



Tanya D. Lane
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

MAYOR ROY ZARTARIAN

NEWINGTON TOWN COUNCIL

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

**AGENDA
February 28, 2017
7:00 p.m.**

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone: 860-665-8736**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
- V. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION
- VI. CONSIDERATION OF OLD BUSINESS (Action May Be Taken)
 - A. Anna Reynolds Renovations/Project Building Committee
 - B. Discussion: MDC
- VII. CONSIDERATION OF NEW BUSINESS (**Action May Be Taken by Waiving the Rules**)
 - A. Administrative Group Wages
- VIII. RESIGNATIONS/APPOINTMENTS (**Action May Be Taken**)
 - A. Appointments to Boards and Commissions
 1. Affordable Housing Monitoring Agency
 2. Board of Assessment Appeals
 3. Commission on Aging and Disabled
 4. Balf-Town Committee
 5. Building Code Board of Appeals
 6. Capitol Region Council of Governments (CRCOG)
 7. Central Connecticut Health District Board of Directors (CCHD)
 8. Conservation/Inland Wetlands Commission
 9. Development Commission
 10. Employee Insurance & Pension Benefits Committee
 11. Environmental Quality Commission
 12. Board of Ethics
 13. Fair Rent Commission

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@newingtonct.gov
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14. Newington Housing Authority
15. Human Rights Commission
16. John Wallace Wing Reconfiguration Project Building Committee
17. Library Board of Directors
18. Newington CATV Advisory Council
19. Newington School Career Technical Program Renovation Project Building Committee
20. Open Space Committee
21. Standing Insurance Committee
22. STEM Academy PBC
23. Town Hall Renovations Project Building Committee
24. Town Plan & Zoning Commission
25. Tri-Town Community Cable Access
26. Vehicle Appeals Board
27. Zoning Board of Appeals

- IX. TAX REFUNDS (**Action Requested**)
- X. MINUTES OF PREVIOUS MEETINGS
 - A. Regular Meeting, February 14, 2017
- XI. WRITTEN/ORAL COMMUNICATIONS FROM THE TOWN MANAGER, OTHER TOWN AGENCIES AND OFFICIALS, OTHER GOVERNMENTAL AGENCIES AND OFFICIALS AND THE PUBLIC
- XII. COUNCIL LIAISON/COMMITTEE REPORTS
- XIII. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone: 860-665-8736**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
- XIV. REMARKS BY COUNCILORS
- XV. EXECUTIVE SESSION RE: PENDING LITIGATION
- XIV. ADJOURNMENT



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OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council

From: Jaime Trevethan, Asst. to the Town Manager (on behalf of Tanya D. Lane,
Town Manager)

Date: February 24, 2017

Re: Anna Reynolds School Renovation Committee

At the February 14, 2017 meeting, the Council discussed the possible formation of a committee to address the building renovation needs at Anna Reynolds School. There will be an item on the February 28 Town Council agenda for additional discussion and Council consideration on forming a building committee.

Attach.

AGENDA ITEM: VI.A.

DATE: 2-28-17

RESOLUTION NO. _____

RESOLVED:

In accordance with Article X, Section 8-39 et seq., Project Building Committees, of the Newington Code of Ordinances, the Newington Town Council hereby establishes an Anna Reynolds School Renovations Project Building Committee.

Said committee is charged to work with the Town Manager (and/or his/her designee), Superintendent of Schools, and any other appropriate Town staff regarding renovations at Anna Reynolds Elementary School; which shall comply with the appropriate sections of the Fire Code, Health Code, Building Code and OSHA regulations, regulations of the Americans with Disabilities Act, and any other health and/or safety code regulations currently in force.

BE IT FURTHER RESOLVED:

Anna Reynolds School Renovations Project Building Committee shall be comprised of _____ (__) members, of which _____ (__) shall be representatives of the Town Council and _____ (__) shall be from the Board of Education.

BE IT FURTHER RESOLVED:

That the Newington Town Council hereby appoints the following members to the Anna Reynolds School Renovations Project Building Committee:

(TBD)

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



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Town Manager

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OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council

From: Jaime Trevethan, Asst. to the Town Manager (on behalf of Tanya D. Lane,
Town Manager)

Date: February 24, 2017

Re: West Hartford Town Council MDC Resolution

As discussed at the February 14 Council meeting the West Hartford Town Council recently passed the attached resolution to express concern over the method by which the MDC sewer system is funded and urge the MDC to take a more proactive approach to its budget in the coming years. There is an item on the February 28 Newington Town Council agenda to continue to discuss the item and consider whether Newington wishes to take similar action. Town Attorney Ben Ancona will be in attendance for the discussion.

Attach.

**RESOLUTION CONCERNING BUDGET PROCEDURES OF THE
METROPOLITAN DISTRICT COMMISSION**

WHEREAS, The Metropolitan District Commission ("MDC") is a non-profit municipal corporation which was chartered by the Connecticut General Assembly in 1929 to provide potable water and sanitary sewage services on a regional basis, and

WHEREAS, the authority of MDC to operate is still derived from State law, including its charter which is published as the "Compiled Charter of The Metropolitan District" and which is revised from time to time (the "Charter"); and

WHEREAS, the MDC implements aspects of its authority through the adoption and implementation of ordinances; and

WHEREAS, the MDC is currently comprised of eight member municipalities, including the Town of West Hartford, the City of Hartford and the towns of Bloomfield, East Hartford, Newington, Rocky Hill, Wethersfield and Windsor; and

WHEREAS, the MDC also provides its services to a number of other non-member municipalities on a contractual basis; and

WHEREAS, the MDC generates revenue to fund its water services from the sale of that water to individual users, but finances the provision of sanitary sewer services through the imposition of an ad valorem tax levied directly upon the eight member municipalities; and

WHEREAS, the MDC is required to adopt a three-part annual calendar-year budget pursuant to Charter Chapter 3 which includes the fixed charges and expenses (including a contingency fund) to operate the sanitary sewer system as well as offsetting ad valorem tax revenues to cover them pursuant to Charter Section 3-4; and

WHEREAS, this ad valorem tax system effectively makes each member municipality the collection agent for the MDC by requiring those municipalities to pass through the MDC's ad valorem tax to their local taxpayers; and

WHEREAS, pursuant to Charter Section 3-13, if a member town defaults on its ad valorem tax payment obligation, the MDC has the authority to execute against the goods and estate of the inhabitants of such defaulting member town but such procedures may take time during which the MDC must continue to operate, and

WHEREAS, the City of Hartford currently faces extraordinary fiscal challenges and has put the MDC on notice that it may not be able to make all of its ad valorem tax payments to the MDC in fiscal year 2017 on a timely basis; and

WHEREAS, the City of Hartford is responsible for roughly 26% of the ad valorem tax imposed upon the 8 member municipalities by the MDC annually; and

WHEREAS, in response to the possibility of default by the City of Hartford, the MDC ultimately adopted a calendar year 2017 budget which included an additional ad valorem tax levy to be imposed upon the member towns if, and only to the extent that a member municipality fails to make its ad valorem tax payments; and

WHEREAS, West Hartford's resulting additional ad valorem payment to the MDC could be as much as \$1,777,000 for calendar year 2017; and

WHEREAS, by the time the MDC reacted to Hartford's serious financial concerns it was late in the annual budget-making process and its proposed resolution was dictated, in part, by the need to satisfy concerns of third parties associated with a much-needed bond issue which also happened to be scheduled for the beginning of December, 2016; and

WHEREAS, the legal authority of the MDC to impose the additional tax levy has been questioned, but the Town of West Hartford recognizes the importance of that levy to the MDC in managing its credit rating and refinancing its debt; and

WHEREAS, the limitations contained within the Charter prevented the consideration of alternatives by which this additional ad valorem tax levy might have been avoided

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF WEST HARTFORD THAT the Town Council hereby expresses its concerns that:

1. The additional levy imposed by the MDC in its 2017 budget demonstrates a fundamental flaw in the way the MDC's sewer services are funded;
2. Hartford's financial distress has been public knowledge for some months but the MDC did not undertake the planning needed to address the potential impacts of those problems on its 2017 budget or upon its bond issue until far too late;
3. The additional levy adopted for 2017 should not become an annual mechanism, but should be viewed as a one-time solution to a sudden and unanticipated problem which the member municipalities agreed to participate in because of the serious and detrimental consequences inherent in the alternatives and;

BE IT FURTHER RESOLVED THAT the Town Council urges the MDC to undertake a more comprehensive and proactive budget process in future years; and

BE IT FURTHER RESOLVED THAT the MDC should work with its member municipalities as well as the Connecticut General Assembly to identify potential Charter revisions which would address the structural deficiencies in the manner by which the MDC funds sewer services, including, but not limited to:

1. Revising or replacing the ad valorem tax mechanism used to fund sanitary sewer operations at the MDC with a user-fee based system similar to that which is used to fund the provision of water services;

2. Allowance for MDC to undertake borrowing if a municipality defaults on any of its ad valorem payments which would permit it to withstand short-term revenue losses through the next budget cycle;
3. Clarification and enhancement of MDC's collection powers in the event of a failure by a member municipality to pay its ad valorem tax levy

BE IT FURTHER RESOLVED THAT this Resolution be communicated to the MDC and the governing body of the member towns (Bloomfield, East Hartford, Hartford, Newington, Rocky Hill, Wethersfield, and Windsor).

Van Winkle
1/24/17



Tanya D. Lane
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: Tanya D. Lane, Town Manager
Date: February 24, 2017
Re: Administrative Group Wage Increases

The Council adopted FY2016-17 budget contains \$105,889 for salary increases for eligible Administrative Group (non-union) personnel for the current fiscal year. In compliance with § C-903, I am recommending Council approves a transfer of \$84,781 out of the Contingency account for this purpose—an amount less than budgeted.

This transfer would include retroactive pay for all employees in the Administrative Group. When the AFSCME contract was negotiated, management proposed the elimination of seniority. The union denied the request. The trade-off was that the Union would retain their seniority rights, but forfeit retroactive pay.

Unlike AFSCME members, Administrative employees do not have anything to gain or retain in exchange for giving up retroactive pay. I feel that they have earned and deserve this money.

There are a total of 58 employees in the Administrative group: 14 employees in this group work for the Board of Education. Their salary increases are determined and awarded by the Board of Education and not subject to Council approval. Of the remaining 44 employees—16 are department heads.

It has always been the objective of the Town Council to direct the Town Manager to conduct an annual performance evaluation (review) for each department head. In my capacity as Acting Town Manager and now as Town Manager, I have worked with the department heads for one year—an adequate length of time to be able to execute a performance assessment. The determination of individual raises would be performance-based.

I am willing to accept and undertake this task. I am asking to be able to do it with the knowledge that Council has approved the raises I am requesting. The actual evaluation will not involve the completion of an evaluation form—one does not exist. Nor can I locate any paperwork or files used by my predecessor to use as a template. Absent a software solution, I am prepared to formulate questions and goals for the evaluation process.

All non-union/non-management employees will be evaluated by their Department Heads as part of this process.

AGENDA ITEM: VIII.A

DATE: 2-28-17

RESOLUTION NO: _____

RESOLVED:

That the Newington Town Council hereby makes the following appointment(s):

5. COMMISSION ON AGING AND DISABLED

9 members, 3 year term

Name	Address	Party	Term	Replaces
Tony Boni	50 Millbrook Court	R	Immed. – 11/30/2018	Vacant

7. CENTRAL CT HEALTH DISTRICT BOARD OF DIRECTORS

4 members, 4 year term

Name	Address	Party	Term	Replaces
John Richter	87 Fisk Drive	R	Immed. – 6/30/2019	Vacant

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

AGENDA ITEM: IX

DATE: 2-28-17

RESOLUTION NO. _____

RESOLVED:

That property tax refunds in the amount of \$6,170.00 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 – FEBRUARY 28, 2017

Tae & Tina Lee 32 Chaplin Street Newington, CT 06111	\$214.50
Teresa Frausto 78 Cypress Road Newington, CT 06111	\$6.15
Joseph & Shirley Bonito 56 Churchill Drive Newington, CT 06111	\$464.76
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040	\$346.67
Nissan Infiniti-LT Tax Operations P.O. Box 650214 Dallas, TX 75265-0214	\$306.66
Prospect Street Tennis 2433 Main Street Rocky Hill, CT 06067	\$4,831.26
Total	\$6,170.00