



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

**September 8, 2015**

**7:00 p.m. (or immediately following Public Hearing)**

**\*\*Public Hearing re: Student Technology Insurance Fund Ordinance  
to be held at 6:55 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. New Ordinance – Student Technology Insurance Fund
    - B. Discussion: Town Hall Renovations Project
    - C. Administrative Group Performance Evaluations/Merit Increases
    - D. Open Space Committee
  - V. CONSIDERATION OF NEW BUSINESS (Action May Be Taken by Waiving the Rules)
    - A. Capitol Workforce Partners Intergovernmental Consortium Agreement
    - B. Lease-Purchase – Fire Department Apparatus
    - C. Discussion: Deming Young Farm
    - D. Disband Completed Project Building Committees
      - 1. Newington High School Track Renovation PBC
      - 2. Senior & Disabled Center Roof Replacement PBC
      - 3. Newington School Improvements PBC
      - 4. Firehouse Expansion PBC
      - 5. BOE Roof Replacement PBC
      - 6. West Meadow Cemetery Expansion PBC
  - VI. RESIGNATIONS/APPOINTMENTS (Action May Be Taken)
    - A. Commission on Aging & Disabled
      - 1. Accept the Resignation of William DeMaio
      - 2. Appoint a Replacement (TBD)
    - B. Board of Parks & Recreation

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

1. Accept the Resignation of William DeBlasio
2. Appoint a Replacement
- C. 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. Board of Ethics
  6. Capitol Region Council of Governments
  7. Central Connecticut Health District Board of Directors
  8. Committee on Community Safety
  9. Conservation Commission
  10. Development Commission
  11. Downtown Revitalization Committee
  12. Employee Insurance & Pension Benefits Committee
  13. Environmental Quality Commission
  14. Board of Ethics
  15. Fair Rent Commission
  - 16. Greater Hartford Transit District Board of Directors**
  17. Newington Housing Authority
  18. Human Rights Commission
  19. Library Renovations/Addition Project Building Committee
  20. Newington School Career Technical Program Renovation Project Building Committee
  21. Open Space Committee
  - 22. Board of Parks and Recreation**
  23. School Improvements Project Building Committee
  24. STEM Academy PBC
  25. Senior & Disabled Center Roof Replacement Project Building Committee
  26. Standing Insurance Committee
  27. Town Hall Renovations Project Building Committee
  28. Town Plan & Zoning Commission
  29. Tri-Town Community Cable Access
  30. Vehicle Appeals Board
  31. West Meadow Cemetery Expansion Project Building Committee
  32. Zoning Board of Appeals

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

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

- A. Town Hall Public Hearing, August 3, 2015
- B. Regular Meeting, August 11, 2015

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. EXECUTIVE SESSION RE: PERSONNEL

XIV. ADJOURNMENT



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: September 03, 2015  
Re: Ordinance: Student Technology Insurance Fund

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Attached is a draft of an ordinance to establish the Student Technology Insurance Fund.

Similar to the Employee Leave Liability Fund, Public School Capital Improvement Projects Fund and Other Post-Employment Benefits Trust Fund, ordinances provide for the creation of funds.

The purpose of the fund is to account for fees collected and related expenses connected with issuance of computer devices associated with Newington Public Schools 1:1 Technology Initiative. As suggested by our auditors, this ordinance will provide guidance for accounting of the fund in the future.

The Town Council introduced the ordinance at the July 28, 2015 and a Public Hearing regarding the ordinance will be held immediately prior to the September 8, 2015 Council meeting. An item will appear on the September 8 regular meeting agenda to further discuss and consider the attached resolution to adopt the ordinance. If adopted, the ordinance will go into effect 15 days after publication. Please see the attached ordinance procedure information for more information.

Attach.

## New Ordinance Procedure

### Newington Town Charter

#### § C-405. Introduction of Ordinances.

All ordinances, together with a written statement of purpose, shall be introduced at a regular or special meeting of the Council in written form by a member of the Council. It shall be the duty of the Clerk of the Council immediately upon each introduction to file a copy of such proposed ordinance with the Town Clerk. It shall be the duty of the Town Clerk or his/her designee immediately upon receipt of such proposed ordinance to prepare sufficient copies of such ordinance, one copy of which shall be retained in the Town Clerk's office for public inspection, one copy posted on the Town bulletin board and website, and one copy distributed to each member of the Council and to the Manager. No discussion shall be had upon a proposed ordinance at the meeting at which it is introduced, except for an explanation by the Councilor moving such ordinance.

#### § C-406. Public Hearings and Passage of Ordinance.

Before an ordinance, except an emergency ordinance, shall be voted upon, the Council shall hold at least one public hearing, five days notice of which shall be given by publishing the notice and the proposed ordinance in full at least once in a newspaper having circulation in the Town and by posting the notice and the proposed ordinance in full on the Town bulletin board and website with the full proposed ordinance also available in the Town Clerk's office. After such public hearing, the Council may make such changes as it considers advisable before voting upon said ordinance. Notice of the passage of an ordinance, described by title or subject matter and statement of purpose, together with such changes in the proposed ordinance, shall be published at least once in a newspaper having a circulation in the Town, and an ordinance, except an emergency ordinance, shall become effective 15 days after such notice is published, provided that, if a petition for a referendum is filed with the Town Clerk within the time specified in § C-410, the ordinance shall not become effective except in accordance with the provisions of § C-410. All adopted ordinances shall be filed with the Town Clerk and kept as a public record in the form of a suitably indexed volume or volumes of ordinances.

AGENDA ITEM: IV.A.

DATE: 9-08-15

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

RESOLVED:

That the Newington Town Council hereby amends the Newington Code of Ordinances by adopting an ordinance entitled "Student Technology Insurance Fund", a copy of said ordinance is attached to the resolution.

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

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

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

# DRAFT ORDINANCE

## Purpose.

The Student Technology Insurance Fund (the "Fund") is hereby established to account for and finance the Town's repair and replacement costs of computer devices associated with Newington Public Schools 1:1 Technology Initiative. Said fund shall serve as a means to set aside funds in accordance with Newington Public Schools 1:1 Technology Initiative.

## Revenue.

The Newington Board of Education is authorized to establish fees and charges intended to generate income support for the Fund. No appropriations or transfers from the General Fund shall be deposited into the Fund. During the fiscal year, there shall be paid into the Fund:

- A. Fees charged to students and families to purchase insurance to cover accidental damage for the device as set by the Board of Education per school year;
- B. Reimbursements charged to students and families for repairs and/or replacement parts for maintenance completed by Newington Public Schools;
- C. Monies recovered from third parties, subrogation, direct recoveries or litigation;
- D. Interest earnings.

## Expenditures.

The Director of Finance is authorized to draw upon the balance of the Fund to pay for uninsured losses and/or repair and replacement costs upon certification of Newington Public Schools' Chief Financial Officer as to the validity of the expenditure. No expenditures from said Fund shall be used for capital improvements or capital equipment other than successor computer devices associated with Newington Public School's 1:1 Technology Initiative. No other expenditures shall be made from the balance of the Fund, nor shall any transfers be made from the Fund for any purpose not authorized herein.

## Fund balance.

The unexpended balance of the Fund together with interest earnings, may accrue and the balance thereof shall not be subject to lapsing at the close of any fiscal period. The balance of said Fund or any portion thereof may be invested separately or in conjunction with other idle Town funds, but any applicable interest earnings shall be credited to said Fund. The Town is not obligated to restore any monies from Town's operating General Fund budget. The Board of Education shall address additional funding as it deems appropriate.



John Salomone  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

**To:** John L. Salomone, Town Manager  
**From:** Jeff Baron, Director of Administrative Services  
**Date:** August 20, 2015  
**Re:** Town Hall Renovations

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The Town Hall Renovations Project Building Committee has directed that modifications be made to the new building concept that was discussed earlier with the Town Council. These modifications are expected to reduce both the size and the cost of the new building concept. The Committee would like to provide an informational update to the Town Council on September 8<sup>th</sup> and requests that an item be added to the Town Council's Agenda for that date that will allow them to do so.



SITE GRADING PLAN

NEWINGTON TOWN HALL

AUGUST 25, 2015



**PROGRESS PRINT**  
 DATE: August 25, 2015  
 NOT FOR CONSTRUCTION



AREA CALCULATIONS	
UPPER LEVEL	22,546 GROSS SQ. FT.
MAIN LEVEL	22,546 GROSS SQ. FT.
LOWER LEVEL	17,850 GROSS SQ. FT.
GYMNASIUM LEVEL	27,425 GROSS SQ. FT. (WITH TWO GYMS)
TOTAL	90,367 GROSS SQ. FT. (WITH TWO GYMS)

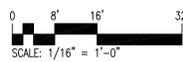


**UPPER LEVEL**

**LEGEND**

--- OUTLINE OF EXISTING BUILDING

**PROGRESS PRINT**  
 DATE: August 28, 2015  
 NOT FOR CONSTRUCTION



AREA CALCULATIONS	
UPPER LEVEL	22,546 GROSS SQ. FT.
MAIN LEVEL	22,546 GROSS SQ. FT.
LOWER LEVEL	17,850 GROSS SQ. FT.
GYMNASIUM LEVEL	27,425 GROSS SQ. FT. (WITH TWO GYMS)
TOTAL	90,367 GROSS SQ. FT. (WITH TWO GYMS)

MAIN ENTRY  
↓



LOWER ROOF BELOW

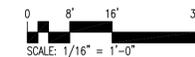
GYM ROOF BELOW

**MAIN LEVEL**

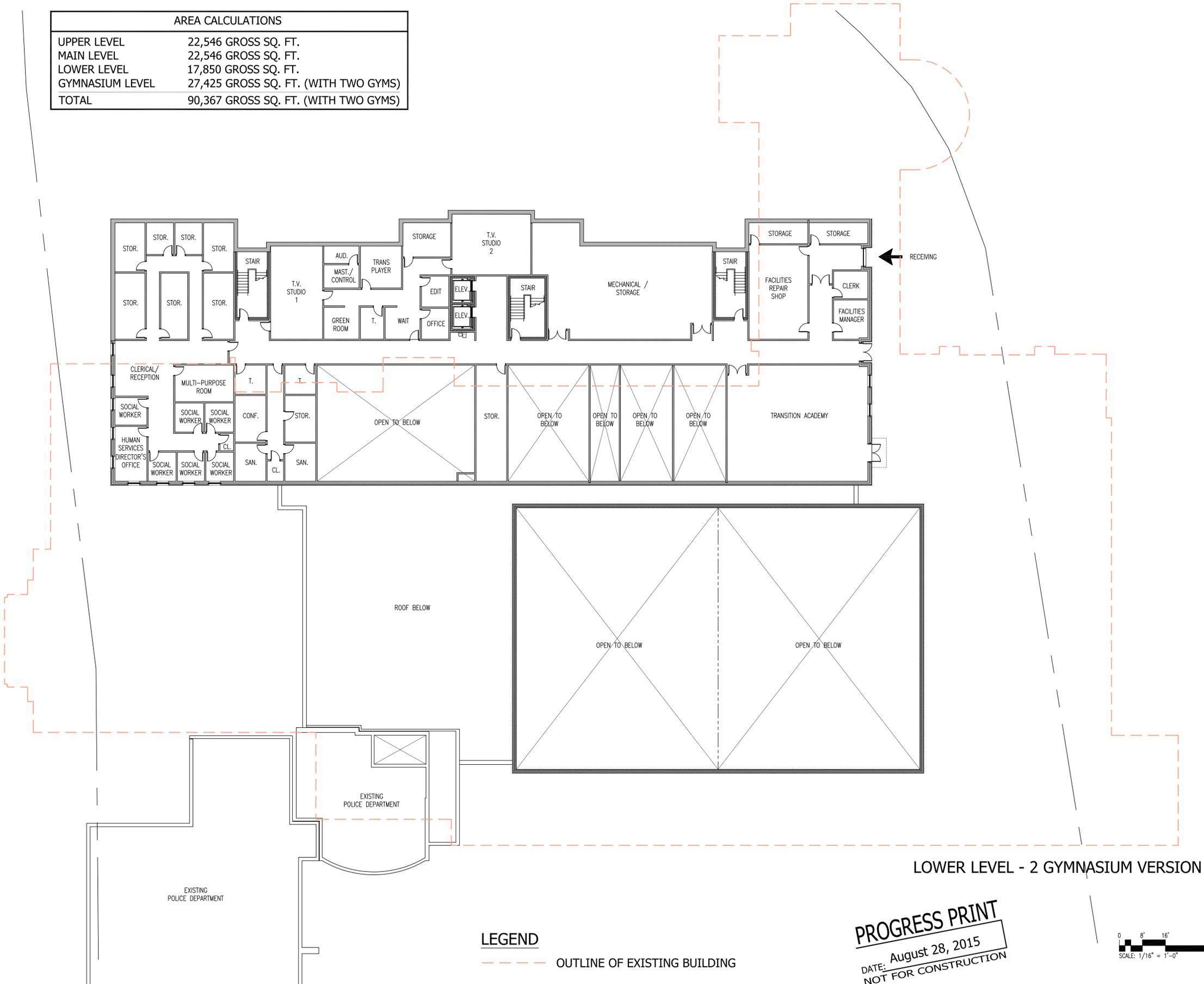
**LEGEND**

--- OUTLINE OF EXISTING BUILDING

**PROGRESS PRINT**  
DATE: August 28, 2015  
NOT FOR CONSTRUCTION



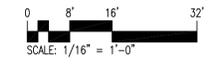
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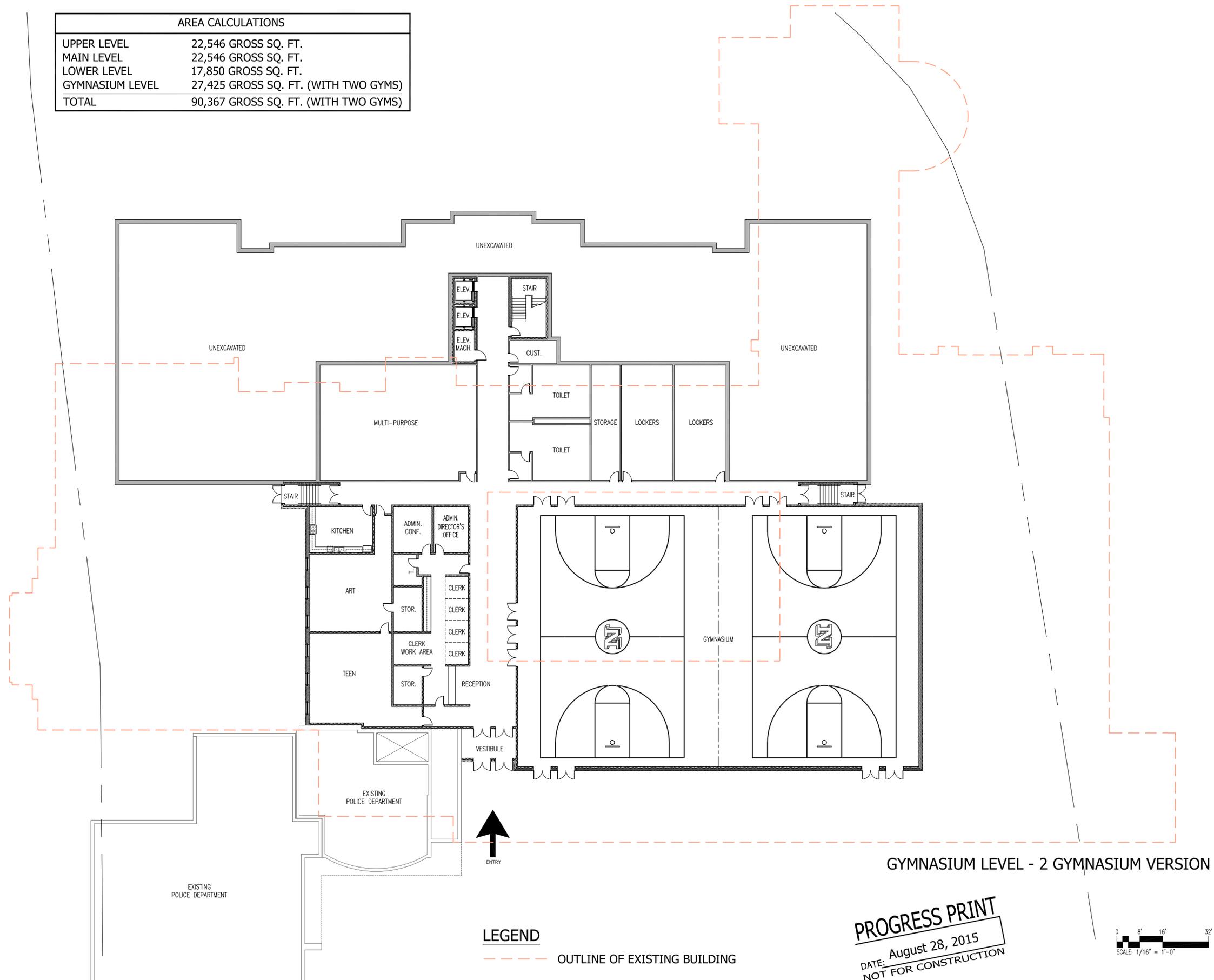
LOWER LEVEL - 2 GYMNASIUM VERSION

**LEGEND**  
 - - - - - OUTLINE OF EXISTING BUILDING

**PROGRESS PRINT**  
 DATE: August 28, 2015  
 NOT FOR CONSTRUCTION



AREA CALCULATIONS	
UPPER LEVEL	22,546 GROSS SQ. FT.
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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: September 4, 2015  
Re: Administrative Group Evaluations & Proposed Amendment to Classification and Pay Plan

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As discussed at the last Council meeting, The Council adopted FY 2015-16 budget contains funding for an approximate 3% salary increase for eligible Administrative Group (non-union) personnel for the current fiscal year. There are 41 employees in the Administrative Group ranging from entry-level to department heads. These non-union employees include IT department staff, social workers, Senior Center staff, Town Clerk department staff, Town Manager's Office staff, certain administrative assistants, etc.

At the August 11 meeting, the Council requested to receive information regarding employee wage increases for other area towns. The requested information is attached.

Last year, the Town Council set as a goal for the Town Manager to conduct an annual performance evaluation (review) for each department head. These evaluations have been completed again this year and department heads' increases will be contingent upon the evaluations. In addition all other non-union/non-management employees are currently being evaluated by their department heads. The majority of the eligible non-management administrative group employees' evaluations have been completed with the remaining evaluations to be completed in the near future.

According to §902 of the Newington Charter, all amendments to the classification and pay plan, upon the recommendation of the Town Manager, must be approved by the Town Council by resolution. As such, a resolution is attached for Council consideration.

As indicated above, there are sufficient funds in the approved FY 2015-16 budget to implement the changes.

Attach.

Municipal Staff Salary Increase Survey

FY 2015-16

**Note: Blank fields indicate no response received.**

Town	Town Administrative (non-union)	AFSCME (or other union)	Police	Teacher	Other	Notes
Newington	Up to 3.0%	2.0%	2.85%	2.99%	See. Dr. Collins' info	
Wethersfield	2.85%	2.75% – 2.85%	In negotiations			Library union in negotiations
Rocky Hill						No response received
Berlin	2.0%	In negotiations		3.29%	2.5% Average	Other = non-union school system administrators
Cromwell	2.25%	2.25%	2.0%	Step increases	1.0225%	Other = part-time staff
West Hartford	See note					Admin will receive same increase as union (negotiations in progress)
Southington	3.0%	3.0%	In negotiations			
Plainville	3.0%	3.0%	3.0%			
Glastonbury	2.25%	2.25%	2.25%			
Manchester	2.0%	2.0%	3.0%			

**Board of Education  
2015-2016 SALARY SUMMARY**

<b>POSITIONS FROZEN</b>	<b>POSITIONS ELIGIBLE – TOWN ADMINISTRATIVE GROUP</b>
<p><b>12-Month Certified Instructional Administrators</b></p> <ul style="list-style-type: none"> <li>• Includes all central office certified administrators including Superintendent.</li> <li>• Includes all building based certified administrators including Principals, Assistant Principals, Directors, etc.</li> </ul>	<p><b>12-Month Town Administrative Group (Non Certified)</b></p> <ul style="list-style-type: none"> <li>• Executive Assistant to Superintendent of Schools</li> <li>• IT Specialists</li> <li>• Asst. Athletic Supervisor</li> <li>• Central Supply Supervisor</li> <li>• Administrative Aides – HCD</li> <li>• Director of Maintenance Services</li> </ul>
<p><b>10-Month Certified Instructional Administrators</b></p> <ul style="list-style-type: none"> <li>• Includes department coordinators, Athletic Director, Nursing Supervisor, etc.</li> </ul>	<p><b>10-Month Town Administrative Group (Non Certified)</b></p> <ul style="list-style-type: none"> <li>• Occupational Therapist</li> <li>• Physical Therapist</li> <li>• School Nurses</li> </ul>
<p><b>12-Month Certified Non-Instructional Administrators</b></p> <ul style="list-style-type: none"> <li>• Includes CFO and all certified non-instructional administrators for example (Transportation, Food Service, Residency &amp; Security, etc)</li> </ul>	<p><b>Annual salary increases for non-certified administrators are decided by the town manager according to town charter. This is unique to Newington.</b></p>

AGENDA ITEM: IV.C.

DATE: 09-8-15

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

WHEREAS, the Council adopted FY 2015-16 budget contains funding for salary increases for certain eligible administrative employees not otherwise allocated in union agreements; and

WHEREAS, the Town Manager has implemented a performance review process for full time non-union Administrative staff; and

WHEREAS, there are sufficient funds in the budget to implement these changes in the Classification and Pay Plan;

NOW, THEREFORE BE IT RESOLVED, that the Town Manager is authorized to amend the Classification and Pay Plan to reflect merit wage increases of up to \_\_\_\_\_% for the 2015-16 Fiscal Year.

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: September 3, 2015  
Re: Open Space Committee

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Recently, an ad hoc committee consisting of Councilors Banach and Nagel, Mayor Woods, resident Bernadette Conway and myself met to discuss the Open Space Committee; dissolving the current Committee and the formation of a new Committee that will meet the Town's current needs. This item was discussed as new business at the August 11, 2015 meeting.

Please see the attached notes and outline with the ad hoc committee's recommendations regarding the Open Space Committee's charge and composition. If the Council concurs a resolution creating a New Open Space Committee is attached for consideration.

Attach.

## Trevethan, Jaime

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**From:** Law Office of Peter J. Boorman <law.office.pjb@snet.net>  
**Sent:** Thursday, September 03, 2015 10:50 AM  
**To:** Salomone, John  
**Cc:** Trevethan, Jaime  
**Subject:** Open Space Issue - delegation of authority

John - you have asked me to quickly opine on the question of whether the Town Council can delegate decision making authority to a committee, in this case the proposed Open Space Committee and a delegation of authority to decide issues related to the purchase of land by the Town. The quick answer is the Town Council can not delegate such authority.

Under our Charter, it is the Town Council that is authorized to "be the governing and legislative body of the Town and shall have , exercise and perform all the rights, powers, duties and obligations which are conferred by law..." Charter C-402. Conn. Gen. Stat. Sec. 7-148(c)3 authorizes municipalities the general power to purchase real property. Only the Town Council has authority to do so. Conn. Gen. Stat. Sec. 7-131b(a) specifically authorizes the acquisition of Open Space to be done by the municipal "legislative body".

Much of the background work of the Newington Town Council is done by and through committees. These committees merely assist the Council in the performance of its proper and routine duties. These committees derive their authority by action of the Council. They report by way of advice or recommendation to the Council. As such they are merely agencies of the Council. Other than providing advice and recommendations to the body that created it, committees do not wield any sovereign authority in their own right, as their advice may be accepted or rejected, and final action is by the creating authority.

I hope this adequately addresses your concerns. If you have further concerns, please contact me directly by telephone to discuss.

Thank you.

Peter J. Boorman, Esq.  
(860) 594-4433

# MINUTES FROM OPEN SPACE COMMITTEE

## DISCUSSION OF FRIDAY, JUNE 19, 2015

Present: Mayor Steven Woods, Town Manager John Salomone, Councilman Dave Nagel, Bernadette Conway

Discussion took place regarding how many members to have on the newly appointed Open Space Committee (OSC). It was decided to have 7 members total: 2 appointees from the Council with 5 citizens. The Chair should be a member of the public.

The terms will be staggered with 3 members of the public serving four year terms, 2 members of the public serving 3 year terms and the Town Council members serving 2 years of the length of their term.

The Town Council will make appointments taking recommendations from the Democratic Town Committee and the Republican Town Committee. The majority party will appoint 3 members and the minority party will appoint 2 members.

Discussion took place regarding the charge of the OSC. A memorandum dated December 2, 2009 from John Salomone and Ed Meehan with an outline of the committee was provided. The following changes were made and/or discussed:

- I. Define the committee's charge – kept the same
- II. Determine committee membership composition – change to 7 members
- III. Establish criteria for protecting vacant properties for public open space uses – kept the same
- IV. Determining Committee work schedule and reporting timelines – remove a.
- V. Acquisition costs of said property – kept the same
- VI. Report to Town Council – kept the same

Further discussion to be had at the next meeting scheduled for Tuesday, July 7<sup>th</sup> at 3:45.

Additions:

Seek out/locate open space parcels that are and/or become available  
How to use open space and make recommendations to the Town Council  
Define different types of open space; open space, greenway, rail system  
Maintaining mountain and/or creating trails and adding signage,

# Establishment of Open Space Committee Discussions of July 7, 2015

## I. The Charge of the Open Space Committee

- a. Establish an Open Space Committee to assist the Town Council in its deliberations and make recommendations to said Council on the acquisition, protection, inventory, economic and social impact to the Town of Newington on \_\_\_\_\_ date.
- b. Make recommendations on how to use best utilize and maintain (all different types of ) open space.

## II. Appointments to the Open Space Committee

- a. Establish an Open Space Committee consisting of seven (7) to assist the Town Council it its deliberations and make recommendations to said Council on \_\_\_\_\_ date.
- b. Establish an Open Space Committee consisting of two (2) Town Council members as well as five (5) citizens to assist the Town Council and make recommendations to said Council on \_\_\_\_\_ date.

## III. The term of Open Space Committee members will be four (4) years staggered with three (3) citizens serving four (4) year terms and two (2) citizens serving three (3) year terms

- a. Impact on property acquisition with or without external funding sources.
- b. Integrate timing so that preliminary acquisition of said property can be funded appropriately.
- c. Report back to Town Council.

## IV. Report to Town Council

- a. Report on acquisition, property values, appraisals and methods of purchase of to start. The Town Council members will serve two (2) years or length of their elected term.

## V. Establish criteria for protecting vacant properties for public open space uses

- a. Protecting natural resources.
- b. Protecting aesthetics of the community.
- c. Establishing greenways and trail systems.
- d. Passive or active recreation uses.
- e. Preservation of historical assets.

## VI. Acquisition costs of said property

- a. properties in Executive Session as permitted in Chapter III section 1-1.8a(e) of the Connecticut General Statutes. Acquisition negotiations should be preliminary in Executive Session as negotiating strategy should remain confidential with the Town.
- b. Appraisals and property values can remain confidential before purchase agreements are executed.
- c. Public hearings of a financial and planning nature must be considered before final valuations are offered to potential landowners.

AGENDA ITEM: IV.D.

DATE: 9-08-15

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

WHEREAS, the Newington Town Council desires to replace the existing Open Space Committee; and,

WHEREAS, in order to appoint a new Open Space Committee, the current Open Space Committee must be disbanded;

NOW, THEREFORE BE IT RESOLVED, that the Newington Town Council hereby disbands the existing Open Space Committee and creates and replaces it with a new Open Space Committee in accordance with the following provisions:

1. The Open Space Committee shall provide assistance to the Town Council, as determined by the Town Council, in those matters associated with Open Space issues as they come before the Town Council.
2. It is declared that protecting natural resources, protecting aesthetics of the community, establishing greenways and trail systems, preserving passive and active recreation areas, preservation of historical assets and similar issues are desirable for the community; and
3. Upon request from the Town Council, the Open Space Committee shall make recommendations to the Town Council as to Open Space implications on such issues as the acquisition of real property, the sale of Town property, the protection and utilization of existing Town owned property, the financial impact of property acquisition with or without external funding sources and potential use of the Capital Improvement Fund.
4. The Open Space Committee shall consist of seven (7) members. Two (2) members shall be current Town Council members and the remaining five members shall be residents of the Town. All members shall be appointed by the Town Council. All vacancies shall be filled by the Town Council.
5. The terms of the resident members of the Open Space Committee shall be four (4) years or until their successors are qualified and appointed, and shall be staggered. Initial appointments by the Town Council shall be: three (3) residents to be appointed to four (4) year terms; two (2) residents to be appointed to three (3) year terms. The two (2) current Town Council members appointed serve until their successors are qualified and appointed.

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: September 2, 2015  
Re: Capitol Workforce Partners Intergovernmental Consortium Agreement

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The Town of Newington is part of the new federal Workforce Innovation and Opportunity Act (WIOA) of 2014, which is superseded the Workforce Investment Act of 1998.

On July 22, 2015 an Ad-Hoc Committee of Local Area's Chief Elected Officials met to consider the amendments to our current Intergovernmental Consortium Agreement ("ICA") necessary for WIOA compliance. The changes to the ICA include updated language regarding the appointment of the Chairperson and Vice Chairperson of the Consortium, the creation and authorization of a smaller Council to act on behalf of the Consortium, membership and quorum requirements, language acknowledging the WIOA legislation and other compliance items.

To complete the required compliance process, the Ad-Hoc Committee is asking Newington to: (1) review and adopt the enclosed final amendment to the ICA and (2) sign the enclosed page.

The committee is requesting this resolution be included on our Town Council meeting agenda as an action. A resolution of action will be on the September 22, 2015 meeting agenda, to comply with the September 30, 2015 deadline imposed by CT DOL.

Also attached is a regional summary outlining CWP services available to employers and job seekers in your community. CWP is preparing a more customized document, to further outline the important services and critical benefits available and provided to job seekers and employers from your municipality.

Attach.

AMENDMENT TO INTERGOVERNMENTAL CONSORTIUM AGREEMENT  
BY AND AMONG THE MUNICIPALITIES OF

ANDOVER, AVON, BERLIN, BLOOMFIELD, BOLTON, BRISTOL, BURLINGTON,  
CANTON, EAST GRANBY, EAST HARTFORD, EAST WINDSOR, ELLINGTON,  
ENFIELD, FARMINGTON, GLASTONBURY, GRANBY, HARTFORD, HEBRON,  
MANCHESTER, MARLBOROUGH, NEW BRITAIN, NEWINGTON, PLAINVILLE,  
PLYMOUTH, ROCKY HILL, SIMSBURY, SOMERS, SOUTH WINDSOR,  
SOUTHINGTON, STAFFORD, SUFFIELD, TOLLAND, VERNON,  
WEST HARTFORD, WETHERSFIELD, WINDSOR AND WINDSOR LOCKS.

THIS IS AN AMENDMENT TO THE INTERGOVERNMENTAL CONSORTIUM AGREEMENT (the "Agreement"), entered into by and among the above-captioned municipalities (the "Municipalities") in or about 2003. The Municipalities (sometimes hereinafter individually a "Party" and collectively the "Parties") collectively constitute the North Central Connecticut Workforce Development Area (the "Local Area").

**WITNESSETH**

WHEREAS, each of the Municipalities of the Local Area entered into the Agreement pursuant to the Connecticut General Statutes, in order to form the Local Area under the Workforce Investment Act (hereinafter "WIA") and implement a local workforce system for the Local Area; and

WHEREAS, on July 14, 2014 the United States Congress enacted the Workforce Innovation and Opportunity Act, (hereinafter "WIOA") which replaced WIA; and

WHEREAS, WIOA requires chief local elected officials to reaffirm their intent to continue as a local workforce area and to seek designation as a workforce area from the State of Connecticut (the "State"); and

WHEREAS, each of the Municipalities desires to continue to receive funds under WIOA and other related workforce funding streams so as to provide workforce services to their constituents by reaffirming their desire to remain a member of the consortium (the "Consortium") created pursuant to the Agreement and which additionally constitutes the Local Area;

**NOW THEREFORE**, in consideration of the premises and mutual covenants and obligations herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree and understand as follows:

## ARTICLE I: AMENDMENT PURPOSE

It is the purpose of this Amendment to re-affirm and restate the duties, powers, and obligations of the Consortium of the Local Area under the Agreement, in order to be in compliance with WIOA.

## ARTICLE II: PARTIES TO THIS AMENDMENT AND INTENT OF THE PARTIES

- a. Each signatory hereof on behalf of a Municipality represents and warrants that he or she has the necessary authority to execute this Amendment to bring the Agreement into compliance with WIOA as it applies to local workforce development areas consisting of multiple units of local government. Each Party through its signatory represents and warrants that it has: (i) complied with any and all municipal and other applicable requirements for amending and restating the Agreement; (ii) becoming a member of the Consortium; and (iii) designating a Representative (as hereinafter defined) to serve and act on the Municipality's behalf. Further, each Party has the constitutional and/or statutory power pursuant to the Connecticut General Statutes to execute this Amendment, as evidenced by the signature of the signatory for such Party which is affixed to the execution pages of this Amendment.
- b. On and after the Effective Date (as hereinafter defined), each Party shall be represented by either its chief elected official or another elected official appointed by such Party, to represent such Party for all purposes hereof (in either case, its "Representative").
- c. The Parties agree that upon its execution by each Party, this Amendment shall be effective as of July 1, 2015 (the "Effective Date"), and that upon such execution and on and after the Effective Date, the term "Agreement" shall mean and refer to the Agreement as amended and restated by this Amendment. The Parties also agree that the Agreement as so amended and restated shall constitute an "agreement" pursuant to Section 107(c)(1)(B) of WIOA.

## ARTICLE III: TERM

- a. The Agreement (as amended hereby) shall be effective as of the Effective Date, and shall automatically renew on each subsequent July 1<sup>st</sup> for successive one-year terms, unless or until
  - i. The governor of the State (the "Governor") re-designates the Local Area,
  - ii. The date that is forty (40) years after the Effective Date, or
  - iii. Any Party withdraws from the Consortium by giving written notice to the other Parties, at least ninety (90) days prior to the end of a program year for receipt of federal workforce funds.

- b. If any Party so withdraws from the Consortium, the Agreement shall be modified to reflect the withdrawal of such member. The pertinent Municipality shall remain liable for its pro-rata share of obligations under the Agreement prior to the effective date of such Party's withdrawal.
- c. The Agreement shall remain in full force and effect until such time as the Governor has been notified and has taken such action as is appropriate to address designation and services issues for the Local Area.

#### ARTICLE IV: ORGANIZATION

- a. Consortium Membership and WIOA Chief Elected Official Designation
  - i. Each Representative of a Party shall be either: (a) the chief elected official of his or her respective Municipality; or (b) an elected official designated by such Municipality's governing body to serve as such Municipality's "Chief Elected Official" for the purposes required under WIOA.
  - ii. The Chairperson of the Consortium (as hereinafter described) shall serve as the "Chief Local Elected Official" of the Local Area for all WIOA purposes during his or her of term of office.
- b. Officers of the Consortium, Election of the Officers and Creation of a Council of Elected Officials to Act on Behalf of the Consortium for the Purpose of Conducting WIOA and WIOA-Related Business
  - i. The Officers of the Consortium (the "Officers") shall be a Chairperson and a Vice Chairperson. The Officers shall be elected by the Council of Elected Officials (as hereinafter defined) from among the Representatives, and shall serve for a two year term beginning January 1 of every even-numbered year. Elections shall be held once every two years following July 1, 2015 in December of each odd-numbered year, to follow municipal elections occurring in November of such years.
  - ii. Notwithstanding Section (b)(i) above, the Parties agree that the Officers for purposes of this Agreement and initial WIOA implementation shall be the Mayor of East Hartford, who shall serve as Chairperson, and the Chairman of the Town Council of Glastonbury who shall serve as Vice Chairperson.
  - iii. The term of office of the initial Officers described in Section (b)(ii) above shall begin on the Effective Date and shall extend through December 31, 2017.
  - iv. In order to be able to conduct its business in an efficient and effective manner the Consortium recognizes that it may be a challenge to assemble a majority of the Consortium for regularly scheduled meetings in a manner that

accommodates all thirty-seven Municipalities. To that effect the Consortium hereby designates from among its membership the Representatives of the following nine (9) Municipalities to serve as the Council of Elected Officials (the "Council") for purposes of conducting business on behalf of the Consortium following the execution of this Amendment and appointment of the initial Officers:

Bloomfield  
Bristol  
East Hartford  
Enfield  
Enfield  
Glastonbury  
Manchester  
New Britain  
Plainville  
Windsor Locks

- v. The Chairperson and the Vice Chairperson of the Consortium shall also serve as the Chairperson and Vice Chairperson of the Council.
  - vi. The Council shall elect the Chairperson and Vice Chairperson in accordance with the schedule described in Section b (i) above, based upon a simple majority of the members of the Council constituting a quorum, once a quorum has been seated at its biannual December election meeting.
  - vii. Council members shall serve until replaced. If any Council member wishes to resign from the Council, such member shall provide written notice of such resignation to the Chairperson. Upon receipt of such notice, the Chairperson shall solicit for a replacement to the Council from the Consortium; alternatively, the Chairperson may nominate such replacement. In either case, the Council shall elect such replacement member at its next regular meeting, by a simple majority vote of a quorum.
- c. Duties of the Chairperson
- i. The Chairperson shall call regular and special meetings of the Consortium and of the Council. The Chairperson shall have the right to vote on all matters which may come before the Consortium and of the Council.
  - ii. The Chairperson shall be a member of all Council committees (as hereinafter described), and may vote on all matters which may come before the Consortium and the Council.
- d. Duties of the Vice Chairperson

- i. At the request of the Chairperson or in the absence of the Chairperson, or during the Chairperson's inability to act, the Vice Chairperson shall assume the powers and duties of the Chairperson.
- ii. The Vice Chairperson shall have such other powers and perform such other duties as may be assigned to him/her by the Council.

e. Committees

- i. The Council may establish such standing, special, ad hoc and advisory committees as it shall deem appropriate.
- ii. In establishing any such committee hereunder, the Council shall specify the purpose and responsibilities of such committee.
- iii. The Chairperson shall appoint and reappoint the members of any such committee from among the Representatives of the Council or of the Consortium, and shall designate the chairperson thereof and fill vacancies thereon; however any Representative of the Consortium, whether or not a member of the Council may serve on any committee of the Council. Any committee established by the Council may be terminated by the Council at any time.

f. Full Consortium Meetings and Quorum Requirements

- i. Regular Meetings. Unless otherwise specified by resolution of the Consortium, the Annual Business Meeting of the Consortium (as hereinafter described) shall constitute the regular meeting thereof.
- ii. Special Meetings. Special meetings shall be held by call of the Chairperson or by petition to the Chairperson from those Representatives of at least nine members of the Consortium.
- iii. Annual Business Meeting. The Annual Business Meeting, at which a report on the program performance and presentation of the annual audit shall be made, shall be held on a date and place to be selected by the Chairperson, but such meeting shall be held no later than December 31st of each year.
- iv. Call of Meeting. Each Consortium member shall be sent notices of meetings in writing, which may include any manner of electronic means, postmarked at least five (5) days before the meeting date. The notices shall include the place and time of the meeting and an agenda for the meeting. Any matter not included in the agenda shall not be acted upon at such meeting other than routine ministerial and administrative matters, unless such matter is approved by a simple majority of the Representatives present and constituting a quorum.

- v. Minutes. Minutes of the Consortium meetings and other official actions shall be of public record.
- vi. The Consortium shall follow Robert's Rules of Order for the conduct of meetings of the organization.
- vii. Meetings shall be noticed and declared public meetings, open to the public, in accordance with Connecticut State Statutes and federal law.
- viii. Quorum. For conducting the Consortium's business, any nine (9) Representatives shall be considered a quorum and a majority vote of the quorum shall be sufficient to move an item of business.
- ix. To the extent allowed by the Connecticut General Statutes, Representatives may participate in meetings of the Consortium via a call-in number or such other technological aid as may be approved by the Legislature. However Representatives shall make every effort to attend in person.
- x. Each Representative shall be entitled to a vote at meetings of the Consortium.
- xi. There shall be no proxy or alternate votes at meetings of the Consortium.

g. Council Meetings

- i. Regular Meetings of the Council shall be held a minimum of four times a year, so as to at a minimum approve the annual budget, approve or terminate the selection of the one-stop operator, approve the four year plan and amendments to the plan, and approve on behalf of the Consortium any contract, Memorandum of Understanding or other agreement as required by the State or other applicable authority, including without limitation any Memorandum of Understanding between one-stop partners including the core partners and to approve any agreements regarding core partner contributions to the infrastructure of the local one-stop system.
- ii. The Council shall meet biennially in December of odd numbered years in order to vote on the selection of the Chairperson and the Vice Chairperson. Vacancies of such Officers may be filled at any regular or special meeting of the Council.
- iii. Special Meetings. Special meetings may be called by the Chairperson or by petition to the Chairperson of the Council by a petition of a majority of the full Council membership.

- iv. Call of Meeting. Notice of meetings of the Council shall be sent to the Council and to each Consortium member, so that they will know that a meeting is being held and the Agenda for that meeting, in writing, which may include electronic communications, at least five (5) days before the meeting date. Notice shall include the place and time of the meeting and the meeting agenda. Non agenda matters may be presented at a meeting of the Council so long as approved by a simple majority of a quorum present at the meeting.
  - v. Minutes. Minutes shall be kept of all Council meetings and shall constitute a public record.
  - vi. The Council shall follow Robert's Rules of Order for the conduct of meetings of the organization when a question arises regarding motions presented for a vote at a regularly scheduled meeting.
  - vii. Meetings shall be noticed and declared public meetings, open to the public, in accordance with Connecticut State Statutes and federal law.
  - viii. Quorum. Five members of the Council shall constitute a quorum for conducting the Council's business and a majority vote of the quorum shall be sufficient to move an item of business. Once a quorum is present for a meeting, such quorum shall be deemed to be present until such meeting is adjourned.
  - ix. Should the Council appoint any committees, three (3) Representatives shall be required in order to conduct committee business and a majority vote of 2 of the minimum of three members shall be sufficient to move any item on a committee agenda
  - x. To the extent allowed by the Connecticut General Statutes, Council members may participate in meetings of the Council via a call-in number or such other technological aid as may be approved by the Legislature. However members shall make every effort to attend in person.
  - xi. Each Council member shall be entitled to a vote at meetings of the Council.
  - xii. There shall be no proxy or alternate votes at meetings of the Council.
- h. Grant Recipient and Sub-Grant Recipient Designation
- i. The Consortium shall support its programs and any costs incidental to the operation of its programs by grant funds appropriated to it by the federal and state grants and/or appropriations. In addition, the Consortium or its designee is authorized to accept any other grants in aid or assistance, funds from the United States Government or to accept appropriations from any of

its members, or any other organization or person, including the acceptance of donations, grants, or bequests whether it be in the form of tangible or intangible property.

- ii. The Consortium shall be the Grant Recipient of record for purposes of receipt of federal WIOA funds.
  - iii. The Consortium designates the North Central Connecticut Workforce Development Board (the "Workforce Board") to be the sub-grant recipient and Administrative Entity/Fiscal Agent for purposes of receipt of federal WIOA funds.
  - iv. The staff of the Workforce Board shall provide staff and related support to the Consortium and the Council. Such staff shall carry out the policies of the Consortium and Council, produce required reports for its review and approval, and provide such other services as may be necessary for the Consortium and Council to carry out their respective business.
- i. Appointment of Workforce Board Members
- i. The Council shall appoint the Workforce Board, which shall meet the membership requirements of WIOA Sections 107(b) and which shall meet the criteria established by the Governor and the State Board pursuant to Section 107 (b)(1) of WIOA.
  - ii. A majority of members of the Workforce Board shall be business representatives who are owners, chief executive or operating officers, or other business executives, or employers with optimum policymaking or hiring authority.
    - A. Appointments of business representatives to the Workforce Board shall be made from nominations received by the Council from among individuals nominated by local business organizations and business trade associations.
    - B. Business representatives shall include small businesses, or organizations representing businesses, that provide employment opportunities in the local area in in-demand industry sectors or occupations (as defined in WIOA section 3(23)).
  - iii. Not less than 20 percent of the members of the Workforce Board shall be workforce representatives which include (a) two or more representatives of labor, (b) one or more representatives of a joint labor- management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization.

- A. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation shall be appointed, if one exists
  - B. Labor organization representatives must be appointed from among individuals who have been nominated by local labor federations. Pursuant to WIOA the Council shall establish a formal policy to facilitate these nominations which shall be communicated to local labor federations.
  - C. Following the appointment of a minimum of the three required labor / worker representatives the Council may appoint the balance of the members necessary to constitute the required 20 percent in this category from representatives of community-based organizations that (a) have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or (b) provide or support competitive integrated employment for individuals with disabilities; or (c) represent organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of WIOA eligible youth, including representatives of organizations that serve out-of-school youth, including representatives of organizations serving out-of-school youth.
- iv. The Council shall appoint representatives of entities administering education and training activities in the local workforce area who shall include:
- A. A representative of eligible providers administering adult education and literacy activities under title II. If there is more than one, or multiple institutions of higher education providers in the Local Area the Council shall solicit nominations from the providers and/or institutions of higher education providing adult literacy
  - B. A representative of institutions of higher education providing workforce investment activities such as community colleges
- v. The Council may include the appointment of representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment
- vi. The Council shall appoint representatives of governmental and economic and community development entities serving the local area which shall include:
- A. A representative of economic and community development entities

- B. An appropriate representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area
  - C. An appropriate representative of the programs carried out under Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the local area
- vii. The Council may appoint representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, public assistance and representatives of philanthropic organizations serving the Local Area.
- viii. The Council may appoint such other individuals or representatives of entities as the Council deems appropriate.
- ix. Representatives appointed by the Council shall have "optimum policy-making authority", such that they can be expected to speak affirmatively on behalf of the entity he or she represents and to commit that entity to a chosen course of action.
- x. Appointees to the Workforce Board may represent more than one category of membership however; each such appointee shall only have one vote per issue.
- xi. All Workforce Board members shall be appointed by a majority of the seated members of the Council. The Council may appoint a nominating committee or may request that the Workforce Board appoint a nominating committee to make recommendations to the Council, initially as described (as of the Effective Date) in the Notice of Proposed Rule Making for WIOA, and hereafter as per any Final Rule under WIOA.
- xii. All appointments shall be subject to the local board appointment and certification criteria established by the Governor and or the Legislature.
- xiii. Workforce Board Member Terms
  - A. The Council shall appoint the members of the Workforce Board for three year staggered terms. Members may be reappointed at the pleasure of the Council.
  - B. To the extent that any Workforce Board member or members constitutes a necessary membership position for the purpose of WIOA compliance, such member or members shall continue in such

positions once their terms have expired, until their term is renewed or a new member has been appointed to their seat.

- C. The Council shall establish a procedure for being informed of vacancies on the Workforce Board by the staff providing Workforce Board support. In the event of notification of a vacancy a new member shall be appointed from the category of membership in which the vacancy occurred. The appointment shall be made in accordance with the nomination process applicable to the category of membership in which the vacancy occurred. The member appointed shall fulfill the term of the member whose separation from the Workforce Board resulted in the vacancy.
- D. The Council Chairperson may remove a Workforce Board member and reappoint someone to the seat vacated as a result of the removal at any time that the Chairperson becomes aware:
  - 1. That a Workforce Board member has had more than 3 unexcused absences, or
  - 2. That an appointed Workforce Board member ceases to represent the category of membership to which they were appointed, or
  - 3. That a Workforce Board member has resigned, is unable to finish their term because of health reasons, death, or resignation, or
  - 4. That a Workforce Board Member has committed an act of moral turpitude

ARTICLE V: POWERS DELEGATED TO THE CONSORTIUM, THE COUNCIL AND THE COUNCIL TOGETHER WITH THE APPOINTED WORKFORCE BOARD

- a. The Council shall appoint the members of the Workforce Board in accordance with State and WIOA criteria.
- b. The Council shall be responsible for requesting Local Area designation as appropriate and timely,
- c. In addition to the provisions herein contained the Council may create by-laws with respect to the Workforce Board appointment process.
- d. The Council has identified the Workforce Board as the entity which shall be responsible for disbursing grant funds.

- e. The members of the Consortium shall be liable for the WIOA funds in proportion to the population in their respective Municipality. However in accordance with General Provisions sections (a) and (b) the Workforce Board shall purchase insurance as described therein to limit the Consortium members' liability, to the extent allowed by law.
- f. The Council, pursuant to state and federal legislation regarding workforce investment systems and funding, shall oversee policy decisions and activities of the sub-grant recipient and Administrative Entity/ Fiscal Agent, including the following:
  - i. The power to contract with the Workforce Board.
  - ii. The manner in which accountability for fund expenditures shall be provided for including an independent audit to be done in accordance with the Connecticut General Statutes, and applicable federal legislation, as well as oversight and monitoring, which shall include receiving quarterly performance reports from the Workforce Board.
  - iii. The acceptance of grants, donations or other types of financial assistance as allowed by law.
  - iv. The manner in which any program income, fee for services or surplus funds may be expended and shall be reported.
  - v. The composition, membership appointments, and organizational approval of any advisory or partnership bodies to the Council.
  - vi. The development of policies and procedures and/or administrative rules to effectively carry out the Consortium's and Council's policies and decisions so long as they do not conflict with federal and state rules and regulations, or impinge upon powers granted to the Workforce Board.
- g. To the extent not delegated to and pursuant to an agreement with the Workforce Board, as permitted by USDOL guidance, the Council on behalf of the Consortium shall consult with the Governor on
  - i. The reorganization or decertification of the Workforce Board
  - ii. The designation of local areas
  - iii. The designation of regions
  - iv. The establishment and operation of the fiscal and management accountability information system

- v. Criteria for certifying one-stop centers
  - vi. Equitable and stable infrastructure funding for the one stop system.
  - vii. The local allocation formula for adult, dislocated worker and youth funds
  - viii. Requests for waivers of statutory and regulatory requirements under WIOA
- h. The Consortium and Council shall make the following information and or documents available to the public including through the inclusion of the information on the website of the Workforce Board:
- i. Workforce Board membership and member affiliation;
  - ii. Their meeting minutes;
  - iii. The four year plan and modifications to the plan prior to their submission to the State of Connecticut;
  - iv. The designation and certification of one-stop operators;
  - v. The process and selection of one-stop operators;
  - vi. The award of contracts to providers; and
  - vii. The process and decision to allow the Workforce Board to serve as the one-stop operator.
- i. The Council on behalf of the Consortium, together with the Workforce Board shall:
- i. Approve non mandatory one-stop partners;
  - ii. Comment on the State Plan;
  - iii. Negotiate the local and/or regional performance measures;
  - iv. Enter into regional planning as appropriate;
  - v. Set policy for the Local Area;
  - vi. Enter into an agreement regarding their roles and responsibilities;
  - vii. Work with the Governor in a disaster;
  - viii. Develop the local 4 year plan;

- ix. Develop 2 year modifications;
- x. Shall provide oversight over the one-stop system, youth programs and funds allocated to the local workforce area;
- xi. Approve investments in youth programs as well as adult and dislocated worker activities;
- xii. Oversee the local one-stop system and shall approve the use and management of one-stop, adult, dislocated worker and youth funds;
- xiii. Assure the use and management of funds to maximize performance;
- xiv. Select and terminate the one-stop operator;
- xv. Agree, as appropriate to the Workforce Board serving as the one-stop operator;
- xvi. Develop the Workforce Board budget;
- xvii. Decide on use of non-federal funds;
- xviii. Appeal the Governor's decision to reorganize;
- xix. Develop and enter into memoranda of understanding with the one-stop partners;
- xx. Approve optional one-stop partners; and
- xxi. Negotiate infrastructure costs

ARTICLE VI  
CONFLICT OF INTEREST AND CONFIDENTIALITY

- a. Consortium and Council Representatives shall not vote on matters coming before them for consideration if
  - i. the matter concerns the provision of services by the Representative or by an entity that the Representative represents; or
  - ii. the matter would provide direct financial benefit to the Representative or the immediate family of the Representative; or
  - iii. the matter concerns any other activity determined by the CLEO to constitute a conflict of interest as specified in the Regional Plan.

- b. Abstention. Consortium and Council Representatives shall individually abstain from voting on issues and matters that will result in a direct, indirect, or perceived conflict of interest. Abstentions and the general reasons therefore, should be duly recorded in the minutes of the meeting.
- c. Every effort shall be made when appointing non-business members to the Workforce Board that such members or the organizations they represent not be current recipients of WIOA or other grant funds administered and/or overseen by the Council.
- d. The Council shall ensure that the Workforce Board adopts a conflict of interest policy and a code of conduct.
- e. Confidentiality. All information, whether transmitted orally or in writing, that is of such a nature that it is not, at that time, a matter of public record or public knowledge is deemed confidential by the Consortium or Council. Representatives shall not disclose confidential information obtained in the course of or by reason of his or her membership on the Consortium or Council to any person or entity not directly involved with the business of the Consortium or Council. Further:
  - i. No Representative shall use confidential information obtained in the course of or by reason of his or her membership on the Consortium or Council in any matter with intent to obtain financial gain for the Representative, the Representative's immediate family or any business with which the Representative is associated.
  - ii. No Representative shall disclose confidential information obtained in the course of or by reason of his or her membership on the Consortium or Council in any manner with the intent to obtain financial gain for any other person.

#### ARTICLE VII: GENERAL PROVISIONS

- a. The Parties agree that Capital Workforce Partners, Inc. ("CWP") shall be directed to purchase such insurance as is necessary to fully insure the Consortium and indemnify its Municipalities, their elected officials or designees, and the signatories to this Agreement and save them harmless from all suits, actions, damages, liability and expense in connection with any misuse of grant funds allocated to the local area under Sections 128 and 133 of WIOA arising wholly or in part by any act or omission of the Consortium, the sub-grant recipient or any of its members, their agents, contractors, employees, servants, invitees, licensees or concessionaires, and from all reasonable attorney's fees and other costs of defending any such suit or action. Insurance policies to be purchased and maintained by CWP shall name the thirty-seven Municipalities and Consortium Parties as additional insureds, and

shall include, but not be limited to, coverage for directors and officers liability, professional liability and fiduciaries liability.

- b. The Workforce Board, as the sub-grant recipient, and Administrative Entity/ Fiscal Agent appointed hereunder, shall save harmless and indemnify the Consortium and its members from and against financial loss and expense arising out of any claim, demand, suit or judgment by reason of alleged negligence or alleged deprivation of any person's civil rights or other act or omission resulting in damage or injury, if the Consortium and/or its members are found to have been acting in the discharge of its duties or within the scope of employment and such act or omission is found not to have been wanton, reckless or malicious.
- c. It is understood and agreed that this Amendment incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understandings applicable to the matters contained herein and the Parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this Amendment that are not contained herein. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representation or agreements whether oral or written.
- d. It is agreed that no modification, amendment, or alteration of the terms or conditions contained herein shall be effective unless approved by an affirmative vote of a majority vote of the Parties.
- e. Whenever any Party desires to give notice unto another Party, such notice shall be in writing sent by registered United States Mail with Return Receipt Requested, addressed to the Party for whom it is intended, at the place last specified, and the place for giving such notice in compliance with the provision of this paragraph. Each Party designates the seat of the governing body of its respective Municipality as the address for such notice-
- f. The Consortium shall make such reports to the State and federal governments as may be required and shall require such reports as necessary from the Workforce Board.
- g. Parties may be reimbursed for travel and out of pocket expenses to the extent allowed by the authorizing legislation governing the funding stream from which reimbursement is sought. Reimbursement shall be in accordance with federal, state and local policies.
- h. To the extent a dispute shall arise between or among the Parties in connection with this Agreement, the parties shall first attempt an informal resolution, and if this is unsuccessful, the parties shall attempt to resolve the dispute through mediation.
- i. The Chairperson shall act as duly authorized signatory for the Consortium on all agreements, grants, or on any other document requiring a signature and duly

approved by the Consortium, in order to be legally binding. In the absence of the Chairperson, the Vice Chairperson may sign on behalf of the Consortium.

- j. The Consortium authorizes the President/Chief Executive Officer of CWP to oversee the procurement of goods and services necessary to carry out the day-to-day activities of the Consortium, the Council and CWP, and to enter into agreements for these goods and services, without obtaining prior Consortium or Council authority. Those goods and services procured for service providers and customers currently through CWP's RFP process shall require Workforce Board authority.
- k. This Amendment shall be binding contract and shall be construed in accordance with and governed by the laws of the State, excluding any choice of law provisions thereof; the effect of which would be to apply the substantive law of a State other than Connecticut.
- l. In the event that any provision of this Amendment or the application of any such provision to any party or circumstances be held invalid or unenforceable or the application of such provision to parties or circumstances be unenforceable, the remainder of this Amendment shall not be affected thereby and shall remain in full force and effect.
- m. Any waiver at any time by any Party of its rights with respect to any matter arising in connection with this Amendment shall not be considered a waiver with respect to any subsequent default or matter.
- n. All references herein to "WIOA" shall be to WIOA as it may hereafter be amended, substituted or superseded by any successor legislation from time to time.

IN WITNESS WHEREOF, the Parties have made and executed this Amendment, effective as of the Effective Date, on separate signature pages, on the respective dates which accompany each signature.

SIGNATURE PAGE OF

AMENDMENT TO INTERGOVERNMENTAL CONSORTIUM AGREEMENT AMONG THE  
MUNICIPALITIES OF

ANDOVER, AVON, BERLIN, BLOOMFIELD, BOLTON, BRISTOL, BURLINGTON,  
CANTON, EAST GRANBY, EAST HARTFORD, EAST WINDSOR, ELLINGTON,  
ENFIELD, FARMINGTON, GLASTONBURY, GRANBY, HARTFORD, HEBRON,  
MANCHESTER, MARLBOROUGH, NEW BRITAIN, NEWINGTON, PLAINVILLE,  
PLYMOUTH, ROCKY HILL, SIMSBURY, SOMERS, SOUTH WINDSOR, SOUTHLINGTON,  
STAFFORD, SUFFIELD, TOLLAND, VERNON, WEST HARTFORD, WETHERSFIELD,  
WINDSOR AND WINDSOR LOCKS.

THE MUNICIPALITY OF \_\_\_\_\_, through its

\_\_\_\_\_  
**[title]**

\_\_\_\_\_  
**[print name of authorized signatory]**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**DRAFT**

**RESOLUTION AUTHORIZING CHIEF ELECTED OFFICIAL OR CHIEF EXECUTIVE OFFICER TO ENTER INTO AN AMENDED AND RESTATED INTERGOVERNMENTAL CONSORTIUM AGREEMENT ON BEHALF OF THE MUNICIPALITY OF**

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**TO IMPLEMENT THE WORKFORCE INNOVATION AND OPPORTUNITY ACT OF 2014 IN ACCORDANCE WITH FEDERAL AND STATE LAW**

**WHEREAS**, the 105<sup>th</sup> Congress of the United States of America enacted the federal Workforce Investment Act of 1998 (“WIA”), for the purpose of providing workforce investment activities through statewide and local workforce systems; and

**WHEREAS**, pursuant to WIA, the Governor of the State of Connecticut created the North Central Region consisting of thirty-seven municipalities (the “Municipalities”), including the Municipality of \_\_\_\_\_ (the “Municipality”); and

**WHEREAS**, in or about 2003 the Municipalities entered into an Intergovernmental Consortium Agreement (the “Existing ICA”) to implement a local workforce system for the North Central Region; and

**WHEREAS**, the 113<sup>th</sup> Congress of the United States of America enacted and President Obama signed into law on July 22, 2014 the federal Workforce Innovation and Opportunity Act of 2014 (“WIOA”), to continue with certain changes the policies and programs created and administered under WIA, including the initial re-designation of the North Central Region as the North Central Connecticut Workforce Development Area (the “Local Area”); and

**WHEREAS**, the implementation of WIOA and the re-designation of the Local Area shall require amending the Existing ICA through the execution of an amendment creating an Amended and Restated Intergovernmental Consortium Agreement (the “New ICA”) among the Municipalities in the Local Area specifying among other things the powers and authority of the Consortium of the Municipalities created thereby (the “Consortium”), the process for the selection of the members of the workforce development board, the designation of a grant recipient and of a sub grant recipient/administrative agency/fiscal agent and a statement of accountability for allocated federal workforce funds; and

**WHEREAS**, the Municipality wishes to remain a part of the Consortium and the Local Area and to continue to receive funds under WIOA and other related workforce funding streams so as to provide workforce services to its constituents, by entering into the New ICA;

**NOW THEREFORE BE IT RESOLVED**, that the Municipality having complied with all of its municipal and other applicable requirements to enter into the New ICA, authorizes its chief elected official or chief executive officer to execute any amendment or other documents and to do such other lawful things as are necessary to enter into the New ICA on behalf of the Municipality; and

**BE IT FURTHER RESOLVED**, that the Municipality authorizes its designated representative to the Consortium to act for the Municipality on all Consortium matters as set out in the New ICA.

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Signature, Authorized Official  
Title:

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Date

## North Central Connecticut Workforce Investment –2014 /2015 Regional Overview



**Capital Workforce Partners** is one of five regional workforce development boards in the state, established under the federal Workforce Investment Act (WIA) of 1998 and reauthorized in 2014 under the Workforce



Innovation and Opportunity Act. Its mission is to leverage public and private resources to produce skilled workers for a competitive regional economy in 37 municipalities within North Central CT. A consortium of the region’s chief elected officials appoints representatives to the board of directors from private sector business, education, labor, and public groups.

**Capital Workforce Partners’ investment in North Central Connecticut in the 2014/2015 fiscal year was over \$25.2 million**

### Adult Career Services

**\$17,913,500 investment**



Capital Workforce Partners oversees the operation of four American Job Centers in the region (*formerly CTWorks*) in partnership with the State Dept. of Labor and other state agencies:

- Hartford - 3580 Main Street (and a satellite branch at the Hartford Public Library)
- New Britain - 260-270 Lafayette St.
- Manchester - 893 Main St.
- Enfield - 786 Enfield St.

These centers provide job seekers with a full array of services including:

- Job referrals
- Career workshops
- Job development
- Online training
- Individual training scholarships
- Individualized career guidance
- Recruitment events

Services Overview 2014/2015	
Resource Library Usage	<b>14,471</b> individuals visited the One-Stop resource libraries <b>33,776</b> times
Career Center Core Services, including Workshops	<b>17,921</b> customer visits for self-service, workshops or 1-1 support
Online Training	<b>3,510</b> individuals visited the online learning centers <b>10,530</b> times, for training in computer literacy and job search skills
Workforce Investment Act Low Income Adult or Laid Off Workers	<b>1,468</b> registered customers
Jobs First individuals engaged in job search and subsidized employment activities	<b>6,166</b> participants

## Youth Services

**\$7,292,500 investment**

Capital Workforce Partners' Youth Programs provide resources to prepare youth ages 14 to 21 for careers and self-sufficiency. Region-wide services include:

### Nearly 2,600 Work Experiences for Youth 14 - 21

Summer, Year Round and WIA Youth	
	2014-15 Served
Summer Youth Employment (Regional)	2,112
Spring Internships (Hartford)	187
WIA Youth	298

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## Specialty Services and Sector Focused Services

### Mortgage Crisis Job Training Program

Helps borrowers who are behind on their payments gain the skills they need to be able to earn more money to become financially stable.

- 158 individuals received services and \$465,000 in scholarships were issued.
- 45 individuals who received training scholarships from the Mortgage Crisis Job Training Program found jobs

### Healthcare Careers – Health Careers and REACH Projects

- 50 job seekers who received On-the-Job Training in Nursing, Medical Coding and Health IT resulting in permanent employment

### Construction / Manufacturing - Jobs Funnel

The Jobs Funnel is a pre-employment preparation and job training service for area residents seeking employment in the construction fields, and serves as the model “Funnel” program for the state

- 522 Applications (Many are ex-offenders and individuals with significant barriers to employment)
- 282 Program Completions
- 157 Placed into Employment

## Business Services

Capital Workforce Partners' Business Services helps employers find the talent they need. Our Business Consultants:

- Are the conduit to workforce related resources
- Connect employers to a large pool of middle-skilled, job ready talent
- Serve as your workforce agent, expert and concierge

They provide recruitment assistance, job match services, custom and timely labor market information, training and wage incentives when available.

- **696** employers in the region received services
- **112** employers were assisted in filling one or more open positions
- **301** previously unemployed job seekers (including **118** Veterans) were hired by **64** area companies that benefitted from wage incentives for the first 6 months employment – through Step Up.

**Capital Workforce Partners - One Union Place - Hartford, CT 06103**  
**[www.capitalworkforce.org](http://www.capitalworkforce.org)**



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 Harter, Director of Finance  
**Date:** August 28, 2015  
**Re:** Lease-purchase of Fire Department apparatus

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In April 2015, the Town Council adopted the Capital Improvement Plan which encompasses the Equipment Reserve Fund. With such action, the Town Council authorized funding for the replacement of the 1994 Pierce Rescue Truck R1 by the Fire Department. The Equipment Reserve Fund anticipated financing a lease purchase through a minimal annual expenditure of \$138,421 through Fiscal Year 2019-2020.

On July 14<sup>th</sup> 2015, the Town Council granted a bid waiver allowing the Town to accept the proposal of \$694,542 submitted by Pierce Manufacturing, Inc. for the acquisition of a Velocity Custom Heavy Rescue Truck and related equipment. The current truck which will remain in service until the new rescue apparatus comes on line in the autumn of 2016, will be sold through a competitive process to other interested fire districts or parties.

In an effort to secure competitive financing, the Town solicited proposals from qualified vendors. On August 20, 2015 tax-exempt lease purchase financing proposals were received from 6 financial institutions. Following a review of the proposals, it is recommended to finance the acquisition through First Niagara Leasing Inc. with a 5-year interest rate of 1.62 percent which is the lowest interest cost of the proposers. The interest component of the financing is \$31,562.30.

A resolution which authorizes the Town Manager to execute all necessary documents for entering into a tax exempt lease purchase is being prepared by legal counsel and will be available for Town Council consideration on September 22<sup>nd</sup>.

I will be present at the September 8<sup>th</sup> meeting to address any questions the Council may have.



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: September 03, 2015  
Re: Discussion: Deming Young Farm

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At the recent Council Agenda Setting Meeting, Councilor Nagel requested to add an item to the September 8, 2015 Agenda to discuss the status of Deming Young Farm. Therefore an item has been placed on the Agenda for discussion.



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: September 3, 2015  
Re: Disband Completed Project Committees

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As discussed at previous Town Council meetings there are several completed projects in which the associated Project Building Committees may now be disbanded. Pursuant to Section 8-45M of the Newington Code of Ordinances a final report must be submitted for each project in order to disband committee. Director of Administrative Services, Jeff Baron has submitted such reports (attached) for Council consideration to disband the committees listed on the agenda.

This item will appear on a future Council agenda for consideration.

Attach.

TOWN OF NEWINGTON  
 NEWINGTON HIGH SCHOOL TRACK RENOVATION PROJECT BUILDING COMMITTEE  
 FINAL REPORT  
 SEPTEMBER 2015

This is the final report for the Newington High School Track Renovation Project Building Committee. It is being submitted to comply with §8-45 M of the Newington Code of Ordinances. The Committee was established on April 26, 2005 by passage of Town Council Resolution 2005-40. The Committee successfully completed eight projects. These projects are: the Newington High School track improvements, assigned April 2005 by resolution 2005-40; the Anna Reynolds School boiler replacement, assigned May 2005 by Resolution 2005-58; the Newington High School roof replacement, assigned April 2006 by Resolution 2006-48; the Martin Kellogg Middle School roof and skylight replacement, assigned April 2006 by Resolution 2006-48; the Newington High School air conditioning installation, which was also assigned April 2006 by Resolution 2006-48, and which became two projects: Phase 1, for the 3<sup>rd</sup> floor; and Phase II, for the 1<sup>st</sup> and 2<sup>nd</sup> floors; the Newington High School Field House project, assigned September 2007 by Resolution 2007-94 and modified in March 2008 by Resolution 2008-32; and the Newington High School generator project, assigned July 2008 by Resolution 2008-90 (this project has also been referred to as Newington High School air conditioning Phase III). Very few other Project Building Committees have been assigned projects of the breadth and variety of those assigned to this Committee. These projects served to protect and improve the physical infrastructure of three schools, improve the educational opportunities through improved climate control at two schools, improve the High School's athletic facilities by installing a new track and providing a renovated and expanded field house, and installed a reliable backup and emergency power supply that in turn allowed for the creation of a Town-wide emergency shelter.

ARCHITECT AND CONTRACTORS

The Town Council approved the following professional design firms for these projects:

<u>Project</u>	<u>Architect/Engineer</u>	<u>Date</u>	<u>Resolution</u>
NHS Track Improvements	M.R. Roming Associates	05/2005	2005-47
Reynolds Boiler Replacement	Select Energy Services, Inc.*	06/2005	2005-70
NHS Roof Replacement	Friar Associates	11/2006	2006-115
MKMS Roof Replacement	Friar Associates	11/2006	2006-115
NHS Air Conditioning I & II	Friar Associates	05/2006	2006-61
NHS Field House	Jacunski Humes Associates	10/2007	2007-110
NHS Generator	Friar Associates	07/2008	2008-91

The Town Council authorized agreements with the following construction contractors:

<u>Project</u>	<u>Contractor</u>	<u>Amount</u>	<u>Date</u>	<u>Resolution</u>
NHS Track Improvements	M&M Tennis Court Company	\$ 296,100	07/05	2005-79
Reynolds Boiler Replacement	Select Energy Services, Inc.*	\$ 320,000	06/05	2005-70
NHS Roof Replacement	Capeway Roofing Systems	\$ 213,500	05/07	2007-50
MKMS Roof Replacement	Capeway Roofing Systems	\$ 234,800	05/07	2007-50
NHS Air Conditioning Phase I	Action Air Systems	\$ 413,500	09/06	2006-101
NHS Air Conditioning Phase II	Action Air Systems	\$ 479,000	12/08	2008-132
NHS Field House	W.J. Mountford, Inc.	\$1,064,000	04/08	2008-51
NHS Generator	Holzner Electric	\$ 316,400	01/09	2009-1

\*The Reynolds Boiler Replacement by Select Energy Services was a Design – Build contract

EXPENDITURES

Expenditures were charged to the Capital Non-Recurring Expenditures Fund (CNRE), the Public Building Fund (PBF), and/or the Board of Education Capital Improvement Plan Reserve Fund (School CIP). "Other" refers to expenditures from either a grant/donation account or the Board of Education operating budget. Expenditures are as follows:

<u>School/Project</u>	<u>CNRE</u>	<u>PBF</u>	<u>School CIP</u>	<u>Other</u>	<u>Total</u>
NHS Track Improvements			85,000.00	236,277.25	321,277.25
AR Boiler Replacement	320,000.00				320,000.00
NHS/MKMS Roof Replace.		452,834.20			452,834.20
NHS Air Conditioning I	225,000.00		224,936.78	31,235.00	481,171.78
NHS Air Conditioning II		480,000.00	64,957.42		544,957.42
NHS Field House		675,000.00	340,895.06	103,030.25	1,118,925.31
NHS Generator	240,000.00			126,577.41	366,577.41

There are no current open balances for any of these project accounts in the Public Building Fund or the Capital Non-Recurring Expenditures Fund. The Public School CIP Reserve currently has a \$10,000 open

balance for System Wide Air Conditioning Installation and a \$15,000 open balance for Athletic Improvements.

COMMITTEE MEMBERS

This was a three member Committee. Two members were from the Town Council and one from the Board of Education. Steve Woods was the Chairperson of the Committee. The members of this Committee and their terms of service are as follows:

Jay Bottalico	Nov. 2007 – Nov. 2009, Mar. 2011 – Nov. 2013
Tom Bowen	Apr. 2005 – Nov. 2009
Myra Cohen	Apr. 2005 – Nov. 2007, Nov. 2009 – Nov. 2011
Mike Lenares	Dec. 2009 – Mar. 2011
Stephen Woods	Apr. 2005 – Nov. 2009

PROJECT CLOSE OUT

No comments were received by the Committee from the requesting agency on these projects. All applicable warranties, guarantees, service manuals, original drawings, as-built drawings, and operator training materials received were turned over to the Board of Education at the time of receipt. All projects have been fully and satisfactorily completed since 2010 or before. All outstanding bills have been paid and the Town’s independent annual audit of these projects has been completed. By submittal of this final report the Committee refers all project facilities to the Town Council for acceptance.

Respectfully submitted,



Jeff Baron

Director of Administrative Services

TOWN OF NEWINGTON  
SENIOR AND DISABLED CENTER ROOF REPLACEMENT PROJECT BUILDING COMMITTEE  
FINAL REPORT  
SEPTEMBER 2015

This is the final report for the Senior and Disabled Center Roof Replacement Project Building Committee. It is being submitted to comply with §8-45 M of the Newington Code of Ordinances. The Committee was established on April 9, 2013 by passage of Town Council Resolution 2013-37. The Committee successfully completed the roof replacement at the Senior and Disabled Center, a part of the Joseph P. Doyle Community Complex. This project also included the construction of a canopy (or a porte cochere) at the east entrance and replacement of the sidewalk there. This included a bus/van drop off area and improved parking by the east entrance for the physically challenged. The project replaced the entire roof of the building, serving to protect the structure by replacing leaky roofing material that had surpassed its useful life. The canopy allowed those using the building to be dropped off at the east entrance and to enter the building under cover during inclement weather. This will reduce the number of slips, trips and falls at the Senior and Disabled Center that previously had been caused by ice, snow or other faulty walkway conditions, and facilitates an improved Senior and Disabled Center experience for patrons.

ARCHITECT AND CONTRACTORS

The Town Council approved Kaestle Boos Associates as the Project Architect by passage of Town Council Resolution 2013-52 in June 2013. The Town Council authorized an agreement with MDM Engineering on September 24, 2013 (Resolution 2013-76) for \$719,000. MDM Engineering did the roof replacement and subcontracted A. Secondino and Son to construct the porte cochere and perform the other non-roofing activities of the project. Most of the work was completed in the fall of 2013, and some activity extended into the winter of 2013-14.

EXPENDITURES

All expenditures were charged to either the Public Building Fund, the Capital Non-Recurring Expenditures Fund, or the Senior and Disabled donations expenses account, as some private donations had been made to partially defray the cost of the canopy. Expenditures are as follows:

<u>Public Building Fund</u>	<u>CNRE Fund</u>	<u>Sr. Dis. Donations</u>	<u>Total</u>
\$ 750,282.76	\$ 35,000.00	\$ 15,000.00	\$ 800,282.76

There is currently an open balance of \$ 5,217 in the Public Building Fund for this project.

COMMITTEE MEMBERS

This was a five member Committee, with three members from the Town Council and two members from the Commission on Aging and Disabled. Clark Castelle served as the Chair of this Committee. The members of this Committee and their terms of service are as follows:

Karen Brecher	Apr. 2013 – Present
Clark Castelle	Apr. 2013 – Present
Myra Cohen	Apr. 2013 – Feb. 2015
Bill DeMaio	Apr. 2013 – Dec. 2014
Dave Nagel	Apr. 2013 – Present

PROJECT CLOSE OUT

No comments were received by the Committee from the requesting agency on this project. All applicable warranties, guarantees, service manuals, original drawings, as-built drawings, and operator training materials received were turned over to either the Senior and Disabled Center or Facilities Management, as appropriate, at the time of receipt. All work has been fully and satisfactorily completed since April 2014 or before. All outstanding bills have been paid and the Town's independent annual audit of these projects has been completed. By submittal of this final report the Committee refers the Senior and Disabled Center roof and canopy to the Town Council for acceptance.

Respectfully submitted,



Jeff Baron

Director of Administrative Services

TOWN OF NEWINGTON  
 NEWINGTON SCHOOL IMPROVEMENTS PROJECT BUILDING COMMITTEE  
 FINAL REPORT  
 SEPTEMBER 2015

This is the final report for the Newington School Improvements Project Building Committee. It is being submitted to comply with §8-45 M of the Newington Code of Ordinances. The Committee was established on January 27, 1998 by passage of Town Council Resolution 1998-24. The Committee successfully completed six projects. These projects are: renovations and additions to enlarge both middle schools (John Wallace Middle School and Martin Kellogg Middle School) and modernize their class room space; renovations and an addition at Newington High School to provide new science labs; the renovations and additions to enlarge Anna Reynolds Elementary School and John Paterson Elementary School and to modernize their classroom space; and technology infrastructure improvements at the remaining school district locations (Elizabeth Green Elementary School, Ruth Chaffee Elementary School, the Board of Education central offices at Town Hall, and the Bus Garage on Garfield Street). These completed projects served to satisfy the need for better computer equipment, computer wiring, and computer access at all Board of Education locations, and to accommodate the increase in the student population that had been forecast in the mid-to-late 1990's. These projects were paid for through a bond issue approved at referendum on November 3, 1998.

ARCHITECT AND CONTRACTORS

The Town Council approved Jeter, Cook and Jepson as the Project Architect by passage of Town Council Resolution 1998-43 in March 1998. The Town Council authorized agreements with the following construction contractors:

<u>Project</u>	<u>Contractor</u>	<u>Amount</u>	<u>Date</u>	<u>Resolution</u>
Kellogg Middle School	Lupachino & Salvatore, Inc.	\$ 4,045,500	02/99	1999-10
Wallace Middle School	W.J. Mountford, Inc.	\$ 2,914,000	02/99	1999-11
Technology Infrastructure at				
Green/Chaffee/Paterson/Reynolds/				
Central Office/Bus Garage	Custom Electric	\$ 454,250	09/99	1999-92
Paterson Elementary School	W.J. Mountford, Inc.	\$ 2,693,000	09/99	1999-93
Reynolds Elementary School	Aspinet Construction Company	\$ 3,817,000	09/99	1999-94
Newington High School	Aspinet Construction Company	\$ 4,088,000	10/99	1999-97

## EXPENDITURES

All expenditures were charged to the Public Building Fund. Expenditures are as follows:

<u>School/Project</u>	<u>Design</u>	<u>Construction</u>	<u>FF&amp;E*</u>	<u>Other</u>	<u>Project Total</u>
Kellogg Middle School	508,053.79	4,028,301.52	492,510.99	417,440.52	5,446,306.82
Wallace Middle School	393,974.14	3,076,431.52	483,870.01	41,940.00	3,996,215.67
Green/Chaffee/Central Office/Bus Garage					
Tech. Infrastructure	91,504.40	292,651.34	35,928.50	1,875.00	421,959.24
Paterson Elementary	296,255.13	2,760,458.14	313,041.12	39,367.00	3,409,121.99
Reynolds Elementary	336,921.17	4,197,094.19	443,418.30	5,907.00	4,983,340.66
Newington High School	438,294.78	4,306,880.46	801,827.17	41,800.00	5,588,802.41

\* FF&E = Furniture, Fixtures and Equipment

There are no current open balances for any of these project accounts in the Public Building Fund.

## COMMITTEE MEMBERS

This was a seven member Committee, with two members from the Town Council, two members from the Board of Education, and three members of the general public. Alan Bongiovanni served as the Chair of this Committee. The members of this Committee and their terms of service are as follows:

Chris Banach	Nov. 2005 – Nov. 2009	Alan Bongiovanni	Jan. 1998 – Present
Dan Carson	Dec. 2005 – Nov. 2009	Meg Casasanta	Dec. 2009 – July 2011
Donna Clark	Nov. 2001 – Nov. 2003	Myra Cohen	Jan. 1998 – Nov. 2011
Barbara DeMaio	Jan. 1998 – Nov. 1999	Robin Handleman	Nov. 2003 – Nov. 2005
John Kelly	Nov. 2003 – Nov. 2005	Mike Lenares	Nov. 1999 – Nov. 2003
Tom McBride	Jan. 1998 – Nov. 2001	Dave Pruett	Jan. 1998 – June 2013
Tom Shields	Jan. 1998 – Nov. 2013	Steve Woods	Jan. 1998 – Nov. 2009

## PROJECT CLOSE OUT

The Committee was notified that the Board of Education, as the Requesting Agency, approved a motion accepting the expansion and alterations to Martin Kellogg Middle School on September 28, 2005. No other comments were received by the Committee from the requesting agency on these

projects. All applicable warranties, guarantees, service manuals, original drawings, as-built drawings, and operator training materials received were turned over to the Board of Education at the time of receipt. All projects have been fully and satisfactorily completed since 2005 or before. All outstanding bills have been paid and the Town's independent annual audit of these projects has been completed. By submittal of this final report the Committee refers all project facilities to the Town Council for acceptance.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jeff Baron", with a long horizontal line extending to the right.

Jeff Baron

Director of Administrative Services

TOWN OF NEWINGTON  
FIREHOUSE EXPANSION PROJECT BUILDING COMMITTEE  
FINAL REPORT  
SEPTEMBER 2015

This is the final report for the Firehouse Expansion Project Building Committee. It is being submitted to comply with §8-45 M of the Newington Code of Ordinances. The Committee was established on December 14, 1999 by passage of Town Council Resolution 1999-118. The Committee successfully completed the expansion of Fire Company Two on Richard Street. Property adjacent to the Company Two was purchased in 1998. This allowed the Committee to significantly expand the firehouse, adding two drive through bays, a storage area, landscaping and numerous amenities. It allowed the Newington Volunteer Fire Department the opportunity to house apparatus in the South end of Newington that is sufficiently sized to fight fires at the larger structures that were built during and since the 1990's along the Berlin Turnpike.

ARCHITECT AND CONTRACTORS

The Town Council approved Silver/Petrucci + Associates as the Project Architect by passage of Town Council Resolution 2000-50 in May 2000. Following two earlier unsuccessful bid attempts, the Town Council authorized an agreement with Cutter Enterprises to perform construction in November 2004 (Resolution 204-97) for a contract amount of \$923,250. Cutter Enterprises performed the majority of the work in 2005. Tony Ruglio served as the Town's on-site representative during the course of construction.

EXPENDITURES

All expenditures were charged to the Public Building Fund. Expenditures totaled \$1,200,577.47. There is currently an open balance of \$30 in the Public Building Fund for this project.

COMMITTEE MEMBERS

This was a seven member Committee, with two members from the Town Council, one from the Board of Fire Commissioners, two members from the Newington Volunteer Fire Department, and two members from the public. The Board of Fire Commissioners representative served as the Chair of this Committee. Initially the Chair was Robert "Bob" Seiler, Sr. and during the period of construction the Chairperson was Francis "Rip" Callahan. The members of this Committee and their terms of service are as follows:

Chris Banach	Dec. 2009 – Nov. 2011
Tom Bowen	Nov. 2003 – Dec. 2003, and Nov. 2007 – Nov. 2009
Richard Brown	Dec. 1999 - Present

Rip Callahan	Dec. 2003 – Nov. 2008
Rick Carbray	Dec. 1999– Nov. 2003
Tom Gill	Dec. 1999– Present
Cathy Hall	Dec. 1999– Nov. 2007
Ken Hutchinson	Apr. 2005 - Present
John Kelly	Dec. 2003 – Nov. 2005
Mike Lenares	Nov. 2007 – Mar. 2011
Dan O’Connell	Dec. 1999 – Apr. 2005
Bob Seiler	Dec. 1999 – Nov. 2003
Tommy Smith	Dec. 1999 – Nov. 2009
Shelly Sones	Nov. 2005 – Nov. 2007
Kevin Zeigler	Jan. 2008 – Nov. 2009

PROJECT CLOSE OUT

No written comments were received by the Committee from the requesting agency on this project. All applicable warranties, guarantees, service manuals, original drawings, as-built drawings, and operator training materials received were turned over to the Newington Volunteer Fire Department at the time of receipt. A dedication ceremony was held at the firehouse in June of 2006. All work has been fully and satisfactorily completed since 2008 or before. All outstanding bills have been paid and the Town’s independent annual audit of these projects has been completed. By submittal of this final report the Committee refers the firehouse for Company Two to the Town Council for acceptance.

Respectfully submitted,



Jeff Baron

Director of Administrative Services

TOWN OF NEWINGTON  
BOARD OF EDUCATION ROOF REPLACEMENT PROJECT BUILDING COMMITTEE  
FINAL REPORT  
SEPTEMBER 2015

This is the final report for the Board of Education Roof Replacement Project Building Committee. It is being submitted to comply with §8-45 M of the Newington Code of Ordinances. The Committee was established on August 3, 2010 by passage of Town Council Resolution 2010-88. The Committee successfully completed the roof replacement at John Wallace Middle School, which was split into two projects. More than half the area (69,948 square feet) was worked on in the summer of 2011 and the second section (39,216 square feet) was addressed primarily in the summer of 2012. Modified bituminous roofing with tapered insulation was installed. These completed projects served to protect the physical plant by replacing leaky roofs that had surpassed their useful life. In addition, each of the rooftop HVAC (heating, ventilating and air conditioning) units was raised, re-piped, and returned to a correctly sized opening as part of the project.

ARCHITECT AND CONTRACTORS

The Town Council approved Silver/Petrucci + Associates as the Project Architect by passage of Town Council Resolution 2011-17 in February 2011. The Town Council authorized agreements with the following construction contractors:

<u>Project</u>	<u>Contractor</u>	<u>Amount</u>	<u>Date</u>	<u>Resolution</u>
Phase I	Commercial Roofing	\$ 1,318,935	06/11	2011-70
Phase II	Beaulieu Company	\$ 712,815	06/12	2012-80

EXPENDITURES

All expenditures were charged to the Public Building Fund. Expenditures totaled \$2,154,663.66. There is currently an open balance of \$215,336 in the Public Building Fund for this project.

COMMITTEE MEMBERS

This was a five member Committee, with three members from the Town Council and two members from the Board of Education. Dan Carson served as the Chair of this Committee. The members of this Committee and their terms of service are as follows:

Jay Bottalico	Mar. 2011 – Nov. 2013
Dan Carson	Dec. 2010 – Nov. 2013
Clark Castelle	Dec. 2010 - Present

Myra Cohen                      Nov. 2010 – Feb. 2015  
Mike Lenares                    Dec. 2010 – Mar. 2011  
Scott McBride                   Nov. 2010– Nov. 2011  
Dave Tatem                      Feb. 2012– Nov. 2013

PROJECT CLOSE OUT

No comments were received by the Committee from the requesting agency on this project. All applicable warranties, guarantees, service manuals, original drawings, as-built drawings, and operator training materials received were turned over to the Board of Education at the time of receipt. All work has been fully and satisfactorily completed since 2013 or before. All outstanding bills have been paid and the Town's independent annual audit of these projects has been completed. By submittal of this final report the Committee refers the John Wallace Middle School roof to the Town Council for acceptance.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jeff Baron", with a long horizontal stroke extending to the right.

Jeff Baron

Director of Administrative Services

TOWN OF NEWINGTON  
WEST MEADOW CEMETERY EXPANSION PROJECT BUILDING COMMITTEE  
FINAL REPORT  
SEPTEMBER 2015

This is the final report for the West Meadow Cemetery Expansion Project Building Committee. It is being submitted to comply with §8-45 M of the Newington Code of Ordinances. The Committee was established on May 9, 2006 by passage of Town Council Resolution 2006-60. The Committee successfully completed a major expansion of the cemetery in the section located behind the Parks Garage, adding numerous spaces for future grave sales, as well as niches for cremated remains, that will significantly extend the life of the cemetery. This addition also included landscaping, with many trees and shrubs, paving of the drive area, and other amenities.

ENGINEER AND CONTRACTOR

The Town Council approved BSC Group as the Project Engineer by passage of Town Council Resolution 2008-11 in January 2008. The Town Council authorized an agreement with Paramount Construction in March of 2009 (Resolution 2009-24), for \$425,500, to serve as the construction contractor. Work took place primarily in 2009 and concluded in 2010. Retired Parks and Grounds Supervisor Dennis Bonitsky served as the Town's on-site representative during the course of construction.

EXPENDITURES

All expenditures were charged to the Cemetery Fund. Expenditures totaled \$495,288.01.

There are no open balances for any other funds as a result of this project.

COMMITTEE MEMBERS

This was a five member Committee, with two members from the Town Council, and three members of the general public. Myra Cohen served as the Chair of this Committee. The members of this Committee and their terms of service are as follows:

Tom Bowen	Nov. 2006 – Nov. 2007
Myra Cohen	Oct. 2006 – Nov. 2013
Diane Duksa Kurz	Oct. 2006 – Present
Norm LeBrun	Sep. 2006 – Nov. 2011
Dave Nagel	Dec. 2009 – Nov. 2013
Kristine Nasinnyk	Nov. 2007 – Nov. 2009

PROJECT CLOSE OUT

No comments were received by the Committee from the requesting agency on these projects. All applicable warranties, guarantees, service manuals, original drawings, as-built drawings, and operator training materials received, along with the Cemetery Ordinance modifications that were drafted and requested by the Committee, were turned over to the Parks and Grounds Division of the Department of Parks and Recreation at the time of receipt. This project has been fully and satisfactorily completed since 2011. All outstanding bills have been paid and the Town's independent annual audit of this project has been completed. By submittal of this final report the Committee refers the West Meadow Cemetery expansion project facility to the Town Council for acceptance.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jeff Baron', with a long horizontal flourish extending to the right.

Jeff Baron

Director of Administrative Services



John Salomone  
Town Manager

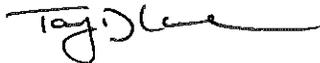
# TOWN OF NEWINGTON

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:** August 14, 2015  
**Re:** Resignation—William DeMaio: Commission on Aging & Disabled

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I am attaching a copy of the email communication received in the Town Clerk's office today from William DeMaio who is resigning from the Commission on Aging & Disabled, effective immediately. Mr. DeMaio was serving a term from 12/1/14 – 11/30/17.

Town Council is the appointing authority.

**Lane, Tanya D.**

**From:** DeMaio, William  
**Sent:** Friday, August 14, 2015 2:55 PM  
**To:** Lane, Tanya D.  
**Cc:** Stone, Dianne; bad6829@aol.com  
**Subject:** Resignation from the Senior Disabled Commission

Dear Tanya:

It is with much regret that I am officially resigning from the Senior and Disabled Commission effective immediately. I have been on the commission for over twenty five years and have enjoyed it immensely. The entire existing board members are all very dedicated and hard working volunteers. We worked well together and accomplished a lot. The most noted accomplishments are the new roof and coffee shop additions. The other major accomplishment was the first senior center to be Nationally certified.

Diane Stone is a wonderful director and has provided great leadership during her tenure. As you know I am fortunate to have been appointed to the superintendent's position of the Parks and Recreation department. So my commitment and dedicated efforts towards people with disabilities and seniors will continue in this town.

All the best,

**William A. DeMaio, CPRP**  
**Superintendent of Parks & Recreation**  
Town of Newington  
131 Cedar Street  
Newington, CT 06111  
Phone: (860) 665-8669  
Fax: (860) 665-8739  
[www.newingtonct.gov/parksandrec](http://www.newingtonct.gov/parksandrec)

RECEIVED & RECORDED IN  
NEWINGTON LAND RECORDS  
2015 AUG 14 PM 3:37  
BY Tanya D Lane  
TOWN CLERK

AGENDA ITEM: VI.A1

DATE: 9/8/15

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

RESOLVED:

That the Newington Town Council hereby accepts the resignation of William DeMaio from the Commission on Aging & Disabled, in accordance with a communication dated August 14, 2015.

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

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

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

AGENDA ITEM: VI.A2

DATE: 9/8/15

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

RESOLVED:

That the Newington Town Council hereby makes the following appointment:

**Commission on Aging & Disabled**

9 members  
Party Max.: 6

Name	Address	Party	Term	Replaces
			Immediate – 11/30/17	W. DeMaio (Res. 8/2015)

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

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

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



John Salomone  
Town Manager

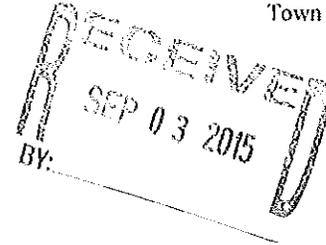
# TOWN OF NEWINGTON

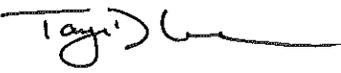
131 Cedar Street Newington, Connecticut 06111

Office of the Town Clerk

Tanya D. Lane MMC  
Town Clerk

## Memorandum



**To:** John Salomone, Town Manager  
**From:** Tanya Lane, Town Clerk   
**Date:** September 02, 2015  
**Re:** Resignation—William DeBlasio: Board of Parks & Recreation

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I am attaching a copy of the email communication received in the Town Clerk's office today from William DeBlasio who is resigning from the Board of Parks & Recreation, effective immediately. Mr. DeBlasio was serving a term from 12/13/11 – 11/30/15.

Pursuant to § 605 of the Newington Charter, Town Council is the appointing authority.

Lane, Tanya D.

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**From:** wdeblasio@cox.net  
**Sent:** Wednesday, September 02, 2015 3:19 PM  
**To:** Lane, Tanya D.  
**Subject:** P& R Resignation

> Subject: P& R Resignation  
>  
> Dear Ms. Lane  
>  
> Please accept this letter as a notification that I am resigning my position on the P & R board as of today 9/2/15, my current term expires in Nov. 2015.  
>  
> Sincerely,  
>  
> William DeBlasio

RECEIVED & RECORDED IN  
NEWINGTON LAND RECORDS  
2015 SEP -2 PM 3:25  
BY Tanya D. Lane  
TOP SECRET

AGENDA ITEM: VI.B1

DATE: 9/8/15

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

RESOLVED:

That the Newington Town Council hereby accepts the resignation of William DeBlasio from the Board of Parks and Recreation, in accordance with a communication dated September 2, 2015.

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

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

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

AGENDA ITEM: VI.B2

DATE: 9/8/15

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

RESOLVED:

That the Newington Town Council hereby makes the following appointments:

**Board of Parks and Recreation**

11 members  
Party Max.: 8

Name	Address	Party	Term	Replaces
Mary Beth Kelliher	5 Turkey Hill Rd.	D	Immediate – 11/30/15	W. DeBlasio (Res. 9/2015)
William DeBlasio	68 Harold Dr.	D	Immediate – 11/30/17	Vacant

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

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

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

AGENDA ITEM: VI.C.

DATE: 9-8-15

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

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

**7. Greater Hartford Transit District Board of Directors**

2 Members, 4 Year Term  
Party Max: 1

<b>Name</b>	<b>Address</b>	<b>Party</b>	<b>Term</b>	<b>Replaces</b>
<b>William Hall</b>	<b>26 Kowal Court</b>	<b>R</b>	<b>Immed. – 6/30/19</b>	<b>Self (term expires 6/30/15)</b>

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

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

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

AGENDA ITEM: VIII

DATE: 9-08-15

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

RESOLVED:

That property tax refunds in the amount of \$ 13,700.54 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 – SEPTEMBER 8, 2015**

Steven Kenneson 89 Clarendon Terrace Newington, CT 06111	\$291.10
Gelco Corporation Three Capital Drive Eden Prairie, MN 55344	\$1076.08
Scott Harvey 47 Robbins Lane, Apt. C Rocky Hill, CT 06067	\$89.14
Keith Hebert 27 Florence Street Newington, CT 06111	\$20.62
Stacey Hoffman 10 Cherry Hill Drive Newington, CT 06111	\$113.17
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040	\$255.00
Ann or Allan Howe 25 High Ridge Drive Newington, CT 06111	\$21.16
Barry Hurewitz 301 East 78 <sup>th</sup> St., Apt. 16F New York, NY 10075	\$138.23
Hyundai Lease Titling P.O. Box 198069 Nashville, TN 37219	\$183.29
Mark Jastrzebski 115 Groveland Terrace Newington, CT 06111	\$12.57
Arlindo Jorge 256 Culver Street Newington, CT 06111	\$87.07
Mercedes Benz Financial 13650 Heritage Parkway Lease Tax Support Fort Worth, TX 76177	\$152.69
Craig & Nicole Mercer 41 Centerwood Road Newington, CT 06111	\$58.41
Carol Mitchel 26 Woods Way Newington, CT 06111	\$146.89
Christopher Mitchel 26 Woods Way Newington, CT 06111	\$30.50
Matthew Piendak 28 Windmill Lane Newington, CT 06111	\$14.93

**TAX REFUNDS – SEPTEMBER 8, 2015**

Gary or Teresa Preziosi 192 Brentwood Road Newington, CT 06111	\$32.93
Sheila Ritter 91 Barkledge Drive Newington, CT 06111	\$41.13
David Quental 52 Pepper Bush Lane Newington, CT 06111	\$84.35
Rafael Rodriguez 115 Thornton Drive Newington, CT 06111	\$28.39
Donald or Gail Sama 84 Camp Street Middletown, CT 06457	\$265.38
Rebecca or Frank Sanborn 531 Cypress Road Newington, CT 06111	\$49.22
Frank Sanzo 88 Kimberly Road Newington, CT 06111	\$40.27
Victor Savluk Jr. 50 Camp Avenue Newington, CT 06111	\$19.12
Melissa Leigh Senecal 586 Maple Hill Avenue Newington, CT 06111	\$35.59
William Shain 253 Reservoir Road Newington, CT 06111	\$23.31
Neal Sprague 83 Main St., Apt. 1C Newington, CT 06111	\$16.87
Jon Sullivan or Lori Sienna 25 Wilbur Dr. Newington, CT 06111	\$28.56
Krystyna or Stefan Swit 126 Pfister Drive Newington, CT 06111	\$7.08
Toyota Financial Services Attn: LBX842701 Commerce Way #800 Woburn, MA 01801-1057	\$262.23
Donna Vandam 41 Hawley Street Newington, CT 06111	\$11.71

**TAX REFUNDS – SEPTEMBER 8, 2015**

Houston or Tiamarie Vaughn 103 Brockett Street Newington, CT 06111	\$30.25
Leonid or Zinayida Vinyavskyy 637 Churchill Drive Newington, CT 06111	\$88.18
Charles or Annette Warden 198 Webster Street Newington, CT 06111	\$15.18
Frank West 3 <sup>rd</sup> 149 Barnard Drive Newington, CT 06111	\$11.31
Barbara Wieckowski 26 Arrowhead Drive Newington, CT 06111	\$234.00
Kazimierz Wieckowski 26 Arrowhead Drive Newington, CT 06111	\$138.21
Eric or Michelle Williams 39 Pepper Bush Lane Newington, CT 06111	\$63.19
Sarkis or Angel Yirigian 7 Hunter Road West Hartford, CT 06107	\$15.79
Lorraine Zydanowicz 9 Memory Lane Newington, CT 06111	\$77.65
Corelogic Tax Service 1 Corelogic Drive West Lake, TX 76262	\$3239.34
Abdulahi M. Dieni 1471 Willard Avenue Newington, CT 06111	\$61.15
Veronica Underwoo 274 Reservoir Road Newington, CT 06111	\$107.16
Andreia or Monica Petrosan 108 Reservoir Road Newington, CT 06111	\$92.39
USB Leasing LT Attn: Tax 1850 Osborn Ave. Oshkosh, WI 54902	\$102.39
Toyota Motor Credit Corp. 19001 S. Western Ave. Attn: Product Operations WF 21 Torrance, CA 90509	\$1608.09

**TAX REFUNDS – SEPTEMBER 8, 2015**

Charles Charamut 282 Culver Street Newington, CT 06111	\$13.82
Lucille or Francis Blanchette 133 Watermill Road Van Buren, ME 04785	\$352.10
Peter H. Beal 161 Stonebridge Way Berlin, CT 06037	\$119.57
Jeffrey T. Gambino 71 Timothy Street Newington, CT 06111	\$39.89
Sanford Epstein 239 Hartford Ave. Newington, CT 06111	\$50.12
Sherrie Fairchild 132 Webster Court Newington, CT 06111	\$15.32
Roberto Gomez 10 Chestnut St. New Britain, CT 06051	\$45.97
Donna Goodell 49 Sequin Street Newington, CT 06111	\$200.98
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040	\$134.43
Mark Joseloff 253 Nicholson Street Newington, CT 06111	\$384.85
JP Morgan Chase 900 Stewart Ave. NY2-S503 Attn: Constance Garden City, NY 11530	\$882.51
Rita Lamontagne 19 Highland Street Newington, CT 06111	\$68.52
Dawn Lantiere 69 Apple Hill Newington, CT 06111	\$329.13
Paolo Patane 25 Stagecoach Lane Newington, CT 06111	\$16.22
Jennifer Patriss 427 North French CT Virginia Beach, VA 23454	\$82.01

**TAX REFUNDS – SEPTEMBER 8, 2015**

George or AnnaMarie Pisarz 287 Culver Street Newington, CT 06111	\$77.40
Florence Smedley 16 Roberts Street Newington, CT 06111	\$60.86
Steven Summa 232 Cambridge Dr. Ransey, NJ 07446	\$32.79
Edward J. Syc 159 Hartford Ave. Newington, CT 06111	\$269.28
William R. Jr. or Valerie C. Zapor 21 Northwood Road Newington, CT 06111	\$16.03
Ally Financial Louisville PPC P.O. Box 9001951 Louisville, KY 40290-1951	\$62.58
Ally Financial Louisville PPC P.O. Box 9001951 Louisville, KY 40290-1951	\$468.14
Paul Barr 36 Sequin St. Newington, CT 06111	\$110.26
Nancy or Curtis Blau 1 Woodsboro Circle Cromwell, CT 06416	\$172.20
Kenneth Bell 21 Atwood Street Newington, CT 06111	\$18.01
Robert Brandy 84 Connecticut Avenue Newington, CT 06111	\$70.03
Emily or Michael Detuccio 38 Long Street Newington, CT 06111	\$11.17
Paul DiBattista 61 Buck Street Newington, CT 06111	\$17.90
Gasper D'Onofrio 259 Marlborough St. Newington, CT 06111	\$12.57
Michael Forgach 187 Foxboro Dr. Newington, CT 06111	\$44.61
<b>Total</b>	<b>\$13,700.54</b>