



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 27, 2015**

**7:00 P.M.**

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- 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. 2015 Revaluation Contract
    - B. Trash/Recycling Contract Renewals
    - C. Town Council Goal Setting Session – January 31, 2015
  - V. CONSIDERATION OF NEW BUSINESS (**Action May be Taken by Waiving the Rules**)
    - A. Visit with Legislative Delegation
    - B. Mid-Year Transfers
    - C. Town Council Special Meeting Schedule – Budget Session/Public Hearings
  - VI. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
    - A. Town Hall Renovations Project Building Committee
      1. Accept the Resignation of Jane Murphy
      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
      7. Committee on Community Safety
      8. Conservation Commission
      9. Development Commission
      10. Downtown Revitalization Committee
      11. Employee Insurance & Pension Benefits Committee

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

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 1-13-15

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



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

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### 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	<b>\$362,000</b>
Tyler Technologies	<b>\$209,400</b>
Vision Government Solutions, Inc.	<b>\$203,300</b>
eQuality Valuation Services llc.	<b>\$180,900</b>

## 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 <sup>nd</sup> 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

AGENDA ITEM: IV.B.\_\_\_\_\_

DATE: 1-27-15\_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

WHEREAS, section 12-62 of the General Statutes of Connecticut, as may be amended from time to time, requires that each town shall implement a revaluation not later than the first day of October that follows, by five years the last revaluation; and

WHEREAS, the Office of Policy and Management of the State of Connecticut has mandated that The Town of Newington implement a revaluation effective for the October 1, 2015 grand list; and

WHEREAS, The Town of Newington received four bids in response to request for proposal for revaluation services for the October 1, 2015 grand list;

NOW, THEREFORE, BE IT RESOLVED:

That the Newington Town Council hereby authorizes the Town Manager to sign a contract in the amount \$180,900 for implementation of the October 1, 2015 revaluation of all real estate parcels with eQuality Services, LLC. of Waterbury, Connecticut; and

BE IT FURTHER RESOLVED:

That this revaluation shall be effective commencing with the Grand List of October 1, 2015 and a mill rate for the 2016/2017 fiscal year will be set utilizing the completed revaluation for that year.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_



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 23, 2015  
**Re:** Trash and Recycling Collection Contract Extensions

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Ongoing negotiations regarding trash and recycling collection contract extensions have resulted in more favorable pricing for the proposed three year contract extension option beginning July 1, 2015.

Costs for automated residential trash collection will be reduced \$20,000 over a three year period beginning July 1, 2015 through June 30, 2018. Automated recycling collection, oversized waste and school collection will have a zero increase for the same three year period.

AGENDA ITEM: IV.B.

DATE: 1-27-15

RESOLUTION NO.: \_\_\_\_\_

RESOLVED:

That the Newington Town Council authorizes the Town Manager to enter into an agreement with Trash Away, Inc. for a three-year extension to the trash and recycling collection contract between the Town of Newington and Trash Away, Inc; such contract extension will be effective July 1, 2015 through June 30, 2018; and

BE IT FURTHER RESOLVED:

That the Newington Town Council authorizes the Town Manager to enter into an agreement with HQ Dumpsters. for a three-year extension to the trash and recycling collection contract between the Town of Newington and HQ Dumpsters; such contract extension will be effective July 1, 2015 through June 30, 2018.

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 23, 2015  
Re: Town Council Goal Setting Session - 2015

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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 27 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 MANAGER

### MEMORANDUM

To: Newington Town Council  
From: John Salomone, Town Manager  
Date: January 23, 2015  
Re: Visit with Legislative Delegation

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Newington's State Legislators have been invited to meet with the Council on Tuesday, January 27, 2015 to discuss issues of concern to the Town Council, staff and residents. Representatives Byron and Guerrera as well as Senator Doyle will be in attendance at the meeting. Unfortunately, Rep. Lopes has had a conflict arise in his schedule and will be unable to attend.

This is the first item under New Business on the Council agenda, however, as a courtesy the Council typically votes to move the item to the first item of Old Business on the agenda.



John Salomone  
Town Manager

# TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

## Finance Department

Ann J. Harter  
Director of Finance

### Memorandum

**To:** John Salomone, Town Manager  
**From:** Ann J. Harter, Director of Finance   
**Date:** January 23, 2015  
**Re:** Mid-Year Appropriation Transfers for FY 2014-2015

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Attached is an interim financial report for the Town's General Fund as of December 31, 2014 for the fiscal year ending June 30, 2015. Estimates of revenues and expenditures projected through June 30, 2015 are included in this report.

#### Revenues

General Fund revenues are estimated to be up approximately \$240 thousand from the 2014-15 adopted level.

Taxes: The rate of tax collection on the current levy through December 31<sup>st</sup> is equal to the same period as last year. However, due to adjustments as the result of tax appeals, a tax collection rate of 99% by year end will not generate a significant surplus of revenue. The amount to be collected on pro-rated motor vehicles is better than expected by \$77 thousand. Collections on prior year tax levies are on target. We will monitor tax collection activity closely through the remainder of the year.

PILOTS and State/Federal Aid: Currently, we are projecting these categories to have a net increase of \$115 thousand. The Town's estimated revenues were based on the Governor's proposed budget. The majority of the surplus is generated from the State-Owned Property PILOT which came in higher than originally proposed.

Other Revenues: Building Permits and Town Clerk fees are on target with the estimated amounts. Interest earnings are trending better than budgeted creating a projected surplus of \$20 thousand due to slightly higher interest rates than anticipated.

## Expenditures

Analysis through the first seven months of the fiscal year projects total expenditures to be on target with the Town's approved 2014-15 General Fund budget, which totals \$110 million.

Most of the budgetary variances exist due to recently approved wage increases for the administrative employees which were budgeted in the Town's Special Contingency account and not included in the departments' operating budgets. The actual increases were unknown until after the budget was adopted. A portion of the increases can be covered with breakage from vacancies.

## Appropriation Transfers

The Town Charter allows appropriation transfers only in the last six months of the fiscal year. The following is a list of departments that require additional funds to prevent overdrafts. In all cases, the Town's Special Contingency and some estimated savings in other departments will cover these amounts.

- The shortages in the following departments are due exclusively to Administrative and part-time personnel wage increases:

120	Town Manager	\$10,750
150	Finance	\$18,675
170	Town Clerk	\$4,000
310	Engineering	\$3,350
320	Highway	\$5,625
420	Town Planner	\$4,120
450	Building Department	\$4,825
610	Human Services	\$10,250
640	Senior and Disabled Center	\$9,500
710	Library	\$13,100
810	Parks Administration	\$6,950

- 130 Courts: The cost for Probate Court is based upon the Grand Lists of the three member towns. The shortage in this department is due to a higher increase than anticipated for expenses of the Probate Court.  
Amount requested    \$2,465
- 140 Elections: The cost of the Republican primary was not included in this department's budget at the time the budget was adopted (\$7,550). In addition, funds are needed for non-bargaining group employees (\$3,000).  
Amount requested    \$10,550
- 160 Town Attorney: Additional funds are needed for outside attorney fees for legal cases that are still ongoing.  
Amount requested    \$20,000

- 190 General Services: This department has available funds due to changes in personnel.  
Amount available      \$65,360
- 230 Fire Department: The shortage in this department is due to a change in the Pay Per Call plan (\$52,485) and an increase in the number of stipends paid to volunteer firefighters (\$10,265). Funds are also needed for non-bargaining group employees (\$4,800).  
Amount requested      \$67,550
- 280 Hydrants: The shortage in this department is due to a revised and updated list of hydrants from the MDC and a price increase.  
Amount requested      \$10,000
- 350 Sanitation: This department has available funds due to less tonnage than anticipated for refuse disposal.  
Amount available      \$30,550
- 470 Economic Development: The shortage in this department is due to contractual obligations.  
Amount requested      \$8,200
- 510 Health Services: The shortage in this department is due to an unanticipated increase in the assessment charged by the Central CT Health District.  
Amount requested      \$6,800
- 960 Contingency: This account was budgeted for the raises and those funds are still available.  
Amount available      \$120,800

## Capital Projects

In addition to the above transfers, I have received requests to transfer funds within the Capital and Non-Recurring Expenditures Fund and the Public Building Fund.

- General Property Improvements: The Facilities Department is requesting that \$87,000 be transferred from the Town Hall Emergency Generator account (30195-88521) which currently has a balance of \$187,000 to the General Property Improvement account (30195-88111). This will allow for necessary upgrades to the Town Hall, Police Department & Library energy management system that controls the heating, ventilation & air-conditioning in all the buildings. The system that is currently in place is obsolete and no longer repairable resulting in higher utility costs. Also, the systems run constantly resulting in wasted energy while buildings are empty. The Senior & Disabled Center does not have an energy management system and relies on the staff to control the building's temperature by conventional means whether the building is occupied or not. This upgrade will have a payback in one to two years with savings in utility costs. Funds are also needed to complete roof repairs to the Ambulance Building with the removal of two deteriorated un-insulated sky lights.

- Company #1 Roof Replacement: The Facilities Department also requests that the balance of \$42,649 be transferred from the completed Fire Company #1 Resurface Bay Floor project (30235-88424) to the Company #1 Shingled Roof Replacement account (31120-88501). Additional funding is needed after sealed bids were opened in November 2014 resulting in a higher than anticipated cost in replacing the entire roof on Fire House #1.

I will be in attendance at the Town Council meeting on January 27th to answer any questions the council may have.

**TOWN OF NEWINGTON**  
**STATUS OF REVENUES, BY SOURCE**  
**2014-2015**

ACCOUNT DESCRIPTION		Town Council Adopted 2014-15	Received As of 1/16/2015	Estimated 6/30/2015	Balance (Deficit) As of 6/30/15
5001	Current Levy	87,006,952	64,941,661	87,006,952	-
5002	Prorated Motor Vehicles	775,000	304,884	879,468	104,468
5003	Prorated Real Estate	50,000	8,869	8,869	(41,131)
5004	Prior Year Tax Levies	440,000	364,436	440,000	-
5005	Interest & Liens	320,000	201,146	320,000	-
<b>TOTAL TAXES</b>		<b>88,591,952</b>	<b>65,820,996</b>	<b>88,655,289</b>	<b>63,337</b>
5101	State-Owned Property	639,581	749,383	749,383	109,802
5104	Elderly Freeze Exemption	6,000	6,000	6,000	-
5105	Disabled Exemption	5,285	5,468	5,468	183
5106	Elderly Circuit Breaker	273,333	273,014	273,014	(319)
5107	Add'l Veteran's Exemption	28,376	30,385	30,385	2,009
5109	Tax Exempt Colleges & Hospital	1,633,739	1,633,915	1,633,915	176
<b>TOTAL PILOTS</b>		<b>2,586,314</b>	<b>2,698,165</b>	<b>2,698,165</b>	<b>111,851</b>
5201	New Meadow Housing	8,059	14,729	14,729	6,670
<b>TOTAL ASSESSMENTS</b>		<b>8,059</b>	<b>14,729</b>	<b>14,729</b>	<b>6,670</b>
5301	Building Permits	280,000	155,268	290,000	10,000
5302	Vendor's Permits	700	35	700	-
5305	Gun Permits	10,000	5,670	10,000	-
5306	Raffle & Bingo Permits	500	168	500	-
5308	Work Within Rights of Way	10,000	12,800	15,700	5,700
5310	Refuse Handling Licenses	1,800	-	1,800	-
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>303,000</b>	<b>173,941</b>	<b>318,700</b>	<b>15,700</b>
5402	Town Hall Rental Receipts	3,600	2,563	3,600	-
5403	Indian Hill Country Club	98,872	35,000	60,000	(38,872)
5404	Other Town Property	44,000	25,404	44,000	-
<b>TOTAL RENTALS</b>		<b>146,472</b>	<b>62,967</b>	<b>107,600</b>	<b>(38,872)</b>
5501	Interest Earnings	46,350	34,315	67,000	20,650
<b>TOTAL INVESTMENT INCOME</b>		<b>46,350</b>	<b>34,315</b>	<b>67,000</b>	<b>20,650</b>
5601	Littering Violations	-	100	100	100
5602	Parking Tickets	25,000	12,308	25,000	-
5603	False Alarms	15,000	2,673	15,000	-
5604	Ambulance Response Overages	-	23,000	23,000	23,000
5605	Blighted Premises	-	1,447	1,447	1,447
5606	Snow Removal Fines	-	106	106	106
<b>TOTAL FINES</b>		<b>40,000</b>	<b>39,634</b>	<b>64,653</b>	<b>24,653</b>
5702	Conservation Commission	6,000	3,750	7,500	1,500
5703	Zoning Board of Appeals	500	245	500	-
5704	Town Planning & Zoning	9,000	2,750	9,000	-
5705	Town Clerk Fees	475,000	254,311	475,000	-
5706	Police	8,000	4,384	8,000	-
5707	Human Services-Counseling Fee	25,000	2,975	10,000	(15,000)
5708	Library - Overdue Fines	28,000	10,019	18,400	(9,600)
5709	Dial-A-Ride Tickets	4,700	3,107	4,700	-
5711	Engineering Fees	1,000	736	1,000	-
5712	Scrap Metal Curbside	25,000	12,540	25,000	-
5714	Senior & Disabled Center Fees	100	10	100	-
5718	Library-out-of state loans	150	-	150	-
<b>TOTAL CHARGES FOR SERVICES</b>		<b>582,450</b>	<b>294,827</b>	<b>559,350</b>	<b>(23,100)</b>

**TOWN OF NEWINGTON  
STATUS OF REVENUES, BY SOURCE  
2014-2015**

ACCOUNT DESCRIPTION	Town Council Adopted 2014-15	Received As of 1/16/2015	Estimated 6/30/2015	Balance (Deficit) As of 6/30/15
5802 Refunds-Town	10,325	35,665	45,665	35,340
5803 Refunds-Schools	10,000	2,644	10,000	-
5822 Recycling Rebates	67,500	52,870	67,500	-
<b>TOTAL REFUNDS &amp; REIMBURS.</b>	<b>87,825</b>	<b>91,179</b>	<b>123,165</b>	<b>35,340</b>
5903 Sale of Land	-	5,200	5,200	5,200
5904 Library-Sale of Diskettes	200	215	215	15
<b>TOTAL SALE-TOWN PROPERTY</b>	<b>200</b>	<b>5,415</b>	<b>5,415</b>	<b>5,215</b>
6003 Public Library	1,250	1,158	1,250	-
6005 Mashantucket Pequot Fund	255,213	84,929	255,213	-
6006 Youth Services Bureau	22,875	9,595	22,875	-
6007 Alcohol and Drug Abuse	4,500	-	4,500	-
6013 Telecommunications Tax	70,900	-	70,900	-
6015 Emergency Management Grant	4,500	-	4,500	-
6022 Municipal Grant-in-Aid	863,254	-	863,254	-
6052 Transportation-Non-public	4,232	-	4,232	-
6053 Transportation-Public	224,800	-	224,800	-
6054 Adult Education	33,319	22,436	33,319	-
6056 School Building Grants	400,000	-	400,000	-
6058 Health Services	17,515	14,801	17,515	-
6062 Education Cost Sharing Grant	13,028,321	3,257,959	13,031,836	3,515
<b>TOTAL STATE-AID</b>	<b>14,930,679</b>	<b>3,390,878</b>	<b>14,934,194</b>	<b>3,515</b>
6101 Senior Citizen Trans Aid	9,000	5,799	9,000	-
<b>TOTAL FEDERAL AID</b>	<b>9,000</b>	<b>5,799</b>	<b>9,000</b>	<b>-</b>
6201 Other-Miscellaneous	8,500	20,016	28,516	20,016
6203 Cancelled PY Encumbrances	10,000	-	10,000	-
<b>TOTAL MISCELLANEOUS</b>	<b>18,500</b>	<b>20,016</b>	<b>38,516</b>	<b>20,016</b>
6302 United Way (Human Services)	1,333	1,749	1,749	416
<b>TOTAL DONATIONS</b>	<b>1,333</b>	<b>1,749</b>	<b>1,749</b>	<b>416</b>
7002 Transfer from Public Bldg Fund	215,336	-	215,336	-
7012 Transfer from Cemetery Fund	115,722	115,722	115,722	-
7021 Transfer From Cemetery Trust	70	-	70	-
7022 Transfer from Hubbard Fund	30	-	30	-
<b>TOTAL TRF FROM OTHER FUNDS</b>	<b>331,158</b>	<b>115,722</b>	<b>331,158</b>	<b>-</b>
<b>TOTAL GENERAL FUND</b>	<b>107,683,292</b>	<b>72,770,331</b>	<b>107,928,682</b>	<b>245,390</b>

TOWN OF NEWINGTON  
 Status of Expenditures, by Activity (Department)  
 As of January 20, 2015

FUNCTION & ACTIVITY	Revised Budget FY 2014-15	Spent / Encumbered As of 1/20/15	Estimated To Be Spent/Enc. As of 6/30/15	Estimated Unencumbered Balance (Deficit) As of 6/30/15
General Government	4,666,890	2,715,697	4,667,970	(1,080)
Public Safety	7,996,199	4,454,015	8,073,749	(77,550)
Public Works	5,006,430	3,469,740	4,984,855	21,575
Community Planning & Development	513,723	270,124	530,868	(17,145)
Public Health	144,355	112,692	151,155	(6,800)
Community Services	1,001,939	543,249	1,021,689	(19,750)
Public Library	1,728,923	921,402	1,742,023	(13,100)
Parks & Recreation	1,661,386	860,490	1,668,336	(6,950)
Insurance-Miscellaneous	9,606,017	7,534,280	9,485,217	120,800 *
Debt Service	1,676,931	115,966	1,676,931	-
Metropolitan District	3,216,800	1,640,323	3,216,800	-
Capital Improvements	4,336,328	4,336,328	4,336,328	-
Equipment Reserve	395,000	395,000	395,000	-
Emp Leave Liab Res Fund	92,900	92,900	92,900	-
Total General Government	42,043,821	27,462,204	42,043,821	-
Board of Education (as of 12/31/14)	68,039,471	62,627,617	68,039,471	-
Total Town Budget	<u>110,083,292</u>	<u>90,089,821</u>	<u>110,083,292</u>	-

\*The Special Contingency appropriation balance will be reduced to \$192,500 after pending transfers to other departments are made.

TOWN OF NEWINGTON  
 Status of Expenditures, by Activity (Department)  
 As of January 20, 2015

FUNCTION & ACTIVITY	Revised Budget FY 2014-15	Spent / Encumbered As of 1/20/15	Estimated To Be Spent/Enc. As of 6/30/15	Estimated Unencumbered Balance (Deficit) As of 6/30/15
<b>100 General Government</b>				
110 Town Council	49,837	43,317	49,837	-
120 Town Manager	397,616	222,369	408,366	(10,750)
130 Courts	37,009	29,602	39,474	(2,465)
140 Elections	130,793	103,954	141,343	(10,550)
150 Finance	1,217,788	808,383	1,236,463	(18,675)
160 Town Attorney	130,200	75,950	150,200	(20,000)
170 Town Clerk	180,029	96,302	184,029	(4,000)
180 Personnel	49,206	29,361	49,206	-
190 General Services	2,474,412	1,306,458	2,409,052	65,360
<b>Total</b>	<b>4,666,890</b>	<b>2,715,697</b>	<b>4,667,970</b>	<b>(1,080)</b>
<b>200 Public Safety</b>				
210 Police Department	6,775,621	3,660,995	6,775,621	-
230 Fire Department	804,758	606,382	872,308	(67,550)
250 Street Lighting	315,000	150,444	315,000	-
260 Emergency Management	4,050	-	4,050	-
270 Emergency Medical Service	30,000	28,145	30,000	-
280 Hydrants	66,770	8,050	76,770	(10,000)
<b>Total</b>	<b>7,996,199</b>	<b>4,454,015</b>	<b>8,073,749</b>	<b>(77,550)</b>
<b>300 Public Works</b>				
310 Engineering	284,931	157,570	288,281	(3,350)
320 Highway Department	2,674,044	1,454,986	2,679,669	(5,625)
350 Solid Waste Services	2,047,455	1,857,185	2,016,905	30,550
<b>Total</b>	<b>5,006,430</b>	<b>3,469,740</b>	<b>4,984,855</b>	<b>21,575</b>
<b>400 Community Planning &amp; Development</b>				
420 Town Planner	211,861	122,190	215,981	(4,120)
430 Town Plan & Zoning	17,367	5,389	17,367	-
440 Zoning Board Of Appeals	2,662	1,418	2,662	-
450 Building Department	205,369	98,101	210,194	(4,825)
460 Conservation Commission	4,988	2,830	4,988	-
470 Economic Development	71,476	40,195	79,676	(8,200)
<b>Total</b>	<b>513,723</b>	<b>270,124</b>	<b>530,868</b>	<b>(17,145)</b>
<b>500 Public Health</b>				
510 Health Services	144,355	112,692	151,155	(6,800)
<b>Total</b>	<b>144,355</b>	<b>112,692</b>	<b>151,155</b>	<b>(6,800)</b>
<b>600 Community Services</b>				
610 Human Services	454,330	239,055	464,580	(10,250)
640 Senior & Disabled Center	538,270	302,409	547,770	(9,500)
670 Boards And Commissions	9,339	1,785	9,339	-
<b>Total</b>	<b>1,001,939</b>	<b>543,249</b>	<b>1,021,689</b>	<b>(19,750)</b>

TOWN OF NEWINGTON  
 Status of Expenditures, by Activity (Department)  
 As of January 20, 2015

FUNCTION & ACTIVITY	Revised Budget FY 2014-15	Spent / Encumbered As of 1/20/15	Estimated To Be Spent/Enc. As of 6/30/15	Estimated Unencumbered Balance (Deficit) As of 6/30/15
<b>700 Public Library</b>				
710 Library Operations	1,728,893	921,402	1,741,993	(13,100)
730 Hubbard Book Fund	30		30	
Total	<u>1,728,923</u>	<u>921,402</u>	<u>1,742,023</u>	<u>(13,100)</u>
<b>800 Parks &amp; Recreation</b>				
810 Administration	329,830	185,999	336,780	(6,950)
830 Grounds Maintenance	1,331,556	674,490	1,331,556	-
Total	<u>1,661,386</u>	<u>860,490</u>	<u>1,668,336</u>	<u>(6,950)</u>
<b>900 Insurance-Miscellaneous</b>				
910 Municipal Insurance	1,046,910	840,121	1,046,910	-
930 Greater Htfd Transit Dist	2,930	2,930	2,930	-
940 Employee Benefits	8,155,377	6,658,020	8,155,377	-
950 Donations & Contributions	30,000	5,000	30,000	-
960 Contingency	370,800	28,209	250,000	120,800
Total	<u>9,606,017</u>	<u>7,534,280</u>	<u>9,485,217</u>	<u>120,800</u>
<b>1000 Debt Service</b>				
1010 Interest Expense	231,931	115,966	231,931	-
1020 Principal Payments	1,445,000		1,445,000	-
Total	<u>1,676,931</u>	<u>115,966</u>	<u>1,676,931</u>	<u>-</u>
<b>1050 Metropolitan District</b>				
1051 Assessment	3,216,800	1,640,323	3,216,800	
Total	<u>3,216,800</u>	<u>1,640,323</u>	<u>3,216,800</u>	<u>-</u>
<b>1100 Capital Improvements</b>				
1110 Capital Improvements	4,336,328	4,336,328	4,336,328	-
Total	<u>4,336,328</u>	<u>4,336,328</u>	<u>4,336,328</u>	<u>-</u>
<b>2000 Equipment Reserve</b>				
2500 Equipment Reserve	395,000	395,000	395,000	-
Total	<u>395,000</u>	<u>395,000</u>	<u>395,000</u>	<u>-</u>
<b>3000 Emp Leave Liab Res Fund</b>				
3100 ELLF - Board Of Education	23,200	23,200	23,200	-
3200 ELLF - Town Operations	69,700	69,700	69,700	-
Total	<u>92,900</u>	<u>92,900</u>	<u>92,900</u>	<u>-</u>
<b>Total Town Government Operations</b>	<u>42,043,821</u>	<u>27,462,204</u>	<u>42,043,821</u>	<u>-</u>



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 23, 2015  
Re: Budget Public Hearing Dates

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Attached, please see the tentative Town Council special meeting schedule to consider the FY 2015-16 budget. The Council does not need to take action to schedule the special meetings but must vote to approve the dates of the two public hearings to be held during the budget session.

Pursuant to Section 805 of the Newington Town Charter, two public hearings must be held on the proposed budget for fiscal year 2015-16. The public hearings are tentatively scheduled for the following:

Tuesday, March 10, 2015 – 7:00 p.m. (Town Manager's Proposed Budget)  
Thursday, April 2, 2015 – 7:00 p.m. (Town Council's Proposed Budget)

The Public Hearings will take place in the Town Hall, unless otherwise indicated.

If the Council concurs, a resolution will appear on the next Council agenda to schedule the public hearings.

Attach.

**NEWINGTON TOWN COUNCIL  
BUDGET REVIEW SCHEDULE  
2015-16 BUDGET**

<b>Date</b>	<b>Time</b>	<b>Place</b>	<b>Meeting</b>	<b>Schedule</b>
Friday, Feb. 27				Council Receives Budget
Monday, March 2	7:00 p.m.	L-101	Special Meeting	<u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> <li>• Overview of budget and budget procedures</li> <li>• Revenues</li> <li>• General Government (Town Council, Town Manager, Courts, Elections, Finance, Town Attorney, Town Clerk/Records Administration, Personnel, General Services, Facilities Management, Information Technology)</li> <li>• Insurance/Misc.</li> <li>• MDC</li> <li>• Employee Leave Liability</li> <li>• Special Reserve Funds/Other Funds</li> </ul>
Tuesday, March 3	7:00 p.m.	L-101	Special Meeting	<u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> <li>• Public Works (Engineering, Highway, Solid Waste)</li> <li>• Community Development and Improvements (Town Planner, TPZ, ZBA, Building Department, Conservation Commission, Economic Development Commission)</li> <li>• Health</li> </ul>
Tuesday, March 10	7:00 p.m. 8:00 p.m.	L-101 (or Council Chambers if needed for PH)	<b>Public Hearing</b> Regular Meeting	<u>Town Manager's Proposed Budget</u> <ul style="list-style-type: none"> <li>• Any Regular Council Business</li> </ul> <u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> <li>• Board of Education</li> </ul>
Thursday, March 12	7:00 p.m.	L-101	Special Meeting	<u>Departmental Budget Reviews</u> <ul style="list-style-type: none"> <li>• Public Safety (Fire, Police, Street Lighting, Emergency Management, EMS, Hydrants)</li> <li>• Human Services</li> <li>• Senior and Disabled Center</li> </ul>
Tuesday, March 17	7:00 p.m.	L-101	Special Meeting	<u>Departmental/Budget Reviews</u> <ul style="list-style-type: none"> <li>• CIP</li> <li>• Debt Service</li> <li>• Equipment Reserve</li> </ul>
Wednesday, March 18	7:00 p.m.	L-101	Special Meeting	<u>Departmental/Budget Reviews</u> <ul style="list-style-type: none"> <li>• Library</li> <li>• Parks and Recreation/Grounds</li> <li>• Miscellaneous programs not previously discussed</li> </ul>
Tuesday, March 24	7:00 p.m.	L-101 (or Council Chambers)	Regular Meeting	<ul style="list-style-type: none"> <li>• <b>Set Tentative Budget</b></li> <li>• Regular Council Business</li> </ul>
Thursday, April 2	7:00 p.m. 8:00 p.m.	L-101 (or Council Chambers)	<b>Public Hearing</b> <b>Special Meeting</b>	<b>Town Council's Proposed Budget</b> <b>Changes to proposed budget, if needed</b>
Tuesday, April 14	7:00 p.m.	L-101 (or Council Chambers)	Regular Meeting	<b>Adopt Budget and Set Mill Rate</b> Regular Agenda
April 13-17				HOLIDAY/SCHOOL VACATION
Tuesday, April 28	7:00 p.m.	L-101	Regular Meeting	Regular Agenda

\*Per Charter §C-805: Within 20 days after holding the second public hearing, the Council shall complete its consideration of the budget and after making such modifications and amendments to said budget as it may deem advisable, it shall adopt the Town budget by a majority vote of all its members.



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 22, 2015  
**Re:** Resignation—Jane Murphy: Town Hall Renovations Project Building Committee 2014

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I am attaching a copy of the communication emailed to me today indicating that Jane Murphy is resigning as a member of the above-mention Project Building Committee effective immediately. Ms. Murphy was appointed to the committee on 10/29/14 for an indefinite term.

Pursuant to §8-40 of the Newington Code of Ordinances the Town Council is the appointing authority.

Lane, Tanya D.

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**From:** Jane Murphy [jamurf69@gmail.com]  
**Sent:** Thursday, January 22, 2015 11:08 AM  
**To:** Barbara DeMaio; Lane, Tanya D.; Trevethan, Jaime  
**Subject:** Re: Town Hall Renovation Committee

Barbara,

I apologize for not getting back to you. Hopefully this will meet your needs so that you can move forward.

For personal reasons, I am resigning my appointment to the Town Hall Renovation Committee effective immediately.

I do appreciate the opportunity to be a part of the committee, and with the committee success in their venture.

Sincerely,

Jane Murphy  
261 Main St  
Newington, CT 06111

On Tue, Jan 20, 2015 at 11:13 PM, Barbara DeMaio <[barb37sunny@cox.net](mailto:barb37sunny@cox.net)> wrote:  
Hello Jane,

I'm sorry to hear that you will be stepping down from the town hall renovations committee.

If you have not already done so, please send a letter or email to the Town Clerk, Tanya Lane, so she can be sure the Town Manager and Town Council are formally notified. This will enable us to put a new name forward to replace you on this committee. Please copy Jaime Trevethan in the Town Manager's office and me. Here are the email addresses:

[tlane@newingtonct.gov](mailto:tlane@newingtonct.gov)  
[jtrevethan@newingtonct.gov](mailto:jtrevethan@newingtonct.gov)  
[barb37sunny@cox.net](mailto:barb37sunny@cox.net)

If you have any questions, please feel free to give me a call at [203-530-3204](tel:203-530-3204).

Thank you and I wish you all the best.

Barbara DeMaio, Chairperson  
Nominating Committee  
Newington Democratic Town Committee

Sent from my iPhone

RECEIVED & RECORDED IN  
NEWINGTON LAND RECORDS

2015 JAN 22 PM 12: 24

BY *Tanya D Lane*  
TOWN CLERK

01/22/2015

AGENDA ITEM: VI.A.1.

DATE: 1-27-15

RESOLUTION NO. \_\_\_\_\_

RESOLVED:

That the Newington Town Council hereby accepts the resignation of Jane Murphy from the Town Hall Renovations Project Building Committee per a communication dated January 22, 2015.

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

AGENDA ITEM: VI.A.2.

DATE: 1-27-15

RESOLUTION NO. \_\_\_\_\_

RESOLVED:

That the Newington Town Council hereby makes the following appointment:

**Town Hall Renovations Project Building Committee**

7 Members (2 NTC, 5 Public)  
Party max.: 5

Name	Address	Party	Term	Replaces
			IMMED – INDEFINITE	J. Murphy (resigned 1- 2015)

MOTION BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

AGENDA ITEM: VII

DATE: 1-27-15

RESOLUTION NO. \_\_\_\_\_

RESOLVED:

That property tax refunds in the amount of \$1,664.82 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 27, 2015**

Sally Hanrahan Estate 1121 New Britain Avenue West Hartford, CT 06110	\$284.17
Nissan Infiniti – LT Tax Operations P.O. Box 650214 Dallas, TX 75265-0214	\$157.76
Vincent Maselli 171 Hartford Road, Apt. A7 New Britain, CT 06053	\$161.75
Ean Holdings LLC 8 Ella Grasso Boulevard Windsor Locks, CT 06096	\$813.41
Chelsea Leser 6 Trumbull Street Newington, CT 06111	\$247.73
<b>Total</b>	<b>\$1,664.82</b>