construction Specification Institute Description			CSI #	SD/DD Budget
General Conditions			Div 1	\$25,000
Sitework			Div 2A	\$25,215
Selective Demolition / Asbestos & PCB Abatement			Div 2B	\$341,250
Concrete			Div 3	\$96,750
Masonry			Div 4	\$206,000
Structural Steel / Misc Metals			Div 5	\$40,000
Millwork			Div 6	\$102,500
Thermal & Moisture Protection			Div 7	\$27,000
Doors & Windows			Div 8	\$132,375
Drywall / ACT			Div 9A	\$60,500
Flooring / Painting			Div 9B	\$53,225
Specialties / Furnishings			Div 10	\$118,350
Sub-Total Base Building General Construction				\$1,228,165
Fire Protection			Div 15F	\$40,500
HVAC			Div 15H	\$120,500
Plumbing			Div 15P	\$54,375
Electrical / Fire Alarm / Communications			Div 16	\$158,000
Sub-Total Base Building MEPs				\$373,375
Estimated Base Building Construction Trade Cost:				\$1,601,540
Design Fee		4.00%		\$64,062
Construction Contingency/ Design / Estimate Contingency		7.50%		\$120,116
GC General Conditions (3 months)		5.00%		\$80,077
Building Permit Fee		0.026%		\$416
GC Liability Insurance		1.25%		\$20,019
GC P&OH		13.50%		\$216,208
Grand Total Estimated Base Building Construction Cost				\$2,102,438

SPECIAL MEETING MINUTES

SCHOOL CAREER TECHNICAL PROGRAM RENOVATION PROJECT BUILDING COMMITTEE

August 6, 2014

Town Hall Lower Level Conference Room L100

- I. Call to Order – The meeting was called to order at 4:34 PM.
- II. Roll Call - Members present: Marc Finkelstein, Chairperson; Clarke Castelle; and Dave Nagel. Others present: William Collins, Ph.D., Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operations Officer; Jim Healy, Quisenberry Arcari Architects; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of Prior Meeting Minutes –Mr. Castelle made a motion that the minutes of the May 6, 2014 meeting be approved as written. A second to the motion was made by Mr. Nagel. The motion passed unanimously.
- V. Kellogg Middle School STEM renovation project status – The project is 80% complete. Some mill work and painting is still outstanding. Flooring, lights, diffusers and ceiling grids have been installed. The project is on schedule for its August 15th completion date. A dedication ceremony is scheduled for later in the month.
- VI. Consider and take action on change orders – Two change order requests were presented. The first was for \$7,072.50 to replace roof drain piping. The pipe had been covered (insulated) and it terminated in cast iron. This pipe will now be above the suspended ceiling, which is an air plenum. As such, it must have the fire code rating for plenum spaces. When the contractor uncovered the pipe during demolition, it was PVC, which is not plenum rated material. It has to be changed to cast iron. The second change order was for \$7,883.00 to provide structural steel under certain sized fan units. This is support for the fume hood that was moved away from a load bearing wall. The fume hood creates a fair amount of noise and needed to be moved to a more appropriate location within the STEM Academy space. The two change orders total \$14,955.50. Mr. Baron reported that the account for this project had an unexpended and un-appropriated balance of \$32,017. There is one other potential change order request for additional climate control for the computer room/closet. The design solution for that is being finalized and pricing for any change order would then need to be provided. If that request exceeded the remaining unexpended and un-appropriated balance, the difference would have to be taken from an operating line item or the

amount of additional work would have to be scaled back. It is not anticipated that the solution would cost that much. Mr. Castelle made a motion to approve Change Order requests 1 and 2, to authorize a total additional expenditure of \$14,955.50. Second to the motion from Mr. Nagel. The motion passed unanimously by a vote of 3 YES to 0 NO.

- VII. Consider and take action on plans and specifications – There are two projects that will be proceeding to bid simultaneously for the John Wallace Middle School. These involve code compliance (specifically, removal of PCB containing materials and reconstruction of the area demolished)) and STEM Academy renovations. The first phase will involve removing the Wing 7 walls and windows, leaving the roof and the steel structure. The floor slab will be sandblasted but will still remain. The second phase is rebuilding the space and modifying it to accommodate the aerospace STEM Academy. The Academy will include two classrooms with folding partitions that open up into aerospace labs. It will include overhead doors that will be tied in to a runway appearance. Various openings will have 12 feet of window space. There will be a recessed area in the floor, capable of holding shallow water, in order to test water landings. The space will be roughly 9,900 square feet, which is larger than the STEM Academy at Kellogg. Mr. Healy showed the Committee elevation drawings. There will be brick up to three feet high, then pre-cast concrete fill, and then insulated aluminum panels intended to provide an industrial, aerospace look. On the interior, there will be corrugated metal in some areas. The lighting in the lab area will have an industrial look also. Mr. Nagel asked about noise. The Art Department has been relocated so they would not be disturbed by the noise. Mr. Baron presented a project budget with anticipated project expenditures of \$1,553,194 for the Code Compliance work (PCB abatement and reconstruction of the demolished area) and \$550,000 for the STEM Academy Renovations. A construction estimate was also presented.
- (a) John Wallace Middle School Code Compliance – Mr. Nagel made a motion that the Newington School Career Technical Program Renovation Project Building Committee accept the plans, specifications, cost estimates and project budget, as presented, for the John Wallace Middle School Science-Technology-Engineering-Mathematics (STEM) Academy Code Compliance project, and submit them to the Town Council for its approval and authorization to proceed with the construction of the building project by securing competitive bids, and for presentation to the State Office of School Facilities. A second to the motion was made by Mr. Castelle. The motion passed unanimously by a vote of 3 YES to 0 NO.
 - (b) John Wallace Middle School STEM Renovations – Mr. Castelle made a motion that the Newington School Career Technical Program Renovation Project Building Committee accept the plans, specifications, cost estimates and project budget, as presented, for the John Wallace Middle School Science-Technology-Engineering-Mathematics (STEM) Academy Renovations project, and submit them to the Town Council for its

approval and authorization to proceed with the construction of the building project by securing competitive bids, and for presentation to the State Office of School Facilities. A second to the motion was made by Mr. Nagel. The motion passed unanimously by a vote of 3 YES to 0 NO.

- VIII. Other Business Pertinent to the Committee – The Board of Education is expected to approve the plans and specification at their meeting later the same evening. The plans and specifications will be presented to the State on August 19th. It is anticipated that they will be referred to local officials for review. The next meeting of the Committee will be held on an as needed basis
- IX. Public Participation – None.
- X. Response to Public Participation – None.
- XI. Adjournment – the meeting adjourned at 5:27 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services

AGENDA ITEM: V.D.

DATE: 1-13-15

RESOLUTION NO. _____

RESOLVED:

Pursuant to Chapter 8, Article X, Section 8-45 (H), Project Building Committees, of the Newington Code of Ordinances, the Newington Town Council hereby approves the final plans for the John Wallace PCB Abatement/STEM Academy Renovation Projects as reviewed by the Town Council and as approved by School Career Technical Program Renovation Project Building Committee, the Newington Board of Education and the State of Connecticut.

BE IT FURTHER RESOLVED

That the Newington Town Council authorizes the above listed projects to proceed to bid.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



John Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John Salomone, Town Manager
Date: January 09, 2015
Re: Town Council Goal Setting Session - 2015

The Town Council's Goal Setting Session will be held on Saturday, January 31, 2015. The meeting will take place from 9:00 a.m. – approximately 3:00 p.m. at the Hidden Vine restaurant in Newington. An agenda will be posted prior to the meeting.

There will be an item on the January 13 Town Council agenda to discuss the details of the January 31 meeting.



John Salomone
Town Manager

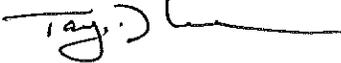
TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Office of the Town Clerk

Tanya D. Lane MMC
Town Clerk

Memorandum

To: John Salomone, Town Manager
From: Tanya Lane, Town Clerk 
Date: January 08, 2015
Re: Resignation—Neal Forte: Zoning Board of Appeals Alternate

I am attaching a copy of the email communication I have received from Neal Forte who is resigning from the Zoning Board of Appeals as an alternate member, effective immediately. Mr. Forte was serving a term from 1/8/13 – 11/30/17.

Pursuant to § 602 of the Newington Charter, Town Council is the appointing authority.

Lane, Tanya D.

From: Neal [neal.forte@yahoo.com]
Sent: Wednesday, January 07, 2015 4:14 PM
To: Lane, Tanya D.
Cc: DAmato, Michael
Subject: Re: Resignation from ZBA

Tanya,
Effective immediately I am resigning as the republican appointed alternate on the Zoning Board of Appeals.
Sincerely,
Neal Forte

Sent from my iPhone

On Jan 7, 2015, at 3:34 PM, Lane, Tanya D. <TLane@NewingtonCT.Gov> wrote:

Good Afternoon Neal:
This is a friendly reminder (and a sincere plea) for you to officially resign, in writing, from your position as an alternate on the Zoning Board of Appeals. You were serving a term from 1/8/13 – 11/30/17.

If you simply reply to this email indicating that you wish to resign, effective immediately, it will allow me to notify the proper authorities and move the process along.

Thank you in advance for your prompt attention to this matter. As always, please contact me if you have any questions or concerns.
Tanya

Tanya D. Lane, MMC
Newington Town Clerk
131 Cedar Street
Newington, CT 06111
860-665-8545

The information contained in this electronic message may be confidential and/or If you received this in error, please inform the sender and remove any record o message. Please note that messages to or from the Town of Newington may be subj Freedom of Information statutes and regulations.

RECEIVED & RECORDED IN
NEWINGTON LAND RECORDS

2015 JAN -8 AM 9:41

BY *Tanya D Lane*
TOWN CLERK

AGENDA ITEM: VI.A.1. _____

DATE: 1-13-15 _____

RESOLUTION NO. _____

RESOLVED:

That the Newington Town Council hereby accepts the resignation of Neal Forte as an alternate member of the Zoning Board of Appeals, in accordance with a communication dated January 7, 2015.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: VI.A.2. _____

DATE: 1-13-15 _____

RESOLUTION NO. _____

RESOLVED:

That the Newington Town Council hereby makes the following appointment:

Zoning Board of Appeals

Name	Address	Party	Term	Replaces
Alternate:			Immed. – 11/30/17	N. Forte (res. 1/2015)

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

5 December 2014

Tanya Lane
Newington Town Clerk

Dear Ms. Lane,

This is to certify that on 2 December 2014, at a regular meeting of the Newington Environmental Commission, Commissioner Jay Slater was elected unanimously to serve as The Commission's representative to the Balf Town Committee, effective immediately.

Thank you,

Michael J. Fox
Chairman



John Salomone
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Town Planner

Craig Minor, AICP
Town Planner

Memorandum

To: John Salomone, Town Manager
From: Craig Minor, Town Planner *CM*
Date: December 11, 2014
Re: TPZ Appointment to CRCOG Regional Planning Committee

At its annual meeting on December 10, 2014 the Town Plan and Zoning Commission voted to appoint Carol Anest as its representative to the CRCOG Regional Planning Committee for the year 2015..

This appointment must be approved by the Newington Town Council in accordance with Section 91-7 of the Code of the Town of Newington.

cc:
file

Phone: (860) 865-8575 Fax: (860) 865-8577
townplanner@newingtonct.gov
www.newingtonct.gov

AGENDA ITEM: VI.B.

DATE: 1-13-15

RESOLUTION NO.: _____

RESOLVED:

That the Newington Town Council hereby makes the following appointments:

3. Balf-Town Committee

7 members, 2 NTC, 1 Env. Comm., 2 residents, 2 Balf Reps
3 alternates
Party Max: 5 regular, 2 alternates
Remaining members (residents) 1 Dem., 1 Rep.
Remaining alternates: 1 Dem., 1 Rep.

Name	Address	Party	Term	Replaces
Environmental Comm. Rep: Jay Slater	47 Piper Brook Avenue	D	Immed – 11/30/15	M. Fox (term exp. 11/30/13)
Balf Rep:			Immed. – 1/1/2050	Vacant

5. Capitol Region Council of Governments

Mayor is automatic appointment
NTC & TPZ reps are Council appt.

Name	Address	Party	Term	Replaces
TPZ Rep: Carol Anest	30 Harding Avenue	D	TPZ Term	M. Camerota (term expired)

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: VIII

DATE: 1-13-15

RESOLUTION NO. _____

RESOLVED:

That property tax refunds in the amount of \$ 3,765.38 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.

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

TAX REFUNDS – January 13, 2015

Eric or Joan Raiche 82 Harold Drive Newington, CT 06111	\$21.56
Francena Wood P.O. Box 310442 Newington, CT 06131	\$312.93
William Herrmann III 25 Bittersweet Lane Berlin, CT 06037	\$329.41
Jessica Cortavarria 97 Barnard Drive Newington, CT 06111	\$66.97
Penske Truck LSG CO LP Rt. 10 Green Hills Reading, PA 19603	\$273.85
Nissan Infiniti – LT Tax Operations P.O. Box 650214 Dallas, TX 75265-0214	\$257.89
EAN Holdings Inc. Enterprise Rent A Car 8 Ella Grasso Turnpike Windsor Locks, CT 06096	\$864.63
EAN Holdings Inc. Enterprise Rent A Car 8 Ella Grasso Turnpike Windsor Locks, CT 06096	\$286.47
Mercedes Benz Financial 13650 Heritage Parkway Lease Tax Support Fort Worth, TX 76177	\$442.48
Kerry Wallace 9606 Prestbury Boulevard, Apt. 204 Charlotte, NC 28216	\$406.85
Chester Choinski 83 Summitt Street Newington, CT 06111	\$54.73
Lereta LLC 1123 S. Parkview Drive Covina, CA 91724	\$104.32
Nicholas Petillo 719 Cypress Road Newington, CT 06111	\$223.19
John Harrington, Jr. 6 Oak Road Cromwell, CT 06416	\$62.03
Hyundai Lease Titling P.O. Box 198069 Nashville, TN 37219	\$58.07
Total	\$3,765.38