



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
May 9, 2017
7:00 p.m.**

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- I. PLEDGE OF ALLEGIANCE
 - II. ROLL CALL
 - III. APPROVAL OF AGENDA
 - IV. AWARDS/PROCLAMATIONS
 - A. Chris Greenlaw – Town Engineer
 - V. PUBLIC PARTICIPATION – IN GENERAL (**In Person/Via Telephone: 860-665-8736**)
(3 MINUTE TIME LIMIT PER SPEAKER ON ANY ITEM)
 - VI. REMARKS BY COUNCILORS ON PUBLIC PARTICIPATION
 - VII. CONSIDERATION OF OLD BUSINESS (**Action May Be Taken**)
 - A. Appointment of Auditor
 - B. Memorandum of Understanding: Digital Signs on Town Property
 - VIII. CONSIDERATION OF NEW BUSINESS (**Action May Be Taken by Waiving the Rules**)
 - A. Discussion: MDC
 1. General Updates
 2. Monthly Billing
 - B. Discussion: Social Media Policy
 - C. Discussion: Code of Ordinances
 - IX. 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)

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@newingtonct.gov
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7. Central Connecticut Health District Board of Directors (CCHD)
8. Conservation/Inland Wetlands Commission
9. Development Commission
10. Employee Insurance & Pension Benefits Committee
11. EMS Committee
12. Environmental Quality Commission
13. Board of Ethics
14. Fair Rent Commission
15. Newington Housing Authority
16. Human Rights Commission
17. John Wallace Wing Reconfiguration Project Building Committee
18. Library Board of Directors
19. Newington CATV Advisory Council
20. Newington School Career Technical Program Renovation Project Building Committee
21. Open Space Committee
22. Standing Insurance Committee
23. STEM Academy PBC
24. Town Hall Renovations Project Building Committee
25. Town Plan & Zoning Commission
26. Tri-Town Community Cable Access
27. Vehicle Appeals Board
28. Zoning Board of Appeals

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

XI. MINUTES OF PREVIOUS MEETINGS

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

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

XIII. COUNCIL LIAISON/COMMITTEE REPORTS

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

XV. EXECUTIVE SESSION RE: CONTRACTS/REAL ESTATE

XVI. REMARKS BY COUNCILORS

XVII. ADJOURNMENT

AGENDA ITEM: III._____

DATE: 5-9-17_____

RESOLUTION NO. _____

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

WHEREAS, Mr. Greenlaw has served as the Town Engineer since 2011, having previously served as an Engineering Technologist and Assistant Town Engineer for Newington; and

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

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

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

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

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

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

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



Tanya D. Lane
Town Manager

TOWN OF NEWINGTON

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NEWINGTON, CONNECTICUT 06111

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: May 5, 2017

Re: Appointment of Auditor

As discussed at the April 25 Town Council meeting, pursuant to §610 of the Town Charter, the Town Council shall annually appoint an independent public accountant or firm to examine and certify the Town's financial records in accordance with statutory provisions. Connecticut General Statutes §7-396 and §4-232 provide that the appointing authority of any municipality must file with the Secretary of the Office of Policy and Management (OPM) the name of the independent auditor designated to conduct its annual audit within at least thirty (30) days prior to the end of the fiscal year.

Last year the Town issued a Request for Proposals for audit services for the fiscal year ending June 30, 2016 and for two subsequent years. As a result of that RFP, the firm of Blum Shapiro was selected as the Town's independent auditor. The auditor must be re-appointed each year; this is the second year of the three-year agreement. This item appears on the May 9, 2017 Council meeting for Council consideration.

AGENDA ITEM: IV.A.

DATE: 5-9-17

RESOLUTION NO. _____

RESOLVED:

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

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



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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: May 5, 2017
Re: Memorandum of Understanding (MOU): Digital Signs

Please see the attached proposed MOU between the Town Council and Town Plan and Zoning Commission which indicates that the Town Council agrees to obtain consent from the TPZ prior to authorizing any additional digital signage to be placed on Town property. Per recent discussions by the Council and TPZ, the MOU has been amended to remove an incorrect reference to a 2011 Council action.

A resolution is attached for Council consideration to authorize the Mayor to execute the MOU. The TPZ has also authorized its Chairperson Frank Aieta to execute the MOU.

Attach.



Tanya D. Lane
Town Manager

TOWN OF NEWINGTON

131 Cedar Street Newington, Connecticut 06111

Town Plan and Zoning Commission

Craig Minor, AICP
Town Planner

Memorandum of Understanding

WHEREAS, the Newington Town Plan and Zoning Commission ("TPZ") is the zoning authority for the Town of Newington, and

WHEREAS, digital signage is prohibited in Newington per Sec. 6.2.1.E of the Zoning Regulations adopted by the TPZ on June 8, 2011, and

WHEREAS, the Newington Town Council ("Town Council") is the legislative body of the Town of Newington, and

WHEREAS, all municipal property is exempt from the Zoning Regulations per a Resolution adopted by the Town Council on May 25, 1970, and

WHEREAS, it is the desire of the TPZ and the Town Council to act in a manner that respects each other's authority and aspirations.

NOW, THEREFORE, it is hereby agreed by and between the TPZ and the Town Council that the Town Council shall not authorize the placement of any digital signage on any Town-owned property without the prior consent of TPZ.

WE THE UNDERSIGNED have read and agree with this MOU.

Chairman
Town Plan and Zoning Commission

Mayor
Town of Newington

date

date

AGENDA ITEM: VI.B.

DATE: 5-9-17

RESOLUTION NO. _____

RESOLVED:

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

MOTION BY: _____

SECONDED BY: _____

VOTE: _____



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OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council

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

Date: May 05, 2017

Re: MDC Items

There will be an item on the May 9, 2017 Town Council Agenda to discuss various topics related to the Metropolitan District (MDC). Newington's representatives to the MDC Board of Directors will be in attendance to give general updates on the MDC and MDC staff will be in attendance to introduce the new monthly billing program.



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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: May 05, 2017

Re: Discussion: Code of Ordinances

At the request of the Agenda Committee, there will be an item on the May 9 Council agenda for a general discussion on various proposed ordinances as well as amendments to current ordinances. At this time, there are no introductions to be made or action to be taken by the Council. Any proposed amendments to the Code will be considered in accordance with Section 406 of the Town Charter.



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MEMORANDUM

To: Newington Town Council

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

Date: May 05, 2017

Re: Social Media Policy

At the request of several Councilors there will be an item on the May 9, 2017 Council agenda to discuss the creation of an ad-hoc Subcommittee of the Council that will work with the Town Attorney and related staff to create a Town social media policy. This item is for discussion only, action may be taken at a future meeting.

AGENDA ITEM: X

DATE: 5-9-17

RESOLUTION NO. _____

RESOLVED:

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

MOTION BY: _____

SECONDED BY: _____

VOTE: _____

TAX REFUNDS – May 9, 2017

Ryder Truck Rental LT 99 Murphy Road Hartford, CT 06114	\$83.41
Nissan Infiniti – LT Tax Operations P.O. Box 650214 Dallas, TX 75265-0214	\$147.97
Ally Financial Louisville PPC P.O. Box 9001951 Louisville, KY 40290-1951	\$1,799.55
Nissan Infiniti – LT Tax Operations P.O. Box 650214 Dallas, TX 75265-0214	\$130.13
Subaru Motors Finance P.O. Box 901076 Fort Worth, TX 76101-9810	\$873.54
MTP Auto Leasing Svc. Inc. 247-25 Jericho Tpke. Bellerose, NY 11426	\$699.98
Hyundai Lease Titling Attn: Property Tax Refunds 3161 Michelson Dr., Ste. 1900 Irvine, CA 92612	\$81.13
Total	\$3,815.71